MASTER AGREEMEN BETWEEN

ROCHESTER COMMUNITY SCHOOLS BOARD OF EDUCATION

AND

ROCHESTER ADMINISTRATORS' ASSOCIATION

July 1, 2026 – June 30, 2029

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PREAMBLE

This Agreement made and entered into July 1, 2026, by and between the Board of Education of the Rochester Community School District, Rochester, Michigan, hereafter, referred to as the "Board" and the Rochester Administrators Association, hereafter called the "Association."

WITNESSETH

The Board and the Association firmly believe that the primary function of the Board and its professional staff is to assure each student attending the Rochester Community Schools the highest level of educational opportunities obtainable. The Board and Association believe that the objectives of the educational program are realized to the highest degree when mutual understanding, cooperation, and effective communication exist between the Board, its executives, and the Association.

ROCHESTER ADMINISTRATION ASSOCIATION INSTRUCTIONS

You are part of the Rochester Community Schools' Administrators. We take pride in our employees and the services they provide to ensure that our students are provided with a quality, world-class education. Pride in Excellence! Please take the time to read this manual carefully. It sets forth the basic guidelines concerning your employment. This manual supersedes any previously issued manuals dealing with the subjects discussed herein. The district reserves the right to interpret, modify, or supplement the provisions of the manual at any time. This manual is not a contract of employment, nor should it be perceived as such. No employee manual can address every situation in the workplace.

If you ever have questions about your employment, you are encouraged to contact Human Resources.

You are encouraged to review and familiarize yourself with the Board of Education Policies and Administrative Regulations associated with your employment with Rochester Community Schools. These policies/administrative regulations can be found on the RCS

ARTICLE I

RECOGNITION

A. By virtue of satisfactory evidence submitted by the Association to the Board that the Association does represent the majority of the Administrators in the District, the Board hereby recognizes the Association as the official negotiating agent for all administrators under contract by the District.

B. DEFINITIONS

In the application and interpretation of the provisions of this Agreement, then the following definitions shall apply:

1. **BOARD** shall mean the Board of Education of the Rochester Community Schools and/or Rochester Community Schools.

2. **DESIGNEE** and **EMPLOYER** shall mean the executive office administrators and **EXECUTIVE ADMINISTRATORS** shall mean the Superintendent, Assistant Superintendents, and other members of the executive administrative group as intended within the meaning of Act 379.

3. **ADMINISTRATOR** shall mean employees included in the Bargaining unit, as set forth below.

4. **SUPERINTENDENT** shall mean the Superintendent of Schools or his/her designated representative.

C. The Board recognizes the Rochester Administrators Association as the exclusive representative of all employees whose positions are in the bargaining unit, such recognition is for the purpose of negotiations pursuant to Act 379 of the Public Acts of 1965 as amended. A disagreement over representation of positions yet to be created or over the right of administrators now employed to belong to the Association shall be resolved by appeal to the Michigan Employment Relations Commission.

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

E. The Association recognizes that except as limited by the terms of the Agreement, the Board shall retain all rights and power to establish policy for the Rochester Community Schools, and to direct its employees.The following professional employees holding valid teaching certificates, issued by the State of Michigan, and

who possess an administrative contract for 50% or more of the employee's contract with the Board shall comprise this unit. These positions are:

High School Principals
Middle School Principals
Elementary School Principals
High School Assistant Principals
Middle School Assistant Principals
Elementary School Assistant Principals
ACE Academic Administrator
Special Education Supervisors

The Association shall exclude Executive Administration and all employees not specifically included.

F. From time to time the Rochester Community Schools Board of Education may employ an Administrative Intern. If an Administrative Intern is employed the position will be placed in the Rochester Administrators Association.

The Administrative Intern will be employed for only one (1) year and the position will be 10 ½ months. The Administrative Intern will not gain seniority in the Rochester Administrators Association.

The individual employed will receive their normal Rochester Education Association salary plus a stipend of $ $4,500 for the first year and if the individual remains as an intern for a second year, the stipend will increase to $5,500. The total salary plus stipend shall not exceed the salary of a middle school assistant principal at Step 1. If the intern is hired as an assistant principal in the second year, they would be placed on Step 2 of the salary schedule.

ARTICLE 2

WAIVER CLAUSE

A. The parties acknowledge that during the negotiations which resulted in this Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Board and Association for the life of this Agreement, each voluntarily and unqualifiedly waive the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, even though such subject or matter may

not have been within the knowledge and contemplation of either or both of the parties at the time they negotiated or signed this Agreement. Matters of mutual concern may be subject to negotiation during the period of this Agreement upon the written request and mutual agreement of both parties. By request, the RAA may initiate a meeting with central administration on additional work duties not previously in place at the time of ratification.

ARTICLE 3

BOARD RIGHTS AND RESPONSIBILITIES

A. The Board, on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself, without limitation, all powers, rights and authority, conferred upon and vested in it by the laws and the constitution of the State of Michigan, and of the United States, including but not limited to, the following:

1. To exercise the executive management and administrative control of the school system and its properties and facilities, and the professional work of its employees;

2. To hire all employees and, subject to the provisions of this contract and of the law, to determine their qualifications; and the conditions for their continued employment, or their dismissal or demotion; and to promote, transfer, and lay off all such employees as stipulated in this agreement.

3. To establish grade 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;

4. To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind;

5. To implement a program of evaluation that will provide an objective assessment of each administrator's performance;

6. To initiate and carry out the means of obtaining financial support for the School District;

7. Continue its rights, policies, and practices of assignment and direction of its personnel, determine the number of personnel and scheduling of all the foregoing, but not in conflict with the specific provisions of this Agreement;

8. Determine the services, supplies, and equipment necessary to continue its operations and to determine all methods and means of distributing,

disseminating, and/or selling its services, methods, schedules and standards of operation, the means, methods, and processes of carrying on the work including automation or contracting thereof or changes therein, the institution of new and/or improvement methods or changes therein;

9. Adopt reasonable rules and regulations; Determine the financial policies, including all accounting procedures;

10. Determine the number of administrative personnel, their functions, authority, amount of supervision and table of organization, provided that the Board/Employer shall not abridge any right of employees as specifically provided for in this Agreement;

11. Determine the policy affecting the selection, testing, or training of employees providing that such selection shall be based upon lawful criteria;

12. To establish in-service, workshops or conferences for administrators and to expect their attendance at these activities;

13. The Board/Employer may adopt rules and regulations not in conflict with the terms of this Agreement concerning the discipline of employees;

14. The Board/Employer shall continue the right to determine and re-determine job content consistent with the terms of this Agreement;

15. All parties recognize that the fiscal capacity of the School District is predicated solely upon taxes and other public funds which could require the Board/Employer to extend or curtail any or all services presently provided.

B. 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 terms of this Agreement and then only to the extent such terms hereof are in conformance with the Constitution and Laws of the United States.

C. Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the Michigan General School Laws or any other national, state, county, district, or local laws or regulations.

D. The listing of specific management rights in this Agreement is not intended to be nor shall it be, restrictive of, or a waiver of, any rights of management not listed and specifically surrendered herein, whether or not such rights have been exercised by the Board in the past.

ARTICLE 4

ASSOCIATION RIGHTS AND RESPONSIBILITIES

A. The Association shall have the privilege of using school buildings, when available, and in conformance with Board policy for meetings provided that when special custodial service is required, the Board may make a customary charge therefore. Prior permission for the use of school facilities must be obtained from the Superintendent.

B. The Board agrees to furnish, within a reasonable time, information requested by the Association concerning the finances of the District in addition to information required to be furnished under the Freedom of Information Act and/or the Public Employment Relations Acts.

C. The Association may use school equipment, normally available to administrators at reasonable times when such equipment is not otherwise in use.

1. The use is to service the legitimate business of the Association, such as of records, notices, correspondence, etc.

2. Supplies, in connection with such equipment use, will be furnished or paid for by the Association.

D. Administrators shall have the privilege to have payroll deductions for the following items;

1. Tax-sheltered annuity (from mutually agreed companies)
2. Other deductions approved by the Board
3. Universal Life
4. Section 125
5. Direct Deposit

E. Any expenses incurred by the Board of Education in performing Association business shall be reimbursed within a ten-day period after billing.

