



MADISON DISTRICT PUBLIC SCHOOLS

Monday, September 9, 2024 held at Madison High School Auditorium
915 E Eleven Mile Rd
Madison Heights, MI 48071
26524 John R, Madison Heights, MI 48071

7:00 PM Regular Board of Education Meeting

AGENDA

- 1. CALL TO ORDER
 - A. Pledge of Allegiance
 - B. Roll Call
 - C. Public Fundamental with Public Comments
- 2. PRESENTATION OF AWARDS
 - A. Students of the Month
 - B. Employees of the Month
- 3. ADMINISTRATION REPORT
- 4. CONSENT AGENDA 3

All Matters listed under the Consent Agenda are considered to be routine in nature by the Board of Education and will be acted upon by one motion. There will be no separate discussion of these items. If any member of the Board or any citizen requests discussion of an item, that item will be removed from the Consent Agenda and will become the first item of business under the Board of Education Action Items portion of the agenda.

 - A. Approval of Minutes of the Board of Education for the Regular Meeting of August 19, 2024 4
 - B. Approval of the August Financials in the amount of One Million, Five Hundred Ninety Five Thousand, Nine Hundred Forty One Dollars and Thirty Seven Cents 7
 - C. Approval of the Personnel Report submitted by Human Resources on September 4, 2024 22
- 5. Discussion
 - A. Change in Meeting Days
- 6. BOARD OF EDUCATION ACTION ITEMS
 - A. Approval of MEA Contract 23
 - B. Approval of Entry Door Replacement at Madison Early Childhood Center 84
 - C. Approval of Blind Purchase and Installation at Madison Early Childhood Center and Wilkinson Middle School 87
 - D. Approval of Camera Purchase and Installation at Madison Early Childhood Center 90
 - E. Approval of Chromebook Purchase

7. BOARD ITEMS - OFFICERS AND COMMITTEE REPORTS

A. Committee Reports

1. GRC Report
2. Parks and Recreation Committee
3. HREC Report
4. Enrollment

B. Board Comments

8. ADJOURNMENT

I will....

- follow Robert's Rule of Order.
- focus on the issues rather than personalities by challenging the argument, not the person, and listen with an open mind.
- come prepared by reading the packet prior to the meeting or work session.
- be fully present during the meeting.
- submit questions regarding any agenda items to the Superintendent, via email, by noon prior to the meeting.
- govern myself in a professional manner at all times.

Board Action Item Cover Sheet

Date: September 9, 2024

Subject: Approval of Consent Agenda

Description:

All Matters listed under the Consent Agenda are considered to be routine in nature by the Board of Education and will be acted upon by one motion. There will be no separate discussion of these items. If any member of the Board or any citizen requests discussion of an item, that item will be removed from the Consent Agenda and will become the first item of business under the Board of Education Action Items portion of the agenda.

- A. Approval of Minutes of the Board of Education for the Regular Meeting of August 19, 2024.
- B. Approval of the August Financials in the amount of **One Million, Five Hundred Ninety Five Thousand, Nine Hundred Forty One Dollars and Thirty Seven Cents.**

Accounts Payable	\$689,420.99
AP/Bond Construction	\$0.00
Payroll	\$379,739.85
Wire Transfer	\$526,780.53
Total	1,595,941.37

- C. Approval of the Personnel Report submitted by Human Resources on September 4, 2024

Recommendation:

It is recommended that the Board of Education approve the Consent Agenda as presented.

Regular Board of Education Meeting
Monday, August 19, 2024 7:00 PM Eastern

Madison High School Auditorium
915 E Eleven Mile Rd
Madison Heights, MI 48071

- Crystal Beaver: Present
 - Merri Busch: Present
 - Rebecca Chambliss: Present
 - Mary Harp: Present
 - Cindy Holder: Present
 - Mark Kimble: Present
 - Gloria Thompson: Present
- Present: 7.

1. CALL TO ORDER

1.A. Pledge of Allegiance

1.B. Roll Call

1.C. Public Fundamental with Public Comments
 Amend remove 5b add 5e. This motion, made by Crystal Beaver and seconded by Merri Busch, Passed.
 Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
 Yea: 7, Nay: 0

2. ADMINISTRATION REPORT

Consideration of Ebony Thompson's contract. This motion, made by Rebecca Chambliss and seconded by Merri Busch, Passed.
 Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
 Yea: 7, Nay: 0
 Add to 5G Apporve purchase of textbooks. This motion, made by Gloria Thompson and seconded by Merri Busch, Passed.
 Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
 Yea: 7, Nay: 0
 MASB award for Crystal and Merri
 Ebony Thompson presentation
 Facilities: Tree removed from MES playground, Yard cleaned up at BOE
 ESL staff kudos

3. CONSENT AGENDA

All Matters listed under the Consent Agenda are considered to be routine in nature by the Board

of Education and will be acted upon by one motion. There will be no separate discussion of these items. If any member of the Board or any citizen requests discussion of an item, that item will be removed from the Consent Agenda and will become the first item of business under the Board of Education Action Items portion of the agenda.

It is recommended that the Board of Education approve the Consent Agenda as presented. This motion, made by Merri Busch and seconded by Gloria Thompson, Passed.

Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
Yea: 7, Nay: 0

3.A. Approval of Minutes of the Board of Education for the Regular Meeting of

3.B. Approval of the Board Financials as submitted in the amount of \$ \$954,505.37 from August 1, 2024 - August 16, 2024.

3.C. Approval of the Personnel Report submitted by Human Resources on

4. Discussion

4.A. Sinking Fund Advertisement

Security doors and parking lot repairs at WMS
Communicate our needs to the public

4.B. Change in Meeting Days

5. BOARD OF EDUCATION ACTION ITEMS

5.A. Approval of Policy Adoption

Recommend approval as presented. This motion, made by Crystal Beaver and seconded by Gloria Thompson, Passed.

Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
Yea: 7, Nay: 0

5.B. Approval of Vice President Rebecca Chamblis Serving as Madison High School Volleyball Coach

Remove From the Agenda. This motion, made by Crystal Beaver and seconded by Rebecca Chambliss, Withdrawn.

5.C. Approval of Individual Contract Amendment

Recommend approval. This motion, made by Rebecca Chambliss and seconded by Gloria Thompson, Passed.

Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
Yea: 7, Nay: 0

5.D. Approval of Business Specialist Contracts

Recommend approval as is. This motion, made by Gloria Thompson and seconded by Merri Busch, Passed.

Mark Kimble: Nay, Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Gloria Thompson: Yea

Yea: 6, Nay: 1
Mark Kimble: Nay

5.E. Approve the Lease Agreement for the Cell Tower... Agenda Amended Motioned by Trustee Beaver and Second By Rebecca Chambliss @ 7:06pm
Motion to approve the cellphone tower lease agreement. This motion, made by Crystal Beaver and seconded by Rebecca Chambliss, Passed.

Mark Kimble: Nay, Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Gloria Thompson: Yea
Yea: 6, Nay: 1
Mark Kimble: Nay

5.F. Approval of Director of Business and Finance Contract... Agenda Amended Motion by Merri Busch and Second by Rebecca Chambliss @ 7:33pm
Motion to approve the Director of Business and Finance contract as presented. This motion, made by Merri Busch and seconded by Rebecca Chambliss, Passed.

Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
Yea: 7, Nay: 0

5.G. Approval of WMS math textbook purchase and health text... Agenda amended @ 7:43pm
Motion to approve the purchase of WMS math and textbooks and 6-12 Health textbook using Title 1 funding. This motion, made by Gloria Thompson and seconded by Rebecca Chambliss, Passed.

Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
Yea: 7, Nay: 0

6. ADJOURNMENT

I will....

- follow Robert's Rule of Order.
- focus on the issues rather than personalities by challenging the argument, not the person, and listen with an open mind.
- come prepared by reading the packet prior to the meeting or work session.
- be fully present during the meeting.
- submit questions regarding any agenda items to the Superintendent, via email, by noon prior to the meeting.
- govern myself in a professional manner at all times.

8:39 Adjourned. This motion, made by Merri Busch and seconded by Mary Harp, Passed.
Crystal Beaver: Yea, Merri Busch: Yea, Rebecca Chambliss: Yea, Mary Harp: Yea, Cindy Holder: Yea, Mark Kimble: Yea, Gloria Thompson: Yea
Yea: 7, Nay: 0



August 2024 Financials - Transaction Detail Report - Previous Day

Madison School District

Selected Criteria:

Date: 08/01/2024 to 08/31/2024

Accounts: 07163948438, 07163948370, 07166886122

Transaction Group: ACH Debit

Fifth Third Bank (Western Michigan) - 072400052

07163948370 - Dda - General - USD

Date	Transaction Type	Bank Ref. #	Customer Ref. #	Amount
08/01/2024	ACH Debit Received	100104320406		-18,746.60
Description:	STATE OF MICH TELECHK 800-697-9263 MIORSPAYMT 043000098173758 1400310000037842483930 080124			
08/01/2024	ACH Debit Received	100104464637		-109,955.78
Description:	STATE OF MICH TELECHK 800-697-9263 MIORSPAYMT 043000098129628 1400310000037842483008 080124			
08/06/2024	ACH Debit Received	100102141851		-24.00
Description:	WAGWORKS FSA DYNAMICS EFT DEPOSIT RECEIVABLE INV6835367 MADISON DISTRICT PUBLI 080624			
08/07/2024	ACH Debit Received	100101402594		-138,433.74
Description:	STATE OF MICH TELECHK 800-697-9263 MIORSPAYMT 043000099232466 1400310000037858193380 080724			
08/09/2024	ACH Debit Received	100107149023		-1,445.18
Description:	EDUSTAFF LLC PAYROLL 080924			
08/09/2024	ACH Debit Received	100101667170		-61,576.54
Description:	IRS USATAXPYMT 270462271606944 MADISON DISTRICT PUBLI 080924			
08/13/2024	ACH Debit Received	100100934472		-210.36
Description:	WAGWORKS FSA DYNAMICS EFT DEPOSIT RECEIVABLE INV6867331 MADISON DISTRICT PUBLI 081324			
08/15/2024	ACH Debit Received	100107643823		-5,000.00
Description:	ARBITERPAY TRUST ARBITERPAY 1364102014 MADISON DISTRICT PUBLI 081524			
08/16/2024	ACH Debit Received	100108659946		-15,550.08
Description:	STATE OF MICH TELECHK 800-697-9263 MIORSPAYMT 043000094927762 1400310000037880605014 081624			
08/16/2024	ACH Debit Received	100108755098		-99,478.86
Description:	STATE OF MICH TELECHK 800-697-9263 MIORSPAYMT 043000094913810 1400310000037880602423 081624			
08/20/2024	ACH Debit Received	100102484645		-140.68
Description:	WAGWORKS FSA DYNAMICS EFT DEPOSIT RECEIVABLE INV6886894 MADISON DISTRICT PUBLI 082024			
08/22/2024	ACH Debit Received	100100105594		-17,826.60
Description:	WEB INITIATED PAYMENT AT SOM MITREASBUS 9678262 082224			
08/23/2024	ACH Debit Received	100102966752		-100.10
Description:	WAGWORKS DYNAMICS EFT DEPOSIT RECEIVABLE INV6800075 MADISON DISTRICT PUBLI 082324			
08/23/2024	ACH Debit Received	100103779970		-387.94
Description:	EDUSTAFF LLC PAYROLL 082324			
08/23/2024	ACH Debit Received	100101336242		-57,610.07
Description:	IRS USATAXPYMT 270463603229187 MADISON DISTRICT PUBLI 082324			
08/27/2024	ACH Debit Received	100100469016		-294.00

Fifth Third Bank (Western Michigan) - 072400052

07163948370 - Dda - General - USD

Date	Transaction Type	Bank Ref. #	Customer Ref. #	Amount
Description:	WAGWORKS FSA DYNAMICS EFT DEPOSIT RECEIVABLE INV6917082 MADISON DISTRICT PUBLI 082724			

Totals (in USD): Credit: 0.00 Debit: 526,780.53

No. of Transactions: Credit: 0 Debit: 16

Fifth Third Bank (Western Michigan) - 072400052

07166886122 - Dda - Madison Payroll DDA - USD

Date	Transaction Type	Bank Ref. #	Customer Ref. #	Amount
08/01/2024	ACH Debit Received	100109509386		-11,054.75
Description:	FUNDS TRANSFER TO CK: XXXXXX3831 REF # 00639509724			
08/09/2024	ACH Debit Received	100109120522		-200,665.84
Description:	MADISON SCHOOL ACH -SETT-MADSCHOO1 080924 OFFSET TRANSACTION			
08/23/2024	ACH Debit Received	100108648107		-179,074.01
Description:	MADISON SCHOOL ACH -SETT-MADSCHOO1 082324 OFFSET TRANSACTION			
Totals (in USD):	Credit: 0.00		Debit: 390,794.60	
No. of Transactions:	Credit: 0		Debit: 3	

Madison District Public Schools

Paid Transaction Detail by Vendor

Check Date From 8/1/2024 TO 8/30/2024

PE ID	Vendor Name	Sec.Code	Account Number	Check#	Check Date	Invoice Date	Invoice #	Description	PO#	Amount
100002	A AND G CENTRAL	SC	110-113-0000-0000-007-0007-55112000 A	00108652	08/23/2024	07/01/2024	159842	Yamaha 22" marching bass drum	P2400180	1,450.00
Vendor Total:										1,450.00
100683	ABK TREE SERVICE	SC	110-261-0000-0000-001-0001-54110000 A	00108653	08/23/2024	08/14/2024	82124MES	Storm damage clean up MES		875.00
Vendor Total:										875.00
100010	ADVANCE	SC	110-261-0000-0000-000-0054-55990000 A	00108654	08/23/2024	07/31/2024	081224M	F250 oil / filter		64.36
100010	ADVANCE	SC	110-261-0000-0000-000-0054-55990000 A	00108654	08/23/2024	07/31/2024	081224M	smart straps		40.49
100010	ADVANCE	SC	110-261-0000-0000-000-0054-55990000 A	00108654	08/23/2024	07/31/2024	081224M	oil for mowers		264.74
Vendor Total:										369.59
100016	AGILE SPORTS	SC	110-293-0000-0000-007-0025-57410000 A	00108638	08/07/2024	08/01/2024	H00091078	Hudl silver FB BB		900.00
Vendor Total:										900.00
400900	Amazon Capital Services Inc	SC	290-296-4318-0000-000-0000-57920000 A	00108639	08/07/2024	07/31/2024	1JNQ-Y3RW-	JARLINK Stretch Film, 15 Inch	P2500017	26.39
400900	Amazon Capital Services Inc	SC	110-119-0000-9014-001-0001-55990000 A	00108639	08/07/2024	07/29/2024	1XPW-PP69-	Smart Deadbolt Door Lock with	P2500020	67.98
400900	Amazon Capital Services Inc	SC	110-112-0000-0000-004-0004-55110000 A	00108698	08/30/2024	08/22/2024	1DRH-L3RL-	Sratte 12 Pcs Toy Hoop for Kid	P2500041	27.99
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Hamilton Beach 6-Speed Electri	P2500032	22.66
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Furinno Simple Design Coffee T	P2500032	35.30
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Bissell Featherweight Stick Li	P2500032	29.00
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Hamilton Beach 2-in-1 Countert	P2500032	104.99
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Syntus 12 Pack Bib Apron, Unis	P2500032	22.99
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	US Acrylic Splash Set of 16 18	P2500032	21.11
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	KitchenAid Ribbed Soft Silicon	P2500032	18.00
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Garden Tool Set, CHRYZTAL Stai	P2500032	53.96
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Timegyro LED Digital Wall Cloc	P2500032	124.95
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Table Concept Mixing Bowls wit	P2500032	24.20
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Extra Large Cutting Boards, Pl	P2500032	24.98
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/20/2024	1GKQ-GH7N-	Duracell Coppertop D Batteries	P2500032	16.99
400900	Amazon Capital Services Inc	SC	110-122-0193-0000-001-0200-55110000 A	00108698	08/30/2024	08/16/2024	1JGP-M96Q-	CAP All Purpose Folding Anti T	P2500031	29.99
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	Avery Dividers for 3 Ring Bind	P2500034	92.50
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	LEGO Classic Large Creative Br	P2500034	33.12
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	PicassoTiles 120pcs Hedgehog	P2500034	24.75
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	Storex Extra-Large Book Bin,	P2500034	95.16
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	Sharpie S-Gel, Gel Pens, Mediu	P2500034	17.98
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	Mocalido 50ft Color Changing G	P2500034	118.72

User: KLOBUCHERJ - Joanne Klobucher

Report: OSAP5001 - OSAP5001: Paid Transaction Detail by Ve

Selection:

OH_DTL.[oh_ck_dt] <= '08/30/2024' AND OH_DTL.[oh_ck_dt] >= '08/01/2024'

Page

1

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Vers. 2

Current Date: 09/04/2024

Current Time: 10:34:14

Madison District Public Schools
Paid Transaction Detail by Vendor
Check Date From 8/1/2024 TO 8/30/2024

PE ID	Vendor Name	Sec.Code	Account Number	Check#	Check Date	Invoice Date	Invoice #	Description	PO#	Amount
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	TOMYOU 200 Pieces Building Blo	P2500034	18.99
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	PAPER MATE Papermate 95239	P2500034	25.90
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	170 Pcs Building Toys for Kids	P2500034	27.99
400900	Amazon Capital Services Inc	SC	110-232-0000-0000-000-0000-55990000 A	00108698	08/30/2024	08/21/2024	1PQ1-N4MN-	FNJO Magnetic Tiles, 110PCS Ma	P2500034	48.99
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/24/2024	1V7F-LD6D-	Whitmor Deluxe Adjustable Garm	P2500036	25.49
400900	Amazon Capital Services Inc	SC	110-122-0120-0000-004-0200-55990000 A	00108698	08/30/2024	08/24/2024	1V7F-LD6D-	Best Choice Products 5-Piece M	P2500036	186.19
Vendor Total:										1,367.26
100030	AMERICAN OFFICE	SC	110-257-0000-0000-000-0000-54220000 A	00108655	08/23/2024	08/07/2024	37171655	District Copiers		4,651.90
Vendor Total:										4,651.90
100053	AXA EQUITABLE LIFE		110-000-0000-0000-000-0000-24512400 A	00108634	08/09/2024	08/07/2024	2720/2401160	PAYROLL		1,878.00
100053	AXA EQUITABLE LIFE		110-000-0000-0000-000-0000-24512400 A	00108656	08/23/2024	08/20/2024	2720/2401170	PAYROLL		1,878.00
Vendor Total:										3,756.00
100064	BERKSHIRE BROKERAGE	055	250-297-0000-8580-000-0858-55610000 A	00108657	08/23/2024	07/16/2024	280133	Summer Food-Milk		716.55
Vendor Total:										716.55
100067	BIG D LOCK AND KEY	SC	110-261-0000-0000-000-0054-54110000 A	00108613	08/01/2024	07/01/2024	7618	Keys - District Wide		108.25
100067	BIG D LOCK AND KEY	SC	110-261-0000-0000-007-0007-55990000 A	00108699	08/30/2024	08/30/2023	7211	MHS 7 Best A		40.25
100067	BIG D LOCK AND KEY	SC	110-261-0000-0000-000-0054-55990000 A	00108699	08/30/2024	10/26/2023	7451	district/ keys copies		30.95
100067	BIG D LOCK AND KEY	SC	110-261-0000-0000-000-0054-55990000 A	00108699	08/30/2024	01/26/2024	7521	blank keys		100.00
100067	BIG D LOCK AND KEY	SC	110-122-0120-0000-004-0200-55990000 A	00108699	08/30/2024	04/25/2024	7589	WMS ATP copies		25.35
100067	BIG D LOCK AND KEY	SC	110-261-0000-0000-007-0007-54110000 A	00108699	08/30/2024	08/22/2020	7669	lock change		35.00
Vendor Total:										339.80
400867	Big Lakes Lawncare	SC	110-261-0000-0000-001-0001-54110000 A	00108658	08/23/2024	08/10/2024	149489	Fertilizer weed control MES		150.00
400867	Big Lakes Lawncare	SC	110-261-0000-0000-005-0005-54110000 A	00108658	08/23/2024	08/10/2024	149493	Fertilizer weed control ECC		95.00
Vendor Total:										245.00
100069	BILLINGS LAWN	SC	110-261-0000-0000-000-0054-55990000 A	00108640	08/07/2024	07/31/2024	080624OM	Parts/Supplies		145.58
Vendor Total:										145.58
400634	BLUEINK	SC	110-282-0000-0000-000-0000-53190000 A	00108700	08/30/2024	08/20/2024	47B74ACD-002	Electronic signature		1,500.00
Vendor Total:										1,500.00
400866	BouncingallAroundInc	SC	290-296-4388-0000-001-0001-57920000 A	00108659	08/23/2024	08/12/2024	2734	Ice Cream Machine Rental & Mix		250.00
Vendor Total:										250.00
100085	BURKES SPORT HAVEN	SC	110-293-0000-0000-004-0025-55990000 A	00108701	08/30/2024	04/16/2024	126315	WMS softball equip.		383.98
Vendor Total:										383.98

User: KLOBUCHERJ - Joanne Klobucher

Report: OSAP5001 - OSAP5001: Paid Transaction Detail by Ve

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PE ID	Vendor Name	Sec.Code	Account Number	Check#	Check Date	Invoice Date	Invoice #	Description	PO#	Amount
100086	C AND G NEWSPAPERS	SC	110-232-0000-0000-000-0000-53150000	A 00108614	08/01/2024	07/31/2024	0021618-IN	Advertisement		1,939.56
Vendor Total:										1,939.56
400720	C3 COMMUNICATIONS	055	110-271-0000-0000-000-0055-54130000	A 00108615	08/01/2024	07/01/2024	15959	Transportation maintenance		641.00
400720	C3 COMMUNICATIONS	055	110-271-0000-0000-000-0055-54130000	A 00108660	08/23/2024	07/31/2024	15990	Transportation maintenance		403.00
Vendor Total:										1,044.00
100119	CITY ELECTRIC SUPPLY	SC	250-297-0000-0000-000-0040-55610000	A 00108702	08/30/2024	08/14/2024	MHT/081753	Food Service		249.54
100119	CITY ELECTRIC SUPPLY	SC	110-122-0120-0000-004-0200-55990000	A 00108702	08/30/2024	08/16/2024	MHT/081867	lights		96.00
100119	CITY ELECTRIC SUPPLY	SC	110-261-0000-0000-004-0004-55990000	A 00108702	08/30/2024	08/16/2024	MHT/081868	WMS 50 dual led lights		499.00
100119	CITY ELECTRIC SUPPLY	SC	110-122-0120-0000-004-0200-55990000	A 00108702	08/30/2024	08/22/2024	MHT/082075	WMS ATP tube lightin		300.00
Vendor Total:										1,144.54
100122	CITY OF MADISON	SC	110-261-0000-0000-000-0054-53830000	A 00108616	08/01/2024	08/01/2024	080124ADMIN	Admin building Water bill		62.13
100122	CITY OF MADISON	SC	110-261-0000-0000-000-0054-53830000	A 00108616	08/01/2024	08/01/2024	080124ECC	ECC Water Bill		168.67
100122	CITY OF MADISON	SC	110-261-0000-0000-000-0054-53830000	A 00108616	08/01/2024	08/01/2024	080124MES	MES Water bill		341.00
100122	CITY OF MADISON	SC	110-261-0000-0000-000-0054-53830000	A 00108616	08/01/2024	08/01/2024	080124MHS	MHS water bill		1,369.00
100122	CITY OF MADISON	SC	110-261-0000-0000-000-0054-53830000	A 00108616	08/01/2024	08/01/2024	080124WMS	WMS Water bill		126.00
Vendor Total:										2,066.80
100127	CLARK HILL PLC	SC	110-231-0000-0000-000-0000-53170000	A 00108617	08/01/2024	07/22/2024	1460852	Legal Services		1,638.00
100127	CLARK HILL PLC	SC	110-231-0000-0000-000-0000-53170000	A 00108617	08/01/2024	07/22/2024	1460852	Legal Services		4,252.50
Vendor Total:										5,890.50
400799	CLEAR RATE	SC	110-261-0000-0000-000-0054-53410000	A 00108661	08/23/2024	07/27/2024	3807391	District phones		776.22
Vendor Total:										776.22
400532	COGNIA INC	SC	110-113-0000-0000-007-0007-57410000	A 00108641	08/07/2024	07/01/2024	00174311	MHS Membership		1,200.00
Vendor Total:										1,200.00
400959	Constellation Newenergy -	SC	110-261-0000-0000-001-0001-55510000	A 00108662	08/23/2024	08/05/2024	4095919	MES		129.01
Vendor Total:										129.01
100135	CONSUMERS ENERGY	SC	110-261-0000-0000-001-0001-55510000	A 00108663	08/23/2024	07/31/2024	201987523481	MES		72.36
100135	CONSUMERS ENERGY	SC	110-261-0000-0000-007-0007-55510000	A 00108663	08/23/2024	07/31/2024	202432478625	MHS		945.68
100135	CONSUMERS ENERGY	SC	110-261-0000-0000-007-0007-55510000	A 00108663	08/23/2024	07/31/2024	202432478626	MHS		62.62
100135	CONSUMERS ENERGY	SC	110-261-0000-0000-000-0054-55510000	A 00108663	08/23/2024	08/09/2024	204568243914	Admin Building		261.99
100135	CONSUMERS ENERGY	SC	110-261-0000-0000-005-0005-55510000	A 00108703	08/30/2024	08/19/2024	202076543356	ECC		132.13
100135	CONSUMERS ENERGY	SC	110-261-0000-0000-000-0054-55510000	A 00108703	08/30/2024	08/19/2024	205903063470	Admin Building		19.17
Vendor Total:										1,493.95

