MASTER AGREEMENT
2026-2030

THE GROSSE POINTE PUBLIC SCHOOL SYSTEM

THE GROSSE POINTE PLANT ASSOCIATION/MEA

20601 Morningside Dr, Grosse Pointe Woods, MI 48236

Agreement Between
The Grosse Pointe Plant Association/MEA
and
The Grosse Pointe Public School System
2026 – 2030

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THIS AGREEMENT entered into as of the, 23rd day of June 2026 by and between the BOARD OF EDUCATION of THE GROSSE POINTE PUBLIC SCHOOL SYSTEM, WAYNE COUNTY, MICHIGAN, hereinafter called "the BOARD" and the GROSSE POINTE EDUCATIONAL PLANT ASSOCIATION, MEA, hereinafter called "the ASSOCIATION".

ARTICLE I

PREAMBLE

1.0 WHEREAS, the Association is the exclusive representative, for the purposes of collective negotiations with the Board with respect to rates of pay, wages, hours of employment, and other conditions of employment of the employees covered by this Agreement; and

1.1 WHEREAS, following extensive negotiations, certain understandings have been reached between representatives of the Board and the Association concerning such matters for the years 2026-2030.

1.2 NOW, THEREFORE, in consideration of the following mutual covenants, the Association and Board hereby agree as follows:

ARTICLE II

RECOGNITION

2.0 The Board recognizes the Association as the sole and exclusive bargaining representative for all Plant employees and those part time employees regularly scheduled to work four (4) or more hours per day, Plant personnel identified in Appendix A hereto, (but excluding the High School Plant Manager at each of the Board's high schools, the Warehouse Supervisor and all other supervisors and administrators as defined by law, and all temporary, substitute, and in all matters of disputes or grievances which may arise during the term of the Agreement as to the application, interpretation or compliance of either party as to its rights under the Agreement. All such employees of the Board covered by this Agreement are hereinafter referred to as "employees"

ARTICLE III

RIGHTS OF THE BOARD

3.0 There is reserved exclusively to the Board all responsibilities, powers, rights, and authority vested in it by the laws and constitution of Michigan and the United States or which have been heretofore properly exercised by it, excepting where expressly and in specific terms limited by the provisions of the Agreement, which rights shall include by the way of illustration, the following:

- To manage and administer the School System, its properties and facilities and to direct its employees in the course of their duties.
- To hire all employees, including part time, temporary and substitute employees, and determine the qualifications for their employment.
- To establish and equitably enforce reasonable rules and personnel policies relating to the duties and responsibilities of employees and their working conditions which are not inconsistent with the provision of this Agreement or violate law, and
- To determine future staffing needs of the bargaining unit.
- None of the foregoing rights shall be exercised in such a manner as to conflict with any other express provision of this Agreement.

ARTICLE IV

FAIR EMPLOYMENT PRACTICES

4.0 The Board agrees that no person shall, on the basis of race, color, religion, military status, national origin or ancestry, sex (including sexual orientation), disability, age (except as authorized by law), height, weight, genetic information or marital status be excluded from participation in, be denied the benefits of the Association or any other employee organization. However, no matter arising under this paragraph shall be subject to the arbitration provision set forth in Article 6.

4.1 The Association agrees that it shall admit all employees to its membership without discrimination on the basis of race, color, religion, military status, national origin or ancestry, sex (including sexual orientation), disability, age (except as authorized by law), height, weight, genetic information or marital status, or membership or participation in the activities of any other employee organization. Membership in the Association shall not be required as a condition of employment of any employee with the Board.

ARTICLE V

RIGHTS OF THE ASSOCIATION

ACCESS TO BOARD INFORMATION

5.0 The Board agrees to furnish to the Association, upon reasonable request, such information concerning the financial resources of the School District, which by law is available to its residents. In addition, the Board will furnish the Association, upon reasonable request, other available information that will assist the Association in preparing for negotiation of a subsequent collective bargaining agreement or is necessary for the Association to process any grievance in the grievance procedure.