F. All Association materials intended for display on any property under the management of the Board must be approved and signed by the Superintendent before display. The Association shall be granted a total of five (5) Association days per school year without loss of pay for conducting Association business including, but not limited to, attendance at Association meetings. In addition, up to ten (10) days may be taken each school year by members of the Association. These days will be deducted from the Rochester Administrators' Association sick bank.

G. The Association agrees to continue to admit all administrators to membership

without discrimination on the basis of race, creed, color, age, national origin, marital status, or sex and to represent them without regard to their participation in the affairs of other education organizations. The Board agrees to continue its policy of non-discrimination against any Administrator on the basis of race, creed, color, age, national origin, marital status, sex, or membership in or association with the activities of any professional education organization.

ARTICLE 5

ADMINISTRATOR RIGHTS & RESPONSIBILITIES

A. Nothing contained herein shall be construed to deny or restrict to any Administrator such rights provided him/her under the Michigan General School Laws or other applicable laws and regulations. The rights granted to Administrators hereunder shall be deemed to be in addition to those provided citizens of this state.

B. INDIVIDUAL CONTRACTS

1. It is agreed that each Administrator employed by the District who has successfully served two (2) one (1) year probation period contracts in a position shall be offered a two (2) year contract in that position. The two (2) year contract will be extended annually, provided the Administrator received an overall rating of effective on the current year annual year-end performance evaluation. Should an administrator be promoted or voluntarily transfer to a new position/classification within the bargaining unit, they will serve two (2), one (1) year probationary contracts. After successful completion of the two probationary contracts, the administrator shall be offered a two (2) year contract, which will be extended annually, provided the Administrator receives an overall rating of effective on the current year-end evaluation.

   Exceptions to renewal shall be based on:

   a. Administrator receiving an overall rating of developing or needing support on an annual year-end performance evaluation, or
   b. reduction in work force, or
   c. disciplinary action.

2. The timing of the Board's intent to renew or not renew the contract will be consistent with the Revised School Code.

3. Administrators who have successfully completed their tenure probationary period and had previously acquired teacher tenure under Article II of the Teachers' Tenure Act, MCL 38.81 et. seq shall be granted tenure as

teachers but not as administrators.

a. Individual contracts of employment shall expressly deny the granting of tenure in the administrative capacity.

4. Furthermore, no provision of this Agreement shall be construed to grant tenure in an administrative capacity. Any Administrator who is assigned as a teacher, whether voluntarily, involuntarily, or through administrative layoff shall have all the rights and privileges afforded to teachers.

C. STAFF SELECTION AND ASSIGNMENT

1. Each Administrator shall have the right to accept or reject the opportunity to interview and make recommendation to the Human Resources Office for all personnel, certified and non-certified, being assigned or considered for assignment to his/her building, program or department.

2. Each building principal, director and/or supervisor shall have the right to determine internal building, program or department assignments subject to final approval of the Superintendent.

3. All personnel assigned to a building administrator shall be directly responsible and accountable to that building administrator(s) as well as to the supervisor of the department or program.

D. COMPLAINTS

1. Formal complaints by a citizen directed toward an Administrator shall be called to the administration's attention within a reasonable amount of time. The Administrator will be kept progressively informed as to the disposition of the complaint. The Administrator will have the opportunity to provide a written response to any record, which is made of the complaint, if such a record is retained.

2. If an Administrator has a legal complaint lodged against him/her as a result of any legal action within his/her jurisdiction, the Board shall provide legal counsel and render assistance deemed necessary by the Superintendent for the protection of the Administrator. When a request for such representation is made, no action shall be taken with respect to the administrator unless a representative of the Association has been notified to be present at a designated conference. The Board shall arrange for and maintain appropriate insurance to cover all such liability. This provision shall not apply to actions alleging criminal complaints not within the scope of the Administrator's responsibility.

3. Time lost by an Administrator in connection with a complaint or suit, as mentioned in this Article, shall not be charged against the Administrator.

E. Administrators will be reimbursed for attending approved county, state or national conferences. Reimbursement will be made in accordance with Board policy and upon the submission of expense voucher and receipts. Administrators are expected to relate the objectives, interpret the efforts of the District, the decision of the Board and its executive administration to the staff and community in a positive manner and with conviction. Consistent with this expectation, the Board and the Executive Administration will make a reasonable effort to involve middle management in the decision making process.

Each Administrator shall have the right, upon request, to review the contents of his/her own personnel file. The Administrator must make an appointment with the Superintendent/designee in order that an employee of the Department will be present when the Administrator inspects his/her file. A representative of the Association may, at the Administrator's request, accompany the Administrator in related personal references normally sought at the time of employment are specifically exempted from review.

ARTICLE 6

WORKING CONDITIONS

A. The administrative positions included in this contract are full-time positions unless otherwise indicated.

B. Job descriptions for all administrative positions will be developed and maintained. Major changes to a job description will be made after consultation with the Association. Revised job descriptions will be made available to all Association members.

C. The Board of Education will provide each administrator with the necessary support and resources to complete the tasks as stipulated in the job descriptions.

D. Both parties agree that a workday for administrators fluctuates in response to needs dictated by job descriptions. Occasional evening work for parent conferences, open house, orientations and other necessary functions is a normal, accepted part of the workday. Administrators are granted five (5) Incentive/Compensatory days each contractual year to compensate administrators for work in excess of the normal requirements. Additionally, administrators will be compensated for any school sponsored or associated events that includes the overnight supervision of students - $300/night for out of state events and $200/night for in-state events. In order to be eligible for overnight compensation, the supervision must be mandated by the district or individually approved by the Deputy Superintendent. Further information regarding the Incentive/Compensation days is set forth in Article 12.N. of this

Agreement.

E. Both parties also agree that the administrator's willingness to spend extra time should be balanced by the employer's moderation in assigning tasks, which require extra time.

Financial compensation in the form of a stipend will be provided for work that is above and beyond normal school responsibility (construction, extensive committee work, service to the district in additional capacities). The Deputy Superintendent for Teaching and Learning will advise administrators if a stipend will be paid in advance of said work, and payment will be made upon completion of the work or service.

ARTICLE 7

ASSIGNMENT AND TRANSFER

A. TRANSFERS

A transfer is the movement from one administrative position to another administrative position within the Association.

B. VOLUNTARY TRANSFERS

1. Any Administrator shall be given an opportunity to seek a transfer and shall receive consideration for another administrative position.

2. Any Administrator who desires a transfer shall submit his request, in writing, to the Superintendent no later than two weeks after the official notice of resignation, retirement, etc.

3. The Superintendent/designee and/or the immediate supervisor of the position to be filled shall interview administrators submitting such a transfer request.

4. Any Administrator may file with the Superintendent, a general letter of request for transfer within the Association to be considered should a position become vacant.

C. INVOLUNTARY TRANSFERS

Prior to a decision involving the change in assignment of an Administrator, a conference will be held between the Administrator and a representative of the Association if requested, and the Superintendent and/or his/her designee The purpose of an involuntary transfer is to utilize the unique talents of each individual administrator to meet the needs of the school district. At no time will an involuntary

transfer be deemed a demotion or negatively impact an administrators' compensation or benefit package for the remainder of the contractual year in which the transfer occurs.

D. APPOINTMENT TO ADMINISTRATIVE POSITIONS

1. The Board will post vacancy notice for all known vacancies. Administrators wishing to apply for any posted vacancies, who meet the qualifications, may do so as indicated on the notice of vacancy. Copies of such postings will be provided to the Association president. Notice of administrative vacancies during the summer will be sent to all Administrators.All Administrative vacancies shall be posted for a period of ten (10) work- days during the school year and fourteen (14) calendar days during the summer.

2. No vacancy shall be filled, except on a temporary basis, until the expiration of the posting period.

3. Any temporary/seasonal position created by a job realignment will be posted for RAA members for a period of ten working days.