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PE ID	Vendor Name	Sec.Code	Account Number	Check#	Check Date	Invoice Date	Invoice #	Description	PO#	Amount
400595	CONTI LLC	SC	110-261-0000-0000-005-0005-54110000	A 00108664	08/23/2024	08/06/2024	24080122	ECC annual inspections		1,086.00
Vendor Total:										1,086.00
100168	DIRECT ENERGY	SC	110-261-0000-0000-007-0007-55520000	A 00108665	08/23/2024	08/13/2024	242260055008752MHS			213.97
100168	DIRECT ENERGY	SC	110-261-0000-0000-005-0005-55520000	A 00108665	08/23/2024	08/13/2024	242260055008752ECC			1,172.21
100168	DIRECT ENERGY	SC	110-261-0000-0000-001-0001-55520000	A 00108665	08/23/2024	08/13/2024	242260055008752MES			3,360.31
100168	DIRECT ENERGY	SC	110-261-0000-0000-004-0004-55520000	A 00108665	08/23/2024	08/13/2024	242260055008752WMS			3,815.40
100168	DIRECT ENERGY	SC	110-261-0000-0000-007-0007-55520000	A 00108665	08/23/2024	08/13/2024	242260055008752MHS			7,228.01
Vendor Total:										15,789.90
400510	DLZ MICHIGAN INC	SC	110-261-0000-0000-000-0054-53830000	A 00108704	08/30/2024	08/19/2024	000401632	Wet weather Samping & fees		496.80
Vendor Total:										496.80
100641	FOR INSPIRATION AND	SC	110-113-0000-3490-007-0349-57410000	A 00108642	08/07/2024	07/01/2024	9679	Team Registration - FRC Vetera	P2500004	6,000.00
100641	FOR INSPIRATION AND	SC	110-113-0000-3490-007-0349-57410000	A 00108642	08/07/2024	07/01/2024	9679	Grant (Unrestricted FRC New Te	P2500004	-2,000.00
Vendor Total:										4,000.00
400895	Happy Numbers Inc	SC	110-111-0000-0000-001-0001-53450000	A 00108705	08/30/2024	08/28/2024	115774	Renewal of School Subscription	P2500042	2,900.00
Vendor Total:										2,900.00
400341	HEALTH EQUITY INC		110-000-0000-0000-000-0000-24513600	A 00108635	08/09/2024	08/07/2024	2255/2401160	PAYROLL		1,609.85
400341	HEALTH EQUITY INC		110-000-0000-0000-000-0000-24513600	A 00108666	08/23/2024	08/20/2024	2255/2401170	PAYROLL		1,609.85
Vendor Total:										3,219.70
100246	HEARTHSIDE HEATING	SC	110-261-0000-0000-004-0004-54110000	A 00108618	08/01/2024	07/24/2024	I20257	/WMS #1 Mammoth repair		320.00
Vendor Total:										320.00
400768	HOEKSTRA LEASING LLC	055	110-271-0000-0000-000-0055-54230000	A 00108619	08/01/2024	07/22/2024	8501001759	Bus Leasing		259,970.00
Vendor Total:										259,970.00
100258	HOME DEPOT CREDIT	SC	110-261-0000-0000-005-0005-55990000	A 00108620	08/01/2024	07/15/2024	072924D	ECC cleaning supplies		92.80
100258	HOME DEPOT CREDIT	SC	110-261-0000-0000-000-0054-55990000	A 00108620	08/01/2024	07/15/2024	072924D	Shop Supplies		139.79
100258	HOME DEPOT CREDIT	SC	110-261-0000-0000-000-0054-55990000	A 00108620	08/01/2024	07/15/2024	072924D	BOE supplies		21.21
100258	HOME DEPOT CREDIT	SC	110-261-0000-0000-000-0054-55990000	A 00108620	08/01/2024	07/15/2024	072924D	District		19.98
100258	HOME DEPOT CREDIT	SC	110-261-0000-0000-007-0007-55990000	A 00108620	08/01/2024	07/15/2024	072924D	MHS supplies		102.11
Vendor Total:										375.89
100282	JAYS SEPTIC TANK	SC	110-113-0000-0000-007-0007-54220000	A 00108621	08/01/2024	07/30/2024	I161087	Portable/Sanitizer MHS		140.00
Vendor Total:										140.00
100313	KILBURNS EQUIPMENT	SC	110-261-0000-0000-007-0007-54110000	A 00108622	08/01/2024	07/25/2024	1-583616	MHS chipper		156.24
Vendor Total:										156.24

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100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-54110000 A	00108623	08/01/2024	07/08/2024	1593532	9017772 Drive assy kit Front	P2400490	1,468.00
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-54110000 A	00108623	08/01/2024	07/08/2024	1593532	1226488 Drain hose recovery fo	P2400490	150.00
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-54110000 A	00108623	08/01/2024	07/08/2024	1593532	Shop supplies	P2400490	10.95
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-54110000 A	00108623	08/01/2024	07/08/2024	1593532	1211537 Soltn Inline Filter	P2400490	14.40
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-54110000 A	00108623	08/01/2024	07/08/2024	1593532	1222960 Front Squeegee Blade	P2400490	26.40
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-54110000 A	00108623	08/01/2024	07/08/2024	1593532	1222961 Rear Squeegee Blade	P2400490	24.80
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-54110000 A	00108623	08/01/2024	07/08/2024	1593532	Service repair on site labor h	P2400490	330.00
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-54110000 A	00108623	08/01/2024	07/08/2024	1593532	Service repair trip charge sta	P2400490	100.00
100318	KSS ENTERPRISES	SC	110-261-0000-0000-005-0005-55990000 A	00108623	08/01/2024	07/22/2024	1595350-1	Americo Medium Duty Scouring S	P2500007	31.05
100318	KSS ENTERPRISES	SC	110-261-0000-0000-001-0001-54110000 A	00108623	08/01/2024	07/22/2024	1595979-1	AMERICO MAROON ECOPREP	P2500008	131.60
100318	KSS ENTERPRISES	SC	110-261-0000-0000-001-0001-54110000 A	00108623	08/01/2024	07/22/2024	1595979-1	M-FIBER EZ CLEAN	P2500008	27.50
100318	KSS ENTERPRISES	SC	110-261-0000-0000-001-0001-54120000 A	00108667	08/23/2024	08/13/2024	1598404	Proguard 20 Wet/Dry Vac-107360	P2500016	958.66
100318	KSS ENTERPRISES	SC	110-261-0000-0000-001-0001-54120000 A	00108667	08/23/2024	08/13/2024	1598404	Fuel Charge	P2500016	9.95
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Hillyard Devastator Floor Stri	P2500002	2,726.24
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	KSS Powdered Laundry Detergent	P2500002	97.62
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Scotch-Brite Surface Preparati	P2500002	228.00
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	M-Fiber Tube Mop w/Scrubber He	P2500002	31.36
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Pitt Mini-Roll High Density Li	P2500002	71.68
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Pitt Eco Strong Coreless Liner	P2500002	323.00
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Buckeye Symmetry Green Certifi	P2500002	128.38
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Sprayway Chewing Gum Remover -	P2500002	25.26
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Claire Handheld Air Freshener	P2500002	120.96
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	CloroxPro Clorox Disinfecting	P2500002	327.66
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Hillyard Top Shape Floor Finis	P2500002	1,007.52
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	M-Fiber EZ Clean Microfiber Co	P2500002	13.75
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	M-Fiber EZ Clean Microfiber Co	P2500002	27.50
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	M-Fiber EZ Clean Microfiber Tu	P2500002	23.64
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Buckeye Symmetry Non-Alcohol F	P2500002	171.82
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Pure Bright Germicidal Ultra B	P2500002	15.24
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	9' Jumbo Roll 2 Ply Toilet Tis	P2500002	144.52
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Tronex 9388 Nitrile Powder-Fre	P2500002	107.30
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Absorbent Voban Deod 1# Bag	P2500002	55.60
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	KSS Disinfectant Deodorant - 1	P2500002	114.72

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100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Von Drehle Base Line Brown Har	P2500002	588.80
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Hillyard Arsenal #10 Top Clean	P2500002	215.24
100318	KSS ENTERPRISES	SC	110-261-0000-0000-004-0004-55990000 A	00108706	08/30/2024	07/16/2024	1594726	Fuel Charge	P2500002	9.95
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Pure Bright Germicidal Ultra B	P2500019	5.08
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Buckeye Symmetry Green Certifi	P2500019	64.19
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Pitt Eco Strong Coreless Liner	P2500019	323.00
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Americo Xtract Erasing Melamin	P2500019	49.68
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Impact Plastic Lobby Dust Pan	P2500019	30.44
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Buckeye Symmetry Prestige 2000	P2500019	36.04
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Von Drehle Hardwound Push Leve	P2500019	95.61
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Von Drehle Base Line Brown Har	P2500019	117.76
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Tork Universal Quality Multifo	P2500019	42.63
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	9" Jumbo Roll 2 Ply Toilet Tis	P2500019	72.26
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Buckeye Symmetry Non-Alcohol F	P2500019	171.82
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Hillyard Arsenal #16 Re-Juv-Na	P2500019	144.60
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Hillyard Arsenal #10 Top Clean	P2500019	55.44
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Hillyard Arsenal Windo-Clean +	P2500019	50.09
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Impact Duralon Toilet Bowl Mop	P2500019	7.56
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Sprayway Chewing Gum Remover -	P2500019	25.26
100318	KSS ENTERPRISES	SC	110-261-0000-0000-007-0007-54110000 A	00108706	08/30/2024	07/30/2024	1599612	Fuel Charge	P2500019	9.95
Vendor Total:										11,160.48
100329	LEXIA LEARNING	SC	110-221-0000-2820-001-0001-53450000 A	00108643	08/07/2024	07/03/2024	7975702	Lexia Core5 Reading Unlimited	P2400464	13,800.00
100329	LEXIA LEARNING	SC	110-221-0000-2820-001-0001-53450000 A	00108643	08/07/2024	07/03/2024	7975704	Lexia Core5 Reading Unlimited	P2400476	1,150.00
Vendor Total:										14,950.00
400620	Liminex, Inc	SC	110-111-0000-0000-001-0001-53220000 A	00108668	08/23/2024	07/01/2024	117710	Teacher/Administrators		12,942.00
Vendor Total:										12,942.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	United States History Modern T	P2400456	7,560.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	United States History Modern T	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	United States History Modern T	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	United States History Modern T	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	United States History Modern T	P2400456	27.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	United States History Modern T	P2400456	0.00

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400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	World History Modern Times Stu	P2400456	7,560.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	World History Modern Times Inq	P2400456	27.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	World History Modern Times Tea	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	World History Modern Times Inq	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	World History Modern Times Top	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	World History Modern Times Tea	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	Exploring Civics And Economics	P2400456	7,200.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	Exploring Civics and Economics	P2400456	27.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	Exploring Civics and Economics	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	Exploring Civics and economics	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	Exploring Civics and Economics	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/17/2024	132869885001	Exploring Civics and Economics	P2400456	0.00
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108624	08/01/2024	06/07/2024	132871083001	Shipping & Handling	P2400456	356.13
400700	MCGRAW HILL LLC	SC	110-113-0000-6011-007-1601-55210000 A	00108669	08/23/2024	08/07/2024	133289868001	Street Law A Course In Practic	P2400456	3,400.20
Vendor Total:										26,157.33
100379	MESSA DEPARTMENT	SC	110-000-0000-0000-000-0000-24515900 A	00108670	08/23/2024	08/09/2024	2409-71270	Insurance		127,625.63
Vendor Total:										127,625.63
400806	MICHIGAN ASSOC OF	SC	110-232-0000-0000-000-0000-57410000 A	00108644	08/07/2024	08/02/2024	080524PP	Membership dues		500.00
Vendor Total:										500.00
400124	MICHIGAN NEWSPAPERS	SC	290-296-2024-0000-007-0007-57920000 A	00108671	08/23/2024	05/26/2024	08082024	OP Top Scholar newspaper ad		599.00
Vendor Total:										599.00
400914	Michigan State Disbursement		110-000-0000-0000-000-0000-24513400 A	00108636	08/09/2024	08/07/2024	2800/2401160	PAYROLL		88.20
400914	Michigan State Disbursement		110-000-0000-0000-000-0000-24513400 A	00108636	08/09/2024	08/07/2024	2802/2401160	PAYROLL		110.31
Vendor Total:										198.51
100404	MICRO CENTER	SC	110-284-0000-0000-000-0000-55990000 A	00108707	08/30/2024	08/27/2024	11018893	Technology supplies		109.93
Vendor Total:										109.93
400774	MOBILE	055	110-271-0000-0000-000-0055-54130000 A	00108672	08/23/2024	08/05/2024	80135974	Transportation maintenance		300.00
Vendor Total:										300.00
100417	MSBO	SC	110-252-0000-0000-000-0000-57410000 A	00108673	08/23/2024	08/14/2024	27994D25	Membership dues		150.00
Vendor Total:										150.00
100434	NEOLA	SC	110-232-0000-0000-000-0000-53150000 A	00108645	08/07/2024	08/01/2024	110136	Digital Maint. Fee 24-25		795.00
Vendor Total:										795.00

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400987	Nutty Scientists of SE	SC	110-119-0000-9023-001-0001-55110000 A	00108646	08/07/2024	07/01/2024	2024-026	5 lessons	P2400475	420.00
400987	Nutty Scientists of SE	SC	110-119-0000-9023-001-0001-55110000 A	00108646	08/07/2024	07/01/2024	2024-026	Delivery Charge	P2400475	25.00
Vendor Total:										445.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011758	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011759	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011760	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011761	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011762	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011763	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011764	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011765	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011766	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011767	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011768	MHS dual enrollment		431.00
100448	OAKLAND COMMUNITY	SC	110-113-0000-0000-077-0007-53720000 A	00108674	08/23/2024	07/30/2024	0000011769	MHS dual enrollment		431.00
Vendor Total:										5,172.00
100450	OAKLAND COUNTY	SC	110-259-0000-0000-000-0000-57610000 A	00108647	08/07/2024	07/31/2024	JULY3124	Taxes		3,912.11
Vendor Total:										3,912.11
100468	PAPAS REFRIGERATION	055	250-297-0000-0000-000-0040-54120000 A	00108675	08/23/2024	06/24/2024	74506007	MHS Walk-In Freezer repair		783.00
100468	PAPAS REFRIGERATION	SC	110-293-0000-0000-025-1000-55990000 A	00108675	08/23/2024	08/21/2024	85619800	MHS Monthly billing Ice Machin		157.94
Vendor Total:										940.94
401004	Paper Express Inc	SC	110-111-0000-0000-001-0001-55110000 A	00108625	08/01/2024	07/26/2024	98757	Natural Choice Paper	P2500015	1,316.00
401004	Paper Express Inc	SC	110-119-0000-9014-001-0001-55110000 A	00108625	08/01/2024	07/26/2024	98757	Natural Choice Paper	P2500015	1,316.00
401004	Paper Express Inc	SC	110-113-0000-0000-007-0007-55110000 A	00108676	08/23/2024	08/06/2024	98830	Natural Choice Copy Paper	P2500025	2,632.00
401004	Paper Express Inc	SC	110-271-0000-0000-000-0055-55790000 A	00108676	08/23/2024	08/06/2024	98830	Carton of Natural Choice Copy	P2500025	98.70
401004	Paper Express Inc	SC	110-112-0000-0000-004-0004-55110000 A	00108676	08/23/2024	08/06/2024	98831	Natural Choice Copy Paper	P2500023	1,316.00
401004	Paper Express Inc	SC	110-252-0000-0000-000-0000-55910000 A	00108676	08/23/2024	08/06/2024	98831	Natural Choice Copy Paper	P2500023	329.00
401004	Paper Express Inc	SC	110-111-0000-0000-005-0005-55110000 A	00108676	08/23/2024	08/07/2024	98835	Natural Choice Copy Paper	P2500026	1,316.00
Vendor Total:										8,323.70
100482	PIONEER ATHLETICS	SC	110-293-0000-0000-007-0025-55990000 A	00108626	08/01/2024	07/24/2024	INV-209921	MHS stadium paint		851.13
Vendor Total:										851.13
400969	Robert Brooke & Associates	SC	110-261-0000-0000-004-0004-55990000 A	00108677	08/23/2024	07/01/2024	324552	WMS hinge set partition		60.72

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400969	Robert Brooke & Associates	SC	110-261-0000-0000-004-0004-55990000	A 00108677	08/23/2024	07/01/2024	324702	WMS hinge set		143.70
Vendor Total:										204.42
100524	ROCHESTER 100 INC	SC	110-111-0000-0000-001-0001-55110000	A 00108678	08/23/2024	08/14/2024	INV083995	Yellow Nicky's Communicator	P2500028	58.00
100524	ROCHESTER 100 INC	SC	110-111-0000-0000-001-0001-55110000	A 00108678	08/23/2024	08/14/2024	INV083995	Standard Red Nicky's Communica	P2500028	145.00
100524	ROCHESTER 100 INC	SC	110-111-0000-0000-001-0001-55110000	A 00108678	08/23/2024	08/14/2024	INV083995	Standard Black Nicky's Communi	P2500028	130.50
100524	ROCHESTER 100 INC	SC	110-111-0000-0000-001-0001-55110000	A 00108678	08/23/2024	08/14/2024	INV083995	Metallic Violet Nicky's Commun	P2500028	116.00
100524	ROCHESTER 100 INC	SC	110-111-0000-0000-001-0001-55110000	A 00108678	08/23/2024	08/14/2024	INV083995	Metallic Silver Nicky's Commun	P2500028	116.00
100524	ROCHESTER 100 INC	SC	110-111-0000-0000-001-0001-55110000	A 00108678	08/23/2024	08/14/2024	INV083995	Orange Nicky's Communicator	P2500028	145.00
100524	ROCHESTER 100 INC	SC	110-111-0000-0000-001-0001-55110000	A 00108678	08/23/2024	08/14/2024	INV083995	Powder Blue Nicky's Communicat	P2500028	36.25
Vendor Total:										746.75
100527	ROCKET ENTERPRISE INC	SC	110-261-0000-0000-004-0004-54110000	A 00108679	08/23/2024	08/07/2024	75041	6x10 USA Nylon Flag	P2500024	110.00
100527	ROCKET ENTERPRISE INC	SC	110-261-0000-0000-004-0004-54110000	A 00108679	08/23/2024	08/07/2024	75041	4x6 State Of Michigan Nylon Fl	P2500024	75.00
100527	ROCKET ENTERPRISE INC	SC	110-261-0000-0000-005-0005-54110000	A 00108679	08/23/2024	08/07/2024	75042	5x8 USA Nylon Flag	P2500021	75.00
Vendor Total:										260.00
400876	School District Of The City	SC	110-122-0000-0000-001-0001-58210000	A 00108627	08/01/2024	07/01/2024	2024-6	Student Service ESY		3,500.00
Vendor Total:										3,500.00
100560	SETSEG HEALTH	SC	110-232-0000-0000-000-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-232-0000-0000-000-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-241-0000-0000-001-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-241-0000-0000-001-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-241-0000-0000-004-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-241-0000-0000-007-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-241-0000-0000-007-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-241-0000-0000-005-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-226-0000-0000-000-1200-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-252-0000-0000-000-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		23.75
100560	SETSEG HEALTH	SC	110-232-0000-0000-000-1000-52110000	A 00108680	08/23/2024	08/01/2024	SETSEG63140-	Insurance		5.40
Vendor Total:										242.90
400916	Smore	SC	110-221-0000-7641-000-0764-55990000	A 00108681	08/23/2024	07/01/2024	40984	Renewal		586.16
400916	Smore	SC	110-283-0000-0000-000-1000-57410000	A 00108681	08/23/2024	07/01/2024	40984	Renewal		773.84
Vendor Total:										1,360.00
100572	SOLIANT HEALTH	SC	110-213-0013-0000-000-0200-53130000	A 00108628	08/01/2024	07/21/2024	21001702	Pupil Services		618.00

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100572	SOLIANT HEALTH	SC	110-213-0011-0000-000-0200-53130000 A	00108628	08/01/2024	07/21/2024	21001707	OT Services		604.96
100572	SOLIANT HEALTH	SC	110-213-0011-0000-000-0200-53130000 A	00108628	08/01/2024	07/28/2024	21002736	OT Services		718.39
100572	SOLIANT HEALTH	SC	110-213-0013-0000-000-0200-53130000 A	00108628	08/01/2024	07/28/2024	21002737	PT Services		849.75
100572	SOLIANT HEALTH	SC	110-213-0013-0000-000-0200-53130000 A	00108682	08/23/2024	08/04/2024	21004628	PT Services		57.94
100572	SOLIANT HEALTH	SC	110-213-0011-0000-000-0200-53130000 A	00108682	08/23/2024	08/04/2024	21004633	OT Services		113.43
100572	SOLIANT HEALTH	SC	110-213-0013-0000-000-0200-53130000 A	00108682	08/23/2024	08/11/2024	21006994	PT Services		135.19
100572	SOLIANT HEALTH	SC	110-213-0011-0000-000-0200-53130000 A	00108682	08/23/2024	08/11/2024	21006999	OT Services		113.43
100572	SOLIANT HEALTH	SC	110-213-0013-0000-000-0200-53130000 A	00108708	08/30/2024	08/25/2024	21012311	Pupil Services		193.13
Vendor Total:										3,404.22
400951	Southpaw Enterprises Inc	SC	110-122-0000-4470-000-0200-56420000 A	00108629	08/01/2024	07/01/2024	0553520	Floor Mat 11.25' x 8' x 5" - C	P2400486	4,527.00
400951	Southpaw Enterprises Inc	SC	110-122-0000-4470-000-0200-56420000 A	00108629	08/01/2024	07/01/2024	0553520	Shipping	P2400486	906.86
Vendor Total:										5,433.86
100579	STAPLES	SC	110-252-0000-0000-000-0000-55910000 A	00108630	08/01/2024	07/30/2024	6007936989	8.5" x 11" Copy Paper, 20 lbs.	P2500018	70.98
100579	STAPLES	SC	110-252-0000-0000-000-0000-55910000 A	00108630	08/01/2024	07/30/2024	6007936989	Staples Concealed Blade Letter	P2500018	1.93
100579	STAPLES	SC	110-112-0000-0000-004-0004-55110000 A	00108709	08/30/2024	08/17/2024	6009453933	First Aid Only 0.75"x3" Heavy	P2500033	50.55
100579	STAPLES	SC	110-112-0000-0000-004-0004-55110000 A	00108709	08/30/2024	08/17/2024	6009453935	Tru Red Pre-Sharpended Wooden P	P2500033	190.00
100579	STAPLES	SC	110-112-0000-0000-004-0004-55110000 A	00108709	08/30/2024	08/17/2024	6009453935	Coastwide Professional Recycle	P2500033	136.60
100579	STAPLES	SC	110-112-0000-0000-004-0004-55110000 A	00108709	08/30/2024	08/17/2024	6009453935	Staples Invisible Clear Tape 0	P2500033	12.46
100579	STAPLES	SC	110-112-0000-0000-004-0004-55110000 A	00108709	08/30/2024	08/17/2024	6009453935	Staples Duramark Permanent Mar	P2500033	13.76
100579	STAPLES	SC	110-112-0000-0000-004-0004-55110000 A	00108709	08/30/2024	08/17/2024	6009453935	Staples Recycled Notes 3"x3" S	P2500033	7.82
100579	STAPLES	SC	110-112-0000-0000-004-0004-55110000 A	00108709	08/30/2024	08/17/2024	6009453935	Staples Washable Glue Sticks 0	P2500033	12.39
Vendor Total:										496.49
100545	Synchrony Bank	055	110-119-0000-9014-001-0001-55990000 A	00108631	08/01/2024	07/20/2024	7641	Summer Discovery Program		2,513.69
100545	Synchrony Bank	055	250-297-0000-8580-000-0858-55610000 A	00108631	08/01/2024	07/20/2024	7641	Summer Food		135.66
100545	Synchrony Bank	055	290-296-4318-0000-000-0000-57920000 A	00108631	08/01/2024	07/20/2024	7641	Open Air Market		254.66
Vendor Total:										2,904.01
100174	THE DTE ENERGY	SC	110-261-0000-0000-007-0007-55520000 A	00108648	08/07/2024	07/31/2024	200464908344	MHS street lights		589.93
100174	THE DTE ENERGY	SC	110-261-0000-0000-000-0054-55520000 A	00108683	08/23/2024	08/07/2024	081324AB	Admin Building		775.00
100174	THE DTE ENERGY	SC	110-261-0000-0000-007-0007-55520000 A	00108684	08/23/2024	08/07/2024	200055258683	MHS		4,865.66
100174	THE DTE ENERGY	SC	110-261-0000-0000-001-0001-55520000 A	00108685	08/23/2024	08/07/2024	200425024057	MES		2,272.67
100174	THE DTE ENERGY	SC	110-261-0000-0000-005-0005-55520000 A	00108686	08/23/2024	08/07/2024	20042524056	ECC		892.00
100174	THE DTE ENERGY	SC	110-261-0000-0000-004-0004-55520000 A	00108687	08/23/2024	08/07/2024	200055258682	WMS		2,559.94

User: KLOBUCHERJ - Joanne Klobucher

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Madison District Public Schools

Paid Transaction Detail by Vendor

Check Date From 8/1/2024 TO 8/30/2024

PE ID	Vendor Name	Sec.Code	Account Number	Check#	Check Date	Invoice Date	Invoice #	Description	PO#	Amount
100174	THE DTE ENERGY	SC	110-261-0000-0000-007-0007-55520000	A 00108688	08/23/2024	08/07/2024	081324AF	MHS Athletic Field		287.27
Vendor Total:										12,242.47
100617	TONYS ACE HARDWARE	SC	110-261-0000-0000-004-0004-55990000	A 00108689	08/23/2024	07/31/2024	080824ACE	WMS paint for school		162.78
100617	TONYS ACE HARDWARE	SC	110-261-0000-0000-000-0054-55990000	A 00108689	08/23/2024	07/31/2024	080824ACE	Wasp & Hornet spray		14.22
Vendor Total:										177.00
100627	TROY SCHOOL DISTRICT	SC	110-122-0000-0000-001-0001-58210000	A 00108649	08/07/2024	07/17/2024	EMI0000010	Tuition 23-24 school yr		52,521.00
Vendor Total:										52,521.00
400516	TRUE NORTH ASPHALT	SC	110-452-0000-4470-000-0200-56310000	A 00108690	08/23/2024	07/01/2024	INV002552	New Asphalt Basketball Court	P2400473	9,000.00
Vendor Total:										9,000.00
400820	Unity School Bus Parts Inc.	055	110-271-0000-0000-000-0055-55790000	A 00108632	08/01/2024	04/09/2024	0577831-IN	Transportation Supplies		176.33
Vendor Total:										176.33
400460	US OMNI AND TSACG		110-000-0000-0000-000-0000-24514200	A 00108637	08/09/2024	08/07/2024	2710/2401160	PAYROLL		9,183.45
400460	US OMNI AND TSACG		110-000-0000-0000-000-0000-24514200	A 00108637	08/09/2024	08/07/2024	2712/2401160	PAYROLL		683.00
400460	US OMNI AND TSACG		110-000-0000-0000-000-0000-24514200	A 00108691	08/23/2024	08/20/2024	2710/2401170	PAYROLL		9,318.45
400460	US OMNI AND TSACG		110-000-0000-0000-000-0000-24514200	A 00108691	08/23/2024	08/20/2024	2712/2401170	PAYROLL		683.00
400460	US OMNI AND TSACG	SC	110-252-0000-0000-000-0000-57410000	A 00108710	08/30/2024	08/23/2024	111519	403(b)		122.20
Vendor Total:										19,990.10
100644	VANEERDEN	055	250-297-0000-8580-000-0858-55610000	A 00108692	08/23/2024	07/16/2024	4671556	SFSP Foods		3,122.23
100644	VANEERDEN	055	250-297-0000-8580-000-0858-55640000	A 00108692	08/23/2024	07/16/2024	4671556	SFSP Non Food		209.18
Vendor Total:										3,331.41
100647	VERIZON WIRELESS	SC	110-261-0000-0000-000-0054-53410000	A 00108693	08/23/2024	08/01/2024	9970477353	Distict cell phones		726.26
Vendor Total:										726.26
100659	Waste Management Corporate	SC	110-261-0000-0000-000-0054-53840000	A 00108650	08/07/2024	08/01/2024	8106533-2860-1	District Dumpsters		1,814.12
Vendor Total:										1,814.12
100664	WEINGARTZ	SC	110-261-0000-0000-000-0054-54110000	A 00108694	08/23/2024	08/06/2024	10951329-00	Outside Maint. kubota		1,323.71
Vendor Total:										1,323.71
100668	WEX BANK	055	110-261-0000-0000-000-0054-55710000	A 00108695	08/23/2024	07/31/2024	98618435	Maintenance Fuel		492.42
100668	WEX BANK	055	110-271-0000-0000-000-0055-55710000	A 00108695	08/23/2024	07/31/2024	98618435	Transportation Fuel		1,864.99
Vendor Total:										2,357.41
400962	WMYD	SC	110-232-0000-0000-000-0000-53510000	A 00108696	08/23/2024	07/31/2024	1279246-4	Advertisement		5,500.00
Vendor Total:										5,500.00
400923	World Wide Technical	SC	110-266-0000-2490-000-0000-56410000	A 00108697	08/23/2024	07/05/2024	9987-994163	WMS PA upgrade speakers		12,500.00

Madison District Public Schools
Paid Transaction Detail by Vendor
 Check Date From 8/1/2024 TO 8/30/2024

PE ID	Vendor Name	Sec.Code	Account Number	Check#	Check Date	Invoice Date	Invoice #	Description	PO#	Amount	
									Vendor Total:	12,500.00	
100682	YEO & YEO PC	SC	110-252-0000-0000-000-0000-53180000 A	00108651	08/07/2024	07/31/2024	598879	Audit Firm		12,500.00	
									Vendor Total:	12,500.00	
100681	ZONAR SYSTEMS INC	055	110-271-0000-0000-000-0055-54130000 A	00108633	08/01/2024	06/06/2024	INV631338	Transportation maintenance		486.00	
									Vendor Total:	486.00	
			Total # of Checks:	98						Grand Total:	689,420.99
End of Report											

User: KLOBUCHERJ - Joanne Klobucher

Report: OSAP5001 - OSAP5001: Paid Transaction Detail by Ve

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PERSONNEL ACTION

Pam Vermiglio, Assistant Superintendent, presents for your consideration the following personnel changes:

NEW HIRES

Name	Bargaining Unit	Proposed Position	Employee Credentials	Salary	Effective Date
Irby, Tiera	N/A	Lunch Aide @ MES		\$13.39/hr	09/03/2024
Przeslawski, Nicholas	MEA	Math Teacher @ MHS	Bachelor's Degree	\$39,000	08/28/2024
Debczak, Georgia	MEA	Teacher @ MES	Bachelor's Degree	\$39,000	08/28/2024
Yousif, Rita	MEA	Social Worker @ WMS/ECC	Master's Degree	\$57,000	09/11/2024
Dean, Erik	N/A	Behavioral Specialist (6-12)	Bachelor's Degree	\$50,000	09/03/2024
Frederick, Ericka	MEA	Mental Health Counselor	Master's Degree	\$65,000	09/09/2024

CHANGE OF STATUS

Name	Position	Reason	Current Salary	Proposed Salary	Effective Date
Pattyn, Emily	Teacher @ MES	Bachelors +20	\$41,000	\$42,000	08/22/2024
Oddo, John	Teacher @ MES	Bachelors +20	\$43,000	\$44,000	08/26/2024

RESIGNATIONS & TERMINATIONS

Name	Position	Reason	Effective Date
Seguin, Kathleen	Cafeteria Worker @ ECC	Retiring	8/14/2024
Cowans, Brittany	Social Worker @ WMS	Resignation	8/20/2024
Gurganus, Christina	Teacher @ MES	Resignation	08/29/2024

RECOMMENDATION: That the Madison District Public Schools Board of Education adopts the personnel report recommendations as presented.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**

**Patricia Perry
Superintendent**



Prepare. Aspire. Succeed.

