



CONTRACTUAL AGREEMENT

BETWEEN

THE GRANDVILLE BOARD OF EDUCATION

AND

THE KENT COUNTY EDUCATIONAL ASSOCIATION/MEA/NEA

2022-23, 2023-24, 2024-25

**GRANDVILLE PUBLIC SCHOOLS
3839 PRAIRIE SW
GRANDVILLE, MICHIGAN 49418**

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AGREEMENT

This agreement entered into this 1st day of September 1, 2022 by and between the Board of Education of the Grandville Public Schools, hereinafter called the "Board", and the Kent County Education Association, affiliated with the MEA and NEA, hereinafter called the "Association".

WITNESSETH

The Board and the Association recognize that their primary responsibility is to the children of the district.

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

ARTICLE I **RECOGNITION**

- 1.1** The Board recognizes the Association as the exclusive bargaining representative, as provided in Act 379, Public Act of 1965, for all certified classroom teachers, including special education, teacher consultants, speech and language pathologists, counselors, media specialists, instructional specialists, music and physical education teachers and reading teachers/consultants, art coordinator, teaching principals who spend more than half of their time engaged in teaching activities, and the following non-certified professional education employees; school psychologists, school nurses, social workers, occupational therapists and at-risk student support specialist. Excluded from the bargaining unit are all other employees. The term "teacher" or "employee", when used in the Agreement, shall refer to all employees represented by the Association in the bargaining or negotiating unit as defined, and references to male teachers shall include female teachers and vice versa, except as otherwise clearly indicated by the context.
- 1.2** The Board agrees not to negotiate with any teacher's organization other than the Association with respect to persons in the unit defined in Paragraph 1.1 above for the duration of the Agreement. Nothing contained herein shall be construed to prevent any individual teacher from presenting a grievance and having the grievance adjusted without intervention of the Association, if the adjustment is not inconsistent with the terms of this agreement, provided that the Association has been given opportunity to be present at such adjustment.
- 1.3** In the event that legislation stricken from the Master Agreement is repealed or overturned, those items will be reconstructed through the use of existing board policy and mutually agreed upon administrative guidelines (where applicable)

In the event that no board policy exists covering the removed subjects, previous contract language will be reinstated from the previous agreement into the existing agreement. This language provides that all reconstructed/reinstated changes must be collaboratively agreed upon by the GEA and the administration.

ARTICLE II **TEACHER RIGHTS AND RESPONSIBILITIES**

- 2.1** The Board and the Association agree to abide by the Teacher Tenure Act, as amended and to all applicable laws and statutes pertaining to teacher's rights and responsibilities. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.
- 2.1.1** All certified teachers shall serve a probationary period in accordance with the Teacher Tenure Act, as amended.

- 2.2** Non-certified staff in this agreement are defined as association members who are not subject to Michigan Teachers Tenure Act including but not limited to: Counselors, speech pathologists, psychologists, SSW, OT, PT, nurse.
- 2.3** The Board agrees to furnish to the Association, in response to reasonable request submitted in writing, such public information as may be necessary for the Association to prepare proposals for bargaining or which may be necessary for the Association to process any grievance or complaint.
- 2.4** Religious and Political Discrimination: Certified employees shall be entitled to full rights of citizenship and no religious or political activities of any employee or lack thereof shall be grounds for discrimination with respect to the employment of the employee. However, the GEA recognizes that it is the employee's responsibility to fulfill his/her employment obligations.

Religious and Political Discrimination: Non-certified employees shall be entitled to full rights of citizenship and no religious or political activities of any employee or lack thereof shall be grounds of any discipline or discrimination with respect to the employment of the employee. However, the GEA recognizes that it is the employee's responsibility to fulfill his/her employment obligations.

The provisions of the Agreement shall be applied without regard to race, creed, age, religion, color, national origin, sex, marital status, height, weight, handicap or any other reason prohibited by state or federal law.

- 2.5** A teacher will have the right to review the contents of all records of the School district pertaining to said teacher, originating after the initial employment and to have a representative of the Association accompany him/her in such review.

If a Freedom of Information Act (FOIA) request is made for any information on any teacher in the district, the Board or administrator representing the Board shall notify the affected employee(s) immediately. The Board shall release to the employee(s) names of all those requesting information under FOIA. The Board shall further allow the employee(s) and the Association to review said documents or files prior to their release, and exclude from release all materials that are untimely or are excluded under state and federal laws.

- 2.6** Any member of the bargaining unit who is not covered by the Michigan Teacher Tenure Act (psychologist, nurse, occupational therapist, speech and language pathologist, and social worker) shall for purposes of this Article be considered as on probation for the first four (4) years of employment and shall be on a continuing contract thereafter, go on the seniority list, and be entitled to benefits accorded to tenure teachers under this Agreement. (Add SLP)

- 2.7** If material to be placed in the teacher's file is determined to be in factual error, the material will be corrected or expunged from the file, whichever is appropriate.

- 2.8** A teacher's assigned grade to a student can only be modified if all the following are met:
1. The teacher is informed of the specific reasons and concurs in the grade change.
- Or
2. The majority of a review panel consisting of three teachers (selected by the Association), one Board member and the Superintendent (or his/her designee) approves the grade change. If the decision of the panel is adverse to the teacher, then the teacher may appeal to the Board of Education. The decision of the Board, regarding such an appeal, is final. (NOTE: Only the teacher may appeal to the Board.)

- 2.9** All instructional materials, methods, lesson plans, or other creative or copyrightable work, written, composed, created, or devised by a bargaining unit member during their employment, on the members own time without the use of district resources or support, shall remain the property of the teacher.

All such projects undertaken by the teacher with the support and resources of the district shall be the shared property of the teacher and the district.

- 2.10** Employees of the Grandville Public Schools are prohibited from the possession, use, or distribution of illicit drugs on school premises or as any part of its activities.

Employees of Grandville Public Schools are also prohibited from use or distribution of alcohol on school premises or during activities involving students.

The Board agrees not to perform or require random or periodic drug or alcohol testing.

ARTICLE III
PROFESSIONAL COMPENSATION

- 3.1** The basic salary of bargaining unit members shall be as set forth in Appendix A. Salary thus specified shall be in effect without deviation during the designed period. Compensatory time off in place of compensation in Section 3.6 shall not be considered a deviation if agreed to by the teacher and the Association is informed of the agreement.
- 3.2** The salary schedules are based on a normal teaching load for full-time teachers and shall be the compensation for all regular teaching and related services performed during the term of the Agreement. It covers extra services performed outside the established school year, which duties, if desired by the Board, shall be requested on a voluntary basis and paid for at a rate set forth in Schedules B and C. It covers extra assignments such as coaching, class sponsorship, etc., which shall be paid for at a rate set forth in Schedules B and C without deviation unless the teacher agrees and the Association is informed within ten (10) days.
- 3.3** New teacher or teachers with less than one semester in the Grandville School system may be required to report for orientation days before the regular opening of school. Teachers who are being transferred from one level to another (elementary, middle school or senior high school) may, at the request of the building principal, be required to attend a one-day orientation.
- 3.4** The following legal holidays shall be observed and all schools closed: New Year's Day, Memorial Day, Labor Day, Thanksgiving Day, and Christmas Day. Schools will be closed for a minimum of 7 days for Christmas vacation and a minimum of 2 days for spring vacation.
- 3.5** A teacher engaged during the school day in negotiating on behalf of the Association with any representative of the Board or participating in any professional grievance negotiations, including arbitration, shall be released from regular duties when such meeting is scheduled by mutual agreement during the school day.
- 3.6** For those teachers working beyond the normal school year, compensation for the extra days shall be equal to their daily rate. Opportunities for paid, voluntary summer committee work will be posted within the relevant building, or district-wide as appropriate, with a copy provided to the GEA. The compensation rate, the task, and the anticipated time commitment shall be included in the posting.
- 3.7** Teachers who teach six (6) class periods in the high school or seven (7) class periods in the middle school instead of the normal five (5) or six (6) class periods, hourly rate shall be computed by the formula $1/5$ or $1/6$ times the annual salary, divided by the number of scheduled student contact days. This payment shall be made for each day the class is assigned to the teacher.
- 3.8** All teachers who volunteer and/or are called upon to volunteer to work during:
- a. their conference period

- b. their prep time
- c. before the regular school day
- d. after the regular school day
- e. during vacation time (summer, Christmas, spring, etc.), or
- f. on the school excellence team (SET) shall be paid 80% of the rate stated in Schedule C (teaching as a substitute during conference hour) with a maximum of twenty (20) hours per school year.

ARTICLE IV
TEACHING HOURS

4.1 While school hours may differ in the various schools, the normal teaching day is 8:00 to 3:35. These hours may be adjusted to equivalent times of up to one hour earlier or later in the middle school or senior high and up to 30 minutes earlier or later in the elementary schools. In the event there is a deviation from the standard or normal teaching day, assignments will be made on a voluntary basis whenever possible. On the day before a holiday, a teacher shall be free to leave ten (10) minutes after students are dismissed.

In emergency situations, such as severe space shortages or extreme financial conditions, these hours may be changed. The Association will be notified prior to any emergency change in the normal teaching day.

4.2 While the above paragraph provides for a normal teaching day, the Association recognizes that each teacher's professional responsibilities to students and the District will require him/her to devote additional time outside the teaching day or week to such matters as preparing lesson plans, materials and projects, grading papers, attending required staff meetings and school functions, meeting parents, preparing reports, and other work relating to his/her teaching function. It is agreed that such matters are an integral part of each teacher's duties and will be performed in a conscientious, professional manner.

4.2.1 All professional staff will attend and participate in "up to but not exceeding" one hour of staff meeting time as well as one department/course/grade level meeting per month.

4.3 All teachers shall be entitled to a duty-free, uninterrupted lunch period, which shall not be less than thirty (30) minutes. Elementary classroom teachers shall be relieved of all recess duty supervision. Elementary lunch and recess shall be scheduled with a minimum 40-minute block. Each grade level shall receive 100 minutes minimum per week of common planning time. Recess and planning schedules will allow for 20-minute minimum grade level planning blocks to use as planning, collaboration with other staff, and other professional activities.

4.3.1 It is expected that each elementary teacher will be responsible to get their students to the lunchroom before beginning their duty-free time.

4.3.2 In the elementary schools, the principal shall secure an individual or individuals for noon lunch supervision duty.

4.3.3 Teachers will be in their classrooms a minimum of ten (10) minutes before the beginning school. The teacher work day will be seven (7) hours and thirty-five (35) minutes (which includes a thirty (30) minute duty free lunch) with the actual schedule being determined on a building basis.

4.3.4 Elementary Planning Time - For the life of this Agreement, elementary planning time shall be no less than 290 minutes weekly.

- 4.3.5** All elementary specials teacher planning time for weekly totals can only be counted in a minimum of 30 consecutive minute blocks per day for four (4) days each week and a 20-minute consecutive block for one (1) day each week.
1. An effort will be made to insure elementary specials teachers have five (5) minutes of transition time between grade level changes within their daily schedule.
 2. When a specials teacher loses planning time due to travel from one building to another, including due to weather, the teacher will be compensated at the teacher sub rate (Schedule C) for lost time.
- 4.3.6** Elementary specials schedules will be developed in collaboration with the GEA and the district.
- 4.4** When all schools are closed to students due to inclement weather or by Acts of God teachers will not be required to report.

The present Board "snow day" policy of keeping schools in session when prudently possible shall be continued. School closings shall be announced via media.

- 4.4.1.** Cancellations or delays that fall within the allowable "Act of God" hours (per state law) and the teachers will not be required to report and shall suffer no loss of salary.

ARTICLE V
TEACHING LOADS AND ASSIGNMENTS

- 5.1** The present normal weekly teaching load in the middle school and senior high school of twenty-five (25) teaching periods and five (5) unassigned preparation periods will be continued as long as a six-period day is maintained. No departure from these norms, except in case of emergency, shall be authorized without prior consultation with the Association (to be resolved by mutual agreement between the Board and the Association)
- 5.2** The normal weekly teaching load in the middle school, in the case of a seven (7) period teaching day, insofar as practical, will be as follows:
1. For those who teach a majority of core subjects:
 - a. Twenty-five (25) teaching periods
 - b. Five (5) Elective or Team Meeting Time
 - c. Five (5) planning/prep periods
 2. For those who teach a majority of non-core subjects, such as art, music, tech. ed., computers, physical education and life skills/health.
 - a. Thirty (30) teaching periods
 - b. Five (5) planning/prep periods
 3. In the event a deviation from the above standards is necessary, the building principal and the teacher involved will meet together in order to reach a mutually acceptable solution.
- 5.3** Teachers will be notified of their tentative assignments for the coming year as soon as practical.
- 5.4** Current Middle School Teaching Loads – Team Teaching

All Teachers shall be expected to teach:

1. Twenty-five (25) teaching period
2. Five (5) periods of MAP, supervision or additional duties.
(i.e. shared teaching which is co-teaching (two (2) teachers assigned to teach the same class).
3. Five (5) conference periods

The expectation is that the teams will meet for team planning when not assigned to direct MAP, supervision, or other teaching responsibilities. If MAP is discontinued, the middle school will return to the former junior high six-period schedule.

- 5.5** Any middle school teacher teaching a course for high school credit who administers a final exam will receive ½ day of release time at the end of each semester or trimester.

ARTICLE VI
TEACHING CONDITIONS

- 6.1** The Board will attempt to maintain the following enrollments, insofar as practical, after the first five (5) student days of the school year in grades K-8 and after the first five (5) of each semester in grades 9-12. Activity classes in grades K-6 including science lab, art and tech. ed. will have a limit of thirty (30) students. Physical education and music classes in grades K-6 will have a limit of thirty-five (35) students. Activity class in grades 7-8 will follow high school limits.

<u>Grade/Class</u>	<u>Maximum Class Size</u>	
6.1.1	Young Fives	21
6.1.2	Kindergarten	24
6.1.3	1-3	26
6.1.4	4-6	28
6.1.5	K-3 split	21
	4-6 split	24
	Multi-Age	25:1 ratio
6.1.6	Specials Elementary Homeroom	
6.1.7	7-8	150/5-period day <u>or</u> 30/class period
		ELA and Math 8 28
6.1.8	9-12	Social Studies 150/5 period day or 30/class period
		Business Courses
	Math	
	Foreign Language	
	Art	
	Biology	
	Acting	
	Yearbook	
	Debate	
	Health	
	Technical Drawing, I & II	
	Architectural Drawing	
	Computer Applications	
	All other AP Classes	
	Chemistry	
	Physics	
	Honors American Studies I & II	
	ELA	140/5 period day or 28/class period
	Industrial Arts-	
	Shop Courses	
	Forensics	
	Audio Visual Broadcasting	
	AV Production I & II	
	Foods & Nutrition	

Journalism
Speech
Exploring Technology

Physical Education	200/5-period day <u>or</u> 40 per class period
Reading/Writing 9, 10 & 11	A maximum of 21 students per class
Senior Writing	A maximum of 21 students per class
Success Lab	A maximum of 30 students per class

Any new classes not covered in this Section will be determined by mutual agreement.

