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Tentative Agreement between Madison Teachers Association and Madison District Public Schools

On Monday, August 16, 2021 at 2:05 pm.

All language bolded is new language

ARTICLE I RECOGNITION

The Board hereby recognizes the Association as the exclusive and sole bargaining representative for all contractual certificated teaching personnel employed, those granted leave and those teachers on layoff from the Board. The following teaching personnel comprises this bargaining unit: teachers of grades pre-school (**Great Start Readiness Program (GSRP), Early On and Early Childhood Special Education (ECSE)**) through 6; teachers of music, art, library, physical education; counselors; teachers of subjects grades **K** through 12; teachers of all special education classes; reading support teachers; department chairpersons; speech therapists; social workers and school psychologists.

ARTICLE II TEACHER RIGHTS AND RESPONSIBILITIES

G. Teachers will not organize any club or student group within the school without prior approval of the **Administrator and Human Resources**.

J. Teachers will discipline students utilizing the Student Code of Conduct adopted by the Board, **which shall be provided to every teacher along with the Student Handbook or shall be made accessible from the District's Website.**

M. Each certificated person is expected by the Board and the Association to fulfill the terms of his/her contract of employment, **Article IV. 11.**

ARTICLE VI PROFESSIONAL GRIEVANCE PROCEDURE

INFORMAL STEP: The teacher shall first promptly, within ten (10) school days **from the first day of knowledge of the incident**, discuss any complaint with the principal (or administrative supervisor) in an attempt to resolve the complaint informally. If no **resolution is made within three (3) days of the discussion, the teacher may reduce the matter to writing and proceed to Level One of the grievance procedure within five (5) days of said discussion.** The Association representative may visit the principal (or administrative supervisor) in a further effort to resolve the complaint.

STEP 1

If the complaint is not resolved **informally**, it may then become a grievance and the grievant may invoke the formal Grievance Procedure on the form set forth in annexed Appendix A signed by the grievant and/or the designated representative of the Association. A copy of the grievance form shall be delivered to the principal (or administrative supervisor) within **five (5)** school days after the original conference. Within **five (5)** school days of receipt of the formal grievance form, the principal (or administrative supervisor) shall meet with the grievant and/or a representative of the Grievance Committee of the Association in an effort to resolve the grievance. The principal

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(or administrative supervisor) shall indicate his/her disposition of the grievance in writing within **five (5)** school days of such meeting, and shall furnish a copy thereof to the grievant and the President or the appropriate officer of the Association.

STEP 2

If the grievance is not resolved at Step 1, the grievance may be transmitted to the Superintendent by filing a written notice, hand delivered, to his office within **five (5)** school days of receipt of the principal's (or administrative supervisor's) disposition. The disposition shall include a copy of all that has transpired **informally and in Step 1**. The Superintendent, or designee, shall meet with the grievant and/or a representative of the Association within **five (5)** school days of the receipt of the grievance at this step in an effort to resolve it. He shall indicate his disposition thereof in writing within **five (5)** school days of such meeting, to the grievant and the President or the appropriate officer of the Association.

STEP 3

If the grievance remains unsolved at the conclusion of Step 2, it may be submitted for binding arbitration at the request of either the Association or the Board, provided written notice of the request for submission to arbitration is delivered to the Board or Association within **five (5)** working days after the date of receipt of the decision under Step 2.

ARTICLE VIII

TEACHING HOURS, CLASS LOAD AND ASSIGNMENTS

B. High School: a duty free lunch **Thirty (30)** minutes as determined by the student lunch period.

Middle School: a duty free lunch **Thirty (30)** minutes as determined by the student lunch period.

Elementary: a duty free lunch **Thirty (30)** minutes as determined by the student lunch period.

Early Childhood Center: a duty free lunch Thirty (30) minutes as determined by the student lunch period.

C. Each teacher will be given conference and preparatory time within the building during the week. This time will be used for planning, developing tests, maintaining records, correcting papers, parent conferences, curriculum development, previewing films, evaluation, student conferences, administrative conferences, etc. **and is up to the teacher's discretion if she/he shall schedule any of the before mentioned meetings more than once a week.**

All Elementary teachers shall have a minimum of two hundred (200) minutes of conference and preparatory time per week within the pupils' instructional time. Recess time shall not be part of the two hundred (200) minutes.

E. Teachers in grades 7-12 will be given class assignments which will provide a limit of no more than three (3) separate preparations per semester, ~~whenever possible~~, within the field of competency and skills of the involved staff. **Before a teacher is assigned more than three (3) preparations, it shall be his/her choice to accept the extra preparations and he/she shall be compensated at the rate of one thousand dollars (\$1,000) for 4 preps, fifteen hundred dollars (\$1500) for 5 preps to be paid in two equal payments at the end of first semester and the end of second semester based on the semester class load. Teachers must fill out the extra duty pay form (found on the district website under staff > staff financial forms) and have it approved by their building administrator. The form must be turned in to payroll by the last work day in December and the last work day in May.**

F. **Two (2)** staff meetings, beyond the teacher's workday, shall be held every month, one (1) of which **may** be professional development. A written agenda must be posted for the staff meeting to be mandatory. There will be a minimum of five (5) days' notice for a staff meeting to be mandatory. All meetings will not exceed one (1) hour in duration.

H. Teaching Hours.

Starting and closing times of Madison Early Childhood Center will be determined by the Board or Superintendent after due consideration of all relevant factors. These times shall be determined by no later than August fifteenth of each year, and the MEA shall be so notified. Early childhood and Great Start Readiness Program (GSRP) educators will be required to be at their designated workstations at least five (5) minutes before the designated student starting time of the full day or half day program.

Work Day.

