

MASTER AGREEMENT

BETWEEN

UNIONVILLE-SEBEWAING AREA SCHOOLS

AND THE

**UNIONVILLE-SEBEWAING EDUCATION
ASSOCIATION MEA/NEA**

DATES EFFECTIVE

August 9, 2021 – June 30, 2024

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**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

AGREEMENT

THIS AGREEMENT was ratified by the USEA on August 6, 2021 and approved by the Unionville-Sebewaing Board of Education on August 9, 2021, by and between the Board of Education of Unionville-Sebewaing Area Schools, Tuscola and Huron Counties, Michigan, hereinafter called the "Board" and the MEA and NEA for the Unionville-Sebewaing Education Association, hereinafter called the "Association."

WITNESSETH

WHEREAS, the BOARD and the ASSOCIATION recognize and declare that providing a quality education for the children of Unionville-Sebewaing Area Schools, Tuscola and Huron Counties, Michigan is their mutual aim, and that the character of such education depends predominately upon the quality and morale of the teaching service, and

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

WHEREAS, the Board has a statutory obligation, pursuant to Act 336 of the Public Acts of 1947 as amended by Act 379 of the Michigan Public Acts of 1965, to bargain with the Association as the representative of its teaching personnel with respect to hours, wages, terms and conditions of employment, and

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

In consideration of the following mutual covenant, IT IS HEREBY AGREED as follows:

ARTICLE I - RECOGNITION

- A. The Board hereby recognizes the Association as the exclusive bargaining representative, as defined in Section II of Act 379, Public Acts of 1965, for all certified teachers; on tenure, probation, classroom teachers, guidance counselors, librarians, employed or to be employed by the Board but excluding the Superintendent, Assistant Superintendent, Principals, Assistant Principals, and office and clerical employees. The term "teacher," when used hereinafter in this Agreement, shall refer to all employees represented by the Association in the bargaining or negotiating unit as above defined and references to male teachers shall include female teachers.

- B. The Board agrees not to negotiate with any teacher's organization other than the Association for the duration of this Agreement. Nothing contained herein shall be construed to prevent any individual teachers 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.

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- C. Upon appropriate written authorization from the teacher, the Board shall deduct from the salary of any teacher and make appropriate remittances for annuities, credit union, and savings bonds. Charitable donations and other plans or programs must be jointly approved by the Association and the Board. It is understood that the Board or an employee of the Board shall not be held liable for any error in remitting such payments.
- D. The Board shall defend itself against such action, and the Association shall reimburse the Board any and all costs caused by such defense. These costs shall include court costs, attorney fees and any other reasonable costs, but not clerical costs or costs resulting from gross negligence on the part of the Board or its agents.
 - 1. Legal counsel to defend any said suit or action shall be selected by the Association with Board approval.
 - 2. The Association, after consultation with the Board, has the right to decide whether or not to appeal the decision of any court or other tribunal regarding the validity of this section, or the damages that may be assessed against the Board by any court or tribunal.
 - 3. The Association shall have the right, after consultation with the Board, to compromise or settle any claims made against the Board under this section.
- E. By July 1 of each school year, the Association will designate a representative to receive bargaining unit information on its behalf and will notify the Board of that selection. That individual will provide the Board with a list of member information that shall be provided to the Association by August 1.

If the Association needs information not previously requested, the employer shall furnish the information requested within 10 (ten) working days of the Association's request.

When any person is hired or ends their employment, the Association will be notified no later than 10 (ten) working days after that change occurs.

ARTICLE II - TEACHER RIGHTS

- A. Pursuant to Act 336 of the Public Acts of 1947 as amended by Act 379 of the Michigan Public Acts of 1965, the Board hereby agrees that every employee of the Board shall have the right freely to organize, join and support the Association for the purpose of engaging in collective bargaining or negotiation and other lawful activities short of strike, for mutual aid and protection. An employee shall also have the right to refrain from such activities. As a duly elected body exercising governmental power under the laws of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Act 379 or other laws of Michigan or the Constitutions of Michigan and the United States; that it will not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment

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by reason of his membership in the Association or lack of membership; his participation in or non-participation; any lawful activity of the Association, or collective professional negotiations with the Board or his institution of any grievance, complaint, or proceeding under this Agreement with respect to any terms or conditions of employment.

- B. The Board agrees to make available to the Association, in response to reasonable requests from time to time, such information as is necessary for intelligent bargaining and negotiations and processing of grievances.
- C. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.
- D. No material originating after original employment will be placed in the teacher's personnel file unless the teacher has had an opportunity to review the material. The teacher may submit a written notation regarding any material and the same shall be attached to the file copy of the material in question. If the teacher believes that material to be placed in their file is inappropriate, in error, or unsubstantiated, they may receive adjustment informally and/or through the grievance procedure provided cause is shown, whereupon the material will be corrected or expunged from the file. If the teacher is asked to sign material placed in their file, such signatures shall be understood to indicate their awareness of the material, but in no instance shall said signature be interpreted to mean agreement with the content of the material.

ARTICLE III - MANAGEMENT'S RIGHTS

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

- A. To the executive management and administrative control of the school system and its properties and facilities.
- B. To hire all employees, subject to the provisions of law and to determine their qualifications.
- C. To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board.
- D. To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature.
- E. To determine class schedules, the duties, responsibilities, and assignments of teachers and other employees.

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- F. To require with mutual consent of both the Association and the Administration either, or both, a physical examination and mental competency evaluation report from a licensed professional person in regard to any school employee's continued employment with the Unionville- Sebewaing Area Schools. The cost of the examination shall be paid by the Board.

Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the Michigan General School Laws.

ARTICLE IV - PROFESSIONAL COMPENSATION

- A. The salaries of teachers covered by this Agreement are set forth in Schedule A which is attached to and incorporated in this Agreement and everyone at proper step established by Master Contract and teacher qualifications.
- B. Newly employed, certified teachers with experience in a traditional public, public charter, public academy or other non-cyber program with verifiable teacher evaluation record (must be MDE approved evaluation instrument) will be placed at the same step on the salary schedule (maximum 10 years) as they would be if they had taught at USA Schools during those same school years at which time they accumulated eligible years of serve under this paragraph.

Newly employed, certified teachers with private school, nontraditional school (such as cyber or online programs), unverifiable evaluation records (or evaluations completed under a device not approved by the State of Michigan), or having received other than effective or highly effective evaluation labels may be placed at the same step on the salary schedule (maximum 10 years) as they would be if they had taught at USA schools during those same school years.

Nothing in this Agreement shall prevent the Board from offering employment incentives to attract new employees for bargaining unit positions. Such incentives may include, but shall not be limited to: signing bonus, reimbursement for moving expenses, assistance with repayment of outstanding student loans, and any other incentives as are determined appropriate by the Board. The Board agrees to notify the Association in the event that a newly hired bargaining unit member receives an incentive. The incentive is payable for up to two years. Teachers must complete fifteen (15) student contact days before receiving the first installment. The second installment will be paid consistent with second semester schedule B payments. Additional year payments will be paid consistent with schedule B payments. Payments may be withheld if the employee leaves the district or is unable to fulfill their teaching obligation.

- C. The salary schedule is based on the regular school calendars set forth in Schedule C and the normal teaching assignment as provided elsewhere in this Agreement.
- D. Teachers at the beginning of the school year may elect to be paid in either twenty-one (21) or twenty-six (26) equal bi-weekly pay installments.

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- E. The Board will pay 20% of the base salary (Step 1) of the teacher’s salary column (i.e. BA+20, MA, MA+20, etc.) to the teacher assigned an extra class for the entire year or prorated for each term less than a full year (such as individual trimesters or semesters).
- F. Teachers shall be advanced on the salary schedule in the trimester/semester following the trimester/semester in which the Board is furnished transcripts demonstrating the completion of additional course work.
- G. Any college credits which are to be used for the purpose of changing salary scale (BA to BA + 20, etc.) must be post-graduate credits in semester hour increments or any other classes which have been given prior administrative approval in writing.
- H. Any teacher who is asked by the administration to be a substitute for another teacher, during their conference time or another time period during the school day, will be entitled to one of the following choices:
 - 1. The teacher may decline to be a substitute without penalty.
 - 2. The teacher will be compensated at their per hour, daily rate.
- I. If a teacher asks another teacher to cover their class and the substituting teacher does not ask to be compensated by the district, the teacher needing the substitute will not be charged any personal time.

ARTICLE V - HEALTH INSURANCE

- A. The Employer shall provide to the bargaining unit teacher MESSA-Choices or MESSA ABC for a full twelve-month period for the bargaining unit member and his/her entire family. The Employer shall be the Policy Holder.

Each teacher must choose between MESSA Choices or MESSA ABC. This choice shall remain in effect for a period of twelve (12) months or until the next MESSA open enrollment period.

Bargaining unit members not electing MESSA medical will receive ancillary benefits as outlined in Shedule D.

Employees enrolled in an eligible health insurance plan may request voluntary payroll deductions into a Health Savings Account (HSA). The district will not provide “pre-funding” of employee HSA accounts.

The negotiated benefit levels are outlined in Schedule D.