5.1 The Association shall be advised by the Board of any new or modified fiscal, budgetary, or tax programs which are proposed or under consideration, and the Association shall be given reasonable opportunity to consult with the Board with respect to the proposed annual budget prior to its adoption and general publication.

5.2 It is agreed and recognized, however, that except for expenditures contained in any annual budget which are required by the terms of the Agreement, the authority to adopt all parts of the annual budget of the School District resides exclusively with the Board and during the term of this agreement shall not be the subject of mandatory negotiation with the Association, nor subject to any proceeding under the grievance procedure.

PAYROLL DEDUCTIONS

5.3 The Board agrees to continue to make voluntary payroll deductions, upon written authorization therefore, from the salaries of employees for the following: Tax Sheltered Annuities, Hospitalization insurance rider premiums, U.S. Savings Bonds purchases, and United Foundation pledges; union dues to the extent permitted by law; and agrees to disburse these deductions for the purposes intended. Procedures for these payroll deductions shall be established by the Board's Business Office.

5.4 Union dues are eligible for payroll deduct, twice a month, September – June, twenty (20) pays.

5.5 The Board agrees to make direct deposit of the employee's paycheck to the bank, credit union or other appropriate institution that accepts this process.

5.6 Officers or designated representatives of the Association may be granted with the approval of the Chief Personnel Officer or designee, short leaves of absence, with or without pay, to participate in area, regional, or state organizational or business activities of the

Michigan Education Association to the extent necessary to fulfill the business functions of the Association and allowable under the law.

RELEASED TIME FOR PRESIDENT

5.7 The President or his/her designated representative shall be granted fifteen (15) days per year of paid released time to serve the Association for purposes of administering the conditions of this contract. The Association shall reimburse the Board for one-half of the cost of a substitute for the President or his/her designated representative. All released time will be arranged by mutual agreement between the President of the Association or his/her designated representative and his/her supervisor.

BUILDING FACILITIES

5.8 The Association and its members may use the Board of Education building facilities at reasonable times and hours for meetings when such buildings are available and operating staff are on duty. The request for building use must be made to the building administrator. The Association and its members may make reasonable use of Board of Education equipment and supplies at times and under procedures approved by the building principals or Superintendent of Schools. The Association agrees to reimburse the Board for damage to equipment entrusted to its use and for any materials used for its purposes. The Association may post Association notices on any bulletin board ordinarily designated for Association use.

5.9 The Association shall have the right to use the inter-school mail service and designated bulletin boards for Association material, provided that such material is clearly identified and the Association accepts all responsibility for such material. The Association agrees that it will not use the mail service, or post on bulletin boards, materials or literature of a political nature.

BOARD AGENDA ITEMS

5.10 The Association may submit agenda items for possible consideration at regular Board of Education meetings provided they are delivered to the office of the Superintendent of Schools in writing at least ten (10) working days prior to the regular meeting. A copy of the agenda shall be provided by the Association's President prior to each regular meeting of the Board of Education.

ARTICLE VI

GRIEVANCE PROCEDURE AND PERIODIC MEETINGS

DEFINITIONS

6.0 A "Grievance" shall mean a complaint by an employee, or a group of employees, or the Association, based upon an event, condition, or circumstance under which an employee works, allegedly caused by a violation, misinterpretation, or misapplication of established policy or of any provision of this Agreement.

6.1 An "Aggrieved Person" shall mean the person or persons making the complaint, either individually or through the Association.

GENERAL PRINCIPLES

6.2 The primary purpose of the procedure set forth in this Article is to insure, at the earliest level possible, equitable solutions to complaints or grievances. Both parties agree that proceedings under this Article shall be kept as informal and confidential as may be appropriate.

6.3 It shall be the firm policy of the Board to assure to every employee an opportunity to have the unobstructed use of this grievance procedure without fear of reprisal or without prejudice in any manner to his/her employment status.

6.4 Except as otherwise provided herein, any aggrieved person may be represented at all meetings and all hearings at all steps of the grievance procedure by another employee, or by another

person; provided however, the aggrieved person shall in no event be represented by an officer, agent, or other representative of any employee organization other than the Association; and provided further, when an employee is not represented by the Association, the Association shall have the right to be present and to state its views at all steps of the grievance procedure.