6.1.9 Special Education- As per statutorily established caseloads and/or class size limits

(It is understood that the Board may apply to the State for deviations from the established case load/class size limits but that any additional students above the statutory limits shall result in additional compensation as established below.)

6.1.10 The above maximums shall not be exceeded if it would exceed the reasonable physical limits of the classroom, lab facility or number of work stations available and equipped for students.

6.1.11 In the event the Board finds it necessary for the number of students in any class to exceed the -above figures for more than five (5) consecutive school days, the teacher involved shall be paid \$6.75 per day for each student over such figures in grade K-6; \$2.00 per class period for each student over such figures in grades 7-12. Such amounts shall be paid at the end of each semester or trimester.

Where the overload in a K-6 assignment is for less than a full day, it shall be prorated on the following basis:

greater than 2 hours 40 minutes = day rate (\$6.75)
less than or equal to 2 hours and 40 minutes = hourly rate (\$2.00)

Teachers must meet the deadlines set forth from the administration office to receive overload pay. Any teacher who submits after the deadline will not receive their overload pay for that semester/trimester.

Any grade 7 through 12 co-taught class will have a cap of one-third (1/3) of the total students as special education students. Overloads in a co-taught class will be paid the number of students beyond the class maximum to the teacher with the overloaded portion of the roster.

Where the overload of a speech-language pathologist exceeds a caseload of 60 for more than five (5) consecutive days, the therapist involved shall be paid \$4.50 for each contact with overload students and six (6) times the "hourly substitute during conference hour rate" for each overload evaluation completed.

If overload is offered to psychologists, it will be at \$400 per evaluation. The opportunity for overload will be offered on an equal basis at the time it is offered.

Students who are mainstreamed in general education classes for "socialization" only do not qualify a teacher for overload pay. Examples of "socialization" activities include, but are not limited to: calendar, show and tell, parties, and story time. Students who are mainstreamed for content areas, including LINKS students and students with disabilities, continue to qualify a teacher for overload pay.

The building principal and grade level teachers at grades 1 and 2 may submit a proposal to the Superintendent to utilize a paraprofessional in lieu of overload pay. An effort will be made to include the teacher in the interview and hiring process for the paraprofessional.

If paraprofessional services are provided for at least one-half (1/2) of the instructional day, the teacher will not be eligible for overload pay. If the paraprofessional is assigned for less than one-half (1/2) of the instructional day, overload pay will be prorated for the period of time that the paraprofessional is not assigned to the classroom.

Teachers experiencing an overload based on the above numbers will be notified by human resources to submit an overload form for each semester/trimester. When notified by the teacher, the district will automatically calculate the overload payment.

- 6.1.11** In the event an elementary specials teacher accepts an additional elementary homeroom class into a single specials section, the bargaining unit member will receive the Schedule C – Teaching as a sub during conference hour rate, in addition to their normal compensation.
- 6.1.12** In the event that a teacher is asked to teach two separate classes during the same hour, they will receive a \$1000 stipend for each semester where they are scheduled for two preps in the same section. In addition, they will be compensated \$250.00 for each student enrolled in the smaller section up to 20% of the affected member's salary. In order to qualify for this overload payment, the teacher must show evidence of teaching two separate classes without paraprofessional or instructional coach support. Additionally, teachers will not qualify for this overload payment for independent study students or for students who simply check in for attendance. (Calculation Salary \$75,000 x 0.20 = \$15,000/30 students = \$500/2 semesters = \$250 per student per semester)

The district and department chairs shall notify teachers at least twice each year of this clause.

- 6.2** If schedules are not made to allow special education teachers and/or resource room teachers their preparation or release time, said teacher shall be paid at the rate of six-fifth (6/5) times their annual salary as if they had an extra class as in section 3.7.
- 6.3** Consistent with the established policy of Grandville Public Schools to provide a quality education for all students, the Board agrees to reduce the class limits for classes listed in Article VI by whatever number the M.E.T./Staffing determines proper for each child with a disability that is mainstreamed into the regular classroom. See Addendum I.

This procedure shall be completed on all students with any special education eligibility (R340.1703-340.1715). If this procedure is not completed prior to placement in a regular education classroom, the teacher will notify the building administrator, in writing, and the administrator will convene a staffing within ten (10) school days to complete said procedure.

- 6.4** Board will attempt to equalize class loads as much as possible, by assigning students to the appropriate school. In attempting to equalize class loads, on a given grade level, principals will confer with the teachers involved to reach a satisfactory resolution.
- 6.5** Where a bargaining unit member is required to provide services to a student in the student's home, the Employer shall immediately take whatever steps are possible to allow the bargaining unit member to provide such services in an alternate location outside of the home. If the bargaining unit member cannot provide services to the student outside the student's home, the member may consent to continue to provide services within the student's home provided that the Employer agrees to allow another District employee to accompany the bargaining unit member to the home. In the event that none of the above options or others considered by the parties satisfy the bargaining unit member the Employer shall have such services provided by another person who is not a member of the bargaining unit.

ARTICLE VII
VACANCIES AND PROMOTIONS

7.1 The Board agrees that it is desirable in filling vacancies in the bargaining unit, including vacancies in summer school, driver education, coaching, and extracurricular activities, to do so by actively considering each request from within its own staff. Whenever a vacancy in the bargaining unit arises or is anticipated and it is not filled from a bargaining unit member from within the same school/building, the Superintendent or his designee shall post the position for not less than seven (7) days (not including Saturdays, Sundays, and legal holidays). However, the Board shall not be limited in its selection of personnel to permanently fill vacant positions to applicants from within the bargaining unit or to the persons temporarily assigned to such positions.

Whenever an administrative vacancy arises or is anticipated, until the last day of school, the Superintendent or his designee shall give not less than seven (7) days written notice via email (not including Saturdays, Sundays, and legal holidays) to the Association President before the position is filled. The Board will send an electronic notification to all teachers for any administrative position posted after the last day of the previous school year and prior to the first day of the succeeding school year. Such notice shall include a general job description and anticipated salary range for the position.

7.2 Transfer requests should be submitted by March 1 of each year.

7.3 Requests for part-time and job-share assignments should be submitted by March 1 for each year.

ARTICLE VIII
SENIORITY LIST

8.1 Not later than March 1 of each school year, the Administration shall prepare a seniority list of all teachers in the District. Seniority shall be determined by the length of unbroken service within the bargaining unit and shall be computed from the teacher's most recent beginning of employment. The seniority list shall be in rank order of the teacher's first date of work as set forth in the preceding section.

8.2 In the event one of several teachers has the same seniority date, a drawing will be held during the first month of employment to determine the relative placement of those teachers on the seniority list. Notification of said drawing will be given to the Association and the affected teachers, and the drawing will occur at a convenient place, date, and time.

8.3 Teachers obtaining new certification or qualifications after March 1 of any year, shall not receive seniority credits for such additional certification or qualification until the following March. At that time, the teacher shall receive full seniority rights in all areas of his/her certification and qualifications, provided that such additional qualification/certification is reported to the Assistant Superintendent of Human Resources.

8.4 The seniority list will be provided to the Association and be posted in all buildings by March 15 of each school year.

8.5 Seniority shall continue to accumulate for bargaining unit members during sabbatical, military, FMLA, and sick leave as well as periods of layoff. During all other authorized leaves of absence, seniority shall be frozen as of the date the leave commences and shall not begin to accumulate again until the employee has returned to active service.

8.6 Seniority for all purposes under this Agreement shall be defined as length of unbroken service within the bargaining unit. All bargaining unit seniority is lost when employment is severed by resignation, retirement, and/or by discharge for cause. For a bargaining unit member who is employed in a

supervisory/administrative, non-bargaining position, previously accumulated seniority within the bargaining unit is retained for a period of three (3) years or the total years of service within the bargaining unit whichever is smaller but no additional seniority will accumulate during any period when a former bargaining unit member is employed outside the bargaining unit.

For the administrator that remains out of the bargaining unit for a period longer than that stated above, he/she shall be entitled to return to a bargaining unit position at the beginning of any school year provided, however, that the administrator is certified and qualified for a position in accordance with Michigan laws and regulations.

ARTICLE IX **LEAVE PAY**

9.1 At the beginning of each school year, each bargaining unit member shall be credited with ten (10) Days of leave, the unused portion of which shall accumulate from year-to-year with a 180-day limit. The leave days may be used by a bargaining unit member for the following reasons:

1. Physical or mental illness, injury, or health condition of the employee or his or her family member.
2. Medical Diagnosis, care, or treatment of the employee or employee's family member.
3. Preventative care of the employee or his or her family member.
4. Closure of the employee's primary workplace by order of a public official due to a public health emergency.
5. The care of his or her child whose school or place of care has been closed by order of a public official due to a public health emergency.
6. The employee's, or his or her family member's, exposure to a communicable disease that would jeopardize the health of others as determined by health authorities or a health care provider.
7. For domestic violence or sexual assault situations, employees may use paid medical leave for any of the following:
 - i. Medical care or psychological or other counseling.
 - ii. Receiving services from a victim services organization.
 - iii. Relocation and obtaining legal services.
 - iv. Participation in civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
8. Paternity leave

Definitions – A "family member" includes:

1. A biological, adopted or foster child, stepchild or legal ward, or a child to whom the employee stands in loco parentis;
2. A biological parent, foster parent, stepparent, or adoptive parent or a legal guardian of an employee or the employee's spouse, or an individual who stood in loco parentis when the employee was a minor child;
3. An individual to whom the employee is "legally married under the laws of any state";
4. A grandparent or grandchild; and
5. A biological, foster, or adopted sibling.

9.1.1. The Board shall provide, without cost, to each eligible bargaining unit member, Long Term Disability Insurance. Benefits shall be paid at 70% of the employee's salary to a maximum of \$5,500 per month and shall begin after the later of 1) exhaustion of the bargaining unit member's accumulated sick leave or 2) expiration of sixty (60) calendar days of disability accumulated in any twelve (12) consecutive months. (Only the last three days of the waiting period need be consecutive and for the same condition.)

Absence from duty, not accumulative and not chargeable to the above ten (10) sick leave days shall be granted for the following reasons without deduction from salary:

Each Funeral	Up to 2 days per year
Each Death in Immediate Family	3 days
Bereavement	2 days/year maximum

1. Immediate Family is defined as spouse, parents, step-parents, grandparents, grandparent-in-laws, step-grandparent, father-in-law, mother-in-law, brother-in-law, sister-in-law, uncle, aunt, child, stepchild, sister, brother, grandchild, or significant others approved by the Superintendent or designee.
2. Funerals for current staff and/or students shall be considered district release time.

9.1.2 Teacher wishing special consideration for absence not allowed herein may file a written request with the Superintendent for Board consideration of their special cases.

9.1.3 For absences not covered above or in 9.1.5 below, a daily salary rate, to be determined in the following manner, shall be deducted for each day of absence. Fractional day or hour absences will be deducted on a pro-rata basis.

$$\frac{\text{Contracted Annual Teaching Salary}}{\text{Teacher Duty Contract Days}} = \text{Daily Rate}$$

9.1.4 Absences required by pregnancy or-childbirth shall be treated in accordance with the sick leave provisions of this Agreement.

9.1.5 Personal Leave

1. At the beginning of each school year, each bargaining unit member shall be credited with four (4) days to be used for personal business without loss of salary. A personal leave day may be used for any purpose at the discretion of the bargaining unit member except that such days shall not be used for the purpose of extending a holiday, scheduled break, to render employment to others, or to engage in union or Association activities. Scheduled break is defined as any break bargained in the Master Agreement.

A bargaining unit member planning to use a personal leave day shall notify his/her principal at least five (5) days in advance, except in cases of emergency, by completing the Notification/Request for Leave Form. The use of personal leave days may be restricted by a lack of availability of substitutes. Use of back-to-back personal leave day is permissible if approved in advance by the employee's immediate supervisor.

2. At the conclusion of the school year, any unused personal leave days will be automatically rolled into the employee's accumulated sick leave days.
3. A teacher who has used two or fewer sick leave days, per Article IX, during the previous school year, will be entitled to one (1) additional (bonus) personal leave day to be used during the following school year. Extra (bonus) day is available to use to extend a holiday or break pending sub coverage.

9.1.6 Any teacher who is absent because of an injury or disease compensable under the Michigan Workers' Disability Compensation Act shall receive from the Board the difference between the disability benefits provided by the Workers' Disability Compensation Act and the leave from duty benefits herein provided. To the extent that the Board makes payment to a teacher for that portion of his/her salary not

reimbursed under the Workers' Disability Act, said partial payments shall be charged pro-rata against the teacher's accumulated leave from duty days.

9.1.7 Jury Duty

Any bargaining unit member called for jury duty during school shall be paid his/her full salary for such time, if at least a one (1) day notice is provided the Board. The teacher will remit to the school any money paid for his/her jury service (excluding mileage).

9.1.8 Sick Bank

1. The purpose of the sick bank is to provide compensable leave coverage to bargaining unit members who are absent due to extended disability because of personal illness or injury. Bargaining members may use up to twenty-three (23) working days from personal sick days or sick bank (if awarded). Purpose of the sick bank is to allow adequate time for bargaining members to possibly qualify for Long Term Disability. Exceptions may be made by the Superintendent or designee.
2. Such bank shall be administered by the executive board of the Association, and any decision thereof are not subject to the grievance procedure.
3. The Board shall maintain the record for the use of said days from the sick leave bank. The Association shall submit to the Board or its agents' proof of such authorizations and notice of such approved deductions from the sick leave bank.
4. To continue the sick leave bank, the following shall happen:
 - a. Unused bank days from school year to school year shall be carried over.
 - b. Teachers who have exceeded 180 days of sick leave may donate their additional days to the sick bank prior to the July 1 accrual roll over each year. Days above 180 that are not donated to the sick bank will be removed from the employee's sick leave before awarding sick leave for the following school year.
 - c. In the event sick days are depleted, members will be petitioned to donate up to two (2) days to bring the bank back up to 50 days. If enough days are not donated to meet the minimum days needed, then members with at least 41 days will be required to donate one day. This will be done as a lottery, conducted jointly by the administration and a representative from the GEA, until the bank is brought back to a whole. Members who donate days when petitioned would be exempt from this drawing.
 - d. Individuals awarded sick bank days shall provide 4 days of their personal sick time as repayment for using the sick bank days. This payment will take place at the beginning of each school year for 4 years. If the member would like to pay back sooner they may do so if desired. The association will provide a repayment schedule to the Board or its agents.