The total length of an early childhood educator and Great Start Readiness Program (GSRP)'s workday shall not exceed seven (7) hours per day. The workday shall be continuous except as provided for elsewhere in this Agreement.

ARTICLE XI

DEPARTMENT CHAIRPERSON

- A. There will be a chairperson for any department of the secondary school level consisting of three (3) full-time staff members or equivalent. **The Lead Teacher or the Department Chair shall be chosen by the principal with input from teaching staff every 1 (one) year. Special education and special teachers shall have one Lead teacher/department chair that shall be District wide.**
- B. A teacher selected as department chairperson will be given extra pay as determined by the Extra Pay for Extra Work Schedule, Schedule B.
- C. The purpose of academic committees, **School Improvement Chairs, and Lead Teachers** is to assist in determining the educational vision for the district. The chair of each committee has the responsibility to lead these efforts in consultation with the administration **with input from all staff**. The chairperson of the secondary and elementary committees will have experience in their grade level/subject area. The administration shall remove a department chairperson who does not perform their duties satisfactorily.

ARTICLE XVI

REDUCTIONS IN PERSONNEL

C. A laid-off teacher may continue his/her health, dental, life and vision insurance benefits by paying monthly the normal per subscriber group rate premium for such benefits to the Board, if allowable in the contract the Board has with the carriers and the teacher's check in the correct amount is in the Board Office **ten (10) days** before a premium is due. **Benefits will expire at the end of the month that the employee is laid off.**

ARTICLE XVIII

ABSENCES

- A. Each full-time teacher will be credited with **twelve (12) leave days and it shall be prorated for part time teachers. Teachers shall accrue 6 leave days at the beginning of the first semester and 6 leave days at the beginning of the second semester.** The superintendent, or his/ her

designee, may approve three (3) days (five (5) days if out of state) to attend a funeral/memorial service of a member of their immediate family (mother, father, brother, sister, spouse, child, grandchild, grandparents, aunt, uncle, mother-in-law, father-in-law, brother-in-law, sister-in-law, niece, nephew) nondeductible from their **leave** bank. Any additional days granted shall be deducted from the teacher's individual **leave** bank.

Any teacher leaving the district having used **leave** days credited but not yet earned shall reimburse the district for such days.

B. The unused **leave** day allowance accumulation shall be a maximum of one hundred twenty-five (125) days. A part-time teacher or a teacher who is employed after the beginning of the school year will be credited with **leave** days and personal business days in proportion to time worked.

I. Teachers will notify the Office **and enter the absence in to the district's absence management system** no later than **an hour before their report time**, if they are unable to perform their normal duties. A substitute will be hired if this is not done and must be paid even if the teacher shows up unannounced. The regular teacher in such cases may stay or return home, but in either case, that person will lose an additional personal day or day of pay.

1. The Board agrees at all times to maintain an adequate list of substitute teachers to provide for teacher absences. Once a teacher has reported unavailability, it shall be the responsibility of the administration to arrange for a substitute teacher.

Ancillary teachers as defined under Article I (counselors, specials teachers, reading interventionists, reading coaches, school psychologists, social workers, speech and language teachers, Early on, LRC) The compensation shall be thirty-two dollars (\$32) an hour when subbing.

2. When, in the judgment of the administrative officials authorized to make such not be required to report to work. Normally, announcement of this decision shall be made over standard public communication media prior to the earliest scheduled reporting time for the staff. **Individual building shall utilize their current method of technological notification such as texting trees and phone blasts.**
3. In the event that a facility must be closed, the building staff may be assigned to another location in order that they may work on projects related to their respective building or district instructional programs.
4. In the event schools are closed during a school day because of hazardous weather conditions, the teaching staff shall be excused by the building principal when all students have left the building.

K. **Leave** day bonus plan: Teachers will be able to cash in **ten (10)** unused **leave** days earned in the current year at the end of the year in lieu of banking them if they so choose based on the following payments and if they have met the qualifications below:

If a teacher uses two (2) or less **leave** days they can choose to receive \$2,000.00 **In exchange for the remaining leave days. A teacher may roll over their eleventh and or twelfth leave day for a deduction of one-hundred dollars (\$100.00) per day.**

Example:

- **Cashing in ten (10) or more leave days with no rollover- two thousand dollars (\$2,000.00)**
- **Cashing in ten (10) leave days and rolling over one leave day- nineteen hundred dollars (\$1,900.00)**
- **Cashing in twelve (10) leave days and rolling over two leave days – eighteen**

hundred dollars (\$1,800.00)

If a teacher uses three (3) **leave** days they can choose to receive \$1,500.00 **In exchange for the remaining leave days.**

If a teacher uses four (4) **leave** days they can choose to receive \$1,000.00 **In exchange for the remaining leave days.** Employee will submit form (appendix F) **by the last day of the school year.** A lump sum payment will be made by the second (2nd) check of July of the same year.

ARTICLE XIX PROFESSIONAL BEHAVIOR

- C. At the request of the Association, or on the Board's initiative, arrangements may be made for after-school conferences or programs designed to improve the quality of instruction. Every effort will be made to obtain people of the highest qualification to participate in such programs. Any teachers desiring to attend said conferences or programs may be allowed to do so.

Teachers requested to attend conferences, outside of the regular school day or regular work year, may be granted leave time equal to the actual length of their attendance at such conferences.

ARTICLE XXI PROFESSIONAL IMPROVEMENT

- C. Each teacher will be required to participate in a minimum of thirty (30) professional development hours.