6.5 Nothing in this Agreement shall be interpreted to mean that an individual employee shall be prevented from presenting a grievance (or having an adjustment in an individual grievance) without the Association becoming directly involved, as long as any such adjustment does not violate the terms of this Agreement. The Association has the right to be present when such an adjustment is to be made. The Board further agrees to provide immediately to the Association a copy of all written grievances lodged and decisions rendered relative to these grievances, together with the supporting reasons for the decisions. All days in the grievance procedure shall be duty days.

6.6 The failure of an aggrieved person to proceed 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 further appeal concerning the particular grievance.

6.7 If a grievance affects a group of employees and if in the judgment of the Chief Personnel Officer there is no authority to resolve the grievance at a lower level, such grievance shall be considered a "class" grievance and shall be commenced at step two. A "class" grievance under this section shall not be considered unless it is submitted in writing to the Chief Personnel Officer within fifteen (15) duty days after the event or occurrence, which is the basis of the grievance, became known to the President of the Association. As a condition to commencing a "class" grievance at step two, the Association shall define the group or groups of employees affected by such grievance.

6.8 At any step the failure of an administrator to communicate his/her decision to the employee within the specified time limits shall permit him and/or the Association to proceed to the next step.

6.9 It shall be the general practice of all parties to process grievance procedures during times which do not interfere with assigned duties.

6.10 Forms for filing grievances, serving notices, taking appeals, reports and recommendations, and other necessary documents that have been approved by the Board and the Association shall be printed and given appropriate distribution by the Board.

6.11 The following matters, among others specified elsewhere in this Agreement, shall not be subject to arbitration under this grievance procedure:

- The termination or discipline of a probationary employee.
- The provisions of any insurance contracts and/or policies provided pursuant to Paragraphs B.1-30 of this Agreement.
- Any matter set forth in this Agreement which is covered by a state or federal statute and may be pursued through an administrative agency. It is the purpose of this provision to deny use of the arbitration procedure to employees who have one or more administrative remedies available to them outside of the scope of this Agreement.

PROCEDURES

INFORMAL CONFERENCE

6.12 Prior to invoking the grievance procedure at Level One, an employee who has a complaint will discuss the matter first with their immediate supervisor when appropriate. If the grievance is not within the authority of the immediate supervisor, the grievant may begin the grievance process with the appropriate (different) supervisor. He/she may be accompanied by a member of the Association if he/she so desires. The matter must be discussed not later than five (5) duty days after the occurrence on which the complaint is based, or a subsequent grievance on the matter will not be considered. When the employee inaugurates the informal process of the grievance

procedure, he/she must inform the supervisor that the discussion is part of the grievance procedure.

STEP ONE

6.13 If a complaint is not satisfactorily resolved at the informal conference the aggrieved party may file a written grievance. Such grievance shall be filed with the appropriate administrator within five (5) duty days after the matter was discussed with such administrator. Within five (5) duty days of the receipt of the written grievance, such administrator shall state his/her decision in writing concerning the grievance, together with the supporting reasons, and furnish one copy to the aggrieved person and two copies to the Association.

STEP TWO

6.14 If the administrator denies the grievance, the aggrieved party may within five (5) duty days thereafter, refer the grievance to the Chief Personnel Officer or designee. Within ten (10) duty days after the receipt of the grievance the Chief Personnel Officer or designee will meet with the aggrieved party to consider the grievance. Any person having knowledge of this matter may be required to attend this meeting as a witness. A written decision on the matter, together with supporting reasons, shall be given to the aggrieved party and the Association with five (5) duty days after the meeting.

STEP THREE

6.15 Any grievance which remains unsettled after having been fully processed through step two of the grievance procedure shall be submitted to binding arbitration, upon the written demand of the Association. In order to be effective, such written demand must be made within sixty (60) days after the final answer of the Chief Personnel Officer or designee to the grievance has been given to the Association in step two of the grievance procedure.

6.16 If such a demand is not made within said sixty (60) day period, the grievance shall be deemed settled on the basis of the last answer of the Board in step two.

