

Agreement between
W-WEA

**Wayne-Westland
Education Association**
and the
Board of Education

Wayne-Westland Community Schools
August 23, 2024 - August 22, 2027

Wayne-Westland Community Schools, Westland, MI 48185



Table of Contents

ARTICLE 1	4
Recognition	
ARTICLE 2	5
Association and Teacher Rights	
ARTICLE 3	11
The School District's Rights	
ARTICLE 4	11
4.1	11
4.2	11
4.3	11
4.4	11
4.5 Hold Harmless	12
ARTICLE 5	12
Teaching Hours and Class Loads	
ARTICLE 6	17
Teaching Conditions	
ARTICLE 7	24
Professional Qualifications and Assignments	
ARTICLE 8	25
Layoff/Reductions/Vacancies/Transfers	
ARTICLE 9	28
Illness/Disability, Jury Duty	
ARTICLE 10	32
Personal Business	
ARTICLE 11	33
Unpaid Leave	
ARTICLE 12	35
Association Leave	
ARTICLE 13	35
Teacher Evaluation	
ARTICLE 14	39
Health Examinations	
ARTICLE 15	39
Professional Behavior	

ARTICLE 16.....	40
Continuity of Operations	
ARTICLE 17.....	41
School Calendar.....	
ARTICLE 18.....	43
Professional Compensation	
ARTICLE 19.....	52
Insurance Protection.....	
ARTICLE 20.....	57
Special Assignments	
ARTICLE 21.....	58
Student Discipline and Teacher Protection	
ARTICLE 22.....	60
Grievance Procedure.....	
ARTICLE 23.....	62
Additional Compensation for Extra Duty.....	
ARTICLE 24.....	67
Curriculum Related Conditions	
ARTICLE 25.....	70
Special Education	
ARTICLE 26.....	77
Lengthened and Extended School Year	
ARTICLE 27.....	79
Staff Deployment for School Closings	
ARTICLE 28.....	79
Seniority.....	
ARTICLE 29.....	80
Certification	
ARTICLE 30.....	81
Special Projects.....	
ARTICLE 31.....	82
Negotiation Procedures.....	
ARTICLE 32.....	82
Miscellaneous Provisions	
ARTICLE 33.....	83
School Improvement Planning/Site Based Decision Making.....	

ARTICLE 34.....85

Early Childhood Teachers87

APPENDIX A87

CONTRACT RIDERS.....

Contract Rider Salary Schedule - 2024-2025 School Year91

Contract Rider Salary Schedule - 2025-2026 School Year92

Contract Rider Salary Schedule - 2026-2027 School Year93

School Calendars

This Agreement is entered into by and between the Board of Education of the Wayne-Westland Community Schools of Westland, Michigan, hereinafter called the "Board" and the Wayne-Westland Education Association hereinafter called "Association".

WITNESSETH

WHEREAS, the Board and the Association recognize and declare that providing a quality education for the children of the Wayne-Westland Community Schools is their mutual aim and that the character of such education depends predominately upon the quality and morale of the teaching services, and

WHEREAS, the members of the teaching profession are particularly qualified to develop and recommend to the Board policies and programs designed to improve educational standards, and

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

WHEREAS, the parties have reached certain understanding which they desire to confirm by contract.

It is hereby agreed as follows:

ARTICLE 1 Recognition

1.1

The Board hereby recognizes the Association as the exclusive bargaining representative as defined in Section II of Act 379, Public Acts of 1965, to represent and bargain for:

Bargaining Unit: All certified probationary/tenure teachers and teachers with professional and occupational certificates, temporary vocational authorizations, or full vocational authorizations under contract or on leave with the district, all media specialists; all counselors, full or part time; school psychologists; JROTC instructors; speech pathologists; school social workers; homebound teachers; special area teachers; learning consultants; nurses; therapists; middle school athletic directors; department heads; work study coordinators; special needs coordinators; co-op coordinators; alternative education teachers; elementary teachers in the Summer School Academic Program; all certified teachers teaching credit courses and counselors in Summer School; all Great Start Readiness Program (GSRP) teachers.

1.2

Excluding: Superintendent, deputy superintendents, associate superintendents, assistant superintendents, administrative assistants to the superintendent, executive directors, directors, assistant directors, supervisors, coordinators, principals, assistant principals, all intern administrators, Data Processing Center operators, programmers, and analyst programmers, high school athletic directors, per diem substitutes, all certificated and non-certificated personnel being employed on an hourly basis in the leisure time program in continuing education, all certificated and non-certificated personnel being employed on an hourly basis in the Career/Technical, School Based, Head Start, Kids Plus, and SPARKEY programs in Adult and Continuing Education, and all non-academic summer school programs.

1.3

The term "teacher" when used hereinafter in the Agreement shall refer to all employees represented by the Association in the bargaining or negotiation unit as above defined. The Board agrees not to negotiate with any teacher organizations other than the Association for the duration of this Agreement.

1.4

This Agreement shall constitute a binding obligation of both parties. For its duration, it may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the Board and the Association in a written and signed amendment thereto.

1.5

Substantial alterations in the working and employment conditions of any teacher in the bargaining unit will be negotiated with the Association prior to adoption or implementation by the Board.

1.6

It is clearly understood by both parties that the non-bargaining unit positions of Nurse Assistant, Occupational Therapist Assistant, and Physical Therapist Assistant will not replace in whole or in part, any bargaining unit position of School Nurse, Occupational Therapist, and Physical Therapist.

ARTICLE 2

Association and Teacher Rights

2.1

Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every teacher shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective bargaining or negotiation. The Board agrees that it will neither directly nor indirectly discourage, deprive, or coerce any teacher in the enjoyment of any rights covered by Act 379 of the Public Acts of 1965, laws of the State of Michigan and the United States; nor discriminate against any teacher with respect to hours, wages,

or terms and conditions of employment by reasons of they/their membership in the Association, participation in any activities of the Association, participation in collective professional negotiations, or the institution of any grievance, complaint, or proceeding under this Agreement.

2.2

Nothing contained herein shall be construed to deny or restrict to any teacher rights they may have under the Michigan General School Laws or other applicable laws and regulations. The rights and responsibilities granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.

2.3

The Association and its affiliates shall have the right to use school building facilities and shall be subject to all provisions of the Board of Education policies regarding such use.

2.4

Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations. All such representatives shall notify the building office of their immediate presence in the building.

2.5

Time on the agenda of regular staff meetings shall be granted to the Association, when requested.

2.6

No teacher shall be prevented from wearing or displaying insignia, pins, or other identification of membership in the Association either on or off school premises. The Association agrees that the displaying of such identification will not deface the building.

2.7

The Association shall have the right to use the District's communication systems provided that all such Association material is clearly identified and the Association accepts all responsibility for such material. The location of the Association bulletin boards shall be mutually agreed upon. Other communication systems may also be used by the Association upon mutual agreement by the parties. The Association office shall be a regular pick up delivery stop on the intra-district mail service, provided the W-WEA Office is located within the school district.

2.8

The Association may use school equipment including computers, typewriters, copy machines, and other duplication equipment normally available to teachers in accordance with Board policy, administrative regulations, and applicable legal requirements. The

Association may also use calculating machines and all types of audio-visual equipment at reasonable times when such equipment is not otherwise in use. It is understood that such equipment shall not be removed from school property. The Association shall pay the current cost of all materials and supplies incident to such use. Use of equipment other than that listed herein shall be with Administrative approval. The Association recognizes that all equipment in a building is ultimately the responsibility of the school principal.

2.9

The Board agrees to furnish within ten (10) working days, all available information requested by the Association concerning the financial resources of the District. Timelines may be extended by mutual agreement.

2.10

Within a reasonable time prior to Board consideration and adoption and/or general publication of major new or modified fiscal budgetary or tax programs, construction programs, or major revisions of educational policy, the Board shall inform the Association in writing of such proposals and solicit the Association's opinion. Administration shall forward a copy of the Association's opinion to the Board prior to the meeting on the matter. When Board established committees, task forces, and other groups formed to study such major changes are to include teacher members, such teacher members will be appointed by the W-WEA.

2.11

Teachers shall be entitled to full rights of citizenship. No religious or political activities of any teacher or the lack thereof shall be grounds for discipline or discrimination with respect to the professional employment of such teacher.

The private and personal life of any teacher is not within the appropriate concern or attention of the Board. None of the aforementioned activities shall disrupt normal school operations.

2.12

Disciplinary interviews and reprimands will be considered privately. Meetings between a teacher and supervisor which are called for the purpose of disciplining and/or reprimanding the teacher shall begin with an announcement from the supervisor clearly stating that the purpose of the meeting is for discipline and/or reprimand. The supervisor shall also inform the teacher of they/their right to have an Association representative of they/their choice during any such meeting. When the affected teacher requests the presence of an Association representative the meeting/interview will not proceed until the representative is in attendance. At no time will this cause the meeting to be delayed more than 48 hours.

2.13

No teacher shall be disciplined without just cause, except when the Teachers' Tenure Act provides a different standard. Discipline as used in this Agreement includes written reprimands (contained in the employee's personnel file), suspensions without pay, or discharge, but excludes the termination or non-renewal of a probationary teacher. Before issuing discipline, the District must provide the teacher with notice of the charge(s) and the opportunity to explain. As appropriate, progressive discipline will be used when disciplining a teacher. This standard does not limit the District from addressing discipline at any level, including termination, for conduct that warrants a level outside the progressive step. The District may assess a different discipline level against a teacher than assessed against another teacher known to have committed the same or similar offense with justification for the difference.

2.13.2

Except when immediate action is necessary for the health, safety, and welfare of students, a bargaining unit employee shall at all times be entitled to notification of any infraction of rules or delinquency in professional performance and be guaranteed a prearranged bargaining unit employee - administrative meeting where reasons for giving any disciplinary action concerning the infraction of rules or delinquency in professional performance shall be stated.

No material, including but not limited to, student, parental, or school personnel complaints originating after initial employment will be placed in a bargaining unit employee's personnel file unless the bargaining unit employee has been provided a copy of the material. The bargaining unit employee may submit a written notation or reply regarding any material, including complaints in an employee's personnel file, and the same shall be attached to the file copy of the material in question. When disciplinary material is to be placed in a bargaining unit employee's file, the affected bargaining unit employee shall review and sign said material. Such signature shall be understood to indicate awareness of the material but in no instance shall said signature be interpreted to mean agreement with the content of the material.

Any alleged serious or repetitious infractions of rules or delinquency in professional performance not brought to a bargaining unit employee's attention within thirty (30) days of the District's knowledge of that infraction, shall not be the subject of further evaluation or record.

2.13.3

No bargaining unit employee will evaluate or discipline other bargaining unit employees, but may observe employees with agreement of the observee.

Neither the mentor nor the mentee shall be permitted to participate in any matter related to the evaluation of the other. The mentor shall not be called as a witness in any grievance or administrative hearing involving the performance evaluation of the mentee nor shall the mentee be called as a witness in any grievance or administrative hearing involving the mentor related to their duties as a mentor for that employee.

The District shall indemnify and otherwise hold harmless any bargaining unit employee serving as a participant on District, State or federally mandated committees. At District expense, the bargaining unit employee(s) shall be provided with legal counsel in the event of complaints and/or litigation arising as a consequence of participation on such committees.

2.14

Teachers against whom charges or allegations have been made which could lead to suspension, reprimand, and/or dismissal shall be provided copies of all allegations and charges at the time of a disciplinary meeting.

2.15

No disciplinary action shall result from a meeting characterized by the Board as non-disciplinary in nature.

2.16

A bargaining unit employee will have the right to review the contents of all records of the Employer pertaining to said bargaining unit employee originating after initial employment and to have a representative of the Association accompany them in such review. Other examination of a bargaining unit employee's file shall be limited to authorized personnel. No "verbal warnings" shall be contained in the Personnel File. Any such warning deemed a "verbal warning" shall be communicated to the individual and there shall be no written record of such in the bargaining unit employee's Personnel File. All discipline or complaints that are three (3) years or older shall be expunged from the personnel file except as limited by any existing laws. The W-WEA and the Board will follow all procedures as outlined in the Bullard-Plawecki Employee Right to Know Act, Act No. 397 of the Public Acts of 1978 MCLA 423.501 - 423.512.

2.17

Wednesday afternoon following the teacher's regular work day shall be reserved for Association meetings. Teachers representing the Association as Executive Board members, Governing Board members, Grievance Committee members, and Bargaining Team members shall be allowed to leave their respective building five (5) minutes after the close of the pupils' instructional day, except for school business which cannot be delayed. This dismissal time will not exceed two (2) meetings per month.

2.18

- A. Beginning September 1, 2024, and every 90 days thereafter, designated Association representatives will be given a complete listing of all bargaining unit staff that includes the following:
1. First, middle and last name.
 2. Start date of employment in current bargaining unit.
 3. FTE, step, lane placement with annual salary (Base contractual wage or Schedule A only).
 4. Building(s) and room number(s) assigned.
 5. Employee identification number (if applicable).
 6. State Personal Identification Code (PIC) if applicable.
 7. Name of position.
 8. Work email address and personal email address.
 9. Home mailing address.
 10. Home and cell phone number.
- B. The above-listed information shall be provided via email in an attached Excel template format provided by the Association.
- C. Designated Association representatives shall be given, via e-mail and attached excel document, the same information detailed in Section A above within five (5) business days of any new hires of bargaining unit members that occur throughout the year.
- D. Termination of employment, by any bargaining unit member shall be reported to the designated Association representatives, including the termination date, via e-mail no later than ten (10) business days after the member's last day of employment.
- E. Notification of any bargaining unit member placed on layoff or leave of absence (paid or unpaid) lasting more than ten (10) business days shall be reported to the designated Association representatives via e-mail no later than five (5) business days after the completion of documentation for the leave. Notification of any bargaining unit member returning from a layoff or leave of absence (paid or unpaid) lasting more than ten (10) business days shall be reported to the designated Association representatives via e-mail no later than ten (10) business days after the first day of return.

2.19

Special conferences for important matters will be arranged between the Association president and the Board or their designated representatives upon request of either party. Grievance hearings and bargaining sessions are not to be considered special conferences.

ARTICLE 3

The School District's Rights

3.1

The Board retains the sole right and shall have the right to manage and conduct its obligation in accordance with the laws of the State of Michigan subject only to the condition that it shall not do so in any manner which constitutes an express violation of this Agreement. Without limiting to any extent the generality of the foregoing, the Board shall have the right to promulgate at any time and to enforce any reasonable rules, policies, and regulations which it considers necessary or advisable for the safe, effective and efficient operation of the School District as long as they are not inconsistent herewith, and any employee who violates or fails to comply therewith shall be subject to discipline or discharge just the same as if they were set forth in the Agreement, but only subject to the provisions of the grievance procedure.

ARTICLE 4

Membership Information

4.1

Within thirty (30) days of the beginning of the employment hereunder, the bargaining unit employee may sign and deliver to the Board an assignment authorizing the deduction of membership dues and assessments to the Association (including the National Education Association and the Michigan Education Association). Such authorization shall be voluntary since it is understood that the payment of dues is not a condition of employment. Written notice of revocation shall be effective to cancel all deductions after the date the written notice is received by the Board. If the notice of cancellation is received less than four days prior to the next payroll date, the cancellation will be effective for the next payroll date.

4.2

Pursuant to such authorization, the Employer shall deduct one-tenth (1/10) of such membership from the regular paycheck beginning with the second pay in September of each year and continuing through the second pay in June.

4.3

If the payroll deduction amounts change within the course of any school year, the Association shall provide to the Employer a payroll change form for any affected member to apply effective the next available payroll after within ten (10) days of receipt and apply to any remaining pays per the deduction schedule defined above.

4.4

The Employer shall transmit authorized payroll deductions to the Michigan Education Association via provided ACH within ten (10) days of when the payroll deductions took place.

The District will provide a quarterly report to the Association of all employees within the bargaining unit that have opted for Association dues deduction and the amounts deducted.

4.5 Hold Harmless

The Association will defend and save harmless the Employer for any and all claims, demands, suits, and other forms of liability by reason of action taken by the Employer for the purpose of complying with this Article provided.

1. The Employer gives notice of such action to the Association in a manner that does not hinder any such litigation, and
2. The Employer cooperates with the Association and its counsel as required by law, and
3. The Association shall have complete authority to compromise and settle all claims which it defends under this Article.

ARTICLE 5

Teaching Hours and Class Loads

5.1

Elementary teachers shall not be required to report for duty earlier than 20 minutes before the opening of the pupils' school day and shall not be required to remain longer than 5 minutes after the close of the pupils' school day, except when required for necessary staff meetings.

W-WEA staff, with the exception of K-5 classroom and specials teachers and staff solely funded through ACT 18, shall be required to supervise students up to ten (10) minutes before the start of the pupils' school day, when necessary, as determined by the building administrator. When applicable, a building schedule shall be created.

Middle and high school teachers shall not be required to report for duty earlier than 15 minutes before the opening of the pupils' school day and shall not be required to remain longer than 10 minutes after the close of the pupils' school day except when required for necessary staff meetings.

On Fridays or days preceding holidays or vacations, the teachers' day shall end at the close of the pupils' day.

5.2

The instructional day shall be six (6) hours, twenty (20) minutes in length.

The weekly teaching load in the high schools will be 25 class periods, including passing time. All non-classroom W-WEA members shall receive a minimum of 250 minutes of preparation time per week. Of these 250 minutes, they will at least receive one 20 minute block per day.

The weekly teaching load in the middle schools will be no more than 1625 minutes per week. This will include one (1) planning period and five (5) teaching periods per day. At the start of second hour, building announcements will occur and last no longer than ten (10) minutes.

Teaching schedules in the middle and high schools may be altered up to fifteen (15) days a year to allow for compliance with state and district testing requirements. These alterations shall be fairly distributed among the teachers, insofar as possible.

All Wayne-Westland Innovative Academy (WWIA) teachers will utilize block scheduling in place of a traditional six-hour class schedule not to exceed 26 hours and 40 minutes per week. Each teacher will receive one block of unassigned preparation time per day.

The WDFCTC will use a block schedule of two classes one in the AM and one in the PM in place of the traditional six-hour class schedule. Each teacher will receive one hour of unassigned preparation time per day.

5.3

Every effort shall be made to assign no more than two preparations at the high school level whenever possible. Assignments of preparations at the high school level will be made following the involvement of the current department staff.

5.4

The weekly teaching load in the elementary schools (K-5) will not exceed 27 hours of pupil contact time. The 25-minute time period referred to in provision Article 5.1 is a period provided to teachers for planning and preparation.

5.5

To ensure time for elementary teachers to evaluate students and programs, to plan and prepare for instruction, and to receive additional in-service training/professional development, the District shall place the following days into the calendar for these purposes:

1. One full day and three half days for teacher planning and preparation
2. Four half days for records
3. In-service/professional development:
 - Two full days prior to students' first day of school (District and Building PD)

- One full day in September
- One full day in November
- One full day in April

During non-instruction time on elementary planning and records days, teachers are permitted to perform their duties at a site other than their assigned worksite, with the exception of the full planning day in August. It is understood that they are permitted to perform their work at an alternative location and be reasonably available for communication. An exception to this is Kindergarten Round-up day, where all staff must remain in the building until the conclusion of the event.

An Elementary Special Area Advisory Committee, coordinated by an administrator from the General Education Department, will determine the use of one planning day for elementary special area teachers. The committee shall consist of one representative from each special area.

An Elementary Special Education Advisory Committee, coordinated by an administrator from the Special Education Department, will determine the use of one planning day for elementary special education teachers. The committee shall consist of a total of five (5) elementary special education teachers and shall represent various programs.