1. The district hours will be built into the school calendar and will be developed by the district and/or building principals with input from the teachers.
2. The teacher choice hours may be satisfied by district scheduled professional development programs or by other professional development activities mutually agreed to by the teacher and the Curriculum Director, and with the approval of the Curriculum Director.
3. A teacher may be reimbursed from District general funds for conference fees and/or expenses up to a maximum of one **hundred and fifty dollars (\$150)** per school year, excluding substitute costs. The District shall budget **five thousand dollars (\$5,000)** annually to be used for both teacher reimbursement and substitute coverage.
5. All teacher staff development hours are to be completed by **May 20** of each school year, unless previously approved by the **Superintendent or Designee.**
6. Proof of successful completion of professional development will be provided **to staff by** the administration regularly and in a timely fashion throughout the school year.

- F. Teachers requesting to attend conferences outside of the regular school day, or regular work year, may be granted leave time equal to the actual length of their attendance at such conferences. The Superintendent, or his designee, will approve such leave time. Compensatory leave days shall be handled in the same manner as **leave** days.

- G. Tuition reimbursement: The District will set aside **fifteen thousand dollars (\$15,000)** per year, starting Fiscal Year (FY) **2022/23** for tuition reimbursement for prior year classes completed and successfully passed by teachers. Teachers must submit (appendix E) for reimbursement by the

first (1st) pay in September a completed transcript, with B or better in class, and the tuition costs (receipt) of the classes taken. The teacher will then be reimbursed on a prorated share up to the full amount of tuition costs in the last check in October. If the teacher participates in this program, the teacher agrees that she/he will remain in the district for two (2) school years (until June 30th of the second school year) after she/he is reimbursed for such classes or they will have to pay the money back to the district. The District reserves the right to withhold this amount out of the employee's final checks.

ARTICLE XXIV PROFESSIONAL COMPENSATION

C. The Salary Schedule (Schedule A) is based upon the regular school calendar as set forth in this Agreement, and normal teaching load as defined.

For the loss of elementary special class time, as defined in Article VIII, Section C, for voluntary classroom assignments in excess of the regular school calendar and the normal teaching load, teachers will be compensated at the following rates:

1. Each "lost" elementary special class: Teachers shall be compensated at a rate of **Thirty-two** dollars (**\$32**) per hour. Learning tree services are excluded from this hourly increase.
2. Class Period Assignment: Teachers shall be compensated at a rate of **thirty-two** dollars (**\$32**) per hour.
3. Daily rate of pay shall be calculated by dividing the teacher's basic contract amount by the number of teacher workdays in the calendar for that contract year.
4. **Any mutually agreed upon supervisory duties before or after school outside of the teacher's contractual day shall be compensated at thirty-two dollars (\$32) per hour. This shall be agreed upon between the Teacher and the Administrator and in writing before being assigned the duties. A teacher has the right to decline such supervisory duties.**
5. **Any mutually agreed upon supervisory duties outside of their teaching assignment during school shall be compensated at thirty-two dollars (\$32) per hour. This shall be agreed upon between the Teacher and the Administrator and in writing before being assigned the duties. A teacher has the right to decline such supervisory duties.**
6. **See Appendix H, the Club Proposal Form for any clubs not listed in Schedule B. The teacher shall fill out the form and submit to his/her Administrator. Upon signing and dating the form, the Administrator shall send the form to the Human Resource Department for approval. The District and the Association shall meet to decide if the club has merit and the compensation from Schedule B.**

E. 3. A written job description of these activities will be jointly arrived at between the building principal and the individual teacher during the first semester. Contract Riders, **Schedule B**, for these assignments will be issued prior to the event or activity, if possible. Payment of the contractual amount will be received within three (3) weeks after the completion of the activity.

4. Notification of any changes in extra-duty assignments for the following school year will,

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under normal conditions, be made no later than sixty (60) days prior to September 1 of that year.

- J. **Longevity Compensation.** Starting in the 2021-22 School Year teachers who have been employed with the District for ten (10) or more consecutive years, will begin receiving an additional service credit allowance each year as listed below. This pay is in addition to their salary listed on Schedule A. This longevity stipend will be split evenly between the last payroll of first (1st) and the last payroll second (2nd) semesters. Should a teacher retire / resign prior to the end of a semester, the pay will be prorated for the time worked. Anyone hired before 7/1/2010 would be eligible for longevity pay.

10 -14 years - \$500

15-19 years - \$1,650

20 years and beyond - \$2,600

ARTICLE XXVI SEVERANCE COMPENSATION

- B, After fifteen (15) years with the District, any actively employed teacher, under this Agreement, who terminates his/her employment with the Board and accepts retirement from the State Retirement program shall be compensated as indicated below:

1. If a teacher retires, he/she shall receive one hundred dollars (\$100) for each year of service with the Madison District Schools or the number of his/her accumulated **leave** bank at **one hundred dollars (\$100)** per day plus one hundred fifty dollars (\$150) a day for any unused **leave** days during the last year taught, whichever is to his/her benefit.

- C. Unemployment compensation claims are not allowable under this Article for teachers who retire or resign.
- D. All unused **leave** days, severance and termination pay and any early retirement incentive payments shall be paid into a tax deferred 403(b) "special pay" plan. **For leave day accumulation see Article XVIII B.**
- E. Any compensation due a teacher from this Article shall be payable **in July** following the teacher's termination of employment.