In the event the individual is unable to return to work, this repayment requirement would be waived. Should the individual leave the district prior to this 4-year period, repayment of the days would come from the remaining sick days upon end of employment.

9.1.9 Family Catastrophic and Severe Illness

In the event that a bargaining group's family member experiences a severe or catastrophic illness or injury and that member has exhausted their sick days, the member may petition other association members to donate sick days directly to them. Procedures for this to occur are set in Appendix A.

ARTICLE X
LEAVES OF ABSENCE

10.1 Any teacher whose personal illness extends beyond six (6) weeks shall be granted a leave of absence without pay for such time as is necessary for adequate recovery from such illness up to the balance of that school year. Such leave may be renewed, if necessary, for complete recovery from such illness, for a period not to exceed one (1) school year. It is understood that such teacher will continue to receive sick leave and/or LTD benefits in accordance with Article IX. If the employee is eligible for a leave under the FMLA and total absence is more than sixty (60) school days, insurance benefits will be discontinued at the end of the teacher's total accumulated paid leave days or sixty (60) school days, whichever is greater. If the employee is not eligible for FMLA leave, and the total absence is for fifty (50) school days or more, insurance benefits will be discontinued at the end of the teacher's total accumulated leave days or fifty (50) school days, whichever is greater. The teachers will be allowed to continue their insurance policies (such as health, life, and dental) during this leave of absence provided they reimburse the school district for the entire monthly cost of such policy in advance, and provided this is allowed by the insurance carrier. In the event the insurance carrier will not allow the teacher to continue in the group for the entire leave, the teacher will be allowed as long a period as possible as authorized by the insurance carrier.

Upon return from leave, the bargaining unit members shall be returned to a position equivalent in pay, benefits, hours other terms and conditions of employment outlined in the master agreement.

If such absence is for a period of time of one (1) semester or more during a given school year, it is understood that upon written notice by July 1 of that year such tenured teacher will be returned to teaching position at the beginning of the ensuing school. If such an absence extends into the next school year, it is understood that upon written notice of thirty (30) days or more, such tenured teacher will be returned to a teaching position no later than the beginning of the second semester. The Board may require a doctor's certificate and/or other evidence of illness or injury to substantiate the request for leave and/or fitness to return from such leave. Credit for a full step advance shall be given only if the absence is for less than sixty (60) school days or the teacher's accumulated leave, or if it is the result of a compensable injury. Expenses involved in obtaining evidence will be the responsibility of the employee.

10.1.1 Family and Medical Leave Act

The leave provisions of this Agreement shall comply with the requirements of the Federal Family and Medical Leave Act language. All such leave shall run concurrently with, and not in addition to, any other applicable leave granted in this Agreement. Contact the Human Resources Department for information on current FMLA regulations.

10.2 Election of Type of Leave

All leave provisions under this article shall minimally be consistent with the provisions of the Family and Medical Leave Act (FMLA). Any affected employee shall make an election of options at least a sixty (60) days in advance of the first day of absence, if possible. The affected employee shall have the option of:

1. use of paid sick leave for the period in which the employee is physically unable to work due to the disabling condition, and return to active employment at the end of such period; or
2. use of paid sick leave for the period in which the employee is physically unable to work due to the disabling condition, and use of unpaid leave for child care for the remainder of the 12-week FMLA leave; or

3. if the affected employee has tenure and at least three (3) years of service in the district, use of paid sick leave for the period in which the employee is physically unable to work due to the disabling condition, and use of unpaid child care leave under Section 10.2.3 for the remainder of the leave.

It is understood that any unpaid leave under this section that exceeds the twelve (12) week FMLA limit will result in a pro-rated step placement on the salary schedule upon return to work.

10.2.2 Paid Sick Leave

1. If the teacher elects to use paid sick leave, the expected departure and return dates shall be tentatively established in advance by agreement between the teacher and the principal. Such dates may, however, be adjusted later to the extent necessary to accommodate unanticipated changes in ability to work due to a disabling health condition. The Board may require a doctor's certificate and/or other satisfactory evidence of fitness to continue and/or return to work.
2. As soon as reasonably possible and/or practical, the teacher shall provide the Human Resources Office with a statement from the physician specifying the date the teacher is able to resume full employment in their position without danger to the teacher's health and without impairment of the teacher's ability to perform employment duties.
3. The Board reserves the right (after its physician has consulted with the teacher's physician and so recommends), at its option and expense, to have the teacher examined by a physician mutually agreed upon by the teacher and the Board with respect to establishing the proper beginning and/or ending date of the leave (or, if the Board and the teacher cannot agree, a physician mutually agreed upon by the Board's physician and the teacher's physician).

The teacher shall be available for such examination and will cooperate in furnishing the necessary information in connection therewith.

4. Additionally, if the teacher does not return to work when physically able to do so without being approved for an extension of leave, the teacher will be deemed to have terminated employment with the district. Otherwise, if the total absence is for less than sixty (60) school days or total accumulated sick leave days, whichever is greater, credit will be given for a full step advance and hospitalization and life insurance benefits will be continued.
5. If such absence is for a period of time of one (1) semester or more during a given school year, it is understood that upon written notice by July 1 of that year such tenure teacher will be returned to a teaching position at the beginning of the ensuing school year. If such an absence extends into the next school year, it is understood that upon written notice of thirty (30) days or more, such tenure teacher will be returned to a teaching position no later than the beginning of the second semester.

10.2.3 Child Care Leave (See also Section 10.1.1)

1. Child care leave of up to three semesters is available upon the birth or adoption of a teacher's child within one year of birth or placement.
2. The use of paid sick leave after the established beginning date of child care leave will not be allowed. If a teacher becomes unable to work because of illness, prior to the established date of the unpaid child care leave, such leave may be used until recovery from such illness.
3. The child care leave shall be for a maximum period of three (3) full semesters plus the balance of the semester in which the teacher began such leave, at which time the teacher shall be entitled to return, provided that notice of desire to return is given by the April 1st preceding the date of desired return.

4. Upon return from a Child Care Leave, a teacher must be re-employed and teach for the Grandville Public Schools for at least one (1) consecutive calendar year before again becoming eligible for such a leave.

10.2.4 Adoptive leave will be granted in accordance with the requirements regarding child care leave under Section 10.2.3 above, where applicable. It shall be the duty and responsibility of the employee to give notice prior to such leave.

Employees that have arranged and been notified that adoption of a child has been secured, may use up to twenty (20) days paid sick leave, provided they have accumulated sick leave, within six (6) weeks of the adoption date. It is implied that a leave for adoption should be one parent only and the employee shall provide the Superintendent or his/her designee with proper documentation from the appropriate authorities, when possible, at least six (6) weeks' notice should be given in writing of the intent to take an adoption leave and submitted to the Superintendent or his designee.

10.2.5 A teacher on child care leave under Section 10.2.3 above will continue their health insurance policy for a period of one (1) year provided the teacher reimburses the School District for the entire cost of such policy on a monthly basis, and provided this is allowed by the insurance carrier. In the event the insurance carrier will not allow the teacher to continue in the group plan for the entire year, the teacher will be allowed as long a period as possible as authorized by the insurance carrier.

10.2.6 Maternity Leave

1. District will provide six (6) days of paid leave for maternity/adoptive leave. The first six days of maternity/adoptive leave will not be deducted from the employee's sick or personal leave.
2. District will return additional sick leave used during maternity/adoptive leave at the rate of 1 day per year for each occurrence, until sick leave used during maternity/adoptive leave is fully returned or the employee resigns/retires from the school system.

10.3 If a teacher is absent from work because of scarlet fever or chicken pox, reasonably shown to be attributable to a source in the school, such teacher shall be allowed up to five (5) days to recover from such illness without loss of pay or deduction from accumulated sick leave.

The Board will provide shots for mumps and measles immunization to any teacher, if desired.

10.4 A one-year leave of absence without pay may be granted to tenured teachers with three (3) or more years of service in this system, and not unreasonably withheld, upon application prior to April 1 (provided the Superintendent will have been notified of possible request for leave within a reasonable timeframe) for the following purposes:

1. Study related to the teacher's present or future certification field.
2. Study or research, resulting in university credit, involving probable advantage to the school system or special teaching assignment involving probable advantage to the school system.

If the leave is granted because of a special teaching assignment under sub-section 2, above, the regular salary increment occurring during such period shall be allowed.

A teacher on leave shall be advised by the Superintendent of job conditions prior to April 1 and shall accept or reject a contract by May 1.

10.5 Military leave of absence shall be granted to any teacher who is inducted or enlisted for military duty in any branch of the armed forces of the United States and credit for up to two (2) steps, or more if law

requires, on schedule shall be granted. The teacher should keep the Board informed as to his/her availability and current address.

- 10.6** The Board shall have the prerogative to extend leaves or to grant leaves for reasons not covered in the Master Agreement upon request of the teacher when such leaves would be in the interest of the school system. The Board will consider the teacher's attendance history when determining whether the request will be approved.
- 10.7** Unless otherwise expressly noted, any benefits provided under this Agreement (including seniority) shall not be continued and/or not accrue to persons on leave. Benefits shall be set aside and frozen during such leave and shall be reinstated upon the return of the teacher. If the reasons for the leave are misrepresented or if the leave is not used for its intended purpose (unless due to conditions beyond the control of the recipient) the leave shall be considered null and void.
- 10.8** Teachers may use up to two (2) days per year, noncumulative and without compensation, for such purposes as vacation, travel, recreation, and/or other similar types of reasons or activities. Such days must be arranged for in advance with the building principal. No more than 5% of the classroom teachers will be scheduled for such absences unless adequate arrangements for substitute teachers can be made.
- 10.9** When the Board has issued notices of layoff to become effective in any given school year, the Board shall grant all tenured teacher requests for voluntary leaves of absence for that year provided that such requests are received at least thirty (30) days prior to the commencement of the school year in which the leave is to begin and that such leave will result in the employment of a teacher on layoff or in receipt of a notice of layoff. Return from such voluntary leaves shall be according to the provision of Section 10.6 of this Article.

ARTICLE XI

SABBATICAL LEAVES

- 11.1** Sabbatical leaves of absence may be granted by the Board in accordance with the provisions of this Article. If a teacher who meets the provisions below believes he or she has been unreasonably denied a sabbatical leave, he/she may then follow the professional grievance procedures outlined in Article XV.
- 11.2** Qualifications
1. The applicant has been employed in the Grandville School District for at least seven (7) consecutive years. Absence from service for a period of not more than one (1) year under a leave of absence without pay, granted by the Board for professional improvement, restoration of health shall not be deemed a break in continuity of service required by this section.
 2. The applicant has not been granted a sabbatical leave of absence from the Grandville School District during the seven (7) consecutive years of service immediately preceding current application.
 3. The applicant signs an agreement on terms satisfactory to the Board and the Association guaranteeing to return to service with the Grandville School District immediately upon termination of the sabbatical leave and continue in such service for a period of two (2) years or to refund any compensation received from the Grandville School District while on sabbatical leave except as the Board shall, by special action waive such obligation.
- 11.3** Application
1. Applications shall be filed with the Superintendent by February 15 for leave beginning the following September.

2. An applicant for sabbatical leave of absence shall file with the application form an outlined program for the period requested for sabbatical leave. This plan shall be indicated on an attached statement and shall include details for study resulting in university credit in an approved college, university, or technical school related to teacher's present teaching field and, also, why such leave would be of benefit and advantage to the school district. The Board shall have the prerogative to grant a sabbatical leave of absence for reasons not covered above, upon the request of a teacher, when such leave would be in the best interest of the school district.
3. A sabbatical leave shall be granted for a period of one (1) school year.

11.4 Salary Protection

1. A teacher on sabbatical leave will be paid one-half of the BA base salary, and the Board will pay one half the cost of his/her fringe benefits.
2. A teacher granted such leave shall advance on the salary schedule the same number of steps he/she would have advanced had they been on the staff in the District.

11.5 Status While on Sabbatical Leave

1. A teacher shall be entitled to participate in the existing insurance program which is provided by the Board. However, it shall be the employee's responsibility to ensure that he/she reimburses the school district each month, in advance, for one-half of the monthly cost of such policy.
2. A teacher shall be responsible for notifying the payroll department of the District as to the bank account their wages should be deposited into during their period of sabbatical leave.
3. A teacher on sabbatical leave is considered in the employ of the Board of Education during said leave and has a contract with the Board for the duration of the leave.

**ARTICLE XII
INSURANCE PROTECTION**

12.1 Insurance Coverage

Health Insurance - Effective upon the ratification of this agreement, the Board shall pay the maximum hard cap annual amounts designated by the State Treasurer in compliance with Section 3 of the Publicly Funded Health Insurance Contribution Act for the 2019 plan year. The hard cap amounts apply toward the total cost of the medical plan cost each year. These paid benefits will be adjusted annually during open enrollment which will go into effect January 1st of each plan year.

For the duration of the agreement, the District shall contribute the maximum allowable contribution permitted by PA 152 of 2011, as amended in 2019, "Hard Cap" published by the Michigan Department of Treasury toward medical insurance coverage in this agreement. Increased cap amounts shall be effective January 1 of each year.

Employees will pay any additional cost greater than the District's hard cap limit through payroll deduction. Any amount that is below the hard cap will be contributed to the employee's HSA on a monthly basis. Provisions necessary for pre-tax contributions to the employee's HSA account will be administered through insurance plan preferred provider.

For the high deductible/HSA medical plan, the district will advance to teachers up to 100% of their in-network deductible in to an HSA. An equivalent dollar amount will be repaid to the district through twenty-four (24) equal payroll deductions. If a teacher is terminated from employment from the district before the end of the school year, the teacher will refund the district the unearned portion of the deductible advancement.

Non-Medical

Employees shall be provided ancillary benefits (non-medical insurance) at employer expense for the life of this agreement. The employer cap on ancillary line increases at 4% per calendar year. See chart below for rates.