Board Action Item Cover Sheet

Date: September 9, 2024

Subject: Approval of MEA Contract

Description:

This action item seeks approval of the proposed MEA contract. This contract reflects the changes in School Code 1249.B. and a \$2000 retention bonus for members returning from the 23-24 school year.

Recommendation:

It is recommended that the Board of Education approve the **2024 - 2025 MEA contract** as presented.

MIHEA CONTRACT PROPOSAL

2024 SCHOOL YEAR

MHEA CONTRACT PROPOSAL | 2024

Overview

Since November 2023, the MHEA has been in contract negotiations with MDPS. We have looked at and updated nearly every article in the contract -- something that has not been done in quite some time!

As of July 1, 2024, bargaining units were able to bargain language regarding teacher placement, evaluations, discipline. These articles have been updated significantly to reflect these newly restored rights.

This document is meant to offer an overview of changes to each article.

[Click here to see the full proposal document](#)

Navigation

Easily jump to specific articles by clicking on the article using the menu below.

[Article 1
Recognition](#)

[Article 2
Bargaining Unit Member
Rights & Responsibilities](#)

[Article 3
Bargaining Unit Member
Protection](#)

[Article 4
Association
Rights & Responsibilities](#)

[Article 5
Rights & Responsibilities
of the Board](#)

[Article 6
Professional Grievance
Procedure](#)

[Article 7
Qualifications &
Assignments](#)

[Article 8
Teaching Hours, Class Load
& Assignments](#)

[Article 9
Class Size](#)

[Article 10
Special Student
Program](#)

[Article 11
Department Heads/
Lead Teachers](#)

[Article 12
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Assignment](#)

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[Article 30
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[Article 31
Miscellaneous Provisions](#)

[Article 32
Position of Building Director](#)

[Article 33
Mentorship](#)

[NEW ARTICLE
Discipline](#)

[MDPS
FINANCIAL PROPOSAL](#)

Contract–Wide Adjustments

Throughout the entirety of the contract:

- language has been adjusted for clarity
- the word “Teacher” has been replaced with “Bargaining Unit Member”

Reading the proposal:

- Anything struck through was old language to be changed
- Anything bold is new, proposed language

Articles we did not adjust:

- Article 25: Fringe Benefits
- Article 29: Negotiation Procedures
- Article 34: Duration of Agreement

Article 1 Recognition

- Adjusted language to be more clear
- Updated the list of employees included under this contract: instructional coaches, interventionists, virtual teachers, occupational therapists, and curriculum leads
- Adjusted language document-wide to be gender neutral

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.~~ **All teachers in grades K through 12, guidance counselors, school psychologists, speech and language therapists, social workers, library media specialists, preschool teachers, special education teachers, Title I teachers, Early On and Early Childhood Special Education (ECSE) Teachers, Great Start Readiness Program teachers, Occupational Therapists, Instructional Coaches, Consultants, Interventionists, Academic-Coaches, Virtual Teachers, Speech Therapists; Social Workers, Physical therapist, School Psychologists and Curriculum Leads.**

The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement.

It is recognized in this Agreement that sentences employing the masculine pronoun shall also include the feminine **and gender neutral**. Further, it is recognized that the generic term of teacher shall apply to all identified members of the bargaining unit.

Article 2 Bargaining Unit Member Rights and Responsibilities

- **Added:** Bargaining unit members can review the contents of their personnel file
- **Updated** the date in which bargaining unit members must have a valid teaching certificate on file with the district
- **Clarified** that bargaining unit members will have the opportunity to serve on committees and Influence curriculum

ARTICLE # 2 TEACHER Bargaining Unit Member RIGHTS AND RESPONSIBILITIES

- A. Nothing contained herein shall be construed to deny or restrict to any teacher rights he/she may have under the Michigan General School Laws or other applicable laws and regulations. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.
- B. Teachers shall be entitled to full rights of citizenship and no religious or political activities of any teacher or the lack thereof shall be grounds for any 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 of Education unless it is proven to reflect adversely on the teacher, other faculty members, the students, or the Board of Education.
- C. The provisions of this Agreement and the wages, hours, terms, and conditions of employment shall be applied in a manner which is not arbitrary, capricious, or discriminatory and without regard to race, creed, religion, color, weight, national origin, age, sex, gender identification or sexual orientation, handicap disability or marital status.
- D. Teachers shall make preparation for daily instruction.
- E. ~~While not mandatory, teachers are encouraged upon request to serve on committees approved by the administration for the improvement of the Madison District Schools.~~ **Bargaining unit members as stakeholders shall be notified of an equal opportunity to serve on a committee for the improvement of the Madison District Schools. A list of District Level committees shall be provided to staff via e-mail at the beginning and in the middle of every school year, updated as needed.**
- F. The management of students during the school day is an integral part of every professional educator's responsibility. ~~Therefore, all professional educators shall take appropriate and effective action to promote conditions in which are expected to implement suitable and effective measures to foster an environment within school buildings, and on school property, which are conducive to good and on school premises that promotes positive discipline and aligned adheres to the MDPS Student Code of Conduct.~~
- G. Teachers will not organize any club or student group within the school without prior approval of the Administrator and Human Resources.
- H. **With the exception of letters of recommendation and documents that are exempt under the Bullard-Plawecki Act, a bargaining unit member shall have the right, upon request, to review the contents of their personnel file maintained at the Administrative Office and/or in the office of each building principal. The examination of the personnel file shall be in the presence of an administrator. A representative of the Association may, at the bargaining unit member's request, accompany the bargaining unit member in this review.**
The District, upon written request, shall provide the employee with an opportunity to periodically review at reasonable intervals, not more than 2 times in a calendar year, the employee's personnel file. If the employee requests a copy of the information or part of the information contained in the employee's personnel record, the District may charge a fee for providing a copy of information contained in the employee's personnel record.
- I. Any Teacher suffering a bodily injury or occupational related illness during the individual's established working hours, must report the same to the teacher's building Principal in order that the request for coverage under the Worker's Compensation Act will be initiated.
- 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

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- K. Each **Bargaining unit member** must have a ~~currently~~ valid State of Michigan teaching certificate recorded in the Personnel Office for the current school year by ~~November~~ **July 1**.
- L. ~~The Teacher must, at the request of the County Nurse, produce evidence of freedom from communicable diseases.~~ **Bargaining unit members recognize that they must comply with state health regulations. If requested, employees shall provide evidence that they are able to attend to their assigned duties.**
- 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.~~
- N. Upon the recommendation of a Teacher's immediate supervisor, for just cause, after a hearing with the administration and the Association, the Board may request a physical and/or psychiatric examination.
1. The doctor(s)/psychologist(s) administering said examination(s) shall be selected by the Teacher from a list of not less than five (5) physicians/psychologists suggested by a medical referral organization in the appropriate specialty, provided by the Board, and shall be at the Board's expense, and at no charge to the Teacher's accumulated leave allowance.
 2. The Teacher shall have the right to seek an alternate medical psychological opinion at the Teacher's expense.
 3. Before any report is made to the Board by the examining physician(s)/ psychologist(s), the Teacher will have a consultation with the physician(s)/psychologist(s) at the Board's expense.
 4. If the doctor's/psychologist's report gives sufficient evidence that the Teacher's performance is affected, the Board will make available any reasonable assistance of an appropriate nature.
 5. If the Board considers placing a teacher on a leave of absence, in accordance with Article Section 38.112, of the Teacher Tenure Act, it shall be for just cause.
Just cause for an initial incident shall be defined in the following process:
 1. Observation of the Teacher's performance/behavior by an administrator.
 2. Recommendation of a doctor/psychologist that the Teacher be placed on a leave.Just cause for continual, long-term, incidents shall be defined in the following process:
 1. Observations of the performance by administrator with reference to such in the Teacher's evaluation
 2. Clear indication that the Teacher must improve and the consequence of failure to do so; with an opportunity for the Teacher to make improvement(s).
 3. Assistance from administrators and District resources to remedy any inadequacies indicated in the evaluation or conference
- O. ~~The teacher bargaining unit member shall adhere to and comply with the Board's curriculum implementation and instructional program, and/or as well as utilize resources that aligned with the State of Michigan's standards and benchmarks. A teacher bargaining unit member shall have opportunities to propose curriculum adjustments may suggest to the Professional Study Committee of any curriculum adjustments that may be needed in order to effectively teach the prescribed curriculum and/or standards.~~
- P. All **bargaining unit members** are expected to adhere to the written Board policies and administrative regulations, provided they do not conflict with the terms outlined in this Agreement.

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Article 3 Bargaining Unit Member Protection

- Clarified language about utilizing student discipline steps and dismissing students out of class
- Broadened language about injury to a bargaining unit member by a student, parent or staff member to extend protection to any school related event, not just during the school day or on school grounds
- Clarified language about what happens if a bargaining unit member is sued while fulfilling their contractual duties and not violating Board policy or the law (Board may provide legal counseling)

ARTICLE III 3 Teacher Bargaining Unit Member Protection

- A. The Board and the administration recognize their responsibility to give reasonable support and assistance to teachers with respect to the maintenance of control and discipline of students, based on policies as adopted by the Board of Education. Whenever it appears that a particular pupil requires the attention of special counselors, social workers, law enforcement personnel, physicians, or other professional services, the Board will take reasonable steps, within the confines of the law, to relieve the teacher of responsibilities with respect to such pupils for the class, period, or day.
- B. A teacher may temporarily dismiss a student from a class hour **in the event of a major offense using the steps outlined in the Madison District Public Schools Board adopted discipline process. It shall be considered just cause, if the student is grossly offensive toward the teacher, other students, physical plant or equipment; if the misbehavior is persistent or chronic; or if the disruptive effect of the violation makes the continued presence of the student in the classroom intolerable.** However, the teacher will insure ensure that the student is granted due process. In such cases, the teacher will furnish the principal, as promptly as his/her teaching obligations will allow, full particulars of the incident. ~~In some cases, the principal and/or the teacher involved may wish to refer the student in accordance with Public Act 198, of 1971 (see Article XI)~~
- C. ~~Any case of assault or personal injury upon a teacher should be reported to the administration, and to the union representative, as soon as possible. If the teacher elects to take legal action, the Board may provide legal counseling to advise the teacher of his/her rights and obligations and render reasonable assistance to the teacher in connection with the handling of the incident by law enforcement and judicial authorities. It is imperative to promptly notify both the administration and the union representative in the event of any assault or personal injury inflicted upon a bargaining unit member by a student, parent, staff member or other individual at a school related activity. The bargaining unit member must complete and submit the district incident report, provided by an administrator, on the same day or as soon as possible. If, in the opinion of the Board, it becomes necessary to provide legal counsel to advise the bargaining unit member of their rights and obligations regarding the handling of the alleged incident by law enforcement and/or judicial authorities, it will do so.~~
- D. ~~If any teacher bargaining unit member is sued as a result of any action taken by the teacher while in pursuit of his/her employment fulfilling their contractual obligation in a manner that does not violate Board policy or applicable law, the bargaining unit member shall submit a full written report will be submitted to the Superintendent or designee. The report shall be submitted at the earliest possible moment, but not to exceed two (2) school days, unless there are extenuating circumstances. by the teacher including information from the administration and any witness. The Board will may provide legal counseling to advise the teacher bargaining unit member of his/her their rights and obligations in cases resulting from disciplinary actions or unprovoked situations. The Board will may render reasonable legal assistance, when applicable, to the teacher, upon recommendation of the Board's attorney, in connection with the handling of the incident by law enforcement, judicial and medical authorities.~~
- E. Time lost by a teacher in connection with any incident in this Article shall not be charged against the teacher except in cases when the teacher is subsequently found guilty by any formal proceeding. **House keeping corrected**
- F. Complaints by a parent directed toward a teacher shall promptly be called to the teacher's attention if a record may be made.

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Article 3 Bargaining Unit Member Protection (Cont.)

- **NEW Snap Suspension Language & Form**
 - Teachers have the right to “immediately cause the removal and suspension of a student from class, subject, or activity for up to one school day when the student’s behavior interferes with the teacher’s ability to effectively teach or manage the class, subject, or activity.”
 - Student receiving the Snap Suspension will not return to class for one whole day
 - **Regulations:**
 - Teacher must notify administration of the Snap Suspension Immediately and complete the form (in the Appendix of the contract)
 - The school will notify the student’s parents
 - The teacher must arrange a conference with the student’s parents ASAP to discuss the suspension

G. NEW Language

Snap Suspension

A teacher is authorized to immediately cause the removal and suspension of a student from class, subject or activity for up to one school day when the student’s behavior interferes with the teacher’s ability to effectively teach or manage the class, subject or activity.

A student receiving a teacher-imposed suspension shall not return to the class, subject or activity from which the student was suspended until the passage of one full school day from the time of the student infraction, unless permitted by concurrence of both the teacher and the principal or designee.

At the discretion of the principal or designee, the student receiving a teacher-imposed suspension from a class, subject or activity may be permitted to attend other classes, subjects or activities if the student conduct does not qualify for multiple-day suspension or expulsion in accordance with board of education policy and the Student Code of Conduct.

All teacher-imposed suspensions shall be applied in a manner consistent with applicable Madison District Public Schools student discipline procedures, as well as federal and state laws for students determined to be eligible for special education programs/services or reasonable accommodations of their disabilities.

Regulations - Snap Suspension (ADD Form to Appendix)

1. The teacher shall immediately report the suspension and the reason for the suspension to the principal or designee for appropriate action.
 - a. If the appropriate administrative action requires the student’s continued presence at school, the student shall be under the appropriate supervision.
 - b. The teacher shall complete the district classroom suspension form and submit it to the principal by the end of the school day.
2. The school shall immediately notify the student’s parent/guardian.
3. The teacher shall arrange a conference with the student’s parent/guardian as soon as possible to discuss the suspension.
 - a. The teacher shall contact a school counselor, social worker, or psychologist who shall attend the parent/teacher conference whenever practical.
 - b. A school administrator shall attend the parent/teacher conference if requested by the teacher or parents.

MADISON PUBLIC SCHOOLS
ONE DAY SNAP SUSPENSION FORM

Student Name Grade Teacher _____
Date Class/Period/Activity Time _____
Reason for Removal: _____

 Contact with Parent/Guardian and request conference:
Contact Date: _____ Conference Date: _____
Conference Attendees: _____
Summary of Conference: _____

Teacher Signature/Date Parent Signature/Date _____
Copies: Administration (referral/after conference)
Parent (after conference)
Teacher (after conference)

Article 4 Association Rights and Responsibilities

- Deleted language that required the Association to share our financial information with the Board -- not their business :)
- Clarified what Association leave days can be used for
- Added information regarding dues deduction from our paychecks -- not in place until the 2025-2026 school year

ARTICLE IV 4

ASSOCIATION RIGHTS AND RESPONSIBILITIES

- A. Membership in the Association is not compulsory. Teachers have the right to join, not join, maintain, terminate their membership in the Association, or pay a fee as herein established.
- B. In the event the Board, acting on the request of the Association discharges or attempts to discharge an employee for failure to comply with these provisions, the Association shall assume all cost, provide attorneys, indemnify and save harmless the Board against any and all claims, demands, suits, expenses or other forms of liability, of whatsoever kind and nature that shall arise out of action taken by the Board for the purpose of complying with the provisions of this Agreement.
 1. Membership in the Association shall be open to all teachers regardless of race, creed, religion, color, national origin, age, sex, ~~handicap disability, gender identification, sexual orientation~~ or marital status.
 2. The Association and its representatives shall by written request, and with the approval of the building principal or Superintendent, have the right to reasonable use of school buildings at all reasonable hours for meetings, provided that when special custodial service is required, the Board's established rental charge shall apply. In case of denial, an explanation shall be forthcoming.
 3. 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 operation.
 4. The Association, in accordance with existing building policies, may use school facilities and equipment, including computers, printers, and copying options, calculating machines, and all types of audio-visual equipment at reasonable times, when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incidental to such use. The Association agrees not to use the aforementioned equipment to produce inflammatory or derogatory materials pertaining to the Board and/or administration.
 5. The Association may post notices of its activities and matters of Association concern on the teachers' lounge bulletin boards. Bulletin board space shall be provided in each building. The Association may use the district mail service and teacher mailboxes as long as this privilege is not abused. No teacher shall be prevented from wearing insignia pins or other identification of membership in the Association either on or off school premises.
 6. The Board agrees to furnish to the official representatives of the Association, in response to reasonable requests, from time to time, all available information concerning the financial resources of the district including, but not limited to, the annual financial reports, tentative budgetary requirements and allocations, census and membership data, names and addresses of all members, teacher attendance records, together with other information considered public information as will assist the Association in the rights as conferred by Public Act 379.
 7. The Association will be advised by the Board, in response to reasonable requests, of any new or modified fiscal, budgetary or tax programs, construction programs, or major revisions of educational policy which are proposed. The Association shall be given, whenever possible, reasonable opportunity to consult with the Board with respect to said matters prior to their final adoption and/or general publication.
 8. ~~The Association agrees to furnish to the official representatives of the Board, in response to reasonable requests, from time to time, all available information concerning the financial resources of the Association including, but not limited to, the annual financial reports, tentative budgetary requirements and allocations, changes in membership data, names of officers and local representatives, and such other information as will assist the Board in exercising its rights and~~

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- ~~responsibilities as a controlling Board.~~ The Association shall annually notify the Board of the names of its officers and official representatives by October 1.
9. The Association agrees that any negotiating or grievance procedures initiated by the Association will be done at times other than the normal teaching day, whenever possible. However, should any procedures be requested by the Board, professional arbitrator or the Michigan Employment Relation Commission (MERC) during the normal school day, the designated representatives of the Association and the grievant shall be released from regular duties without loss of salary and/or leave time.
 10. ASSOCIATION BUSINESS:
 - a. A maximum of twenty (20) school days may be used by the Association President or his/her delegated representative for Association business **for conferences and trainings. Association business excluded (shall not be deducted) from these days shall be used by the association for: grievance processing, monthly check in meetings between MHEA and MDPS, representation, bargaining or any meeting requested by the district.** A written notice for use of these days must be given to the Superintendent for approval or disapproval two (2) days before the date of use.
 - b. In the event the Association makes use of the entire sum of twenty (20) days before the end of the school year, the Association has the right to use fifteen (15) additional days for Association business upon notification as set forth in the above Section. The Association shall reimburse the Board for the cost of a daily substitute teacher or class coverage, if required, in such event.
 11. NOTIFICATION OF PRESENT STAFF
 - a. The Board agrees, each year between October 1-5, to furnish to the official representative of the Association via email an attached document with a complete listing of bargaining unit staff that includes the following:
 1. First and last name
 2. Start date of employment
 3. FTE, step, lane placement as well as annual salary
 4. Building/position
 12. **Association Dues**

Bargaining Unit Members shall sign and deliver to the Board an Assignment Authorizing Deduction of Membership Dues Form. This form allows for the assessment of dues for the Association, which includes the National Education Association and the Michigan Education Association, in twenty (20) equal installments until the total required dues and any special assessments are paid.

The MHEA agrees to indemnify and hold harmless the Board, its members, employees, agents, or representatives from any and all direct liabilities, costs, or fees incurred as a result of complying with Article 2.2.

The Board will provide the MHEA with a list of dues and/or assessments authorizations shortly after the first payroll after September twentieth of each year. These dues and/or assessments shall be remitted to the MHEA monthly.

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Article 5 Rights and Responsibilities of the Board

- Language adjusted for clarity
- The Board must provide the Association leadership (President) with a list of all bargaining unit members that includes their names, start date, FTE, step, lane, building assigned, position name, work/personal email address, mailing address, and phone number
 - This allows Association leadership to ensure that the district is following this contract in regards to hiring process, transfers, layoffs, etc.

ARTICLE 5 RIGHTS AND RESPONSIBILITIES OF THE BOARD

A. Except as modified by the specific terms of this Agreement, the Board retains all rights and powers to manage the Madison School District and to direct its employees. The Association recognizes such management rights and responsibilities, as conferred by the laws and Constitution of the State of Michigan, and inherent in these responsibilities to manage a public school system, include the right:

1. To the executive management and administrative control of the school system and its properties, facilities, financial resources and the activities of its employees during employee working hours;
2. ~~To hire all employees and, subject to the provisions of law, to determine their qualifications and the conditions for their continued employment, or their dismissal or demotion, and to promote, and transfer all such employees;~~ The Board, on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the Laws and the Constitution of the State of Michigan and of the United States, including the foregoing, but without limiting the generality of: the determination and administration of educational policy; the operation of the school; the management and control of school properties and facilities; grade levels, courses of instruction, and curriculum resources/plans.

In meeting such responsibilities, the Board acts through its administrative staff. Such responsibilities include, without being limited to, the construction, acquisition, and maintenance of school buildings and equipment; the hiring, transfer, assignment, supervision, discipline, promotion, and termination of employees; and establishment and revision of work rules and conduct of its employees.

The Board and administrative staff shall be free to exercise all of its managerial rights and authority to the extent permitted by law, provided, however, that no actions shall violate any of the express terms of this Agreement and no rules or regulations shall be adopted or revised which violate the express terms of this Agreement.

3. ~~To establish levels and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board;~~ If, in the event, a bargaining unit member is not continued in employment by the Board of Education, the Board will advise the Bargaining unit members of the reason(s) in writing upon request.
4. ~~To decide upon the basic means and reasonable methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board; the adoption of policies, rules, regulations and practices in furtherance thereof; and the use of judgment and discretion in connection therewith; shall be limited only by the specific and express terms hereof that are in conformance with the Constitution and laws of the State of Michigan and the laws and Constitution of the United States.~~

~~D. If, in the event, a teacher is not continued in employment by the Board of Education, the Board will advise the teacher of the reason(s) in writing upon request. (MOVE ABOVE TO A.3)~~

B. Starting at the end of August each school year and then every ninety (90) days thereafter, designated MHEA representatives will be emailed a complete listing of all bargaining unit members that include the following:

- First, middle and last name.
- Start date of employment in the current bargaining unit.
- FTE, step, lane placement with annual salary (Schedule A only).

- Building(s) assigned.
- Employee identification number.
- Name of position.
- Work email address and personal email address.
- Home mailing address.
- Home and/or cell phone number.

The above information will also be provided within ten (10) days of any new hires under the MHEA collective bargaining agreement. The MHEA will provide MDPS with the names and emails of the designated MHEA representatives to receive bargaining unit members information. MHEA shall provide a template for the above-listed information. Any change to the employment status or a leave of absence exceeding fifteen (15) days of a bargaining unit member must be reported to the designated MHEA representative via email within ten (10) school days.

Article 6 Professional Grievance Procedure

- Made the process and steps more consistent and clear
- 10 days is the new standard to respond to received grievance
- Took out the section regarding the “Powers of the Arbitrator” as we don’t need the standard process/rules for an arbitrator in our contract
- **Added new section: Additional Information**
 - Any grievances filed on or after May 15 will be resolved next school year

ARTICLE 6 PROFESSIONAL GRIEVANCE PROCEDURE

- A. **Definitions:**
The term "grievance" shall mean a claim of an alleged violation, misinterpretation, or misapplication of this Agreement. A grievance of an alleged misinterpretation or misapplication of written policy not covered in this Agreement can be processed through Step 4.
Grievance: Any claim or dispute arising from the interpretation, application, or violation of the terms and provisions of this agreement or an alleged misinterpretation or misapplication of written policy not covered by this Agreement.
Grievant: A bargaining unit member, or group of bargaining unit members, who allege a grievance.
- B. **Purpose:**
The primary purpose of the procedures set forth in this Article is to secure, at the lowest administrative level possible, equitable solutions to the stated grievance(s). Parties of interest agree that these proceedings shall be kept as confidential.
- B. C. **All grievances shall be handled by the following Procedure:**
INFORMAL STEP: ONE
~~The teacher shall first promptly,~~ Within ten (10) school days from the first day of knowledge of the incident, **of the occurrence of an alleged grievance, the grievant may discuss the grievance any complaint** with the principal (or administrative supervisor) in an attempt to resolve the complaint informally. **The grievant may request Association representation. If the grievance is resolved informally, the process ends.** If no resolution is made within ~~three (3)~~ **ten (10)** school days of the discussion, the ~~teacher bargaining unit member~~ may ~~reduce the matter to writing and~~ proceed to ~~Level One Step Two~~ 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 TWO
If the ~~complaint grievance~~ is not resolved informally at **Step One**, ~~it said bargaining unit member~~ may then ~~become file a the grievance in writing and the grievant may invoke the formal Grievance Procedure on the form set forth provided 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 and presented to the principal (or administrative supervisor) within five (5) school days after the original conference. Within five (5) ten (10) 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 representative in an effort to resolve the grievance. The principal (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. The decision on the grievance shall be rendered to the grievant and Association representative in writing within five (5) ten (10) school days.~~
STEP 2 THREE
If the grievance is not resolved at Step ~~1~~ **TWO**, a written notice of the grievance ~~may~~ shall be ~~transmitted-hand delivered to the Superintendent Human Resources Department by filing a written notice, hand delivered, to his their office~~ within ~~five (5)~~ **ten (10)** school days of receipt of the principal's (or administrative supervisor's) disposition. The ~~disposition grievance~~ shall include a copy

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Article 6 Professional Grievance Procedure (Cont.)

of all that has transpired informally and in Step 4 One and Step Two. The Superintendent, or designee, Human Resource Department or designee shall meet with the grievant and/or a representative of the Association representative within five (5) ten (10) 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. The decision on the grievance shall be rendered to the grievant and Association representative in writing within ten (10) school days.