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- B. The Board shall provide cash-in-lieu pursuant to an IRS Section 125 Plan to any bargaining unit member who opts out of the District's medical plans. For anyone who chooses this option, a payout of \$125 will be made each month. The payment may be made into a tax-deferred account or paid directly to the member; however, per IRS regulations, FICA taxes must be paid if the latter option is selected. Those taxes will be the responsibility of the bargaining unit member.
- C. Teachers working less than a 60% load shall be provided MESSA ancillary benefits. Teachers working a 60% load or more shall be eligible for MESSA medical benefits.
- D. In the event a bargaining unit member does not complete the full school calendar, the insurance shall be continued, until the member has received the pro-rata portion or the 12 month insurance year earned at the time of the termination or resignation. The medical plan year shall be July 1 to June 30 of each year.
- E. If the teacher is on approved leave, he will have the option of continuing in the group by paying the total premiums for the length of his leave in accordance with the provisions of the health and accident policy guidelines.
- F. Teachers may continue to elect American Family Cancer Group insurance at his/her own cost through payroll deduction.
- G. The Association may elect as a group to enroll in the MESSA riders for preventative care and hearing aids. If the Association chooses to opt for these riders, the premiums for the insurance shall be payroll deducted as a pretax deduction pursuant to the Section 125 Plan.
- H. The employer will pay the required maximum insurance caps, set up by State of Michigan Law, for each school year from July 1 to June 30 of each school year covered by this agreement. This includes full family, double, and single insurance cap maximums.
- I. The teacher will be responsible for any insurance costs above the cap amounts. The teacher shall have these costs deducted through their USA payroll checks.
- J. The employer will fully-fund the complete cost for the Vision and Dental plans, required by state law.
- K. Teachers who have applied for optional Short Term Disability Insurance Plan, (STD Insurance), may apply for those benefits as permitted by the policy. Teachers receiving STD Insurance will use their Personal Business/Accumulated Sick days to meet the required "Waiting Period" of their policy.

Once the teacher has fulfilled the "Waiting Period" required days, the teacher may elect to have their Personal/Sick Days, (provided by the USA School District), frozen until they return from Short Term or Long Term Disability.

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ARTICLE VI - TEACHING HOURS

- A. Teachers will be expected to be at school at 7:45 a.m. and will be expected to stay at school until ten (10) minutes after classes end.
- B. All teachers shall be entitled to a duty-free, uninterrupted lunch period of thirty (30) minutes as assigned by the principal. The remainder of the noon period the teacher shall be available for supervision in the hall and in his classroom.
- C. The normal high school/middle school day shall include a scheduled preparation period of equal time to a standard class. Under trimester scheduling, this will be seventy (70) minutes for preparation and team/building/department work. Departure from this norm may be made by arrangement between the teacher affected and administrative personnel with notification to the Association. This applies to full-time teachers.
- D. Teachers shall be available for faculty meetings as assigned by the Administration. Faculty meetings will be established as part of the yearly calendar.
- E. Elementary teachers will be provided with at least three hundred and twenty-five (325) minutes of preparation time per week. During this preparation time teachers will not have students assigned to them. This applies to full time teachers during a normal work week. This preparation time will be given after the start of the instructional day.
- F. No departure from these norms, except in case of emergency, shall be made without prior consultation with the Association. In the event of any disagreement between the representative of the Board and the Association as to the need and desirability of such deviation, the matter may be processed through the professional grievance procedure hereinafter set forth.
- G. Teachers may not leave their assigned building during their release periods without the consent of the building principal.
- H. Classes will be scheduled from 7:55 am to 3:05 pm and the calendar will reflect a 180 day student contact standard.

ARTICLE VII - TEACHING LOADS AND CONDITIONS

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

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A. Because the pupil-teacher ratio is an important aspect of an effective educational program, the parties agree class size should be lowered wherever possible and suggest the following maximum with the understanding, however, that these are suggested standards only, and that final decision as to class size must rest with the Board and the Administration. Every effort shall be made to place mainstreamed students in classes with the lowest class sizes in the building where the student's special education class is located.

- | | | |
|-----|--------------------------|-----------------|
| (1) | Kindergarten | 22 pupils |
| (2) | Elementary School Grades | 25 pupils |
| (3) | Special Education | State Standards |

The maximum class size per teacher in the secondary schools are suggested as follows:

English)	
Social Studies)	
Mathematics)	
Science)	25 pupils
Language)	
Business)	

General English, General Math (H.S. level)	20 pupils
Industrial Arts	20 pupils
Drafting	20 pupils
Vocational Shop	20 pupils
Music	35 pupils
Art	25 pupils
Health Education	40 pupils

- B. The Board shall provide two (2) aides for playground supervision at the Elementary School. On inclement days, these aides will assist indoors for a similar period of time.
- C. The Board shall make available in each new and remodeled school adequate lunch, restroom, and lavatory facilities exclusively for teacher use and at least one room appropriately furnished, which shall be reserved for use as a faculty lounge.
- D. Telephone facilities for local calls shall be made available to teachers for their reasonable use at the expense of the Board.
- E. Adequate parking facilities shall be made available to teachers for their exclusive use when possible.
- F. The Board and the Association pledge themselves to seek to extend the advantages of public education to every student without regard to race, creed, religion, sex, color, disability or national origin and to seek to achieve full equality of educational opportunity to all pupils.

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- G. Duly authorized representatives of the Association shall be permitted to transact official Association business on school property upon notice to the Building Principal or Superintendent. Association business shall not be transacted during student contact time.
- H. The Board recognizes teaching as a professional occupation. In keeping with the obligations of a profession, the teaching staff is expected to participate in certain activities which will promote student achievement, and mutual respect between parents, students and the teaching staff. These activities include things that involve parents, students, teachers, administrators, and board members such as honors banquets, open houses, etc.

ARTICLE VIII – EXTRA DUTIES

- A. Vacancies in Extra Duty Positions shall be posted for a minimum of ten (10) calendar days. The Secretary and the President of the Association shall receive a copy of the posting and the district will send a district wide e-mail to all teachers.

ARTICLE IX - LEAVE PAY

- A. All full-time teachers will be credited with thirteen (13) personal business days per school year upon completion of the first scheduled workday. In addition to the thirteen available in that year, unused days may be accumulated in sick bank. Teachers who leave the district prior to working fifteen (15) student contact days will not receive compensation for the thirteen (13) personal business days for that school year.
- B. A teacher may use these days for illness/doctor appointments/vacations, etc. If a teacher wishes to use three or more days, consecutively, they need to get prior approval from their building administrator. No more than two days may be used, before or after a designated holiday or vacation without permission from the building principal.

The designated holidays/vacations shall be:

Labor Day, Thanksgiving Vacation, Christmas Vacation, President's Day, Spring Break, Good Friday, Easter Weekend, Memorial Day, Summer Vacation and any Federal holiday on which there is no school

After five (5) consecutive absences, the Board of Education may request documentation of illness.

1. It may be, the Board of Education's expense using their recommended physician;
2. The employee may turn in a note from their physician, however, it would be at the employee's expense.
3. If communication hasn't taken place between the district and the employee within 14 calendar days of the absence, or remaining sick days, whichever is fewer, the district will halt pay until communication takes place.

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We prefer vacations be taken during the scheduled breaks in the school calendar however extenuating circumstances sometimes arise therefore the following conditions must be met.

1. Administration will grant up to two teachers simultaneously, per building, the use of three or more consecutive personal business days, so long as the request is received 30 calendar days in advance. Requests will be granted based on the date and time the request is received by the building administrator. Any additional requests beyond two teachers will require prior approval of the building administrator.
 2. Any teacher using three or more days consecutively without prior approval will take all days beyond the first two unpaid. (This excludes situations outlined in Article X-A and B.)
 3. With reasonable cause, the Board may request documentation of illness
 - a. It maybe, at the board's expense using their recommended physician;
 - b. The employee may turn in a note from their physician, however, it would be at the employee's expense.
 4. Confirmed substitute coverage. Entered in Willsub on the day of approval.
 5. Within the week prior to the vacation a meeting with the building administrator must be held to review lesson plans and procedures.
- C. Teachers who have accumulated sixty (60) personal business days will receive a pay-off of 0.081% of their contractual salary per day for the unused days beyond the sixty (60) days.

For the purposes of calculating personal day reimbursement, a teacher's professional day will begin at the start of the first class and end at the conclusion of the last class and will exclude their duty-free lunch.

- D. In cases where a teacher has exhausted his/her personal business leave, and has not yet recovered from illness, the Association and the Board may agree to allow members of the Association to donate up to three (3) days from the member's personal accumulation. This provision may also be used for illness in the immediate family.

A teacher in need of additional days must submit a request to his/her building representative. The building representative will notify the USEA Vice President of the request. The Vice President will schedule a meeting with a committee consisting of the USEA Vice President, a building representative from the building of the teacher who made the request, the Superintendent, and the Principal from the building of the teacher who made the request.

In order for the request to be approved, the Vice President of the Association and the Superintendent must be in agreement to grant the request and set the number of possible days. Once the number of possible days is set, the USEA Vice President will notify the teacher and ask for donations of days from staff members. If enough staff members donate

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the days, the days will be granted to the teacher. All members of the committee will be notified as well as the payroll coordinator.

A maximum of ten (10) days may be granted under this provision. The committee may make exceptions in extreme cases.

The intent of this provision is not to serve as a substitute for short or long term disability policies.

Teacher days donated will not be counted against the teacher as days used when pay for days over sixty (60) is calculated. Contract language: Article IX – Leave Pay B (last party) Teachers who have accumulated sixty (60) personal business days will receive a pay-off of 0.081% per day for the unused days beyond the sixty (60) days.

Note: The teacher's name and situation will be kept confidential. Only the committee members, the teacher's principal, the payroll coordinator, and board members will know the teacher's name and situation.

- E. A teacher retiring from the Unionville -Sebewaing Area School District will receive a one time payout of 50% of the daily rate for a substitute teacher for all remaining personal business leave days if the District receives notification prior to January 31st for a June 30th retirement date. A teacher informing the District of retirement after January 31st will receive 35% of the daily rate for a substitute teacher. The payoff will occur in June at the fiscal year end of the contract.