4. If the Board of Education and the Rochester Administrators Association determines it is not practical to post an administrative position and would prefer to make a direct placement, the Superintendent/designee will make the appropriate placement.

E. REASSIGNMENT

1. Reassignment shall mean the movement to a position outside the Association.

2. VOLUNTARY REASSIGNMENT

a. Any Administrator shall have the right to equal consideration for reassignment to any position within the District.

b. A request for voluntary reassignment by an Administrator shall be submitted, in writing, to the Superintendent.

c. The Administrator requesting such reassignment shall be interviewed by the Superintendent/designee prior to the Superintendent's response to such request.

d. Responses to requests for voluntary reassignment shall be in writing prior to the awarding of the position.

3. INVOLUNTARY REASSIGNMENT

a. Involuntary reassignment is the movement of an Administrator in the Association to the position of tenured teacher (if the Administrator has achieved teachers' tenure prior to the re-assignment).

When an involuntary reassignment is contemplated, the Association and the Administrator being considered for such reassignment will receive a written explanation for the need of the reassignment in advance of its taking effect. Such notice shall provide not less than ten (10) working days during which the Administrator andAssociation shall be provided the opportunity to meet with the Superintendent to discuss and review the necessity for such reassignment.

b. Involuntary reassignment shall occur due to

1) reduction in staff
2) receipt of a developing or needing support overall year-end evaluation
3) other reasons as determined by the Superintendent

F. CERTIFICATION

1. The Association recognizes that each Administrator must assume the responsibility of filing his/her valid Michigan teaching and administrative certificate or other documents indicating same with the Department of Human Resources. Each Administrator must also file with the Department of Human Resources transcripts of credits. Certificate Renewal: Administrators will be reimbursed for teaching certificate and certification renewals. This will not include an initial certification attained while an employee of RCS (for example, if an RCS teacher and employed as an RAA intern, there would not be a reimbursement for gaining the initial administrative certification).

G. RESIGNATION

1. Administrators who are leaving the District, or are contemplating leaving the District have an ethical responsibility to report this at the earliest possible date. This early reporting will enable the Board to obtain the best possible replacement for the following year. It is expected that a written notice of resignation be given to the Board not later than the first of March, if feasible.

ARTICLE 8

REDUCTION IN STAFF

A. The Board shall carry out reductions of force in accordance with Michigan statutes and the rules and regulations of the Michigan Department of Education, and the same shall be subject to the first three levels of the Grievance Procedure only, and in no event subject to arbitration.

B. When the Board determines that a reduction in the number of Administrators must be made, it shall be made on the basis of the needs of the District and the needs of the students.

C. Should it become necessary to reduce the number of Administrators employed and there should be more than one administrator in the same job classification (i.e., high school principal, middle school principal, elementary school principal, secondary assistant principal, assistant director) the administrators in the reduced classification will be laid off in accordance with Board Policy regarding reduction of staff. Should reassignment or reclassification occur as a result of reduction in the number of Administrators, the Administrator shall receive salary and benefits not less than those set forth within the Administrators Individual Employment Contract for the duration of that contract.

D. Administrators laid off through the procedure as stated in this Article be recalled in accordance with Board policy and regulation.

E. The Board shall give written notice of recall from layoff by sending a registered or certified letter to said Administrator, at his/her last known address. The Administrator's address as it appears on the Board's records shall be conclusive when used in connection with layoffs, recall or other notice to the Administrator. If an Administrator fails to report to work within ten (10) days from date of the recall, unless an extension is granted in writing by the Board, said Administrator shall be considered as a voluntary quit. The individual's employment contract and any other employment relationship with the Board shall be deemed terminated. Transfer requests will be processed prior to recall requests.

F. Each Administrator is responsible for keeping the Employer advised in writing of any change of address and will not be excused for failure to report for work on recall if he/she fails to receive recall notice because of his/her own failure to advise the Employer in writing of his/her change of address. The Board's obligation to pay salary or fringe benefits pursuant to provisions of this Master Agreement for any laid off Administrator's individual or supplemental contract of employment, as well as all benefits under this collective bargaining agreement, shall terminate at the end of the individual's contract.

ARTICLE 9

ADMINISTRATIVE EVALUATION

A. The parties recognize that the subject of performance evaluation including evaluation tools, frequency, improvement plans and employment status, is comprehensively addressed within Section 1249/1249b of the Revised School Code and agree that the performance evaluations of administrators will full comply with said law.

B. Signing of evaluation reports by the Administrator does not necessarily indicate agreement with the report. Signing indicates that the Administrator has been made aware of its contents and has received a copy of said report. Administrators shall be provided the opportunity to attach their part of the report. Contents of the evaluation shall not be subject to the grievance procedure.

ARTICLE 10

LEAVES OF ABSENCE WITHOUT PAY

A. Administrators must be employed a year before they are eligible for an extended leave absence.

B. A leave of absence of up to one (1) year may be granted to any Administrator, upon application, for the following reasons:

1. Participating in the Peace Corps, Teacher Corps, or other exchange programs approved by the Board
2. Military service
3. Maternity, paternity, or adoption, parental, or spousal care
4. Graduate study
5. Other reasons as approved by the Board

C. An Administrator on a leave of absence will return to the first position available for which the Administrator is certified and qualified. It is fully understood that it may not be possible to immediately return the Administrator to an administrative position.

D. Leave of absence may be requested for up to one year of duration.

E. An Administrator may request an extension of any leave covered in this Article for

a period not to exceed one (1) additional year.

F. All leaves of absence (excluding military) are without pay or advancement on the salary schedule receiving full increments up to the time of the leave, but not during said leave.

G. It is agreed that the use of leave days as described above will be strictly confined to the legitimate purpose described in this Article and not be counted as a year of service for seniority.

H. A leave of absence may be cancelled if mutually agreeable to the employee and the Board of Education.

I. It is the responsibility of said Administrator on a leave of absence to inform the Board, in writing, ninety (90) days prior to the termination of said leave of their intention to return to work, resign, or if allowable, extend said leave. If the Administrator does not comply with this section, they will be deemed a voluntary quit.

ARTICLE 11

SABBATICAL LEAVES

A. Sabbatical leaves of absence may be granted to members of the Rochester Administrators Association bargaining unit of the Rochester Community School District. The granting of such leave is subject to the approval of the Board of Education upon the recommendation of the Superintendent of Schools, when in their considered judgment, the professional competence of the staff member and the general welfare of the public schools will be benefited.

B. The rules and regulations of the Rochester Sabbatical Leave Program are authorized and shall be interpreted in accordance with the following Michigan Statutory Provisions and any amendments thereto:

1. Any Board, after an Administrator has been employed at least seven (7) consecutive years by the said Board and at the end of each additional period of seven or more consecutive years of employment, may grant said Administrator a sabbatical leave for professional improvement for not to exceed two (2) semesters at any time, provided that the Administrator holds legal certification. During said sabbatical leave, the Administrator shall be considered to be in the employ of the said Board, shall have a contract, and may be paid compensation as provided in the rules and regulations of said Board; provided, however, that said Board shall not be held liable for death or injuries sustained by the Administrator while on sabbatical leave.

2. Administrators on sabbatical leave shall be allowed credit toward retirement for time spent on such leave in accordance with rules and regulations established by the Board of Control of public school employees' retirement funds.

3. An Administrator, upon return from a sabbatical leave, shall be restored to his/her administrative position or to a position of like nature, seniority, status, and pay. Said Administrator shall be entitled to participate in any benefits that may be provided for by rules and regulations of the Board pursuant to law (Sec 235, School Code of 1976, - Mich. Comp. Laws 1970, 380.1235).

C. Any certified administrative employee of the Rochester Community School District who meets the qualifications shall be eligible to apply for sabbatical leave. A professional certified administrative employee may apply for sabbatical leave subject to the following conditions and requirements:

1. Applicant must have completed seven (7) consecutive years of satisfactory service as a full-time employee in the Rochester Community School District.Subsequent sabbatical leave may be authorized after eligibility has been re- established by service of an additional seven (7) consecutive years of satisfactory service as a full-time employee.