STEP 3 FOUR

If the grievance remains unresolved 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.

If the grievance is not resolved at Step THREE, the grievance may be submitted to the Superintendent by filing a written notice, hand delivered, to their office within five (5) ten (10) school days of receipt of the Human Resource Department disposition. The grievance shall include a copy of all that has transpired in Step One, Step Two, and Step Three. The Superintendent shall meet with the grievant and/or Association representative within five (5) ten (10) school days of receipt of the grievance. The decision on the grievance shall be rendered to the grievant and Association representative in writing within five (5) ten (10) school days.

STEP FIVE

Within fourteen (14) days after receipt of the decision of the Superintendent, the grievance may be appealed in writing to the Board of Education. This level may be waived with mutual agreement of the parties.

Within fourteen (14) days after delivery of the appeal, the Board of Education shall hear the grievance.

Within twenty-one (21) days after the hearing, the Board of Education shall communicate its decision in writing.

STEP 4 SIX FIVE

If the grievance remains unresolved at the conclusion of Step 3, 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 3.

Within twenty (20) ten (10) days after receipt of the Superintendent's decision, the Association may submit the grievance to binding arbitration by providing the Board-Superintendent or designee with written notice of its intent to seek arbitration.

Following the written notice of request for submission to binding Within five (5) days ten (10) following receipt of notification to seek arbitration, a representative of the Association and a representative of the Board the parties shall meet and attempt to mutually select an arbitrator. If mutual agreement on the selection of However, if the parties are unable to mutually select an arbitrator, they shall be selected in accordance with the rules of the American Arbitration Association (AAA). shall be requested to provide a panel of arbitrators. Both the Board Superintendent or designee and the Association, in that order, shall have the right to strike a name

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until only one (1) name remains. The one (1) remaining name to will be the arbitrator.

The fees and expenses of the arbitrator shall be shared equally by the Board and the Association. All other expenses shall be borne by the party incurring them, and neither party shall be responsible for the expense of witnesses called by the other.

It shall be the function of the arbitrator to make the final binding decision based on the evidence found in arbitration hearings.

Powers of the Arbitrator:

It shall be the function of the arbitrator, and he/she shall be empowered, except as the arbitrator's powers are limited below, after due investigation, to make a decision in cases of alleged violation of specific Articles and Sections of this Agreement:

1. He/She shall have no power to add to, subtract from, disregard, alter or modify any of the terms of this Agreement.

2. He/She shall have no power to establish salary scales or change any salary, unless, it is found that a teacher has been improperly placed on the existing Salary Schedule.

3. He/She shall have no power to rule on any of the following:

a. The termination of services of or failure to re-employ any probationary teacher.

b. The termination of services of or failure to re-employ any teacher to a position on the Extra-Duty schedule(s) Schedule B.

c. Any matter involving the substance of the teacher evaluation.

4. He/She shall have no power to change any practice, policy or rule of the Board nor to substitute his/her judgment for that of the Board as to the reasonableness of any such practice, policy, rule, or any action taken by the Board. His/her powers shall be limited to deciding whether the Board has violated the express Articles or Sections of this Agreement; and he/she shall not imply obligations and conditions binding upon the Board from this Agreement; it being understood that any matter not specifically set forth herein remains within the reserved rights of the Board.

5. In rendering a decision, an arbitrator shall give due regard to the responsibility of management and shall so construe the Agreement that there will be no interference with such responsibilities, except as they may be specifically conditioned by this Agreement.

6. In the event that a case is appealed to an arbitrator on which he/she has no power to rule, it shall be referred back to the parties without decision or recommendation on its merits.

7. There shall be no appeal from the arbitrator's decision if it is within the scope of his/her authority as set forth above. It shall be binding on the Association, its members, the teacher or teachers involved, and the Board. The Association shall discourage any attempt of its members, and shall not encourage or cooperate with any of its members, in any appeal to any court or labor board from a decision of an arbitrator nor shall the Association or its members by any other means attempt to bring about the settlement of any grievance.

8. The fees and expenses of the arbitrator shall be shared equally by the Board and the Association. All other expenses shall be borne by the party incurring them, and neither party shall be responsible for the expense of witnesses called by the other.

9. The arbitrator is advised that he/she shall not insert his/her judgment or wisdom for that of the Board's when not in direct conflict with the terms of this Agreement.

C. D. If a grievance arises from the alleged action of an authority higher than the school principal (or administrative supervisor) or involves more than one building, the complaint will be presented to the

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appropriate administrator at Step 1 within ten (10) school days of the complaint.

D. E. Failure to file a written grievance within the time specified in Step 2 shall bar the grievance. Failure to appeal a decision within the specific time limits shall be deemed an acceptance of the decision and shall bar further appeal. Time limits may be extended in any specific instance by mutual agreement in writing.

When necessary, both the Board and the Association agree to speed up the Grievance Procedure when the grievance is filed upon or after May 15 and it could result in irreparable harm to the parties involved if left after the end of the normal school year.

E. F. The filing of an alleged grievance must be processed during the contracted year of the alleged grievance.

D. Additional Information:

1. Timeline may be extended by mutual agreement in writing.

2. Any unresolved grievances filed upon or after May 15 shall be held in abeyance until the beginning of the following school year. When necessary, the Superintendent and the Association may agree to speed up the Grievance Procedure when the grievance is filed upon or after May 15th

G. E. INVESTIGATION

1. In Steps 1 One and 2 Two of this Procedure, it is understood that the principal (or administrative supervisor) may request two (2) other members of the administration to be present.

2. In Steps 3 Three and 4 Four, each party shall have the right to include in its representation appropriate administrators, witnesses and needed counselors-consultants to develop facts pertinent to the grievance.

3. As part of his their investigation, the Superintendent, or designee, may meet with the grievant or any member of the bargaining unit in his an effort to determine his their disposition on the grievance. In no case, however, shall the grievant or any member of the bargaining unit be in such conference without a member of the Grievance Committee of the an Association representative present.

4. It is also understood that, during the processing of any grievance, the teacher bargaining unit member will continue, if requested, to teach his/her their regular classes and to perform any duties and responsibilities assigned to him/her them by his/her their building principal.

B. It shall be the general practice of all parties in the interest of the students to process grievances during times which do not interfere with assigned duties, provided, however, in the event it is mutually agreed by the grievant, the Association and the Board to hold proceedings during working hours, a teacher bargaining unit member participating in any level of the Grievance Procedure, including binding arbitration, on his/her their own behalf or on behalf of the Association, with any representatives of the Board, shall be released from assigned duties without loss of salary and/or leave time.

C. If any teacher bargaining unit member for whom a grievance is sustained in favor of the teacher bargaining unit member and shall be found to have been unjustly discharged, he/she they shall be reinstated with full reimbursement of all professional compensation lost. Likewise, if he/she they shall be found to have been improperly deprived of any professional compensation related to the grievance, the monetary amount involved shall be paid to him/her them.

D. In the course of investigating any grievance, representatives of the Association will report to the principal of the building being visited and state the purpose of the visit immediately upon arrival.

E. Every effort will be made to avoid involvement of students in all phases of the Grievance Procedure.

F. A formal grievance may be discussed, adjusted, or settled with the grievant without a member of the

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an Association's Grievance Committee representative being present; however, No adjustment or settlement of a grievance shall be inconsistent with the terms of this Agreement.

G. The sole remedy available to any teacher bargaining unit member for any alleged breach of this Agreement or any alleged violation, misinterpretation or misapplication of this Agreement or any alleged violation of his/her their rights hereunder will be pursuant to the Grievance Procedure; provided, however, that nothing contained herein will deprive any teacher bargaining unit member of any legal rights which he/she they presently has have. If a teacher bargaining unit member elects to pursue any legal or statutory remedy, such election will bar any further or subsequent proceedings for relief under the provisions of this Article.

H. If an individual teacher bargaining unit member has a personal complaint, which he/she they desires to discuss with a supervisor, he/she is they are free to do so without recourse to the Grievance Procedure.

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Article 7 Qualifications and Assignments

- Clarified who teachers are submitting proof of certification to (the District)
- Added:
 - The District will provide teachers tentative assignments for the upcoming school year by the final day of the current year, or at least 30 days before the start of the new school year

ARTICLE VII 7 QUALIFICATIONS AND ASSIGNMENTS

- A. The Board establishes as minimum requirements for initial employment of teachers, the possession of a Bachelor's degree and a currently valid Michigan Elementary or Secondary Provisional Certificate or the equivalent. If it is necessary to deviate from this policy, the deviation will be in accordance with state and federal law.
- B. In order to assure that students are taught by teachers working within their areas of competence, teachers will not be assigned outside the scope of their teaching certificates or endorsements and their major or minor fields of study.

Qualifications for placement in a position shall be in accordance with state and federal law and will meet the minimum requirements as stated in section A.

- C. It is the responsibility of the teachers with Provisional Certificates who are eligible for Continuing Certificates and those with certificates expiring to make proper application with their state university and/or the Michigan Department of Instruction. ~~Proof of certification is the responsibility of the teacher.~~ **It is the responsibility of the teacher to provide proof of certification to the District.**
- D. Given current guidelines under state and federal law, for teachers who previously met State of Michigan certification standards, prior to 1992, the district shall make every effort to assist those teachers in meeting minimal qualifications.
- E. (moved from different article) ~~All teachers shall be given written notice of their tentative assignments for the forthcoming year no later than the first day of June or as soon thereafter as possible, at any rate, at least thirty (30) days before school starts. For any subsequent changes the teacher will be notified in writing prior to the change taking effect.~~

Bargaining unit members will receive written notice of their tentative assignments for the upcoming academic year by the final day of school in the current year or promptly thereafter, but in any case, at least thirty (30) days before the commencement of the upcoming school year. Any subsequent alterations to assignments will be communicated to the bargaining unit member in writing before they come into effect.

From time to time, there may be the need for extra-duties during the school year outside of the normal teaching schedule. Teachers may be asked but are under no obligation to perform these extra duties.

Article 8 Teaching Hours, Class Load and Assignments

- **School Events:**
 - Conferences and Curriculum Night/Open House are **mandatory**
 - Bargaining unit members must attend **2 other events**.
 - A list of school events will be provided by building administrator
- **Work Day**
 - District sets start/close times, but our work day will not exceed **7 hours**
 - Teachers will be “on duty” 5 minutes before and after academic day -- this is **included** in our seven hour work day
 - Lunch: 30 minutes and duty free!

ARTICLE VIII 8

TEACHING HOURS, CLASS LOAD AND ASSIGNMENTS

A. It is agreed that all teachers have a professional responsibility to provide their students with whatever time and assistance as may reasonably be necessary to promote the educational growth of the students.

Some supervisory responsibilities shared among the teachers are necessary at student functions. Teachers shall attend a minimum of ~~six (6)~~ **two (2)** school events, ~~three (3) of which~~ ~~as this does not limit the amount of events that a teacher may participate in, but specified as follows:~~ (1) attend conferences, which counts as ~~three (3) events for Elementary teachers and two (2) events for Middle School and High School;~~ (2) High School staff shall attend high school graduation; (3) three Elementary and Middle School staff shall attend Open House/Curriculum night. The remaining ~~(3) three school wide events for the Middle School and High School and the remaining two (2) events for Elementary will be the teacher's choice with three (3) weeks advance notice.~~

Parent Teacher Conferences and Curriculum Night/Open House are included in the district calendar, and attendance is mandatory for all bargaining unit members. Bargaining unit members must also attend two (2) school sponsored events. A list of school sponsored events will be provided by the building administrator. This does not limit the number of events that a teacher may participate in.

B. The teacher's normal schedule of teaching and supervisory time of students shall not average more than three hundred fifty (350) minutes per day including passing time. The average number of minutes shall be calculated on a weekly basis. However, the parties agree that teachers have a professional obligation to assure the safety of the students at all times.

~~The working day shall commence at 8:00 a.m. and end at 3:00 p.m. A deviation of thirty (30) minutes (i.e., 7:30 a.m. - 2:30 p.m.) in starting and ending may be scheduled with prior notification to the Association.~~

The District will determine the starting and closing times of individual schools after considering all relevant factors. These times shall be set by August 1st each year, with the MHEA duly notified and shall not exceed 7 hours for bargaining unit member's contractual day.

Teachers shall be on duty 5 minutes prior to the start of and 5 minutes after the end of the academic day.

All Bargaining unit members will receive a thirty minute (30) duty free lunch.

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.

Work Day:

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

Article 8

Teaching Hours, Class Load and Assignments (Cont.)

- **Prep Time:**
 - Outlines what prep is used for
 - **Administrator meetings may not occur more than once a week. If so, bargaining unit members will be compensated at \$35/hour**
 - **Bargaining unit members will have a minimum of 275 minutes of prep time per week.**
 - **Secondary teachers will only have three separate preparations per semester.**

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.~~ **This time will be allocated for lesson planning, test development, assignment grading, gradebook maintenance, analyzing student data, teacher collaboration, parent contact, conferences (parent, student, and administrative), curriculum development, evaluations, attending IEP meetings, and reading emails. Administrator meetings with bargaining unit members during their prep time shall occur no more than once per week. Any additional meetings beyond this limit shall be compensated at a rate of \$35 per hour. It is up to the teacher's discretion if she/he shall schedule any of the before-mentioned meetings more than once a week.**

C. All Elementary/Secondary teachers shall have a minimum of ~~two hundred (200)~~ **two hundred and seventy five (275)** minutes of conference and preparatory time per week within the pupils' instructional time. Recess time shall not be part of the ~~two hundred (200)~~ **two hundred and seventy five (275)**.

D. ~~Teachers in grades 7-6-12 will be given class assignments which will provide a limit of no more than three (3) separate preparations per semester, within the field of competency and skills of the involved staff.~~ **Secondary teachers (grades 6-12) will be given class assignments with a limit of no more than three separate preparations per semester, within their area of certification.** 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 Frontline "My Forms Section"** ~~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.

Article 8

Teaching Hours, Class Load and Assignments (Cont.)

- **Staff Meetings:**
 - Two staff meetings beyond the workday held every month
 - Any additional meeting outside of work hours will not be mandatory
- Deleted language about working different calendars -- no longer applies
- Deleted language singling out ECC/GSRP -- no longer applies, this group should fully follow the rest of this contract

~~E. Two (2) staff meetings, beyond the teacher's workday, shall be held every month, one (1) of which may be professional development. Two (2) staff meetings, beyond the workday, shall be held every month to address important school-related matters, including but not limited to curriculum development, professional development, committee, school policies, and student performance. One staff meeting of the month shall be designated for departmental/grade level meetings. 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. Staff meeting dates will be provided by the administrator at the beginning of the year and an agenda will be available before every meeting.~~

~~Any additional after school meeting, other meeting, beyond the teacher's workday called, will not be mandatory.~~

~~F. Staff, operating under the MEA collective bargaining agreement, who have shared responsibilities between two (2) or more buildings that operate under different calendars (i.e. balanced or traditional), may be required to work up to ten (10) additional work days above the existing teacher work days in the school calendar year. These additional work days will be mutually agreed upon by the Administration and Union Leadership. These days will be compensated at a rate of two hundred dollars (\$200) per day.~~

~~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.~~

Article 9 Class Size

- Class sizes are not changing from the previous contract
- Classes should be balanced (i.e. and elementary grade level shouldn't have one class with 26 students and the other 19)
- Secondary teachers: classes should not have more than 3 "extra" students. If this happens, then you will be compensated at \$500 per student, per class, per semester.

ARTICLE IX CLASS SIZE

- A. The parties agree that class size shall not exceed the following maximums except as provided for in this Article or when the Association has agreed in writing to exceed these maximums identified below:

Enrollment-Based Determination

Class sizes shall be determined based on the number of students enrolled in each course. This determination shall occur at the beginning of each term and be reviewed periodically to ensure accuracy.

Balancing of Classes: Prior to the addition of any new students, efforts shall be made to balance class sizes as evenly as possible. This includes redistributing students among existing classes to achieve an equitable distribution.

Periodic Review: The enrollment and balancing process shall be reviewed quarterly to accommodate changes in student numbers and ensure continued compliance with this clause.

1. Class Size Maximum:

Elementary:

Kindergarten, Grades First and Second and Third	26
Grades Four through Six	19

The Maximum number of students in Middle and High School Core classes will be 29+3 students per class, but not to exceed two (2) classes.

1. Should any class exceed the maximum listed in Article IX, Section A, 1, above, class-size relief shall be implemented no later than the first (1st) Monday following the second (2nd) full week of the new school year.
Should an overload exist after that date, a meeting of the Joint Committee shall be scheduled immediately to address the problem.
2. Class-size overloads may be resolved by any, and/or a combination, of the following means:
 - a. Additional sections,
 - b. Split sections,
 - c. Transfer of students,
 - d. Rescheduling of students,
 - e. Additional compensation for the teacher

Any method, other than those listed above, utilized to resolve a class-size overload, must be agreed to, in writing, by the Association.

3. At the elementary level maximum class size shall not be exceeded by more than three (3) students.

At the elementary level, when additional compensation is used to resolve a class-size overload, the teacher shall be compensated at the rate of twelve hundred dollars (\$1200) for the first student, twelve hundred dollars (\$1200) for the second student, and two thousand dollars (\$2,000) for the third student prorated the number of student count days and/or student assigned hours of instruction.

5. At the secondary level maximum class size shall not be exceeded by more than three (3) students; however no teacher shall have more than two (2) class periods or sections over the class size maximum. At the

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secondary level, when additional compensation is used to resolve a class-size overload, the teacher shall be compensated at the rate of one hundred-fifty dollars (\$150) five hundred dollars (\$500) per student, per class, per semester, prorated the number of student count days.

6. The maximum number of students in a split section shall not exceed twenty two 22.

B. Special Education (inclusion and mainstreaming):

1. Certified special education students may be placed in general education classrooms under the least-restrictive-environment provision of the State and/or Federal Special Education Regulations and/or Requirements--full inclusion and/or less than full inclusion.

~~a. When a certified special education student is placed in a general education classroom, the general education classroom teacher will be provided an opportunity to work collaboratively with the Superintendent, or designee, to develop an understanding of the student's special needs, including being provided with release time to visit the "sending" teacher/class/school/center. When a self-contained certified special education student is placed in a general education classroom, the general education classroom teacher will be provided an opportunity shall be given release time of their choice to work collaboratively with the caseload manager to develop an understanding of the student's special needs, including being provided with release time to visit the "sending" teacher/class/school/center. If this time is scheduled outside the normal teaching hours, both general education teacher and special education teacher shall be paid their per diem rate of pay.~~

2. Students who have individual education plans and identified as EI, CI, or ASD who are placed in a general education classroom for half a day or more will be counted as two students on the general education teacher's caseload. ~~Within six weeks of the first date of enrollment of a Certified special education student identified as EI, CI, or AI placed by the sixth (6th) Friday after Labor Day according to the HEPT into a special elementary education program for half (1/2) a day or more will be counted as two (2) students on the regular elementary teacher's class load. However, this provision (counting two for one) shall not violate any State and/or Federal Special Education Regulation and/or Requirement and shall not be utilized to deny a certified special education student placement in a general education classroom.~~

3. ~~In the middle and high schools the IEP recommended placement of special education students certified in accordance with sub-section B, 1, a. of this article. Reasonable efforts shall be made to equalize the distribution of mainstreamed special education students, in line with the practice of providing the least restrictive environment. If a core class has more than 25% of its roster consisting of students with an Individualized Education Plan (IEP), a Resource Room teacher will provide inclusive support to the general education teacher at least once a week.~~

Provided the impacted teacher(s) and building administration agree, and there is no increase in building staff allocation, the placement of special education students need not be equalized, and class sizes may be adjusted as deemed appropriate.

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Article 9 Class Size (Cont.)

- Special Education (inclusion and mainstreaming):
 - General education teachers with students coming from a self-contained education classroom will be given release time to work collaboratively with the student's caseload manager. **If not during the school day, teachers are compensated at their per diem rate.**
 - Students identified as EI, CI, or ASD from a self-contained classroom that are placed with a general education teacher for more than half a day will count as two students.
 - Every effort should be made to equalized/balance the distribution of mainstreamed special education students. **Any class that has more than 25% of its roster consisting of students with IEPs, a resource room teacher with provide push-in services to the general education teacher's class at least once a week.**

secondary level, when additional compensation is used to resolve a class-size overload, the teacher shall be compensated at the rate of one hundred-fifty dollars (\$150) ~~five hundred dollars (\$500)~~ per student, per class, per semester, prorated the number of student count days.

6. The maximum number of students in a split section shall not exceed twenty two 22.

B. Special Education (inclusion and mainstreaming):

1. Certified special education students may be placed in general education classrooms under the least-restrictive-environment provision of the State and/or Federal Special Education Regulations and/or Requirements--full inclusion and/or less than full inclusion.

~~a. When a certified special education student is placed in a general education classroom, the general education classroom teacher will be provided an opportunity to work collaboratively with the Superintendent, or designee, to develop an understanding of the student's special needs, including being provided with release time to visit the "sending" teacher/class/school/center. When a self-contained certified special education student is placed in a general education classroom, the general education classroom teacher will be provided an opportunity shall be given release time of their choice to work collaboratively with the caseload manager to develop an understanding of the student's special needs, including being provided with release time to visit the "sending" teacher/class/school/center. If this time is scheduled outside the normal teaching hours, both general education teacher and special education teacher shall be paid their per diem rate of pay.~~

2. Students who have individual education plans and identified as EI, CI, or ASD who are placed in a general education classroom for half a day or more will be counted as two students on the general education teacher's caseload. ~~Within six weeks of the first date of enrollment of a Certified special education student identified as EI, CI, or AI placed by the sixth (6th) Friday after Labor Day according to the IEPT into a special elementary education program for half (1/2) a day or more will be counted as two (2) students on the regular elementary teacher's class load. However, this provision (counting two for one) shall not violate any State and/or Federal Special Education Regulation and/or Requirement and shall not be utilized to deny a certified special education student placement in a general education classroom.~~

~~3. In the middle and high schools the IEP recommended placement of special education students certified in accordance with sub-section B, 1, a. of this article. Reasonable efforts shall be made to equalize the distribution of mainstreamed special education students, in line with the practice of providing the least restrictive environment. If a core class has more than 25% of its roster consisting of students with an Individualized Education Plan (IEP), a Resource Room teacher will provide inclusive support to the general education teacher at least once a week.~~

Provided the impacted teacher(s) and building administration agree, and there is no increase in building staff allocation, the placement of special education students need not be equalized, and class sizes may be adjusted as deemed appropriate.

Article 10 Special Student Program

- Updated to reflect current procedure
 - Bargaining unit members can refer students to the Child Study Team
- Added to reflect the law:
 - General education teachers will be provided necessary information about the special education student no later than the second week of enrollment
- Added: Teachers shall not be responsible for toileting, diapering, or administering medications (except in emergency)

ARTICLE X 10 SPECIAL STUDENT PROGRAM

- A. The parties recognize that there will be provided special education programs and services in accordance with Public Act 451 of 1976, as amended. The Individualized Educational Planning Team (IEPT) will determine the placement and service of all students with special needs in accordance with the laws of the State of Michigan, Federal Legislation, and the rights of the individual.
- B. ~~A teacher may refer any child to the building special services team Child Study Team (CST) who will then in turn normally follow the District provided process which shall be shared with District staff or other appropriate the referral through special services staff.~~

A bargaining unit member may refer any child to the Child Study Team (CST). The CST will follow the District provided referral process, which will be communicated to all District staff members. Consultation, testing or other evaluations will be considered, and completed, as deemed appropriate and as soon thereafter as the availability of needed personnel permits. Placement of the student will occur after a parent or guardian has consented in writing to the placement recommended by the IEP team. The special services personnel responsible for the evaluations will advise teachers of the progress of their referrals. The teacher will participate in the goal setting of identified and certified students and will receive possible advice and assistance from other professional personnel.

- C. These discussions and student plans cannot supplant or interfere with the regular IEPT's decisions and must follow procedures outlined in laws and rules concerning the treatment of confidential information and the rules concerning student and parent rights as outlined in Board policy, State laws, and Federal legislation and regulations. However, this Article is not subject to arbitration.
- D. **Teachers shall be provided written guidelines as to the law, District policy, and appropriate persons to contact regarding inclusion and special education.**

General education teachers will be informed regarding the nature of a special education student's disability placed in their classrooms.

No later than the second week of enrollment, general education teachers will be provided through the student information system:

- Names of students identified as special education, 504, ELD, and the identity of the primary case manager.
- Required resources/materials as per the IEP of any student placed in the class of the general education teacher.
- Present level of academic achievement and functional performance (PLAAFP) as recorded in the IEP.
- Supplementary aides and services (SAS) as recorded in the IEP.
- The behavior intervention plan (BIP) as necessary.
- The 504 Accommodation-At-Glance information.

- E. **Teachers shall not be responsible for toileting, diapering, or administering medications, including monitoring diabetic numbers, insulin administration, or managing seizures. Exceptions are only in cases of emergency when a paraprofessional, school nurse, or administrator is unavailable.**

Article 11 Department Heads/ Lead Teachers

- Cleaned up language to be more consistent and clear (Department Head for secondary, Lead Teacher for elementary)
- Created a process for selecting the Department Head/Lead Teacher
 - Points-based interview process with equal representation of administration to teachers
 - Department Heads/Lead Teachers can hold their position for two years before Interview process happens again
- Department Heads/Lead Teachers will be given time outside of regular teaching responsibilities to fulfill duties of the job (in consultation with building administration)

ARTICLE XI 11

DEPARTMENT HEADS/LEAD TEACHERS-CHAIRPERSON

A. There will be a ~~chairperson~~ **Department Head** for any core department of the secondary school level consisting of three (3) full-time staff members or equivalent. There will be a ~~chairperson~~ **Lead Teacher** for elementary committees, which include but are not limited to math, science, language arts, social studies, and technology. Special education and ~~special elective teachers~~ shall have one Lead teacher/department chair that shall be District wide. Elective lead teachers positions will be available if and only if there are three teachers teaching the same elective subject.

The purpose of **Department Heads/Lead Teachers** ~~academic committees,~~ and School Improvement Chairs, ~~and Lead Teachers~~ is to assist in ~~determining~~ **implementing** the educational vision for the district. These individuals ~~chair of each committee has~~ have the responsibility ~~to~~ of leading these efforts in ~~consultation~~ collaboration 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~~ Superintendent shall remove a department chairperson who does not perform their duties satisfactorily.