5.6

To ensure time for middle school teachers to evaluate students and programs, to plan and prepare for instruction, and to receive additional in-service training/professional development, the District shall place the following days into the calendar for these purposes:

1. One full day and one half day for teacher planning and preparation-
2. Six half days for records
3. In-service/professional development
 - Two full days prior to students' first day of school (District and Building PD)
 - One full day in September
 - One full day in November
 - One full day in April

To ensure time for high school teachers to evaluate students and programs, to plan and prepare for instruction, and to receive additional in-service training/professional development, the District shall place the following days into the calendar for these purposes:

1. One full day and one half day for teacher planning and preparation

2. Six half days for records

3. In-service/professional development

- Two full days prior to students' first day of school (District and Building PD)
- One full day in September
- One full day in November
- One full day in April

During non-instruction time on middle and high school records days, teachers are permitted to perform their duties at a site other than their assigned worksite. It is understood that they are permitted to perform their work at an alternative location and be reasonably available for communication.

5.7

Elementary school classes will have one daily recess not to exceed 20 minutes in length. Teachers relieved due to shared recess supervision shall not be responsible for students during that period. If a teacher chooses not to share recess, and such choice results in teaching hours in excess of 27 hours, such excess shall not be subject to the grievance procedure.

5.8

Elementary teachers will be provided five (5) fifty (50) minute blocks of planning per week, not including the 25 minutes referred to in Article 5.1.

5.9

All teachers shall have a duty free lunch period. It is agreed that the Board will provide a minimum of a half hour lunch at the elementary, middle, and high schools.

5.10

Dismissal times for half days shall be consistent with that of full days.

5.11

Teachers having assignments in two buildings and middle school and high school staff assigned to at least two buildings who, because of class schedules, are required to travel during lunch or preparation time shall receive a two percent (2%), per semester, contract rider based on the BA minimum. This stipend is limited to general education classroom teachers and special education basic classroom teachers only.

In addition, middle school and high school teachers who are assigned to a third or fourth building will receive an additional 2% of the BA minimum per semester for each building above 2 (two). Teachers with less than full-time (1.0) schedules and paid as full-time employees shall be excluded from this subsection.

5.12

Teachers of vocal music, art, life skills, media, and physical education at the elementary level and librarians at all levels shall be so scheduled that both relief and preparation time shall be at least equal to that of the classroom teacher at a comparable level. Adequate travel time shall be provided special area teachers.

5.13

1. All special area teachers shall receive a minimum of 250 minutes of preparation time per week. Of these 250 minutes, they will at least receive one 20-minute block per day.
2. Morning special area classes shall begin no earlier than 5 minutes after the beginning of the instructional day. All other special area classes shall have a minimum of five minutes between each class, except for physical education afternoon sessions.
3. Special area teachers shall teach no more than the equivalent of six 50 minute classes per day.
4. When possible, the special area administrator shall continue to honor the teacher's choice in making building assignments and will attempt to schedule teachers into no more than two (2) buildings.
5. The regular classroom teacher, the special area teacher, the building administrator, and the General Education Department must mutually agree to any deviation from the contract regarding the scheduling of K-6 special area classes.

The General Education Department will forward a copy of any such deviation to the Association.

6. Adequate travel time shall be provided with said time to coincide with the specific instance of travel, unless said travel time will reduce the teacher's schedule below thirty class sections. In such cases, travel time shall be granted at other time(s) in the schedule. Travel time required during lunch and/or planning time will be compensated at the prorated travel time 2% rate.
7. Open class times of the teachers of elementary art, vocal music, physical education, life skills, and media will be to work on the enhancement of their respective programs collaboratively in individual classrooms and for the building as a whole. These open class times are not intended to be used to provide additional planning time for the classroom teacher.

ARTICLE 6

Teaching Conditions

6.1

The parties recognize that the availability of optimum school facilities for both student and teacher is desirable to ensure the high quality of education. Under normal circumstances, the Board will ensure that the use of District facilities will be scheduled during the normal school day in a manner that gives priority to K-12 instructional programs. 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 toward ensuring that both the competency and energy of the teacher are primarily utilized to this end.

In the event a teacher is transferred into a new position (grade level, content area or building) after the start of the school year, the teacher shall be granted a minimum of one (1) transition day.

In order to ensure a positive enrollment experience of new students to W-WCS, any student enrolled before noon will start the following school day. Any student enrolled after 12:00 PM will start the second school day.

6.2

The following guidelines for class size shall not be exceeded except when unusual circumstances, such as instructional innovations, limitations of available facilities, or other valid reasons dictate otherwise. Teachers may bring to the attention of building administrators when exceptional circumstances exist justifying a departure from these guidelines for classes they teach.

With the understanding that students will be removed from the roster and not count as part of the class size if they have not been seen for ten (10) consecutive days.

The District will engage in best efforts to balance class rosters amongst grades within a given elementary school or amongst sections of the same class within a given secondary school.

1. Elementary Class Sizes are as follows:

Young 5's	18 pupils
Kindergarten	26 pupils
Grades 1-5	27 pupils
Grade 6	30 pupils

Class sizes for elementary combined level classes are as follows:

Grades 1-2	23 pupils
Grades 2-3	23 pupils
Grades 3-4	25 pupils
Grades 4-5	25 pupils

Acceptable elementary overloads are as follows:

Young 5's	3 pupils
Kindergarten	3 pupils
Grades 1-5	3 pupils
Grade 6	4 pupils

The Board shall notify the Association within forty-eight (48) hours of any elementary classroom loads which exceed the above maximums.

The Board shall rectify any overloads in the following manner:

On the first day of the second week of school, an elementary classroom teacher who has a class in excess of the contractual class size, shall receive \$5.00 per day (\$2.50 per half-day kindergarten session), per overload student to relieve their situation temporarily. This rectification of overloads shall continue until the first day of the fourth week of school, unless the District decides to provide an additional teacher to relieve the situation.

On the first day of the fourth week of school, and for any overload situation occurring thereafter, the District shall rectify the overload in the following way:

Elementary classes that exceed the allowable overloads shall necessitate an additional teacher.

Elementary classes with allowable overloads may select from one of two reliefs:

- a. The affected classroom teacher will receive a full time overload aide. This overload aide will accompany and remain with the students during their special area classes. If a teacher choosing this option is unable to secure an overload aide after 3 weeks, they may receive pay under item (b) below until such aide is in place.
- b. The affected classroom teacher will receive \$5.00 per day (\$2.50 per ½ day kindergarten session), for the first overload student and \$10 per day (\$5.00 per ½ day kindergarten session), per student for additional overload students.

Special area teachers will receive a pro-ration (\$1/\$2) of the compensation if the classroom teacher selects option "b".

The following procedures regarding overloads will apply:

Overloads at a grade level will first be placed in the appropriate combined level classroom if one exists in the building.

Before any classroom gets a third student overload, other same grade classrooms will be overloaded if one is available in the building.

The District, furthermore, shall adhere to a five (5) day timeline to rectify any overloads occurring after the first day of the fourth week of school.

2. Middle School class sizes shall be limited to 32 students. Allowable Middle School overloads are four (4) pupils.

Beginning with the first Monday following the fourth week of school and for any overload situation occurring thereafter, the District shall rectify the overload situation by paying the affected classroom teacher \$2 per overload, per hour, per day.

3. High School class sizes shall be limited to 33 pupils, with the exceptions of the following conditions:

- A. Building Trades II classes shall generally be limited to 22 pupils.
- B. Science laboratory class sizes shall be limited to 30 students.
- C. All English classes, whose primary purpose is the teaching of composition skills, shall be limited to 30 students, and those required core communication arts classes that combine both composition and literature shall be limited to 32 students.
- D. Except for credit recovery, online classes will be monitored by the Media Specialist.
- E. All life skills laboratory classes shall be limited to 32 students.
- F. Class size for physical education (excluding health classes) and music classes is 37. If mutually agreed upon by the Association and the District, Special types of classes such as physical education and music may exceed class size. Physical education and music teachers will be eligible for payments equivalent to overload payments for the first four (4) students over 33 students.
- G. Beginning with the first Monday following the fourth week of school and for any overload situation occurring thereafter, the district shall rectify the overload

situation by paying the affected classroom teacher \$2 per overload, per hour, per day.

Allowable High School overloads are four (4) pupils, with the exception of science laboratory classes, which shall be overloaded by no more than two (2) pupils.

No individual class may exceed allowable overloads with the exception of Music and P.E. classes identified above.

4. At the WWIA, in-person online classes will be monitored through teacher assignment and will follow the standard secondary class size for High School (section 6.2(3)). Mentoring of virtual students will be a separate assignment filled through teacher assignment and will have a ratio of 200-1 for grades 6-12. Mentoring of virtual students may also be offered as a 6th hour extra work/extra pay position at a ratio of 40-1.

6.2.13

All Elementary combined level teachers will receive a \$2,000 annual stipend. If the split combined level exists for less than a full school year, it will be paid out as follows: The first trimester a split combined level exists will be paid \$1,000, and each trimester after the first trimester will be paid \$500.

6.3

The ratio of students to counselors shall be 330:1. If this ratio exceeds 330:1, an additional full time or part time counselor shall be provided in the affected building(s) no later than four weeks subsequent to determination of said overload. Beginning with the first Monday following the fourth week of school and for any overload situation occurring thereafter, the District shall rectify the overload situation by paying the affected counselor(s) \$2 per overload, per day. Allowable counseling overloads are limited to 60 pupils per counselor. No counselor may exceed allowable overloads.

6.4

Secretarial services necessary for the day to day operations of the counseling departments in each middle and senior high school will be provided.

6.5

The Board agrees to keep the schools reasonably and properly equipped with instructional materials and shall have such materials available at the opening of the school year except when unexpected conditions prevent compliance with this provision. Instructional materials used in the district shall reflect the multi-ethnic nature of our society and shall evidence sensitivity to prejudice, to stereotypes, to sexism, and to materials offensive to ethnic groups. Media centers shall be charged with the responsibility of seeking and maintaining material of this nature. Teachers shall participate in the selection of supplies, resource and instructional materials, and tests.

6.6

While it is agreed that planning is an integral part of effective teaching, lesson plans shall not be routinely submitted for the perusal and attendant approval to any supervisor. Plans shall be available to the supervisor for planning and consultation upon request, as well as in cases of teacher absences.

6.7

Security of school money shall be considered the Board's responsibility, and no teacher shall be required to keep any school funds in they/their desk, on they/their person, or in they/their possession.

6.8

All teachers require time, space and facilities to prepare materials and plan work. The Board shall provide in every school a teacher's work area containing adequate equipment and facilities to aid in planning and preparation. The work area shall be in addition to and separate from the faculty lounge facilities provided in each building. Telephone facilities shall be made available for reasonable use.

6.9

Properly maintained parking facilities shall be made available for school personnel during the school hours. School buildings will be cleaned on a scheduled basis and the responsibilities for said cleaning rests with the administration. The cleaning schedule of respective buildings will be posted in an appropriate location. The cleaning needs of kindergarten and Center Program classrooms will be recognized in establishing cleaning schedules of respective buildings.

6.10

The Board shall provide:

1. A separate desk and file cabinet for each teacher.
2. Closet space for each teacher to store their coat and personal articles.
3. Adequate storage in each classroom for instructional materials.
4. Teacher edition copies, exclusively for each teacher's use, of all texts used in the courses they are to teach. This provision also applies to student teachers where possible.
5. A sufficient supply of paper, and other classroom materials for the conduct of instruction.

6.11

Teachers shall not be required to perform tasks which endanger their health, safety or well-being. The District will be in compliance with local, county, state, and federal statutes and codes.

Within one hour of a loss of electrical power, while students are in attendance, the administration will inform the staff of a plan of action. If necessary, school shall also be canceled in buildings without heat or water. In other instances, the Board shall determine when conditions warrant the closing of schools.

All teachers are required to report for duty at times when only a fraction of the school system may be closed down. In the event of an emergency when only some children are excused on a scheduled day of attendance, teachers will, when the condition of the building dictates, be reassigned to other buildings for the duration of the emergency.

Teachers will not be required to search for explosives.

Teachers will not be required to substitute when their school is closed down due to an emergency.

6.12

Professional Responsibilities

1. General - The parties agree that the supervision of students is an integral part of every teacher's duties. The teacher's day shall include supervision of students, attendance at scheduled faculty and faculty committee meetings, preparation for classroom responsibilities, availability for student and parent conferences, attendance at annual school open house (K-12), and kindergarten roundup where applicable. Attendance will be voluntary at PTA meetings.
2. Extra-Curricular - The Association agrees that there are extra-curricular duties which are an integral part of the educational program of the WWCS. The Association recognizes the necessity of faculty participation in these extra-curricular activities. The building principal will notify the staff monthly of all known extra-curricular events and staff personnel needs. Teachers shall have the opportunity to volunteer for these functions. If the principal has difficulty in securing volunteers for such extra-curricular activities, the building staff advisory committee shall assist the principal. Members of the committee will then inform the staff of the problem and attempt to secure volunteers. At the same time the staff advisory committee is advised of such situation, the Association shall also be notified. Should the staff advisory committee fail in its efforts, the Association shall then use its good offices to alleviate these problems.

6.13

When a classroom is not scheduled for a general or self-contained special education classroom, it will be made available for special area instruction.

6.14

Middle school teacher grades shall be due at the beginning of the second working day following the close of the marking period, except for the marking period at the end of the school year in June.

High school teacher grades shall be due at the beginning of the second working day following the close of the marking period, except for the marking period at the end of each semester.

6.15

Teachers assigned to more than one building shall not have conference time in excess of other staff.

6.16

The parties recognize the affective nature of a counselor's responsibilities and agree that clerical duties, including attendance keeping, shall not be the primary focus of they/their daily activities.

6.17

Required meetings shall not exceed one per week. They shall normally occur on Tuesdays following the regular work day unless otherwise agreed to by the principal and a majority of the staff. These meetings, moreover, shall not exceed one hour in length. Required meetings may be used for staff meetings, department meetings, team meetings, MTSS, PLC and in-services.

An administrator may schedule, with a week's notice, professional development meetings which are 2 hours in length. Should an administrator schedule such a meeting, they/their will eliminate one required weekly meeting sometime during the school year. There shall be no required meetings during conference weeks or Open House. Building principals shall solicit staff input in scheduling Open House.

- ECE and ECP will attend one (1) Event Night throughout the year.
- Career Tech will host a recruitment night.

6.18

General Education Classroom Assistance

1. To assist the general education classroom teacher, the District shall guarantee a minimum average of one (1) four hour a day part-time paraprofessional per elementary building.

2. These paraprofessionals shall be in addition to overload aides who may be assigned a teacher because of a general education class size overload.
3. If the teacher/s in an affected building believe they are in need of additional paraprofessional assistance, they may request an additional allocation or portion thereof from the Special Education Supervisor. To this end, the District shall make available a cadre of paraprofessionals for such additional allocations. If, however, the teacher's request is denied, they may appeal such denial through the W-WEA to the Senior Executive Director of Special Education.

The intent of this subsection is to augment the number of paraprofessionals assisting general education teachers, including special area teachers, who have students identified, or students potentially identified for specialized educational services in their classrooms.

4. The District will develop a cadre of substitutes for paraprofessionals and will make every effort to provide a substitute when the paraprofessional is absent.

6.19

Multilingual sheltered classrooms will follow district grade-level class sizes. Multilingual caseloads will follow the Michigan Department of Education Multilingual Staffing Calculator.

ARTICLE 7

Professional Qualifications and Assignments

7.1

The Board's goal is to hire teachers who hold certificates, permits, or vocational authorizations valid for the positions to which they are assigned; who meet the standards required by the RSC and MDE guidelines.

The responsibility for being properly certificated to teach in the school district rests solely with the individual teacher. The Board will continue its present practice of informing the teachers of this prime responsibility and the manner in which it may be fulfilled. The Association shall be notified of any such action.

The Board agrees that teachers employed by the Board, who hold annual authorizations, shall, as a condition of employment make every attempt to obtain permanent status through recognized work and/or study programs as per MCL 380.1233 and/or MCL 380.1233 (b).

7.2

The Board and the Association agree that affirmative steps must be taken to recruit teachers from various ethnic minority groups. Both parties agree that a highly significant part of the educational experience of children in today's society involves cross racial

experiences. Part of that experience must be with ethnic minority group members who are educators.

Discrimination against applicants for employment or employees of the school district on the basis of race, color, religion, national origin, age, sex, height, weight, marital status, or handicap which does not impair an individual's ability to perform adequately in a particular position or activity is prohibited.

7.3

All substitute teachers employed by the Board shall meet the requirements of the Michigan Certification Code.

ARTICLE 8

Layoff/Reductions/Vacancies/Transfers

8.1

The Board recognizes that it is desirable in making assignments to vacancies and new positions to consider the interests and aspirations of its teachers.

1. Vacancies and new positions in the bargaining unit will be filled on the basis of the following in priority order: 1) Competency (including evaluations), 2) Qualifications of the applicant, 3) Experience and 4) Years of WWEA service. For a member to be qualified to transfer to another position, they must be properly endorsed for the position. When experience, competency, qualifications, and years of WWEA service are substantially equal, the applicant with the greater WWEA member's seniority number shall be awarded the position.
2. Involuntary transfers not made as a result of a reduction, may be effected only for reasonable and just cause. Ten (10) days prior to the effectuation of said involuntary transfer the Superintendent shall inform the affected teacher and the Association of the reasons for the transfer, except if the transfer results in the recall of a laid off teacher.
3. All bargaining unit employees shall be given written notice of their tentative assignment for the forthcoming school year no later than the Friday before the last day of school. For secondary bargaining unit employees, such notice shall include building, department(s), and a listing of probable courses to be taught. Except in cases of emergencies, bargaining unit employees will be retained in their current assignment.

For other bargaining unit employees, such notice shall include work locations and/or work schedule.

For the purposes of this subsection, the following listing of departments shall be department designations:

Speech and Language
OT (Occupational Therapist)
PT (Physical Therapist)
Nurses
Psychologists
Social Workers
Counselors
GSRP

8.2

A vacancy shall be defined, for purposes of this Agreement, as

- a position within the bargaining unit presently unfilled (and which will remain unfilled for at least ninety (90) days) and that the District intends to fill;
- newly created positions;
- positions currently filled but anticipated to be open in the future for a period of ninety (90) days;

Any opening occurring after the first semester of the school year will not amount to a vacancy unless the District after consultation with the Union chooses to treat it as a vacancy.

Effective upon the ratification of this agreement, any vacancy that occurs will be posted for internal candidates for at least five (5) workdays. At which time the vacancy shall be filled through the selection process set forth in 8.1. If no internal candidates complete the online application to express interest prior to the expiration of the posting period, the vacancy shall be posted for external candidates only.

If an internal candidate is selected to fill a vacancy they will be placed in the position as soon as possible, as determined by the District in an effort to limit undue disruption to students' continuity of learning, no later than 90 days from being awarded the position, or prior to the start of the next school year.

8.3

In the event economic conditions or declining enrollment demands a reduction in services, the parties will confer and in order to promote an orderly reduction in personnel, the following procedures will be used:

The Superintendent or designee shall determine the positions proposed to be eliminated and shall meet with the Association President at least ten (10) days before the meeting at which the Board will consider proposed layoffs for the purpose of discussion and reviewing the proposed layoffs and related matters. Bargaining unit employees being laid off shall receive a sixty (60) calendar day notice in writing before the effective date of layoff.

Documentation to support State licensure, authorization, or certification requirements and additional hours shall be submitted to the Human Resources Office by the bargaining unit employee. If such State licensure, authorization, or certification is not achieved, the bargaining unit employee shall not be employed for the vacated position.

8.4

In the event of layoff, the order of reduction for bargaining unit employees shall be as follows:

1. Non-certified bargaining unit employees, in positions that require certification, and temporary employees will be laid off first, provided there are certified and qualified bargaining unit employees to replace them as allowed by law.
2. If reduction is still necessary, then bargaining unit employees will be laid off based on the following:
 - a. Reductions will be determined based on the building/certification level or certification area.
 - b. Bargaining unit members with the highest evaluation rating shall be retained. Evaluation ratings, highest to lowest, include Effective, Developing, Needing Support. For the 2024-2025 school year, highly effective and effective shall be considered equal, developing shall be considered equal to minimally effective, and needing support shall be considered equal to ineffective;
 - c. Where evaluation ratings are the same, the bargaining unit members with the most years of experience in the grade level (elementary) or subject (secondary) shall be retained. Grade level credit for teaching in grades Pre-K through 5 shall count towards any "elementary vacancy." Subject, at the middle school level shall be defined as any position relevant to the subject included in the vacancy (i.e. Math, Science, English, Social

Studies, etc.). Subject at the high school level shall be defined as any position relevant to the subject included in the vacancy (i.e. Math, Science, English, Social Studies, etc.). For bargaining unit employees, in positions that do not required certification, years of experience shall be defined as years of experience in that position (i.e., counselor, SLP, Social Worker, etc.)