6.17 The Board may utilize the following procedure in connection with any grievance involving interpretation or application of this agreement, or contract violations against the Association or any of its members:

6.18 The Board shall present a complaint in writing to the President of the Association who will schedule a meeting between the Association Executive Board and Board representative within ten (10) working days after receipt of the complaint.

6.19 If no satisfactory adjustment is obtained within ten (10) working days after the meeting between the Association Executive Board and Board representatives, the Board shall have the right to have the matter handled in accordance with the arbitration provisions set forth in Paragraphs 6.20 of this agreement. Except where modified by written agreement signed by the Board and the Association, the voluntary labor arbitration rules of the American Arbitration Association shall apply to the selection of the impartial arbitrator and to the arbitration proceedings. The Board and the Association agree to accept the arbitrator's award as final and binding upon all parties including the employee(s) involved in the grievance.

6.20 In connection with the arbitration of any grievance hereunder the following rules shall apply:

- In no event shall an arbitrator be empowered to modify, detract from or alter the provisions of this Agreement. His/her power shall be limited to determining whether the Board has violated, misinterpreted or misapplied any of the terms of the Agreement. The decision of the arbitrator shall be in writing and shall cover only the issues in dispute without recommendations as to other matters.
- The questions to be arbitrated shall be jointly stipulated by the Board and the Association, or if they are unable to agree, each party shall submit its written statement of questions to the arbitrator and each other at least ten (10) days in advance of the scheduled hearing date.
- No more than one grievance may be heard by the arbitrator at one time unless both parties agree to consolidate two or more grievances for hearing

and decision, or unless the arbitrator directs the consolidation of two or more grievances submitted to arbitration arising out of the same incident and involving similar questions of dispute.

- The fees and expenses of the arbitrator and the fees of the American Arbitration Association shall be shared equally by the Board and Association.

COMMUNICATIONS

6.21 The President of the Association or another Association member designated by the President shall be recognized by the Board as the official representative of the Association to receive official communications under this grievance procedure.

PERIODIC MEETINGS

6.22 The Board further recognizes the valuable assistance to be gained in its responsibility of determining school district policies from effective communication with the Association. Accordingly, it is agreed that representatives of the Board and the Association shall meet periodically when necessary, to discuss policies of legitimate concern to the Association and problems relating to the implementation of the Agreement. In no event are such meetings to be used for discussion of existing grievances, or by either party to demand any modifications to the provisions of the Agreement, unless mutually agreed by both parties.

QUALITY OF WORK AND WORK—LIFE

6.23 The Association and the District shall form a "Quality of Work and Work-Life Committee". It shall encourage issues that would benefit the District and the employee. The committee shall meet on a monthly basis or as needed. Both the District and the Association will make an honest effort to resolve issues as presented by the Committee. The intent is not to circumvent the grievance and/or bargaining process.

ARTICLE VII

RIGHTS OF THE EMPLOYEE

GENERAL

7.0 Employees shall be expected to exercise reasonable care with respect to the safety of pupils and property of pupils and the Board, but shall not be responsible for loss or damage to any such property when such loss or damage is not the fault of the employee. The Board shall provide comprehensive liability insurance protection under the liability policy now carried by the Board for all employees in its employ, with limits of $500,000 for a single injury, $1,000,000 for single occurrence, and $100,000 for the property of third parties, against damages arising out of the negligence of any employee while acting within the scope of his/her duties as such, subject to the exclusions contained in such policy. The Board shall continue to provide Workers' Compensation for all employees in the manner required by the laws of Michigan.

7.1 No employee shall be required to administer any first aid to or for a student. He/she will be expected to notify proper authorities or agencies of serious injuries to students if no other adult is in charge of the activity. No employee shall be required to transport any child for any reason.

7.2 The Board will provide protective clothing and safety devices if in its judgment the same are required by the nature of the employee's job. The Board will provide for the maintenance of such articles.

7.3 If any provisions of this agreement shall be found contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided for appeals, then such provisions shall be deemed invalid except to the extent permitted by law but all other provisions shall remain in full force or effect. Upon written request by either party, within ten (10) days of the action, the parties agree to confer in an attempt to reach a mutually satisfactory replacement, if necessary.