A teacher Bargaining Unit Member selected as **Department Head/Lead Teacher** ~~chairperson~~ will be given extra pay as determined by the Extra Pay for Extra Work Schedule, Schedule B.

B. ~~The Department Head/Lead Teacher or the Department Chair shall be chosen selected by the principal with input from teaching staff every two (2) years by a vote of every person in the department. 1 (one) year.~~ **The Department Head/Lead Teacher will be selected using an interview process. The interviewing team will consist of a team of two teachers and two administrators (with equal school-based representation). The candidate who scores the highest points in the interview will be offered the department Head/Lead Teacher position. If there is a tie, the candidate with the most seniority shall have first rights to the role of the Department Head/Lead Teacher. A department Head/Lead Teacher can only hold their position for two years. After two years, another interview process must be made available for anyone interested.**

C. **To support collaborative activities, Department Heads/Lead Teachers will be allocated dedicated time outside of their regular teaching responsibilities. This may include scheduled planning periods, paid after/before-school hours, or designated professional development days. The specific time allocation will be determined in consultation with school administrators to ensure that the Department Heads/Lead Teachers can effectively balance their instructional duties with collaborative efforts.**

~~Special education and special elective teachers shall have one Lead teacher/department chair that shall be District wide.~~

~~There will be a chairperson for elementary committees, which include but not limited to math, science, language arts, social studies, and technology.~~

~~B. A teacher selected as department chairperson will be given extra pay as determined by the Extra Pay for Extra Work Schedule, Schedule B.~~ **MOVE ABOVE**

~~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.~~ **MOVE ABOVE**

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Article 12 Vacancies

- Clarified definition of a vacancy
- Added interested and certified district employees considered first for vacant positions
- Added vacant positions will be posted on the website for 5 work days before being filled

ARTICLE XH 12 VACANCIES

A.

~~The district agrees to give consideration to all present district certified employees, as well as other interested applicants, who wish to apply for known vacancies on June 1 each year.~~

A "vacancy" is an open position as determined by the Board that is to be staffed on a permanent basis.

B.

~~A list of known vacancies will be posted in the lounge area of each building on the Madison District Public Schools website. A list will again be posted of known vacancies on July 15 of each year on the Board of Education bulletin board.~~

Whenever a position in the bargaining unit becomes vacant, it shall be filled with a certified, qualified, or otherwise approved staff member as required by the Michigan Department of Education. The district agrees to give consideration to all district certified employees, as well as other interested applicants, who wish to apply for known vacancies. Certified bargaining unit members shall be considered first for a vacancy.

C.

~~If a vacancy in a teaching position or a non-supervisory position shall occur during the school year which the Board plans to fill, the Board shall notify all present personnel who have filed a request with the Superintendent, or designee. Requests shall be submitted by June 1 and will be kept active for one (1) year.~~

Any existing vacancies will be posted on the District website for not less than five (5) work days prior to the position being filled. Notice of all vacancies will be emailed to district staff. Under extenuating circumstances, the position may be posted for fewer than five(5) days after consultation with the Association President and/or designee.

D.

~~A vacancy exists when official action has been taken, pursuant to an incumbent teacher, which vacates a position and the Board determines it should be filled or when the Board creates a new bargaining-unit position which cannot be filled by the reassignment of a current member of the bargaining unit. (MOVED TO A)~~

Article 13 Interim Administrative Assignment

- Article previously titled “Promotions”
- Added definition of “Interim Administrative Assignment”
- This is for temporary fill-ins only! Bargaining unit member will return to their original position once the need is no longer required
- When a position becomes available, notice will be sent to staff through email. Any qualified bargaining unit member must apply.

ARTICLE XIII 13

PROMOTIONS Interim Administrative Assignment

- A. The Association agrees with the Board that, when granting promotions, the most important consideration is to secure the best-qualified personnel available so as to help insure quality education for the youngsters students of the Madison District Public Schools.

Definition: An Interim Administrative Assignment is a temporary change in position, which results in additional compensation, and the position is listed as an administrative position within the scope of the Board of Education policy. Interim Administrative Assignments are not meant to include the taking on of additional duties in connection with extra-curricular and extra-contractual activities.

B. General procedures for making promotions are as follows:

1. Whenever a vacancy in any administrative or supervisory position in the district shall occur during the school year, the Board shall publicize post the same to its present personnel, as well as notifying college placement offices on the Madison District Public Schools website.
2. Any qualified teacher may apply for such promotion. The Board will consider the professional background and attainments of all such applicants, the length of service in the district and the specialized requirements of the vacant position. The district declares its support for a policy of promotion from within its own teaching staff. The district shall have the full right to hire any personnel from any source within or outside of the district, if in the opinion of the administration, it is in the best interest of the district to do so.
3. Teacher applying for any promotion should send a request in writing to the Superintendent, or designee, according to the limits on the posting. All such requests will be given consideration.

All Interim Administrative vacancies will be shared with district staff through email. Members of the bargaining unit who wish to be considered for an administrative vacancy must fulfill the application requirements. The district agrees to give consideration to all qualified bargaining unit members that meet the required qualifications.

C. Any teacher from within the District who has been transferred or promoted to a supervisory position or administrative position within the District prior to June 1, 1981, and shall be returned to a teacher status, shall be entitled to all seniority, as defined in Article XVI, Section A, 1, within the District as continuous teaching service and such rights that he/she may have under the Agreement in effect. Any teacher Bargaining Unit Member from within the District who shall be transferred or promoted after June 1, 1981, has served to a supervisory or in a permanent or interim administrative position within the District, and shall later be returned to a teacher member status, shall be entitled to seniority credit for prior teaching bargaining unit years of service within the District.

D. A teacher interested in being notified about an administrative position that occurs during the summer vacation must:

1. Submit a letter before June 1, which will be kept active for three (3) years. When a teacher is not in the immediate area during the summer, he/she must notify the Superintendent, or designee, as to how he/she can be contacted.

A temporary reassignment to an administrative position due to the prolonged disability or illness of the person regularly assigned shall be filled as quickly as possible by the temporary appointment of a person to an acting status until the need no longer exists. The staff member assuming the temporary promotion will revert to their original position once the need is no longer present.

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E. The Board may establish a combined teacher/administrator position. However, the following restrictions shall apply to the individual assignment to the position:

1. For the portion of the time the individual is performing “teaching” responsibilities, he/she shall be considered a member of the Association, subject to all of the provisions of this Master Agreement.
2. An individual assigned to this position shall not evaluate and/or discipline members of the association.
3. The individual(s) assigned to this position shall accrue prorated seniority, as defined in Article XVI, Section A, 1, of this Agreement.

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Article 14 Transfers

- Previously prohibitive language – this article is almost entirely new language
- **Added** definition of a transfer (voluntary vs. involuntary) and the notice that transfers cannot be executed in a punitive manner
- **Voluntary Process**
 - Can only be transferred into a vacant position
 - Bargaining unit member must submit a letter to Superintendent/designee requesting transfer
 - Admin will look at qualifications, seniority, and three most recent evaluation ratings before making the determination

**ARTICLE XIV 14
TRANSFERS**

~~A. The Board and the Association recognize that frequent transfers of teachers may be disruptive to the education process and interfere with optimum teacher performance.~~

~~The parties recognize that some transfers may be necessary for educational and administrative purposes and for the interest and aspirations of the teacher.~~

A. DEFINITIONS

When used in this Article, the following terms shall mean:

- A transfer is a change in position different from that bargaining unit member's current assignment.
- A voluntary transfer is one requested by the bargaining unit member.
- An involuntary transfer is the assignment of a bargaining unit member, without their consent, to a position different from that bargaining unit member's current assignment.
- The recommendation, approval, and/or denial of any voluntary or involuntary transfer shall not be executed in a punitive manner or in violation of the Equal Opportunity Act and MDPS Board Policy(po1422).

B. VOLUNTARY TRANSFER PROCESS

1. All bargaining members shall have the opportunity to be considered for a transfer to a vacant position(see article 12 for vacancy definition).

~~1. If a bargaining unit member wishes to transfer, he/she shall proceed in the following manner:~~

~~a. Notify the principal of the school at which he/she is presently working of his/her desire to be transferred and discuss the matter with said principal.~~

~~b. Notify and discuss the matter with the principal of the school to which he/she wish to be transferred:~~

2. ~~Requests in writing before February 28 to the Superintendent, or designee, for transfer shall be given priority.~~ Bargaining unit members may submit a voluntary transfer request in writing to the Superintendent or designee at any time.

3. Any bargaining unit member seeking a voluntary transfer must be highly qualified as defined by state and federal laws for the position for which they wish to be considered. **The administrator will consider the applicants' qualifications as they relate to the posting, including but not limited to seniority and evaluation rating (most recent three).**

4. ~~Teachers will not be transferred unless they are highly qualified as defined by state and federal laws.~~ The Superintendent, or designee, shall make the determination of the transfer. In the event the request for transfer is not granted, the teacher shall be notified in writing of the reason(s). The bargaining unit member may request a meeting with the Superintendent or Designee to discuss the denial of the transfer request.

C. INVOLUNTARY TRANSFER PROCESS

1. An involuntary transfer shall be made only to fill a vacancy or prevent reduction in staff or layoff. **Vacancies shall be filled with voluntary transfers, where possible. only in cases of emergency or when it is in the best interests of the instructional program. Bargaining unit members will not be transferred to a position unless they are highly qualified as defined by Federal and State laws. In the event it becomes**

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necessary to make an involuntary transfer, the least senior teacher who is certified and qualified shall be given the transfer.

2.

3. **When an involuntary transfer is necessary, the bargaining unit member will be personally notified (ie. Phone call, virtual meeting, face to face meeting) by the Superintendent or designee within 24 hours of the decision being made. Upon request of the teacher, an additional meeting may be held between the teacher, a MHEA Representative and the Superintendent or designee, prior to the involuntary transfer.**

3. **If the bargaining unit member's former position becomes vacant, the Board shall offer to return the bargaining unit member to their previous building assignment no later than the following school year.**

4. Every effort will be made by the District to prevent the involuntary transfer of a bargaining unit member for two (2) consecutive years or more than once during the school year.

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Article 14 Transfers (Cont.)

• Involuntary Process

- Involuntary transfers are only to be made to fill a vacancy or prevent reduction in staff or layoff. Vacancies should be filled with voluntary transfers whenever possible!
- If an involuntary transfer is necessary, the least senior teacher who is qualified will be given the transfer
- Bargaining unit members will be notified within 24 hours of the decision.
- If bargaining unit member's former position becomes available, the Board will offer to return the member to previous assignment no later than the following school year.
- Bargaining unit members should not be involuntarily transferred two consecutive years or more than once during a school year.

ARTICLE XIV 14

TRANSFERS

~~A. The Board and the Association recognize that frequent transfers of teachers may be disruptive to the education process and interfere with optimum teacher performance.~~

~~The parties recognize that some transfers may be necessary for educational and administrative purposes and for the interest and aspirations of the teacher.~~

A. DEFINITIONS

When used in this Article, the following terms shall mean:

- A transfer is a change in position different from that bargaining unit member's current assignment.
- A voluntary transfer is one requested by the bargaining unit member.
- An involuntary transfer is the assignment of a bargaining unit member, without their consent, to a position different from that bargaining unit member's current assignment.
- The recommendation, approval, and/or denial of any voluntary or involuntary transfer shall not be executed in a punitive manner or in violation of the Equal Opportunity Act and MDPS Board Policy(po1422).

B. VOLUNTARY TRANSFER PROCESS

1. All bargaining members shall have the opportunity to be considered for a transfer to a vacant position(see article 12 for vacancy definition).

~~1. If a bargaining unit member wishes to transfer, he/she shall proceed in the following manner:~~

~~a. Notify the principal of the school at which he/she is presently working of his/her desire to be transferred and discuss the matter with said principal.~~

~~b. Notify and discuss the matter with the principal of the school to which he/she wish to be transferred.~~

~~2. Requests in writing before February 28 to the Superintendent, or designee, for transfer shall be given priority. Bargaining unit members may submit a voluntary transfer request in writing to the Superintendent or designee at any time.~~

3. Any bargaining unit member seeking a voluntary transfer must be highly qualified as defined by state and federal laws for the position for which they wish to be considered. **The administrator will consider the applicants' qualifications as they relate to the posting, including but not limited to seniority and evaluation rating (most recent three).**

~~4. Teachers will not be transferred unless they are highly qualified as defined by state and federal laws. The Superintendent, or designee, shall make the determination of the transfer. In the event the request for transfer is not granted, the teacher shall be notified in writing of the reason(s). The bargaining unit member may request a meeting with the Superintendent or Designee to discuss the denial of the transfer request.~~

C. INVOLUNTARY TRANSFER PROCESS

1. An involuntary transfer shall be made only to fill a vacancy or prevent reduction in staff or layoff. **Vacancies shall be filled with voluntary transfers, where possible. only in cases of emergency or when it is in the best interests of the instructional program. Bargaining unit members will not be transferred to a position unless they are highly qualified as defined by Federal and State laws. In the event it becomes**

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necessary to make an involuntary transfer, the least senior teacher who is certified and qualified shall be given the transfer.

2.

3. **When an involuntary transfer is necessary, the bargaining unit member will be personally notified (ie. Phone call, virtual meeting, face to face meeting) by the Superintendent or designee within 24 hours of the decision being made. Upon request of the teacher, an additional meeting may be held between the teacher, a MHEA Representative and the Superintendent or designee, prior to the involuntary transfer.**

3. **If the bargaining unit member's former position becomes vacant, the Board shall offer to return the bargaining unit member to their previous building assignment no later than the following school year.**

4. Every effort will be made by the District to prevent the involuntary transfer of a bargaining unit member for two (2) consecutive years or more than once during the school year.

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Article 15

Leaves of Absence

- Applications for a leave of absence is due by **May 1st**
- A leave of absence for one year may be used for childcare **regardless of the age of the child**
- The expiration of an unpaid leave of absence is to be determined at the time of leave request
- Insurance: Insurance can continue at the expense of the teacher
- Steps do not accrue when on a leave of absence
- Upon returning, the bargaining unit member must ensure their teaching certificate is valid

- ARTICLE XV 15**
LEAVES OF ABSENCE
- A. A leave of absence of up to one (1) year may be granted by the Superintendent, upon the approval of the Board of Education, to any teacher who has been granted tenure, upon written application by ~~March~~ ~~± May 1st~~ and/or shall be given consideration, for the following purposes:
1. Engaging in full-time study at an accredited college or university providing such study is reasonably related to his/her professional responsibilities.
 2. Participating in exchange teaching programs of the United States Department of State provided said teacher states his/her intention to return to the district.
 3. Participating in military teaching programs provided said teacher states his/her intention to return to the district.
 4. Joining the Peace Corps or Teacher Corps as a full-time participant in such programs.
 5. Engaging in a program of cultural travel or work program related to his/her professional responsibilities.
 6. An unpaid leave of absence for purposes other than those enumerated in Section A of this Article may be granted for a period not to exceed one (1) year, upon the recommendation of the Superintendent, with the approval of the Board of Education.
- B. A leave of absence of up to one (1) year shall be granted to any teacher for the purpose of childcare. Such leave may be utilized for any child ~~up to seven (7) years of age~~, or in the case of an adopted child or child in legal custody of the teacher ~~up to seven (7) years of age or four (4) years after adoption or custody is granted, whichever is greater.~~
1. The Board will comply with the provisions of the Family Medical Leave Act.
 2. A leave of absence shall be granted for hardship within the teacher's immediate family due to illness or injury for up to one (1) year.
 3. A leave shall be granted for the purpose of serving as an officer or staff member of the Association, Michigan Education Association or National Education Association for one (1) year plus one (1) year extension upon written request.
 4. A leave of absence of up to one (1) year shall be granted to any teacher for the purpose of childcare. Such leave may be utilized for any child up to seven (7) years of age, or in the case of an adopted child or child in legal custody of the teacher up to seven (7) years of age or four (4) years after adoption or custody is granted, whichever is greater.
 5. A leave of absence of up to one (1) year, plus upon written application for a yearly extension for the term of office, shall be granted to any teacher for the purpose of holding public office and shall commence upon request of the teacher.
 6. A leave of absence of up to one (1) year may be granted to any teacher to explore a career option.
- C. ILLNESS OR DISABILITY LEAVE
1. A ~~teacher~~ **Bargaining Unit Member** in the district who is unable to teach because of personal illness or disability shall be granted a leave of absence without pay or fringe benefits, upon a written request and a written medical confirmation of illness or

Article 15

Leaves of Absence (Cont.)

disability, up to one (1) year.

2. Upon a written request, a one (1) year extension of leave of absence shall be granted at the will of the Board of Education, upon the recommendation of the Superintendent.
3. When a **teacher Bargaining Unit Member** is granted an illness or disability leave, that person shall retain the following employment rights held by the teacher before such leave was granted:
 - a. The same position on the salary schedule as held when the leave was granted unless the teacher has been employed at least fifty-five (55) working days of a semester, experience credit for the semester will be allowed.
 - b. Unused leave **time** as held at the start of the leave.

D. GENERAL RULES

1. Recognizing that the purpose of a probationary period is to provide the Board an opportunity to observe the work performance of a teacher, it is understood that time off due to leave of absence shall not be counted as service and shall not be counted toward completion of a non-tenure teacher's probationary period.
2. While on a leave of absence, a **teacher Bargaining Unit Member** shall not enter into a contract for professional employment except as provided in **section A above** unless **under extremely unusual conditions, which must be** approved by the Board and then only under extremely unusual conditions.
3. For all unpaid leaves of absence, **the expiration date for the teachers leave shall be determined at the time the unpaid leave is requested by the Bargaining Unit Member.** ~~shall automatically expire June 30 of each school year, unless otherwise provided herein.~~
4. **Teacher Bargaining Unit Member** on a leave of absence must give written notice to the Superintendent ~~by March 1~~, before the leave expires, of their intention to return or resign, unless an extension of leave or a new leave has been granted. In the event such notice is not received, the Board has the discretion to interpret this as a resignation.

~~All fringe benefits cease as of the next billing date of the insurance carrier after the leave date, except that a teacher who is granted such a leave effective in September of a school year shall receive benefits through the preceding month of August or as otherwise provided herein. The rules and regulations with the carrier shall determine the length of time a teacher may self-pay the insurance. All fringe benefits will terminate from the insurance carrier's next billing date following the leave date. However, if a teacher Bargaining Unit Member initiates such a leave in September of a school year, they will continue to receive benefits until the end of the preceding month of August, or as otherwise specified herein. The duration for which a teacher can personally cover the insurance costs will be determined by the rules and regulations set forth by the carrier. If the teacher Bargaining Unit Member elects to self-pay the insurance premium, the dollar amount of the premium must be submitted ten (10) days prior to the Board's due date for submission to the insurance company.~~

5. Upon return from any leave described in Sections A and B, no credit while on leave for **experience steps** will be granted on the Salary Schedule.
6. The notice of intention to return to duty after an illness or disability leave shall be accompanied by a written statement from a physician, certifying the fitness of the teacher to fulfill all of his/her duties.
7. ~~Any teacher who qualifies and collects LTD insurance shall be responsible for payment of the insurance premiums for which he/she qualifies, except health insurance shall be provided for six (6)~~

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~~months from date of disability. Any eligible teacher who qualifies for and receives LTD insurance must bear the responsibility of paying the applicable insurance premiums, with the exception of health insurance, which will be provided for a duration of six (6) months from the onset of disability (Reference Article 25 for additional information).~~

8. Any ~~teacher~~ bargaining unit member granted a leave of absence or an extension of a leave of absence, which is beyond ~~two (2)~~ **one (1) years**, ~~shall be placed at the bottom of the seniority list. their seniority shall be frozen until the date of return.~~ This provision excludes Illness/Disability and Sabbatical leaves of absence.
9. ~~Prior to returning to a teaching position, a teacher bargaining unit member who has been on a leave of absence of five (5) consecutive years or more shall present evidence of having completed six (6) semester hours from an accredited college and/or university in the individual's major/minor or in the field of education.~~

Prior to returning to a teaching position, a **teacher Bargaining Unit Member** who has been on a leave of absence of five (5) consecutive years or more shall present a **valid State of Michigan Teaching Certificate**. ~~having completed six (6) semester hours from an accredited college and/or university in the individual's major/minor or in the field of education.~~

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Article 16 Reductions in Personnel

- Previously prohibitive language – this article is almost entirely new language
- This article refers to the process of layoff and recall
- **Seniority**
 - Defined what seniority is
 - Seniority is **retained** if a teacher is laid off
- **Factors that determine personnel decisions regarding layoff and recall**
 - Seniority
 - Two most recent final evaluation ratings
 - Relevant special training
 - Bargaining unit member's two most recent years of disciplinary records

ARTICLE XVI- 16 REDUCTIONS IN PERSONNEL

A. Seniority

No later than September 30, the Board shall provide a seniority list to the Association President. All certified staff shall be ranked on the list in the order of the effective seniority date and shall include the teacher's name, home mailing address, personal cell phone number, start date of employment, FTE, Step and Lane Placement, Annual Salary, seniority date, certification(s), and current assignment.

1. Seniority is defined as length of continuous teaching service within the Madison District Schools. All seniority is lost when employment is severed by resignation, retirement, or discharge for cause, however,
 - a. Seniority is retained if severance of employment is due to layoff and teachers so affected shall retain all seniority accumulated as of the effective date of layoff.
 - b. Seniority shall continue to accumulate in accordance with Articles XIII; XV-unless otherwise stated in this Agreement.
2. In the event that more than one (1) individual has the same effective date of employment, their seniority placement will be determined based on the time the employment offer was accepted and signed by the bargaining unit member.
3. Revisions and updates of the seniority list shall be provided to the Association upon request.

B. The following factors shall be used for personnel decisions made under this policy:

- Seniority, providing that such teachers who are retained are adequately certified for the positions they are to fill.
- The two most recent final evaluations ratings submitted to the Michigan Department of Education (MDE).
- Relevant special training. This factor may be based on completion of relevant training, other than the professional development or continuing education, which is required by the employer or by State law, and the integration of that training into instruction in a meaningful way.
- The Bargaining Unit Member's two most recent years of disciplinary records.

Article 16 Reductions in Personnel (Cont.)

- **Layoff Process:** If a reduction in staff is necessary, then:
 - The District and union will work together to ensure the layoff process is being upheld *before* submitting for Board approval
 - Bargaining unit member will be notified within thirty days of effective layoff date
 - Notification = phone call, in person or online meeting, certified mail
 - Under extenuating circumstances, if these timelines cannot be met, the District may implement layoffs to **align with budgetary restraints**

C. THE LAY OFF PROCESS:

It is understood by the parties that a reduction in staff may be required in the event of a financial emergency, a significant reduction in student enrollment, a significant reduction in funding or a projected deficit approved by the Board of Education.

If a reduction in personnel is necessary:

- The District and the Association will collaborate prior to submitting for Board approval.
- All efforts will be made to hold the collaborative meeting upon budget approval prior to July 1st to plan staffing placement for the upcoming school.
- Bargaining Unit Members being laid off will be personally notified (i.e. Phone call, virtual meeting, face to face meeting) by the Superintendent or designee within 30 Days of the Effective Layoff Date.
- In the event the Bargaining Unit Member is not available for a meeting, official notification will be sent via certified mail to their last known address. It shall be the responsibility of the Bargaining Unit Member to notify the Board of any change in address. The effective notice date will be the date the certified letter is mailed out by the District, regardless of whether the letter is accepted.
- In the event these timelines cannot be met, the District reserves the right to implement layoffs as necessary to align the District's staffing levels with budgetary constraints.

Article 16 Reductions in Personnel (Cont.)

- **Recall Process:** When bargaining unit members are recalled the following will happen:
 - The District and Union will collaborate and may utilize transfer process
 - Bargaining unit members being recalled will be personally notified (meeting, phone call, certified mail)
 - **The bargaining unit member must respond within 5 calendar days of the recall notice**
 - If the bargaining unit member does not respond/accept, the District will recall the next qualified candidate
 - **If a bargaining unit member does not respond to two separate recall notifications, they will be voluntarily separated from the District**

D. The Recall Process

In the event of a recall the following process will be implemented:

- **The District and the Association will collaborate and may utilize the transfer process when creating the recall list.**
- **Bargaining Unit Members being recalled will be personally notified (i.e. Phone call, virtual meeting, face to face meeting) by the Superintendent or designee.**
- **In the event the Bargaining Unit Member is not available for a meeting, official notification will be sent via certified mail to their last known address.**
- **The Bargaining Unit Member must respond within five (5) calendar days of the recall notice of a position for which the teacher is adequately certified and qualified.**
- **In the event the Bargaining Unit Member does not accept or respond to the recall within five(5) calendar days, the district will recall the next qualified candidate on the recall list.**
- **If a Bargaining Unit Member fails to respond to two separate recall notifications, they will be voluntarily separated from the District and may forfeit any further right of recall.**

It is hereby recognized that after collaborating with the Association, it is within the sole discretion of the Board to reduce and/or recall a bargaining unit member.

Article 16

Reductions in Personnel (Cont.)

- **Benefits During a Recall**

- If a Bargaining unit members is laid off **during the school year**, health benefits will continue through the end of the month of the effective date of layoff
- If a Bargaining unit member is laid off **at the end of the school year**, health benefits will continue until the end of the current spread pay period
- Laid off Bargaining unit members can **pay the district the regular monthly premium** in order to sustain health, dental, life, and vision benefits

E. Benefits During a Recall

In the event of a layoff, the continuation of health benefits for a Bargaining Unit Member receiving spread pay will be handled as follows:

- 1. Layoff During the School Year: The member will continue to receive health benefits through the end of the month of the effective date of the layoff. This continuation of health benefits is contingent upon the member's eligibility and adherence to the conditions outlined in the health benefits policy.**
- 2. Layoff at the End of the School Year: The member will continue to receive health benefits until the end of the current spread pay period. This continuation of health benefits is contingent upon the member's eligibility and adherence to the conditions outlined in the health benefits policy.**

A laid-off Bargaining Unit Member may choose to sustain their health, dental, life, and vision insurance benefits by paying the regular monthly premium directly to the Board. This option is subject to the contractual agreements between the Board and the insurance carriers. To maintain continuous coverage, the teacher must timely submit the accurate payment to the Board Office, ensuring it is received at least ten (10) days before the premium due date(Additional Information Regarding Cobra can be found in Fringe Benefits F.1)

Article 17 Annexation and Consolidation of Districts

- Changed “teacher” to “bargaining unit member”

ARTICLE ~~XVII~~ 17
ANNEXATION AND CONSOLIDATION OF DISTRICTS

- A. To the extent possible, without unduly handicapping any future decisions to annex or to join in a consolidation effort, the Board will attempt to see that the major share of this Agreement shall be agreed to by any newly created Board of Education, as long as it is not in violation of any of the directives of the Department of Education or the laws of the State of Michigan.
- B. In the event this district shall be combined with one (1) or more districts, the Board will use its best effort to see that as many ~~teachers~~ **bargaining unit members** as possible are continued in employment by the newly combined district.