- d. Where evaluation ratings and years of experience are the same, the bargaining unit member with the most years of WWEA service shall be retained. Where years of WWEA service are the same, preference will be given to bargaining units members with certification of high need for the District; for example, math, science, and special education - will be retained. If WWEA service is the same and high need certification is not relevant, the WWEA member's seniority number shall be used.
3. The Board shall give written notice of layoff by sending an email to the employee's District email address and registered letter or certified letter to the bargaining unit employee at their last known address. It shall be the responsibility of the bargaining unit employee to notify the Board of any change in address.
4. Bargaining unit employees', on the district insurance, who are laid off shall have insurance benefits continued and paid by the Board throughout the summer recess (August 31st) for layoffs that occur at the end of the school year. For layoffs that occur during the school year, bargaining unit employees shall have insurance benefits continued and paid for by the Board until the end of the month of the effective date of the layoff. After that, a laid off bargaining unit employee may continue their insurance benefits in accordance with the Carrier's layoff/benefit continuation policy inclusive of paying the subscriber group rate premium for the Consolidated Omnibus Reconciliation Act of 1985 (COBRA).
5. The Association recognizes that the decision of the Board as to whether there shall be layoffs is final.

ARTICLE 9

Illness/Disability, Jury Duty

9.1 *Personal and Family Illness Days*

At the beginning of each school year, each teacher shall be credited with ten (10) sick leave days. In addition, the unused portion of each teacher's sick leave shall accumulate from year-to-year without limit.

Teachers employed after the beginning of the school year shall be credited, upon

employment, with the appropriate pro-rata of ten sick leave days. For example, a teacher hired in November will be credited with eight sick leave days for the remainder of the year.

Teachers employed less than full time shall be credited, upon employment, with the appropriate pro-rata of ten sick leave days according to the time they work. For example, a teacher with a .6 assignment will be credited with six sick leave days for the year.

Sick leave for a part time teacher shall be debited from they/their paid leave account on a pro-rata basis according to the amount of time they/their work. For example, a teacher with a .6 assignment will be debited .6 of a sick leave day for each work day on sick leave.

9.2

Sick leave may be used for:

1. Bona fide incapacity to report for and discharge duties, including disabilities relating to pregnancy.
2. Death in the family (husband, wife, children, parents, grandchildren, close relative and close associates).
3. Providing care for a member of the immediate family who is ill, when no other immediate arrangements are possible. Time beyond two days is subject to administrative review and determination.
4. Emergency visits to doctor or clinic.

9.3 Bereavement Days

At the beginning of each school year, the Board shall credit each teacher with five (5) bereavement leave days to be used for a death in the immediate family for purposes of attending to the death and/or attending the funeral/memorial service. Immediate family is defined as father, mother, spouse, sister, brother, grandparents or children (In-laws and step relations are considered the same). Two (2) of the (5) allotted bereavement days may be used for purposes of attending to the death or attending the funeral/memorial service of an aunt or uncle. If additional days are required, use of sick leave or personal leave is permissible. Bereavement days shall not carry over from one year to another.

9.4

Any teacher who is absent because of an injury or disease payable under the Michigan Workers' Disability Compensation Act shall be treated in the following manner:

1. For the first seven (7) calendar days of such absence, the teacher shall be charged sick leave from they/their accumulated account or, if the teacher so requests, personal business leave. If the teacher has exhausted sick leave and/or personal business leave, they shall be considered "absent without pay"

for any absences not covered by they/their accounts.

2. If the teacher's incapacitation extends beyond the period of seven (7) calendar days, and it is determined that the injury/disability is payable under the Michigan Workers' Compensation Act, they shall not be charged sick leave and/or personal leave for any further absences for such incapacitation for ninety (90) calendar days from the date of said injury. Said teacher shall also, during this period of time, receive from the Board the difference between they/their Workers' Disability Compensation check and they/their regular salary.
3. If the teacher's incapacitation continues to the 15th calendar day and/or beyond, the teacher so affected shall have the sick leave and/or personal leave charged to they/their account for the first five (5) working days of they/their absence restored to they/their account.
4. If the teacher's incapacitation continues beyond the ninety (90) day period stated in Article 9.4 (2) above, they shall continue to receive the difference between they/their Workers' Disability Compensation check and they/their regular salary to the extent and until such time as said teacher has used up all of they/their remaining sick leave and/or personal leave days.
5. For purposes of this subsection, "full salary from the Board" shall mean the individual's contracted amount. It shall not include extra work/extra pay contract riders, hourly paid Adult and Community Education assignments, or any other extra pay assignments.
6. It is also understood that, after the ninety (90) day period, the amount of sick leave or personal leave to be deducted from the teacher's account will be 1/2 day for any full day's absence. If the employee is absent less than a full day, the employee will still be charged 1/2 day from their sick or personal leave account.

9.5 Jury Duty

A teacher called for jury duty or to give testimony before any judicial or administrative tribunal shall be compensated for the difference between the teaching pay and the pay received for the performance of such obligation. Such duty of giving of testimony shall not be charged to the teacher's sick leave bank. Teachers may be required to give documentation to their immediate supervisors of their requirements to perform such duties. A teacher involved in personal litigation must use personal business days for such testimony.

9.6

A teacher absent from they/their duties as the result of a physical assault while employed in school activities, and the physical assault is related to performance of they/their duties, shall not have the absence charged against they/their sick leave accumulation.

Furthermore, the teacher shall not be required to attend follow-up medical appointments outside of they/their work hours.

9.7

For any absence which exceeds three (3) consecutive work days under the sick leave provision, the teacher may be required to submit verification of ability to return to work. In the event there are chronic absences on the part of an individual teacher, they may be required to provide the Human Resources Department with written verification for future absence(s). No request for verification due to chronic absenteeism shall be made, however, unless a teacher has been given prior written notice of they/their situation regarding chronic absenteeism.

9.8

Teachers shall not be charged sick or personal leave time when school has been canceled because of inclement weather unless they are out on an extended absence for ten (10) or more working days.

9.9

For purposes of determining a teacher's sick leave status, the Board, upon notice to the Association, may make a written request requiring them to provide the results of a physical/mental examination from they/their doctor.

If the Board is not satisfied with this report, it, upon notice to the Association, may require the employee to submit to an examination by a doctor of the Board's choice. The Board shall pay for this examination.

Either party may request a third examination performed by a physician of mutual consent. This examination shall be paid for by the Board. Both parties will be informed of the examination results.

9.10 Attendance Bonus

The Board of Education and the Association recognize the need for necessary sick and personal day usage by members. The parties also recognize that it benefits students and staff if the utilization of these days is minimized. Based on this understanding, the parties agree to an attendance bonus.

Members may sell up to five (5) unused sick days at the end of the 2024-2025, 2025-2026 and 2026-2027 school years. *The value of the unused sick day will be calculated as follows:

Number of Workdays Missed (excluding jury duty and up to 5 bereavement days)	Value of Unused Sick Day(s) - Maximum of 5 days
Less than or equal to 2 days	\$500 per day x FTE (\$2,500 maximum)
Greater than 2, less than or equal to 4 days	\$400 per day x FTE (\$2,000 maximum)
Greater than 4, less than or equal to 5 days	\$300 per day x FTE (\$1,500 maximum)

This attendance bonus will be paid on the first pay date in July of 2025, July of 2026 and July of 2027. The parties agree that this bonus is an increase over the normal pay schedule and is considered Non-Reportable Compensation under the Michigan Office of Retirement Services rules and regulations. The parties will review the effectiveness of this bonus at the end of this contract to determine whether or not this attendance bonus should be renewed.

*The District has capped the total Attendance Bonus payout at \$700,000 for the 2024-2025, 2025-2026 and 2026-2027 school years. In the event the request to sell back unused sick days exceeds this cap, the value per day shall be adjusted down.

ARTICLE 10

Personal Business

10.1

Teachers shall be allowed up to three (3) days per year for absences of a personal nature. Except in cases of extreme emergency or circumstances beyond the teacher's control (excluding travel by commercial carrier), absences immediately before or after a holiday will not be valid under this section. Prior notice, when possible, will be given.

Personal business leave cannot be used on a day when PSAT or SAT testing is scheduled in your building, or on any day on which an Open House or Professional Development/In-service is scheduled, or for any time during which Parent/Teacher Conferences are held.

Personal Business days may not be used in conjunction with absences without pay for extended time off.

Exceptions under this article may be granted in advance only by the Human Resources Department.

10.2

During the course of a year, extenuating circumstances may require additional time. Additional time may be granted by the Board but only with prior approval. Such time will be charged to the teacher's personal sick bank.

10.3

Unused personal business time shall be added to the individual's sick bank at the end of the school year.

ARTICLE 11 Unpaid Leave

11.1 *Military Leave*

Military leave shall be granted to any teacher in conformity with state and federal statutes.

11.2

If Reserve or National Guard duty occurs during the school year, the teacher required to participate in a declared state of emergency shall be granted a temporary leave of absence. The employee will receive their regular salary minus that which they shall receive from the government service up to a period of eight (8) weeks. If an employee is required to serve the normal two weeks' tour of duty, and it falls within the regular school year, the employee will receive their regular salary minus that which they shall receive from the government for each school day spent in service.

11.3 *Parental Leave*

The Board of Education shall grant a leave of absence to a member of the bargaining unit upon a timely written request to the Human Resources Department prior to the date of the commencement of such leave. This leave will be granted in accordance with the following:

1. The leave of absence shall be for the remainder of the then current school year.
2. Parental leaves will be granted to an employee within one year of the time they adopt a child, acquires a child by birth or marriage, or assumes the legal responsibility of a family.
3. Parental leaves of absence may be extended up to one additional year, upon the request of the teacher. An extension request must be submitted in writing prior to April 1 and may not be for partial school years.
4. In cases of unusual circumstances and upon request of the affected teacher, the Board shall terminate the leave prior to its anticipated termination date. A teacher whose leave is so terminated shall be placed in a manner that doesn't conflict with applicable law.

11.4

When a parental leave expires, the Board shall place the teacher in a manner that doesn't conflict with applicable law.

11.5

For purposes of determining involuntary leave, the Superintendent, with the approval of the Board and upon notice to the Association, may make a written request requiring a teacher to provide the results of a physical/mental examination from they/their doctor.

If the Board is not satisfied with this report, the Board, upon notice to the Association, may require the employee to submit to an examination by a doctor of the Board's choice. The Board shall pay for this examination.

Either party may request a third examination performed by a physician of mutual consent. This examination shall be paid for by the Board. Both parties will be informed of the examination results.

11.6 *General Purpose Leave*

Except for the purpose of accepting employment elsewhere, a General Purpose Leave will be granted for one complete school year if such a request is made in writing to the Human Resources Department prior to July 1 of that school year.

After July 1, General Purpose Leaves may be granted for an entire school year or the balance thereof, at the discretion of the Board, upon receipt of a timely written request for such.

All General Purpose Leaves shall end on the first working day of the school year following the year of the Leave.

A request for a one school year extension of a General Purpose Leave may be granted, at the discretion of the Board.

11.7

Teachers returning from any of the leaves mentioned in this article shall suffer no diminution of sick leave, seniority, or incremental experience earned prior to the commencement of their leaves. Teaching experience gained outside of the Wayne-Westland Community Schools while on such leaves will not be credited toward any incremental salary steps.

11.8

Upon the completion of an unpaid leave, a teacher's failure to confirm acceptance within fifteen (15) calendar days of the receipt of the Board's written notification of placement for the ensuing school year shall result in the employee's termination of employment. Likewise, failure to return to work from an unpaid leave will result in the employee's

termination of employment.

ARTICLE 12

Association Leave

12.1

A total of 110 days shall be granted to the Association for the advancement of the profession and Association business. Leave requests will be reviewed by the Human Resources Department.

Should this bank of 110 days be depleted, the Association may purchase up to sixty (60) additional Association release days by paying the Board the daily substitute teacher rate for each additional day.

Twenty (20) of the 110 Association leave days each year of the contract will be made available for the exclusive use of Association coordinators for the purpose of curriculum work.

12.2

A leave of absence without pay shall be granted to any teacher upon application for the purpose of serving as an officer or staff member of the MEA or NEA.

12.3

The Board shall provide from the bargaining unit a teacher consultant as determined by the Association. Upon completion of they/their assignment as a consultant, the person shall be returned in a manner that doesn't conflict with applicable law.

ARTICLE 13

Teacher Evaluation

13.1

The Performance Evaluation shall be available on the District website and all forms shall be included in an Appendix of the Collective Bargaining Agreement. Forms shall include a Post-observation Feedback Form, Year-End Evaluation Reporting Form, and Individual Development Plan (IDP) Form.

- A. Employees will be evaluated using a rigorous, transparent, and fair performance evaluation system that complies with the law.
- B. The use of student growth and assessment data or student learning objectives will be 20% of the year-end evaluation determination.
 - 1. The student growth and assessment data shall be determined using equal weighting of growth from NWEA, SAT, MSTEP, and EVAAS.

C. Process:

1. Classroom observations that are intended to assist in the year-end performance evaluation for teachers will be conducted as follows:
 - a. The teacher shall be notified no later than September 30 of each year (or within two weeks for an employee hired after the start of the school year) who the administrator will be that conducts their year-end evaluation.
 - b. Bargaining unit employees shall not evaluate other bargaining unit employees.
 - c. The classroom observations used in the year-end evaluation must include a review of the teacher's lesson plan for the day of the observation and the state curriculum standard being used in the lesson. The lesson plan shall be available to the administrator no more than two days before a scheduled classroom observation.
 - d. Classroom observations shall be no less than fifteen (15) minutes. All scheduled evaluations shall be no less than twenty (20) minutes in length.
 - e. There shall be notice of each scheduled observation date given to the teacher at least three (3) school days prior to the observation.
 - f. At least one observation will be a scheduled observation.
 - g. Nothing in this section will be construed to limit the ability of an administrator to walk into and observe a teacher's classroom at any time and to give feedback as to what was observed. Such a walkthrough will only be included in a year-end evaluation if all aspects of this section have been met.
 - h. A post-observation meeting between the administrator conducting the observation and the teacher will be held within fifteen (15) school days of the observation. The teacher will be provided written feedback on the observation through PIVOT or at the Post-observation meeting.
 - i. There shall be at least 2 classroom observations of a teacher in each school year that the teacher is evaluated. At least one of these will be a scheduled observation.

- j. A mid-year performance update shall be provided to any teacher on an individualized development plan.
- 2. Beginning July 1, 2024, the annual performance evaluation system will assign a year-end rating of “effective”, “developing” or “needing support”.
 - a. The year-end evaluation determination and form shall be delivered at a meeting with the observing administrator and the teacher no later than May 30th each school year.
- 3. Teachers who work less than 60 days in any school year, who have their evaluation results vacated through the grievance procedure, or are otherwise not evaluated due to extenuating circumstances shall not be provided an evaluation for that year. Said teachers shall receive the same rating they received in the prior year for the current year if it was conducted by the district.
- 4. Once a staggered schedule is agreed upon by the District and the Association, beginning in the 2025-26 school year, accept as provided herein, if a tenured teacher has been rated “highly effective” or “effective” for three (3) consecutive year-end evaluations, they shall be evaluated every third thereafter.

A tenured teacher that has been rated “highly effective” or “effective” for three (3) consecutive year-end evaluations, but their most recent year-end evaluation contains one or more domains with an overall rating of less than effective (including “needs improvement”, “developing”, “unsatisfactory,” or “basic”) will be evaluated every second year.

If, thereafter, that teacher on a two year evaluation schedule receives a year-end evaluation that does not include any domains with an overall less than effective rating, the teacher will be evaluated every third year thereafter.

If a teacher on an every second or third year schedule subsequently receives an overall year-end rating that is not “effective,” the teacher shall be evaluated annually until receiving an “effective” rating for an additional three (3) consecutive years.

- 5. A teacher on an individual development plan will be provided the following:
 - a. Specifically identified areas that need improvement (no more than three areas).

- b. Specific performance goals, in writing, intended to improve effectiveness for the next school year. These goals will be developed in consultation with the teacher. To the extent possible, performance goals shall be measurable and observable.
 - c. Training Assistance is recommended and will be provided to assist the teacher in meeting the goals of the IDP. This assistance may include: time during the school day, materials, resources, and/or consultant services to assist in meeting the IDP goals.
 - d. A mid-year progress report, supported with at least two (2) classroom observations, completed no later than Friday prior to mid-winter break.
- 6. An employee may only grieve an evaluation if it results in a less than effective final year-end rating.
 - 7. All teachers shall have the right to submit a rebuttal to their evaluation which will be included in their personnel file and attached to the year-end evaluation.

D. Rights of Tenured Teachers:

- 1. A tenured teacher who is rated as “needing support” in a single school year will have the following due process rights to challenge said rating:
 - a. The teacher may request a review meeting of the evaluation and the rating to the district’s superintendent. Such a request must be made in writing within 30 calendar days after the teacher is informed of the rating. The superintendent will review the rating and material submitted by the teacher and may, at the superintendent’s discretion, conduct a meeting on the evaluation with the teacher. A written response to the review with any modifications of the year-end performance rating shall be provided to the teacher within thirty (30) calendar days after receiving the request for review.
 - b. If the written response does not resolve the matter, the teacher or the Association may request mediation through the Michigan Employment Relations Commission and provide a copy of that request to the administration.

i. The request must be submitted in writing within thirty (30) calendar days after the teacher receives the written response from the superintendent.

ii. Within fifteen (15) calendar days of receipt of the request for mediation, the district shall provide a written response to the teacher and the association confirming the mediation will be scheduled as appropriate.

E. Training on the evaluation system, tools, and reporting forms:

1. The district shall provide new teachers with training on the evaluation system during new teacher orientation and/or within the first three weeks of the school year.

ARTICLE 14

Health Examinations

14.1

Physical exams shall only be required as mandated by law or as outlined in Articles 9.9 and 11.5.

14.2

In the event a teacher has had an extended illness or has required medical confinement, the Superintendent may request an additional physical/psychological examination prior to resumption of employment.

14.3

Each employee shall have a tuberculin test as governed by State Statute.

14.4

In the event state law requires tuberculin tests, the board will provide a testing program free of charge. If the initial tuberculin test indicates the need for a follow-up x-ray, the Board will reimburse the teacher for the difference between the cost of the x-ray and that covered by they/their insurance carrier.

ARTICLE 15

Professional Behavior

15.1

The Wayne-Westland Board of Education agrees to operate the District in compliance with all federal, state and local statutes, rules and regulations. In addition, teachers shall comply with above stated statutes, rules and regulations and all Board policies, rules and regulations which are not inconsistent with the provisions of this Agreement.

The District maintains the right to impose reasonable restrictions on professional attire if

the style of dress or grooming is disruptive to the educational process or is detrimental to the health, safety or welfare of the employee, staff or students.

15.2

A teacher shall at all times be entitled to have present a representative of the Association of their choice when they are being reprimanded, warned or disciplined for any infraction of rules or delinquency in professional performance. When a request for such representation is made, no action shall be taken with respect to the teacher until such representation of the Association is present. At no time will this cause the meeting to be delayed more than 48 hours.

15.3

No teacher shall be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause, except for the termination, non-renewal, or evaluation of a probationary teacher. All information forming the basis for disciplinary action will be made available in writing to the teacher and the Association unless the teacher specifies in writing that the Association shall not be notified. The Association will use its best efforts to correct breaches of professional behavior and professional attire. The Association agrees to review professional behavior/attire with W-WEA Representatives during Union Orientation and Union building meetings.