ARTICLE XXVIII TEACHING CONDITIONS

- D. The Board shall provide for teacher use:
1. A separate desk and chair for each teacher in the district.
 2. Suitable space for each teacher to store coats and personal articles **that can be locked.**
 3. **An operating wide-screen smart board with all necessary accessories whenever possible (pens), cable, internet, document cameras, working room phone and user manuals for all electronic devices, laminator, along with a high quality desktop with the needed software and subscriptions, and a portable laptop and tablet. The district shall supply a high speed copier, replenishing staples, toner,**

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and paper throughout the year when low

4. Teacher's editions and manuals, exclusively for each teacher's use, of all texts used in each of the courses he/she is to teach, will be provided.
5. A dictionary and thesaurus in every classroom will be provided.
6. Adequate storage space in each classroom for instructional materials, **this includes file cabinets and book shelves.**
7. Adequate attendance books, paper, pencils, pens, **large magnetic dry erase boards, dry erase markers, dry erase liquid, that is replenished throughout the school year** and other such material required in his/her daily teaching responsibilities.

- B.** The Board shall make available in each school at least one (1) room appropriately furnished, which shall be reserved, for use as a faculty lounge **that contains a refrigerator and microwave.**
- D. The Board will endeavor to provide and properly maintain adequate parking facilities.
- C. Teachers shall not be required to work under unsafe or hazardous condition as defined by the **City and State Authorities, MIOSHA** and/or the Health Department.
- E. A teacher who is required to travel from building to building within the district shall be allotted fifteen (15) minutes of travel time between locations **and this shall be exclusive from his/her duty-free lunch.**

Traveling teachers shall receive one hundred dollars (\$100) stipend per year to be paid out at the end of the school year. Traveling teachers need to send notification to payroll by June 1 and will be paid in the last pay in June. This is in place of mileage forms.

The time shall be considered part of his/her schedule of an average of three hundred fifty (350) minutes of teaching and student supervisory time as defined in Article the Board and the teachers will strive to comply with the governmental regulations on energy conservation.

ARTICLE XXXII

POSITION OF BUILDING DIRECTOR

5. Providing the building administrator with a complete report upon his/her return to the building.

In the event that the building administrator is absent for a full-day, a substitute teacher will be provided for the Building Director's classes/duties.


A Teacher shall not serve as the Building Director for more than five (5) consecutive days, nor more than ten (10) days per semester. However, in the event of a long-term absence of the building administrator(s), the number of days a teacher may serve as a Building Director may be extended by mutual agreement of the Board and the Association.

The Building Director shall receive, in addition to his/her normal daily rate **seventy-five dollars (\$75)** per day. The additional sum of **seventy-five dollars (\$75)** is in consideration of the services rendered while functioning as the Building Director.

ARTICLE XXXIII

MENTORSHIP

In order to promote teacher quality, teacher retention, and ultimately student success, it is recommended each newly hired teacher to Madison District Public Schools be assigned a mentor who is a member of the Madison EA. The purpose of the mentor assignment is to provide a peer

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who can offer assistance, resources, information and guidance. Madison District Public Schools will notify the MEA of those members requiring a mentor, and the Board and Association have agreed and recommend that:

A. Mentor:

1. The mentor shall be tenured, **whenever possible**, and possess **highly effective / effective** evaluation.
2. Participation as a mentor is voluntary.
7. The mentor will be assigned only one mentee at a time.
8. Within the first month of their assignment, mentors will be granted release time, to be determined by the Association and the Board, for training as mentors that will count toward the mentor's professional development commitments.
9. The mentor assignment shall be for **one (1) to three (3)** years, subject to review by the mentor, mentee and the building administrator/ immediate supervisor at any time. The assignment may be renewed in succeeding years.
6. Prior to the rider being paid **at the end of the semesters**, a log will be submitted to the **Superintendent or Designee** reflecting meetings with their mentee at least twice a month. The log will include names, date of contact, and type of contact **and filled out by the mentor and reviewed / signed by the building administrator.** (See Appendix D)

ARTICLE XXXV

DURATION OF AGREEMENT

Terms of the Agreement

This agreement shall be effective as of **August 1, 2021** and shall remain in effect through **June 30, 2024**

All teachers on step 16 who have taught with the district in the school year of 21-22 and return for the 22-23 school year will receive a one thousand five hundred dollars (\$1,500) off schedule. This payment is in addition to their salary listed on Schedule A. This off schedule payment will be split evenly between the last payroll of the first (1st) semester and the last payroll of the second (2nd) semester. Should a teacher retire/resign prior to the end of the semester, the pay will be prorated for the time worked.

All teachers on step 16 who have taught with the district in the school year of 22-23 and return for the 23-24 school year will receive three thousand five dollars (\$3,500) off schedule payment. This payment is in addition to their salary listed on Schedule A. This off schedule payment will be split evenly between the last payroll of the first (1st) semester and the last payroll of the second (2nd) semester. Should a teacher retire/resign prior to the end of the semester, the pay will be prorated for the time worked.

In each school year, the following financial agreement will be in place beginning the first day of the school year, beginning with the 2021-2022 school year.

- **Year 1 – Teachers will receive a 1 step increase**
- **Year 2 – Teachers will receive a 1 step increase**
- **Year 3 – Teachers will receive a 1 step increase**
- **Merit Pay –one hundred dollars (\$100) merit pay will be paid out the last pay in June every year to those teachers rated a Highly Effective on their year-end evaluation.**

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TRIGGER:

If at any time during this contract, the District fund balance drops below 5%, there will be an immediate freeze.

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MADISON DISTRICT PUBLIC SCHOOLS

MADISON EDUCATION ASSOCIATION

By: _____
Cindy Holder
Board President

By: _____
Nancy Rutkowski
Executive Director 7a SODA MEA/NEA

By: _____
Angel Abdulahad
Superintendent

By: _____
Ivanna Sayajon
MEA President

By: _____
Edwina Hill
Chief Financial Officer

By: _____
Tung Tran
MEA Vice President

By: _____
Jamie Thiel
Director of Human Resources

By: _____
Rusty Rogers
MEA Bargainer

By: _____
Lawrence Miller
Accounting Supervisor

By: _____
Michael Janigian
MEA Bargainer

Date: _____

Date: _____

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ARTICLE XXXVI

Miscellaneous

An emergency manager appointed under the Local Financial Stability and Choice Act MCL 141.541 et seq., may reject, modify, or terminate this Agreement as provided in that Act.”