Article 18 Absences

- Increased the amount of leave days from 12 to 13!!! (6.5 given at the start of each semester)
- Changed bereavement policy to include step immediate family
- Deleted language that is no longer necessary (personal days -- all of our days are "leave" days)
- Increased maximum number of leave days banked from 125 to 165
- Increased compensation for bargaining unit members without a class roster who sub in classrooms from hourly to a daily rate of \$100, \$50 for a half day

ARTICLE XVIII 18 ABSENCES

A. Each full-time teacher will be credited with ~~twelve (12)~~ **thirteen (13)** leave days and it shall be prorated for part time teachers. Teachers shall accrue ~~6 six and a half (6.5)~~ leave days at the beginning of the first semester and ~~6 six and a half (6.5)~~ leave days at the beginning of the second semester.

The superintendent, or his/ her designee, ~~may~~ **shall** approve three (3) days ~~for in State~~ (five (5) days if out of state) to attend a funeral/memorial service of a member of their immediate family and **step 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.

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

~~Conversion of accumulated leave days to personal days may be granted upon request and with the approval of the Superintendent or his designee.~~

1. If a teacher reasonably expects that he/she will be unable to perform his/her normal daily duties and functions for more than fifteen (15) working days due to personal illness or disability, he/she shall, upon doctor's confirmation, notify the Superintendent, or designee, of this fact, and shall provide the Superintendent, or designee, at his/her expense, with a physician's statement certifying the ability or advisability of that teacher to work and setting forth the specific illness or disability, the date the teacher's disability will commence, and the expected length of the absence.
2. Notwithstanding any other provision of this Agreement to the contrary, compensation for leave days shall only be paid the teacher if he/she would have been otherwise scheduled to work but for the illness or disability.

~~B. Two (2) additional days may be used for leave which are for absences that require the teacher's presence during the school day and is of such a nature that it cannot be attended to at a later time when schools are not in session or at the conclusion of a working day or on weekends.~~

Except in cases of utmost emergency, the teacher shall give the building principal advance notice of such. A teacher shall not be required to inform the principal of the nature of the leave.

Leave days shall not be used either on the day preceding or the day following a school holiday, except with approval of the Superintendent, or designee.

The unused leave day allowance accumulation shall be a maximum of **one hundred sixty five (165)** ~~twenty-five (25)~~ 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.

The school calendar now provides for holiday periods for the major Christian holidays. A teacher, whose religious holiday ~~fall~~ on a regular work day and observance or practice of which would require absence from work, may request up to three (3) days per school year of paid leave. These days shall be deducted from the teacher's bank unless the teacher notifies the teacher's supervisor prior to the start of the school year of his/her intention to make-up the days during a time when school is not in session. The professional activity of the day(s) will be determined by the teacher but must be approved by the teacher's supervisor.

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Make-up days will be allowed to occur after the fact, only in the case of new teachers hired prior to the start of the school year, who did not have the opportunity to schedule make-up days prior to the absence for the holidays. Those wishing to do so will make arrangements with their supervisor to make-up time during a time when school is not in session.

C. When a teacher returns from an extended absence beyond fifteen (15) work days due to illness during the school year, that person will be required to submit a medical statement as to fitness to return to service upon the request of the Superintendent.

D. Absence with pay not to be charged against the teacher's allowance for the following:

1. Court appearance or subpoena as a witness in any case connected with the teacher's employment or school or whenever the teacher is subpoenaed to attend any school connected court proceeding.
2. Teachers who are summoned for jury duty examination and investigation must notify the Superintendent, or designee, within twenty-four (24) hours of receipt of such notice. If such teacher then reports for jury duty, he/she shall be paid an amount equal to the difference between the amount of wages such teacher would otherwise have earned by working that day and the daily jury fee paid by the Court (not including travel allowances or reimbursement of expenses).

E. Absences the working day before and the working day after a holiday period are not reimbursable without submission of cause through the building principal for approval or disapproval of the Superintendent.

F. In the event that a teacher terminates his/her employment prior to the end of the school year, the number of leave days that may be used will be reduced by one (1) for each month, or major portion thereof, not completed.

G. If a teacher returns to the district, after terminating his/her employment, that person may not reclaim the previously accumulated leave day allowance.

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 Bargaining unit members without a class roster who are pulled to substitute for a classroom teacher shall receive an additional \$100 per full day and \$50 per half day. Who are pulled to scounselors, 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.

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Article 18 Absences (Cont.)

- Increased the amount per day for bargaining unit members wishing to sell back their unused leave days
- Deleted language that is addressed in the chart

J. A teacher, who is absent from his/her duties, shall have on file with the building administrator, lesson plans, class lists/seating charts, and general directions for use by a substitute teacher.

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:~~

A bargaining unit member ~~who uses two days or less of leave time in a school year may receive up to \$2200 for cashing in their current year unused leave days (See Cash In Lieu of Days Schedule). The Bargaining unit member will submit Annual Leave Bonus Request Form (NEED TO UPDATE 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. Any unused leave days not cashed in will be rolled over.~~

~~if they use two or less day. 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 twelfth, and or eleventh leave day for a deduction of one hundred dollars (\$100.00) per day.~~

Cash In Lieu of Days Schedule

Unused Leave Days	Cash In Lieu
13	\$2200
12	\$2100
11	\$2000
10	\$1900
9	\$1800

~~Cashing in Twelve (12) leave days with no rollover — two thousand dollars (\$2,000.00)~~

~~Cashing in eleven (11) leave days and rolling over one leave day nineteen hundred dollars (\$1,900.00)~~

~~Cashing in ten (10) leave days and rolling over two leave days Eighteen Hundred dollars (\$1,800.00) If a bargaining unit member uses three or more of their leave days in a school year, they may cash in their current year unused leave days (see Cash In Lieu of Days Schedule 2):~~

~~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. Any unused leave days not cashed in will be rolled over.~~

Article 19 Professional Behavior

- **Clarified** language: Bargaining unit members must comply with Board policies, guidelines, laws, etc.
- **Reworded** language about staff attendance
 - Must input absences at least an hour before contract hours begin
 - If unable to do so due to **extenuating circumstances**, contact your administrator
- **Adjusted** language about engaging in professional development
 - If the district requests bargaining unit members to attend PD outside of contract hours, the bargaining unit member will be compensated

ARTICLE XIX 19

PROFESSIONAL BEHAVIOR

- A. ~~Teachers are expected to comply reasonable rules, regulations, and directions from time to time adopted by the Board or its representatives which are not inconsistent with the provisions of this Agreement, provided that a teacher may reasonably refuse to carry out a directive which threatens physical safety. Bargaining unit members are required to comply with all Board of Education policies, administrative guidelines, and state and federal laws governing the education profession. It is understood that a bargaining unit member may reasonably decline to execute a directive that poses a threat to physical safety. Any alleged breaches of discipline will be promptly communicated to the implicated bargaining unit member and the Association.~~
- B. ~~The Association recognizes that abuses of leave days or other leaves, chronic tardiness or absence, willful deficiencies in professional performance or other violations of discipline by a teacher reflect adversely upon the teaching profession and create undesirable conditions in the school building. Alleged breaches of discipline shall be promptly reported to the offending teacher and to the Association. The Association will use its best efforts to correct breaches in professional behavior by any teacher and, in appropriate cases, may institute proceedings against the offending teacher. Bargaining unit members are expected to maintain regular attendance and be punctual for all duties and responsibilities. In the event of an absence, the absences must be entered into the absence management system no less than one hour before the bargaining unit member's contractual workday. In case of an emergency that prevents a bargaining unit member from logging their absence in the absence management system, they should promptly inform their building administrator and/or building secretary via direct communication.~~
- 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, except those serving their probationary period, 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.~~

~~The Superintendent shall designate an individual responsible for approval of such leave time.~~

~~Compensatory leave days shall be handled in the same manner as leave days and may not be taken to extend school holidays (vacations).~~

~~Bargaining unit members are expected to engage in ongoing professional development as required per MCL 380.1526 and 1527 and to stay current with educational trends, methodologies, and advancements in their subject areas. Upon the Bargaining unit member's request, arrangements can be established for conferences or programs aimed at enhancing instructional quality.~~

~~If the District requests a bargaining unit member to attend any workshops, conferences, or programs outside of the contractual hours per day, compensatory time/day or pay shall be provided at the professional development hourly rate. This provision applies solely to instances where attendance is requested by the District, and the bargaining unit member is working beyond contractual hours during a workday, on weekends, or on a district-provided day off.~~

~~Tenure teachers shall use the tenure appeal procedure as incorporated in the State Tenure Act rather than the Grievance Procedure of this Agreement in cases involving their discharge, demotion, or suspension without pay.~~

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Article 20 Academic Freedom

- Adjusted language for clarity
- Teachers have the right to make professional judgements about instructional materials and teaching strategies
- Teachers will have the opportunity to participate in decisions regarding curriculum development and educational policies
- Teachers exercising academic freedom must still maintain safe and respectful learning environments, adhere to legal and ethical standards, and comply with district policies

ARTICLE XX 20 ACADEMIC FREEDOM

A. ~~The parties seek to educate young people in the democratic tradition; to foster recognition of individual freedom and social responsibility; to inspire meaningful awareness of and respect for the Constitution, the Bill of Rights, the Rule of Law; and to instill appreciation of the values of individual personality. It is recognized that these democratic values can be best transmitted in an atmosphere in which academic freedom for the teacher and student is encouraged. However, this does not exclude the rights and obligations of the administrators to question, instruct and direct, whenever necessary.~~

Academic freedom is a fundamental principle that recognizes teachers' rights to freedom of inquiry, expression, and instructional methods in the pursuit of educational goals. Within the bounds of state standards, district curriculum frameworks, and district policies, teachers have the right to make professional judgments about instructional materials and teaching strategies.

B. ~~Academic freedom implies that no arbitrary limitations shall be placed upon the study, investigation, presentation or interpretation of facts related to legitimate branches of learning. However, the Board and the Association agree that teachers are subject to the accepted standards of professional education responsibility, specific regulations of the Board of Education, directives of the State Department of Education, and the laws of the State of Michigan.~~

Teachers have the right to select and recommend supplemental instructional materials, textbooks, and resources that they deem appropriate for their courses, taking into consideration the diverse needs of students and the educational objectives. Teachers will have the opportunity to participate in decisions related to educational policies, curriculum development, and other matters affecting their professional responsibilities, in accordance with established procedures.

C. ~~The Board and the Association agree to mutually promote the basic objectives of a democratic society in an atmosphere that safeguards the legitimate interest of schools and students while discouraging the imposition of artificial or arbitrary restraints upon the learning process.~~

Academic freedom does not exempt teachers from their responsibilities to maintain a safe and respectful learning environment, adhere to legal and ethical standards, and comply with district policies. Teachers shall exercise academic freedom with respect for the confidentiality of student records and other sensitive information, following applicable laws and district policies.

Article 21 Professional Improvement

- District Provided Professional Development:
 - Time for required trainings (i.e. Vector) will be built into work day
 - Bargaining unit members can be reimbursed for conference fees/expenses of up to \$250 per school year
 - Professional Development hours will be updated in Kalpa every January and May for review

ARTICLE XXI 21
PROFESSIONAL IMPROVEMENT

Madison Public Schools strive for excellence in teaching children. Therefore, the Board and the Association support the philosophy of professional growth and development of teachers in self-improvement, improving curriculum, ongoing professional training, collaboration, wellness, and communication. By these methods, teachers commit to excellence in their teaching positions.

It is the responsibility of each teacher to ensure they complete the required professional development (PD) hours as mandated by the Michigan Department of Education (MDE). Teachers must maintain accurate records of their PD activities to ensure that these activities meet the criteria set forth by the MDE and the district. Failure to comply with these requirements may impact the teacher's employment status and professional standing within the district.

~~B. Teachers may request, or be selected, to attend professional conferences. Approval for attendance and expenses will be determined by administration.~~

District Provided Professional Development

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. **Time for required training including but not limited to Vector, student management software, standardized testing, and software updates. Time provided shall be built into the bargaining unit member's work day prior to implementation. Should the district receive any last minute requirements from the state, time during the teacher's work day shall be provided as needed.**
3. 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 Building Administrator, and with the approval of the Curriculum Director.~~
4. A teacher ~~may~~ **shall** be reimbursed from District general funds for conference fees and/or expenses up to a maximum of ~~one hundred and fifty dollars (\$150)~~ **two hundred and fifty dollars (\$250)** 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. **Bargaining unit members may request more upon budgetary allowance.**
5. All teacher staff development hours are to be completed **and entered by the district in January and May 20th of each year** ~~by May 20 of each school year, unless previously approved by the Superintendent or Designee. Bargaining unit members will have access to verify upload via the professional development management system (KALPA).~~
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.~~

D. The Board and the Association encourage every teacher to belong to at least one (1) professional organization, either of a general educational nature or a specific type of educational organization related to their field to promote their collaboration with peers and to avail themselves of the most current practices and educational research. The district agrees to provide monetary support up to ~~forty dollars (\$40)~~ **one hundred (\$100)** toward one (1) membership fee of a professional group selected by the teacher.

E. The Board and the Association agree that they must be in compliance with the Tenure Act; therefore,

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the District may schedule up to fifteen (15) additional in-service days for teachers in their first three (3) years of employment. **As part of their professional responsibilities, non-tenured or newly hired teachers who obtained tenure in another district, are obligated to complete 15 days of professional development, equating to 90 hours per year (30 of these hours are provided by the District), over the first three years of their tenure. These professional development hours must be relevant to their teaching assignment and district goals.**

~~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)~~ **seventeen thousand five hundred dollars (\$17,500)** per year, starting Fiscal Year (FY) ~~2022/23~~ **2024/25** 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.

Out of District Professional Development

Bargaining unit members 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.

If the District requests a bargaining unit member attend a conference, all expenses including mileage will be reimbursed.

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Article 21 Professional Improvement (Cont.)

- District Provided Professional Development:
 - Increased amount for reimbursement of membership fee for bargaining unit members to belong to professional organization from \$40 to \$100.
 - Per the Tenure Act: Non-tenured or newly hired teachers must attain and additional 90 hours of professional development per year for three years
 - Moved language about bargaining unit members requesting to attend conferences outside of regular school day

ARTICLE XXI 21
PROFESSIONAL IMPROVEMENT

Madison Public Schools strive for excellence in teaching children. Therefore, the Board and the Association support the philosophy of professional growth and development of teachers in self-improvement, improving curriculum, ongoing professional training, collaboration, wellness, and communication. By these methods, teachers commit to excellence in their teaching positions.

It is the responsibility of each teacher to ensure they complete the required professional development (PD) hours as mandated by the Michigan Department of Education (MDE). Teachers must maintain accurate records of their PD activities to ensure that these activities meet the criteria set forth by the MDE and the district. Failure to comply with these requirements may impact the teacher's employment status and professional standing within the district.

~~B. Teachers may request, or be selected, to attend professional conferences. Approval for attendance and expenses will be determined by administration.~~

District Provided Professional Development

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. **Time for required training including but not limited to Vector, student management software, standardized testing, and software updates. Time provided shall be built into the bargaining unit member's work day prior to implementation. Should the district receive any last minute requirements from the state, time during the teacher's work day shall be provided as needed.**
3. 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 Building Administrator, and with the approval of the Curriculum Director.~~
4. A teacher ~~may~~ **shall** be reimbursed from District general funds for conference fees and/or expenses up to a maximum of ~~one hundred and fifty dollars (\$150)~~ **two hundred and fifty dollars (\$250)** 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. **Bargaining unit members may request more upon budgetary allowance.**
5. All teacher staff development hours are to be completed **and entered by the district in January and May 20th of each year** ~~by May 20 of each school year~~, unless previously approved by the Superintendent or Designee. **Bargaining unit members will have access to verify upload via the professional development management system (KALPA).**
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.~~

D. The Board and the Association encourage every teacher to belong to at least one (1) professional organization, either of a general educational nature or a specific type of educational organization related to their field to promote their collaboration with peers and to avail themselves of the most current practices and educational research. The district agrees to provide monetary support up to ~~forty dollars (\$40)~~ **one hundred (\$100)** toward one (1) membership fee of a professional group selected by the teacher.

E. The Board and the Association agree that they must be in compliance with the Tenure Act; therefore,

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the District may schedule up to fifteen (15) additional in-service days for teachers in their first three (3) years of employment. **As part of their professional responsibilities, non-tenured or newly hired teachers who obtained tenure in another district, are obligated to complete 15 days of professional development, equating to 90 hours per year (30 of these hours are provided by the District), over the first three years of their tenure. These professional development hours must be relevant to their teaching assignment and district goals.**

~~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)~~ **seventeen thousand five hundred dollars (\$17,500)** per year, starting Fiscal Year (FY) ~~2022/23~~ **2024/25** 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.

Out of District Professional Development

Bargaining unit members 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.

If the District requests a bargaining unit member attend a conference, all expenses including mileage will be reimbursed.

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Article 21 Professional Improvement (Cont.)

- Tuition Reimbursement:
 - Increased amount for reimbursement from \$15,000 to \$17,500 starting fiscal year 24/25
- Out of District Professional Development:
 - Moved language that was deleted in other section
 - Bargaining unit members attending conferences outside of work day can be compensated with leave days
 - If the district requests a bargaining unit member to attend a conference, all expenses will be reimbursed

ARTICLE XXI 21
PROFESSIONAL IMPROVEMENT

Madison Public Schools strive for excellence in teaching children. Therefore, the Board and the Association support the philosophy of professional growth and development of teachers in self-improvement, improving curriculum, ongoing professional training, collaboration, wellness, and communication. By these methods, teachers commit to excellence in their teaching positions.

It is the responsibility of each teacher to ensure they complete the required professional development (PD) hours as mandated by the Michigan Department of Education (MDE). Teachers must maintain accurate records of their PD activities to ensure that these activities meet the criteria set forth by the MDE and the district. Failure to comply with these requirements may impact the teacher's employment status and professional standing within the district.

~~B. Teachers may request, or be selected, to attend professional conferences. Approval for attendance and expenses will be determined by administration.~~

District Provided Professional Development

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. **Time for required training including but not limited to Vector, student management software, standardized testing, and software updates. Time provided shall be built into the bargaining unit member's work day prior to implementation. Should the district receive any last minute requirements from the state, time during the teacher's work day shall be provided as needed.**
3. 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 Building Administrator, and with the approval of the Curriculum Director.~~
4. A teacher ~~may~~ **shall** be reimbursed from District general funds for conference fees and/or expenses up to a maximum of ~~one hundred and fifty dollars (\$150)~~ **two hundred and fifty dollars (\$250)** 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. **Bargaining unit members may request more upon budgetary allowance.**
5. All teacher staff development hours are to be completed **and entered by the district in January and May 20th of each year by May 20 of each school year**, unless previously approved by the Superintendent or Designee. **Bargaining unit members will have access to verify upload via the professional development management system (KALPA).**
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.~~

D. The Board and the Association encourage every teacher to belong to at least one (1) professional organization, either of a general educational nature or a specific type of educational organization related to their field to promote their collaboration with peers and to avail themselves of the most current practices and educational research. The district agrees to provide monetary support up to ~~forty dollars (\$40)~~ **one hundred (\$100)** toward one (1) membership fee of a professional group selected by the teacher.

E. The Board and the Association agree that they must be in compliance with the Tenure Act; therefore,

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the District may schedule up to fifteen (15) additional in-service days for teachers in their first three (3) years of employment. **As part of their professional responsibilities, non-tenured or newly hired teachers who obtained tenure in another district, are obligated to complete 15 days of professional development, equating to 90 hours per year (30 of these hours are provided by the District), over the first three years of their tenure. These professional development hours must be relevant to their teaching assignment and district goals.**

~~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)~~ **seventeen thousand five hundred dollars (\$17,500)** per year, starting Fiscal Year (FY) ~~2022/23~~ **2024/25** 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.

Out of District Professional Development

Bargaining unit members 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.

If the District requests a bargaining unit member attend a conference, all expenses including mileage will be reimbursed.

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Article 22 Continuous Improvement Committee

- Previously titled “Professional Study Committee”
- Establishes the need of committees for continuous improvement, and outlines who will sit on the committees
- Committees will meet throughout the year and identify areas of improvement, develop action plans, etc.
- Educational Partnership Committee: Monthly meetings between District leadership and Union leadership

ARTICLE ~~XXH~~ 22 ~~PROFESSIONAL STUDY COMMITTEE~~ Continuous Improvement Committee

- A. ~~A Professional Study Committee may be established composed of four (4) members to be selected by the Board and four (4) members to be selected by the Association. The Committee shall systematically review at regular fixed meetings, not less than monthly, teaching techniques, courses of study, textbooks, curriculum guides, pupil testing, student discipline policy, guidance programs, programs for special education and any other professional area which the Committee may agree to consider. Additional ad hoc committees may be established to review particular areas of the curriculum.~~
- B. ~~The committees herein established shall submit a report of their investigations with recommendations for necessary changes, if any, to both the Board and the Association. These reports will be made at least twice a year.~~
- C. ~~Such committee reports shall be deemed advisory. However, when recommendations which the Professional Study Committee feels are necessary, are not acted upon, the Committee may request a meeting between the Board and the Committee to discuss the recommendations.~~
- D. ~~Joint association board committee: The joint committee is an informal process to review matters of mutual concern, to receive inquires, and to discuss conflicts. The committee shall be comprised of three (3) representatives from the administration and three (3) representatives of the Association. The committee shall meet at a date and time mutually agreed upon each month. Additional meetings may be held upon mutual agreement of the parties.~~

Various continuous improvement committees shall be established, comprising a combination of administrators and bargaining unit members. The members will serve as the voice of their respective building(s), bringing feedback and concerns to the committee for consideration and action. Committee members can volunteer and/or be invited by administration and the association.

The committees will meet throughout the year to focus on fostering ongoing improvement in various aspects of education. This could include areas such as curriculum development, instructional practices, assessment strategies, disciplinary policies, overall school or district performance and any other professional area which the Committee may agree to consider.

The committee will also work to identify areas for improvement, develop action plans, implement evidence-based practices, and monitor progress toward establishing goals aimed to enhance student learning outcomes and overall educational quality.

The Educational Partnership Committee will be formed to foster effective communication, collaboration, and problem-solving between the association and the office of the superintendent. The committee shall be comprised of three (3) minimum two (2) representatives from the District administration and minimum two (2) representatives from the Association. The committee shall meet at a date and time mutually agreed upon each month. Additional meetings may be held upon mutual agreement of the parties.

Article 23 Evaluations

- Previously prohibitive language -- entire article was updated
- Identified the evaluation tool being utilized (Thoughtful Classroom)
- Updated to reflect the new law: Student growth data will only count for 20% of evaluation

ARTICLE ~~XXIII~~ 23 EVALUATIONS

The District shall follow the provisions of the Revised School Code MCL 380.1249 and MCL 380.1249b as amended regarding the performance evaluations of all bargaining unit members both probationary and tenured.

- A. The evaluation shall be completed using the Thoughtful Classroom Teacher Effectiveness Framework evaluation tool, unless the parties mutually agree to a different tool, conducted by a rater reliability trained administrator. A clear and consistent set of evaluation criteria will be provided to bargaining unit members at the beginning of the school year.**
- B. Student growth and assessment data or student learning objectives metrics will be 20% of the annual evaluation. The other eighty percent (80%) must be objective criteria as defined in the evaluation tool.**
- C. All Bargaining Unit Members shall meet with a building administrator, prior to the first observation, to discuss the evaluation process and set growth goals for the school year.**

Article 23 Evaluations (Cont.)

- **Observations**

- Observations must be at least 15 minutes but do not need to be the entire class period
- There must be at least 2 observations per year for every teacher being evaluated; one may be unscheduled
- **Formal observations cannot be scheduled within the last two weeks of a semester.**
- Bargaining unit member will receive feedback within 15 days following each observations

Observations

The items described below are criteria for observations.

- A classroom observation must include a review of the teacher's lesson plan and the state curriculum standard being used in the lesson and a review of pupil engagement in the lesson.
- A classroom observation must be not less than 15 minutes but does not have to be for an entire class period.
- There must be at least 2 classroom observations of a teacher in each school year that the teacher is evaluated. One observation may be unscheduled.
- Formal Observations shall not be conducted within the two weeks preceding the end of a semester.
- Within fifteen (15) school days following each observation, the teacher shall receive written feedback from the observation via the Education Advanced platform.

Article 23

Evaluations (Cont.)

- Evaluation Ratings

- Per the law, evaluation ratings are now 'Effective' 'Developing' or 'Needing Support'
- Probationary period for teachers can be reduced from 5 years to 4 years if the teacher is Effective for 3 consecutive years
- Any member rated Ineffective or Needing Support for 3 consecutive years will be dismissed from the district

Evaluation Ratings

A. An evaluation and corresponding feedback must be provided in writing to the Bargaining Unit Member being evaluated. Each Bargaining Unit Member shall be assigned a rating of 'Effective,' 'Developing,' or 'Needing Support', based on their year-end evaluation, in the performance evaluation system. In the event that a written evaluation is not provided, the Bargaining Unit Member shall be deemed 'Effective.'

B. The probationary period for a teacher shall be reduced from five (5) to four (4) school years, when they have been rated as effective on three (3) consecutive year-end performance evaluations.

C. If a Bargaining Unit Member is rated as ineffective or needing support on 3 consecutive year-end evaluations, the school district shall dismiss the Bargaining Unit Member from their employment. This does not affect the ability of a school district to dismiss a Bargaining Unit Member from their employment regardless of whether the Bargaining Unit Member is rated as ineffective or needing support on 3 consecutive year-end evaluations.

Article 23 Evaluations (Cont.)

- **Evaluation Ratings**

- A bargaining unit member who is out of the probationary period and was rated as highly effective on the 3 most recent evaluations will only be **evaluated** every other year or every third year
- After the 24–25 school year, bargaining unit members who receive the highest rating will be evaluated every other year
- If at any point a triennially or biennially evaluated teacher is not rated as Effective, they will revert back to being evaluated annually

D. For the 2024-2025 school year a bargaining unit member who is not in a probationary period and is rated as highly effective on the 3 most recent consecutive year-end evaluations, the school district shall conduct a year-end evaluation every other year or every third year, instead of annually.

After the 2024-2025 school year, a bargaining unit member who is not in a probationary period and has received the highest available rating on the three most recent consecutive year-end evaluations will have their year-end evaluation conducted every other year, instead of annually.

If a bargaining unit member who is not in a probationary period is not rated as effective on 1 of these biennial or triennial year-end evaluations, the teacher must again be provided with year-end evaluations.

	21/22	22/23	23/24	24/25	25/26	26/27
24-25 Exemption Cohort	Highly Effective	Highly Effective	Highly Effective	Exempt	Exempt	Evaluated
25-26 Exemption Cohort		Highly Effective	Highly Effective	Effective	Exempt	Evaluated
26-27 Exemption Cohort			Highly Effective	Effective	Effective	Exempt

Article 23 Evaluations (Cont.)

- **Evaluation Ratings**

- Years when bargaining unit members are not evaluated formally, they will:
 - Still collaborate with administrator to identify goals
 - NOT be required to submit student growth and assessment data
- Bargaining unit members who receive **Needing Support** as a final rating may grieve this rating (restrictions apply, see article language)

Years in which bargaining unit members are exempt from a formal evaluation:

1. They will collaborate with their administrator to identify professional growth goals aligned to the performance evaluation tool.
2. They will not be required to submit student growth and assessment data .

E. If a bargaining unit member receives 2 consecutive ratings of needing support, they must first meet with their evaluator. If not resolved with the evaluator, then the Grievance Process shall be utilized, including binding arbitration through AAA (American Arbitration Association).