7.4 Supervisors of plant personnel employees may perform bargaining unit work for the purpose of training and instruction of employees, for emergencies, or to temporarily cover vacancies caused by the absence or tardiness of other employees when a substitute cannot be readily obtained. Every reasonable effort shall be made to supply substitutes where necessary. Supervisors shall not perform bargaining unit work for the express purpose of depriving employees of overtime, but only to keep the operation properly functioning.

VACANCIES

7.5 In the event of a vacancy resulting from retirement, resignation, leave of absence or other termination of employment, it shall be filled according to the following order of procedure: transfer, reassignment, promotion, recall, and new hire.

7.6 Initial vacant positions within the bargaining unit will be posted for a period of at least six (6) duty days using the district's online posting process and broadcast email notice to employees. Any subsequent postings as a result of filling the initial vacancy would be posted for a period of at least three (3) days using the aforementioned process. However, the posting board at the Administration Building shall be recognized as the official posting location. The posting will include the job classification, job location, shift, job responsibilities, qualifications and application deadline. A copy of all postings shall be promptly delivered to the Association President through the same manner as all other employees. The Board will not delay filling positions for arbitrary and capricious reasons.

7.7 Each employee interested in applying for the posted position must do so in writing to the Human Resources Department. It is the employee's responsibility to assure his/her application letter (or form) has been received by the Human Resources Department prior to the application deadline. Any employee's application letter (or form) received after the application deadline stated on the posting shall not be considered for the vacancy.

7.8 Employees on vacations or any other approved absence shall have the responsibility of notifying the Human Resources Department in writing of their interest in any vacancy.

7.9 The Human Resources Department will notify any successful applicant (with a copy to the Association President) of the award of the position to him, and all unsuccessful applicants of the rejection of their request. Any unsuccessful applicant, upon his/her request, will be granted an interview with the Chief Personnel Officer or designee to review the reasons why his/her application was rejected, and will be provided a written statement of such reasons upon request.

7.10 The district shall actively recruit for all vacant positions and upon exhaustion of such efforts may use temporary substitute employees, as long as the district continues to seek to fill said vacancy. Positions that become vacant during a school year may be staffed with a substitute by administration.

DEFINITION OF TERMS

7.11 Transfer is defined as a change from one building to another and/or the shift to be worked of the employee which does not entail a change in job classification (Example: Custodian to Custodian).

7.12 Reassignment is defined as a change from one job classification (responsibility) to another within the same group classification or lower classification, if qualified. (Example: Custodian Leader to site position). If the applicant voluntarily downgrades his/her job classification, he shall have a five (5) day trial period.

7.13 Promotion is defined as a change from one job and group classification to another, which results in an increase in regular compensation (Example: Custodian to General Maintenance).

7.14 A posted vacancy shall be filled by a transfer of the employee who has the greatest seniority of those currently holding the same job classification and applying for the position, provided said employee has not received a reprimand or a less than satisfactory evaluation within a one year period preceding his/her application. However, if the conduct which is the basis for the reprimand has been corrected and the correction is noted in the evaluation, such reprimand shall not be a basis for denying the transfer.

7.15 The employee who is transferred to a vacancy shall not be eligible to apply for another transfer for a period of six (6) calendar months from the effective date of the transfer.

7.16 If the vacancy is not filled by transfer, bids for reassignment will be considered. Reassignment of an employee will be based on posted qualifications and seniority. When the qualifications of two or more applicants are equal, the employee with the most seniority shall be reassigned. The Board shall have the right to return the employee to his/her former position within twenty (20) duty days, if in its judgment his/her work is unsatisfactory.

7.17 If the vacancy is not filled by reassignment, bids for promotion will be considered. Promotion of an employee will be based on work experience, training, and recommendations and evaluations of supervisors. Seniority shall be considered only when two or more applicants are equal in all other criteria.

7.18 Employees promoted to a new classification shall be placed on the salary or wage schedule at an increase in hourly rate equivalent to no less than twenty cents (20¢) per hour for each classification of upgrading.