ARTICLE X - LEAVES OF ABSENCE

- A. Any teacher whose personal illness extends beyond the period compensated under Article IX will be granted a leave of absence without pay for such time as is necessary to recover from such illness or a total of twelve (12) months from the commencement of the sick leave, whichever comes first.
- B. Leaves of absence with pay chargeable against the teacher's personal business leave allowance shall be granted for the following reasons:
1. A maximum of five (5) days for a critical illness in the immediate family. Definitions of immediate family is mother, father, step- mother, step-father, sister, brother, wife, husband, sister-in-law, brother-in-law, son or daughter, grandparents, stepchildren, parents- in-law and any dependent person who resides in the teacher's home.
 2. One (1) day when emergency illness in family requires a teacher to make arrangements for necessary medical or nursing care.
 3. One (1) day for attendance at the school graduation of son, daughter, husband or wife.

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4. Time necessary for attendance at the funeral service of a person whose relationship to the teacher warrants such attendance, providing approval is given by Administration.
 5. Any teacher who has elected to purchase Short Term Disability Insurance, will use the number of personal business/accumulated sick days needed to reach their STD Insurance and may choose to save/bank the remainder of their personal days.
- C. Leaves of absence with pay not chargeable against the teacher's sick leave allowance shall be granted for the following reasons:
1. Absence when a teacher is called for jury service except the Board is obligated only for the difference between jury pay and regular school salary. The teacher will receive his/her regular paycheck and reimburse the District the amount received for jury duty not including reimbursement for meals or mileage.
 2. Court appearance as a witness when called by the Board of Education. Also, any case connected with the teacher's employment where the teacher was acting as an agent of the Board, within the rules and regulations of the Board and State.
 3. Time necessary to take the Selective Service physical examination.
 4. Teachers may be granted a leave of absence with pay for visitation at other schools, or attending meetings, conferences or conventions of an educational nature, when approved by the Administration. The number of teachers allowed to leave at any one time will be within the discretion of the Administration.
- D. A maximum of five (5) days for a death in the immediate family. Definitions of immediate family is mother, father, step-mother, step-father, sister, brother, wife, husband, sister-in-law, brother-in-law, son or daughter, grandparents, stepchildren, parents-in-law and any dependent person who resides in the teacher's home.
- The first four (4) days for a funeral will not be deducted from the teacher's personal business days. Such days do not need to be used consecutively.
- E. It is understood that sickness or disability related to pregnancy shall be treated as any other illness or disability as provided in Sections A and B above.
- F. A leave of absence without pay for up to one (1) year, including maternity leave time if any, may be granted to any teacher for the purpose of child care. Said leave shall commence on request of the teacher and approval of the Board. It is further provided that:
1. A teacher adopting a child may receive similar leave which shall begin the day the court signs over legal custody of the child.
 2. The teacher shall be entitled to return from such leave to his same or similar position if one is available.

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- G. Association Business Days - At the beginning of each school year, the Association shall be credited with six (6) days to be used at the discretion of the Association. The Association agrees to pay the Board the current substitute rate for all days used under this provision. The Association agrees to notify the Administration no less than 48 hours of the date for intended use of said leave and no more than two (2) teachers shall be released on any one day under the provisions of this paragraph.
- H. Teachers who are officers of the Association or appointed to its staff may, if approved by the Board, be given a leave of absence without pay for not less than one (1) semester nor more than one (1) year for the purpose of performing duties for the Association.
- I. Military leaves of absence shall be granted without pay to any teacher who shall be inducted, or upon notice of impending inductions, shall enlist for military duty in any branch of the Armed Forces of the United States for the period of induction or first period of enlistment. Military leaves of absence shall be granted to any member of the organized Reserve who is called to active duty. Increment credit shall be provided for such leaves.
- J. The Board shall grant a leave of absence without pay to any teacher to campaign for, or serve in, a public office.
- K. After seven (7) years of service, a teacher may, with prior approval of the Board of Education, be granted a leave of absence for one (1) year without pay for professional betterment and given credit on the salary schedule for said year and be restored to the same or equal position.
- L. Teachers on extended leave the equivalent of sixty (60) school days shall be required to give a minimum of sixty (60) days notice of intent to return from such leave.
- M. Leaves shall be granted consistent with FMLA and Board Policy. After sixty (60) days of employment, the Board will extend FMLA rights to all teachers covered by this contract regardless of the number of hours worked.

ARTICLE XI - PERSONNEL FILE

- A. Each teacher shall have the right, upon request, to review the contents of his personnel file including the teacher evaluation form. A representative of the Association may be requested to accompany the teacher in such review at the option of the teacher. Recommendations by college instructors and materials defined as confidential shall be removed before showing to the teacher.
- B. A bargaining unit member who disagrees with an evaluation or recommendation may submit a written answer which shall be attached to the file copy of the evaluation in question within ten (10) working days and/or make an appeal to the Superintendent.

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ARTICLE XII - PROTECTION OF TEACHERS

- A. Any case of assault upon a teacher shall be promptly reported to the Board or its designated representative. The Board shall provide legal counsel to advise the teacher of his rights and obligations with respect to such assault and shall render all reasonable assistance to the teacher in connection with handling of the incident by law enforcement and judicial authorities.
- B. If a teacher is injured while in the line of duty, the District shall pay for the first seven days of leave without deduct from sick leave.
- C. If a teacher is injured while in the line of duty, medical, surgical or hospital care shall be furnished by the Board with Worker's Compensation Insurance coverage and in accordance with Worker's Compensation Insurance standards, and to the extent of said insurance coverage and standards only.
- D. Teachers shall be expected to exercise reasonable care with respect to the safety of pupils and property, but shall not be individually liable, except in the case of gross negligence or gross neglect of duty, for any damage or loss to person or property.
- E. Whenever it appears to the Administration that a particular pupil requires the attention of special counselors, social workers, law enforcement personnel, physicians or other professional persons, such assistance will be sought.

ARTICLE XIII - NEGOTIATIONS PROCEDURES

- A. Matters mutually agreed to be not covered by this contract, 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 discussion, furnishing necessary information and otherwise constructively considering and resolving any such matters.
- B. At least by May 1st, the parties shall begin negotiation for a new Agreement covering wages, hours, terms and conditions of employment of teachers employed by the Board.
- C. In any negotiations described in this Article, neither party shall have the control over the selection of the negotiating or bargaining representatives of the other party, and each party may select its representatives from within or outside the school district. It is recognized that no final agreement between the parties may be executed without ratification by a majority of the Board and the membership of the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals and to make concessions in the course of negotiations or bargaining, subject to such ultimate ratification.

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ARTICLE XIV - GRIEVANCE PROCEDURE

- A. A claim by a teacher or the Association that there has been a violation, misinterpretation or misapplication of any provision of this Agreement may be processed as a grievance as hereinafter provided.

If a teacher files an appeal with the Michigan Tenure Commission over a matter which is the basis of a grievance, then all grievances which are pending or may be filed over the matter shall be waived, and no further recourse to this grievance procedure may be had over the matter.

No grievance can be filed based upon evaluations, layoff/recall, discipline/discharge, assignment and placement, merit pay or prohibited subjects of bargaining.

- B. In the event that a teacher believes there is a basis for a grievance, he shall first discuss the alleged grievance with his building principal either personally or accompanied by his Association representative. In the event that the basis of the grievance is actions or conditions caused by someone other than the Principal, or the conditions impact more than one building, this discussion shall take place with the Superintendent.
- C. If, as a result of the informal discussion with the building principal, a grievance still exists, he may invoke the formal grievance procedure through the Association on the Grievance Report Form, signed by the grievant, which form shall be available from the Association representative in each building. A copy of the grievance form shall be delivered to the principal within fifteen (15) school days of the alleged occurrence of the grievance. If the grievance involves more than one school building, or the initial discussion of the grievance took place with the Superintendent, it should be filed with the Superintendent or representative designated by him.
- D. Within five (5) school days of receipt of the written grievance, the principal shall meet with the grievant and/or a representative of the Association in an effort to resolve the grievance. The principal shall indicate his disposition of the grievance in writing within five (5) school days of such meeting, and shall furnish copy thereof to the grievant and a representative of the Association.
- E. If the grievant is not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) school days of such meeting, the grievance shall be transmitted to the Superintendent. Within five (5) school days the Superintendent or his designee shall meet with the grievant and/or a representative of the Association on the grievance and shall indicate his disposition of the grievance, in writing, within five (5) school days of such meeting and shall furnish a copy thereof to the grievant, to the representative of the Association, to the building principal where the grievance originated, and a copy placed in the permanent file in his office.
- F. If the Association is not satisfied with the disposition of the grievance by the Superintendent or his designee, or if no disposition has been made within five (5) school days, the grievance shall, within ten (10) school days of the date of filing, be transmitted to the Board by filing a written copy thereof with the secretary or other designee of the Board with a copy provided

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to the Superintendent. The Board or its representative(s) shall meet with the grievant and a representative of the Association on the grievance, within thirty (30) school days of receipt of the appeal. If a grievance is filed less than ten (10) school days prior to the next regular Board meeting it may be scheduled at the following Board meeting. Written disposition of the grievance, shall be made by the Board or its representative(s) within ten (10) school days of the meeting. A copy of such disposition shall be furnished to the grievant, to the representative of the Association, to the building principal where the grievance originated, and a copy placed in the permanent file in his office.

- G. In the event that the grievance procedure should extend beyond the last day of school, "calendar days" shall be substituted for "school days" wherever stated.
- H. If the decision of the Board or its representative(s) is not satisfactory, the Association may within ten (10) school days of receipt of the decision, request the assistance of a State Mediator, assigned by MERC to review the grievance. Representatives of the Association and the Board may attend the mediation session(s). Any recommendations of the mediator shall be presented to the Association and Board representatives.
- I. If the Association is not satisfied with the recommendation by the Mediator, the grievance may be submitted to arbitration before an impartial arbitrator. The Association will make a determination on whether to arbitrate the grievance at the next regularly scheduled meeting of its Bargaining Council after receiving the Mediator's recommendation of the grievance and notify the Board within ten (10) school days of its meeting. Within ten (10) school days of the date the Association notifies the Board of its intent to pursue arbitration, the parties will meet to select an arbitrator. If the parties cannot agree upon an arbitrator, he shall be selected by the American Arbitration Association, in accordance with its rules, which will likewise govern the hearing.