For 22/23, 23/24, and 24/25, the employer shall cover up to 100% of the cost of dental, vision, life, and LTD, subject to the following caps:

2022 Monthly Caps (all lines)

Single	\$86.00
Double	\$137.00
Family	\$238.00

2023 Monthly Caps (all lines)

Single	\$89.44
Double	\$142.48
Family	\$247.52

2024 Monthly Caps (all lines)

Single	\$93.01
Double	\$148.18
Family	\$257.42

2025 Monthly Caps (all lines)

Single	\$96.73
Double	\$154.11
Family	\$267.72

12.1.a. Option Group

Bargaining unit members will have the option to waive medical insurance.

The Board will provide to each employee who elects not to receive medical insurance 90% of the state cap for single subscriber rate cash in lieu of insurance for the duration of this agreement. If the state CPI cap does not increase, employees will remain at their current cash in lieu amount. Bargaining unit members electing this option remain eligible for dental, vision, life insurance and long-term disability as defined in 12.1 above.

Dental, Long-Term Disability, Vision, and Life Insurance Plan

Dental	100/90 (Class I and II at \$2,500)
Vision	
Negotiated Life	\$35,000 AD&D
Long-term Disability	70%, \$5,500 maximum, 60 calendar days - modified fill, freeze on offsets, alcoholism/drug addiction and mental/nervous same as any other illness, COLA

12.1.1 Long Term Disability

Upon approval from the insurance underwriter, the school district will provide Long Term Disability insurance beginning with the 60th day or until the exhaustion of the employee's own personal sick days, whichever comes later, to all full-time members of the bargaining unit for the duration of this agreement with a \$5,500.00 monthly maximum.

12.2 The Board will continue to allow deductions for tax-free annuities through the designated TPA based on rules established by the Internal Revenue Service.

- 12.3** Teachers working less than full time will pay a pro-rata share of the Board's costs for benefits in the ratio which their work load bears to a full work load for that position.

ARTICLE XIII
PROTECTION OF TEACHERS

- 13.1** The Board recognizes that it and its administrative staff must give needed support to its teachers in order that they can maintain the classroom control and discipline which is necessary for effective teaching and will continue to do so.
- 13.2** Any case of assault by a student on a teacher shall be promptly reported to the Board or its designated representative. To the extent covered by the district's insurance policies, the Board will provide legal counsel to advise the teacher of his or her rights and obligations with respect to such assault, and the Board will cooperate with the teacher, law enforcement and judicial authorities in taking steps to remedy the matter.
1. Any case of assault on an employee by a student must be promptly reported to the principal. An employee may use reasonable force to protect himself/herself from attack or prevent injury to any individual. The definition of assault being, causing or attempting to cause physical harm through force or violence. The accused student shall immediately be removed from that staff member's classroom (i.e. certified staff/instructional paraprofessional) to provide all parties due process and thorough investigation. The employee will be briefed at the conclusion of the investigation.
 2. The procedures for the handling of a verbal or physical assault shall be followed according to Board Policy 5610.01.
 3. In an effort to provide de-escalation for all parties concerned, the teacher can request to be excused during the time an administrator investigates the alleged physical assault or threat of a physical assault. Depending on the severity of the situation, the certified staff may be excused for the remainder of the day with pay without utilization of sick or personal time for that day, as determined by the administrator.
 4. Should the certified staff require counsel from a professional and/or time to report the incident with law enforcement, the following work day, or portion of the following work day needed to meet with law enforcement, shall be excused without loss of personal or sick time.
- 13.3** Time necessarily lost by a teacher in connection with any incident mentioned in this Article shall not be charged against the teacher when the action of the teacher is upheld.
- 13.4** The Board will reimburse teachers for any loss, damage, or destruction of the teacher's clothing or personal property not covered by insurance caused by a student while teacher is on duty. Such reimbursement shall be limited to \$700 per occurrence.
- 13.5** Any complaints by a parent or student directed toward a bargaining unit member will be promptly called to the employee's attention and, whenever possible, the identity of the complaint will be indicated. If the complaint is to become part of the employee's personnel file, the identity of the complaint will be revealed. The employee has a right to attach a written statement of his/her own concerning the complaint. The statement will accompany the complaint in the personnel file.
- 13.6** While teachers are expected to exercise reasonable care with respect to the safety of pupils and property, they shall not be individually liable for damage to school property caused by a student.

ARTICLE XIV
NEGOTIATION PROCEDURES

- 14.1** 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 matters. It is, however, understood that no change in the Agreement may be required with respect to matters specifically covered herein or with respect to essentially economic matters without the mutual consent of both parties. It is further understood that if the Association feels an excessive number of staff meetings are being held, the matter shall be discussed with the Board's Personnel Committee to be resolved by mutual agreement.
- 14.2** 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 and each may select its representatives from within or without the School District. No final agreement on any new or successor contract shall be executed without ratification by the Board and the Association in accordance with their respective rules. The parties, however, agree that their representatives will have power to make and consider proposals and to make concessions in the course of bargaining, subject only to such ultimate ratification.

ARTICLE XV
PROFESSIONAL GRIEVANCE PROCEDURE

- 15.1** A grievance is a claim based upon a belief by a teacher, a group of teachers, or the Association that there has been a violation, misinterpretation or misapplication of any provision of the Agreement, any law relating to wages, hours or conditions of employment (except a statute specifically establishing a procedure for redress), or rule, order or regulation of the Board relating to wages, hours, terms or conditions of employment. Prohibited subjects of bargaining are not subject to the grievance procedure.
- 15.2** A grievance may be filed by an employee who has been aggrieved or by the Association on behalf of a teacher or group of teachers. In the event the involved employee does not wish to pursue the matter, the Association will not proceed with the grievance. This desire on the teacher's part to drop the grievance shall in no way be construed as a precedent in future cases that the Association may pursue.
- 15.3** All such grievances shall be initiated within the time set out in the Article.
- 15.4** The Association may file a grievance with the Superintendent when rights given to it by Article XX have been violated. The Kent County Education Association designates the Grandville Education President or his/her designated representative as the local agent responsible for processing grievances.
- 15.5** Procedure
- 15.5.1** The Building Conflict Resolution Team and/or the grievant shall discuss such matter with the principal of the building involved within fifteen (15) days (not including Saturdays, Sundays, and legal holidays) after the event occurs.
- 15.5.2** In the event such discussion does not resolve the matter satisfactorily, the grievant involved or Association may within fifteen (15) days (not including Saturdays, Sundays, and legal holidays) thereafter, file a written grievance with the principal of the building.
- 15.5.3** Within fifteen (15) days (not including Saturdays, Sundays, or legal holidays) after receipt of the written grievance, a meeting shall be held in an effort to resolve the grievance with the grievant or, if more than one teacher is so involved, (if the teachers and Association so desire) with a

representative of the Association acting on behalf of such teachers who have filed grievances. Such meeting shall be held with the principal of the building.

- 15.5.4** In the event such discussion does not resolve the matter satisfactorily, the grievant involved or Association may within fifteen (15) days (not including Saturdays, Sundays, and legal holidays) thereafter, file a written grievance with the Assistant Superintendent for Human Resources or his/her designated representative.
- 15.5.5** Within fifteen (15) days (not including Saturdays, Sundays, or legal holidays) after receipt of the written grievance, a meeting shall be held in an effort to resolve the grievance with the grievant or, if more than one teacher is so involved, (if the teachers and Association so desire) with a representative of the Association acting on behalf of such teachers who have filed grievances. Such meeting shall be held with the Assistant Superintendent for Human Resources.
- 15.5.6** The Assistant Superintendent for Human Resources or his/her designated representative will make a final decision within fifteen (15) days of the meeting submitting to the Association his/her reasons for approval or disapproval in writing.
- 15.5.7** If such decision is not satisfactory, the grievance may be submitted by the grievant involved or Association may within fifteen (15) days (not including Saturdays, Sundays, and legal holidays) thereafter, appeal the grievance to the Superintendent.
- 15.5.8** Within fifteen (15) days (not including Saturdays, Sundays, or legal holidays) after receipt of the written grievance, a meeting shall be held in an effort to resolve the grievance with the grievant or, if more than one teacher is so involved, (if the teachers and Association so desire) with a representative of the Association acting on behalf of such teachers who have filed grievances. Such meeting shall be held with the Superintendent.
- 15.5.9** The Superintendent will make a final decision within fifteen (15) days of the meeting submitting to the Association his/her reasons for approval or disapproval in writing.
- 15.5.10** If such decision is not satisfactory, the grievance may be submitted by the Association to arbitration through American Arbitration Association by written notice given within fifteen (15) days (not including Saturdays, Sundays, or legal holidays) after receipt of the decision.
- 15.6** Grievances involving the following are not arbitrable:
1. the substance of an evaluation,
 2. questions of law,
 3. the termination of or denial of tenure to or the failure to re-employ a probationary teacher,
 4. the failure to make or renew any extra-duty extracurricular assignment.
- 15.7** An impartial arbitrator shall be promptly selected by the parties through the American Arbitration Association to decide the matter. The power of the arbitrator shall be limited to the interpretation or application of the express terms of this Agreement, and the arbitrator shall have no power to alter, add or to subtract from the terms of this Agreement as written. Both parties agree to be bound by the award of the arbitrator and agree that judgment thereon may be entered in any court of competent jurisdiction.
- 15.8** By mutual agreement of the Board and the Association, the grievance may be submitted to expedited arbitration.
- 15.9** The fees and expenses of the arbitrator shall be shared equally by the Board and the Association; however, each party shall be responsible for the expenses of any witnesses (including teachers or administrators) it might call or any of its own participants.

- 15.10** No grievance shall be processed unless initiated and carried to the next step within the time provided herein or as extended by mutual agreement.
- 15.11** If any tenured teacher shall be found to have been unjustly discharged, the arbitrator will have authority to reinstate him/her with full reimbursement for all compensation lost.
- 15.12** All grievances shall include the following:
1. Facts of the case
 2. A reference to the specific provision in the contract which has been violated
 3. Signature of the employee, employees involved or the Association President
 4. A request for a specific remedy.

ARTICLE XVI
BOARD AND ADMINISTRATION RIGHTS

- 16.1** It is recognized that Michigan Law makes the Board legally responsible for the operation of the Grandville School System in all respects. In meeting such responsibilities, the Board acts through its administrative staff. Such responsibilities include, without being limited to, the establishment of educational policies, the construction or acquisition and the maintenance of school buildings and equipment, the hiring, transfer, assignment, supervision, promotion and termination of staff members, and the establishment and revision of rules pertaining to the work and conduct of staff members. Michigan law gives the Board authority necessary to discharge all of its responsibilities. The Board and administrative staff shall be free to exercise all such rights and authority to the extent permitted by law, provided, however, that no actions shall violate any of the expressed terms of this Agreement.

ARTICLE XVII
NO INTERRUPTION OF EDUCATION

- 17.1** Consistent with the declared purpose of providing a quality education for the children of Grandville, the Association and each teacher agree that during the life of this Agreement they will not encourage, cause or participate in any interruption or disturbance of the continuous, normal education of such children, and that any difference of opinion which may arise will not be permitted to affect in any way the continuous, normal educational process.

ARTICLE XVIII
MISCELLANEOUS PROVISIONS

- 18.1** Teachers shall be informed of Red Rover's web address to allow the teacher to go online to request a substitute as soon as their unavailability is known and, in any event, before 6:30 a.m. to report unavailability for work.
- 18.2** A reasonable attempt will be made to provide a substitute teacher when a physical education, music, science lab, life skills, or art teacher is absent in one of the elementary schools. An elementary teacher who is required to substitute in these special areas, or for any other teacher absent on official school business shall be paid for the actual time involved teaching as such a substitute according to the hourly rate specified in Schedule C, Teaching as a substitute. The elementary teacher involved shall make a reasonable attempt to teach in these special areas during the regular scheduled time, if practical.

It is understood that any non-student time that may become available to a regular classroom teacher, when all of his/her students are under the supervision of a special teacher, will be devoted to such matters as preparing lesson plans, materials and projects, grading papers, meeting and/or conferences with administrators, special teachers, or parents, and other work relating to his teaching function. It is agreed such matters will be performed in a conscientious, professional manner.

- 18.3** Travel from the first building or job assignment of each day to the last building or job assignment of each day shall be compensated in accordance with the maximum allowed IRS rates unless use of school transportation is provided.
- 18.4** A permanent curriculum committee shall be established to study and propose revised or unified courses of study for any areas of learning in grades kindergarten through twelve.

The Board and the Association, recognizing the need for coordinated efforts to develop appropriate learner expectations for each grade level, to align curricula with the Michigan Curriculum Framework, and to be consistent with the District's vision, mission and organization goals hereby establish a District School Improvement Committee. See Addendum II.

The purpose of the District School Improvement Committee is to coordinate the efforts of content revision teams for all curricular areas. This committee will be composed of teacher representatives from the early elementary, later elementary, middle school, and senior high school levels and administrative representatives from the elementary, middle school, and senior high school levels. There will also be at least one representative from the central office staff. This committee, the Superintendent of Schools, or the Board of Education may appoint sub-committees as they deem necessary. Sub-committee findings and reports will be channeled through the above committee.

This committee will function as an advisory body to the Grandville Board of Education, and the Board will retain the legal responsibility to make decisions relative to the curriculum.

The chairman of the committee will be the Assistant Superintendent for Curriculum and Instruction.

- 18.5** In addition to state, federal, court mandated, Section 125 Plans and medical health insurance deductions, the District will process Grandville Education Foundation, United Way, and deductions for any bank or credit union that participates with the Automated Clearing House (ACH).
- 18.6** The Board reserves the right to decide, annually, which department or areas shall have a chair or co-chair; however, in those departments or areas in which there are five or more full-time equated positions, a teacher shall be mutually selected by the Administration and teachers in the department to serve as the head of that department or area. When departments or areas include middle school and senior high levels, co-chairs will be selected from each level if there are ten or more full-time equated positions in the department. All department heads will be reviewed annually.

Department Chairs will serve a three-year term. At the end of the 3rd year, the teachers and administration will mutually select a new department chair based on the following criteria.

1. Experience: Minimum of 3 years in the department and must be tenured.
2. Interested applicant must apply in writing to department administrator by May 1.
3. Administration will review the applications and then meet with the candidates to discuss the duties and expectations of the position.
4. A department vote will occur within two weeks of formal interest deadline. Qualified voters must have at least 3 of 5 classes in the Social Studies department for the entire current year. Simple majority vote determines department head. In case of a tie, applicants will submit a one paragraph statement addressed to all qualified voting members of the department declaring why the applicant makes the best candidate, and a new vote will occur within one week.
5. In the case of an interim position, the same process will occur (ie: deadline for applicants declared by administration, formal declaration of intent by applicants by deadline, experience qualifications apply, vote within two weeks of deadline).
6. With no formal applicants at the end of a three-year period, the current department head will retain position by acclamation for the next three years.
7. Pay: As contract stipulates in schedule C. Interim situations would be pro-rated.