2. A maximum of two (2) semesters per year, not to exceed one (1) member of the administrative staff, may be granted sabbatical leave each year.

3. A sabbatical leave may be granted for a period of not less than one (1) full term or semester; not more than two (2) consecutive semesters or three (3) consecutive semesters or three (3) consecutive terms.

4. As a condition of receiving final approval for a sabbatical leave, a staff member shall file with the Secretary of the Board of Education, a written agreement stipulating that he/she will remain in the service of the Rochester Community Schools for a period of three (3) years after the expiration of said leave.

5. No professional employee will be granted more than two (2) school years of sabbatical leave (equivalent to a maximum total of eighty (80) weeks) and a minimum of seven (7) years must elapse before the first and second leave. (See the following sections for conditions governing default of this agreement.)

D. The following additional conditions shall prevail with reference to applications for sabbatical leave.

1. Approval of a sabbatical leave by the Board of Education shall be contingent upon securing an employee qualified to assume the applicant's duties.

2. A sabbatical leave, once granted, may not be terminated before the date of expiration except as otherwise provided, or as otherwise agree upon by the Superintendent and the Board of Education.

3. The Board of Education reserves the right to reject any or all requests for sabbatical leaves of absence. (In the event of rejection, the applicant shall be advised as to the reasons for such action.)

4. Application for a sabbatical leave shall be made in writing not later than March 1, proceeding the school year for which the leave is desired. The application must be accompanied by a statement of a well-conceived plan for spending the leave in a manner calculated to contribute to the professional effectiveness of the applicant and to the best interests of the School District. Said application shall contain a detailed analysis of the program the individual Administrator plans to pursue during his/her absence. No changes in this program shall be made without the consent and knowledge of the Superintendent.

5. In determining his/her recommendation on requests for sabbatical leave, the Superintendent will consider the following items:

   a. The extent of the applicant's professional study, growth, contributions and successful service during the preceding seven years.

   b. The extents to which plans submitted for use of time while on leave are definite and educationally constructive.

   c. Potential benefit to the District.

   d. Length of period of uninterrupted service in the Rochester Community Schools.

   e. Order in which applications are received.

E. Requirements and status while on sabbatical leave are defined as follows:

1. The compensation for the staff member on sabbatical leave shall be one-half (1/2) of the Administrator's base salary he/she would receive if on active staff status for the period in which the leave is effective.

2. Payment of salary to a staff member on sabbatical leave shall be made in accordance with the provisions of the Board for payment of salary to the members of the professional staff.

3. A term of sabbatical leave shall entitle an employee to an automatic salary

schedule increment at the beginning of the next full year of school following his/her return to service in the system.

4. A sabbatical leave granted to a regular employee of the professional staff shall also operate as a leave of absence without pay from all other school activities.

5. Payment of hospitalization for the staff member on sabbatical leave will be in accordance with school Board Policy of the active staff status for the period in which the leave is effective.

F. Sabbatical leaves will be granted for the following purposes:

1. For work on advanced degree. Independent research which must be under the supervision of the School District or an accredited college or university.

2. Any other reasons, such as travel or writing, must be approved by the Superintendent.

G. An employee on sabbatical leave shall furnish as many reports as the Superintendent deems necessary or reasonable to determine that the employee is fulfilling the Agreement and all the requirements of the leave. In the event that the Superintendent will find the employee is not fulfilling the Agreement or is dilatory in any respect, the entire sum paid to the employee by the Board shall become due and all future payments shall cease. An employee shall not be considered as having completed the requirements of the sabbatical leave until a final report has been approved by the Superintendent.

At his/her discretion, the Superintendent may require proof that the program as outlined by the applicant has been followed. When approved by the Superintendent, these final reports shall be transmitted to the Board of Education.

H. Status upon returning from sabbatical leave.

1. At the expiration of a sabbatical leave, highest consideration will be given to restore returned employee to original or comparable position.

2. Each applicant must agree to return to service in the Rochester Community Schools District immediately upon termination of sabbatical leave and to continue in such service for a period of three years, unless physical disability makes this impossible or there is mutual agreement to the contrary.

A signed agreement in the format of a promissory note shall stipulate that the failure of the Administrator to provide such service shall result in the obligation to reimburse the District a proportional part of the salary paid to him/her during sabbatical leave determined by the fraction of the three years

not service following the leave. This indebtedness is to be discharged within a period of one (1) year. The provisions of this paragraph may be waived at the discretion of the Board of Education.

I. Miscellaneous

1. Sabbatical leave will be automatically terminated should the grantee be placed upon a probationary academic status by his/her college or university. The professional employee on sabbatical leave shall not accept outside employment while on such leave, which will interfere with his/her planned program.

2. During the sabbatical leave, the Administrator shall not be allowed to hold any full-time, paid position. However, this section shall not be construed to deny any administrator the right to fellowships, grants-in-aid, or other scholastic stipends.

3. Seniority will continue to accrue while the Administrator is on sabbatical leave.

ARTICLE 12

LEAVE OF ABSENCE WITH PAY

A. All Administrators regularly employed by the District shall be allocated thirty (30) sick days at the beginning of the contract year.Sick leave is not cumulative and does not carry over from year to year. At the end of each contract year, any unused portion of the thirty (30) allocated sick days shall be forfeited by the individual administrator and contributed to the Association Sick Leave Bank, subject to the limits in Article 13.

B. In the event of illness of an Administrator for five (5) days or more, the Board may require a doctor's verification of illness.

C. Sick leave is defined to mean absence of the Administrator because of personal disability due to illness or injury, or because of exclusion from school on account of contagious disease or quarantine from such disease.

D. The Board may require any employee to submit to a physical psychological or psychiatric examination. If the choice of the examiner is not agreeable to both the Board and the Administrator involved, the Board and Administrator shall mutually agree to a qualified examiner from a list of three provided by the Board. The cost of this (these) examinations will be paid by the Board.

E. All Administrators may use sick leave for illness, or illness in the immediate family.

A maximum of nine (9)sick leave days may be used for illness in the immediate family. The immediate family is defined as the following for the purposes of sick leave:.

- A biological, adopted or foster child, stepchild or legal ward, or a child to whom the employee stands in loco parentis;
- A biological parent, foster parent, adoptive parent or legal guardian of an employee or employee's spouse;
- Individual who stood in loco parentis when the eligible employee was a minor child;
- An individual to who the eligible employee is legally married under the laws of any state;
- A grandparent;
- A grandchild;
- A biological, foster, or adopted sibling

F. A maximum of five (5) sick leave days may be used each year for death in the immediate family or of a close relative, as defined above. Such leave will be charged against the employee's sick leave.

G. Upon approval of the Superintendent or his/her designee, no more than three (3) days of allocated sick leave may be used annually for approved leave. Approved leave may mean an activity that requires his/her presence during the school day and is of such a nature that it cannot be attended to at a time when schools are not in session.

H. Leave of absence with pay but not chargeable against the Administrator's sick leave shall be granted for the following reasons:

1. The School District shall pay any employee called for jury duty the difference between the amount received from jury duty and the regular payroll amount if either the employee or the Superintendent is unable to have the employee excused from this duty.Court appearance as a witness in any case connected with the Administrator's employment by the school, or whenever the Administrator is subpoenaed to represent the Rochester Community Schools at such proceedings. However, this shall not apply to labor conflicts or disputes between the Association and the Board.

2. Visitation at other schools or for attending educational conferences or conventions upon executive administrative approval.

3. Selective service physical examination.

I. Any request for an approved leave day, as well as any other request for leave, must be requested, in writing, in advance, and such leave must have prior approval from the Superintendent or his/her designee before being granted.

J. Only personal illness or a physical disability rendering one unfit for performing

his/her responsibilities and/or emergency medical procedures are covered by the sick leave policy. Pregnancy/maternity related disability shall be treated the same as any other disability.

K. An approved leave day will not be granted the last scheduled work day immediately before and the first scheduled work day immediately after any holiday or vacation period, as well as the first and last days of the school year. An exception to his rule may be granted by the Superintendent.

L. If an illness occurs on the day before or after a holiday or vacation period, the Administrator may be requested to present a doctor's statement to the Superintendent or his/her designee upon his/her return.