The Board and Association shall not be permitted to assert in such arbitration proceeding any ground or to rely on any evidence not previously disclosed to the other party. The Arbitrator shall have no power to alter, add to or subtract from the terms of this Agreement. (Past practice may be used as evidence, but may not be the sole basis of or the justification for the Arbitrator's decision.) Both parties agree to be bound by the award of the Arbitrator. The fees and expenses of the Arbitrator shall be shared equally by both the Board and the Association.

- J. Should a teacher and/or the Association fail to institute or appeal a decision within the time limits specified, all further proceedings on a previously instituted grievance shall be barred. Likewise, the same provisions shall apply to a teacher leaving the employ of the Board unless monetary matters are involved.
- K. The Association shall have no right to initiate the grievance involving the right of a teacher without his express approval in writing thereon. Grievances involving two or more persons may be signed by one of the grievants represented.

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ARTICLE XV - NO STRIKE

The Board agrees that so long as this Agreement is in effect there shall be no lockouts. The Association agrees that so long as this Agreement is in effect there shall be no strikes, withholding of services or other illegal acts that interfere with the operations of the Board.

Any violation of this Article may be made the subject of disciplinary action, including discharge.

ARTICLE XVI - SENIORITY

- A. Seniority shall be defined as the total continuous length of time an individual is employed within the district as a certified teacher in the bargaining unit. Teachers employed less than three (3) hours per day shall accrue seniority at the rate of one half year of seniority for each year in the bargaining unit. If two or more teachers have equivalent seniority, the teacher with the greatest number of years of teaching experience outside the district shall be given priority. Previous service in the Unionville-Sebewaing Area Schools which is not continuous will be treated as out-of-district service. If two or more teachers have equivalent teaching experience outside the district, the number of graduate hours earned beyond a Bachelor's Degree shall be used, and the teacher with the least number of hours shall be placed lower on the seniority list. If the number of hours is the same, then the decision will be the responsibility of the Board and will be based on teacher evaluation and recommendations of the Administration.

Seniority shall begin at the commencement of services.

It is the responsibility of the teachers to keep the Board informed of any changes in address and/or telephone number, a current transcript of college credits, current copy of their teaching certificates, and current copy of their degrees on file in the Superintendent's office.

- B. Teacher's seniority while on leave shall remain unbroken, and his accumulated sick leave shall not be cancelled but shall remain credited to him. He shall not accrue sick days or salary increment while laid off. Outside experience credit shall not be used for the purpose of computing seniority. Credit for seniority does not accrue while on leave.
- C. Changes and corrections to certification and qualification must be delivered to the Central Administration Office before February 15th. If a change in certification would allow a tenured teacher to hold a position that a probationary teacher holds, then the tenured teacher shall have until August 1st to deliver proof of the additional certification.

ARTICLE XVII – MISCELLANEOUS PROVISIONS

- A. The Board agrees at all times to try to maintain an adequate list of substitute teachers. Teachers shall be informed of a telephone number they may call, at least one (1) hour before school begins, to report unavailability for work. Once a teacher has reported unavailability, it shall be the responsibility of the Administration to arrange for a substitute teacher. Failure

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without just cause, to report unavailability for work by the time stated above, will result in the loss of that day's pay. The use of regular teachers as substitute teachers shall be avoided whenever possible. In the event regular teachers covered by this Agreement are used as substitutes on an emergency and voluntary basis, said teacher shall be compensated at a rate of 0.063% per hour.

- B. This Agreement shall supersede any contrary or inconsistent terms contained in any individual teacher contracts heretofore in effect. All future individual teacher contracts shall be made expressly subject to the terms of this Agreement. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.
- C. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- D. Copies of this Agreement shall be duplicated at the expense of the Board and presented to all teachers now employed or hereafter employed by the Board. The Association shall be furnished ten (10) additional copies for its use.
- E. Teachers participating in School Improvement activities which occur outside of the normal work day shall be allowed compensatory time, documented and signed by the building principal and/or may elect to be paid pursuant to Schedule B. Teachers must elect whether they wish to be paid or use compensatory time, or a combination of pay and compensatory time at the beginning of the school year. Use of said compensatory time shall be scheduled with the approval of the building principal provided substitutes are available to fill in for the absent teacher.

School Improvement compensatory time will be decided by each building School Improvement Team since activities in this area vary from building to building.

A maximum of thirty six (36) days will be allotted for entire school district. Each building will be allotted a maximum of twelve (12) days.

School Improvement to be reviewed by Committee at the end of each school year for developing next year's method.

ARTICLE XVIII - ACT OF GOD DAYS

- A. The provisions set forth below shall be effective upon the execution of a new collective bargaining Agreement.
 - 1. In the event the Michigan Department of Education or the Michigan State Legislature lawfully adopts rules, regulations or laws which require the make-up of some or all Act of God Days, the parties agree that teachers will receive their regular pay for days which are cancelled, but shall work on the required rescheduled days with no additional compensation. Provided, however, the following procedures shall apply:

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- a. The parties agree to meet in an effort to mutually agree on when any make up days would occur. In the event they are unable to agree, the days will be added on to the end of the calendar set forth in Schedule C.
 - b. Should a day be rescheduled and insufficient students attend to count it as a day of instruction, teachers will not be obligated to attend a subsequent rescheduling of the day without being paid at their daily rate.
 - c. It is understood and agreed that in the event that the rescheduling of the days at the end of the school year interferes with a teacher's scheduled return to school to upgrade his or her skills, the teacher may:
 1. Use his or her personal business days or sick leave.
 2. Apply for unpaid leave time.
 - d. Should the provisions of State law or the Department of Education rules and regulations be rescinded or modified, then the above provisions shall be considered null and void, and the provisions and practices in existence prior to this agreement will be reinstated to the extent permitted by the rescission or modification.
2. The Board and Association shall periodically review changes in regulations, applicable laws and court rulings as pertains to the implementation of Act of God Days.

ARTICLE XIX - MENTORS

- A. A probationary teacher, for his/her first three (3) years in the District, shall be assigned a mentor teacher by the Administration with notification to the Association President.
1. The mentor teacher shall be a teacher.
 2. General criteria in selection are recommended to include:
 - a. Minimum of five (5) years teaching.
 - b. Same background in major area of instruction (i.e. - lower elementary to lower elementary, grade level to grade level, department to department, etc.)
 - c. Classroom teachers will be matched to classroom teacher.
- Mentors relationship will be collaborative.
- B. Participation as a mentor teacher shall be voluntary. Appointment shall be for three (3) years unless either party requests a change, or their building principal decides it's in the best interests of the parties.
- C. Mentors shall be paid One Hundred (\$100.00) Dollars for each year of mentoring up to a maximum of four (4) years with any one (1) probationary teacher.

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ARTICLE XX – EMERGENCY FINANCIAL MANAGER

- A. If an emergency financial manager is appointed by the state under the Fiscal Accountability Act, the emergency manager may reject, modify, or terminate the collective bargaining agreement in his/her sole discretion. This authority is a prohibited subject of bargaining under the Public Employment Relations Act (PERA).

ARTICLE XXI - DURATION OF AGREEMENT

This Agreement shall become effective when it is ratified and signed by the parties. This contract shall expire on June 30, 2021. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

FOR THE BOARD

FOR THE ASSOCIATION

Date: _____

Date: _____

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SCHEDULE A: SALARY SCHEDULES

2021-2022 - 1% INCREASE / STEP 10 SMOOTH / ADD STEPS

All eligible advance one step on schedule.

	Step	BA	BA+20	MA	MA+20	MA+30
	1.00	37,990	39,471	41,644	42,493	43,485
	1.50	38,927	40,445	42,672	43,542	44,559
	2.00	39,864	41,419	43,700	44,592	45,634
	2.50	40,848	42,442	44,780	45,694	46,762
	3.00	41,831	43,465	45,860	46,796	47,890
	3.50	42,864	44,539	46,994	47,953	49,074
	4.00	43,898	45,613	48,127	49,110	50,259
	4.50	44,983	46,740	49,318	50,325	51,503
	5.00	46,067	47,868	50,508	51,540	52,746
	5.50	47,206	49,052	51,758	52,816	54,052
	6.00	48,345	50,236	53,008	54,092	55,358
	6.50	49,541	51,479	54,321	55,431	56,729
	7.00	50,736	52,722	55,633	56,771	58,100
	7.50	51,992	54,027	57,011	58,177	59,540
	8.00	53,248	55,333	58,389	59,584	60,980
	8.50	54,566	56,703	59,839	61,061	62,492
	9.00	55,885	58,074	61,283	62,537	64,004
	9.50	57,269	59,513	62,802	64,088	65,591
	10.00	58,653	60,952	64,321	65,639	67,178
	10.50	59,310	61,635	65,041	66,375	67,930
	11.00	59,974	62,325	65,770	67,118	68,691
	Off Step (1)	60,646	63,023	66,506	67,870	69,461
	Off Step (2)	61,325	63,729	67,251	68,630	70,239
	12.50	62,012	64,443	68,005	69,398	71,025
	Off Step (3&4)	62,706	65,164	68,766	70,176	71,821
	Off Step (5)	63,641	66,135	69,791	71,221	72,891
	Off Step (6)	64,353	66,876	70,572	72,019	73,707

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2022-2023 – 1.25% INCREASE
All eligible advance one step on schedule.