15.4

Political activities of any teacher seeking or holding office or campaigning for a candidate shall be conducted outside the classroom and off school premises and outside working hours. School sponsored activities of a political nature must be approved by school officials. Teachers shall not use their students outside of class hours to enhance their political and private aspirations, unless approval has been obtained from the parents of these students and the principal has been notified before the occurrence.

ARTICLE 16

Continuity of Operations

16.1

Both parties recognize the desirability of continuous and uninterrupted operation of the instructional program during the normal school year and the avoidance of disputes which threaten to interfere with such operation. No teacher or the Association shall refuse to carry out normal work assignments during the period of this Agreement.

16.2

The Board and the W-WEA agree that they will not knowingly, during the period of this Agreement, directly or indirectly engage or assist in any unfair labor practices as defined by the Public Employment Relations Act.

16.3

Nothing in this Article shall require the Board to keep schools open in the event of severe

inclement weather. When schools are closed because of severe inclement weather, teachers shall be excused from duty.

16.4

Should a teacher be unable to report to work due to inclement weather, the day of absence shall be charged to the teacher's sick leave or personal business day bank. The teacher shall decide from which bank the day will be charged.

16.5

In the event that additional school days must be scheduled due to the loss of days as prescribed by the State of Michigan, the following will apply:

1. The days shall be scheduled beginning with the first day following the end of the school year.
2. The days shall be scheduled so that calendar events (exams, half days, etc.) are shifted to maintain the end of the year calendar.
3. By mutual agreement, the parties may schedule these additional days in a manner other than described above in 1 and 2.
4. It is clearly understood that no additional salary will be received for working the necessary day or days as required.
5. Prior administrative approval is required for the use of personal business days when make-up days are designated.
6. A statement from a doctor may be required to verify illness taken during a make-up day or days.
7. Employees scheduled to work additional days, i.e., counselors, co-op coordinators, psychologists, etc., will work the week immediately following the week in which days are made up. By mutual agreement, there may be a variation to this schedule.

16.6

The Association will not strike and the District will not lock out in violation of the Public Employment Relations Act.

ARTICLE 17 School Calendar

17.1

School calendars are found in Appendix A.

- The school year for students will be 180 days of instruction.
- The work year for W-WEA members will be 181 days.

17.2

Parent/Teacher conferences shall occur once a year and will be designated in the school calendar. The parties agree that communication with parents regarding a student's progress is a professional responsibility and that a parent may request to confer with a teacher regarding their student's progress at any time during the school year.

The elementary school conference week shall be bargained into the school calendar. Elementary schools shall determine the parent teacher conference days during the scheduled conference week, using a site based decision making process. One (1) session shall be held from 5:00 p.m. to 8:00 p.m. and the other session shall be held for a period of three (3) hours following the contractual work day. Additionally, parent teacher conferences shall be held during the day on the student early release day of conference week. Elementary teachers who have logged and completed they/their parent teacher conferences, may leave prior to the end of the conference session(s).

Parents/guardians shall be provided with the option to meet either in-person or virtually for elementary school parent teacher conferences.

One (1) middle and one (1) high school conference session shall begin 30 minutes after the end of the contractual day and the other session shall begin at 5:00 p.m. Each session shall be held for a period of three (3) hours.

Middle schools and high schools will use a building-wide voting process to determine if parent teacher conferences will be held in-person or virtually.

Special Kindergarten and 1st Grade Consideration

Four (4) half days will be provided to Young 5's, Kindergarten and 1st Grade teachers for the purpose of conferences and evaluation. Substitutes will be provided for the Kindergarten and 1st Grade classes during this time. The Kindergarten and 1st Grade teachers will each submit a plan for the use of these days to the building administrator for approval by October 1st.

17.3

A bank of 200 days will be provided by the Board of Education for the express purpose of allowing teachers the opportunity to visit and observe programs that would enhance the District's curriculum. Visitation days shall be approved by the Division of Instruction and the building principal.

17.4

The counselor work year shall consist of seven additional days beyond the normal teacher calendar. The schedule of these days will be as follows:

- Five (5) consecutive days for High School and Middle School the week before the opening of school.

- Two (2) consecutive days for High School and Middle School in the week immediately following the last week of school.
- Exceptions to the above schedule may be arranged with the permission of the principal.

17.5

Counselors cannot use sick leave or personal business leave for the additional work stipulated in Article 17.4. The District, furthermore, will compensate these individuals at their daily rates (salary divided by the number of workdays specified in Article 18.5). Any additional workdays beyond the normal teacher calendar will likewise be compensated at the person's daily rate. Compensatory time shall not be used.

17.6

All new hires will report to work 2 days early for their new teacher orientation. If hired after the start of the year, they will attend the following school year's orientation. A teacher has to report to orientation for only one year, however, new teachers within their first three years of certification are still responsible to complete 90 hours of additional new teacher PD hours through WWCS.

17.7

Workdays without student instruction will be scheduled as follows:

- 8:00 a.m. to 3:20 p.m., with one hour designated for lunch.

ARTICLE 18

Professional Compensation

18.1

The basic compensation for the period of this Agreement will be set forth below:

- For the 2024-2025 school year, effective upon ratification of this collective bargaining agreement, all members will advance one step on the new 2024-2025 salary schedule, which will reflect a 5% on scale raise. Salary increases will be paid retroactively from August 23, 2024 and the back pay will be paid in one lump sum on a future pay date.

In order to advance one step on the 2024-2025 salary schedule, all members must have been hired and begun working prior to January 1, 2024.

- For the 2025-2026 school year, all members will advance one step on the new 2025-2026 salary schedule, which will reflect a 4% on scale raise.

In order to advance one step on the 2025-2026 salary schedule, all members must have been hired and begun working prior to January 1, 2025.

- For the 2026-2027 school year, all members will advance one step on the new 2026-2027 salary schedule, which will reflect a 3% on scale raise.

In order to advance one step on the 2026-2027 salary schedule, all members must have been hired and begun working prior to January 1, 2026.

There will be no step or salary schedule increases after the expiration of this contract, unless negotiated.

Effective September 1, 2005, all new Ph.D.s Ed.D.s, J.D.s, or L.L.D.s, will be placed on the DBL MA/Ed. Sp. salary lane and be paid the stipend identified in Article 18.3.

All teachers currently on the Ph.D. salary lane shall be grandfathered.

2024-2025 Salary Scale					
24-25 Step	BA	24-25 Step	MA	24-25 Step	DM Ed Sp
2	51,841	2	54,197	2	56,553
3	54,302	3	56,771	3	59,239
4	56,883	4	59,467	4	62,053
5	59,584	5	62,292	5	65,001
6	62,414	6	65,251	6	68,088
7	65,379	7	68,351	7	71,322
8	68,484	8	71,597	8	74,710
9	71,737	9	74,998	9	78,259
10	75,145	10	78,560	10	81,976
11	78,714	11	82,292	11	85,870
12	82,452	12	86,201	12	89,949
13	86,369	13	90,296	13	94,221
14	90,472	14	94,584	14	98,697
15		15	99,077	15	103,384
16		16	103,783	16	108,295

2025-2026 Salary Scale					
25-26 Step	BA	25-26 Step	MA	25-26 Step	DM Ed Sp
2	53,915	2	56,365	2	58,815
3	56,474	3	59,042	3	61,608
4	59,158	4	61,845	4	64,535
5	61,968	5	64,784	5	67,601
6	64,911	6	67,861	6	70,812
7	67,994	7	71,085	7	74,175
8	71,224	8	74,461	8	77,698
9	74,607	9	77,998	9	81,389
10	78,151	10	81,702	10	85,255
11	81,863	11	85,583	11	89,305
12	85,750	12	89,649	12	93,547
13	89,824	13	93,908	13	97,990
14	94,091	14	98,367	14	102,645
15		15	103,040	15	107,519
16		16	107,934	16	112,627

2026-2027 Salary Scale					
26-27 Step	BA	26-27 Step	MA	26-27 Step	DM Ed Sp
2	55,532	2	58,056	2	60,580
3	58,168	3	60,814	3	63,457
4	60,933	4	63,701	4	66,471
5	63,827	5	66,728	5	69,629
6	66,858	6	69,897	6	72,936
7	70,034	7	73,217	7	76,400
8	73,360	8	76,695	8	80,029
9	76,845	9	80,338	9	83,831
10	80,496	10	84,153	10	87,812
11	84,319	11	88,151	11	91,984
12	88,323	12	92,338	12	96,354
13	92,518	13	96,725	13	100,929
14	96,914	14	101,318	14	105,724
15		15	106,131	15	110,745
16		16	111,172	16	116,005

18.2

1. A teacher who is re-employed or employed for the first time in the District shall be given credit for all contracted teaching experience under a provisional, continuing or permanent certificate in accordance with the following schedule:

4 years' experience and under	1 st step salary
5 years' experience	2 nd step salary
6 years or more experience	3 rd step salary

Substitute teaching is not considered contracted teaching experience.

2. Notwithstanding the formula stipulated in subsection one, the Board may hire a certificated teacher or a licensed individual listed in Article 1.1 and place them on a higher salary step than dictated by that formula not to exceed Step 6 on the current W-WEA salary schedule without notification to the EA.
3. The District shall place hourly employed Wayne-Westland Adult and Community Education bargaining unit members hired into contracted positions at step one of their appropriate salary lane.

18.3

The B.A. salary schedule shall apply to all teachers possessing a baccalaureate degree from an accredited college or university. The M.A. salary schedule shall apply to all teachers possessing a master's degree from an accredited college or university. The education specialist (Ed.S) salary schedule shall apply to all teachers holding a master's degree and either: (1) thirty semester hours of graduate credit in an academic discipline, for which an Ed. Spec. is not offered, e.g., history, English, chemistry, etc., (2) thirty semester hours applicable toward an approved doctoral program for which an Ed. Spec. is not available, (3) a Specialist in Education Degree from an accredited college or university or; (4) a school social worker with an MSW degree, 60 hours beyond the B.A. degree or a double master's degree or; (5) a speech pathologist with a 60 hour Master's Degree. Teachers possessing a Ph.D., Ed.D., J.D., or L.L.D. from an accredited college or university shall receive an annual stipend of \$2000 each June.

It is mutually understood that teachers requesting specialist degree status as outlined in Article 18.3 number one (1) above, may use for credit up to, but not to exceed, six (6) semester hours of approved cognates.

Examples: If a teacher has earned twenty-four (24) semester hours of credit in one academic area (history) for which a specialist degree is not offered, and has six (6) semester hours of a related cognate (political science), they would be eligible to be placed on the Ed. Specialist salary schedule.

18.4

\$30 shall be paid for each semester hour of credit beyond provisional certification granted from an NCATE accredited college or university or from an institution approved by an accredited agency recognized by CHEA (Council for Higher Education Accreditation), and not to exceed thirty (30) hours beyond a degree whether earned prior to or subsequent to employment by the Board.

The full compensation per credit hour will be paid not later than the second pay in November for hours and/or new degree submitted by October 15 for those courses taken during the summer and the second semester of the previous year. No later than the second payday in March for hours and/or new degree submitted by February 15 for those courses taken during the first semester of the school year. Reimbursement for those hours and/or new degree will be prorated 50% for the balance of the school year. Reimbursement will not be in a lump sum but will be spread over the remaining pay days but must be shown as a separate entry on paycheck stub. A minimum of 6 credit hours (or SCECH equivalent of 6 credit hours) is required for reimbursement.

Requests submitted after October 15 and/or February 15 will receive consideration on the next reimbursement date.

Transcripts and/or verification of new degree must be submitted with the request for reimbursement. These forms are available in the school office.

It is mutually understood that as past agreement and intent, teachers requesting (per Article 18.4) reimbursement for additional hours past their current degree, must have earned these hours after they have obtained their current degrees.

Example: Teacher "A" received a bachelor's degree in June of 1970, in June of 1973, Teacher "A" had earned twenty (20) hours of graduate credit in history and was being reimbursed by the District for said hours. In June, 1975, Teacher "A" received a master's degree in guidance counseling and was placed on the master's degree salary schedule. None of the twenty hours earned in history before the master's degree would be paid hours beyond Teacher "A"'s master's degree. Graduate hours earned after June of 1975 would count for reimbursement of hours beyond the master's degree.

18.5

The salary schedules (and its application to individual bargaining unit members) are based upon the number of work days in the regular school calendar as set forth in 17.1. All new hires will be provided with their salary and any proration amount as determined by the District.

18.6

Teachers involved in extra duty assignments set forth in Appendix B, which is attached to and incorporated as part of this Agreement, shall be compensated in accordance with

the provisions of this Agreement without deviation and in no case shall the extra duty schedule be considered part of the basic salary schedule.

18.7

Teachers required in the course of their work to drive personal automobiles from one building to another shall receive a car allowance equal to the amount allowed by the IRS. The same allowance shall be given for use of personal cars for other approved business of the District. The teacher's request for reimbursement must be made according to Board policy and procedures published at least thirty (30) days prior to implementation.

18.8

All salaries shall be paid in twenty-six (26) biweekly installments. The first installment will be paid on Friday of the first normal biweekly pay period after the teachers report for work at the beginning of a school year. The pay periods after the initial pay will be every other Friday for twenty-five (25) more pay days' subject to the exceptions listed in part (1) below:

1. When a pay day falls during recess, the employee shall receive they/their pay (post-dated for the regularly scheduled pay day) on the last work day preceding the recess.
2. All adjustments in pay will be based on a factor of 181 days. Therefore, any pay adjustment for starting after the school year begins or leaving before the school year ends will be based on one-one hundred eighty-first ($1/181$) of the contracted amount for each day to be adjusted. The same type of calculation will take place any time pay adjustments are made for other reasons.

18.9

Part-time middle and high school teachers are defined as follows:

- An 80% teacher will teach 4 periods per day, 5 days per week.
- A 60% teacher will teach 3 periods per day, 5 days per week.
- A 40% teacher will teach 2 periods per day, 5 days per week.

Their salaries will be prorated accordingly, and they will receive one class period of unassigned time per day.

Their work day will begin fifteen (15) minutes before their first scheduled class.

Part-time teachers as above described shall have an uninterrupted work day. No part-time middle/high school teacher shall be assigned at less than 40%.

18.10

Part time auxiliary staff shall be compensated as follows:

<u>Days Taught</u>		<u>Compensation</u>
4.5	Applicable salary step plus credit hours	times .90
4.0	Applicable salary step plus credit hours	times .80
3.5	Applicable salary step plus credit hours	times .70
3.0	Applicable salary step plus credit hours	times .60
2.5	Applicable salary step plus credit hours	times .50
2.0	Applicable salary step plus credit hours	times .40

18.11

For severance of employment due to retirement under the MPSERS, the Board agrees to pay W-WEA employees, who have completed 15 or more years of bargaining unit service, a maximum of one-hundred dollars (\$100) for each unused sick and personal business day. Eligible employees must submit a written retirement letter to the Assistant Superintendent of Human Resources no later than April 15th in order to receive payment. Severance pay in excess of \$4000 will be deposited into the employees 403b plan designated by the employee. If the employee does not have a 403b plan, then the Board will designate the 403b plan.

The District has capped the total sick and personal business day payout at \$700,000 for the 2024-2025, 2025-2026 and 2026-2027 school year. In the event the sick and personal business days to be paid out exceeds this cap, the amount paid for each day shall be reduced.

18.12

The employer will continue paying the \$300 stipend to special education, reading, cognitive skills teachers who are currently receiving such stipends.

18.13

Teachers who participate in continuing education programs which meet the criteria for awarding of State Continuing Education Clock Hours (SCECHs) from institutional members of the Council on the Continuing Education Unit shall receive SCECH credit to be converted into credit hours reimbursable as indicated in Article 18. Twenty-five (25) SCECHs equals one (1) semester hour. No credit will be given if the teacher has attended such programs during their contracted teaching times or if the cost to attend has been paid for by the Board.

18.14

Teachers placed under the education specialist (Ed.S.) salary schedule for thirty (30) semester hours of graduate credit in their teaching discipline under 18.3 above shall not

receive additional reimbursement under 18.4 unless these hours are applicable toward an approved doctoral program.

18.15

Fully certified vocational teachers who are required to have 4000 hours of work related experience in any portion of their teaching assignment will receive four hundred dollars (\$400) annually, \$200 paid approximately at the end of the first semester and \$200 paid at the end of the school year. This stipend shall be paid on a pro-rata basis if the affected individual does not work a full school year. In addition, the affected teacher must be in a paid status to receive the \$400.

18.16

The Board will reimburse all school teachers assigned full-time physical education schedules for their registration and materials costs associated with gaining and maintaining CPR, First Aid, and Lifeguard certificates. In addition, the Board will pay a yearly stipend of four hundred dollars (\$400) to each such teacher in possession of all three (3) current certificates.

18.17

In June 2025, June 2026 and June 2027 W-WEA members who have completed 15 or more years of bargaining unit service will receive the following:

- 15 – 19 Years \$2,000.00
- 20 – 24 Years \$3,000.00
- 25+ Years \$4,000.00

18.18

Any graduate of the District or candidate who completed student teaching in the District hired into a W-WEA bargaining unit position for the 2024-2025, 2025-2026 and 2026-2027 will receive a loyalty bonus of **\$2,000**. This payment is only applicable to the first year of employment in the bargaining unit and will be paid in two equal installments. The first will be paid in the first payroll after initial hire, and the second will be paid in the final payroll in June of the first year of bargaining unit employment. The bargaining unit member must still be employed by the District at the time of the second payroll to be eligible.

ARTICLE 19

Insurance Protection

19.1

The Board shall purchase, without cost to the teacher, MESSA group term life insurance protection to be paid to the teacher's designated beneficiary in the amount of \$50,000.

In the event of accidental death, the above mentioned insurance will pay double the

specified amount.

19.2 Hospital-Medical Insurance

1. The Board agrees to purchase for teachers not covered by any other employer paid group hospital-medical insurance full family hospital-medical insurance. The parties agree that effective July 1, 2013, the plan offered will be the MESSA ABC Plan 1 with the Rx Saver with a deductible that meets IRS guidelines for a High Deductible Plan. The parties may mutually agree to offer other plan options where appropriate.

Effective with the ratification of this agreement, the District shall pay on a monthly basis the maximum permitted annual amounts as determined by the State Treasurer under PA 152 of 2011 toward the total cost of the MESSA medical premium. If the aggregate costs of the medical premium are less than the aggregate maximum amounts payable, the differential will be redistributed to those members enrolled in the medical plan in the form of HSA contributions in an agreed upon manner. Should the aggregate costs of the medical premiums exceed the aggregate maximum amounts payable under PA 152 of 2011, the remaining cost for the teacher's elected medical premiums for each school year shall be paid by the teacher through pre-tax payroll deductions.

The maximum amounts payable by the Board shall be adjusted each July 1 to the maximum permitted based on inflationary adjustments calculated the previous October as included in PA 152 of 2011.

Notwithstanding any other obligations in this Agreement, the Employer reserves the right to, in its sole discretion, select a health insurance carrier with offers a "bronze" plan that provides "minimum coverage" pursuant to 26 USC Section 36(B)(c)(C)(ii).

2. The Board may require each teacher to certify, in writing, that they are not covered by any other employer paid hospital-medical insurance. Any teacher who has signed up for and is covered by hospitalization-medical coverage in violation of this Article will re-pay to the employer, all premium monies which the employer has paid for such benefits.

19.3

The Board agrees to purchase full family MESSA Delta Dental 100% Class I coverage, 90% Class II coverage, 90% Class III, and 90% Class IV (Orthodontic) coverage for all teachers other than those who have dual dental insurance coverage. Coverage shall be \$1500 for Class I, II and III annually, and \$2500 lifetime for Class IV (orthodontic). Effective with the 2007-08 school year, the Board agrees to increase the lifetime for Class IV (orthodontic) from \$2,500 to \$4,000.