For purposes of this Article, the following departments or areas shall exist for the duration of the Contract:

Social Studies	Special Education
Science	Media Center
English	Foreign Language
Math	Fine Arts
Practical Arts	Guidance
Business Education	

In the event financial reductions must be made, the Board may, as part of an overall program of budget cuts, determine not to have department heads for that year.

The duties of the department heads shall include, in addition to the special assignments by the Administration, the following:

1. Must serve on the permanent curriculum committee or else on an appropriate sub-committee and attend meetings regularly.
2. Must meet and confer with all teachers in his/her department at the beginning of the school year in order to set realistic and worthwhile educational goals for his/her department.
 - a. A list of such goals will be submitted in writing to the building principal for his/her approval prior to November 1. Additions, deletions, or adjustments may be made by the principal.
 - b. Periodically the department chair shall review these goals with the teachers in his/her department and seek ways to ensure that all teachers are striving toward these goals.
 - c. Meet regularly with the building principal to confer on departmental progress toward these goals.
 - d. Submit a written report to the principal at the end of the year denoting the attainment (or to what degree) of the goals set in the beginning of the year.
 - c. Furnish cooperation, continuity, and articulation among the middle and senior high levels (elementary, if applicable).
3. Furnish leadership and teaching example to other members of the department.
4. Furnish information and materials for improvement of the specific area.
5. Assist in the orientation of new teachers in the department.
6. Hold department meetings.
7. Confer with individual teachers on problems that affect their teaching.
8. Keep administration informed on program and needs of department.
9. Cooperate with the administration and staff in areas on experimentation, curriculum improvement, needed supplies and materials including new teaching aids and texts, and any other activities pertinent to and of help to the department.
10. Furnish publicity information regarding department to principals with recommendation for media of publication.

- 18.7** If a middle school or senior high teacher shall teach or substitute on written request of the principal, during his or her conference period as set forth in this Agreement, that teacher shall be compensated as per Salary Schedule C, Extracurricular Pay Non-Athletic.
- 18.8** This Agreement or any Agreement entered into by the parties covering the same year as the individual teacher contracts shall supersede any rules, regulations or practices of the Board or terms of any individual teacher's contracts to the extent they are contrary to or inconsistent with its terms. All future individual teacher contracts shall be subject to the terms of the Agreement.
- 18.9** If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or application shall continue in full force and effect.
- 18.10** If a teacher submits their letter of retirement/resignation by March 15 informing the Board of their intent to retire/resign from the district at the end of the school year, that teacher will be eligible for a \$250 payment for informing the district in a timely and professional manner.

ARTICLE XIX
ASSOCIATION RIGHTS

- 19.1** The Association shall have the right to use school buildings at all reasonable hours for meetings of teachers employed by the Board, provided advance arrangements are made with the administration and provided that when special custodial service is required, the Board may make a reasonable charge therefore. No charge shall be made for use of school rooms between the hours of 6:30 a.m. and 6:00 p.m.
- 19.2** Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations.
- 19.3** The Association shall have the right to use school facilities and equipment, at reasonable times when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incidental to such use and shall be responsible for any damage which may be caused thereby.
- 19.4** The Association shall have the right to post notices of activities in matters of Association concern on teacher bulletin boards, at least one of which shall be provided in each school building. Each notice shall identify the sponsoring organization. The Association may use the District's teacher boxes for communication to teachers, provided it distributes the materials. A copy of each notice and each mass distribution shall be given to the Administration at the time of posting or distribution.
- 19.5** The Board agrees to furnish to the Association in response to reasonable request submitted in writing such public information as may be necessary for the Association to prepare proposals for bargaining, or which may be necessary for the Association to process any grievance or complaint.
- 19.6** The Board agrees not to negotiate with any teacher's organization other than the Association with respect to persons in the unit covered by this Agreement for the duration thereof.
- 19.7** A total of ten (10) days per school year shall be allowed the Association upon application for Association business such as attendance at MEA and NEA meetings, conferences, and conventions, in-service meetings and conferences for GEA officers, etc. It is understood, however, that such days shall not be used for organizing, encouraging or participating in activities such as demonstrations, picketing, the

interruption or disturbance of the continuous normal education of children in other school districts, and/or to aid or abet any other school district on strike as defined under PA 336 (PERA). Application must be made to the Assistant Superintendent for Human Resources via the building principal. Advance notice of five (5) days or more shall be given to the building principal except in cases of emergency; in such case, the request shall be submitted to the principal as soon as possible. The School District will pay for the salary of the regular teacher, and the Association will pay for the salary of the substitute.

Any of the ten (10) annual days which are not used may be carried over to the next year and be added to the ten (10) days granted that year, provided that at no time shall the total of unused days carried over from prior years plus the current year's ten (10) annual days exceed fifteen (15) days.

- 19.8** The GEA President shall be released from his/her regular duties without loss of pay or benefits for three-tenths (.3) of his/her assignment per school year. Released time shall be for the purpose of participating in mutually agreed upon meetings that cannot otherwise be scheduled outside of the work day and for other Association business. The Association agrees to reimburse the District at 50% of the cost incurred for the said release time. The District will attempt to schedule its monthly administrator meetings outside of the instructional day when the GEA President is invited to attend.

ARTICLE XX **JOB SHARE**

- 20.1** Job Sharing is defined as two tenured bargaining unit members sharing one full-time position. The Grandville Job Sharing provisions are based on current practice regarding part time teachers. There are some additional issues unique to the Job-Sharing concept. Implementation of a Job-Sharing program must be cost neutral for the District.

A. Purpose:

The Job-Sharing concept is meant as an accommodation for teachers who want part time employment, however, the arrangement must never jeopardize the education of students. It must be an arrangement which has a clear advantage to the education of the students as well as serving the needs of staff. A Job Share teacher is not allowed to work the remaining day(s) elsewhere. It is meant for those teachers who want part time. Coaching in Grandville would be an acceptable additional employment.

B. Application:

Tenure teachers interested in Job Sharing should submit a request to the Human Resources Office by March 1. They may request to be matched with a partner or may suggest their own partner who must be a tenure teacher already on staff. If partners submit a request together, they must give rationale as to why their plan and partnership is good for student learning. They should also include the specific work schedule and the additional responsibilities. (If a teacher is seeking a partner, a description of the type of teaching and working style of a desirable partner should be submitted.) A meeting with the building principal, Assistant Superintendent of HR and the Job Share partners will be scheduled to discuss the plan. The Director of Special Education will be included if it involves a special education program.

C. Duration

Once a team for Job Sharing is established through mutual consent of administration and the Job-Sharing teachers, the teachers are reduced to part time employment and are not guaranteed full time in the future. Should either party want out, an opening would have to be available in which the teacher is certified and qualified to teach

The administration reserves the right to end any Job Share arrangement at the close of the school year. The Job Share teachers would be reassigned to available positions. Only the part time FTE would be guaranteed.

D. Responsibility

All responsibilities required of full-time teachers will be expected of both Job Share teachers (i.e., attendance at P/T conferences, in-services, staff mtgs., IEP's, dept. mtgs., Open House, etc.) To be cost neutral, extra compensation will not be given. Job Share partners must check with their building principals to discuss what meetings will be necessary for both to attend. Every effort will be made to minimize dual participation when not needed.

- D. Compensation/Benefits/Scheduling
Compensation, Benefits, and Scheduling will be calculated based on the teacher's FTE.


ARTICLE XXI
DURATION OF AGREEMENT

- 21.1** This Agreement shall become effective on September 1, 2022 unless otherwise specified in this Agreement and continue in effect until August 31, 2025. Upon written notice given between February 1, 2025, and June 1, 2025 this Agreement may be renegotiated for future years.
- 21.2** The contract year, for purposes of this Agreement, shall be deemed to be the period between September 1 and August 31.


An emergency manager appointed under the Local Financial Stability and Choice Act is authorized to reject, modify, or terminate this Agreement as provided in the Local Financial Stability and Choice Act and School District Fiscal Accountability Act, 2012 Public Act 36.

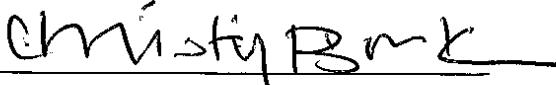
KENT COUNTY EDUCATION ASSOCIATION

GRANDVILLE BOARD OF EDUCATION


By 
Local Association President

By 
President

By 
KCEA/MEA/NEA President
MFA Unit Serv Director

By 
Secretary

By 
Chief Negotiator

By 
Chief Negotiator

Other members of the Association Bargaining Team are as follows:

Other members of the Board Bargaining Team are as follows:

Dated this _____ day of _____, 2022

SUPPLEMENTARY PROVISION TO SALARY SCHEDULE

- A. For longevity purposes, the step on which the teacher was placed when the salary steps were originally adopted will be the determining factor.
- B. Teachers to be employed by the Grandville Public Schools with previous teaching experience may, at the Board's discretion, be given up to seven (7) years credit and placed at the appropriate step (or fraction step) on the salary schedule. The Superintendent may credit up to three (3) additional years of teaching experience in cases where the work experience, in his judgment, is related to the teaching position, providing that the Association and the Board shall be informed of such hiring.
- C. Years of prior service in an annexed school shall count as half service in the Grandville system and shall be in addition to the seven (7) years of service elsewhere. (If it is to the teacher's benefit to count service in an annexed school as service elsewhere, this will be permitted.)
- D. A fractional year of service in the system shall place a teacher at an appropriate sum between two steps on the salary schedule. When part-time teachers have taught part days every day or at least 50 percent of a full contract for the entire year, the teacher shall move up the salary schedule one step in the same manner as full-time teachers.
- E. For those newly employed after date of this contract, allowances for full-time military service of one-half step for one full year or one step for two or more full years of military service may be allowed by the Board on recommendation of the Superintendent.
- F. Teachers shall receive their contractual salary in 24 equal payments. Payments will be made on the 8th day of the month and 23rd day of the month. In the event those payment dates fall on a Saturday, Sunday or holiday, payment will be made on the prior business day.

Teachers holding positions that are paid under Schedule B and/or Schedule C shall be paid semi-monthly as a part of their regular pay (Supplemental salary/number of pay periods during the season or event).

Dual employment employees shall follow the Kent ISD pay schedule options.

- G. The salary of any school nurse who lacks a B.A. degree shall be 80% of the B.A. schedule. Fringe benefits will be the same as other members of the bargaining group.
- H. Psychologists, social workers and speech and language pathologists who have earned a MA degree will be placed on the appropriate MA+30 step on the salary schedule based on their years of experience. Their hours will be the normal teacher working hours of the building(s) to which they are assigned. A part-time psychologist or social worker requested to work on a day they are not scheduled shall be paid at their regular rate or allowed compensatory time off. They are eligible for the same fringe benefits as other members of the bargaining group.
- I. Bargaining unit members with a minimum of fifteen (15) years of service with the district will receive a sick leave severance bonus payment paid upon separation of service as follows;
- 1st through 100th day = \$40/day
 - 101st through 180th = \$50/day (180 day maximum)

The sick leave severance bonus total will be capped at a maximum payout of \$8,000.

- L. Effective 2013-14, bargaining unit members may only exit columns 2 of the 2012-13 Schedule A. In other words, no bargaining unit members may enter the BA+20 column of Schedule A. Bargaining unit members already in that "lane" of compensation (column 2) shall be held harmless and may remain in

that column. Bargaining unit members in column 2 – the BA+20 lane – may exit, but there will be no new entries into that column.

- M. Effective 2014-15 school year, bargaining unit members may only exit column 4 of the 2012-13 Schedule A. In other words, no bargaining unit members may enter the MA+15 column of Schedule A effective the 2014-15 school year. Bargaining unit members already in that “lane” of compensation (column 4) shall be held harmless and may remain in that column. Bargaining unit members in column 4 – the MA+15 lane – may exit, but there will be no new entries into that column.
- N. In the event a substitute teacher is not available and a teacher instructs their class and a second class, the bargaining unit member will receive the Schedule C – Teaching as a sub during conference hour rate, in addition to their normal compensation.
- O. Bargaining unit members in grades kindergarten through 3rd grade will receive up to three (3) hours of compensation at the teacher hourly sub rate for assessment/records work, per semester, payable in June and January. The building principal will provide the Human Resources Department with a list of kindergarten through 3rd grade teachers eligible for the payment.
- P. Teachers in the Young Fives program will receive a parent/teacher conference stipend of 30.49/hour for a full roster of additional students beyond half time.
- Q. To comply with current state statute PA 451, teachers shall receive a yearly merit payment of \$100 off schedule for current school year upon earning an effective or highly effective performance evaluation. The merit payment will be discontinued if legislation changes.

EDUCATION CREDIT AND PAYMENT

- A. Movement to column 3 (MA) shall occur when the teacher earns a Master's degree or after having earned a Bachelor degree plus thirty (30) semester hours, of graduate, undergraduate, or continuing education credits (CEU) at the ratio of three (3) CEU's to one semester credit hour and/or State Continuing Education Clock Hours at the ratio of twenty-five (25) SCECHs to one semester credit hour, any course(s) that applies to or would enhance the teacher's assignment and is approved in advance by the Superintendent or his/her designee. Appropriate transcripts must be furnished by the teacher and the teacher must have one or more years of experience in this system and regular certification in the grades or subjects taught.
1. Movement to the MA+30 column shall occur when, after having earned a Master's degree, a teacher earns 30 additional hours of 1) graduate credit that applies to the teacher's assignment or any graduate education course that applies to the teacher's assignment and was approved by the Superintendent or his/her designee. Appropriate transcripts must be furnished by the teacher and the teacher must have one or more years of experience in this system and regular certification in the grades or subjects taught.
 2. An administrative change in the teacher's assignment shall not adversely affect the teacher's placement in column 4 and 5 of the 2012-13 Schedule A.
 3. Certified Continuing Education Units (CEU's) related to the teacher's assignment or the teaching profession may be substituted for semester hours as outlined in A.1. above at the rate of three (3) CEU's for every one (1) semester hour of credit. The criteria for acceptance of CEU credits for movement to columns 4 and 5 are the same criteria as that used for longevity movement.
 4. State Continuing Education Clock Hours (SCECH's) related to the teacher's assignment or the teaching profession may be substituted for semester hours as outlined in A.1. above at the rate of twenty -five (25) SCECH's for every one (1) semester hour of credit.
- B. The same provision regarding institutions where such credit may be earned applies as is applied by the State of Michigan with respect to certification credit, except by special advance approval of the Superintendent.
- C. Tuition Reimbursement
1. The District will provide tuition reimbursement for coursework required to complete an advanced degree in a program designed to enhance a member's professional practice in education.
 2. The program must be offered through an accredited college or university as approved by the Superintendent or his/her designee. All graduate level programs must be approved by the Superintendent or his/her designee. Documentation of program acceptance by the college or university is required prior to reimbursement. Members may not begin a program that qualifies for reimbursement until they have completed one full year of employment at Grandville Public Schools. For members in a Masters Program, beginning in 2022-2023, up to twenty-one (21) credits will be reimbursed upon completion of the course and proof of transcript completion. The remaining credits will be reimbursed after three (3) years of program completion and if the member is still working at Grandville Public Schools.
 3. All requests for reimbursement must have prior approval from the Superintendent or his/her designee to be eligible for payment.
 4. Reimbursement will occur after the member has successfully received a grade/credit for the course. Evidence of successful completion must be in the form of a grade report or transcript.
 5. The annual reimbursement amount will be capped at \$35,000. The district will reimburse for

completed coursework in the second pay period of January and July as detailed below.