7.19 An employee receiving a promotion shall receive a twenty (20) working day trial period in the job classification. During the period his/her may be removed by the Board for unsatisfactory performance of the work of the new classification, which decision shall be appealable through all steps of the grievance procedure, or may, at his option, return to his/her former classification. In either event, within such twenty (20) day period, his return to his/her former classification is guaranteed. However, a return to the building and/or shift previously worked by him is not guaranteed.

7.20 An employee who reverts to his/her old classification shall revert immediately to his/her former salary or rate of pay, and shall forfeit the right to bid for any promotion for a period of twelve (12) months if the return is at the employee's option. If the Board returns the employee to his/her former classification, he/she may bid for another promotion at any time provided there is no grievance pending concerning his/her return from promotion.

7.21 If the vacancy is not filled by promotion, it will be offered to qualified employees who have been affected by a workforce reduction in accordance with the procedures set forth in Paragraph 12.12 of this Agreement.

7.22 When a vacancy occurs in a school building or department by reason of long term leave (not Workers Compensation or FMLA) of an employee, it shall be filled on a temporary basis if applicable, after 120 consecutive working days; this period may be extended by mutual agreement of the Association and the Board.

7.23 Any person bidding or applying for a position of engineer must possess an appropriate boiler license prior to submitting such application or bid. Any person appointed or promoted to a position of a head custodian engineer (including present employees in those job classifications) must obtain an appropriate boiler license within twenty-four (24) months of his/her hire or promotion, or shall thereafter be subject to being reclassified and replaced in such position by another person. An employee who fails to maintain a license that is required in the original posting or a license that is required by a government agency shall be subject to demotion. It is the employee's full responsibility to maintain valid license(s). During the period of time an employee is in the position without an appropriate license he/she shall be paid at the proper step in Classification C.

7.24 Any employee may be transferred or reassigned by the Board where, in its judgment, the best interests of the School District are served thereby. The Board agrees it will not act arbitrarily or capriciously in making such decisions. Moreover, the District will consult with the Association prior to the transfer or reassignment.

7.25 Temporary assignments within an employee's job classification or to another classification not to exceed one hundred twenty (120) working days in length, may be made by the Board for training purposes, to cover absences, to meet emergencies, or where otherwise required for adequate coverage of work.

7.26 Any regular employee who is required to assume temporarily the duties of another employee in a higher paid classification shall be paid at the rate of his/her regular classification for the first five (5) days. If he/she is required to continue in such temporary position for more than five (5) days:

- He/she shall receive an additional compensation of ten cents (10¢) per hour for each classification above his/her regular classification or Step 1 pay for that classification, whichever is greater, until relieved of such additional duties or reassigned to his/her former assigned duties, and
- The additional pay of the high classification shall be retroactive to the first hour of assuming such additional duties.

7.27 When a custodian works for a custodian leader, the employee will receive the classification C rate of pay if he/she does not have a license.

7.28 Any regular employee who is required to assume, temporarily, the duties of another employee in a lower-rated classification, shall be paid at his/her regular (former) classification rate for such period, including any shift differentials.

7.29 The parties agree to meet and jointly work together on any new position, its job description, duties and responsibilities. The parties further agree to work jointly to update and/or amend job descriptions, duties and responsibilities when either party feel that such changes are necessary.

PERSONAL PROPERTY OF EMPLOYEES

7.30 The Board shall reimburse an employee, in an amount not to exceed $1,000.00 for loss, damage, theft, or destruction, while on duty of his/her personal property of a kind normally worn or brought into the school building, when the same has not been caused by the negligence of the employee. This obligation shall not encompass wear, tear, or gradual deterioration of property, or loss of money. This obligation shall not extend to any loss or damage to motor vehicles of an employee. The obligation shall extend only to (that portion of) any such loss not covered by insurance taken out by the employee and shall be payable only after the employee has first exhausted all possibility of collecting for such loss under his/her own insurance, if any.