The Board agrees to purchase full family MESSA Delta Dental Care, 50% Class I coverage, 50% Class II coverage, 50% Class III coverage and 50% Class IV coverage (Orthodontics) for all teachers who have dual dental insurance coverage as a consequence of their spouse's employment either with the Board or elsewhere. The Board may require each teacher to certify in writing whether or not they have dual dental insurance coverage.

19.4

The Board shall make payment of insurance premiums for each employee to provide uninterrupted insurance coverage for each school year, ending August 31. Insurance coverage will become effective with the first day of employment.

Teachers who retire will have PAK insurance coverage canceled at the end of the month in which they retire. They will receive a check from the Board in the amount equal to their State Retirement System premiums for health, vision, and dental insurance coverage for the months of July and August.

19.5

In the event that an employee, absent because of illness or injury, has exhausted sick leave accrual, the teacher's fringe benefits, except for hospital-medical coverage, shall continue throughout the balance of the school year (September 1 through August 31). Hospital-medical coverage for teachers absent because of illness or injury who have exhausted sick leave accrual shall continue until they receive long term disability benefits.

19.6

The Board will provide all services necessary to enable the teacher to participate in tax deferred annuity programs per IRS regulations.

19.7

A teacher on parental leave, general purpose leave, extended health leave, approved non-pay status, or layoff may continue at they/their own expense, the insurance coverage at 102% of the group premium rate, if permitted by the insurance carrier. The group premium rate and the 2% service fee shall be payable to the Wayne-Westland Community Schools, commencing the first month the teacher's insurance coverage paid by the Board shall cease under Article 19.4 above and at one month intervals thereafter. Payments are due in the Insurance Office no later than the 20th of each month preceding the month of coverage. Failure to have the check in the Insurance Office by the 20th of each month may result in the cancellation of the insurance.

19.8

The Board shall purchase, without cost to each teacher, MESSA VSP III.

19.9

The Board will purchase, without cost to each teacher, a MESSA long term disability program. This program will provide for the following:

A.	Benefit Percentage	66 2/3%
B.	Maximum Monthly Income Benefit	\$6,000
C.	Qualifying Period	90 Calendar Days - Modified Filled
D.	Maternity Coverage	Yes
E.	Pre-existing Condition Waiver (if 50 or more lives)	Yes
F.	Social Security Freeze	Yes
G.	Alcoholism/Drug Waiver	Yes
H.	Mental/Nervous Waiver	Yes
I.	Cost of Living Benefit	No
J.	Education Supplement Benefit	No

19.10

The Board agrees to approve a flexible spending account (FSA) or health savings account (HSA) for the W-WEA bargaining unit. This Plan shall be considered part of this Agreement.

The parties understand that the premium for twelve (12) months of coverage under MESSA Choices is collected over a nine (9) month period. One sixth of the aggregate value of those funds shall be returned to the members who have subscribed to MESSA Choices, and shall be allocated on a weighted basis in which the relationship of payments to full family subscribers to single subscribers shall be 2:1. Such payments shall be made into the members' HSA to the extent that such payments do not violate the hard cap requirements under PA 152. In the event the payments contemplated hereunder violate the hard cap requirements of PA 152, then the parties shall meet and negotiate the redistribution of those funds.

The parties agree to meet annually to review rate renewals for all insurance plans and to review bids solicited under PA 152. An increase equal or greater than 10% will trigger the parties to meet and review alternate plans.

19.11

The Board will provide all services necessary, including payroll deductions, to enable the teacher to participate in the MSPERS Tax-Deferred Payment (TDP) program.

19.12

The parties agree to the following interpretation concerning dual insurance coverage:

1. The employee and their spouse may carry separate hospital-medical insurance policies, provided that no dual insurance coverage shall ensue from such insurance for the employee, their spouse, and any member/s of their family,

including children. For example, the employee may select single subscriber coverage paid for by the Board, if their spouse covers themselves and dependent children under another employer's hospital-medical insurance coverage.

A husband and a wife, however, who both work for the District shall not have the option of dual insurance coverage paid for by the Board under two separate coverages.

2. The following coverages shall not be considered dual coverage for purposes of Article 19.2:
 - a. Hospital-medical insurance coverage provided under a pension or retirement plan, including OHIP.
 - b. Hospital-medical coverage provided by another employer, but whose premiums are paid by the employee's spouse in the amount of 50% or more.
 - c. Hospital-medical coverage provided through Health and Welfare Funds.
3. The District will provide dual insurance coverage as exceptions to number one (1) above in the following situations:
 - a. If legal decrees, such as divorce decrees, dictate that the dependent's hospital-medical coverage be provided by the employee and/or they/their spouse resulting in dual coverage;
 - b. If pre-existing conditions prevent continuous hospital-medical coverage for the employee, spouse, and/or any dependent as a result of the transfer of, or dropping of any Board or other employer paid insurance in compliance with number one (1) above.
4. In the event that a spouse's employer refuses to drop or reduce its hospital-medical coverage, the employee shall provide a letter from their spouse's employer as proof of refusal to drop or reduce its hospital-medical coverage. In this instance, the District will pick up the insurance coverage for the employee and dependent children.
5. Dual hospital-medical insurance coverage will be allowed temporarily for the employee, spouse, and their dependents, if the request for dependent coverage does not fall within the spouse's insurance open enrollment window period. Such dual coverage shall be extended until the effective date following the next open enrollment period.

6. The District shall provide hospital-medical insurance coverage for the employee and dependent children in instances where the employee's spouse would lose other insurance benefits (e.g., life insurance, LTD insurance) by dropping or reducing their employer paid hospital-medical insurance program.
7. Dual hospital-medical insurance coverage shall be allowed for the employee and their overage dependents, when the spouse's policy does not provide for said coverage.
8. The District shall allow dual hospital-medical insurance coverage when the spouse's employer paid hospital-medical insurance program covers less than 80% of reasonable and customary benefits provided by MESSA hospital-medical insurance, including deductible.

For purposes of implementing this subsection, the W-WEA shall appoint a representative to meet with a designee from the Human Resources Department in order to review employee requests for exemption from the parties' agreement of no dual hospital-medical insurance coverage because of inferior coverage (number 8 above). If the representatives cannot agree to approve or deny a member's request for exemption under number 8 above, the W-WEA may submit the issue to final and binding arbitration under Level 3 of the Grievance Procedure.

9. An annual survey may be distributed by the Board to all employees carrying Board paid hospital-medical insurance for the purpose of updating eligible dependents. The employee must complete and return the survey within thirty (30) days of the material's being mailed. Failure to comply may result in loss of hospital-medical insurance benefits.

ARTICLE 20

Special Assignments

20.1

Assignments for non-bargaining unit continuing education programs will be made by the Board on an annual basis. Preference will be shown to bargaining unit members, provided they are qualified to teach the subject and their regular work load permits.

20.2

The Board agrees to maintain, to the best of its ability, substitute teachers who meet the Michigan Teacher Certification Code. When a teacher reports that they are unable to report for work, the administration will arrange for a substitute teacher.

20.3

Teachers will not be required to supervise all or any portion of the students of an absent

teacher, in addition to their own responsibilities, with the exception of an emergency condition. In such a situation, the supervisor will assign teachers on a rotational basis.

For purposes of this subsection, an emergency shall be defined as an unforeseen circumstance or set of circumstances which call for immediate action.

20.4

Teachers assigned student or intern teachers shall be known as cooperating teachers. Such cooperating teachers shall be tenure teachers with at least three years teaching experience in their cooperating subject area. The acceptance of student/intern teachers shall be voluntary on the part of a cooperating teacher. The Board shall provide the Association with a list of all cooperating teachers within a reasonable time after the names of such teachers are known.

20.5

Prior to the beginning of the term, a mutually planned orientation workshop with the cooperating teacher and with the cooperative institution will be held to discuss the responsibilities to the college and to the student, and the Board shall require the preparing institution to provide conferences with the cooperating teachers at least once each six weeks of the term.

20.6

A substitute shall be provided for a counselor when it is known that they will be absent for five (5) consecutive days or longer. The Board shall provide a temporary substitute by the temporary assignment of a classroom teacher from that building, with the approval of the principal. If such a person is not available, the Board shall provide a temporary replacement through the temporary reassignment of a classroom teacher from another building or through a substitute teacher. In any case, however, the temporary replacement or substitute must be certified in counseling.

ARTICLE 21

Student Discipline and Teacher Protection

21.1

Article 21, in its entirety, along with other Federal, State and District policies related to student discipline and teacher protection, shall be provided and reviewed with teachers and administrators during the first staff meeting of each school year, and again during the first staff meeting of the second semester of each school year.

The Board will give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom. If it appears a pupil under a teacher's jurisdiction may require the attention of special counselors, social workers, law enforcement personnel, other professionally qualified persons, or whenever the presence of a particular student in the class will impede the education of the other students, because of severe disciplinary problems caused by said student, the administration will

take prompt measures to assist the teacher during the crisis situation.

21.2

A teacher within the scope of they/their responsibilities may use such reasonable physical force as may be necessary to (a) protect themselves, the pupil, or others from immediate physical injury; (b) obtain possession of a weapon or other dangerous object upon or within the control of a pupil; (c) protect property from physical damage. School administrators and teachers will enforce the Student Code of Conduct.

21.3

School authorities will endeavor to achieve correction of student misbehavior through counseling and interviews with the child and their parents when warranted as described above. When, however, a teacher retains one or more pupils in their class who constitute serious behavioral problems, the Association and Board will review and determine a mutually agreeable disposition to the problem.

21.4

A teacher may temporarily remove a pupil from a classroom, when the grossness of the offense, the persistence of the misbehavior, or the disruptive effect of the violation makes the continued presence of the student intolerable. In such cases the teacher shall send the pupil to the school principal and furnish them, as promptly as their teaching obligations will allow, full particulars in writing. The student shall not be returned to the classroom until the teacher, an administrator and, if mutually agreed upon by the teacher and administrator, a parent or legal guardian have reviewed and discussed the situation and course of action.

Teachers shall be invited to participate in student behavior plan decisions. All decisions regarding behavior plans shall be reached by consensus. Additionally, teachers may request a meeting to review a student's behavior plan and/or intervention effectiveness. The meeting shall be scheduled within no more than two weeks of the date of the teacher's request, when feasible.

21.5

Any case of assault or threatened assault upon a teacher shall be promptly reported to the Board or its designated representative. The Human Resources Department will promptly report any case of assault upon a teacher to the W-WEA Union President. The Board will render all reasonable assistance, which may include providing legal counsel to advise the teacher of their rights and obligations with respect to the assault and shall promptly render all reasonable assistance to the teacher in connection with handling of the incident by law enforcement and judicial authorities. Students threatening to assault or assaulting teachers shall be removed from class and shall not return until the due process procedure is complete. The student shall not be returned to the affected teacher(s)' classroom(s) until the affected teacher, an administrator and, if mutually agreed upon by the affected teacher and administrator, a parent or legal guardian have

reviewed and discussed the situation and course of action.

21.6

If a complaint or suit filed against any teacher as a result of any legal action taken by the teacher while in reasonable pursuit of their employment, the Board will provide legal counsel and render all necessary assistance to the teacher in their defense.

21.7

In cases where a teacher is not found to be the responsible party by a court of competent jurisdiction, time lost by the teacher in connection with any incident mentioned in this Article shall not be charged against the teacher.

21.8

No disciplinary action shall be taken upon any complaint by a parent of a student directed toward a teacher nor shall any notice thereof be included in said teacher's personnel file unless the complaint is reported in writing to the teacher within a reasonable period of time of the complaint. In addition, the building principal shall advise a teacher, with full particulars, of any chronic complaints lodged against them by a parent/s of their students.

A parent may observe a teacher's class(es) upon approval by the building administrator, with a 24-hour notification to the affected teacher. In such case, the teacher may request the presence of an administrator during the parent's observation.

21.9

The Board shall reimburse any teacher up to five hundred dollars (\$500) per occurrence for the damage or destruction of teacher property having a value of ten dollars (\$10) or more, provided such damage or destruction occurs on school premises, is connected with the execution of their assigned responsibilities, and was not occasioned by the negligence of the affected teacher. The teacher must submit the Damaged Property Reimbursement form required by the District in order to receive the reimbursement. After a teacher has received the reimbursement amount and purchased the replacement item, they must submit the purchase receipt to the Business Office.

ARTICLE 22

Grievance Procedure

22.1

A grievance is a complaint submitted in writing by a teacher or the Association, hereafter referred to as the Grievant, involving any alleged violation, misinterpretation, or misapplication of any provisions of this Agreement.

The termination, non-renewal, or evaluation of any teacher in the District shall not be the basis of any grievance filed under the procedures outlined in Article 22.

22.2

The term "days" when used in this section shall mean school days, or weekdays during summer recess. Time limits may be extended only with the mutual consent of both parties. Any grievance filed by the Association or an individual must be initiated within sixty (60) days from the date of the incident which gave rise to the grievance.

22.3

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

22.4

Every effort shall be made to resolve complaints at their inception. A grievance procedure is intended to provide a formal means for handling those complaints which cannot, for any reason, be resolved by discussion and cooperation at their inception. When a cause of complaint occurs, the affected teacher shall request a meeting with they/their principal or immediate supervisor in an effort to resolve the complaint. The Association may be notified and present with the teacher at such meeting. The teacher may formalize their complaint by proceeding to level one.

22.5 *Grievances*

Grievances shall be presented and adjusted in accordance with the following procedures:

Level one:

If a complaint is not resolved in a conference between the affected teacher and their principal or immediate supervisor, the complaint may be formalized into a grievance. It shall be submitted in writing within five (5) days of the meeting with the principal and the teacher. A copy of the grievance shall be sent to the principal or immediate supervisor and to the Association. The principal or immediate supervisor shall within five (5) days of the receipt of the grievance render a written decision. A copy of this decision shall go to the grievant, the Association and to the Superintendent. If a particular grievance arises in more than one school building, a copy shall also be sent to the Superintendent and processed at level 2.

Level two:

If the grievance is not resolved to the satisfaction of the Association or no decision is rendered, the Association shall submit the grievance to the Superintendent within five (5) days of the decision or lack of decision. Within seven (7) days after submission of the grievance, the Superintendent or their designee will conduct a hearing. The Superintendent shall have five (5) days after the conclusion of the hearing to render their written decision thereon.

Level three:

In the event the Association is not satisfied with the disposition of the grievance at Level 2 the grievance may be submitted to arbitration within thirty (30) days after receipt of the written opinion. The arbitrator shall be selected by the American Arbitration Association in accord with its rules which shall likewise govern the arbitration hearing. The arbitrator shall have no power to alter, add to, or subtract from, the terms of this Agreement. Both parties agree to be bound by the award of the arbitrator and agree that judgment thereon may be entered in any court of competent jurisdiction.

22.6

The expense of the arbitration shall be shared equally by the Board and the Association.

22.7

Any individual employee at any time may present grievances to their employer and have the grievance adjusted, without intervention of the Association, if the adjustment is not inconsistent with the terms of this Agreement, provided that the Association has been given the opportunity to be present at such an adjustment.

22.8

An individual may withdraw their grievance at any level without prejudice or record. However, if in the judgment of the Association or its representatives, the grievance presents an issue of importance, the Association may process the grievance at the appropriate level.

22.9

All information necessary for the determination and processing of the grievance shall be made available to all parties concerned.

22.10

Grievances filed as Association grievances or grievances involving more than one (1) building may, at the option of the Association, be initiated at Level 2 of the grievance procedure.

22.11

Any complaint/matter which is subject to the provisions and procedures of the Teacher's Tenure Act (MCL 38.71 et seq.) and within the jurisdiction of the State Tenure Commission shall not be the basis of any grievance or be subject to the provisions of this Article, Article 22, Grievance Procedure.

ARTICLE 23

Additional Compensation for Extra Duty

23.1

Extra duty shall be defined as a service of an extended or extensive nature which is performed by teachers in addition to the regular contractual assignments. Only those

teachers identified as Effective or Highly Effective are eligible for extra work, extra pay and leadership positions in accordance with MCL 380.1250.

23.2

Qualified applicants from the bargaining unit will have an equal opportunity to apply for all extra work/extra pay positions.

23.3

Teachers shall not be required to accept additional responsibility during their planning periods.

23.4

1. When possible, extra work/extra pay contract riders will be posted in the spring and filled by the end of the current year. Should the District know of an open rider position, it may post the position earlier than the annual spring posting. Extra work/extra pay shall be issued annually without provision for tenure.

If any teacher holding an extra work/extra pay position is not going to be re-hired for said position for the following school year, the Board shall notify the teacher verbally of the reasons for removal from the extra work/extra pay position at least thirty (30) days before the end of the school year. If requested, the reasons for not being re-hired will be provided in writing.

2. In instances where no applicants apply for a posted position at the close of the current school year, that position shall be re-posted the following September. The only exception would be for those positions which begin prior to the beginning of the school year.
3. Job descriptions of the extra pay duties, as filed in the Human Resources Department and the Association Office, will not be altered during the life of the rider without mutual consent of the Board and the Association. The teacher shall read the duties and responsibilities of the related job description, attached to the contract rider, and so indicate on the contract rider.

23.5

The increment steps shall correspond to the number of years which the person has served in a particular extra-pay job up to the maximum allowed. Personnel who have previously held an extra-duty assignment shall be given credit on this schedule for the number of years they have served in this position up to the maximum allowed. A person who holds more than one extra-duty position shall be entitled to increments for each of those assignments for which increments are normally given.

23.6

A person who moves from an assignment to a similar assignment of a lower rank will be credited for the number of years' experience at the original assignment.

23.7

Substitute teaching during the planning period shall be reimbursed at the rate of sixty dollars (\$60). District assigned or pre-approved curriculum study of an extended nature, such as summer work and development of curriculum guides, and other work performed by teachers outside their regular assignments and workday, not otherwise specifically covered in this Agreement, shall be reimbursed at the rate of forty (\$40) per hour.

23.8

All approved building riders will be provided to the W-WEA Building Representative(s) by October 1 annually.

The compensation for teachers accepting extra duty shall be established as a percent (see attached Appendix B), for 2024-2025 \$45,000, 2025-2026 \$48,500 and 2026-2027 \$50,000. The step on said salary schedule for the purposes of determining compensation for teachers accepting extra duty assignments shall be based on the number of years' experience a teacher has obtained in directing the specific sport or activity in the Wayne-Westland Schools; credit will also be allowed in that specific sport or activity obtained from another school district. Teachers who have received credit in a specific sport or activity in the past, obtained from a source other than a school district, shall continue to receive this credit.

23.9

1. At the high school, department heads shall be appointed for the following departments:
 - a. Language Arts, Communication Arts, (IMC)
 - b. Science
 - c. Mathematics
 - d. Social Science
 - e. Practical Arts (Business, Industrial Technology, Life Skills)
 - f. Fine Arts (Vocal Music, Instrumental Music, Art)
 - g. Physical Education
 - h. Counseling
 - i. World Language
 - j. Special Education

The High School Department Heads will be compensated according to the Department Head Classifications.

2. At the middle school, department heads shall be appointed for the following departments:

- a. Language Arts (Communication Arts, IMC, World Language)
- b. Science
- c. Mathematics
- d. Social Studies
- e. Physical Education
- f. Fine Arts (Vocal Music, Instrumental Music, Art)
- g. Practical Arts (Business, Industrial Technology, Life Skills)
- h. Counseling
- i. Special Education

The Middle School Department Heads will be compensated according to the Department Head Classifications.

- 3. In Student Services, department heads may be appointed for the following:
 - a. Elementary Schools - All Disabilities 9%
 - b. Program Specialist (0-5) 9%
 - c. Center Programs 9%
 - d. OT/PT/Outreach 9%
 - e. Psychologists 9%
 - f. Social Workers 9%
 - g. Speech and Language 9%
 - h. School Nurse 9%

No release time will be provided for special education department heads.

Student Services Department Heads will be compensated at the indicated rate of the B.A. minimum.

- 4. In the Career/Technical Center, there shall be three (3) Department Heads.

No release time will be provided for the three (3) Career Education Department Heads.