- a) Classes completed from July 1 – December 31 will be paid in the second pay in January. If the total amount to reimburse is less than \$17,500, the courses will be reimbursed in full and additional money will be carried over to the January 1 – June 30 window. If the total amount to reimburse is greater than \$17,500, the district will divide the total credits earned by \$17,500 and pay each employee based on credits earned.
- b) Classes completed from January 1 – June 30 will be paid in the second pay in July. If the total amount to reimburse is less than \$17,500, the courses will be reimbursed in full and additional money will be returned to the general fund. If the total amount to reimburse is greater than \$17,500, the district will divide the total credits earned by \$17,500 and pay each employee based on credits earned.

2022-23 SCHEDULE A (4% Increase)

Step	BA	BA+20	BA+30/MA	MA+15	MA+30
1	\$43,647.76	\$45,056.96	\$48,223.76	\$49,851.36	\$53,339.52
2	\$44,411.12	\$45,787.04	\$49,078.64	\$50,727.04	\$54,216.24
3	\$45,172.40	\$46,518.16	\$49,934.56	\$51,602.72	\$55,089.84
4	\$45,935.76	\$47,247.20	\$50,789.44	\$52,477.36	\$55,965.52
5	\$48,090.64	\$49,426.00	\$52,697.84	\$54,659.28	\$58,144.32
6	\$50,271.52	\$51,670.32	\$55,663.92	\$56,983.68	\$60,328.32
7	\$52,469.04	\$54,307.76	\$58,188.00	\$59,508.80	\$63,041.68
8	\$54,789.28	\$56,713.28	\$60,821.28	\$62,264.80	\$65,829.92
9	\$57,841.68	\$59,216.56	\$63,498.24	\$65,003.12	\$68,620.24
10	\$60,172.32	\$61,769.76	\$66,628.64	\$68,211.52	\$71,750.64
11	\$63,230.96	\$64,387.44	\$69,904.64	\$71,633.12	\$74,849.84
12	\$65,685.36	\$67,216.24	\$73,224.32	\$74,967.36	\$77,844.00
13	\$67,088.32	\$70,474.56	\$76,253.84	\$78,069.68	\$81,220.88
14	\$67,088.32	\$70,928.00	\$78,343.20	\$80,156.96	\$83,316.48
15	\$67,088.32	\$71,381.44	\$78,851.76	\$80,705.04	\$84,201.52
16	\$67,088.32	\$71,834.88	\$79,360.32	\$81,254.16	\$85,086.56
17	\$67,088.32	\$72,288.32	\$79,868.88	\$81,803.28	\$85,971.60
18	\$67,088.32	\$72,763.60	\$80,398.24	\$82,374.24	\$86,892.00
19	\$67,088.32	\$73,217.04	\$80,906.80	\$82,923.36	\$87,332.96
20	\$67,088.32	\$73,485.36	\$81,415.36	\$83,472.48	\$87,791.60
21	\$67,088.32	\$73,849.36	\$82,311.84	\$84,021.60	\$88,249.20
22	\$67,088.32	\$74,208.16	\$82,946.24	\$84,570.72	\$88,706.80
23	\$67,088.32	\$74,585.68	\$83,274.88	\$85,211.36	\$89,176.88
24	\$67,088.32	\$75,030.80	\$83,654.48	\$85,655.44	\$89,504.48
25	\$67,088.32	\$75,476.96	\$84,035.12	\$86,100.56	\$89,833.12
26	\$67,088.32	\$75,922.08	\$84,415.76	\$86,544.64	\$90,160.72
27	\$67,088.32	\$76,367.20	\$84,795.36	\$86,988.72	\$90,489.36
28	\$67,088.32	\$76,813.36	\$85,174.96	\$87,432.80	\$90,816.96
29	\$67,088.32	\$77,340.64	\$85,703.28	\$87,961.12	\$91,345.28
30	\$67,088.32	\$77,868.96	\$86,230.56	\$88,488.40	\$91,872.56
**30+		\$78,396.24	\$87,170.72	\$89,683.36	\$93,144.48

2023-24 SCHEDULE A (3.25% Increase)

Step	BA	BA+20	BA+30/MA	MA+15	MA+30
1	\$45,066.31	\$46,521.31	\$49,791.03	\$51,471.53	\$55,073.05
2	\$45,854.48	\$47,275.12	\$50,673.70	\$52,375.67	\$55,978.27
3	\$46,640.50	\$48,030.00	\$51,557.43	\$53,279.81	\$56,880.26
4	\$47,428.67	\$48,782.73	\$52,440.10	\$54,182.87	\$57,784.40
5	\$49,653.59	\$51,032.35	\$54,410.52	\$56,435.71	\$60,034.01
6	\$51,905.34	\$53,349.61	\$57,473.00	\$58,835.65	\$62,288.99
7	\$54,174.28	\$56,072.76	\$60,079.11	\$61,442.84	\$65,090.53
8	\$56,569.93	\$58,556.46	\$62,797.97	\$64,288.41	\$67,969.39
9	\$59,721.53	\$61,141.10	\$65,561.93	\$67,115.72	\$70,850.40
10	\$62,127.92	\$63,777.28	\$68,794.07	\$70,428.39	\$74,082.54
11	\$65,285.97	\$66,480.03	\$72,176.54	\$73,961.20	\$77,282.46
12	\$67,820.13	\$69,400.77	\$75,604.11	\$77,403.80	\$80,373.93
13	\$69,268.69	\$72,764.98	\$78,732.09	\$80,606.94	\$83,860.56
14	\$69,268.69	\$73,233.16	\$80,889.35	\$82,762.06	\$86,024.27
15	\$69,268.69	\$73,701.34	\$81,414.44	\$83,327.95	\$86,938.07
16	\$69,268.69	\$74,169.51	\$81,939.53	\$83,894.92	\$87,851.87
17	\$69,268.69	\$74,637.69	\$82,464.62	\$84,461.89	\$88,765.68
18	\$69,268.69	\$75,128.42	\$83,011.18	\$85,051.40	\$89,715.99
19	\$69,268.69	\$75,596.59	\$83,536.27	\$85,618.37	\$90,171.28
20	\$69,268.69	\$75,873.63	\$84,061.36	\$86,185.34	\$90,644.83
21	\$69,268.69	\$76,249.46	\$84,986.97	\$86,752.30	\$91,117.30
22	\$69,268.69	\$76,619.93	\$85,641.99	\$87,319.27	\$91,589.77
23	\$69,268.69	\$77,009.71	\$85,981.31	\$87,980.73	\$92,075.13
24	\$69,268.69	\$77,469.30	\$86,373.25	\$88,439.24	\$92,413.38
25	\$69,268.69	\$77,929.96	\$86,766.26	\$88,898.83	\$92,752.70
26	\$69,268.69	\$78,389.55	\$87,159.27	\$89,357.34	\$93,090.94
27	\$69,268.69	\$78,849.13	\$87,551.21	\$89,815.85	\$93,430.26
28	\$69,268.69	\$79,309.79	\$87,943.15	\$90,274.37	\$93,768.51
29	\$69,268.69	\$79,854.21	\$88,488.64	\$90,819.86	\$94,314.00
30	\$69,268.69	\$80,399.70	\$89,033.05	\$91,364.27	\$94,858.42
**30+		\$80,944.12	\$90,003.77	\$92,598.07	\$96,171.68

2024-25 SCHEDULE A (2.75% Increase)

Step	BA	BA+20	BA+30/MA	MA+15	MA+30
1	\$46,305.64	\$47,800.65	\$51,160.29	\$52,887.00	\$56,587.56
2	\$47,115.48	\$48,575.18	\$52,067.22	\$53,816.00	\$57,517.67
3	\$47,923.12	\$49,350.83	\$52,975.26	\$54,745.00	\$58,444.47
4	\$48,732.96	\$50,124.26	\$53,882.20	\$55,672.90	\$59,373.47
5	\$51,019.06	\$52,435.73	\$55,906.81	\$57,987.69	\$61,684.95
6	\$53,332.74	\$54,816.72	\$59,053.50	\$60,453.63	\$64,001.94
7	\$55,664.08	\$57,614.76	\$61,731.29	\$63,132.51	\$66,880.52
8	\$58,125.60	\$60,166.76	\$64,524.92	\$66,056.34	\$69,838.55
9	\$61,363.88	\$62,822.48	\$67,364.89	\$68,961.40	\$72,798.78
10	\$63,836.44	\$65,531.15	\$70,685.91	\$72,365.18	\$76,119.81
11	\$67,081.33	\$68,308.23	\$74,161.40	\$75,995.13	\$79,407.73
12	\$69,685.19	\$71,309.29	\$77,683.22	\$79,532.40	\$82,584.21
13	\$71,173.58	\$74,766.02	\$80,897.22	\$82,823.64	\$86,166.72
14	\$71,173.58	\$75,247.07	\$83,113.81	\$85,038.02	\$88,389.93
15	\$71,173.58	\$75,728.12	\$83,653.34	\$85,619.47	\$89,328.87
16	\$71,173.58	\$76,209.18	\$84,192.87	\$86,202.03	\$90,267.80
17	\$71,173.58	\$76,690.23	\$84,732.40	\$86,784.59	\$91,206.73
18	\$71,173.58	\$77,194.45	\$85,293.99	\$87,390.32	\$92,183.18
19	\$71,173.58	\$77,675.50	\$85,833.52	\$87,972.87	\$92,650.99
20	\$71,173.58	\$77,960.16	\$86,373.05	\$88,555.43	\$93,137.56
21	\$71,173.58	\$78,346.32	\$87,324.12	\$89,137.99	\$93,623.02
22	\$71,173.58	\$78,726.97	\$87,997.15	\$89,720.55	\$94,108.49
23	\$71,173.58	\$79,127.48	\$88,345.80	\$90,400.20	\$94,607.19
24	\$71,173.58	\$79,599.71	\$88,748.51	\$90,871.32	\$94,954.74
25	\$71,173.58	\$80,073.04	\$89,152.33	\$91,343.55	\$95,303.40
26	\$71,173.58	\$80,545.26	\$89,556.15	\$91,814.67	\$95,650.94
27	\$71,173.58	\$81,017.49	\$89,958.87	\$92,285.79	\$95,999.60
28	\$71,173.58	\$81,490.81	\$90,361.58	\$92,756.91	\$96,347.15
29	\$71,173.58	\$82,050.20	\$90,922.07	\$93,317.40	\$96,907.64
30	\$71,173.58	\$82,610.69	\$91,481.46	\$93,876.79	\$97,467.02
**30+		\$83,170.08	\$92,478.87	\$95,144.52	\$98,816.40

SCHEDULE B 2022-23 (4% Increase)

SPORT/POSITION	1	2	3	4	5
FOOTBALL					
Head Coach	6001	6373	6752	7127	7500
1st Assistant	3950	4202	4445	4695	4940
2nd Assistant	3950	4202	4445	4695	4940
3rd Assistant	3950	4202	4445	4695	4940
Reserve	3950	4202	4445	4695	4940
Reserve Assistant	3737	3969	4197	4437	4671
9th Grade Head Coach	3657	3885	4117	4344	4572
9th Grade Assistant	3484	3702	3920	4135	4352
BASKETBALL					
Head Coach	6001	6373	6752	7127	7500
Reserve	3791	4031	4269	4501	4737
9th Grade	3621	3847	4074	4298	4523
8th Grade Maroon/White (2)	2812	2983	3163	3437	3511
7th Grade Maroon/White (2)	2758	2930	3103	3276	3447
HOCKEY					
Head Coach	5076	5389	5706	6013	6329
Reserve /Assistant	3192	3389	3596	3791	3992
SWIMMING					
Head Coach	5017	5332	5645	5955	6270
Reserve/Assistant	3192	3389	3596	3791	3992
Middle School	2504	2657	2813	2968	3123
Middle School Assistant	1604	1699	1803	1900	1998
SOFTBALL, BASEBALL					
Head Coach	4746	4827	5112	5391	5677
Reserve/Assistant	3388	3604	3837	4025	4238
9th Grade	2912	3096	3169	3457	3643
TRACK					
Head Coach	4746	4827	5112	5391	5677
Reserve/Assistant	3388	3604	3837	4025	4238
9th Grade	2912	3096	3169	3457	3643
Middle School - Head	2263	2406	2546	2688	2828
Middle School Assistant	0	0	0	0	0
TENNIS					
Head Coach	3596	3822	4045	4272	4495
Reserve/Assistant	2658	2823	2987	3151	3323
Middle School Coach (2G/1B)	0	0	0	0	0
CROSS COUNTRY					
Head Coach	3596	3822	4045	4272	4495
Middle School Coach	2658	2823	2987	3151	3323
GOLF					
Head Coach	3596	3822	4045	4272	4495
Reserve/Assistant	2658	2823	2987	3151	3323
SOCCER					
Head Coach	3596	3822	4045	4272	4495
1st Assistant	1799	1908	2023	2134	2248