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SCHEDULE A FOR 2021-2022

Step	BA	BA+ 20	MA	MA + 20	Ed Spec
1	\$35,000	\$ 36,000	\$43,000	\$46,000	\$48,000
2	\$37,000	\$38,000	\$45,000	\$48,000	\$50,000
3	\$39,000	\$40,000	\$47,000	\$50,000	\$52,000
4	\$41,000	\$42,000	\$49,000	\$52,000	\$54,000
5	\$43,000	\$44,000	\$51,000	\$54,000	\$56,000
6	\$45,000	\$46,000	\$53,000	\$56,000	\$58,000
7	\$47,000	\$49,000	\$55,000	\$58,000	\$60,000
8	\$49,000	\$51,000	\$57,000	\$60,000	\$62,000
9	\$52,000	\$54,000	\$59,000	\$62,000	\$64,000
10	\$54,000	\$57,000	\$63,000	\$65,000	\$67,000
11	\$56,000	\$60,000	\$65,000	\$67,000	\$69,000
12	\$58,000	\$62,000	\$67,000	\$69,000	\$71,000
13	\$60,000	\$64,000	\$69,000	\$71,000	\$73,000
14	\$61,000	\$66,000	\$71,000	\$73,000	\$75,000
15	\$63,000	\$68,000	\$73,000	\$75,000	\$77,000
16	\$65,000	\$70,000	\$75,000	\$77,000	\$79,000

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SCHEDULE A FOR 2022-2023

Step	BA	BA+ 20	MA	MA + 20	Ed Spec
1	\$35,000	\$ 36,000	\$43,000	\$46,000	\$48,000
2	\$37,000	\$38,000	\$45,000	\$48,000	\$50,000
3	\$39,000	\$40,000	\$47,000	\$50,000	\$52,000
4	\$41,000	\$42,000	\$49,000	\$52,000	\$54,000
5	\$43,000	\$44,000	\$51,000	\$54,000	\$56,000
6	\$45,000	\$46,000	\$53,000	\$56,000	\$58,000
7	\$47,000	\$49,000	\$55,000	\$58,000	\$60,000
8	\$49,000	\$51,000	\$57,000	\$60,000	\$62,000
9	\$52,000	\$54,000	\$59,000	\$62,000	\$64,000
10	\$54,000	\$57,000	\$63,000	\$65,000	\$67,000
11	\$56,000	\$60,000	\$65,000	\$67,000	\$69,000
12	\$58,000	\$62,000	\$67,000	\$69,000	\$71,000
13	\$60,000	\$64,000	\$69,000	\$71,000	\$73,000
14	\$61,000	\$66,000	\$71,000	\$73,000	\$75,000
15	\$63,000	\$68,000	\$73,000	\$75,000	\$77,000
16	\$65,000	\$70,000	\$75,000	\$77,000	\$79,000

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SCHEDULE A FOR 2023-2024

Step	BA	BA+ 20	MA	MA + 20	Ed Spec
1	\$35,000	\$ 36,000	\$43,000	\$46,000	\$48,000
2	\$37,000	\$38,000	\$45,000	\$48,000	\$50,000
3	\$39,000	\$40,000	\$47,000	\$50,000	\$52,000
4	\$41,000	\$42,000	\$49,000	\$52,000	\$54,000
5	\$43,000	\$44,000	\$51,000	\$54,000	\$56,000
6	\$45,000	\$46,000	\$53,000	\$56,000	\$58,000
7	\$47,000	\$49,000	\$55,000	\$58,000	\$60,000
8	\$49,000	\$51,000	\$57,000	\$60,000	\$62,000
9	\$52,000	\$54,000	\$59,000	\$62,000	\$64,000
10	\$54,000	\$57,000	\$63,000	\$65,000	\$67,000
11	\$56,000	\$60,000	\$65,000	\$67,000	\$69,000
12	\$58,000	\$62,000	\$67,000	\$69,000	\$71,000
13	\$60,000	\$64,000	\$69,000	\$71,000	\$73,000
14	\$61,000	\$66,000	\$71,000	\$73,000	\$75,000
15	\$63,000	\$68,000	\$73,000	\$75,000	\$77,000
16	\$65,000	\$70,000	\$75,000	\$77,000	\$79,000

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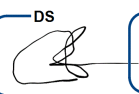
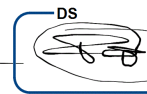
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aa**SCHEDULE B****Extra Pay for Extra Work (RIDER SCHEDULE)****ACTIVITIES/CLUBS**

Teachers, who are involved in the activities and/or clubs listed below, shall be paid the designated percentage, applied to the following Activity/Club Rider Pay Schedule:

Level I (1 - 3 years of involvement)	\$32,324
Level II (4 - 6 years of involvement)	\$37,570
Level III (7 - 9 years of involvement)	\$43,442
Level IV (10 or more years of involvement)	\$51,896

A job description will be worked out between the sponsors and the building principals involved during the first part of the school year.