M. An Administrator who received a jury duty interview and appearance notice must notify the Department of Human Resources within one (1) school day of such notice. To be eligible for jury duty pay differential, the Administrator must furnish the employer with a written statement from the appropriate public official listing the amount and the dates he/she received pay for jury duty.

N. Any administrator in the military reserve who is assigned active duty for training purposes or emergency duty (few weeks duration) during the regular work year must notify the Human Resources Office within one (1) school day of notification of such assignments.

To be eligible for the pay differential consideration, the employee must furnish the employer with a written statement from the appropriate military official listing the amount and the dates he/she received pay for military duty.

O. Each administrator is eligible for up to five(5) incentive days each year. An incentive day may be used without specification. Applications must be made at least five (5) days prior to the day of leave except in cases of emergency. All incentive days used will be deducted from the member's sick bank. Building administrative coverage must be maintained in conjunction with the use of individual incentive days. In order to be eligible for 3 or more consecutive incentive days while students are in session, approved must be obtained from the Deputy Superintendent.

ARTICLE 13

ASSOCIATION SICK LEAVE BANK

The Board will cooperate in the operation of a Sick Leave Bank. Any member of the Administrators Association may participate in the bank. The following limitations are established for participation in the Sick Leave Bank.

A. At the end of each fiscal year (June 30), the unused sick days of all Association members shall be contributed to the Sick Leave Bank each year until the Bank is built to a maximum of five hundred (500) days; however, if the number of days to be donated in one (1) year would cause the Bank to exceed five hundred (500) days, then no donation will be required that year. When an administrator leaves the district, they have no claim to any days they contributed to the bank.

B. Additions will be made to the Bank at the beginning of each fiscal year according to the above limitations.

C. The first thirty (30) work days of illness or disability will not be covered by the Bank, but must be covered by the Administrator's own 30-day annual allocation of sick leave or absence without pay. To apply for benefits from the Sick Leave Bank, an Administrator must be a member of the Association. While drawing sick leave benefits, an Administrator cannot be receiving any other pay from the Rochester Community Schools.

D. A maximum of one hundred-fifty (150) days each fiscal year can be drawn by an individual from the bank. If an administrator has been employed with the district for more than three (3) years, if the individual is still out for the same illness at the beginning of the next school year and has exceeded the one hundred-fifty (150) days, he/she may draw an additional one hundred (100) days for a total not to exceed two hundred-fifty (250) days.

E. The Sick Bank will be controlled by a committee composed of two (2) Administrators selected by the Association, and two (2) executive administrators selected by the Superintendent, but final authority in regard to the interpretation of this policy shall rest with the Board and is not subject to the grievance procedure.

F. An Administrator drawing from the Sick Leave Bank will receive 100% of his/her regular contract pay.

G. The Board may require any employee to submit to a physical, psychological, or psychiatric examination. If the choice of the examiner is not agreeable to both the Board and the Administrator involved, the Board and the Administrator shall mutually agree to a qualified examiner from a list of three (3) provided by the Board. The cost of this (these) examinations will be paid by the Board.

H. In cases of alleged abuse of the Sick Leave Bank, the Board shall have the right to investigate and take whatever action it deems appropriate.

I. When an individual stops drawing from the Sick Leave Bank and returns to full-time employment, the individual's personal sick bank will be re-established at the rate of one (1) day per month for the balance of the fiscal year.

ARTICLE 14

INSURANCE PROTECTION

A. HOSPITALIZATION INSURANCE

Eligible full-time employees will receive a Blue Cross/Blue Shield PPO plan with a $500 single and $1000 family in-network deductible, 90% co-insurance and a $1000/member and $2000 family annual out-of-pocket co-insurance maximum. There is a prescription drug co-payment of $5 for generic and $35 for name brand drugs. The prescription drug co-payment will be $5 for generic, $35 for preferred brand name, and $50 for non-preferred brand name. For 90 day retail and mail-order prescriptions, the employee/dependent will be charged two (2) times the co-pay. Additionally, prescription drugs will require mandatory generic.

The district will offer a Blue Cross Blue Shield Consumer Driven Health Plan with an employer provided Health Savings Account. During open enrollment beginning, employees will have the option to choose which plan they desire for the following benefit year which begins January 1.

This CDHP will have a deductible set at the IRS minimum, subject to IRS guidelines. Prescription drug co-payments will be $10-generic, $40 preferred brand and $80 non-preferred after the deductible is met. There will be mandatory generics and two (2) times co-pay for 90 day retail or mail order prescriptions.

Those electing the CDHP will receive board paid contribution to a Health Savings Account (HSA) in the amount of 50% of the in-network deductible. One-half of the annual contribution will be paid in January and the other half in July (pro-rated, if applicable).

Dependents are covered through the end of the month they turn 26 years old in accordance with the Affordable Care Act of 2010.

Administrators electing hospitalization coverage shall make monthly contributions toward the cost of that hospitalization coverage in the amount of twenty percent (20%) of the cost of that hospitalization coverage through payroll deduction.

The Board may take any action in compliance with Michigan Public Act 152 of 2011, and payroll deductions are authorized for this purpose. In the event that Public Act 152 of 2011 is repealed, or declared unconstitutional or legally not effective by a court or administrative agency, employees taking hospitalization through the School District shall continue to make the monthly contributions toward the cost of that hospitalization coverage in the amount of twenty percent (20%) of the cost of that hospitalization coverage as defined in Public Act 152.

B. LIFE INSURANCE

A term life insurance policy, double the annual salary rate, rounded to the nearest $1,000 with an AD&D Rider. Upon an Administrator's retirement, the administrator will be given the option to continue, in part or in whole, the life insurance policy at his/her own expense based upon the rates provided by the insurance company.

C. DENTAL INSURANCE

The Board will provide each Administrator and each member of the Administrator's family with one of two dental policies.

1. 100% of Class I coverage with an annual maximum of $1900, 80% of Class II coverage with an annual maximum of $1900, 60% of Class III coverage with an annual maximum of $1900, and 60% of Class IV coverage (Orthodontics) with an annual maximum of $2200 (effective 2027 plan year).
2. Preferred Provider Option (P.P.O.)

D. VISION INSURANCE

The Board will provide a Vision insurance plan. It is agreed that contact lens and frame allowances will be increased to $150 annually, effective January 1, 2027. A summary of the plan is on the Human Resource Department/Benefit web page on the district website.

E. DISABILITY INSURANCE

After a 360-day elimination period of disability to age sixty-five (65), the Administrator will be covered by a long term disability policy at 66-2/3 benefit rate. There is an $8,000 per month maximum payment.

F. FRINGE BENEFITS CONTINUATION

In the event of an Administrator's death, all salary and fringe benefits will continue for three (3) months. The salary will be paid to the beneficiary indicated on the term life insurance.

G. AUTOMOBILE LIABILITY INSURANCE

$1,000,000.00 of liability insurance will be provided for personal cars used by Administrators while on authorized school business.

H. LIABILITY INSURANCE

Each Administrator employed by the Board will be covered by a liability policy. This policy will cover each Administrator with $1,000,000 worth of coverage.

I. The insurance shall begin when the employee has: 1) properly completed the necessary forms, and 2) actually begun employment. Such insurance shall terminate when the employee terminates his/her employment.

If the Administrator's spouse has any type of fully paid, full-family hospitalization insurance coverage which is equal to or better in coverage than that offered by the Rochester Community Schools, the Administrator involved will not be eligible for full-family hospitalization coverage with the Rochester Community Schools. Equality of policy, if questioned, will be determined by an insurance committee composed of one (1) administrator representative appointed by the Association, one (1) administrator representative appointed by the Superintendent, and one (1) Board Member appointed by the President of the Board of Education. In all cases, the determination of this committee will be final and non-grievable. Questions of equality of policy must be submitted by October 1 of each school year.

J. Upon termination of an Administrator's contract with the Board, the Administrator's health insurance, long-term disability, and dental insurance as described above will cease to be paid by the Board.