Step	BA	BA+20	MA	MA+20	MA+30
1.00	38,465	39,965	42,164	43,024	44,028
1.50	39,413	40,951	43,205	44,086	45,116
2.00	40,362	41,937	44,247	45,149	46,204
2.50	41,358	42,973	45,340	46,265	47,346
3.00	42,354	44,008	46,433	47,381	48,488
3.50	43,400	45,096	47,581	48,552	49,688
4.00	44,446	46,183	48,729	49,724	50,887
4.50	45,546	47,324	49,934	50,954	52,146
5.00	46,643	48,466	51,140	52,184	53,406
5.50	47,796	49,665	52,405	53,476	54,728
6.00	48,949	50,864	53,671	54,768	56,050
6.50	50,160	52,122	55,000	56,124	57,438
7.00	51,371	53,381	56,328	57,480	58,827
7.50	52,642	54,703	57,724	58,904	60,285
8.00	53,913	56,024	59,119	60,329	61,742
8.50	55,248	57,412	60,586	61,824	63,273
9.00	56,583	58,800	62,049	63,319	64,804
9.50	57,985	60,257	63,587	64,889	66,411
10.00	59,386	61,714	65,125	66,460	68,018
10.50	60,051	62,405	65,854	67,204	68,780
11.00	60,724	63,104	66,592	67,957	69,550
11.50	61,404	63,811	67,338	68,718	70,329
12.00	62,091	64,526	68,092	69,488	71,116
12.50	62,787	65,248	68,855	70,266	71,913
13.00	63,490	65,979	69,626	71,053	72,718
13.50	64,436	66,962	70,663	72,112	73,802
14.00	65,158	67,712	71,455	72,919	74,629

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2023-2024 – 2% INCREASE
All eligible advance one step on schedule.

Step	BA	BA+20	MA	MA+20	MA+30
1.00	39,234	40,764	43,007	43,884	44,909
1.50	40,202	41,770	44,070	44,968	46,019
2.00	41,169	42,776	45,132	46,052	47,128
2.50	42,185	43,832	46,247	47,190	48,293
3.00	43,201	44,888	47,362	48,328	49,458
3.50	44,268	45,997	48,533	49,523	50,682
4.00	45,335	47,106	49,704	50,719	51,905
4.50	46,457	48,271	50,933	51,973	53,189
5.00	47,576	49,435	52,162	53,228	54,474
5.50	48,752	50,658	53,453	54,546	55,822
6.00	49,928	51,881	54,744	55,863	57,171
6.50	51,163	53,165	56,100	57,247	58,587
7.00	52,398	54,449	57,455	58,630	60,003
7.50	53,695	55,797	58,878	60,083	61,490
8.00	54,992	57,145	60,301	61,535	62,977
8.50	56,353	58,560	61,798	63,060	64,538
9.00	57,715	59,976	63,290	64,586	66,100
9.50	59,144	61,462	64,859	66,187	67,739
10.00	60,574	62,948	66,427	67,789	69,378
10.50	61,252	63,653	67,171	68,548	70,155
11.00	61,938	64,366	67,924	69,316	70,941
11.50	62,632	65,087	68,685	70,092	71,735
12.00	63,333	65,816	69,454	70,877	72,539
12.50	64,043	66,553	70,232	71,671	73,351
13.00	64,760	67,299	71,018	72,474	74,173
13.50	65,725	68,301	72,076	73,554	75,278
14.00	66,461	69,066	72,884	74,378	76,121

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Longevity: All teachers shall receive additional salary as a longevity payment beginning with their fifteenth (15th) year of teaching at Unionville Sebewaing Area School District. In years 15-25 they will receive \$20 per year of service. In years 26+ they will receive \$40 per year of service.

Merit Pay: Teachers will receive Merit Pay based on evaluation scores. Highly Effective will receive a \$300 lump sum stipend and Effective will receive a \$150 lump sum stipend.

SCHEDULE B: EXTRA DUTIES

	21-22 Base	22-23 Base	23-24 Base	
BA Base	\$ 37,990.00	\$ 38,465.00	\$ 39,234.00	
	1%	1,25%	2%	
DUTY	ADDITIONAL PAY	ADDITIONAL PAY	ADDITIONAL PAY	%
Girls' Basketball Head Coach	\$ 4,559	\$ 4,616	\$ 4,708	12.00%
Girls' Volleyball Head Coach	\$ 4,179	\$ 4,231	\$ 4,316	11.00%
Girls' Middle School Volleyball Coach	\$ 1,425	\$ 1,442	\$ 1,471	3.75%
Girls' Softball Head Coach	\$ 4,179	\$ 4,231	\$ 4,316	11.00%
Girls' Track Head Coach	\$ 4,179	\$ 4,231	\$ 4,316	11.00%
Boys' Football Head Coach	\$ 4,559	\$ 4,616	\$ 4,708	12.00%
Boys' Basketball Head Coach	\$ 4,559	\$ 4,616	\$ 4,708	12.00%
Boys' Baseball Head Coach	\$ 4,179	\$ 4,231	\$ 4,316	11.00%
Boys' Track Head Coach	\$ 4,179	\$ 4,231	\$ 4,316	11.00%
Cross-Country Coach	\$ 3,419	\$ 3,462	\$ 3,531	9.00%
Wrestling Coach	\$ 4,179	\$ 4,231	\$ 4,316	11.00%
Varsity Cheerleading Advisor	\$ 1,330	\$ 1,346	\$ 1,373	3.50%
JV Cheerleading Advisor	\$ 1,330	\$ 1,346	\$ 1,373	3.50%
Junior High Cheerleading Advisor	\$ 950	\$ 962	\$ 981	2.50%
Assistant Coach - High School Sports	\$ 3,229	\$ 3,270	\$ 3,335	8.50%
Junior High Coaches (1 coach)	\$ 2,849	\$ 2,885	\$ 2,943	7.50%
Junior High Coaches (2 coaches)	\$ 1,710	\$ 1,731	\$ 1,766	4.50%
Soccer Coach	\$ 4,179	\$ 4,231	\$ 4,316	11.00%
Summer Band	\$ 4,939	\$ 5,000	\$ 5,100	13.00%
Saturday Band	\$ 1,900	\$ 1,923	\$ 1,962	5.00%
Choir	\$ 1,900	\$ 1,923	\$ 1,962	5.00%
High School Plays	\$ 3,039	\$ 3,077	\$ 3,139	8.00%

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DUTY	ADDITIONAL PAY	ADDITIONAL PAY	ADDITIONAL PAY	%
Senior Class Sponsor	\$ 1,710	\$ 1,731	\$ 1,766	4.50%
Junior Class Sponsor	\$ 1,710	\$ 1,731	\$ 1,766	4.50%
Sophomore Class Sponsor	\$ 855	\$ 865	\$ 883	2.25%
Freshman Class Sponsor	\$ 855	\$ 865	\$ 883	2.25%
8th Grade Sponsor	\$ 570	\$ 577	\$ 589	1.50%
7th Grade Sponsor	\$ 570	\$ 577	\$ 589	1.50%
6th Grade Sponsor	\$ 570	\$ 577	\$ 589	1.50%
5th Grade Sponsor	\$ 570	\$ 577	\$ 589	1.50%
Senior High Yearbook Advisor	\$ 2,089	\$ 2,116	\$ 2,158	5.50%
School Paper Advisor (8 Issues)	\$ 950	\$ 962	\$ 981	2.50%
Junior High Yearbook Advisor	\$ 950	\$ 962	\$ 981	2.50%
FCCLA Advisor	\$ 1,520	\$ 1,539	\$ 1,569	4.00%
Pep Club	\$ 380	\$ 385	\$ 392	1.00%
Student Council Advisor (Elem/MS)	\$ 1,140	\$ 1,154	\$ 1,177	3.00%
Student Council Advisor (HS)	\$ 1,330	\$ 1,346	\$ 1,373	3.50%
Foreign Language Advisor	\$ 380	\$ 385	\$ 392	1.00%
National Honor Society Advisor	\$ 1,140	\$ 1,154	\$ 1,177	3.00%
People Helping People	\$ 1,140	\$ 1,154	\$ 1,177	3.00%
Elementary Assembly Music	TBD	TBD	TBD	
SADD	\$ 380	\$ 385	\$ 392	1.00%
Tuscola County Quiz Bowl Coordinator	\$ 760	\$ 769	\$ 785	2.00%
Huron County Quiz Bowl Coordinator	\$ 190	\$ 192	\$ 196	0.50%
Academic Track Coordinator	\$ 760	\$ 769	\$ 785	2.00%
Academic Track Advisor - MS (per 2 Academic Events for a total of 16 Academic Events or 1 Performing Event for a total of 11 Perform Events	\$ 190	\$ 192	\$ 196	0.50%
Academic Games Advisor - HS (per Event for 5 Events)	\$ 380	\$ 385	\$ 392	1.00%
FFA	\$ 5,699	\$ 5,770	\$ 5,885	15.00%
Summer Agriculture	\$ 28.59	\$ 28.95	\$ 29.53	0.08%
Driver Education (Per Hour Rate)	\$ 28.59	\$ 28.95	\$ 29.53	0.08%
Lunch Hour Duty Daily Rate per 1/2 Hours	\$ 14.30	\$ 14.48	\$ 14.77	0.04%
Home Bound Teacher	\$ 28.59	\$ 28.95	\$ 29.53	0.08%
Mileage @ current IRS Rate	\$ 0.55	Unknown	Unknown	Current IRS

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				Rate/Per Mile
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DUTY	ADDITIONAL PAY	ADDITIONAL PAY	ADDITIONAL PAY	%
Special Olympics	\$ 570	\$ 577	\$ 589	1.50%
School Improvement Activities (Such as NCA)	\$ 950	\$ 962	\$ 981	2.50%
Extended Day	Individual Rate	Individual Rate	Individual Rate	Per Diem
Counselor Extended Work Year 25 Days	Individual Rate	Individual Rate	Individual Rate	Per Diem
Extended Work Year	Individual Rate	Individual Rate	Individual Rate	Per Diem

Schedule B stipends shall be paid as follows:

Athletic Assignment: Paid at the conclusion of the sport in one lump sum.