Art Club	1.25%
Assistance Science Night Coordinator	3.00%
Science Club - High School	1.25%
Chess Club - Middle School and Senior High	1.25%
Computer Club - Elementary	1.00%
Computer Club - Middle School	1.25%
Debate Club - High School	1.25%
Department Heads - Middle School	2.50%
Department Heads - High School	2.50%
District Science Night Coordinator	8.00%
K-5 Grade Level Lead Teacher	2.50%
Drama Club - Middle School	1.25%
Drama Club (or High School plays-\$125 per play)	1.25%
Foreign Language Clubs (each club)	.75%

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aa**Fifth Grade Camp Sponsors (1 sponsor per class)****3.00% (each sponsor)**

Freshman Sponsors (each - 2 sponsors)	.75%
Intramurals - Middle School	2.00%
Junior Class Sponsor (each - 2 sponsors)	1.25%
Majorettes	1.25%
Mentors	1.00%

Miscellaneous (Appendix G) 1.00% - 3.00%

Music Programs-Elementary Instrumental (per building)	.75%
Music Programs - Elementary Vocal (per building)	1.00%
Music - Middle School Instrumental	1.75%
Music - Middle School Vocal	1.75%
Music - High School Instrumental	3.50%
Music - High School Vocal	1.75%
National Honor Society	1.25%
Newspaper - Middle School	1.25%
Photography Club - Middle School	1.25%
Quiz Bowl - High School	1.25%

Robotics – High School 7.00%**Robotics – Middle School 4.00%****Robotics – Elementary School 4.00%**

Safety Patrol – Elementary	1.00%
School Improvement Chair	2.50%
Senior Class Sponsor (each - 2 sponsors)	1.50%
Service Squad - Elementary	1.00%
Sophomore Sponsors (each - 2 sponsors)	.75%
Student Council - Middle School	1.50%

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Student Council - High School

1.75%

Yearbook - High School

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Math Club (Non-TitleI)

1.25%

(If two or more persons share the position the rider will be split between the parties)

+ *If taught as a class during the regular school day.*

NOTE: While the current incumbent is in the position, he/she shall not receive a Rider amount less than that provided during the 1994-1995 contract year.

SCHEDULE B ACTIVITIES



ATHLETICS

Teachers, who are involved in the athletic activities listed below, shall be paid the designated percentage, applied to the following Athletic Rider Pay Schedule:

Level I (1 - 3 years of involvement)	\$32,324
Level II (4 - 6 years of involvement)	\$37,570
Level III (7 - 9 years of involvement)	\$43,442
Level IV (10 or more years of involvement)	\$51,896

HIGH SCHOOL ACTIVITIES:

Baseball, Head Coach	10%
Baseball, J.V. Coach	7%
Baseball, Freshman Coach	6%
Basketball, Varsity Coach	12%
Basketball, J.V. Coach	7%
Basketball, Freshman Coach	6%
Bowling Coach	5%

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Cheerleaders, Varsity (per season)	5%
Cheerleaders, J.V. (per season)	4%
Cross Country Coach	8%
Football, Head Varsity Coach *	12%
Football, Assistant Varsity Coach *	8%
Football, J.V. Head Coach *	7%
Football, Assistant J.V. Coach *	6%
Football, Head Freshman Coach *	7%
Football, Assistant Freshman Coach *	6%
Golf, Varsity Coach	5%
Softball, Head Coach	10%
Softball, JV Coach	7%
Swimming, Head Coach	10%
Swimming, Assistant Coach	7%
Tennis Coach	7%
Track, Head Coach	10%
Track, Freshman Coach	5%
Track, Assistant Coach	7%
Volleyball, Varsity Coach	10%
Volleyball, J.V. Coach	7%
Wrestling, Head Coach	10%
Wrestling, JV Coach	7%
Dance	5%
Soccer	10%

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aa**MIDDLE SCHOOL ACTIVITIES:**

Baseball, Head Coach	5%
Basketball, Head Coach	8.00%
Cheerleaders (Per Season)	4%
Football, Assistant Coach *	4.00%
Football, Head Coach *	8.00%
Softball, Head Coach	5%
Track, Assistant Coach	4%
Track, Head Coach	5%
Volleyball, Assistant Coach	4%
Volleyball, Head Coach	6%
Dance	5%
Wrestling	6%

SCHEDULE B (I) -- ATHLETIC ACTIVITIES

- A. The teacher's experience in the specific sport will determine the level of compensation.
- B. **QUALIFICATIONS** (*Either 1 or 2*)
- Physical education major or minor or participated on varsity level in high school and/or college, within the sport and must attend a clinic or theory class in the sport once every three (3) years.

The Board will pay for the clinic chosen by the teacher (subject to Article XXII, Section B).
 - Theory class or clinic (annually), before the start of the sport, at Board's expense (subject to Article XXII, Section B).
- C. Each coach is obligated to work a maximum of 6 work assignments (work assignments are non-coaching duties i.e. scouting) for each coaching position held. Work assignments will be assigned at the beginning of the season for that coaching assignment. Coaches will be notified in writing about their work assignments. It is the responsibility of the coach to find a replacement, or switch assignments, for their scheduled assignment if they cannot make that assignment.

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- D. Coaching assignments are for one (1) year and are not in any way to be construed as a permanent assignment under the Michigan Teacher Tenure Act, nor are they grievable.

Teachers will not be penalized for refusing to coach any particular sport.

- A. The Board shall make the coaching assignment from the best qualified candidate from within or outside the Madison District School's staff.

SCHEDULE B (II) -- ATHLETIC ACTIVITIES

Anyone, assigned to a Schedule B (Athletic) position, who does not meet the qualifications listed above for assignment to a Schedule B (I) -- Athletic Activities' position, shall be compensated at level I of the Athletic Rider Pay Schedule.

APPENDIX A

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MADISON SCHOOL DISTRICT

GRIEVANCE NO. _____

ADDITIONAL PAGES _____

GRIEVANCE REPORT FORM

GRIEVANT _____ **DATE OCCURRED** _____ **DATE FILED** _____

BUILDING _____ **GRIEVANCE INDIVIDUAL/CLASS/ASSOCIATION**

I DO _____ I DO NOT _____ WISH TO BE REPRESENTED BY THE BARGAINING AGENT.