K. The benefit stated above shall be by way of a fringe benefit with no cash reimbursement for those employees who do not qualify for hospitalization.

L. The Board, by payment of the premium required to provide the coverage set forth in the Article, shall be relieved from all liability with respect to the benefits provided by the insurance coverage as described above. The failure of an insurance company to provide any of the benefits for which it has a contract, for any reason, shall not result in any liability to the Board or the Association, nor shall such failure be considered a breach by either of them of any obligation under this Article.

M. Differences between employees or beneficiaries of employees and any insurance company shall not be subject to the Grievance Procedure.

N. Subject to the terms of the contract with the respective insurance carriers, it is the intent of the parties that insurance benefits provided for in this Article (see Section C above) shall commence on the first compensable working day of administrators and that coverage shall remain in effect continuously for the duration of the Agreement as long as the Administrator is actively employed by the Board.

O. OPTION TO HEALTH

If an Administrator does not have hospitalization benefits through the Board, the teacher will receive $175.00 per month The payments will be made each pay. The $175.00 per month figure shall increase to $300.00 per month provided that ten (10) administrators opt out of the Board provided hospitalization coverage during the annual open enrollment period for benefits beginning the next calendar year. On or before January 15th of each year, the Board will inform the Association of the

number of Administrators who have elected this option.

ARTICLE 15

COMPENSATION

A. MILEAGE

1. Each Administrator will be paid for travel while working for the District at the IRS rate. The mileage rate will be adjusted annually on July 1. Travel while working for the District outside of the district, will be paid upon submission of a travel statement.

2. Each Administrator will have the option of receiving travel reimbursement for mileage within the district by submitting a travel statement or selecting a fixed monthly allotment. Such allotments will be paid in accordance with those stipulated in Appendix A as modified to reflect the current IRS rate as described in paragraph 3 above. In addition, any high school administrator who elects this option will receive an additional $30 per month for the 10 months school is in session.

B. LONGEVITY PAYMENTS

Longevity payments shall be made annually in addition to the basic Administrator's contracts. Prior experience as an educator in another district will count as Rochester experience on a matching year basis. Longevity payments for administrators hired October 1, 2012 and thereafter, shall only include Rochester Community Schools' experience. Longevity will be paid on a per pay basis throughout the contractual year.

Years	Amount
8 - 9	$ 2,500
10 - 14	$ 2,700
15 - 19	$ 2,900
20 - 24	$ 3,100
25 +	$ 3,300

C. RETIREMENT PAYMENT

A retiring Administrator with at least ten (10) years of service to Rochester Community Schools, a minimum of five (5) years serving as an Administrator, and who is eligible for retirement benefits according to therules of the Michigan Public School Employees Retirement System (MPSERS) will receive the following based on actual years of service to Rochester Community Schools.

Years	Amount
10 - 14	$15,000
15 - 19	$20,000
20 - 24	$25,000
25+	$30,000

1. Eligibility for the Retirement Payment will be premised upon receipt by the Human Resources Office of a written resignation from the Administrator and confirmation in writing of eligibility of retirement from MPSERS and a retirement application.

2. The Administrator may select one of the following or a combination of the following payment options in order to secure the greatest tax benefit:

   - Tax Sheltered Annuity
   - One payment during the month of July
   - Two payments – one during July and one during January

D. ADVANCED EDUCATIONAL DEGREES

A stipend for advanced degree work will be added to each Administrator's contract amount:

MA + fifteen (15) semester hours	$1,215
Educational Specialist	$1,515
Ed.D. or Ph.D.	$1,915

Hours must be those hours taken beyond the Master's degree and must be on the graduate level leading toward a degree in an educational field, must be certified by the university and the Superintendent of Schools or his/her designee.

E. TAX SHELTERED COMPENSATION

The District will pay an annual amount for ten and one-half (10 ½) month, eleven (11) month, and twelve month administrators in the Special Pay Plan (401a). This compensation is for services rendered and is a part of the total compensation for members of this group. The plan will be subject to the following restrictions:

1. The District will pay the full amount of the tax-sheltered income on a payroll check prior to November 1, when possible, of each school year.The Administrator must select a Special Pay Plan (401a) provided by the District. No options will be considered.

2. Administrators on a leave of absence, for any reason, will not receive this benefit while on the leave and the TSA will not be pro-rated if an administrator is not employed October 31st.

TSA SCHEDULE:

10.5 Mo.	11 Mo. & 10.75 Mo.	12 Mo.
$5,940	*$6,040*	*$6,140*

F. TERMINAL LEAVE PAYMENT

In recognition of service to the District, a terminal leave payment of three hundred fifteen ($315) dollars per year of service will be paid to an Administrator upon severance of employment. To be eligible, the employee shall have been employed by the District for at least ten (10) years of service to Rochester Community Schools, and a minimum of five (5) years serving as an Administrator. The maximum payment for this provision is $7,500.00.

G. WORK YEAR:

Below is a table that sets forth the number of actual days worked by administrators during annual employment period covered by this Agreement. Administrators working less than twelve (12) months normally will not be scheduled to work during a vacation schedule in the school calendar.

Positions	Work Days	Paid Days
Elementary Principal	211+12	holidays=223
Elementary Assistant Principal	206+12	holidays=218
Middle School Principal	229+12	holidays=241
Middle School Assistant Principal	206+12	holidays=218
High School Principal	229+12	holidays=241
High School AP	221+12	holidays=233
ACE Academic Administrator	206+12	holidays=218
Special Education Supervisor	221+12	holidays=233

The contractual work year for all administrators shall be July 1 – June 30. Administrators will be paid for the contractual work with the first pay period in the contractual year. Any mandated work/meeting days for the following August will be shared by the last day of school. All days in which students are present are expected work days, unless an incentive, approved leave, or personal illness day is utilized. It will be required that tentative schedule of Administrative work days will be presented to the Deputy Superintendent and the Assistant Superintendent of Human Resources for approval prior to July 1 of each year setting forth the Administrator's anticipated work schedule for the contractual year. Administrators are required to report all absences not contained in their annual work calendar in the district's absence/substitute system. Any adjustments to the tentative work schedule must be approved by the administrator's supervisor and a revised work calendar should be presented within a reasonable time.

H. The following are paid holidays for all Administrators:

January 1	Thanksgiving
Good Friday	Day after Thanksgiving
Floating Holiday	December 24
Memorial Day	December 25
July 4	December 26
Labor Day	December 31

The Floating Holiday will be set annually by mutual agreement between the Board and the Association.

I. Administrators are encouraged to join and become an active member of Service Clubs in the Rochester area. Administrator who joins a Service Club may have the dues paid by the Board by seeking approval of the Superintendent/designee. The payment of the dues is limited to $300 per year.

J. Administrators who are promoted will be placed on the same salary step as the previous position.

The Board of Education will pay no more than two memberships in local, state, or national associations for each administrator covered by this Manual. The associations are to be selected by the administrator and shall be applicable to the administrator's position in the district. These fee payments will not include the cost of any group life or hospitalization, and the Board will not provide payment for liability insurance offered by these associations.

K. The Board of Education will provide a Special Pay Plan (IRS Section 104 (a)) for each employee who retires, resigns, or dies. There will be no cost to the employee for this benefit. Each employee who meets the following conditions must use the Special Pay Plan for their severance benefits:

- Must be fifty-five years of age or older by December 31 of the year they retire.

- Been an employee of the District for more than five (5) years.
- The Special Pay Plan amount must exceed $1,000.00

SALARY SCHEDULE

Salary Adjustments: Effective July 1, 2026

- **3% Base Increase:** The entire salary schedule will increase by 3% from the 2025–26 rates.
- **Step Advancement:** All administrators will progress one step on the schedule, unless they are already at the top step.
- **Contractual Payment:** All administrators will receive $2,500 additional compensation for duties outside of the normal work day.
- **Top-Step Longevity Payment:** Administrators who are already at the top step (and cannot progress) will receive an *additional* $2,500 payment.