F. A tenured teacher who receives a Year-End Evaluation of Needing Support may, within twenty (20) days of receiving the Needing Support rating, request in writing a review of the evaluation and rating by the Superintendent. The Superintendent shall review the evaluation and may within their sole discretion make any modification based on that review. A review under this section may not be requested more than twice in a three (3) school-year period.

The teacher must be provided with the options related to review of the evaluation, including a written response, the ability to request mediation, and when appropriate, utilization of the grievance process or binding arbitration as referenced in MCL 380.1248.

Article 23

Evaluations (Cont.)

- **Unassigned Evaluation Rating**
 - Applies when a bargaining unit member has worked less than 60 days in the school year, has utilized the grievance procedure and the evaluation results were vacated, OR there are extenuating circumstances
 - The bargaining unit member's previous year's evaluation rating is used if designated as unassigned

Unassigned Evaluation Rating

A Bargaining Unit Member must not be assigned an evaluation rating and must be designated as unevaluated for a school year if any of the following apply:

- They worked less than 60 days in that school year.
- The evaluation results were vacated through the grievance procedure.
- There are extenuating circumstances and the Bargaining Unit Member and the school district agree to designate the Bargaining Unit Member as unevaluated because of the extenuating circumstances.

If a teacher receives an unevaluated designation, the teacher's rating from the school year immediately before that designation must be used for consecutive purposes under this section.

Article 23

Evaluations (Cont.)

- **Individual Development Plan**
 - All probationary bargaining unit members are automatically on an IDP
 - IDPs can also be initiated for tenured bargaining unit members if rated as Developing or Needing Support
 - Year-End evaluations for members on an IDP will be based on multiple observations and the achievement of IDP goals
- **Mid Year Progress Report**
 - Mid-Year check in for bargaining unit members in their **first probationary year** or a bargaining unit member who was rated as Minimally Effective, Ineffective, Needing Support, or Developing

Individual Development Plan

An Individual Development Plan (IDP) is required for probationary teachers. Additionally, an IDP can be initiated when an evaluator deems it necessary for a tenured bargaining unit member whose overall performance rating is "Developing" or "Needing Support." The school administrator or their designee, in consultation with the bargaining unit member (who may request a scribe), shall develop an IDP. This plan will include specific goals, trainings, classroom observation opportunities, and/or other developmental activities designed to improve the bargaining unit member's effectiveness.

The Year-End Evaluation for a bargaining unit member on an IDP will be based on multiple classroom observations (observations must be at least 15 minutes in duration and one observation may be unscheduled) and shall include an assessment of the teacher's progress in meeting the goals of their IDP.

Mid Year Progress Report

The District shall provide a mid-year progress report for every Bargaining Unit Member who is in the first year of the probationary period or has received a rating of minimally effective, ineffective, needing support, or developing in the teacher's most recent year-end evaluation. This mid-year progress report shall supplement and not replace the annual year-end evaluation.

The midyear progress report, developed in consultation with the Bargaining Unit Member and the school administrator or designee conducting the year-end evaluation, must include:

- Specific performance goals for the remainder of the school year.
- Any recommended training that would assist the Bargaining Unit Member in meeting these goals.

Article 24 Professional Compensation

- **Changed** in between lanes from BA/MA +20 to BA/MA +18 since graduate classes are typically worth 3 credits
- **Added:** The district must consult with Union leadership when trying to hire someone **two steps above years of teaching experience**
- **Changed:** hourly rate (i.e. lost prep) from \$32/hour to **\$35/hour**
- **Changed:** Teachers asked to supervise additional students due to the absence of another teacher will be compensated at **\$100/day**, or **\$50/day** if class is split
- **No change** to longevity

ARTICLE XXIV 24 PROFESSIONAL COMPENSATION

- A. The basic salaries of **teachers bargaining unit members** covered by this Agreement are set forth in Schedule A which is incorporated in this Agreement. Such Salary Schedule shall be implemented during the term of this Agreement as set forth by the guidelines of the law. **Teachers Bargaining unit members** who take additional hours and qualify for the next salary track (Schedule A is progression and to be placed on the B.A. +20 +18 and/or M.A. +20 +18 track, an additional ~~twenty (20)~~ **eighteen (18)** graduate semester hours must be taken after receiving the B.A. and/or M.A. to move to the next track) will be adjusted on the next pay period upon proof of graduate semester hours that are appropriate in an educational field. Proof is defined as an official college transcript.
- B. At the time of employment by the Madison District Schools, **any experienced teacher new to the district shall be placed no higher on the Salary Schedule than two steps above their years of teaching experience without consultation between the Superintendent of their designee and the Association President or their designee step, as determined by the Superintendent, or designee.**
- 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)~~ **thirty five dollars (\$35)** 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)~~ **thirty five dollars (\$35)** 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, **during**, or after school outside of the teacher's contractual day shall be compensated at ~~thirty-two dollars (\$32)~~ **thirty five dollars (\$35)** 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.
- D. Teachers are to be compensated for teaching in any special teaching assignment.
- E. Teachers involved in extra-duty assignments set forth in Schedules B and C, ~~which is~~ **are** attached to and incorporated in this Agreement, shall be compensated in accordance with the provisions thereof. All teachers shall be compensated in accordance with the provisions of this Article and the annexed Schedules without deviation.

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1. If a teacher does not complete the assignment as described for any reason, (such as illness, withholding of services, released, etc.) the amount of payment shall be credited in proportion to time worked.
 2. The incorporated Schedule shall not make mandatory the existence of the aforementioned activities or prevent the addition of new activities. However, in the event additions are made, the Board and the Association shall discuss the terms of the Contract Rider.
 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, Schedules B and C, 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, under normal conditions, be made no later than sixty (60) days prior to September 1 of that year.
- F. Teachers required in the course of their work to drive personal automobiles from one (1) building to another shall receive a car allowance equal to the IRS mileage rate per mile. The same allowance shall be given for use of personal cars for field trips or other business of the District.
- G. Teachers asked **and agreed** to supervise additional students due to the absence of another teacher shall be compensated at the rate of ~~sixty one hundred dollars (\$60)~~ **(\$100)** per day for each absent teacher. If an absent teacher's class load is split between two or more teachers, **teachers shall be compensated at fifty dollars (\$50) per day** ~~compensation due is to be prorated.~~
- H. PAYROLL PROCEDURES
1. Compensation will be paid in accordance with Schedule A attached hereto.
- Teachers will be paid in twenty-six (26) or twenty-seven (27) equal bi-weekly installments as determined by the district's annual payroll schedule. In years with 27 pays, the administration will notify the union president by the last day of the preceding school year.
2. There shall be deducted from all compensation due all required withholdings and deductions, deductions for unauthorized absences and any of the following deductions authorized by the teacher:
 - a. Banking Institutions
 - b. Tax Sheltered Annuity
 - c. Optional Term Life Insurance
 - d. Additional group-rate coverage/services (additional life insurance coverage and long-term care insurance, as provided in Article XXV, Section F).
 - e. Education Association Dues or Service Charge
 - f. Tax deferred payment of Universal Retirement Credit (TDP)
- I. Upon course completion and upon certification to the Business Office by September 1 of the completion of an advanced degree or other education "lane change", the salary change will be granted for the full contract year (depending on the date of eligibility). Upon course completion and certification to the Business Office by January 15 of completion of an advanced degree or other education "lane change", the appropriate salary credit will be granted for the remainder of the contract year.
- J. Longevity Compensation. ~~Starting in the 2021-22 School Year teachers Bargaining unit members who have been employed with the District for ten (10) or more consecutive years, will begin receiving~~ **shall receive** 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 Bargaining unit member retire / resign~~ **teacher Bargaining unit member** retire / resign prior to the end of a semester, the pay will be prorated for the time worked.

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~~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 26 Severance Compensation

- Changed the date in which bargaining unit members are compensated after termination from July to within 30 days following teacher's termination

ARTICLE ~~XXVI~~ 26 SEVERANCE COMPENSATION

- A. After fifteen (15) years with the District, any actively employed ~~teacher~~ **Bargaining Unit member**, 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. At the rate of 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.
 2. In order to qualify for the terminal compensation provided in Section B, the ~~teacher~~ **bargaining unit member** must submit written notification by May 1 to the Board of Education of ~~his/her~~ **their intent** to retire at the completion of the current school year.
- B. Unemployment compensation claims are not allowable under this Article for ~~teachers~~ **bargaining unit members** who retire or resign.
- C. 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.
- D. Any compensation due to a ~~teacher~~ **bargaining unit member** from this Article shall be payable ~~in July~~ **within thirty (30) days** following the ~~teacher's~~ **bargaining unit member's** termination of employment.

Article 27 Special Assignments

- Article previously titled “Special Teaching Assignments”
- Defined what special assignments are
 - Voluntary roles outside of regular classroom duties
- Defined the selection process for special assignments
 - Fair & transparent; based on qualifications, merit, experience
- Defined the compensation for special assignments

ARTICLE XXVII-27 SPECIAL TEACHING ASSIGNMENTS

~~A. Teachers, who are willing to accept teaching assignments for special, Board-approved after school and summer school programs, may be asked to accept these assignments for hours when they are in demand because of student enrollment and preference.~~

A. Special assignments refer to voluntary roles and responsibilities beyond regular classroom teaching duties, including but not limited to department chairs, after school programs, summer school programs and any other similar positions designated by the school district.

~~B. Placement of the third student teacher per semester in the Madison District Schools shall not occur without the consent of the Executive Board of the Madison Education Association. Supervision by a teacher of a student teacher shall be voluntary, and no teacher shall supervise more than one (1) student teacher per year.~~

B. The selection process for special assignments shall be fair, transparent, and based on qualifications, experience, and merit. Vacancies for these positions shall be communicated to staff and open for application to all eligible bargaining unit members in the manner described in Article 12.

C. Bargaining Unit Members assigned to special assignments shall receive additional compensation commensurate with the increased responsibilities associated with their roles, as outlined in the Schedule B or as negotiated between the Association and the Board

Article 28

Teaching Conditions

- Deleted repetitive and outdated language
- Changed formatting of list of items the Board must provide
 - Added to list: class set of headphones and extra laptops (available for checkout)
- Clarified that all extra supplies will be replenished throughout the school year
- Increased the stipend amount for traveling teachers from \$100 per year to \$125 per year

ARTICLE XXVIII 28 TEACHING CONDITIONS

- A. The Board acknowledges that appropriate texts, aligned with benchmarks, reference materials, supplies, equipment for all courses, current periodicals/subscriptions, assessments, and similar materials are essential tools of the teaching profession. Texts and materials shall be selected and updated in a timely manner. The Association and the Superintendent shall meet periodically to enhance the selection and utilization of these educational tools. The Board commits to promptly implementing all mutually agreed decisions made by the Superintendent or designee and the Association. The Board agrees to maintain the schools' equipment and facilities reasonably, subject to financial constraints.
- B. ~~The Board and the Association mutually recognize the importance of continuous use of adequate teaching material in maintaining a high level of professional performance. In furtherance of that recognition, the Board shall provide a teacher reference library.~~
- C. ~~The Board agrees to make available in each school a computer and duplication facilities. When school secretaries have available time, they may aid teachers in the preparation of instructional material. However, the building principal has the final responsibility for all secretarial job assignments.~~
- B. The Board shall provide, in good working order, for each bargaining unit member use, if applicable:
- A separate desk and chair for each teacher in the district
 - A secure space for each teacher to store coats and personal articles
 - Laptop capable of running all current and necessary software and subscriptions approved by the District
 - Interactive Display (eg. SMART Board) with all necessary accessories
 - Internet
 - Document cameras
 - Working classroom phone
 - Access to user manuals for all electronic devices
 - Laminator
 - Software and subscriptions approved by the District
 - High speed copier with staples, toner, and paper (replenished when low)
 - Teacher's editions and manuals for all texts used in each course taught
 - **Class sets of headphones**
 - **Extra classroom laptops with charging cables available for checkout**
 - Adequate storage space in each classroom for instructional materials, including file cabinets and bookshelves
 - Large magnetic dry erase boards, markers, and cleaner
 - **Supplies needed for instruction, including but not limited to: a variety of paper, bulletin board paper, pencils, pens, crayons, highlighters, glue sticks, scissors, notebooks, folders,**

Surplus supplies shall be kept in an adequate, organized, and accessible area in every building and replenished throughout the school year. Additional supplies can be requested and approved by submitting a written request to the building administrator.

Bargaining unit members will provide substitute plans either on paper and/or through an electronic drive. Any plans available on the electronic drive can be accessed by the guest teacher via a guest login.

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.

The Board will endeavor to provide and properly maintain adequate and safe parking facilities.

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(numbering has changed)

Teachers Bargaining unit members shall not be required to work under unsafe or hazardous conditions as defined by the State Authorities, MIOSHA and/or the Health Department.

A **teacher bargaining unit member** 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~~ **their** duty free lunch.

Traveling ~~teachers~~ **bargaining unit members** shall receive one hundred ~~twenty five~~ **twenty five** dollars ~~(\$100)~~ **(\$125)** stipend per year to be paid out at the end of the school year. ~~Traveling teachers need to send notification by way of an authorization for supplemental payment form 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~~ **their** schedule of an average of three hundred fifty (350) minutes of teaching and student supervisory time as defined in Article VIII, Section B.

~~D. The Board and the teachers will strive to comply with the governmental regulations on energy conservation.~~

E. The Board and the Association recognize that providing optimum school facilities for both students and teachers is desirable to insure the high quality of education for the students. The Board will strive to improve and enlarge these facilities as space and finances permit. ~~The Board agrees to increase the quantity and quality of the materials and supplies of the staff members until a mutually accepted standard is met, when finances permit.~~

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Article 30

Continuity of Operation

- This article refers to **prolonged closure of school buildings** and how to address this to continue normal school operations
- **School colures on scheduled days:**
 - If school is closed on a scheduled day and the district must reschedule to meet minimum number of days, bargaining unit members must work the rescheduled day
 - If the bargaining unit member had a previously scheduled engagement and can provide proof, they may submit written request of excusal to the Superintendent

ARTICLE ~~XXX~~ 30 CONTINUITY OF OPERATION

The Board and the Association 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 operations. Since the Board and the Association have established a Grievance Procedure under which unresolved disputes may be settled, the Board and the Association have removed the basic cause of work interruptions during the period of this Agreement. The Board and the Association accordingly agree to abide by all provisions of Public Law 379 of 1965, the Tenure Act, the General School Laws and its amendments, or other applicable laws and regulations.

The Board and the Association shall make every effort to sustain normal school operations, notwithstanding unforeseen circumstances that may arise. In the event of unexpected challenges resulting in the prolonged closure of a school building, both parties will collaborate to ensure the uninterrupted functioning of the education process.

If school is closed on a scheduled day and the board is required by law to reschedule the day (to meet legal requirements for the minimum number of days of student instruction and/or to receive full state aid) the board may do so. Bargaining unit members shall work rescheduled days without additional pay and be subject to payroll deductions for unexcused absence.

If a bargaining unit member had already scheduled a personal obligation before receiving notice of rescheduled student days and can provide proof of it, they may submit a written request to the Superintendent or Designee for approval of the rescheduled day off.

In the event that the district fails to meet the mandated State attendance rate threshold of 75%, both parties agree to collaborate on identifying and implementing effective strategies to mitigate the risk of losing State funding while ensuring that instructional time is evenly distributed across marking periods. Both parties commit to maintaining proactive communication and fostering cooperation to achieve this shared objective.

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Article 31 Miscellaneous Provisions

- Deleted language about individual contracts between the district and individual teachers -- this language was unnecessary because these kinds of contracts do not exist
- **Changed:** Investigations conducted by the district cannot utilize polygraph or lie detector tests, period.

ARTICLE ~~XXXI~~ 31 MISCELLANEOUS PROVISIONS

- A. This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in a written and signed amendment to this Agreement.
- B. This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.
- C. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to the law then such provision or application shall not be deemed valid and subsisting except to the extent permitted by the law, but all other provisions or applications shall continue in full force and effect.
- ~~D. Any individual contract between the Board and an individual teacher shall be subject to and consistent with this or subsequent Agreements to be executed by the parties.~~
- E. No polygraph or lie detector device shall be used in any investigation **conducted by the District without the consent of the teacher.**
- F. The cost of reproducing this Agreement shall be shared by the Board and the Association. The Board shall provide copies and the Association shall duplicate and assemble the copies.
- G. 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."

Article 32 Position of Building Director

- Changed daily rate from \$75/day to \$125/day prorated hourly

ARTICLE ~~XXXH~~ 32 POSITION OF BUILDING DIRECTOR

During each school year, the Board shall post an announcement for the position of Building Director. The posting shall be in compliance with Article XII.

The "Teacher" appointed to the position of Building Director shall be designated as "being in charge" of the building in the ~~full-day~~ absence of the building administrator(s).

The duties of the Building Director shall include, but may not be limited to:

1. Being responsible for following the correct procedure regarding the arrival and departure of students.
2. Handling student disciplinary matters, excluding the suspension of students from school.
3. Supervising the lunch period(s).
4. Answering questions from parents and the general public, as well as making appropriate referrals.
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-bargaining unit member~~ 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)~~ **one hundred twenty five dollars (\$125)** per day, **prorated for one hour increments of work**. The additional sum of ~~sixty dollars (\$75)~~ **one hundred twenty five dollars (\$125)** is in consideration of the services rendered while functioning as the Building Director. Paperwork including the dates, needs to be submitted to payroll and signed by the Building Administrator.

A Building Director shall not discipline or evaluate members of the Association.

Article 33 Mentorship

- Added language to define purpose and confidentiality of mentorship, and to ensure that mentor/mentee assignments are formalized and communicated to the Association in writing
- Mentors
 - Paid through Schedule B
 - Bargaining unit members interested in being mentors should let their building administration know
 - Should be tenured and highly effective/effective whenever possible
 - Can request release time for mentorship training
 - Must complete Mentorship Log by the end of the school year

ARTICLE ~~XXXIII~~ 33 MENTORSHIP

Teacher mentorships provide a structured framework where experienced educators support and guide novice bargaining unit members, offering valuable insights, advice, and assistance to enhance their professional growth and effectiveness in the classroom. Through regular meetings, collaborative planning, observation, and feedback sessions, mentorship fosters a culture of continuous learning and development within the teaching community. Professional Development topics may include classroom management, best practices, safety training, reviewing district and building procedures, assessments, and curriculum.

In order to promote the highest levels of trust and assistance, the ~~Board~~ Superintendent or designee and the Association agree that the relationship between the mentor and mentee will be confidential and shall not be included in the evaluation of the mentor or mentee.

Mentor and mentee assignments will be agreed upon and formalized in writing. The finalized agreement will be submitted to MHEA and the Superintendent or Designee. ~~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~~

A. Mentor:

1. The purpose of the mentor assignment is to provide a peer who can offer assistance, resources, information and guidance. ~~and the Board and Association have agreed and recommend that~~ Participation as a mentor is voluntary and paid through Schedule B.
2. Any bargaining unit members interested in being a mentor for the following school year shall notify their building administration via email of their interest; however, this interest does not guarantee a mentor position.
3. The mentor shall be a tenured, whenever possible, and possess a highly effective/effective evaluation during the prior year.
4. Every effort will be made to ensure the mentor will be assigned only one mentee at a time.
5. Mentors shall meet with their mentees twice per month.
6. ~~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.~~ Throughout the mentorship, mentors may request release time for training that can assist in serving as their role of mentor.
7. The mentor assignment shall be for one (1) to three (3) years, subject to a collaborative review by the ~~facilitator~~ mentor, mentee and the building administrator/ immediate supervisor at any time. The assignment may be renewed in succeeding years.
8. ~~Prior to the rider being paid at the end of the year, the Mentor Log (Appendix D) must be completed and submitted to the Superintendent or Designee. 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, type of contact and filled out by the mentor and reviewed/signed by the building administrator.~~ (See Appendix)
9. The district shall assume the responsibility of:
 - Entering all qualified professional development hours documented on the completed Mentor Log.
 - Hosting quarterly meetings with Mentors, with an initial meeting taking place prior to October 1st.
 - Providing resources, expectations and guidelines
10. ~~Participation as a mentor is voluntary~~

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B. Mentee:

1. The assignment of a mentor shall be finalized within twenty-five (25) workdays of hire. A teacher new to the profession must be assigned a mentor for no fewer than their first three(3) years.
2. ~~A Meeting will be scheduled to formally introduce the mentors and mentees. An experienced teacher new to the district:~~
 - ~~Previously Tenured will be considered probationary for two years, and must be assigned a mentor for a minimum of one year.~~
 - ~~Non-Tenured must be assigned a mentor for no fewer than their first three years.~~
3. Every effort will be made to match mentors and mentees who work in the same building, and have the same area of certification.
4. ~~Every effort will be made to assign common preparation time.~~ The assignment of a mentor shall be finalized within twenty-five (25) workdays school days of hire.
5. ~~For the first three (3) months, For the duration of the mentorship, biweekly observations and one-on-one coaching sessions will be provided by release time to allow for observation of each other's class, or a class of the mentee's choice as long as requests are submitted to the building administration at least two weeks in advance.~~
6. ~~In order to promote the highest levels of trust and assistance, the Board and the Association agree that the relationship between the mentor and mentee will be confidential and shall not be included in the evaluation of the mentor or mentee. Teacher time devoted to mentoring is viewed as credit to professional development commitments as appropriate. Mentees may utilize qualifying meeting times with mentors to contribute towards their additional professional development hours. The district shall assume the responsibility of entering all mentees' qualified professional development hours documented on the completed Mentor Log.~~
7. Any requests for a change of mentor shall be submitted to the building administrator. The request will be reviewed by administration and the determination will be made within thirty school days.

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Article 33 Mentorship (Cont.)

- District is responsible for:
 - Entering PD hours
 - Hosting quarterly meetings with Mentors
 - Providing resources, expectations, and guidelines
- Mentees
 - Added that new to the profession teachers must have a mentor for 3 years
 - Added distinctions for experienced but new to the district teachers
 - Previously tenured: must have mentor for one year
 - Non-Tenured: must have mentor for 3 years
 - Can request release time for observations in other classes
 - Meetings with mentors count towards PD hours
 - Mentee can request a change in mentor by contacting building administrator

ARTICLE XXXIII-33 MENTORSHIP

Teacher mentorships provide a structured framework where experienced educators support and guide novice bargaining unit members, offering valuable insights, advice, and assistance to enhance their professional growth and effectiveness in the classroom. Through regular meetings, collaborative planning, observation, and feedback sessions, mentorship fosters a culture of continuous learning and development within the teaching community. Professional Development topics may include classroom management, best practices, safety training, reviewing district and building procedures, assessments, and curriculum.

In order to promote the highest levels of trust and assistance, the Board-Superintendent or designee and the Association agree that the relationship between the mentor and mentee will be confidential and shall not be included in the evaluation of the mentor or mentee.

Mentor and mentee assignments will be agreed upon and formalized in writing. The finalized agreement will be submitted to MHEA and the Superintendent or Designee. 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.

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2. Any bargaining unit members interested in being a mentor for the following school year shall notify their building administration via email of their interest; however, this interest does not guarantee a mentor position.
3. The mentor shall be a tenured, whenever possible, and possess a highly effective/effective evaluation during the prior year.
4. Every effort will be made to ensure the mentor will be assigned only one mentee at a time.
5. Mentors shall meet with their mentees twice per month.
6. ~~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.~~ Throughout the mentorship, mentors may request release time for training that can assist in serving as their role of mentor.
7. The mentor assignment shall be for one (1) to three (3) years, subject to a **collaborative** review by the **facilitator**, mentor, mentee and the building administrator/ immediate supervisor at any time. The assignment may be renewed in succeeding years.
8. **Prior to the rider being paid at the end of the year, the Mentor Log (Appendix D) must be completed and submitted to the Superintendent or Designee.** 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, type of contact and filled out by the mentor and reviewed/signed by the building administrator. (See Appendix)
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 - Providing resources, expectations and guidelines
10. ~~Participation as a mentor is voluntary~~

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5. ~~For the first three (3) months; For the duration of the mentorship, biweekly observations and one-on-one coaching sessions will be provided by release time to allow for observation of each other's class, or a class of the mentee's choice as long as requests are submitted to the building administration at least two weeks in advance.~~
6. In order to promote the highest levels of trust and assistance, the Board and the Association agree that the relationship between the mentor and mentee will be confidential and shall not be included in the evaluation of the mentor or mentee. ~~Teacher time devoted to mentoring is viewed as credit to professional development commitments as appropriate.~~ Mentees may utilize qualifying meeting times with mentors to contribute towards their additional professional development hours. The district shall assume the responsibility of entering all mentees' qualified professional development hours documented on the completed Mentor Log.
7. Any requests for a change of mentor shall be submitted to the building administrator. The request will be reviewed by administration and the determination will be made within thirty school days.

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NEW ARTICLE Discipline

- Previously prohibitive language -- this is an entirely new article
- Bargaining unit members may only be disciplined, demoted, or discharged for a reason that is not arbitrary or capricious or in violation of Equal Opportunity Act.
- The district can discipline any member who violates Board policy, staff handbook, or applicable law. They will conduct an investigation and follow the procedures in this article.

NEW ARTICLE: Bargaining Unit Member Discipline

Discipline shall occur in accordance with the statutory requirements under the Michigan Tenure Act and the Revised School Code. A Bargaining Unit Member shall only be disciplined, demoted, or discharged for a reason that is not arbitrary or capricious or in violation of the Equal Opportunity Act.

The District reserves the right to discipline any Bargaining Unit Member who violates any rule or standard specified in the approved board policy, staff handbook, or applicable law. Whenever disciplinary action becomes necessary, the Superintendent or designee shall follow the procedures outlined in this agreement and in accordance with Board Policy and shall conduct an investigation into any alleged act or omission by a teacher that may result in disciplinary action.

The investigation shall include, at a minimum, interviews of appropriate persons and a meeting with the subject teacher and, if requested or if required by the bargaining agreement, the teacher's designated representative (either another employee or a union representative if part of a bargaining unit) to allow the teacher an opportunity to respond to the complaint. This meeting will be scheduled to accommodate both parties' availability. Prior notice of this meeting shall be provided to the teacher for any discipline that may result in suspension or loss of pay. The meeting shall not proceed without the teacher's designated representative; however, the meeting shall not be unduly delayed to secure the attendance of the teacher's preferred representative.

After completion of the investigation, if discipline is to be imposed, the teacher shall receive written notice of the discipline and this notice shall also be placed in the teacher's file.

If it is determined that the Bargaining Unit Member has engaged in an offense, infraction, misconduct, or other behavior warranting discipline, the administration's decision as to the level of discipline shall be guided by principles including but not limited to the following:

- (a) The adequacy and credibility of the evidence derived from investigation.
- (b) Fair notice given to the employee.
- (c) The seriousness of the offense, infraction or misconduct.
- (d) The Bargaining Unit Members' disciplinary record.
- (e) The existence of any relevant aggravating or mitigating factors.

Progressive Discipline may include but is not limited to:

- Verbal warning and/or verbal reprimand
- Written warning and/or written reprimand
- Suspension
- Discharge
- Monetary Consequences in accordance with Michigan law

The District does not have to apply discipline in a progressive manner, but rather, may impose discipline consistent with the seriousness of the teacher's conduct, as determined by the District. Additionally, nothing in this Article limits the District's right to take other appropriate action, such as placing a teacher on administrative leave during an investigation.

Any such discipline or adverse evaluation of a Bargaining Unit employee's performance shall be subject to the grievance procedure, hereinafter set forth including arbitration. The specific grounds for disciplinary action will be presented in writing to the employee and the Association not later than the time the discipline is imposed.