SECTION(S) ALLEGED TO HAVE BEEN VIOLATED _____ **PAGES(S)** _____

STATEMENT OF GRIEVANT:

RELIEF SOUGHT:

SIGNATURE _____ **DATE** _____

STEP 1 (PRINCIPAL) DATE RECEIVED _____ **DATES(S) OF MEETINGS** _____

POSITION OF PRINCIPAL: _____

SIGNATURE _____ **DATE** _____

DATE RECEIVED BY GRIEVANT/MEA _____

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POSITION OF GRIEVANT: _____

SIGNATURE _____ DATE _____

STEP 2 (HUMAN RESOURCES DEPARTMENT) DATE RECEIVED _____

DATE(S) OF MEETINGS _____

POSITION OF HUMAN RESOURCES

SIGNATURE _____ DATE _____

DATE RECEIVED BY GRIEVANT/MEA _____

POSITION OF GRIEVANT: _____

SIGNATURE _____ DATE _____

STEP 3 (SUPERINTENDENT) DATE RECEIVED _____

DATE(S) OF MEETINGS _____

POSITION OF SUPERINTENDENT

SIGNATURE _____ DATE _____

DATE RECEIVED BY GRIEVANT/MEA _____

POSITION OF GRIEVANT: _____

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LEVEL 4(ARBITRATION)

DATE REFERRED _____ DATE(S) OF HEARINGS _____

AWARD OF ARBITRATOR:

NAME _____ DATE _____

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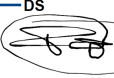
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APPENDIX F

ANNUAL LEAVE DAY BONUS REQUEST FORM

Instructions: Please complete and submit to payroll by the last day of the school year.

Employee Name (print)		Date of Request
Job Title	Building	

Dates of all sick and personal leave days used, a max of 4 days to qualify for bonus:

Date	Date	Date	Date
Reason:	Reason	Reason	Reason

Check Which Bonus Applying For:	<input type="checkbox"/> 2 or less = \$2,000 <input type="checkbox"/> 3 or less = \$1,500 <input type="checkbox"/> 4 or less = \$1,000
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Employee Signature	Date
Supervisor Signature	Date

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APPENDIX G

Schedule B: Current Club Contract or Request to Add New Club or Activity

Teacher Name: _____

Building: _____

Proposed Club/Activity _____

Rationale for the Club/Activity:

Description (Include student activities, frequency of meetings, duration, and other responsibilities associated with the club):

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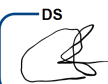
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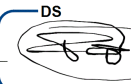
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Number of students to participate: _____

Teacher’s Signature: _____ Date _____

Principal’s Signature _____ Date _____

Note: This form must be submitted with approval of the building principal. Submission of this form does not constitute approval of the club. This request will be reviewed by the Human Resources and MEA president. If approved, the parties will negotiate a stipend when the form is received by the Human Resources Department.

MEA President received date: _____

Human Resources received date: _____

Parties agreement to rate and classification on Schedule B Rate: _____

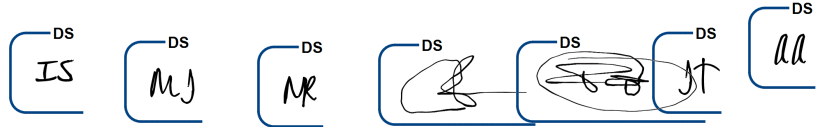
Signatures:

MEAPresident

Date

HumanResources

Date



MADISON DISTRICT PUBLIC SCHOOLS

2021 – 2022 Calendar Year

August	25, 26	Teacher Full Day PD
	27	Teacher Full Day Work Day
	30	Students First Day of School – AM Only , Teacher Work Day PM
	31	Students - AM Only , Teacher Work Day PM
September	3-6	No School for Students and Teachers - Labor Day weekend
	7	GSRP Students First Day of School
October	6	Count Day - ALL Students Attend
	7	Secondary - Students AM Only , Parent-Teacher Conferences**
	13	MES, ECC Students – Students AM Only , P-T Conferences afternoon & eve**
	14	MES, ECC Students – Parent-Teacher Conferences evening**
	29	Students - AM Only (End of 1st Quarter WMS, MHS), Teacher Records Day PM WMS, MHS. Teacher PM PD MES, ECC
November	2	Election Day: Students - no school, Teacher Full Day Virtual PD**
	23	MES, ECC Students - AM Only (End of 1st Trimester), Teacher Records Day PM
	24-26	No School - Thanksgiving Recess
December	20	No School for Students and Teachers – Winter Recess Begins
January	3	Return from Winter Recess
	17	No School for Students and Teachers (Martin Luther King Jr. Day)
	20	Students - AM Only (Mid-Term Exams), Teacher PM PD
	21	WMS, MHS Students - AM Only (Mid-Term Exams, End of 2nd Quarter), Teacher Records Day PM WMS, MHS.
February	9	Count Day – ALL Students Attend
	21-25	No School for Students and Teachers, Mid-Winter Recess
March	3	Secondary Students – AM Only , Parent-Teacher Conferences PM
	11	MES, ECC Students - AM Only (End of 2nd Trimester),
	17	MES, ECC Students – AM Only , Parent-Teacher Conferences PM
	25	½ Day Students - Staff ½ Day Teacher PD
	28	No School - Students and Staff, Spring Recess (28-3) Begins
April	4	Return from Spring Recess
	8	WMS, MHS Students - AM Only (End of 3rd Quarter), Teacher Records Day PM
	15	No School - Spring Holiday Recess
May	27-30	No School for Students and Teachers, Memorial Weekend Recess
June	9	GSRP, Last Day for Students
	16	Students – AM Only (Final Exams), Teacher Work Day PM
	17	Students – AM Only (Final Exams/End of Last Card Marking), Teacher Records Day PM*
	20	Teacher Work Day*