7.31 In the event any employee chooses to bring personal property, of a type described above (but excluding clothing and personal effects) and having a value greater than $10.00 to a work station, the following procedure must first be followed:

- Discuss with the supervisor the manner in which the material or equipment is to be used.
- Discuss the safety factor of the equipment.
- Establish with the supervisor the value of the property prior to its use.
- Determine with the supervisor the length of time the personal property is to remain in the building and assume the responsibility for its removal at a specified time.

LEAVES OF ABSENCE

GENERAL LEAVE PROVISIONS

7.32 The Board may grant an employee an unpaid leave of absence for any purpose it considers worthwhile for a period not to exceed one (1) year subject to renewal at the discretion of the Board for an additional period not to exceed one (1) year.

GENERAL PROVISIONS—EXTENDED LEAVES

7.33 Employees on leave of absence for military service shall be entitled to advance on the salary schedule during the period of the leave of absence. No employee on other extended leaves of absence shall be entitled to advance on the salary schedule during the period of leave. Leave of absence shall not be granted when other gainful employment is the purpose.

7.34 Employees on military leave shall accumulate seniority during the period of such leave. Seniority shall not accumulate during the period of any other extended leave.

7.35 Return to duty from extended leaves of absence shall be subject to the following conditions:

- Satisfactory evidence of physical and mental health shall be filed with the Board as directed before the employee is returned to duty.

7.36 There is no guarantee that any employee shall be returned to a specific building or assignment at the conclusion of a period of absence exceeding six (6) months in length. The Board shall, however, make every effort to return an employee who has been on an extended leave of absence to the same or comparable job held before the leave, and shall extend the leave for an additional year if requested to do so by an employee who is unwilling to accept a different assignment.

LONG TERM MILITARY LEAVE

7.37 The Board shall grant an employee an unpaid leave of absence for the purpose of entering the armed forces for an extended period of duty. However, in the event of a National Emergency of an extended nature the Board will pay the difference between the employee's salary and his/her military salary for a period not to exceed sixty (60) days. In no event will fringe benefits be continued when an employee is on military leave under this provision. The employee shall be entitled to all rights of reemployment as provided by state and/or federal law.

SHORT TERM MILITARY LEAVE

7.38 The Board shall grant a short term leave of absence when an employee is ordered to report for reserve or national guard duty at a time which conflicts with his/her job responsibilities provided the Board is unable to have the employee excused from such duty at that time. The employee shall provide the Human Resources Office with a copy of his/her orders upon receipt of the same. Such leave shall not exceed ten (10) days per school year. It is not the intent of this provision to cover the annual encampment or cruise normally required of reservists or national guard personnel.

SHORT LEAVES

7.39 Leaves of absence for less than one half (1/2) of a work year are defined as Short Leaves. Such leaves may be granted under conditions prescribed by the Board and/or this Master Agreement.

7.40 Short leaves are classified as follows: Personal Business Leave, Personal Illness (Sick Leave), Illness or Death in Immediate Family, Court Appearance, Jury Duty, and Reserve Military Training Duty.

7.41 Upon the 10th day, Short leave application forms as furnished by the Board are to be completed for all such leaves (except unplanned leaves for personal illness) prior to the leave. When this is not possible due to unusual circumstances, the application shall be completed and processed at the earliest reasonable date.

PART TIME EMPLOYEES

7.42 Only part time employees working ten (10) or more months per year and regularly assigned to work four (4) or more hours per day shall be eligible for leave of absence benefits hereunder.

7.43 Daily pay for leave time for part time employees shall be awarded on the basis of the number of hours regularly scheduled for work by the employee each day at the onset of the illness, times the employee's regular hourly rate of pay.

EXCESSIVE ABSENTEEISM

7.44 The Board recognizes that the majority of Plant employees are conscientious about their attendance. However, any employee who has more than seven (7) occurrences of absence due to personal illness in a year will be subject to an absenteeism evaluation by his/her immediate supervisor. In this evaluation, the leave of absence banks shall not be construed to be permissive, but rather it shall be viewed as an allowance for serious trauma or illness.

UNEXCUSED ABSENCES

7.45 Absences from work, except for approved leaves, shall result in loss of the employee's full day's pay as defined in Appendix A hereof for each day of absence.