The three (3) Career Education Department Heads shall be compensated at the rate of 8% of the B.A. minimum.

- 5. In Instruction and Planning, Department Heads and/or Content Areas Leaders and Grade Level Leaders may be appointed for the following:
 - a. World Language
 - b. Social Science*
 - c. Math*
 - d. Language Arts*
 - e. Science*
 - f. Life Skills

- g. Career Education
- h. Music
- i. Art
- j. Physical Education
- k. Business
- l. Media

No release time will be provided for the Instruction and Planning Department Heads.

The Instruction and Planning Department Heads shall be compensated at the rate of 8% of the B.A. minimum. Content Area Leaders and Grade Level Leaders shall be compensated \$6,000 annually, with the exception of Art, Life Skills, Media, Music, Physical Education and World Language Content Leaders, who will be compensated \$3,000 annually.

There shall be one (1) 6th Grade Level Leader assigned to each Middle School and each shall be compensated \$2,000 annually.

*Note: There will be an elementary and a middle/high school Grade Level Leader or Content Area Leader for these subjects with each receiving \$6,000.

DEPARTMENT HEAD CLASSIFICATIONS

Class I

Any department teaching 50 or more sections per day or having more than 10 full time teachers shall be classified as a Class I department and the department head shall receive 11% of the B.A. minimum in additional compensation.

Class II

Any department teaching 25 or more sections per day or having more than 5 full time teachers shall be classified as a Class II department head and shall receive 10% of the B.A. minimum in additional compensation.

Class III

Any department teaching less than 25 sections per day or having less than 5 full time teachers, shall be classified as a Class III department and the department head shall be compensated at the rate of 9% of the B.A. minimum.

23.10

Prior to the institution of currently unlisted extra duty/extra pay positions the compensation rates will be negotiated with the Association.

23.11

Compensation for assignments of a seasonal nature shall be paid in two equal

installments; one at the approximate half way point and the other upon completion of the assignment. Specific pay dates shall be published no later than October 30th.

23.12

The staffing of middle school lunchrooms shall be no less than one (1) supervisor for every 125 students. The high schools shall be no less than one (1) supervisor for every 150 students. Buildings with more than one (1) cafeteria will have additional supervisors assigned as needed.

23.13

Each high school coach(es), including H.S cheerleading coaches, whose team or team participant(s) participate in a state level tournament, sponsored by the Michigan High School Athletic Association, will be paid 5% of their respective coaching rider for up to three (3) weeks of such tournament activity after the first week of participation.

23.14

Each elementary building shall be allocated five hundred dollars (\$500) for extra pay for extra duty programs as determined by the building's Site-based Decision-making Committee.

23.15

Each elementary school shall be allocated \$3000, each middle school \$4000, John Glenn High School, Wayne Memorial High School, William D. Ford Career-Technical Center \$5000, and Wayne-Westland Community High School \$2000 annually for activities associated with School Improvement. Each building's School Improvement Team shall recommend to the Department of Instruction how its allocation shall be spent. The Department must approve all expenditures. The monies should be spent on such things as stipends, extra/work, extra pay activities, procuring substitute teachers to provide released time, etc. All school improvement expenditures will be provided to the W-WEA Building Representative(s) by November 1 annually.

ARTICLE 24

Curriculum Related Conditions

24.1

The Board shall provide for the orderly development and coordination of curriculum and instruction. Teachers will be involved in this function by participation in a districtwide Curriculum Council. The Curriculum Council shall review and act upon all new curriculum programs or proposed changes to existing curriculum, including courses that are officially dropped and/or reinstated. The decisions of the Curriculum Council shall be the final step in the process unless the Superintendent/Board of Education disagrees with the recommendation. In such case, the Superintendent/Board of Education retains the right to make the final determination.

24.2

The Curriculum Council shall meet no less than six (6) times nor more than ten (10) times yearly. All meetings will take place after school. Teachers will be reimbursed \$30.00 per meeting. In the event the Curriculum Council cannot meet time constraints during the normal school year, an emergency meeting(s) may be called, to allow the Curriculum Council to act upon a new program.

24.3

At its first meeting of each school year, the Curriculum Council will establish Curriculum Council procedures.

District Standing and Ad Hoc Committees including charges and frequency of meeting dates will be presented for Curriculum Council review and recommendation by October of each school year, prior to soliciting membership for such committees.

Curriculum Council will have balanced representation limited to ten (10) teachers, two (2) W-WEA Coordinators and ten (10) administrators. Bargaining unit members shall be selected per W-WEA procedures.

The Council will be chaired by the Executive Director of Curriculum Development, or Designee who shall only vote in the case of a tie and is not one of the ten administrators. A Curriculum Executive Committee composed of the Executive Director of Curriculum Development, or Designee, the two (2) W-WEA Coordinators, and two (2) Executive Directors from General Education shall meet on an after-school basis prior to the Curriculum Council meetings to establish the agenda and to handle routine matters.

24.4

All new curriculum, Districtwide textbooks, and proposed changes, including evaluative criteria and timelines for implementation, must be acted upon by Curriculum Council prior to review or adoption by the Board of Education. The process for curriculum development and revision shall be developed by the Executive Director of Curriculum Development and presented to Curriculum Council for review and approval.

Any project that significantly alters or modifies the current curriculum and involves at least four (4) teachers in a building will be presented to the Curriculum Council or follow the contract deviation process.

24.5

1. All new curriculum proposals and Districtwide textbooks will contain timelines for implementation and procedures for evaluation. Any deviations from the original approved proposal will be presented to the Curriculum Executive Committee for review and approval.
2. Implemented programs shall be evaluated according to the criteria outlined in

the curriculum proposal. These program assessments will be presented to the Curriculum Council for review and recommendation.

3. Programs will not be fully implemented until basic materials as prescribed in the approved program have been obtained or are available for use.

24.6

Attendance at and involvement in area, state or national conferences and/or committees shall be encouraged. To this end, the Board agrees to provide each building with a teacher conference account. Attendance at conferences will follow the procedures established in this subsection:

1. Request for attendance shall be cleared and processed through the building administrator.
2. The reasons for attendance, supporting building, level, or departmental objectives must be included in the request for attendance.
3. A teacher attending an approved conference or meeting shall be granted sufficient leave time to attend without loss of compensation.
4. Travel, meals, lodging, substitute teacher costs, and registration fees, or portions thereof, shall be deemed appropriate conference expenses.
5. The Board will make every attempt to provide substitute coverage for teachers attending approved conferences Monday through Friday. It must be understood the primary responsibility of the Board is the covering of classrooms in the absence of a teacher for whatever reason.

24.7

Academic Freedom

Both the Board and the Union, recognizing the importance of seeking to inspire students to develop respect for truth, a recognition of individual freedom, social responsibility, and the democratic tradition and an appreciation of individual personality, are pledged to work together to create and preserve an atmosphere which is free from censorship and artificial restraint and in which academic freedom for the teacher is granted.

The teacher, in exercising academic freedom, shall interpret and use the writings of others and educational research with intellectual honesty and be cognizant of the intellectual maturity of the students and sensitive to the attitudes and beliefs of the community in instructional presentations.

Teachers shall be expected to teach the Board adopted curriculum and use Board approved teaching materials. Teachers shall also be free to choose appropriate supplemental teaching materials INCLUSIVE of social media resources ie. Disney +,

Netflix, and other streaming services, teaching approaches and practices to achieve the educational goals and objectives of the District. Employees assume risk relative to violation of copyright infringement, licensing and or user agreement violations.

24.8

Freedom of individual expression will be encouraged, and fair procedures will be developed to safeguard the legitimate interests of the schools and to exhibit by appropriate examples the basic objectives of a democratic society.

24.9

Staff Advisory Committee

A staff advisory committee may be established in each middle and high school to assist in formulation and implementation of education policies and practices within the respective buildings. Membership of such committees shall be comprised of the building principal, department heads and a W-WEA Building Representative or designee. Meetings may be called by the building principal, who will chair the staff advisory committee, or by a majority of the members of the committee. The building principal shall be present at all staff advisory committee meetings and shall have the final responsibility for establishing building policy.

It is agreed that the formulation and implementation of education policies and practices shall be within the proper scope of the School Improvement/Site Based Decision Making Team. When the School Improvement/Site Based Decision Making Team reaches consensus within these areas, the above paragraph shall not apply.

24.10

The instructional class period shall be free from unnecessary interruptions.

24.11

The paraprofessional shall not prescribe instruction for children.

ARTICLE 25

Special Education

25.1

Federal, State and Intermediate County Rules, Regulations, and Guidelines

The Wayne-Westland Community Schools' Board of Education agrees to operate all special education programs in compliance with state rules promulgated by the Michigan Department of Education Office of Special Education Services Division, I.D.E.A. 1997 and the Wayne County Regional Educational Service Agency guidelines for Act 18 reimbursement. The Wayne-Westland Community Schools' Board of Education reserves the right to operate in deviation to such rules when such deviation is approved as prescribed in the rules and in other state law guidelines. Current Wayne County RESA waivers can be found at: See Article 25.1.1

25.1.1

[MARSE With Related IDEA Federal Regulations Link](#)

25.2

The primary responsibility for meeting the hygienic needs of students will reside with support personnel. Teachers will continue to supervise all hygienic activities and support personnel within their classroom. Special Education teachers will continue to provide assistance and/or support if hygienic needs arise.

25.3

The therapist/client contact time shall not exceed twenty-five (25) clock hours per week. The Board agrees to maintain a therapist to student ratio of at least one (1) therapist for every forty (40) students. The therapist/student ratio shall be determined based on the guidelines outlined below:

1. In a home base situation, a caseload of children requiring an active program, which shall normally be a half hour of service twice a week per child, will not exceed twenty-five (25) clock hours per week.
2. A child bussed to the therapist's home base for a session shall be included in the above twenty-five (25) clock hours on the basis of one-half hour per session.
3. For therapists traveling to another building to provide services, the twenty-five (25) hours contact time shall include:
 - a. Each building visited in a given day will be counted as a contact hour. This time may be used for travel, in-service, time spent with the child's teacher, set up and tear down of equipment, preparation.
 - b. In addition, each half hour of direct service will count as one-half (1/2); a child seen one-half hour every other week will count as a quarter (1/4) hour; a child seen once a month for a half hour will count as one-eighth (1/8) a contact hour.

The total of pro-rata student contacts will not exceed forty (40), but can be less than forty (40), if the therapist has filled the twenty-five (25) contact hours.

25.4

The Board agrees to pay the annual license fee for physical therapists and occupational therapists.

25.5

Any meeting called for the purpose of discussing a pupil's individualized educational program, currently being referred to as an IEP Team (which may include Building

Principal, General Education Teacher, Case Manager/Special Education Teacher, Paraprofessional and Ancillary Staff), IEP, Child Study Team Meeting, in which the pupil's teacher's attendance is required, either through legislative mandate or established policy of the District, Administration will:

1. Give the teacher(s) notification at least five (5) working days prior to the meeting. Timelines stated herein may be waived by mutual consent of all parties involved.
2. The teacher(s) shall be released from their class assignments through the use of a substitute for that portion of the meeting in which they or the student is directly involved. A substitute teacher will also be provided for the loss of planning time of a General Education Teacher as a result of attending the meeting. If lost planning time is not provided by the District within five (5) work days after the day of loss, the teacher will be paid for the loss of planning time under Article 23.7.
3. Teacher(s) will be compensated at the regular hourly rate for attending any meeting which cannot occur during the normal working day, provided such meetings have been approved by the Special Education Department.

25.6

Special and general education teachers, upon request, will be released from their assignments to observe new referred special and general education students.

25.7

One (1) paraprofessional will be placed at each middle school to provide support to special education students placed in general education classrooms. Each of the paraprofessionals may work up to six and a half (6.5) hours per school day.

25.8

Students that are placed into a general education classroom, as part of their IEP, will be done so in such a manner as to affect an equal distribution of work responsibility among the teaching staff to the greatest extent possible.

25.9

The Board agrees to provide paraprofessional support to assist all teachers as outlined in the Wayne RESA County Plan for the Delivery of Special Education Programs and Services.

25.10

The Board agrees to make every effort to provide qualified substitutes for special education paraprofessionals who are absent from their duties.

25.11

Teachers that have knowledge that a student might require intervention to be successful in school shall refer the child to the school's Multi-Tiered System of Supports (MTSS) team.

25.12**Teacher Consultant**

Teacher Consultant caseloads at the secondary level shall be developed from no more than two (2) buildings. In the event of overloads, a Teacher Consultant may receive a third building assignment when their total caseload is less than twenty-two (22), plus two (2) slots for evaluations. In no case may a person's caseload extend beyond three (3) buildings. At the elementary level, Teacher Consultant caseloads are not limited by building, but in no case may a person's caseload extend beyond eighteen (18) students.

Resource Program

Resource Program Teacher caseloads shall be developed from no more than two (2) buildings. In the event of overloads, a Resource Program Teacher may receive a third building assignment when their total caseload is less than fifteen (15), plus two (2) slots for evaluations. In no case may a person's caseload extend beyond three (3) buildings.

25.13

Special education teachers shall not be expected to do special education bus duty unless on a voluntary basis.

25.14

Teachers in the Early Childhood Services and Classroom Programs shall receive release time which shall be allocated in blocks of no less than thirty (30) minutes. Any release time remaining which amounts to less than thirty (30) minutes will be scheduled wherever possible.

25.15

Special Services - The duties and/or responsibilities of any special education staff member shall not be increased, or transferred to persons not covered by this Agreement except under the following conditions:

In emergency situations, the responsibilities of the teacher consultants, nurses, physical therapists, occupational therapists, psychologists, social workers, and speech and language teachers may be subcontracted to person(s) outside the bargaining unit on a temporary basis if the following conditions are met:

1. Bargaining unit members who possess the skills or qualifications to perform the needed work cannot accept additional responsibilities.

2. The skills needed to perform the work as reasonably specified are unavailable within the bargaining unit and cannot be obtained in a reasonable time.
3. The job has been offered and refused by appropriate bargaining unit members.
4. Referrals to outside agencies for ongoing personal therapy or counseling; referrals to outside agencies for evaluations which can be obtained at no cost to the District; and referrals to outside agencies for evaluations and/or recommendations for objective, neutral, third party opinions will be excluded from the above process.

25.16

It is clearly understood that special education teachers will follow their respective building schedule concerning lunch, preparation time, starting and ending times. For Special Education staff assigned to multiple buildings, they will work with the building administrators to determine their contractual work hours.

25.17

Medical Services - It is recognized that some students may require special medical or quasi-medical services in order to receive their education. In such instances, the Wayne-Westland Community Schools Procedures and Practices: Special Medical Procedures, shall be adhered to prior to any implementation. Nurse Assistants (RNs, LPNs) may be employed to assist the school nurse(s) (BSNs) in performing required special medical or quasi-medical services including special transportation services (medically fragile bus). Nurse assistant(s) will perform duties as assigned under the direction of a school nurse.

Whenever possible, parents of students who require special medical (or quasi-medical) procedures shall provide for such care outside of the school setting. Should a parent feel that such care is required at school, in order that the student be provided an equal educational opportunity, the District will proceed with the following guidelines.

1. The parent of the student shall put their specific request in writing. The parent shall also document the request with a physician's supportive statement with detailed instructions for service.
2. The school nurse will investigate and evaluate the request utilizing input from the professional staff (including the classroom teacher) and medical sources, and present their findings to the administration.
3. The administration shall then, where appropriate, consult with the District's consulting physician and attorney before honoring or rejecting the parent's request for service. The District will consider the amount of time and skill the procedure takes before making its decision.

Routine, uncomplicated intermittent catheterization, postural drainage and intermittent ostomy type apparatus care probably would not require the District to consult either with its physician or attorney before making a decision. Gastrostomy feeding, nasogastric feedings, tracheotomy suctioning and care, oxygen, continuous ambulatory peritoneal dialysis, and other procedures definitely will require such consultation before a decision is reached.

4. Should the District honor the parent's request for service, it may, at its option, require the parent to provide professional in-service to its appropriate staff members.
5. The District's commitment to provide such service, once implemented, is always open to re-evaluation should unforeseen problems arise.
6. Professional staff members may appeal any decisions reached through this process to the Senior Executive Director of Special Education.
7. Should a student require medical or quasi-medical procedures pursuant to this provision, the individual responsible for administering or providing said procedure will be designated/incorporated in the student's healthcare plan. This person/persons shall be properly in-serviced as to the procedure involved. If there is any disagreement as to who should administer this procedure, the final decision would be made by the Superintendent of Schools or their designee.

25.18

Teachers shall not be responsible for the entry of student data on computers for student registration.

25.19

Ancillary staff, including School Social Workers, School Psychologists, Speech Pathologists, Occupational Therapists, Physical Therapists and Nurses, shall have a placement meeting annually, no later than May 1st.

Social Workers

The number of school social worker positions in the District shall be based on the following formulas: excluding center programs, there shall be one (1) school social worker for each 1,250 students enrolled in K-12. If this ratio increases in excess of 125 students, an additional part-time social worker shall be provided no later than four (4) weeks subsequent to determination of said overload. If the District is unable to rectify the overload situation, it will pay the affected social worker(s) \$2 per overload per day: for each student added beyond their current caseload as of the four week count.

School Psychologists

The number of school psychologists in the District shall be based on the following formulas: excluding center programs, there shall be one school psychologist for each 1,500 students enrolled in K-12. If this ratio increases in excess of 150 students, an additional part-time school psychologist shall be provided no later than four (4) weeks subsequent to determination of said overload. If the District is unable to rectify the overload situation, it will pay the remaining psychologist(s) 5% of their daily rate until the overload is rectified.

25.20

Speech Pathologists

Individual teacher caseloads shall not exceed sixty (60) different persons and shall be adjusted based upon the severity and multiplicity of the students' handicaps. Full time teachers of Speech and Language Impaired students using VOCA devices will have a maximum caseload as established by the WCRESA - Minimum Criteria for Act 18 (Two Mill) Reimbursement Criteria. Adjustments in caseload shall be made following Fourth Friday.

Speech Pathologist caseloads shall be developed from not more than three (3) buildings. In the event of overloads, a fourth building may be assigned. In no case may a teacher's caseload extend beyond four (4) buildings.

25.21

The student's educational placement will follow the IEP process.

25.22

1. The District shall publish and make available to every general education classroom teacher the rights and responsibilities of members of the IEP as outlined in the Michigan Administrative Rules for Special Education (MARSE).
2. Special Education personnel will in-service any teacher or staff on their rights and responsibilities as a member of the IEP, if requested to do so.
3. The Teacher Consultant from the self-contained student's home based school will observe and monitor their progress in the self-contained setting and will participate in any IEP of that student.

25.23

Student time in the Resource Program shall be determined by the student's IEP; and should be coordinated by the student's case manager and classroom teacher. Implementation of the student's IEP shall be decided by the Resource Program teacher, in conjunction with the classroom teacher.

25.24

In accordance with Article 20.2 of the Agreement, the District agrees to provide a substitute teacher when a Resource Room teacher and/or Teacher Consultant reports that they are unable to report to work.

25.25

The District shall provide substitutes in each school building in order to release the classroom teacher to participate in the student's IEP and meetings related to helping the student succeed.

25.26

1. The Special Education Department shall likewise provide specific in-service and consultation to the general education classroom teacher on a particular student, when requested to do so.
2. The parties agree that casual conversations or general handouts do not constitute in-service/training.

25.27

The parties agree that additional materials and supplies may be necessary to the general education classroom teacher who instructs students formerly identified as self-contained and potentially identifiable special education students. Teacher in need of these materials and supplies shall make a request for an additional allocation of monies from the Special Education Department for this purpose.

ARTICLE 26

Lengthened and Extended School Year

26.1

Bargaining unit member participation in the lengthened or extended school year for eligible ASD, SCI or SXI students shall be voluntary.

July 4 of each year shall be a paid holiday. Seniority credit for these teachers will be a maximum of 181 days per year.

Summer staffing will be determined by student enrollment.