*Upon Completion of District Checkout procedures teachers may leave,

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MADISON DISTRICT PUBLIC SCHOOLS

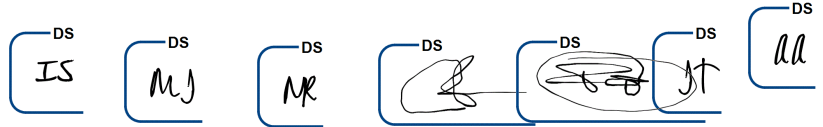
2022 – 2023 Calendar Year

August	24	Teacher Full Day Work Day
	25, 26	Teacher Full Day PD (one day***)
	29	Students First Day of School – AM Only , Teacher Work Day PM
	30	Students – AM Only , Teacher Work Day PM
September	2-5	No School for Students and Teachers - Labor Day weekend
	6	GSRP Students First Day of School
October	5	Count Day - ALL Students Attend
	6	Secondary - Students AM Only , Parent-Teacher Conferences
	12	MES, ECC Students – Students AM Only , P-T Conferences afternoon & eve
	13	MES, ECC Students – Parent-Teacher Conferences evening
	28	End of 1st Quarter WMS, MHS
	31	Students - AM Only , ECC, MES Half Day PD Secondary Teacher Records Day PM
November	8	Students - no school, Teacher Full Day PD *** & **
	22	MES, ECC Students - AM Only (End of 1st Trimester), Teacher Records Day PM
	23-25	No School - Thanksgiving Recess
December	22	No School for Students and Teachers – Winter Recess Begins (22-6)
January	9	Return from Winter Recess
	16	No School for Students and Teachers (Martin Luther King Jr. Day)
	19	Students - AM Only (Mid-Term Exams), Teacher PM PD
	20	Students - AM Only (Mid-Term Exams, End of 2nd Quarter), Teacher Records Day PM
February	8	Count Day – ALL Students Attend
	20-24	No School for Students and Teachers, Mid-Winter Recess
March	2	Secondary Students – AM Only , Parent-Teacher Conferences PM**
	10	MES, ECC Students - AM Only (End of 2nd Trimester),
	16	Secondary Students – AM Only , Parent-Teacher Conferences PM**
	27	No School - Students and Staff, Spring Recess (29-5) Begins
April	3	Return from Spring Recess
	6	Students - AM Only (End of 3rd Quarter), Teacher Records Day PM
	7	No School - Spring Holiday Recess
May	26-29	No School for Students and Teachers, Memorial Weekend Recess
June	8	GSRP, Last Day for Students
	15	Students – AM Only (Final Exams), Teacher Work Day PM
	16	Students – AM Only (Final Exams/End of Last Card Marking), Teacher Records Day PM*
	19	Teacher Work Day*

*Upon Completion of District Checkout procedures teachers may leave,

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***PD counting as Instructional Day



MADISON DISTRICT PUBLIC SCHOOLS

2023 – 2024 Calendar Year

August	23, 24	Teacher Full Day PD (one day***)
	25	Teacher Full Day Work Day
	28	Students First Day of School – AM Only , Teacher Work Day PM
	29	Students - AM Only , Teacher Work Day PM
September	1-4	No School for Students and Teachers - Labor Day weekend
	5	GSRP Students First Day of School
October	4	Count Day - ALL Students Attend
	12	Secondary - Students AM Only , Parent-Teacher Conferences
	18	MES, ECC Students – Students AM Only , P-T Conferences afternoon & eve
	19	MES, ECC Students – Parent-Teacher Conferences evening
	27	Students - AM Only (End of 1st Quarter WMS, MHS), Teacher Records Day PM WMS, MHS. Teacher PM PD MES, ECC
November	7	Election Day: Students - no school, Teacher Full Day Virtual PD ** & ***
	21	MES, ECC Students - AM Only (End of 1st Trimester), Teacher Records Day PM
	22-24	No School - Thanksgiving Recess
December	21	No School for Students and Teachers – Winter Recess Begins
January	8	Return from Winter Recess
	15	No School for Students and Teachers (Martin Luther King Jr. Day)
	18	Students - AM Only (Mid-Term Exams), Teacher PM PD
	19	WMS, MHS Students - AM Only (Mid-Term Exams, End of 2nd Quarter), Teacher Records Day PM
February	14	Count Day – ALL Students Attend
	19-23	No School for Students and Teachers, Mid-Winter Recess
	29	Secondary Students – AM Only , Parent-Teacher Conferences PM**
March	8	MES, ECC Students - AM Only (End of 2nd Trimester),
	14	MES, ECC Students – AM Only , Parent-Teacher Conferences PM**
	22	½ Day Students - Staff ½ Day Teacher PD
	25	No School - Students and Staff, Spring Recess (25-1) Begins
April	2	Return from Spring Recess
	5	WMS, MHS Students - AM Only (End of 3rd Quarter), Teacher Records Day PM
May	24-27	No School for Students and Teachers, Memorial Weekend Recess
June	6	GSRP, Last Day for Students
	13	Students – AM Only (Final Exams), Teacher Work Day PM
	14	Students – AM Only (Final Exams/End of Last Card Marking), Teacher Records Day PM*
	17	Teacher Work Day*

*Upon Completion of District Checkout procedures teachers may leave,

**Possibly Virtual

***PD counting as Instructional Day