Other Schedule B Assignments: Paid in two lump sums, one half at the conclusion of each semester. These payments shall be added to an employee's regular paycheck.

F.F.A. & FCCLA.: Spread over the sponsor's contract.

Taxes on Schedule B payments shall be at the IRS nominal rate.

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SCHEDULE C: SCHOOL CALENDAR

2021-2022 District Calend - Teacher

AUGUST 2021							5 WORKING DAYS
S	M	T	W	Th	F	S	
1	2	3	4	5	6	7	23, 27, or 30 Floating Work Day 24-26 Professional Development 31 Start of 1st Trimester (36 Days)
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

FEBRUARY 2022							19 WORKING DAYS
S	M	T	W	Th	F	S	
		1	2	3	4	5	9 Count Day 16 All Students Half Day 16 School Improvement Meeting 21 Presidents' Day - No School
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28						

SEPTEMBER 2021							20 WORKING DAYS
S	M	T	W	Th	F	S	
		1	2	3	4		3-6 Labor Day Weekend - No School 13 All Students Half Day School Improvement Meeting
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

MARCH 2022							19 WORKING DAYS
S	M	T	W	Th	F	S	
		1	2	3	4	5	4 Students Half Day 11:30 am Teachers Work Day 7 Start of Trimester 3 (61 days) 16 All Students Half Day School Improvement Meeting 28-31 Spring Break - No School
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

OCTOBER 2021							21 WORKING DAYS
S	M	T	W	Th	F	S	
				1	2		6 Count Day 20 Student Half Day School Improvement Meeting 29 No School PD Day
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

APRIL 2022							18 WORKING DAYS
S	M	T	W	Th	F	S	
					1	2	1 Spring Break - No School 4 School Resumes 13 Good Friday - No School 18 Easter Monday - No School
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

NOVEMBER 2021							19 WORKING DAYS
S	M	T	W	Th	F	S	
	1	2	3	4	5	6	10 Student Half Day School Improvement Meeting 19 Student Half Day Teachers Work Day 22 Start of 2nd Trimester (63 days) 24-26 Thanksgiving Break-No School
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					

MAY 2022							21 WORKING DAYS
S	M	T	W	Th	F	S	
1	2	3	4	5	6	7	26 High School Graduation 30 Memorial Day - No School
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

DECEMBER 2021							15 WORKING DAYS
S	M	T	W	Th	F	S	
		1	2	3	4		13 Student Half Day School Improvement Meeting 22-31 Christmas Break - No School
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

JUNE 2022							8 WORKING DAYS
S	M	T	W	Th	F	S	
		1	2	3	4		9 Last Day for Students Students Half Day 11:30 am Teachers' Work Day 10-14 Teachers' Floating Work Day
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

JANUARY 2022							21 WORKING DAYS
S	M	T	W	Th	F	S	
						1	3 School Resumes 19 Student Half Day School Improvement Meeting
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

21							186 Teacher Working Days
All days indicated by GRAY ITALIC are school days. Dates colored BLUE are school days with special events or half days. Days in RED indicate no school for students. 180 days for students / 186 for staff Days cancelled due to weather will be added to the end of the school calendar. Half Day 7:55 am-11:30 am							1st Trimester - August 31 - November 19 56 Days (32 + 4 half day) 2nd Trimester - November 20 - March 6 63 Days (39 + 4 half days) 3rd Trimester - March 7 - June 9 61 Days (39 + 2 half day)

101

85 186

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Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

2022-2023

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Parishal Calendar Template

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Date	Event or Holiday
	Floating work day Aug 15, 16, 19 or 23
Aug 17	Professional Development- No School for students
Aug 18	Professional Development- No School for students
Aug 23	Start of 1st trimester (58 days)
Aug 26	No school
	No school Labor Day weekend Sept. 2 & 5
Sept 14	Early Release 11:30pm (School Improvement meetings)
Oct 03	Professional Development- No School for students
Oct 12	Early Release 11:30pm (School Improvement meetings)
Oct 28	Professional Development- No School for students
Nov 09	Early Release 11:30pm (School Improvement meetings)
Nov 18	1/2 Day Students 1/2 Day Teacher Workday
Nov 21	Start of 2nd Trimester (63 days)
	No School Thanksgiving break
Dec 14	Early Release 11:30pm (School Improvement meetings)
	No School Christmas break December 22-Jan. 2
Jan 03	School resumes
Jan 11	Early Release 11:30pm (School Improvement meetings)
	No School Mid Winter break January 30- February 3
Feb 08	Early Release 11:30pm (School Improvement meetings)
Feb 20	No School Presidents Day
Mar 10	1/2 Day Students 1/2 Day Teacher Workday
Mar 13	Start of 3rd Trimester (59 days)
Mar 15	Early Release 11:30pm (School Improvement meetings)
	No School Spring Break March 27-March 31
Apr 07	No School Good Friday
May 25	High School Graduation
May 29	No School Memorial Day
Jun 08	1/2 Day Students 1/2 Day Teacher Workday
	Floating work day June 9,12, or 13
	Days canceled in excess of the number allowed by the state will be added to the end of the school calendar.
	180 Days - Students
	186 Days - Teachers

**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

SCHEDULE D: BENEFITS SUMMARY

**MESSA Choices
Medical plan highlights**



MESSA Account: Unionville-Sebewaing Area Schools

Effective Date: 1/1/2019

1475 Kendale Blvd. PO Box 2560
East Lansing, Michigan 48826-2560
517.332.2581 • 800.292.4910

Employee Group: Teachers, Counselors, Psychologists; Support Staff

In-network health care benefits for you and your covered dependents

All services must be medically necessary and performed by a payable provider.

This is a brief summary of in-network benefits. If you obtain medical services from an out-of-network provider without a referral from an in-network provider, you may have to pay 100 percent of the cost or the applicable out-of-network cost share amounts. For complete coverage details, go to messa.org to log in to your member account or call the MESSA Member Service Center at 800.336.0013 or TTY 888.445.5614.

Plan features	In-network
Annual deductible The amount you pay for health care services before your health insurance begins to pay. If one member of the family meets the individual deductible, but the family deductible has not been met, MESSA will pay for covered services for that member only. Covered services for the remaining family members will be paid when the family deductible has been met. The annual deductible is based on the calendar year, Jan. 1 to Dec. 31.	\$500 individual/\$1,000 family
Medical copayment A fixed amount you pay for a medical visit.	\$5 Blue Cross online visit, \$5 office visit, \$5 specialist visit, \$10 urgent care, \$25 emergency room
Medical coinsurance A fixed percentage you pay for a medical service.	0%
Prescription drug coverage Subject to prescription copayments and coinsurance.	Saver Rx
Annual out-of-pocket maximums Medical: The most you have to pay for covered services in a calendar year, including deductible, applicable coinsurance and copayments. Charges above approved amount and charges for services not covered under the plan do not count toward the out-of-pocket maximums. Prescription: The most you have to pay for prescription copayments and coinsurance in a calendar year.	Medical: \$1,500 individual/\$3,000 family Prescription: \$1,000 individual/\$2,000 family
Covered service	In-network cost share
Preventive care Certain services such as annual exams, screenings, childhood and adult immunizations and certain preventive medications.	No cost to you
Prenatal and postnatal care Prenatal and postnatal doctor visits.	
Blue Cross online visit	Subject to deductible and Blue Cross online visit copayment
Office visit (e.g. primary care physician, obstetrics and gynecology and pediatric visits)	Subject to deductible and office visit copayment
Specialist visit	Subject to deductible and specialist visit copayment
Urgent care Copayment waived if services are required to treat a medical emergency or accidental injury.	Subject to deductible and urgent care copayment
Hospital emergency room (ER) Copayment waived if admitted or due to an accidental injury.	Subject to deductible and emergency room copayment If copayment is waived, then coinsurance may apply
Allergy testing and therapy	Subject to deductible and coinsurance Specialist visit copayment may apply
Osteopathic manipulations Performed by an Osteopathic physician. Up to 38 visits per calendar year.	Subject to deductible and office visit copayment
Chiropractic services including modalities Up to 38 visits per calendar year.	Subject to deductible and coinsurance Office visit copayment may apply

**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

Covered service	In-network cost share
Acupuncture Must be performed by an M.D. or D.O.	Subject to deductible and coinsurance Office visit copayment may apply
Mental health and substance abuse - outpatient care	
Mental health and substance abuse - inpatient care	Subject to deductible and coinsurance
Inpatient hospital	
Outpatient physical, occupational and speech therapy Up to a combined benefit maximum of 60 visits per individual per calendar year.	
Diagnostic lab and X-ray	
Radiation and chemotherapy	
Autism - applied behavior analysis (ABA) services	
Hearing care Hearing related services performed by an M.D. or D.O.	
Hearing aids There is a maximum benefit, adjusted annually based on the Consumer Price Index (CPI), for a hearing aid for each ear during a 36-month period.	
Ambulance	
Bariatric surgery	
Medical supplies	
Durable medical equipment (DME)	
Prosthetics and orthotics	
Home health care	
Skilled nursing facility Up to a maximum of 120 days per calendar year.	
Human organ transplant Must be performed at an approved facility.	
Home delivery of prescription medications	
MESSA members can save time and money by ordering prescription medications through the Express Scripts mail order pharmacy. If your coverage includes a mandatory mail prescription rider, you must obtain most long-term maintenance medications from Express Scripts. For more information, go to messa.org to log in to your member account and link to the Express Scripts website. For general questions about your prescription coverage, call MESSA at 800.336.0013 or TTY 888.445.5614. For questions about a prescription order, call Express Scripts at 800.903.8346	
Medical care outside the U.S.	
MESSA members have access to doctors and hospitals with the BCBS Global Core program. You may want to visit the BCBS Global Core program's website (www.bcbsglobalcore.com) to find in-network providers prior to your departure.	
Covered services and approved amounts	
In-network providers bill BCBSM directly. Payments for covered services are based on BCBSM's approved amounts. Your liability is limited to the plan deductible, copayment and coinsurance requirements.	
Out-of-network providers may or may not bill BCBSM directly. The member is responsible to the provider for any deductibles, copayments, coinsurance and amounts that are in excess of the approved amount for the services as predetermined by MESSA and BCBSM. These amounts may be substantial.	
<i>Medical benefits underwritten by Blue Cross Blue Shield of Michigan (BCBSM) & 4 Ever Life Insurance Company. BCBSM is an independent licensee of the Blue Cross and Blue Shield Association.</i>	
Life and accidental death & dismemberment insurance	
Life insurance: \$5,000 policy for you.	
Accidental death & dismemberment insurance (AD&D): \$5,000 policy for you.	
AD&D terminates at age 65 or when employment ends, whichever comes later. <i>Life and AD&D insurance underwritten by Life Insurance Company of North America.</i>	