26.2

The student instructional day will be four (4) hours and fifteen (15) minutes, and will begin by 9:15 a.m.

In addition to the student instructional day, the teacher work day shall include a daily block of fifteen (15) minutes immediately preceding the student instructional day and a daily block for unassigned preparation of thirty (30) minutes immediately following the student instructional day.

26.3

Full-time employment is defined as working the full five (5) hour work day, each scheduled day of the lengthened or extended school year.

Each teacher working full-time in lengthened or extended school year shall be allowed a minimum of two weeks' unpaid vacation. Except for extenuating circumstances, vacation time must be scheduled in one (1) week blocks.

Teachers shall have preference for vacation schedules in descending order of seniority.

Each teacher must submit their vacation requests by May 15 of each year. Requests received after May 15 shall be reviewed after all timely submitted requests have been filled.

26.4

The Board agrees to provide electric fans in an effort to maintain proper ventilation.

26.5

If temperatures in the classroom become excessive, classes may be dismissed upon authorization of Administration, with no loss of pay or charge to one's sick leave or personal business bank.

26.6

Teachers who work during the summer program on a full-time basis shall receive two (2) additional sick leave days. Teachers who work in the program on a part-time basis, except as a substitute, shall receive a proration of the two (2) additional days based on their part time schedules.

26.7

Teachers shall be paid biweekly at 85% (.85) of their daily rate. The teacher's daily rate shall be calculated upon their base salary plus credit hours divided by 181 (Teacher's salary + credit hours divided by 181 x 0.85).

26.8

The following procedures shall be used and shall take precedence in filling lengthened and extended school year positions:

1. The District's Human Resources Department shall post lengthened and extended school year positions for at least five (5) working days.
2. In the filling of lengthened and extended school year positions, the District shall give preference to those teachers and auxiliary staff in the program for students eligible as ASD, SCI or SXI during the normal school year.

3. Positions in the lengthened or extended school year not filled by teachers and auxiliary staff in the program for students eligible as ASD, SCI or SXI shall then be filled from other bargaining unit applicants in accordance with Teacher Placement Administrative Guidelines.

ARTICLE 27

Staff Deployment for School Closings

27.1

Each time the District closes a school(s), unique staffing situations arise. Administration and the W-WEA agree to meet to work out the staffing relocation arrangements.

ARTICLE 28

Seniority

28.1

The District shall credit seniority based on the employee's date of hire into the W-WEA bargaining units. Each teacher and administrator will receive a year of seniority credit for each year worked (prorated for part-time employees).

28.2

In the circumstances of more than one individual teacher and/or administrator beginning employment on the same date, all individuals so affected will participate in a drawing by lot to determine position on the seniority list. The Human Resources Office will notify the Association of the date, place and time of the drawing.

28.3

1. The seniority list shall be published on the District website by November of each school year. Revisions and updates of the seniority list shall be published by May 1 of each school year. A copy of the seniority list and subsequent revisions and updates shall be forwarded to the W-WEA.
2. The "beginning date of employment" shall reflect the first day on the job as a regular contracted teacher.

A part-time teacher shall be placed at the beginning of appropriate seniority grouping when said part-time teacher's seniority ranking is adjusted pro-rata.

The following calculations will be used when pro-rating a part-time teacher's seniority:

- 0.8 FTE shall be reduced by 2 months and 12 days
- 0.7 FTE shall be reduced by 3 months and 18 days
- 0.6 FTE shall be reduced by 4 months and 24 days

- 0.5 FTE shall be reduced by 6 months
- 0.4 FTE shall be reduced by 7 months and 6 days
- 0.3 FTE shall be reduced by 8 months and 12 days
- 0.2 FTE shall be reduced by 9 months and 18 days

A teacher who is part-time shall accrue seniority while on leave on a pro-rata basis during the period of the leave. A part-time teacher taking a leave should not accumulate more seniority while on leave than they would if they continued to work part time during the same period.

28.4

1. Teachers shall accumulate up to one (1) year of additional seniority for unpaid medical, parental and general purpose leaves.
2. Teachers returning from said leave must work a full calendar year before receiving an additional one (1) year of seniority for any future unpaid medical, parental or general purpose leaves.

28.5

A laid off teacher who is recalled and goes on a medical, parental, or general purpose leave or a teacher on such leave who is laid off shall receive no more than one (1) full year's seniority credit for the leave and the layoff.

28.6

Seniority shall be defined as days or fraction of days of in-district service, which are uninterrupted by resignation or discharge.

28.7

Administrators who wish to be assigned a position in the bargaining unit must notify the Human Resources Department, with a copy to the Association, in writing by April 1 of each school year. Those who notify the Human Resources Department and the Association of this intent after April 1 will be placed at the bottom of the seniority list for assignment.

ARTICLE 29 Certification

29.1

Eligibility for placement into or recall to a position, in addition to seniority rights, shall be determined by the valid state teaching certificate(s), endorsement(s), MDE requirements, or license(s) held by the employee.

All adaptive physical education teachers and high school teachers assigned full-time physical education schedules shall possess, and keep current, certification in CPR, First

Aid, and Life Guarding/Lifesaving.

29.2

Exclusion of Tenure in position

A bargaining unit member, who has not previously attained tenure, under the Michigan Teacher's Tenure Act in a position other than as a classroom teacher, shall not be deemed to have tenure in such position by virtue of this contract or any individual contract for such non-classroom position, but shall be deemed to have continuing tenure as an active classroom teacher.

29.3

When a teacher is displaced from a position for any reason after the commencement of the school year or recalled to a position after the beginning of the school year, they shall receive a minimum of one (1) day released time in order to prepare for their assignment. Under extenuating circumstances additional time may be granted.

For purpose of clarification:

- Should an elementary teacher change grade level any time after the beginning of the school year, this article will apply.
- Should an elementary teacher go to a single grade level from a combined level class that reflects the minority of the combined level class, this article will apply.
- Should an elementary teacher go from a single grade level to a combined level class in which the majority of the combined level class is different from their previous assignment this article will apply.
- At the middle or high school level, should a majority (.6) of a teacher's full time assignment change, this article will apply.
- In special education, if a teacher moves from one eligibility area to another, this article will apply. (Example: SCI to Cross Categorical)

ARTICLE 30

Special Projects

30.1

The Board agrees to consult the W-WEA in the design and content of Special Projects programs, including the working conditions, job descriptions, wages, and fringe benefits of Special Project positions.

ARTICLE 31

Negotiation Procedures

31.1

At least 150 calendar days prior to the expiration of this Agreement, the parties will likewise open negotiations for a new Agreement covering wages, hours, terms and conditions of employment of the bargaining unit.

31.2

Neither party in any negotiations shall have any control over the selection of the negotiating or bargaining representatives of the other party. The parties mutually pledge that their representatives will be cloaked with all necessary power and authority to make proposals, consider proposals, and make concessions in the course of negotiations. Both parties agree to submit the final Agreement for ratification to their appropriate governing bodies on the same calendar date. After ratification by both parties their representatives shall attach their signatures to the ratified Agreement within 24 hours of ratification.

31.3

There shall be three (3) signed copies for purposes of record: One (1) retained by the Board, one (1) by the Association, and one (1) by the Superintendent.

31.4

Should the state or federal governments pass energy legislation directly affecting the School District or should the Board contemplate the implementation of any year round school program, the Board agrees to negotiate mutually agreeable amendments to provisions of this Agreement prior to adoption and/or implementation of any such program.

31.5

Addition of certified and/or licensed positions not listed in Article I of this Agreement shall be negotiated with the Association prior to their posting and implementation.

31.6

The parties agree to establish meetings in order to review the collective bargaining agreement and to keep it updated, where needed. If changes are agreed upon, the parties will amend the contract in accordance with each parties' internal procedures.

ARTICLE 32

Miscellaneous Provisions

32.1

This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. It shall likewise supersede any contrary or inconsistent term contained in any individual teacher contracts heretofore in effect. All 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 Board policies.

32.2

This entire agreement or specific provisions of this agreement may be rejected, modified or terminated by an emergency manager under conditions provided in the Local Government and School District Fiscal Accountability Act, 2011 PA 4.

32.3

If any provisions of this Agreement or any application of the Agreement to any teacher or group of teachers 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 and applications shall be continued in full force and effect.

32.4

The parties agree that they shall in no way discriminate against employees because of their race, color, religious creed, sex, marital status, national origin or ancestry.

The Board is and will continue to be non-discriminatory in its treatment of all persons in its employment.

32.5

All applicable conditions and benefits contained herein shall be provided to and for part time teachers in the same manner and/or at the same levels as for full time teachers except as specifically limited in other provisions of this Agreement.

ARTICLE 33

School Improvement Planning/Site Based Decision Making

33.1

It is hereby agreed by and between the undersigned parties that with respect to the responsibility contained in P.A. 25 of 1990 (MCL 380.1277) to adopt and implement a 3 to 5 year school improvement plan and continuing school improvement process for each school within the school district, they acknowledge and recognize that the terms of the collective bargaining agreement between them govern as to the wages, hours and terms and conditions of employment of teachers addressed therein and that those terms shall not be altered or modified through the school improvement process, except by mutual agreement of the undersigned Board of Education and Association, executed in writing.

1. School Improvement Planning/Site Based Decision Making is a collaborative process which seeks to improve both the quality of education and the quality of work life within the school.
2. As a necessary part of School Improvement Planning/Site Based Decision Making,

each school may have a staff team. The Team may be composed of the entire staff or elected representative(s), volunteers and administrator(s).

3. Participation on the team is voluntary.
4. Decisions of the Team will be made by consensus. Consensus is not defined as a "rule of the majority". If a minority exists that cannot consent to what is proposed, then consensus has not been reached. It would be expected that discussion and clarification would continue on both sides until consensus is reached, or until it becomes clear that no agreement is possible.
5. Team recommendations must be approved by at least 75% of the staff before implementation (unless the entire staff is on the Team).
6. In the absence of Team consensus decisions, buildings will operate in accordance with the collective bargaining agreement, administrative practices, rules/regulations and Board Policies.
7. Components of School Improvement Planning/Site Based Decision Making shall include:
 - a. Developing a mission statement
 - b. Conducting a needs assessment
 - c. Developing need-based programs
 - d. Developing goals based on outcomes for all students
 - e. Developing curriculum based upon the goals
 - f. Program evaluation processes
 - g. Staff development needs
 - h. School climate
8. Approved team decisions may differ from and/or expand upon; but may not be in conflict with the District School Improvement Plan.
9. Approved team decisions which deviate from Board policy and/or rules and regulations, must be approved by the Board or its designee.

10. Approved team decisions which deviate from the collective bargaining agreements must be approved by the parties.

11. Efforts will be made for building teams to meet within the contractual day.

ARTICLE 34

Early Childhood Teachers

34.1

For the 2024-2025 school year, Early Childhood Teachers who have been moved into the W-WEA CBA will be placed on the Bachelors salary scale at the appropriate step, as negotiated with the W-WEA.

For the 2024-2025 school year, Early Childhood Teachers will receive a \$2,000 retention bonus. The parties agree that this bonus is an increase over the normal pay schedule and is considered Non Reportable Compensation under the Michigan Office of Retirement Services rules and regulations. This bonus will be retroactively paid upon the ratification of this agreement. Therefore, Early Childhood Teachers will not be eligible for the attendance incentive listed in Article 9.10 for the 2024-2025 school year.

34.2

Class sizes shall be in accordance with the Great Start Readiness Program Administrative Guidelines.

34.3

For Early Childhood Teachers the Board shall provide the following:

1. A file cabinet for each teacher.
2. Closet space for each teacher to store their coat and personal articles.
3. Adequate storage in each classroom for instructional materials.
4. Teacher edition copies, if available, exclusively for each teacher's use, of all texts used in the courses they are to teach.
5. A sufficient supply of paper and other classroom materials.
6. Updated reference materials.

34.4

All past practices regarding teaching hours shall remain in effect.

34.5

The Board's goal is to hire teachers who hold certificates, permits, or vocational authorizations valid for the positions to which they are assigned; who meet the standards required by the Revised School Code (RSC) and Michigan Department of Education (MDE) guidelines. The Board, however, may hire teachers for the Great Start Readiness Program (GSRP) with a Bachelor's degree in early childhood education,

Child Development Associate (CDA). The responsibility for being properly certificated to teach in the school district rests solely with the individual teacher. The Board will continue its present practice of informing the teachers of this prime responsibility and the manner in which it may be fulfilled. The Association shall be notified of any such action.

The Board agrees that teachers employed by the Board, who hold annual authorizations, shall, as a condition of employment, make every attempt to obtain permanent status through recognized work and/or study programs as per MCL 380.1233 and/or MCL 380.1233 (b).

34.6

The calendar(s) for each program in the Early Childhood Education Division will be published at least two (2) weeks prior to the commencement of the program. All district holiday and recess periods will apply.

34.7

The district will provide full time Early Childhood Education teachers thirty (30) hours of District Provided Professional Development each year. The specific dates for the Professional Development will be determined at least two (2) weeks prior to the commencement of the program. A teacher has to actually attend the scheduled inservices to be paid.

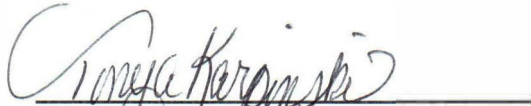
ARTICLE 35
Duration of Agreement

This Agreement shall be effective August 23, 2024, and shall continue through August 22, 2027.

Wayne-Westland Education
Association



Steve Conn
President, W-WEA

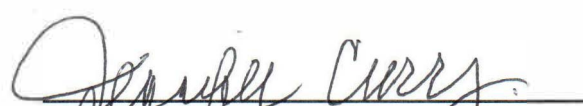


Tonya Karpinski
Executive Director, W-WEA

Wayne-Westland Community Schools
Board of Education



President, Board of Education



Jen Curry
Interim Superintendent



Jewell Clair
Chief Financial Officer



Dr. Alex Ofili
Assistant Superintendent of Human
Resources

Date of Ratification: 1/27/25

Date of Ratification: 1/27/25

APPENDIX A

CONTRACT RIDERS

EXTRA CURRICULAR

**Will denote positions that will be capped at Step 1*

HIGH SCHOOL

Accompanist – Vocal Music	4
Art Club	5
*Assistant Athletic Coordinator	8
Band Assistant	6
*Cafeteria Supervisor	7
Choreographer for Musicals (per prod.)	2
Chorus Director for Musicals (per prod.)	3
Dance Director	4
DECA (1 per district)	7
Dramatics (per prod.)	5.5
eSports Advisor (per season)	2.5
Ethics Bowl (1 per district)	5
Film Production (CTE)	8
*Fitness Center Supervisor	7.5
*National Technical Honor Society (CTE)	3
*Freshman Class Sponsor	3.5
HOSA Coordinator (CTE)	3
Instrumental Programs	7
*Junior Class Sponsor	4.5
Marching Band	10.5
Marching Band Color Guard	6
*Medication Duty (2 per building)	4
Minority Union	5
Musical/Operetta (per prod.)	8.5
National Honor Society	5
Newspaper	8
Percussion	6
Photographer	4
Pit Orchestra Director for Musicals (per prod.)	3
Robotics (per season)	2.5
School Technology Leader	8
Set & Stage Manager (per prod.)	5
*Senior Class Sponsor	5
*Sophomore Class Sponsor	4

STEP Sponsor	4
Student Council/Senate	10
Summer Band Camp	4
*Sunshine & Rainbows Preschool Dir (CTE)	15
SkillsUSA Coordinator (CTE)	3
Vocal Music Programs	7
Wardrobe Manager (per prod.)	4
Weightlifting	7.5
Yearbook	7

MIDDLE SCHOOL

*Athletic Director	10
Bowling Club Sponsor	3
*Cafeteria Supervisor	7
Dramatics (per prod.)	3.5
Golf Club Sponsor	3
Instrumental Programs	5
Math Olympics	2
*Medication Duty (2 per building)	4
National Honor Society	5
National History Day	2
Newspaper	4.5
Pep Club	5.5
Photographer	2
Science Olympiad	2
School Technology Leader	7
Set & Stage Manager (per prod.)	3.5
Spelling Bee	2
*Student Council	5
Vocal Music Programs	5
Wardrobe Manager (per prod.)	3.5
Yearbook	4

ELEMENTARY

5 th Grade Camp	5
*Cafeteria Supervisor	7
*Medication Duty (2 per building)	4
Music Concert	5
Newspaper	2
Safety Patrol Sponsor	7
School Technology Leader	6
Service Squad Sponsor	7

Student Council	4
Video Announcements	6
Yearbook	3

EXTRA CURRICULAR – ATHLETICS

HIGH SCHOOL

<u>Coaches: Head Varsity</u>	<u>PERCENT</u>
Baseball	10
Basketball	10
Bowling	8
Competitive Cheerleading	6
Cross Country	7
Football	12.5
Golf	6
Sideline Cheer	3 (1 season)
Soccer	8
Softball	10
Swimming	10
Tennis	6
Track	8
Volleyball	12.5
Wrestling	12.5
<u>Coaches: Assistant or J.V.</u>	
Baseball Head J.V.	6
Basketball Head J.V.	8.5
Bowling Assistant (Based on numbers)	5
Cheerleading Assistant	2 (1 season)
Competitive Cheerleading Assistant	4
Football Assistant J.V.	7.5
Football Assistant V.	8.25
Football Head J.V.	9.5
Soccer J.V.	6
Softball Head J.V.	6
Swimming Assistant	8
Track Assistant	6
Volleyball Head J.V.	9.5
Wrestling Assistant	7.5

NINTH GRADE COACHES

Basketball	7	
Cheerleaders	2	(2 seasons)
Football (Assistant)	6	
Football (Head)	8	
Volleyball	8	
Soccer	5	

MIDDLE SCHOOL

<u>Coaches:</u>	<u>Varsity</u>	<u>Assistant or J.V.</u>
Basketball	6	5.25
Cross Country	5	4.5
Soccer	5	4.5
Swimming	5	4.5
Track	5	4.5
Volleyball	5	4.5
Wrestling	6	5

DISTRICTWIDE

**Mentor Teacher	5*
**Special Education Mentor Teacher	1 per Mentee, capped at 5*

**A Mentor Teacher assigned more than seven (7) first year Mentees shall receive an additional 2%.

Dual athletic riders occurring during the same season must be approved by the Building Athletic Director AND Building Principal. Assistant Athletic Coordinators/Directors are not eligible to coach.

Deviations from building specific rider positions must be mutually agreed upon by the Building Administrator and W-WEA Building Representative(s).