Reserve/Assistant	2658	2823	2987	3151	3323
9th Grade	2004	2127	2256	2382	2507
Middle School Coach	2004	2127	2256	2382	2507
COMPETITIVE CHEER					
Varsity	5326	5541	5866	6193	6522
1st Assistant	2609	2770	2933	3096	3260
Reserve/Assistant	3479	3697	3920	4135	4352
Freshman	2785	2960	3138	3307	3479
Middle School (2)	1863	1982	2101	2218	2330
FALL FOOTBALL SIDELINE CHEER					
Varsity	3596	3822	4045	4272	4495
1st Assistant	1799	1908	2023	2134	2248
JV	2658	2823	2987	3151	3323
Freshman	2004	2127	2256	2382	2507
WINTER BASKETBALL SIDELINE CHEER					
Varsity	2441	2524	2610	2693	2777
Reserve	1891	1948	2010	2064	2118
Freshman	1832	1886	1941	1992	2047
WRESTLING					
Head Coach	5326	5541	5866	6193	6522
Reserve/Assistant	3479	3697	3920	4135	4352
Middle School	2785	2960	3138	3307	3479
Middle School Assistant	1863	1982	2101	2218	2330
VOLLEYBALL					
Head Coach	5017	5333	5645	5955	6270
Reserve/Assistant	3192	3389	3596	3791	3992
9th Grade	2760	2932	3103	3277	3447
8th Grade - Maroon/White (2)	2504	2657	2813	2967	3123
7th Grade - Maroon/White (2)	2504	2657	2813	2967	3123
WATER POLO					
Head Coach	3596	3822	4045	4272	4495
Reserve/Assistant	2658	2823	2987	3056	3323
BOWLING					
Head Coach	2057	2135	2222	2307	2394
Reserve/Assistant	1830	1886	1941	1992	2046
DANCE TEAM					
Head Coach	2057	2135	2222	2307	2394
Reserve/Assistant	1633	1692	1751	1808	1861
RUGBY					
Head Coach	3596	3822	4045	4272	4495
LACROSSE					
Head Coach	3596	3822	4045	4272	4495
Reserve	2658	2823	2987	3151	3323

SCHEDULE B 2023-24 (3.25% Increase)

SPORT/POSITION	1	2	3	4	5
FOOTBALL					
Head Coach	6196	6580	6971	7359	7744
1st Assistant	4078	4338	4589	4847	5101
2nd Assistant	4078	4338	4589	4847	5101
3rd Assistant	4078	4338	4589	4847	5101
Reserve	4078	4338	4589	4847	5101
Reserve Assistant	3858	4098	4334	4581	4822
9th Grade Head Coach	3775	4012	4251	4485	4720
9th Grade Assistant	3597	3823	4047	4269	4494
BASKETBALL					
Head Coach	6196	6580	6971	7359	7744
Reserve	3914	4162	4408	4647	4891
9th Grade	3739	3972	4206	4438	4670
8th Grade Maroon/White (2)	2904	3080	3265	3549	3625
7th Grade Maroon/White (2)	2848	3025	3204	3382	3559
HOCKEY					
Head Coach	5241	5564	5892	6209	6535
Reserve /Assistant	3295	3500	3713	3914	4121
SWIMMING					
Head Coach	5180	5505	5829	6149	6474
Reserve/Assistant	3295	3500	3713	3914	4121
Middle School	2586	2744	2905	3065	3225
Middle School Assistant	1656	1755	1862	1962	2063
SOFTBALL, BASEBALL					
Head Coach	4900	4984	5278	5567	5862
Reserve/Assistant	3498	3721	3961	4156	4376
9th Grade	3007	3197	3272	3569	3762
TRACK					
Head Coach	4900	4984	5278	5567	5862
Reserve/Assistant	3498	3721	3961	4156	4376
9th Grade	3007	3197	3272	3569	3762
Middle School - Head	2337	2484	2629	2776	2920
Middle School Assistant	0	0	0	0	0
TENNIS					
Head Coach	3713	3946	4176	4411	4641
Reserve/Assistant	2745	2914	3084	3254	3431
Middle School Coach (2G/1B)	0	0	0	0	0
CROSS COUNTRY					
Head Coach	3713	3946	4176	4411	4641
Middle School Coach	2745	2914	3084	3254	3431
GOLF					
Head Coach	3713	3946	4176	4411	4641
Reserve/Assistant	2745	2914	3084	3254	3431
SOCCER					
Head Coach	3713	3946	4176	4411	4641
1st Assistant	1858	1970	2089	2203	2322

Reserve/Assistant	2745	2914	3084	3254	3431
9th Grade	2069	2196	2329	2459	2589
Middle School Coach	2069	2196	2329	2459	2589
COMPETITIVE CHEER					
Varsity	5499	5721	6056	6394	6734
1st Assistant	2694	2860	3028	3197	3366
Reserve/Assistant	3592	3817	4047	4269	4494
Freshman	2876	3056	3240	3415	3592
Middle School (2)	1923	2047	2169	2290	2405
FALL FOOTBALL SIDELINE CHEER					
Varsity	3713	3946	4176	4411	4641
1st Assistant	1858	1970	2089	2203	2322
JV	2745	2914	3084	3254	3431
Freshman	2069	2196	2329	2459	2589
WINTER BASKETBALL SIDELINE CHEER					
Varsity	2520	2606	2695	2780	2867
Reserve	1952	2011	2076	2131	2187
Freshman	1892	1947	2004	2056	2113
WRESTLING					
Head Coach	5499	5721	6056	6394	6734
Reserve/Assistant	3592	3817	4047	4269	4494
Middle School	2876	3056	3240	3415	3592
Middle School Assistant	1923	2047	2169	2290	2405
VOLLEYBALL					
Head Coach	5180	5506	5829	6149	6474
Reserve/Assistant	3295	3500	3713	3914	4121
9th Grade	2850	3027	3204	3384	3559
8th Grade - Maroon/White (2)	2586	2744	2905	3064	3225
7th Grade - Maroon/White (2)	2586	2744	2905	3064	3225
WATER POLO					
Head Coach	3713	3946	4176	4411	4641
Reserve/Assistant	2745	2914	3084	3155	3431
BOWLING					
Head Coach	2124	2205	2295	2382	2472
Reserve/Assistant	1890	1947	2004	2056	2112
DANCE TEAM					
Head Coach	2124	2205	2295	2382	2472
Reserve/Assistant	1686	1747	1808	1866	1921
RUGBY					
Head Coach	3713	3946	4176	4411	4641
LACROSSE					
Head Coach	3713	3946	4176	4411	4641
Reserve	2745	2914	3084	3254	3431

SCHEDULE B 2024-25 (2.75% Increase)

SPORT/POSITION	1	2	3	4	5
FOOTBALL					
Head Coach	6366	6761	7163	7561	7957
1st Assistant	4190	4457	4716	4980	5241
2nd Assistant	4190	4457	4716	4980	5241
3rd Assistant	4190	4457	4716	4980	5241
Reserve	4190	4457	4716	4980	5241
Reserve Assistant	3964	4210	4453	4707	4955
9th Grade Head Coach	3879	4122	4368	4609	4850
9th Grade Assistant	3696	3928	4158	4387	4617
BASKETBALL					
Head Coach	6366	6761	7163	7561	7957
Reserve	4022	4277	4529	4775	5026
9th Grade	3842	4081	4322	4560	4798
8th Grade Maroon/White (2)	2983	3164	3355	3647	3725
7th Grade Maroon/White (2)	2926	3108	3292	3475	3656
HOCKEY					
Head Coach	5385	5717	6054	6379	6715
Reserve /Assistant	3386	3596	3815	4022	4235
SWIMMING					
Head Coach	5322	5657	5989	6318	6652
Reserve/Assistant	3386	3596	3815	4022	4235
Middle School	2657	2819	2985	3149	3313
Middle School Assistant	1701	1803	1913	2016	2119
SOFTBALL, BASEBALL					
Head Coach	5034	5121	5423	5720	6023
Reserve/Assistant	3595	3823	4070	4270	4496
9th Grade	3089	3285	3362	3667	3865
TRACK					
Head Coach	5034	5121	5423	5720	6023
Reserve/Assistant	3595	3823	4070	4270	4496
9th Grade	3089	3285	3362	3667	3865
Middle School - Head	2401	2552	2701	2852	3000
Middle School Assistant	0	0	0	0	0
TENNIS					
Head Coach	3815	4055	4291	4532	4769
Reserve/Assistant	2820	2994	3169	3343	3525
Middle School Coach (2G/1B)	0	0	0	0	0
CROSS COUNTRY					
Head Coach	3815	4055	4291	4532	4769
Middle School Coach	2820	2994	3169	3343	3525
GOLF					
Head Coach	3815	4055	4291	4532	4769
Reserve/Assistant	2820	2994	3169	3343	3525
SOCCER					
Head Coach	3815	4055	4291	4532	4769
1st Assistant	1909	2025	2146	2264	2385

Reserve/Assistant	2820	2994	3169	3343	3525
9th Grade	2126	2256	2393	2527	2660
Middle School Coach	2126	2256	2393	2527	2660
COMPETITIVE CHEER					
Varsity	5650	5879	6223	6570	6919
1st Assistant	2768	2938	3111	3285	3459
Reserve/Assistant	3691	3922	4158	4387	4617
Freshman	2955	3140	3329	3509	3691
Middle School (2)	1976	2103	2229	2353	2471
FALL FOOTBALL SIDELINE CHEER					
Varsity	3815	4055	4291	4532	4769
1st Assistant	1909	2025	2146	2264	2385
JV	2820	2994	3169	3343	3525
Freshman	2126	2256	2393	2527	2660
WINTER BASKETBALL SIDELINE CHEER					
Varsity	2590	2678	2769	2857	2946
Reserve	2006	2067	2133	2190	2247
Freshman	1944	2000	2059	2113	2171
WRESTLING					
Head Coach	5650	5879	6223	6570	6919
Reserve/Assistant	3691	3922	4158	4387	4617
Middle School	2955	3140	3329	3509	3691
Middle School Assistant	1976	2103	2229	2353	2471
VOLLEYBALL					
Head Coach	5322	5658	5989	6318	6652
Reserve/Assistant	3386	3596	3815	4022	4235
9th Grade	2928	3110	3292	3477	3656
8th Grade - Maroon/White (2)	2657	2819	2985	3148	3313
7th Grade - Maroon/White (2)	2657	2819	2985	3148	3313
WATER POLO					
Head Coach	3815	4055	4291	4532	4769
Reserve/Assistant	2820	2994	3169	3242	3525
BOWLING					
Head Coach	2182	2265	2358	2447	2540
Reserve/Assistant	1942	2000	2059	2113	2170
DANCE TEAM					
Head Coach	2182	2265	2358	2447	2540
Reserve/Assistant	1732	1795	1858	1918	1974
RUGBY					
Head Coach	3815	4055	4291	4532	4769
LACROSSE					
Head Coach	3815	4055	4291	4532	4769
Reserve	2820	2994	3169	3343	3525

SCHEDULE C 2022-23 (4% Increase)

	1	2	3	4	5
CLASS SPONSORSHIP					
9th Grade	812	865	911	965	1013
10th Grade	812	865	911	965	1013
11th Grade	1348	1434	1519	1605	1693
12th Grade	1476	1566	1659	1752	1841
INSTRUMENTAL MUSIC					
High School (including band camp)	6151	6537	6920	7303	7689
High School Assistant	3896	4128	4371	4614	4859
Middle School	3005	3262	3507	3773	4028
Middle School Assistant	1978	2125	2274	2419	2575
String Instruments	2110	2243	2373	2508	2636
String Instruments Assistant	1406	1496	1581	1670	1758
High School Jazz Band (2)					1087
Middle School Jazz Band	693	751	807	865	924
Flag Corp.					786
VOCAL MUSIC					
High School	2132	2269	2402	2534	2668
Middle School	1378	1461	1543	1628	1718
Elementary	925	971	1019	1070	1123
High School DEBATE	1341	1423	1506	1586	1666
FORENSICS					1666
NEWSPAPER - High School					
High School w/o class	1892	2012	2129	2248	2366
High School 1 Class/1 Semester	1424	1515	1604	1693	1769
High School 1 Class/2 Semesters	955	1013	1075	1134	1194
YEARBOOK					
High School w/o class	2695	2864	3032	3197	3373
High School 1Class/1 Semester	2026	2155	2279	2406	2533
High School 1 Class/2 Semesters	1356	1430	1527	1613	1702
Middle School	649	695	733	781	867
SCIENCE OLYMPIAD					
High School - Head w/o class	2164	2280	2398	2517	2632
High School - Head w/class	1078	1138	1200	1257	1319
High School Assts (2)	1078	1138	1200	1257	1319
Middle School - Head w/o class	2164	2280	2398	2517	2632
Middle School - Head w/class	1078	1138	1200	1257	1319
Middle School Assts (2)	1078	1138	1200	1257	1319
ELEM ACADEMIC COMPETITION					
Per building, per event					188
INTRAMURALS					
High School-2 Seasons	632	674	710	753	788
Middle School-2 Seasons	632	674	710	753	788
Elementary Buildings - (8)	632	674	710	753	788
STUDENT COUNCIL					
High School	1968	2066	2167	2268	2371
Middle School	1704	1803	1902	2004	2109
Elementary (Per building)					311

BPA					2023
QUIZ BOWL					
Middle School High School					1319
NATIONAL HONOR SOCIETY					
High School (2)					555
ELEMENTARY SAFETY PATROL					
Per building					623
ELEMENTARY ART SHOW					
Per Show					126
5TH/6TH GRADE CAMP					
Per overnight stay					125
MS/HS CLUB SPONSORSHIP (FULL YEAR)					1318
PLAYS (MAXIMUM 3)					
Fall High School					1318
Fall High School Tech Asst.					985
Spring High School					2631
Spring High School Tech Asst.					985
Middle School Director					2631
MUSICAL					
High School					2631
High School Assistant					985
High School Tech Asst.					985
ELECTRATHON RACING w/class					1319
FIRST ROBOTICS					
High School w/o class	2166	2281	2399	2515	2632
High School w/class	1058	1138	1200	1257	1319
VIDEO PRODUCTION					
High School					1319
DEPARTMENT HEAD - High School					1890
DEPARTMENT HEAD MS & SST CHAIR K-6					1493
VERTICAL TEAM CHAIR					748
PEER TO PEER - LINKS (EACH BLDG)					1098
POSITIVE BEHAVIOR CLUB (BE NICE)					1373
FEARLESSLY GIRL CLUB					1373
NOON LUNCH/GYM					21.91/hr
SUMMER SCHOOL					30.27/hr
TEACHING AS SUB DURING CONF HOUR					33.17/hr
SST					26.80/hr

Committee work stipend proposals must be submitted in writing to the district administrative team prior to initial meeting. Amount will be agreed upon between the committee and the administrative team.