Salary Adjustments: Effective July 1, 2027

- **3% Base Increase:** The entire salary schedule will increase by 3% from the 2026–27 rates.
- **Step Advancement:** All administrators will progress one step on the schedule, unless they are already at the top step.
- **Contractual Payment:** All administrators will receive $2,500 additional compensation for duties outside of the normal work day.
- **Top-Step Longevity Payment:** Administrators who are already at the top step (and cannot progress) will receive an *additional* $2,500 payment.

Salary Adjustments: Effective July 1, 2028

- **2.5% Base Increase:** The entire salary schedule will increase by 2.5% from the 2027–28 rates.
- **Step Advancement:** All administrators will progress one step on the schedule.
- **Contractual Payment:** All administrators will receive $2,500 additional compensation for duties outside of the normal work day.
- **Top-Step Longevity Payment:** Administrators who are already at the top step (and cannot progress) will receive an *additional* $2,500 payment.
- **Addition of Step 10:** All administrators on Step 9 for the 2027-2028 School year will receive the Top-Step Longevity Payment. **

**** 2026-2029 Contract: Administrators on step 8 or 9 in 2025-2026 are the only administrators that will be eligible to receive the Top Step Longevity Payment ($2,500) during the duration of the contract**

2026-27 Salary Schedule	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
ACE ACADEMIC ADMIN.	105,563	107,248	108,931	110,614	112,297	114,052	115,802	117,558	119,311
ELPR	111,065	112,861	114,654	116,455	118,253	119,907	121,559	123,623	125,682
HSAP	113,375	115,202	117,030	118,823	120,614	122,479	124,346	126,280	128,215
HSPR	130,814	132,919	135,023	137,058	139,092	141,126	143,158	145,404	147,648
MSAP	105,563	107,248	108,931	110,614	112,297	114,052	115,802	117,558	119,311
MSPR	120,854	122,816	124,781	126,746	128,709	130,674	132,636	134,743	136,848
SESUP	95,985	97,639	99,292	100,945	102,598	104,286	105,974	107,663	109,351
All administrators on step 9 in 2025-2026 stay on step 9 for 2026-2027 (3% increase) + Top Step Longevity Payment ($2,500)									

2027-28 Salary Schedule	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
ACE ACADEMIC ADMIN.	108,730	110,465	112,199	113,932	115,666	117,473	119,276	121,085	122,890
ELPR	114,397	116,247	118,094	119,949	121,801	123,505	125,205	127,331	129,452
HSAP	116,776	118,658	120,541	122,388	124,232	126,154	128,076	130,068	132,062
HSPR	134,739	136,907	139,073	141,170	143,265	145,360	147,452	149,766	152,078
MSAP	108,730	110,465	112,199	113,932	115,666	117,473	119,276	121,085	122,890
MSPR	124,480	126,501	128,525	130,548	132,570	134,594	136,615	138,785	140,953
SESUP	98,864	100,568	102,271	103,974	105,676	107,415	109,153	110,893	112,632
All administrators on step 9 in 2026-2027 stay on step 9 for 2027-2028 (3% increase) + Top Step Longevity Payment ($2,500)									

2028-29 Salary Schedule	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
ACE ACADEMIC ADMIN.	111,448	113,227	115,004	116,780	118,557	120,410	122,258	124,112	125,963	127,841
ELPR	117,257	119,153	121,046	122,947	124,846	126,592	128,335	130,515	132,688	134,898
HSAP	119,696	121,625	123,554	125,447	127,338	129,308	131,278	133,320	135,363	137,438
HSPR	138,107	140,330	142,550	144,699	146,847	148,994	151,139	153,510	155,880	158,125
MSAP	111,448	113,227	115,004	116,780	118,557	120,410	122,258	124,112	125,963	127,841
MSPR	127,592	129,663	131,738	133,812	135,884	137,959	140,031	142,254	144,477	146,735
SESUP	101,336	103,082	104,828	106,573	108,318	110,100	111,882	113,665	115,447	117,258
Administrators on step 9 in 2027-2028 are eligible to move to step 10 in 2028-2029 (2.5% increase) + Top Step Longevity Payment ($2,500)**										

****2026-2029 Contract: Administrators on step 8 or 9 in 2025-2026 are the only administrators that will be eligible to receive the Top Step Longevity Payment ($2,500) during the duration of the contract**

ARTICLE 16

MISCELLANEOUS PROVISIONS

A. If any provision of this Agreement or any application of the Agreement to any employee or group of employees will be found contrary to law, then such provision or application will not be deemed valid or subsisting except to the extent permitted by law, but all other provisions or applications will continue in full force and effect.

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. Enrollment Thresholds

The District recognizes that high-enrollment buildings require additional administrative oversight. The following enrollment thresholds shall trigger an evaluation of building support needs based on official enrollment at the start of the school year or upon any mid-year increase beyond these levels:

- Elementary (All PreK/TK-5): Over 600 students
- Middle School (6-8): Over 900 students
- High School (9-12): Over 1,700 students

Administrative Support Determination

For any building meeting or exceeding the thresholds listed in Section 1, the District Administration shall, at its sole discretion, implement one of the following support measures:

- Additional Personnel: The assignment of an additional Assistant Principal or an Administrative Intern with at least half (.5) of their FTE in the administrative role at the affected building.
    - *Note: Administrative Interns shall be employed for one (1) year (10 ½ months) and receive their REA salary plus a stipend of $4,500 ($5,500 for a second year), subject to the Middle School AP Step 1 salary cap.*
    - *Note: "Additional" is defined as over the current base number of 2 AP's per high school, 1 AP per middle school, and 0 AP's per elementary school.*

- Large Enrollment Stipend: If the District elects not to provide additional administrative personnel (Assistant Principal or Intern), the current Building Principal and Assistant Principals shall receive a $1,500 stipend for that school year.

- *Note: Prior to a final decision, a meeting will be held with building administration and RAA representatives to discuss building needs and recommendations for building to support.*

D. Once the District identifies records that are responsive to a FOIA request and that identifies a member, the involved bargaining unit member shall be promptly notified and provided with a copy of the FOIA request. If requested by the employee, and as soon as possible, the District will meet with the affected employee (and Association representatives if the employee requests such representation) to review the FOIA request and the document(s) requested and provide schedules

permitted within FOIA timelines. The District faithfully commits to comply with all aspects of FOIA law.

E. The parties seek to educate young people to foster a recognition of individual freedom and social responsibility, to inspire meaningful awareness of and respect for the Constitution and the Bill of Rights, and to instill appreciation of the values of individual personality. It is recognized that these values can best be transmitted in an atmosphere which is free from censorship and any artificial restraints upon free inquiry and learning. This academic freedom for teacher and student will be encouraged within the framework of the curriculum, administrative directives, Board policies, and Michigan law.

F. Certificate Renewal: Administrators will be reimbursed for teaching certificate and certification renewals. This will not include an initial certification attained while an employee of RCS (for example, if an RCS teacher and employed as an RAA intern, there would not be a reimbursement for gaining the initial administrative certification).

ARTICLE 17

SPECIAL CONFERENCES

A. There may be established under this Article, a closed forum, hereinafter called "special conferences." It is understood by the parties that special conferences are not to be construed or utilized as grievance hearings. It is not to be considered as negotiations.

B. Special conferences for important matters will be arranged by the Association President with the Superintendent. The Association may appoint not more than three (3) members to represent their organization and the Superintendent may have a like number. Arrangements for the special conference shall be made in advance and an agenda provided, in writing, prepared by the party requesting the conferences; the agenda shall be presented at the time the conference is requested. Matters taken up in special conference shall be confined to those matters included in the agenda unless otherwise specified. The names of the persons to be present shall be submitted prior to the conference.

ARTICLE 18

GRIEVANCE PROCEDURES

A. A claim by an Administrator or the Association as specified below, that there has been a violation, misinterpretation or misapplication of any provision of the Agreement may be processed as a grievance as hereinafter provided. If any such grievance arises, there shall be no stoppage or suspension of work because of such grievance; but such grievance shall be submitted to the following grievance procedure.