**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

**MESSA ABC Plan 1
Medical plan highlights**



1475 Kendale Blvd. PO Box 2560
East Lansing, Michigan 48826-2560
517.332.2581 • 800.292.4910

MESSA Account: Unionville-Sebewaing Area Schools Effective Date: 1/1/2019

Employee Group: Teachers, Counselors, Psychologists; Support Staff

In-network health care benefits for you and your covered dependents

All services must be medically necessary and performed by a payable provider.

This is a brief summary of in-network benefits. If you obtain medical services from an out-of-network provider without a referral from an in-network provider, you may have to pay 100 percent of the cost or the applicable out-of-network cost share amounts. For complete coverage details, go to messa.org to log in to your member account or call the MESSA Member Service Center at 800.336.0013 or TTY 888.445.5614.

Plan features	In-network
<p>Annual deductible The amount you pay for health care services and prescription drug purchases before your health insurance begins to pay. The annual deductible is based on the calendar year, Jan. 1 to Dec. 31.</p>	<p>Single coverage: \$1,350 2-Person & Family coverage: \$2,700</p> <p><i>*Your deductible is subject to change each Jan. 1 according to IRS rules governing HSA-qualified plans.</i></p> <p><i>*When two or more lives are covered under this plan, the entire family deductible must be met before claims are paid for any individual.</i></p>
<p>Medical coinsurance A fixed percentage you pay for a medical service.</p>	0%
<p>Prescription drug coverage Under federal law governing HSA-qualified plans, prescription drugs are subject to the deductible (other than MESSA's free preventive prescriptions). After deductible is met, applicable prescription copayments and/or coinsurance apply. <i>See Free preventive prescriptions below.</i></p>	ABC Rx
<p>Annual out-of-pocket maximums The most you have to pay for covered medical services and prescriptions in a calendar year, including deductible, copayments and coinsurance. Charges above approved amount and charges for services not covered under the plan do not count toward the out-of-pocket maximum.</p>	<p>Single coverage: \$2,350 2-Person & Family coverage: \$4,700</p>
In-network services covered at no cost to you	
<p>Free preventive prescriptions MESSA ABC covers an extensive list of FREE preventive prescriptions that have no deductible, copayment or coinsurance, including cholesterol and blood pressure medications, weight loss medications, prenatal vitamins, contraceptives and many more.</p>	
<p>Preventive care and prenatal care Certain services such as annual exams, screenings, childhood and adult immunizations, certain preventive medications and prenatal doctor visits.</p>	

**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

In-network services subject to deductible and applicable coinsurance	
Blue Cross online visit	Urgent care
Office visit	Hospital emergency room (ER)
Chiropractic services including modalities Up to 38 visits per calendar year.	Osteopathic manipulations Performed by an Osteopathic physician. Up to 38 visits per calendar year.
Inpatient hospital	Autism - applied behavior analysis (ABA) services
Outpatient physical, occupational and speech therapy Up to a combined benefit maximum of 60 visits per individual per calendar year.	Hearing aids There is a maximum benefit, adjusted annually based on the Consumer Price Index (CPI), for a hearing aid for each ear during a 36-month period.
Hearing care Hearing related services performed by an M.D. or D.O.	Acupuncture Must be performed by an M.D. or D.O.
Diagnostic lab and X-ray	Radiation and chemotherapy
Allergy testing and therapy	Bariatric surgery
Mental health and substance abuse - inpatient and outpatient care	Ambulance
Medical supplies	Durable medical equipment (DME)
Prosthetics and orthotics	Home health care
Skilled nursing facility Up to a maximum of 120 days per calendar year.	Human organ transplant Must be performed at an approved facility.
Home delivery of prescription medications	
MESSA members can save time and money by ordering prescription medications through the Express Scripts mail order pharmacy. If your coverage includes a mandatory mail prescription rider, you must obtain most long-term maintenance medications from Express Scripts. For more information, go to messa.org to log in to your member account and link to the Express Scripts website. For general questions about your prescription coverage, call MESSA at 800.336.0013 or TTY 888.445.5614. For questions about a prescription order, call Express Scripts at 800.903.8346	
Medical care outside the U.S.	
MESSA members have access to doctors and hospitals with the BCBS Global Core program. You may want to visit the BCBS Global Core program's website (www.bcbsglobalcore.com) to find in-network providers prior to your departure.	
Covered services and approved amounts	
In-network providers bill BCBSM directly. Payments for covered services are based on BCBSM's approved amounts. Your liability is limited to the plan deductible, copayment and coinsurance requirements.	
Out-of-network providers may or may not bill BCBSM directly. The member is responsible to the provider for any deductibles, copayments, coinsurance and amounts that are in excess of the approved amount for the services as predetermined by MESSA and BCBSM. These amounts may be substantial.	
<i>Medical benefits underwritten by Blue Cross Blue Shield of Michigan (BCBSM) & 4 Ever Life Insurance Company. BCBSM is an independent licensee of the Blue Cross and Blue Shield Association.</i>	
Life and accidental death & dismemberment insurance	
Life insurance: \$5,000 policy for you.	
Accidental death & dismemberment insurance (AD&D): \$5,000 policy for you.	
AD&D terminates at age 65 or when employment ends, whichever comes later. <i>Life and AD&D insurance underwritten by Life Insurance Company of North America.</i>	

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Good health. Good business. Great schools.
1475 Kendale Blvd. PO Box 2560
East Lansing, Michigan 48826-2560
517.332.2581 • 800.292.4910
www.messa.org

MESSA Dental Plan Benefit Highlights

Effective Date: 01/01/2019

MESSA Account: Unionville-Sebewaing Area

Employee Group: 221A Teacher,Counselor,Psychologist

Group/Subgroup: 0801-0001 PAK A, C

Plan Guidelines

MESSA dental plans are underwritten and administered by Delta Dental of Michigan, a non-profit dental care corporation known for its high quality dental programs. Delta Dental contracts with dentists throughout the U.S. to provide high quality care and 90% of Michigan dentists are in the Delta Dental provider network. MESSA members can easily locate Delta Dental contracting providers by visiting www.messa.org and using the provider directory search provided by Delta Dental.

Diagnostic & Preventive Services 80%	Basic Services 80%	Major Services 80%	Orthodontics 80%
<ul style="list-style-type: none"> • Oral Examination • Prophylaxes • Topical Fluoride* • Brush Biopsy • Emergency Palliative • 2 Cleanings in 12 Months <p>Rider (If neither box below is checked, you do not have this coverage.)</p> <p><input type="checkbox"/> 3 Cleanings in 12 Months</p> <p><input type="checkbox"/> 4 Cleanings in 12 Months</p> <p>* Fluoride treatments are payable twice in any period of 12 consecutive months for people up to age 19.</p>	<ul style="list-style-type: none"> • Radiographs (x-rays)* • Restorative • Crowns** • Oral Surgery • Endodontic Services — treatment for diseased or damaged nerves. • Periodontic Services — treatment for diseases of the gum and teeth-supporting structures. <p>* Bitewing x-rays are payable once in any period of 12 consecutive months. Full mouth panograph is payable once in 5 years.</p> <p>** Payable once in any 5-year period on the same tooth.</p> <p>Rider (If the box below is not checked, you do not have this coverage.)</p> <p><input type="checkbox"/> Sealants: payable on occlusal surface of first permanent molars for patients up to age 9 and for second permanent molars for patients up to age 14 that are free from caries and restorations.</p>	<ul style="list-style-type: none"> • Procedures for the construction of fixed bridgework, enosteal implants, partial and complete dentures. • Payable once in any 5-year period for the same appliances. 	<ul style="list-style-type: none"> • Necessary treatment and procedures required for the correction of abnormal bite. • Orthodontic exam, radiographs and extractions are covered under Diagnostic & Preventive Services and Basic Services. <p>Rider (If the box below is not checked, you do not have this coverage.)</p> <p><input type="checkbox"/> Adult orthodontics: removes the age 19 restriction on Orthodontics coverage.</p>
<p>\$1,300 annual maximum per person Diagnostic & Preventive Services, Basic Services, and Major Services</p>			<p>\$1,000 lifetime maximum per person Orthodontics</p>

Agreement between Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.

VSP-2 S Benefits Formerly VSP-2 Silver



In-network providers

Most eye doctors are in VSP's Signature network. Staying in-network assures that you get the most value from your benefits and limits your out-of-pocket costs. In-network doctors bill VSP directly as a convenience to you. A directory of Signature network doctors is available at www.messa.org or www.vsp.com. Call VSP member services at 800.877.7195 for assistance.

Out-of-network providers (Maximum reimbursement to patient)

If you choose to see a doctor who is not in the VSP Signature network, your out-of-pocket costs will likely be higher and you must submit the receipts to VSP for reimbursement. For more information, visit www.vsp.com or call VSP member services at 800.877.7195.