SCHEDULE C 2023-24 (3.25% Increase)

	1	2	3	4	5
CLASS SPONSORSHIP					
9th Grade	839	893	941	996	1046
10th Grade	839	893	941	996	1046
11th Grade	1392	1481	1569	1657	1748
12th Grade	1524	1617	1713	1809	1901
INSTRUMENTAL MUSIC					
High School (including band camp)	6350	6750	7145	7540	7939
High School Assistant	4022	4262	4513	4764	5017
Middle School	3102	3369	3621	3896	4159
Middle School Assistant	2042	2194	2348	2498	2659
String Instruments	2179	2316	2450	2590	2722
String Instruments Assistant	1452	1544	1632	1725	1815
High School Jazz Band (2)					1122
Middle School Jazz Band	715	775	833	893	954
Flag Corp.					812
VOCAL MUSIC					
High School	2201	2343	2480	2617	2754
Middle School	1423	1509	1594	1680	1774
Elementary	955	1003	1052	1105	1159
High School DEBATE	1384	1469	1555	1638	1720
FORENSICS					1720
NEWSPAPER - High School					
High School w/o class	1953	2078	2198	2322	2443
High School 1 Class/1 Semester	1470	1565	1656	1748	1827
High School 1 Class/2 Semesters	986	1046	1110	1170	1233
YEARBOOK					
High School w/o class	2782	2957	3130	3301	3482
High School 1Class/1 Semester	2092	2225	2353	2484	2616
High School 1 Class/2 Semesters	1400	1476	1576	1665	1758
Middle School	670	717	757	806	896
SCIENCE OLYMPIAD					
High School - Head w/o class	2235	2354	2476	2599	2718
High School - Head w/class	1114	1175	1239	1298	1362
High School Assts (2)	1114	1175	1239	1298	1362
Middle School - Head w/o class	2235	2354	2476	2599	2718
Middle School - Head w/class	1114	1175	1239	1298	1362
Middle School Assts (2)	1114	1175	1239	1298	1362
ELEM ACADEMIC COMPETITION					
Per building, per event					194
INTRAMURALS					
High School-2 Seasons	653	696	733	777	814
Middle School-2 Seasons	653	696	733	777	814
Elementary Buildings - (8)	653	696	733	777	814
STUDENT COUNCIL					
High School	2032	2134	2238	2342	2448
Middle School	1759	1862	1964	2069	2178

Elementary (Per building)					321
BPA					2089
QUIZ BOWL					
Middle School High School					1362
NATIONAL HONOR SOCIETY					
High School (2)					573
ELEMENTARY SAFETY PATROL					
Per building					643
ELEMENTARY ART SHOW					
Per Show					130
5TH/6TH GRADE CAMP					
Per overnight stay					129
MS/HS CLUB SPONSORSHIP (FULL YEAR)					1361
PLAYS (MAXIMUM 3)					
Fall High School					1361
Fall High School Tech Asst.					1017
Spring High School					2717
Spring High School Tech Asst.					1017
Middle School Director					2717
MUSICAL					
High School					2717
High School Assistant					1017
High School Tech Asst.					1017
ELECTRATHON RACING w/class					1362
FIRST ROBOTICS					
High School w/o class	2237	2355	2477	2596	2718
High School w/class	1092	1175	1239	1298	1362
VIDEO PRODUCTION					
High School					1362
DEPARTMENT HEAD - High School					1951
DEPARTMENT HEAD MS & SST CHAIR K-6					1542
VERTICAL TEAM CHAIR					765
PEER TO PEER - LINKS (EACH BLDG)					1134
POSITIVE BEHAVIOR CLUB (BE NICE)					1417
FEARLESSLY GIRL CLUB					1417
NOON LUNCH/GYM					22.62/hr
SUMMER SCHOOL					31.26/hr
TEACHING AS SUB DURING CONF HOUR					34.59/hr
SST					27.67/hr

Committee work stipend proposals must be submitted in writing to the district administrative team prior to initial meeting. Amount will be agreed upon between the committee and the administrative team.

SCHEDULE C 2024-25 (2.75% Increase)

	1	2	3	4	5
CLASS SPONSORSHIP					
9th Grade	862	918	967	1024	1075
10th Grade	862	918	967	1024	1075
11th Grade	1430	1521	1612	1702	1796
12th Grade	1566	1662	1760	1859	1953
INSTRUMENTAL MUSIC					
High School (including band camp)	6525	6936	7342	7748	8157
High School Assistant	4133	4379	4637	4895	5155
Middle School	3188	3461	3720	4003	4273
Middle School Assistant	2099	2254	2413	2566	2732
String Instruments	2239	2380	2518	2661	2797
String Instruments Assistant	1492	1587	1677	1772	1865
High School Jazz Band (2)					1153
Middle School Jazz Band	735	797	856	918	980
Flag Corp.					834
VOCAL MUSIC					
High School	2262	2407	2549	2689	2830
Middle School	1462	1550	1637	1727	1823
Elementary	981	1030	1081	1135	1191
High School DEBATE	1422	1509	1598	1683	1768
FORENSICS					1768
NEWSPAPER - High School					
High School w/o class	2007	2135	2259	2385	2510
High School 1 Class/1 Semester	1510	1608	1701	1796	1877
High School 1 Class/2 Semesters	1013	1075	1141	1203	1267
YEARBOOK					
High School w/o class	2859	3039	3216	3392	3578
High School 1Class/1 Semester	2149	2286	2417	2552	2688
High School 1 Class/2 Semesters	1439	1517	1620	1711	1806
Middle School	688	737	778	829	920
SCIENCE OLYMPIAD					
High School - Head w/o class	2296	2418	2544	2670	2793
High School - Head w/class	1144	1207	1273	1334	1399
High School Assts (2)	1144	1207	1273	1334	1399
Middle School - Head w/o class	2296	2418	2544	2670	2793
Middle School - Head w/class	1144	1207	1273	1334	1399
Middle School Assts (2)	1144	1207	1273	1334	1399
ELEM ACADEMIC COMPETITION					
Per building, per event					200
INTRAMURALS					
High School-2 Seasons	671	715	754	799	836
Middle School-2 Seasons	671	715	754	799	836
Elementary Buildings - (8)	671	715	754	799	836
STUDENT COUNCIL					
High School	2087	2192	2299	2406	2516
Middle School	1807	1913	2018	2126	2238

Elementary (Per building)					330
BPA					2146
QUIZ BOWL					
Middle School High School					1399
NATIONAL HONOR SOCIETY					
High School (2)					589
ELEMENTARY SAFETY PATROL					
Per building					661
ELEMENTARY ART SHOW					
Per Show					134
5TH/6TH GRADE CAMP					
Per overnight stay					132
MS/HS CLUB SPONSORSHIP (FULL YEAR)					1398
PLAYS (MAXIMUM 3)					
Fall High School					1398
Fall High School Tech Asst.					1045
Spring High School					2791
Spring High School Tech Asst.					1045
Middle School Director					2791
MUSICAL					
High School					2791
High School Assistant					1045
High School Tech Asst.					1045
ELECTRATHON RACING w/class					1399
FIRST ROBOTICS					
High School w/o class	2298	2420	2545	2668	2793
High School w/class	1122	1207	1273	1334	1399
VIDEO PRODUCTION					
High School					1399
DEPARTMENT HEAD - High School					2005
DEPARTMENT HEAD MS & SST CHAIR K-6					1584
VERTICAL TEAM CHAIR					790
PEER TO PEER - LINKS (EACH BLDG)					1165
POSITIVE BEHAVIOR CLUB (BE NICE)					1456
FEARLESSLY GIRL CLUB					1456
NOON LUNCH/GYM					23.25/hr
SUMMER SCHOOL					32.12/hr
TEACHING AS SUB DURING CONF HOUR					35.54/hr
SST					28.43/hr

Committee work stipend proposals must be submitted in writing to the district administrative team prior to initial meeting. Amount will be agreed upon between the committee and the administrative team.

APPENDIX A

The member has depleted all sick days and has petitioned the GEA Executive Board to request sick day donations from Association members.

Association members who have accumulated at least twenty (20) sick days may donate up to two (2) days to the above member.

GEA will contact all members requesting the donation of sick days. Association members will complete and sign a separate form for each day donated. The Association will manage the donated pool of sick days. They will submit the signed donation forms to the payroll office designating the number of days to be donated each pay period.

The use of donated days will be dispensed by means of a random drawing of members donating at least one sick day. This procedure will continue until all donating individuals have used one day. The same process will be followed for individuals who have donated a second day or the above individual returns to work.

Each pay period, the payroll office will notify the Association members who have had days deducted from their donated days.

**GRIEVANCE REPORT FORM
GRANDVILLE EDUCATION ASSOCIATION**

Grievance # _____

Grandville Public Schools/Kent County Education Association

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Name of Grievant Building Assignment Date Filed

Level I (Building Conflict Resolution Team/Supervisor)

A. Date cause of grievance occurred

B. Specific article/law/rule/regulation violated

C. Statement of grievance:

D. Remedy requested:

Signature of Grievant

Date

Signature of Association Representative

Date

E. Date of initial meeting with supervisor:

F. Disposition (Supervisor)

Signature of Supervisor

Date

G. Disposition of Grievant

Signature of Grievant

Date

Signature of Association Representative

Date

Level II

A. Date of Meeting with the Assistant Superintendent-Human Resources _____ -

B. Disposition (management):

Signature of Assistant Superintendent – Human Resources

Date

C. Disposition of Grievant

Signature of Grievant

Date

Signature of Association Representative

Date

D. Date Received by Association Grievance Committee:

E. Disposition of Association Grievance Committee

Signature of Association Representative

Date

Level III

A. Date of Meeting with the Superintendent

B. Disposition (management):

Signature of Superintendent

Date

C. Disposition of Grievant

Signature of Grievant

Date

Signature of Association Representative

Date

C. Date Received by Association Grievance Committee:

E. Disposition of Association Grievance Committee

Signature of Association Representative

Date

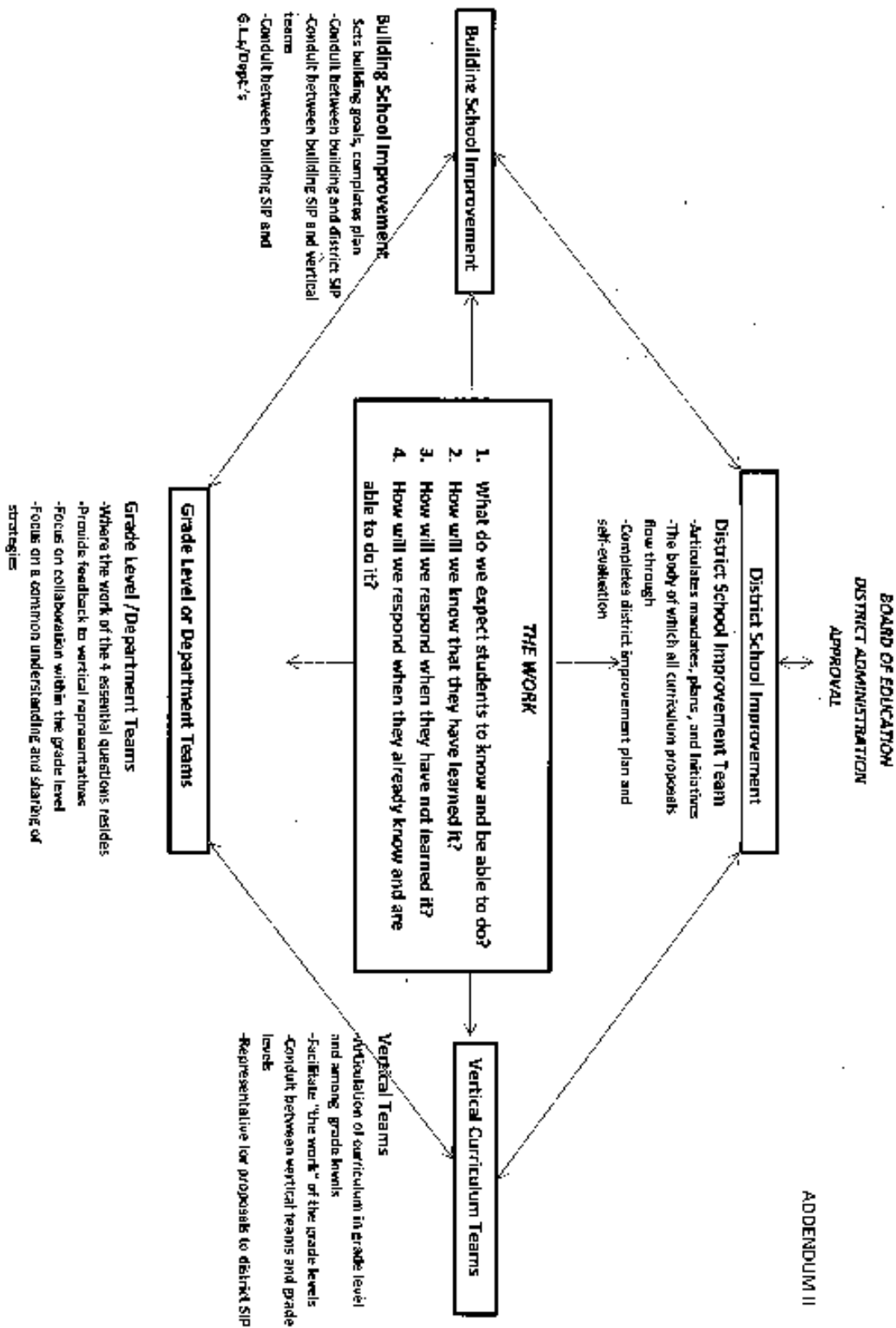
Level IV

Binding Arbitration

A. Date Appealed to Arbitration _____

APPENDIX C – STEP RESTORATION (2022-2023 SCHOOL YEAR ONLY)

All current teachers who were employed by the district in the 2011-2012 school year will receive an additional full step increase for the 2022-2023 school year. This increase is intended to fulfill the step freeze between the 2011-2012 and 2012-2013 school year. Teachers who are currently at step 29 will receive their step plus an additional \$500 off schedule. Teachers who are currently at step 30 or 30+ will receive an additional \$1000 off schedule. Teachers who retire before the start of the 2022-2023 school year will receive an off schedule payment of \$1000.



THE CURRICULUM PROCESS GRANDVILLE PUBLIC SCHOOLS