B. An Administrator may only grieve an expressed provision of this Agreement.

C. If, after an informal discussion with the appropriate supervising Administrator, the grievant believes a grievance still exists he/she may invoke the grievance procedure through the Association or independently according to the following steps:

STEP ONE (Informal) — Within fifteen (15) working days of the time a grievance occurs, the Administrator has knowledge of a claimed grievance, or when the Administrator should have reasonably known of the claimed grievance, the Administrator will present the grievance to the Superintendent/designee with the objective of resolving the matter informally within fourteen (14) working days after the presentation of the grievance, the Superintendent/designee shall give or answer orally to the Administrator.

STEP TWO (Formal) — If the grievance is not resolved in Step One, the Administrator may, within seven (7) days of receipt of the Superintendent or designee's answer, submit to the Superintendent/designee, assigned, written "Statement of Grievance" (form supplied by the Board). The "Statement of Grievance' shall name the Administrator involved, shall state the facts giving rise to the grievance, shall identify all the provisions of this Agreement alleged to be violated by appropriate reference, shall state the contention of the employee and of the Association with respect to these provisions, shall indicate the relief requested and shall be signed by the Administrator involved.

The Superintendent/designee will meet with the grieving Administrator within fourteen (14) days of receipt of the "Statement of Grievance." The Superintendent/designee shall give the Administrator an answer, in writing, no later than fourteen (14) days after the grievance meeting.STEP THREE If the grievance remains

unsolved at the conclusion of Step Two; it may be submitted for binding arbitration at the request of the Administrator, provided written notice of the request for submission to arbitration is delivered to Human Resources within fifteen (15) working days after the date of the decision under Step Two.

"The arbitrator shall be selected by the American Arbitration Association (AAA) in accordance with its rules which shall likewise govern the arbitration proceedings.

Powers of the Arbitrator:

It shall be the function of the arbitrator, and he/she shall be empowered except as his/her powers are limited below, after due investigation, to make a decision in cases of alleged violation of the specific articles and sections of this Agreement.

1. He/she shall not have 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 an Administrator 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 Administrator.

   b. The termination of services or failure to re-employ any Administrator to a position on the co-curricular schedule.

4. He/she shall have no power to change any practice, policy, or rules of the Board nor to substitute his/her judgment for that of the Board as to the reasonableness of any such practice, policy, rules 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.In the event that a case is appealed to an arbitrator on whom he/she has no power to rule, it shall be referred back to the parties without decision or recommendation on its merits.

5. There shall be no appeal from an arbitrator's decision if within the scope of his/her authority as set forth above. It shall be binding on the Association, its members, the employee or employees involved and the Board

6. 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. The filing fee shall be paid by the moving party.

7. Claims for Back Pay: All grievances must be filed in writing, within forty (40)

working days from the time the alleged violation was to have occurred. The board shall not be required to pay back wages more than forty (40) working days prior to the date a written grievance is filed.

a. All claims for back wages shall be limited to the amount of wages that the employee would otherwise have earned, less any compensation that he/she may have received from any source of a like nature during the period of the back pay.

b. No decision in any one case shall require a retroactive wage adjustment in any other case.

8. Any grievance occurring during the period between the termination date of the Agreement and the effective date of the new agreement shall be processed. Any grievance which arose prior to the effective date of the Agreement shall be processed.

9. The arbitrator is advised that he/she shall not insert his/her judgment or wisdom for that of the Employer.

D. The number of days indicated at each step of the Grievance Procedure should be considered as maximum, and every effort should be made to expedite the grievance process. Any time limit may be extended by mutual, written consent.

E. The failure of an aggrieved person to proceed from one step of the Grievance Procedure to the next step within the time limits set forth shall be deemed to be an acceptance of the decision previously rendered and shall constitute a waiver of any future appeal concerning the particular grievance.The failure of a supervisor to communicate his/her decision to the Administrator within the specified time limits shall permit the Administrator and/or Association to proceed to the next step in the Grievance Procedure.

F. It shall be the general practice of all parties to process grievances during times that do not interfere with or cause interruption of the student's educational program, or administrative duties. Release time shall be granted only upon mutual consent of the aggrieved person and the Superintendent. Such release time shall be without loss of pay to the extent required for such participation in actual meetings with the Board or its designated representatives. If the grievant and his/her grievance is not upheld or sustained, then his/her absence will be charged to his/her Leave Bank.

G. A grievance may be withdrawn at any step without prejudice.

H. In the course of investigation of any grievance, representatives of the Association will report to the Superintendent any building being visited and state the purpose

of the visit prior to arrival.

I. The filing of a grievance shall in no way interfere with the right of the Board to proceed in carrying out its management responsibilities, subject to the final decision of the grievance.

J. Any party in interest may be represented at all stages of this grievance procedure by a person of his/her own choosing, except that he/she may not be represented by an officer, member, or representative of any administrative organization other than the Association. When an Administrator is not represented by the Association, the Association shall be given advance, written notice, and shall have the right to be present and to state its' views, in writing, at all stages of this grievance procedure.

Neither party at any level may be represented by counsel, but reasonable notice shall be given the other party in advance if counsel is to be present. Records of all grievance procedures shall be maintained by the involved parties, but they shall not be contained in the personnel file of the grievant.

ARTICLE 19

NEGOTIATION PROCEDURES

A. Not later than April 1st of the calendar year in which this Agreement expires, the Association must submit, in writing, its desire to negotiate an agreement in accordance with the procedures set forth herein in a good faith effort to reach agreement as stipulated in Act 379 with respect to hours, salaries, and conditions of employment.

B. Designated representative(s) of the Board shall meet at mutually agreed upon places and times with representative(s) of the Association for the purpose of effecting a free exchange of facts, opinions, proposals, and counterproposals in an effort to reach mutual understanding and agreement.

C. There shall be one (1)-signed copy of the final agreement for the purpose of record.

D. In any negotiations, neither party shall have any control over the selection of the negotiating or bargaining representative of the other party, and each party may select its representative from within or without the School District.

E. It is recognized that no binding contractual agreement between the parties may be

executed without ratification by the Rochester Community Schools Board of Education and by the association.

F. The parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposal, counterproposals and concessions in the course of negotiations or bargaining, subject only to such ultimate ratification. Each bargaining team guarantees to the other that upon agreement at the table, each will enthusiastically endorse acceptance to each of its constituents.

G. Negotiations between the parties for the purpose of entering into a successor agreement shall commence at least sixty (60) days prior to the expiration date of the Agreement.

ARTICLE 20

QUARTERLY MEETINGS / CONTRACT MAINTENANCE COMMITTEE (CMC)

A. Quarterly meetings will be held between the Superintendent/designee and three Rochester Administrators Association members (appointed by the RAA representing each level) to discuss district / building /contract issues.

B. A contract maintenance committee shall be formed consisting of up to three (3) bargaining unit members and three (3) administrators for the purpose of discussing administration matters arising under this collective bargaining agreement. The committee shall not consist of fewer than two (2) members of each party. Additions to the committee may be mutually agreed upon.

ARTICLE 21

DURATION OF AGREEMENT

This Agreement shall be effective as of **July 1, 2026** and shall continue in effect until the **30th day of June, 2029.**

Rochester Administrators Association:

Dan Mooney (Jun 29, 2026 10:35:14 EDT)

Dan Mooney, President RAA

Luke Swanson (Jun 29, 2026 10:38:37 EDT)

Luke Swanson, Lead Negotiator RAA

RCS Board of Education:

Barb Anness (Jun 29, 2026 10:40:18 EDT)

Barb Anness, President Board of Education

Michelle Bueltel (Jun 29, 2026 14:27:23 EDT)

Michelle Bueltel, Secretary Board of Education

Bargaining Teams:

RAA – Luke Swanson, Ryan Starr, Genet Haise, Wendy Darga Lisa Fosnaugh, Jason Kluzak

RCS – Dave Murphy, Matt McDaniel, Jason Ohrt

FINAL RAA 6-29-26 wContents

Final Audit Report 2026-06-29

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By:	David Murphy (DMurphy@rochester.k12.mi.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAu_esGoxqjpE1_zQXktcwpoWp_5lvyefa

"FINAL RAA 6-29-26 wContents" History

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Agreement completed.

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