NEW ARTICLE Discipline (Cont.)

- Investigation:
 - Interview/meeting must take place as part of the investigation
 - Teacher being disciplined may request representation (either another employee or Union representative) in the meeting
- If it is determined that the bargaining unit member committed an offense requiring discipline, the administrator must consider several factors (see article)
- Administrators do not have to discipline in a progressive manner
- Disciplinary records can be grieved

NEW ARTICLE: Bargaining Unit Member Discipline

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Any such discipline or adverse evaluation of a Bargaining Unit employee's performance shall be subject to the grievance procedure, hereinafter set forth including arbitration. The specific grounds for disciplinary action will be presented in writing to the employee and the Association not later than the time the discipline is imposed.

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District's Financial Proposal

MDPS is offering our bargaining unit the following for the 2024–2025 school year:

- **A \$2,000 signing bonus, but NO STEP.**
- One additional leave day (13 total)
- An increase in tuition reimbursement from \$15,000 to \$17,500
- Financial proposals discussed in Articles 24, 28, and 32

The district will re-open the contract for financial considerations for the 2025–2026 school year ONLY if the district has an increase in fund balance

Madison District Public Schools MEA Financial Proposal

Madison District Public Schools agrees to the following for members of MEA for the 2024-2025 school year:

- A \$2,000 signing bonus for returning members.
- One additional leave day (Article 18).
- An increase in the Tuition Reimbursement Fund by \$2,500 (Article 21).
- Additional financial proposals in Articles 24, 28, and 32.

Madison District Public Schools agrees to reopen the contract for financial considerations for the 2025-2026 school year after November 11, 2024, under any of the following conditions:

- An increase in enrollment.
- An increase in MDE Per Pupil Funding.
- Passage of the Sinking Fund in the November 2024 election.
- The audit reveals a fund balance exceeding 7%.
- Any additional increase in revenue that contributes to an increase in the fund balance.

If none of the above conditions are met, the contract will be reopened for financial considerations in May 2025 for the 2025-2026 contract.

Next Steps

Review the proposal

Contact us with any questions that may come up for you!

Rusty Rogers | grteducator@gmail.com | phone number??
Emily Pattyn | emilypattyn@gmail.com | 586-447-5464

VOTE!

Your Building Representative will
send out Information regarding
ballots, so be on the look out for
that!

**THANK
YOU!**

**Madison Heights
Education Association**



Prepare. Aspire. Succeed.

Board Action Item Cover Sheet

Date: September 9, 2024

Subject: Approval of Madison Early Childhood Center Entry Door Purchase

Description:

Madison District Public Schools (MDPS) is seeking approval to proceed with the replacement of the entry doors at the Madison Early Childhood Center. This project aims to enhance the safety, security, and accessibility of the facility for our students, staff, and visitors.

We propose utilizing funds from the 31AA grant, which has allocated a total of \$26,550.00 for this purpose. The grant will fully cover the costs associated with the replacement, ensuring that there are no additional financial burdens on the district's budget.

Recommendation:

It is recommended that the Board of Education approve the purchase of Madison Early Childhood Center entry door replacement in the amount of \$26550.00.

QUOTE SQ-00066602

Quote Valid Until 6/21/2024



1801 Howard Street Detroit Mi 48216
313-230-0800 www.teamallied.com

Date: May 17, 2024

Attn: Ricky Malak

CUSTOMER

Madison District Public Schools
26550 John R Road
Madison Heights MI 48071

LOCATION OF WORK

Madison Early Childhood Center
25601 Couzens
Madison Heights MI 48071

SCOPE OF WORK

Customer has two existing openings on the front of their building as Main Entrances. Each entrance has two doors, two side lites and transom they would like removed and replaced.

Allied proposes the following.

- Demo out existing openings and dispose of properly.
- Fabricate and install two new clear anodized aluminum framing systems Each opening to have two 3070 doors, center mullion, two side lites and a transom.
- Install new door closers, thresholds, door sweeps, rim panic exit devices, and pull handles.
- Reuse existing keyway.
- Doors to have half door lite kits.
- Patch drywall on ceiling as needed, sand, prime and spot paint the ceiling.
- Spot paint cinderblock walls as needed (to match wall as close as possible).
- Install XPEL 8 Mil Security Film on glass units (not the transom).

\$26,550.00

*Allied can obtain permits if required at cost times 10% but is not included in the bid.

TERMS (To be determined)

Price is firm / fixed

A firm fixed price is a fixed price agreed upon by both parties for the scope of work outlined in the proposal.

Pricing is subject to change with a change in scope of work, delays out of control of the contractor or other such items that change the fundamental direction, scope and ability to complete such work.

Regular Straight Time Wages

Regular and Overtime wages DO NOT include any Prevailing Wage, Davis bacon or Service Contract Act wages. If required, pricing will increase.

Quote Valid Until 6/21/2024

If you should have any questions, please feel free to call or email me.

Sincerely,

Mario Schmittou
marios@teamallied.com
313-230-0800

TO ACCEPT THIS PROPOSAL, please sign, date and return it, or you can forward an updated purchase order or work order.

CUSTOMER APPROVAL: _____ Printed Name: _____ Date: _____



Prepare. Aspire. Succeed.

Board Action Item Cover Sheet

Date: September 9, 2024

Subject: Approval of Blind Purchase at Madison Early Childhood Center and Wilkinson Middle School.

Description:

The district seeks approval to purchase and install new blinds in classrooms and administrative offices at Madison Early Childhood Center and Wilkinson Middle School in the amount of \$26611.28 using funds from the 311AA grant. . The new blinds will contribute to improved safety by allowing for better management of visibility into classrooms, which is crucial in lockdown situations or other emergencies.

Recommendation:

It is recommended that the Board of Education approve the purchase of blinds and installation at Madison Early Childhood Center and Wilkinson Middle School in the amount of \$26611.28.

Proposal

One Knollcrest Drive
Cincinnati, OH 45237

MNEIRAT@STANDARDTEXTILE.COM

Freight Code: Prepaid

Proposal Number: 24159479

Date: April 24, 2024

Job/Location: 2024-4-22 18:15:21 PM

Submitted To:

Wilkinson and early childhood

Attn: Phone: Fax:

We Propose to furnish material and labor based on specifications, as per attached for the following:

Quantity	Description	Unit Price	Ext Price
	Roller shades, installed price.		
Proposal Total:			\$26,611.28

Applicable taxes are not included. Freight FOB destination, prepaid freight. Terms Net 30 Days, subject to credit approval.

Fabrication Note: All material is guaranteed to be as specified. All work is to be completed in a professional manner according to standard practices. Any alteration or deviation from the attached specifications involving extra charges, will only be executed upon written orders, and will become an extra charge over and above this estimate.

Installation Note: Any installation services are based on one continuous installation, unless otherwise noted. Additional trips incurred due to construction delays will be billed at actual travel expense plus loss of man hours. It shall be the responsibility of the owner/architect/designer to notify Standard Textile Decorative Products Division of any such delays. Additional terms and conditions are below.

This is a budget estimate only.

Acceptance of Proposal: The terms and conditions outlined on this page and any associated pages are hereby accepted and shall survive any subsequent purchase order or contract; provided, however, Standard Textile may in its discretion rely upon and accept any change in quantities or product specifications reflected in Customer's subsequent purchase order or contract. Any other conflicting terms and conditions in Customer's purchase order or contract shall be deemed to be a material alteration and notice of objection to and rejection of them is hereby given. Standard Textile Decorative Products Division is authorized to do the work specified.

PO Number: QUOTE

Signature: Date:

Submitted By: NEIRAT, MOE **Email:** MNEIRAT@STANDARDTEXTILE.COM **Phone:** 215-3094

*PLEASE NOTE THE FOLLOWING GENERAL TERMS & CONDITIONS:

A. Quotation is based on quantities and specifications listed above, which reflect Standard Textile Co., Inc. ("Standard Textile") best interpretation of Customer's plans and specifications. Customer is responsible for verifying and notifying Standard Textile of any perceived inconsistencies or shortcomings in the specifications listed above.

- B. Quotation is valid until the date set forth above unless otherwise set forth in a written contract and remains subject to availability of quoted components. Standard Textile retains the right to adjust prices for multi-year quotations in the event of unforeseen, significant volatility in raw material or manufacturing prices or to provide a revised quotation in the event any quoted components are no longer available.
- C. Unless otherwise noted in comments above, approximate manufacturing delivery date for established credit accounts is 6 to 8 weeks from receipt of signed quotation or purchase order and all materials to produce product. Unless otherwise expressly agreed to in writing or noted above, an additional charge may be applied to orders requiring a rush delivery date.
- D. All material is guaranteed to be as specified. Please note that printed fabric colors may vary slightly from actual product, and Customer is advised to obtain live swatches of fabric prior to purchase.
- E. Quoted installation charges, if any, are based on one continuous installation with non union labor, unless otherwise noted in comments herein. Installations into concrete, tile or steel require an additional 50% surcharge not included in this quote. Additional trips incurred due to construction delays will result in additional charges for actual travel expense plus loss of man hours. Additional charges will also apply for required downtime (including, without limitation, downtime resulting from unavailable space at scheduled installation time/date; customer provided materials not on site at scheduled installation time/date; preceding work of others not completed at scheduled installation time/date).
- F. Quotation does not include installation services other than installation of product. Any additional services such as takedown and removal of existing product, providing wood blocking, or disposal unless expressly noted above, will be an additional charge.
- G. Any construction above the ceiling line (including dropping of lines or wires from the building structure and installation of any channeling or blocking that is fastened to the building structure or fastened to the grid system) is to be furnished and installed by others.
- H. Quotation does not include additional materials or labor necessary to meet seismic design approval, seismic anchoring or other seismic related building code /project requirements unless otherwise noted in comments herein.
- I. Electrical wiring (line and/or low voltage) is to be provided by customer/others and is excluded from this quotation. Motorized shades are prewired with motor lead. Standard Textile will set limits and/or stopping points of the shades. Electrical drawings will be supplied to the Electrical Contractor along with electrical controls, switches, disconnect plugs, "j" box leads and covers. Electrical Contractor to supply J box within 12" from the shade motor.



Prepare. Aspire. Succeed.

Board Action Item Cover Sheet

Date: September 9, 2024

Subject: Approval of Camera Purchase and Installation at Madison Early Childhood Center

Description:

The district is seeking approval to purchase and install security cameras at the Madison Early Childhood Center. This project is critical for enhancing the safety and security of our students, staff, and visitors. By improving our surveillance capabilities, we aim to ensure a safer environment and swiftly respond to any potential incidents.

The total cost for the purchase and installation of these cameras is \$48925.00. We propose utilizing funds from the 31AA grant to cover this expense

Recommendation:

It is recommended that the Board of Education approve the purchase of cameras and installation at Madison Early Childhood Center in the amount of \$48925.00.



WWTS, L.L.C.

World Wide Technical Services, Inc.

248.672.7617 Tel 248.481.7654 Fax

E-Mail: dfarmer@wwtsllc.net

Quotation

MDPS-ECC-0816.080024

Madison District Public Schools c/o
Early Childhood Center
25601 Couzens
Madison Heights, Michigan 48071
Attn: Jeff Dziadula jeffd@mts4it.com
(586) 817-4333

Date: August 16, 2024

Estimator: D. E. Farmer
Terms: 50% Deposit;
Balance Net 10

Project Name: Madison District Public Schools – Extend Vivotek Video Management and Surveillance System - VSS Pro to MDPS Early Childhood Center

Description:

Pursuant to your request; the MDPS Early Childhood Center requires AI based video surveillance. The system will be based on the Vivotek v2/v3 Series Server platform and Vivotek v2 Series and Milesight AI Pano Series cameras and a partial turn-key installation.

Table 1:

IPC-B8LBMZ 2. 7 -13.5mm 4K Motorized Zoom 20m IR or MS-C5366-X12PA 4K 12X Bullet
V-CC9381-HV.....5MP 180° Panoramic IR or MS-C5376-PE UW 8MP AI or MS-C8477-PC 4K Dual
V-MS9321-EHV-v2...20MP 180° Panoramic IR or MS-5376-PE 8MP AI
V-MS9390-EHV-v2...8MP 180° Panoramic IR or MS-C8176-PA 8MP or MS-C8165-PA 8MP
V-FE9391-EHV-v2...12MP 360° IR or MS-C9674-PA 12MP FE
V-NR9682-V2 or NR9581-V3 32 Channel Server... Expandable to 64 Channels with 30 Days Storage
HP or Equivalent 19 VMS Workstation w/ 32" 4k Monitor

Overview:

Award winning Vivotek network cameras are designed to work 24/7 for all surveillance requirements. Our camera solution offers a variety of form factors - domes, bullets 180° and 360° and dual sensor panoramic cameras from 5 MP to 4K and IPC Generic 4K Bullet and/or Dome cameras providing a wide range of views from overviews to zoom for close-ups. Onboard AI analytics enable accurate detection in real-time as well as recording objects of interest. Equipped with Smart IR, WDR, and advanced noise reduction technology, Smart Search and Attribute Search in Vivotek cameras capture crystal clear video imagery at all times of day and night.

If you need anything at all from us with regards to this matter, or have any questions, feel free to reach out. Turn-key installation and work completion within 60 days of contract approval.

Item 1. Vivotek VSS Pro MDPS Early Childhood Center:\$48,925.00

(See Project Summary Below)

Please sign proposal and return signed or duplicate copy:

Accepted by: _____ **Title:** _____ **Date:** _____

This proposal is firm for 20 days from the date above. Terms and Conditions of sale are attached under the title of TERMS AND CONDITIONS! Please Sign proposal and return Acceptance copy. Keep Original for your records. Notwithstanding any inconsistent or additional terms that may be embodied in your Purchase Order, Seller will accept your order subject only to the terms of the written contract between us upon which your order is placed. If no such contract exists Seller will accept your order only on the express condition that you assent to the terms and conditions contained above and indicated on the attached Terms and Conditions hereof; and your acceptance and receipt of the goods shipped hereunder shall constitute assent to such terms and conditions. WWTS, INC 0016c

The locations for the VMS client station will require network connectivity, possible active directory provisioning and power provided by others. If you need anything at all from us with regards to this matter, or have any questions, feel free to reach out.

Division 19730 Video Surveillance - HP

Item 1. One (1) New HP or Equivalent Client Workstation:

HP Elite Mini 800 G9 Desktop PC

- Windows 10 Pro (available through downgrade rights from Windows 11 Pro)
- Intel® Core™ i7-12900T (up to 4.9 GHz with Intel® Turbo Boost Technology, 30 MB L3 cache, 16 cores, 24 threads)
- 32 GB memory; 1TB SSD storage
- Intel® UHD Graphics 770

All 24 cameras are NDAA Compliant AI cameras with edge AI capabilities.

Qty.	Description
	Exterior: (See Also Table 1)
3	V-MS9321-EHV-v2...20MP 180° Panoramic IR or Milesight Equivalent
2	V-MS9390-EHV-v2...8MP 180° Panoramic IR or Milesight Equivalent
6	IPC-B8LBMLMZ 2.7-13-5mm Motorized Zoom 20m IR or Milesight Equivalent
	Interior: (See Also Table 1)
9	V-FE9391-EHV-v2...12MP 360° IR or Milesight Equivalent
4	V-CC9381-HV5MP 180° Panoramic IR or Milesight Equivalent



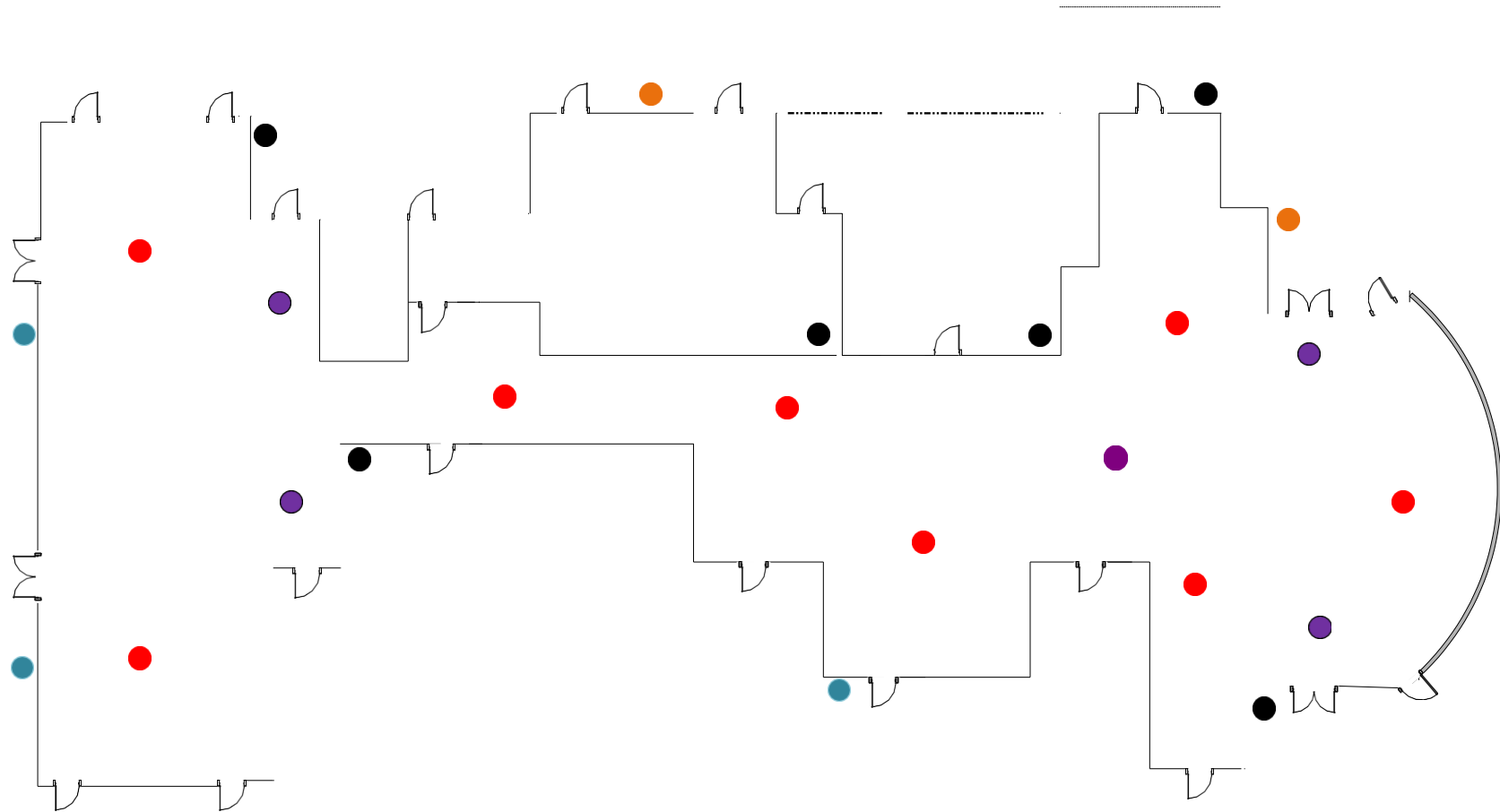
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1. **CONTRACT BETWEEN BUYER AND SELLER:** This document constitutes the full understanding of the parties and no terms, conditions, understanding or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by the parties to be bound.
 2. **DELAYS:** Seller shall be responsible for any failures or delay in delivery due to fires, floods, labor troubles whether or not due to fault of Seller, acts of God, breakdowns, delay of carrier, total or partial failure for any reason of usual sources of supply or transportation, requirements or request of any government or subdivision thereof, or any similar or dissimilar cause beyond Seller's control to supply the total demands for any material specified in this order. Seller may allocate its available supply among any or all Buyers, including new customers, subsidiaries, affiliates and departments of Seller, on such basis as Seller, in its sole discretion, may decide upon without liability for any failure to perform the contract which may be a consequence thereof.
 3. **LIABILITY:** Seller's liability shall be limited to actual damages sustained by Buyer, but in no event to exceed the purchase price of the particular goods involved in the occurrence giving rise thereto.
 4. **TOLERANCE:** The total order and each delivery hereunder shall be subject to standard shipping tolerances.
 5. **WARRANTY:** (a) Seller warrants title and that products sold to Buyer shall be free from defects in material and workmanship and shall conform to specifications for a period of one (1) year from receipt at destination for complete units and parts and subassemblies. (b) Warranties on goods sold but not manufactured by the Seller are expressly limited to the terms of warranties of the manufacturer of such goods. (c) **SELLER MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, AS TO MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE OR ANY OTHER MATTER** Upon receipt of definite shipping instructions, Buyer shall return, transportation prepaid, all defective material, or material not conforming to specifications, to Seller, after inspection by Seller, or at Seller's election, subject to inspection by Seller. Material returned by Buyer must be returned in same condition as when received by Buyer. Defective material, or material not conforming to specifications, so returned shall be replaced or repaired by Seller and returned, freight prepaid, without any additional charge, or in lieu of such replacement or repair, seller, any, at Seller's option, refund the purchase price applicable to such material. Seller agrees to pay return freight charges not exceeding the lowest rail or truck rate which would apply from the original destination on all defective material, or material not meeting specifications. However, Seller shall not be obligated for such charges when material returned proves to be free from defect and to meet specifications shall be held by seller for shipping instructions and Buyer shall furnish such instructions promptly upon request. Seller's liability shall be limited solely to the replacement or repair or to refunding the purchase price applicable to the defective material or material not meeting specifications. Seller shall not be liable for any consequential damages nor any loss, damages, or expenses directly or indirectly arising from the use of the material.
 6. **ADVICE BY SELLER:** The giving or failure to give advice or recommendation of any character by Seller shall not impose any liability upon Seller nor grant to Buyer any license to the use of any Seller's patents, trademarks or trade names.
 7. **CREDITS:** All shipments to be made hereunder shall at all times be subject to the approval of Seller's Credit Department and if the financial responsibility of Buyer is unsatisfactory, or becomes impaired, or if Buyer fails to make any payment in accordance with the terms of the contract, then, in any such event, Seller may defer or decline to make any shipments hereunder except upon receipt of security satisfactory to Seller or cash payments in advance, or it may terminate the contract.
 8. **ASSIGNMENT:** This contract, together with all rights, liabilities and obligations arising thereunder, may be assigned wholly or in part by seller to any one or more of the corporations' subsidiaries to or affiliated with Seller, without the necessity of prior notice to Buyer.
 9. **TAXES:** The price specified herein does not include the amount of any present or future tax applicable to the sale, manufacture, delivery, use and/or other handling of material hereunder, and any such taxes shall be paid by the Buyer.
 10. **CHANGES:** Seller assumes no responsibility for any changes in the specifications outlined in the original order, unless such changes are confirmed in writing by Buyer and accepted in writing by Seller. Any price variation resulting from such changes shall become effective immediately upon the acceptance of such changes. Seller assumes no responsibility for additional costs which result from changes made by the Buyer in shipping or production schedules, if such changes cause an increase in Seller's cost or in the time of performance of this order, unless such changes are confirmed in writing by the Buyer and accepted in writing by the Seller. Additional costs arising from changes which have not been accepted in writing by the Seller will be claimed against the Buyer. Such claim is to be payable upon presentation.
 11. **PRICE:** The price specified in this contract for any material may be changed by Seller upon ten (10) day's written notice to Buyer. In the event Buyer is not willing to accept such change, Buyer shall notify Seller in writing seven (7) days from receipt of the notice of the change and that portion of this order to which such price change is applicable shall be deemed canceled unless within seven (7) days from receipt of Buyer's notice. Seller gives written notice of its election to withdraw the proposed change.
 12. **MATERIALS:** If materials or equipment which the Seller is required to furnish the Buyer hereunder become unavailable either temporarily or permanently through causes beyond the control and without the fault of the Seller, then in the case of temporary unavailability, the contract time shall be extended by change order for such period of time as the Seller shall be delayed by such unavailability and, in the case of permanent unavailability. The Seller shall be excused from the requirement of furnishing such materials or equipment. The Buyer agrees to pay the Seller any increased in cost between the cost of the materials or equipment which have become permanently unavailable and the cost of the closest substitute which is then reasonably available.
 13. **EQUIPMENT:** Any tools or equipment which Seller constructs or acquired specifically and solely for use on Buyer's order, shall be and remain Seller's property and in Seller's sole possession and control, and any charges made by Seller therefore shall be for the use of such equipment only. When for a period of one (1) year no orders are accepted from Buyer for products to be made with such equipment. Seller may make such disposition thereof as it desires without liability to Buyer. Seller shall have no responsibility for loss or damages to such equipment or any material owned or furnished by Buyer while in Seller's possession. Tool charges designated as estimated will vary in accordance with actual cost.
 12. **PATENTS:** If any material shall be manufactured or sold by Seller to meet Buyer's specifications or requirements and is not a part of Seller's standard line offered by it to the trade generally in the usual course of Seller's business. Buyer agrees to defend, protect and save harmless Seller against all suits at law or in equity and from all damage, claims, and demands for actual or alleged infringement of any United States or foreign patent and to defend any suits or actions which may be brought against Seller for any alleged infringement because of the manufacture or sale of any such material.
 15. **POINT OF DELIVERY:** Delivery to carrier at point of shipment shall constitute delivery to Buyer and Buyer shall assume all risk for subsequent loss or damage. The fact that in some instances a different "F.O.B." point may be shown on the face hereof, or that all or part of freight charges may be prepaid, assumed, or allowed by Seller, is for Buyer's convenience only.
 16. **WAIVERS:** No waiver by Seller or any breach of any provision hereof shall constitute a waiver of any other breach or of such provision. Seller's failure to object to provisions contained in any communication from Buyer shall not be deemed an acceptance of such provisions or as a waiver of the provisions of this contract.
 17. **CANCELLATION:** This contract is subject to cancellation only upon Seller's accepting such cancellation in writing and the effective date of such cancellation shall be the date of acceptance; The date of such acceptance notwithstanding. Seller shall have the right to continue the processing of the materials or articles affected to the point at which the processing can be halted with the least inconvenience to Seller under the circumstances. Payment of cancellation charges shall be made by Buyer upon receipt of statement of same. Cancellation charges shall not exceed the purchase price of the canceled portion of the contract.
 18. **CLAIMS:** Any course of dealing between the parties to the contrary notwithstanding at Seller's election any claim for breach of warranty, shortage, failure or delay in delivery or otherwise shall be deemed waived by Buyer unless presented in writing to Seller within the specified warranty period in the case of claims of breach of warranty, or within sixty (60) days from the date of agreed delivery in the case of other claims.
 19. Causes of action for breach of this contract shall not be asserted after one year from the date said cause of action accrues, provided that this limitation shall not apply to actions by Seller to recover the purchase price of article sold hereunder.

EXTERIOR: 13

- 3 Robo Cameras 20MP 180° Pano
- 2 Buddy Cameras 8MP 180° Pano
- 6 Bullets 8MP

INTERIOR: 13

- 9 FishEye Cameras 12MP 360°
- 4 CC 5MP 180° Pano



 WWTS, L.L.C. World Wide Technical Services 248.672.7617 Tel 248.481.7654 Fax	 MADISON MADISON PUBLIC SCHOOLS	Early Childhood Center 94 Camera Plan		CODE	DATE	ENGINEER	PROJECT NO.	SECTION	SHEET
						DEF	23RH03-MDPS	1	1
						DRAWN	APPROVED	DATE	
			DEF	04-11-24					