CADRE

\$ 50 Per event
\$100 Football
\$150 Weekend/Holiday Break/Tournament

Contract Rider Salary Schedule - 2024-2025 School Year

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8+
	\$45,000.00	\$47,934.00	\$50,210.00	\$52,596.00	\$55,094.00	\$57,711.00	\$60,452.00	\$63,324.00
<i>Percent</i>	<i>0 yrs Exp</i>	<i>1 yr Exp</i>	<i>2 yrs Exp</i>	<i>3 yrs Exp</i>	<i>4 yrs Exp</i>	<i>5 yrs Exp</i>	<i>6 yrs Exp</i>	<i>7+ yrs Exp</i>
2.00%	\$900.00	\$958.68	\$1,004.20	\$1,051.92	\$1,101.88	\$1,154.22	\$1,209.04	\$1,266.48
2.50%	\$1,125.00	\$1,198.35	\$1,255.25	\$1,314.90	\$1,377.35	\$1,442.78	\$1,511.30	\$1,583.10
3.00%	\$1,350.00	\$1,438.02	\$1,506.30	\$1,577.88	\$1,652.82	\$1,731.33	\$1,813.56	\$1,899.72
3.50%	\$1,575.00	\$1,677.69	\$1,757.35	\$1,840.86	\$1,928.29	\$2,019.89	\$2,115.82	\$2,216.34
4.00%	\$1,800.00	\$1,917.36	\$2,008.40	\$2,103.84	\$2,203.76	\$2,308.44	\$2,418.08	\$2,532.96
4.25%	\$1,912.50	\$2,037.20	\$2,133.93	\$2,235.33	\$2,341.50	\$2,452.72	\$2,569.21	\$2,691.27
4.50%	\$2,025.00	\$2,157.03	\$2,259.45	\$2,366.82	\$2,479.23	\$2,597.00	\$2,720.34	\$2,849.58
5.00%	\$2,250.00	\$2,396.70	\$2,510.50	\$2,629.80	\$2,754.70	\$2,885.55	\$3,022.60	\$3,166.20
5.25%	\$2,362.50	\$2,516.54	\$2,636.03	\$2,761.29	\$2,892.44	\$3,029.83	\$3,173.73	\$3,324.51
5.50%	\$2,475.00	\$2,636.37	\$2,761.55	\$2,892.78	\$3,030.17	\$3,174.11	\$3,324.86	\$3,482.82
6.00%	\$2,700.00	\$2,876.04	\$3,012.60	\$3,155.76	\$3,305.64	\$3,462.66	\$3,627.12	\$3,799.44
6.50%	\$2,925.00	\$3,115.71	\$3,263.65	\$3,418.74	\$3,581.11	\$3,751.22	\$3,929.38	\$4,116.06
7.00%	\$3,150.00	\$3,355.38	\$3,514.70	\$3,681.72	\$3,856.58	\$4,039.77	\$4,231.64	\$4,432.68
7.50%	\$3,375.00	\$3,595.05	\$3,765.75	\$3,944.70	\$4,132.05	\$4,328.33	\$4,533.90	\$4,749.30
8.00%	\$3,600.00	\$3,834.72	\$4,016.80	\$4,207.68	\$4,407.52	\$4,616.88	\$4,836.16	\$5,065.92
8.25%	\$3,712.50	\$3,954.56	\$4,142.33	\$4,339.17	\$4,545.26	\$4,761.16	\$4,987.29	\$5,224.23
8.50%	\$3,825.00	\$4,074.39	\$4,267.85	\$4,470.66	\$4,682.99	\$4,905.44	\$5,138.42	\$5,382.54
9.00%	\$4,050.00	\$4,314.06	\$4,518.90	\$4,733.64	\$4,958.46	\$5,193.99	\$5,440.68	\$5,699.16
9.50%	\$4,275.00	\$4,553.73	\$4,769.95	\$4,996.62	\$5,233.93	\$5,482.55	\$5,742.94	\$6,015.78
10.00%	\$4,500.00	\$4,793.40	\$5,021.00	\$5,259.60	\$5,509.40	\$5,771.10	\$6,045.20	\$6,332.40
10.50%	\$4,725.00	\$5,033.07	\$5,272.05	\$5,522.58	\$5,784.87	\$6,059.66	\$6,347.46	\$6,649.02
11.00%	\$4,950.00	\$5,272.74	\$5,523.10	\$5,785.56	\$6,060.34	\$6,348.21	\$6,649.72	\$6,965.64
12.50%	\$5,625.00	\$5,991.75	\$6,276.25	\$6,574.50	\$6,886.75	\$7,213.88	\$7,556.50	\$7,915.50

Contract Rider Salary Schedule - 2025-2026 School Year

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8+
	\$48,500	\$50,804	\$53,217	\$55,745	\$58,393	\$61,166	\$64,072	\$67,115
<u>Percent</u>	<u>0 yrs Exp</u>	<u>1 yr Exp</u>	<u>2 yrs Exp</u>	<u>3 yrs Exp</u>	<u>4 yrs Exp</u>	<u>5 yrs Exp</u>	<u>6 yrs Exp</u>	<u>7+ yrs Exp</u>
2.00%	\$970.00	\$1,016.08	\$1,064.34	\$1,114.90	\$1,167.86	\$1,223.32	\$1,281.44	\$1,342.30
2.50%	\$1,212.50	\$1,270.10	\$1,330.43	\$1,393.63	\$1,459.83	\$1,529.15	\$1,601.80	\$1,677.88
3.00%	\$1,455.00	\$1,524.12	\$1,596.51	\$1,672.35	\$1,751.79	\$1,834.98	\$1,922.16	\$2,013.45
3.50%	\$1,697.50	\$1,778.14	\$1,862.60	\$1,951.08	\$2,043.76	\$2,140.81	\$2,242.52	\$2,349.03
4.00%	\$1,940.00	\$2,032.16	\$2,128.68	\$2,229.80	\$2,335.72	\$2,446.64	\$2,562.88	\$2,684.60
4.25%	\$2,061.25	\$2,159.17	\$2,261.72	\$2,369.16	\$2,481.70	\$2,599.56	\$2,723.06	\$2,852.39
4.50%	\$2,182.50	\$2,286.18	\$2,394.77	\$2,508.53	\$2,627.69	\$2,752.47	\$2,883.24	\$3,020.18
5.00%	\$2,425.00	\$2,540.20	\$2,660.85	\$2,787.25	\$2,919.65	\$3,058.30	\$3,203.60	\$3,355.75
5.25%	\$2,546.25	\$2,667.21	\$2,793.89	\$2,926.61	\$3,065.63	\$3,211.22	\$3,363.78	\$3,523.54
5.50%	\$2,667.50	\$2,794.22	\$2,926.94	\$3,065.98	\$3,211.62	\$3,364.13	\$3,523.96	\$3,691.33
6.00%	\$2,910.00	\$3,048.24	\$3,193.02	\$3,344.70	\$3,503.58	\$3,669.96	\$3,844.32	\$4,026.90
6.50%	\$3,152.50	\$3,302.26	\$3,459.11	\$3,623.43	\$3,795.55	\$3,975.79	\$4,164.68	\$4,362.48
7.00%	\$3,395.00	\$3,556.28	\$3,725.19	\$3,902.15	\$4,087.51	\$4,281.62	\$4,485.04	\$4,698.05
7.50%	\$3,637.50	\$3,810.30	\$3,991.28	\$4,180.88	\$4,379.48	\$4,587.45	\$4,805.40	\$5,033.63
8.00%	\$3,880.00	\$4,064.32	\$4,257.36	\$4,459.60	\$4,671.44	\$4,893.28	\$5,125.76	\$5,369.20
8.25%	\$4,001.25	\$4,191.33	\$4,390.40	\$4,598.96	\$4,817.42	\$5,046.20	\$5,285.94	\$5,536.99
8.50%	\$4,122.50	\$4,318.34	\$4,523.45	\$4,738.33	\$4,963.41	\$5,199.11	\$5,446.12	\$5,704.78
9.00%	\$4,365.00	\$4,572.36	\$4,789.53	\$5,017.05	\$5,255.37	\$5,504.94	\$5,766.48	\$6,040.35
9.50%	\$4,607.50	\$4,826.38	\$5,055.62	\$5,295.78	\$5,547.34	\$5,810.77	\$6,086.84	\$6,375.93
10.00%	\$4,850.00	\$5,080.40	\$5,321.70	\$5,574.50	\$5,839.30	\$6,116.60	\$6,407.20	\$6,711.50
10.50%	\$5,092.50	\$5,334.42	\$5,587.79	\$5,853.23	\$6,131.27	\$6,422.43	\$6,727.56	\$7,047.08
11.00%	\$5,335.00	\$5,588.44	\$5,853.87	\$6,131.95	\$6,423.23	\$6,728.26	\$7,047.92	\$7,382.65
12.50%	\$6,062.50	\$6,350.50	\$6,652.13	\$6,968.13	\$7,299.13	\$7,645.75	\$8,009.00	\$8,389.38

Contract Rider Salary Schedule - 2026-2027 School Year

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8+
	\$50,000	\$52,375	\$54,863	\$57,469	\$60,199	\$63,058	\$66,053	\$69,191
<i>Percent</i>	<i>0 yrs Exp</i>	<i>1 yr Exp</i>	<i>2 yrs Exp</i>	<i>3 yrs Exp</i>	<i>4 yrs Exp</i>	<i>5 yrs Exp</i>	<i>6 yrs Exp</i>	<i>7+ yrs Exp</i>
2.00%	\$1,000.00	\$1,047.50	\$1,097.26	\$1,149.38	\$1,203.98	\$1,261.16	\$1,321.06	\$1,383.82
2.50%	\$1,250.00	\$1,309.38	\$1,371.58	\$1,436.73	\$1,504.98	\$1,576.45	\$1,651.33	\$1,729.78
3.00%	\$1,500.00	\$1,571.25	\$1,645.89	\$1,724.07	\$1,805.97	\$1,891.74	\$1,981.59	\$2,075.73
3.50%	\$1,750.00	\$1,833.13	\$1,920.21	\$2,011.42	\$2,106.97	\$2,207.03	\$2,311.86	\$2,421.69
4.00%	\$2,000.00	\$2,095.00	\$2,194.52	\$2,298.76	\$2,407.96	\$2,522.32	\$2,642.12	\$2,767.64
4.25%	\$2,125.00	\$2,225.94	\$2,331.68	\$2,442.43	\$2,558.46	\$2,679.97	\$2,807.25	\$2,940.62
4.50%	\$2,250.00	\$2,356.88	\$2,468.84	\$2,586.11	\$2,708.96	\$2,837.61	\$2,972.39	\$3,113.60
5.00%	\$2,500.00	\$2,618.75	\$2,743.15	\$2,873.45	\$3,009.95	\$3,152.90	\$3,302.65	\$3,459.55
5.25%	\$2,625.00	\$2,749.69	\$2,880.31	\$3,017.12	\$3,160.45	\$3,310.55	\$3,467.78	\$3,632.53
5.50%	\$2,750.00	\$2,880.63	\$3,017.47	\$3,160.80	\$3,310.95	\$3,468.19	\$3,632.92	\$3,805.51
6.00%	\$3,000.00	\$3,142.50	\$3,291.78	\$3,448.14	\$3,611.94	\$3,783.48	\$3,963.18	\$4,151.46
6.50%	\$3,250.00	\$3,404.38	\$3,566.10	\$3,735.49	\$3,912.94	\$4,098.77	\$4,293.45	\$4,497.42
7.00%	\$3,500.00	\$3,666.25	\$3,840.41	\$4,022.83	\$4,213.93	\$4,414.06	\$4,623.71	\$4,843.37
7.50%	\$3,750.00	\$3,928.13	\$4,114.73	\$4,310.18	\$4,514.93	\$4,729.35	\$4,953.98	\$5,189.33
8.00%	\$4,000.00	\$4,190.00	\$4,389.04	\$4,597.52	\$4,815.92	\$5,044.64	\$5,284.24	\$5,535.28
8.25%	\$4,125.00	\$4,320.94	\$4,526.20	\$4,741.19	\$4,966.42	\$5,202.29	\$5,449.37	\$5,708.26
8.50%	\$4,250.00	\$4,451.88	\$4,663.36	\$4,884.87	\$5,116.92	\$5,359.93	\$5,614.51	\$5,881.24
9.00%	\$4,500.00	\$4,713.75	\$4,937.67	\$5,172.21	\$5,417.91	\$5,675.22	\$5,944.77	\$6,227.19
9.50%	\$4,750.00	\$4,975.63	\$5,211.99	\$5,459.56	\$5,718.91	\$5,990.51	\$6,275.04	\$6,573.15
10.00%	\$5,000.00	\$5,237.50	\$5,486.30	\$5,746.90	\$6,019.90	\$6,305.80	\$6,605.30	\$6,919.10
10.50%	\$5,250.00	\$5,499.38	\$5,760.62	\$6,034.25	\$6,320.90	\$6,621.09	\$6,935.57	\$7,265.06
11.00%	\$5,500.00	\$5,761.25	\$6,034.93	\$6,321.59	\$6,621.89	\$6,936.38	\$7,265.83	\$7,611.01
12.50%	\$6,250.00	\$6,546.88	\$6,857.88	\$7,183.63	\$7,524.88	\$7,882.25	\$8,256.63	\$8,648.88

2024-2025 WWCS School Calendar

Jul						
S	M	T	W	T	F	S
	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			

July

Jan						
S	M	T	W	T	F	S
			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

1-3 No School - Winter Recess
15 Records Day HS PM
16 Records Day MS/HS PM
17 Records Day Y5-12 PM
End of Quarter 2/Semester 1 MS/HS
20 No School - Martin Luther King, Jr. Day
22 Grades Due Quarter 2/Semester 1 MS/HS

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

August

14-21 Counselor Workdays HS
15-21 Counselor Workdays MS
20-21 New Teacher Orientation
22-23 District Professional Development Y5-12
26 Planning Y5-12
27 1st Day of School
Planning Y5-12 PM
30 No School

Feb						
S	M	T	W	T	F	S
						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	

February

17-21 No School - Mid Winter Recess

Sep						
S	M	T	W	T	F	S
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					

September

2 No School - Labor Day
25 District Professional Development Y5-12

Mar						
S	M	T	W	T	F	S
						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					

March

14 End of Trimester 2 Y5-5
Records Day Y5-5 PM
Kindergarten Kickstart
18 Grades Due Trimester 2 Y5-5
24-28 No School - Spring Recess

Oct						
S	M	T	W	T	F	S
		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		

October

9 Conferences HS/CTE 5-8 pm
10 Conferences HS/CTE 2:30-5:30 pm
16 Conferences MS 5-8 pm
17 Conferences MS 3:10-6:10 pm
25 End of Quarter 1 MS/HS
Records MS PM
29 Grades Due Quarter 1 MS/HS
31 Planning Y5-5 PM

Apr						
S	M	T	W	T	F	S
		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			

April

4 End of Quarter 3 MS/HS
Records Day MS PM
8 Grades Due Quarter 3 MS/HS
18 No School - Good Friday
30 District Professional Development Y5-12

Nov						
S	M	T	W	T	F	S
					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

November

5 District Professional Development Y5-12
26 End of Trimester 1 Y5-5
Planning Y5-5 PM
27-29 No School - Thanksgiving Recess

May						
S	M	T	W	T	F	S
				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

May

23 No School
26 No School - Memorial Day

Dec						
S	M	T	W	T	F	S
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				

December

3 Grades Due Trimester 1 YK-5
10 Conferences Y5-5 PM and evening
12 Conferences Y5-5 PM and evening
23-27 No School - Winter Recess
30-31 No School - Winter Recess

Jun						
S	M	T	W	T	F	S
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					

June

9 Records Day HS PM
10 Records Day Y5-12 PM
11 Last Day of School
End of Trimester 3 Y5-5
End of Quarter 4/Semester 2 MS/HS
All Grades Due Y5-12
Records Day Y5-12 PM
12 Counselor Workday MS/HS
13 Counselor Workdays MS

2025-2026 WWCS School Calendar

Jul						
S	M	T	W	T	F	S
		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		

July

Jan						
S	M	T	W	T	F	S
				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

1-2 No School - Winter Recess
 14 Records Day HS PM
 15 Records Day MS/HS PM
 16 Records Day Y5-12 PM
 End of Quarter 2/Semester 1 MS/HS
 19 No School - Martin Luther King, Jr. Day
 21 Grades Due Quarter 2/Semester 1 MS/HS

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

August

14-15 Counselor Workdays MS/HS
 18-20 Counselor Workdays MS/HS
 19-20 New Teacher Orientation
 21-22 District Professional Development Y5-12
 25 Planning Y5-12
 26 1st Day of School
 Planning Y5-12 PM
 29 No School

Feb						
S	M	T	W	T	F	S
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

February

16-20 No School Mid Winter Recess

Sep						
S	M	T	W	T	F	S
	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				

September

1 No School - Labor Day
 24 District Professional Development Y5-12

Mar						
S	M	T	W	T	F	S
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				

March

13 End of Trimester 2 Y5-5
 Records Day Y5-5 PM
 Kindergarten Kickstart
 17 Grades Due Trimester 2 Y5-5
 27 End of Quarter 3 MS/HS
 Records Day MS PM
 30-31 No School - Spring Recess

Oct						
S	M	T	W	T	F	S
			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	

October

1 Conferences HS/CTE 5-8 pm
 2 Conferences HS/CTE 2:30-5:30 pm
 8 Conferences MS 5-8 pm
 9 Conferences MS 3:10-6:10 pm
 24 End of Quarter 1 MS/HS
 Records MS PM
 28 Grades Due Quarter 1 MS/HS
 31 Planning Y5-5 PM

Apr						
S	M	T	W	T	F	S
			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		

April

1-3 No School - Spring Recess
 7 Grades Due Quarter 3 MS/HS
 29 District Professional Development Y5-12

Nov						
S	M	T	W	T	F	S
						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						

November

4 District Professional Development K-12
 21 End of Trimester 1 K-5
 Planning Y5-5 PM
 25 Grades Due Trimester 1 Y5-5
 26-28 No School - Thanksgiving Recess

May						
S	M	T	W	T	F	S
					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						

May

22 No School
 25 No School - Memorial Day

Dec						
S	M	T	W	T	F	S
	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			

December

9 Conferences Y5-5 PM and evening
 11 Conferences Y5-5 PM and evening
 22-26 No School - Winter Recess
 29-31 No School - Winter Recess

Jun						
S	M	T	W	T	F	S
	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				

June

5 Records Day HS PM
 8 Records Day Y5-12 PM
 9 Last Day of School
 End of Trimester 3 Y5-5
 End of Quarter 4/Semester 2 MS/HS
 All Grades Due Y5-12
 Records Day Y5-12 PM
 10-11 Counselor Workdays MS/HS

2026-2027 WWCS School Calendar

Jul						
S	M	T	W	T	F	S
			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	

July

Jan						
S	M	T	W	T	F	S
					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

1 No School - Winter Recess
13 Records Day HS PM
14 Records Day MS/HS PM
15 Records Day Y5-12 PM
End of Quarter 2/Semester 1 MS/HS
18 No School - Martin Luther King, Jr. Day
20 Grades Due Quarter 2/Semester 1 MS/HS

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

August

13-14 Counselor Workdays MS/HS
17-19 Counselor Workdays MS/HS
18-19 New Teacher Orientation
20-21 District Professional Development Y5-12
24 Planning Y5-12
25 1st Day of School
Planning Y5-12 PM

Feb						
S	M	T	W	T	F	S
	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						

February

15-19 No School - Mid Winter Recess

Sep						
S	M	T	W	T	F	S
		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			

September

4 No School
7 No School - Labor Day
23 District Professional Development Y5-12

Mar						
S	M	T	W	T	F	S
	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			

March

12 End of Trimester 2 Y5-5
Records Day Y5-5 PM
Kindergarten Kickstart
16 Grades Due Trimester 2 Y5-5
19 End of Quarter 3 MS/HS
Records Day MS PM
23 Grades Due Quarter 3 MS/HS
26 No School - Good Friday
29-31 No School - Spring Recess

Oct						
S	M	T	W	T	F	S
				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

October

7 Conferences HS/CTE 5-8 pm
8 Conferences HS/CTE 2:30-5:30 pm
14 Conferences MS 5-8 pm
15 Conferences MS 3:10-6:10 pm
30 End of Quarter 1 MS/HS
Records MS PM
Planning Y5-5

Apr						
S	M	T	W	T	F	S
				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	

April

1-2 No School - Spring Recess
28 District Professional Development Y5-12

Nov						
S	M	T	W	T	F	S
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					

November

3 District Professional Development Y5-12
4 Grades Due Quarter 1 MS/HS
20 End of Trimester 1 Y5-5
Planning Y5-5 PM
24 Grades Due Trimester Y5-5
25-27 No School - Thanksgiving Recess

May						
S	M	T	W	T	F	S
						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					

May

28 No School
31 No School - Memorial Day

Dec						
S	M	T	W	T	F	S
		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		

December

8 Conferences Y5-5 PM and evening
10 Conferences Y5-5 PM and evening
21-25 No School - Winter Recess
28-31 No School - Winter Recess

Jun						
S	M	T	W	T	F	S
		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			

June

7 Records Day HS PM
8 Records Day Y5-12 PM
9 Last Day of School
End of Trimester 3 Y5-5
End of Quarter 4/Semester 2 MS/HS
All Grades Due Y5-12
Records Day Y5-12 PM
10-11 Counselor Workdays MS/HS