Benefit	In-network provider	Out-of-network provider maximum allowance
Examination		
■ Optometrist	\$6.50 copayment	\$28.50
■ Ophthalmologist		\$38.50
Contacts (includes lenses, examination and fitting)		
■ Elective lenses to improve vision	\$110 allowance	\$90
■ Medically necessary – to correct <i>keratoconus, irregular astigmatism, irregular corneal curvature or vision to 20/70 in the better eye</i>	MESSA pays 100% of the approved amount	\$175
Eyeglass frames	\$130 allowance	\$44
Eyeglass lenses		
■ Single vision		\$29
■ Bifocal	\$18 copayment	\$51
■ Trifocal		\$63
■ Lenticular		\$75
Eyeglass lens enhancements		
■ Rimless	MESSA pays 100% of the approved amount	Member must pay the difference between the approved amount and the provider charge
■ Oversized		
■ Blended		
■ Photochromic		
■ Progressive	Not covered (discounts may apply)	Not covered
■ Tinted	MESSA pays 100% of the approved amount	
● Single vision		\$33
● Bifocal		\$61
● Trifocal		\$75
● Lenticular		\$89
■ Polarized		
● Single vision		\$47
● Bifocal		\$81
● Trifocal		\$101
● Lenticular		\$119

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**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**



MESSA Group LTD Plan Benefit Highlights
Underwritten by Life Insurance Company of North America

Effective Date: 01/01/2019

MESSA Account: Unionville-Sebewaing Area

Employee Group: 221A Teacher, Counselor, Psychologist

Long Term Disability (LTD) insurance provides benefits at a percentage of a member's salary in the event of total disability. Benefits begin after the satisfaction of a waiting period and continue as long as the member remains totally disabled as described under "Maximum Benefit Period" in the LTD certificate booklet.

This is a brief summary of your coverage available under MESSA's Group LTD insurance. Refer to the actual certificate booklet for complete information.

Feature	Definition	Your Coverage
Pre-Existing Conditions Waived	Medical conditions for which the advice or treatment was received prior to effective date of coverage are included. However, doctor-verified disabilities in effect prior to the effective date would be excluded.	Yes
Waiting Period	<i>Calendar Day (CD):</i> The waiting period is based on actual calendar days. <i>Work Day (WD):</i> The waiting period is based on the consecutive number of contracted work days. <i>Modified Fill (MF):</i> Benefits begin on the latter of exhaustion of sick time/ bank or the specified number of calendar/work day waiting period. <i>Straight Wait (SW):</i> Benefits begin after the specified number of calendar/ work day waiting period.	90 CDMF
Benefit Level	Percent of covered salary.	60 %
Maximum Benefit Level	Monthly benefit up to the maximum amount bargained.	\$4,000
Minimum Maximum Benefit	There is a minimum monthly benefit of 5% of the gross monthly benefit or \$50, whichever is greater, after all offsets are applied, not to exceed the maximum monthly benefit.	5 %
Offsets	Benefits are reduced by any income the employee receives or is entitled to receive such as vacation pay, salary continuation, workers' compensation, full auto wage loss benefit, any employer-paid group plan, retirement benefits you receive from your employer's retirement or pension plan, including Michigan Public School Employees' Retirement System (MPERS), short-term disability, and others.	
Social Security Offsets	<i>Primary:</i> Social security retirement and social security disability are offsets. <i>Family:</i> Any social security disability benefits received by the employee's family due to the employee's disability is an offset.	Family
Freeze on Offsets	Monthly disability benefits will not be reduced because of automatic, statutory or general cost of living increases in income from other sources after MESSA's initial benefit determination for each specified offset has been made. The exception to this is an unsuccessful return to work with increased salary, social security and retirement cost of living.	Yes
COLA	An employee's benefit may be increased while on claim due to increase in the cost of living. The increase is based on changes in the Consumer Price Index as of January 1 each year and is payable on the anniversary of the commencement of benefit payment. There is a maximum annual increase of 3%.	No
Own Occupation Maximum Benefit Period	Disability benefits may be payable during continuous disability. After the own occupation period, a member must be unable to perform any occupation for which he/she is qualified by training, experience or education. Benefits may be payable up to age 65. For benefits commencing at or after age 60, please see your benefit schedule.	2 Years
Mental / Nervous Conditions	These conditions are covered as any other illness unless you have a 2-year aggregate limitation.	2-year limitation
Alcoholism / Drug Abuse	These conditions are covered as any other illness unless you have a 2-year aggregate limitation.	2-year limitation

**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

MESSA Group Term Life Insurance Benefit Highlights
Underwritten by Life Insurance Company of North America



Effective Date: 01/01/2019

MESSA Account: Unionville-Sebewaing Area

Employee Group: 221A Teacher,Counselor,Psychologist PAK A, B, C

*This is a brief summary of your coverage available under MESSA's Group Term Life and AD&D policy.
Please refer to your Life & Accident Insurance Certificate Booklet for complete information.*

Feature	Definition	Your Coverage
Group Term Life Insurance	The amount of your Group Term Life Insurance coverage.	\$40,000
Group AD&D Insurance	The amount of your Accidental Death and Dismemberment (AD&D) coverage.	\$40,000
Group Dependent Term Life Insurance: SPOUSE	This provides a life benefit equal to 50% of the member's benefit (not to exceed \$25,000) for the spouse and does not contain AD&D benefits.	N/A
Group Dependent Term Life Insurance: CHILD(REN)	This provides a life benefit equal to 25% of the member's benefit (not to exceed \$12,500) for all eligible children and does not contain AD&D benefits.	N/A

**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

SCHEDULE E: GRIEVANCE REPORT FORM

Grievance Form

Date: _____ Grievant: _____

Date of the Alleged Occurrence: _____

Article(s), Section(s), and Paragraph(s) Violated: _____

Statement of Grievance: _____

Relief sought: _____

The Association retains the right to modify/add/revise this grievance at any time.

Grievant Signature

Date

Presented to: _____ Date: _____

**Agreement between
Unionville-Sebewaing Area Schools and Unionville-Sebewaing Education Assoc.**

APPENDIX 1: Memorandum of Understanding

Think Straight A's...Think USA
www.think-usa.org



**Unionville-Sebewaing Area
School District & Board**
2203 Wildner Rd.
Sebewaing, MI 48759
Ph: 989.883.2360
Fax: 989.883.9021

USA High School
2203 Wildner Rd.
Sebewaing, MI 48759
Ph: 989.883.2534
Fax: 989.883.9739

USA Middle School
2203 Wildner Rd.
Sebewaing, MI 48759
Ph: 989.883.3140
Fax: 989.883.9739

USA Elementary School
7835 Unionville Rd.
Unionville, MI 48767
Ph: 989.883.9147
Fax: 989.883.9193

Memorandum of Understanding

This Memorandum of Understanding is entered into on behalf of the Unionville-Sebewaing School District and the Unionville-Sebewaing Education Association (USEA) and it will be attached to the 2021-2024 Bargaining Agreement between both parties. Both parties agree to the following terms for the 2021-2022 school year.

Article IX Leave Pay:

The district will buy down leave days to reach a maximum of sixty (60) days at a rate of \$85.00 per day. Paid no later than the first pay period in October. Payable according to terms in Article IX A.

Article IX Leave Pay:

An off-schedule payment for unused personal business days will be determined by the following factors:

- 0-3 absences: \$700 per year
- 4-6 absences: \$350 per year

These changes have been approved and agreed upon by:

Board President - Lori Kemp

USEA Negotiator – John Ioannidis

Superintendent – Josh Hahn

USEA Negotiator – Aaron Aikens

Date

Unionville-Sebewaing Area Schools, in its policies, program, and practice does not discriminate on the basis of race, color, religion, national origin or ancestry, age, sex, disability, height, weight, or marital status, nor toward qualified handicapped individuals, in all activities and employment.

Memorandum of Understanding

This Memorandum of Understanding is entered into on behalf of the USA School District and the Unionville-Sebewaing Education Association (U.S.E.A.) and it will be attached to the 2023-2024 Contract between both parties. Both parties agree to the following changes in contract language:


1. Schedule B: Stipends

- **Athletic Assignments:** Paid four times during the active season they are coaching in. The last check will be withheld until all uniforms and evaluations have been completed and turned in.
- **Other Schedule B Assignments:** Paid in either 26 to 21 pays, depending on employee's pay schedule. Excluded in this pay schedule are Mentor Teachers and Academic Games Advisor which will be paid once at the end of the year.

:




USA Board President – Mark Zimmer



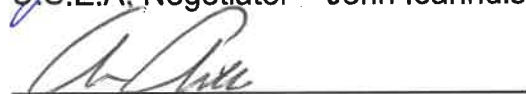
Superintendent – Josh Hahn

8/17/23

Date



U.S.E.A. Negotiator – John Ioannidis



U.S.E.A. Negotiator – Aaron Aikens

**Unionville-Sebewaing Area
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USA Middle/High Schools
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7835 Unionville Rd.
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Memorandum of Understanding

This Memorandum of Understanding is entered into on behalf of the Unionville-Sebewaing School District and the Unionville-Sebewaing Education Association (USEA) and it will be attached to the 2021-2024 Bargaining Agreement between both parties. Both parties agree to the following terms.

Club Activities:

Club Activities are defined as school authorized activities with no financial support from the District.

Club Activities: Includes any activity listed in Schedule B USEA Bargaining Agreement which has been determined by Administration and mutually agreed with USEA leadership. These activities will be considered as volunteer positions and will be unpaid.


Board President - Mark Zimmer


USEA Negotiator – John Ioannidis


Superintendent – Josh Hahn


USEA Negotiator – Aaron Aikens

12-11-23
Date