7.46 In cases of emergency personal illness or illness in the immediate family, notification of the illness must be given by the employee to his/her immediate supervisor as soon as possible, but not less than one (1) hour before he/she is to report for work. Failure to meet this requirement will result in the deduction of a day's pay, except under extenuating circumstances. The District shall comply with all the Earned Sick Leave Act of 2025, employees will be treated with respect and in accordance with the law when absences are necessary. Employees will represent themselves with the same respect to the employer with the understanding that they are there to support students/operation of the District and that inappropriate use of days (ie: before and after a holiday) or patterns of absences may result in the discipline of employees who intentionally misapply the law.

BENEFITS

7.47 Eligible employees on leave of absence shall be paid at a daily rate determined by their hourly rate for regularly scheduled duty days during which they are absent from work by reason of illness or disability.

7.48 If benefits continue to be payable in a succeeding work year, such benefits shall be increased on the date the employee would have begun active employment is such succeeding school year had he/she not become ill or disabled, such increase to be determined by the employee's contracted full daily salary for such ensuing school year.

7.49 Leave benefits shall be reduced by benefits payable to the employee under the Michigan Workers' Compensation Act, for such period of illness (except payments under such laws specifically for hospital or medical expense, or for specific allowances for loss of members or disfigurements.) Any lump sum settlement in redemption of liability under such laws shall result in the reduction of leave benefits in amounts equal to the workers' compensation benefits the employee would have been entitled to had there been no lump sum redemption, but not to exceed in total the amount of the settlement.

TERMINATION OF BENEFITS

7.50 The Board has purchased an insurance contract providing Long Term Disability Insurance for all eligible employees who have completed one year of service. The plan is defined in Appendix B of this agreement. Leave benefits shall terminate on the first day an employee becomes eligible for short term disability compensation or long term disability compensation. See Vacation Day Usage language below as an exception to short term disability eligibility date. Leave benefits shall terminate on the date the employee exhausts his/her leave bank accumulation

7.51 Leave benefits for employees shall terminate in any event at the expiration of leave bank time for each unrelated illness or disability for which such benefits have been paid to the employee, even though such employee may be ineligible for long term disability insurance benefits.

7.52 Leave benefits shall terminate upon the occurrence of the employee's retirement date or upon any other separation of employment with the Board.

APPLICATION FOR LEAVE OF ABSENCE

7.53 In personal illness cases of an emergency or unanticipated nature, personal or telephone notification shall be given to the central office or to the employee's immediate supervisor, as soon as possible, but normally one (1) hour before the employee reports for work. Failure to meet this requirement shall result in a deduction of daily pay, except under extenuating circumstances. If the unanticipated illness appears that it will continue beyond the initial day, the employee shall notify his immediate supervisor as soon as possible, but not later than one hour before the start of his/her scheduled duty shift on each successive day of illness, so that substitute arrangements can be made. The District shall comply with all the Earned Sick Leave Act of 2025, employees will be treated with respect and in accordance with the law when absences are necessary. Employees will represent themselves with the same respect to the employer with the understanding that they are there to support students/operation of the District and that inappropriate use of days (ie: before and after a holiday) or patterns of absences may result in the discipline of employees who intentionally misapply the law.

7.54 Employees whose shifts begin at 4:00 p.m. or later are required to inform their immediate supervisor or the Human Resources Department of their absence due to illness of an emergency or unanticipated nature no later than 3:00 p.m. on the day of the absence, so that substitute arrangements can be made. In the case of emergencies occurring after 3:00 p.m. the employee is required to contact his immediate supervisor as soon as possible, but not later that one (1) hour before the start of his/her scheduled duty shift. On each successive day of illness the employee must notify his immediate supervisor of the absence as soon as possible, but no later than 3:00 p.m., so that substitute arrangements can be made.

7.55 In cases where necessity for personal illness leave can be anticipated, application for such leave shall be made on the prescribed form, available at any school office, and forwarded to the office of the Chief Personnel Officer or designee.

RETURN TO DUTY

7.56 When an employee's personal illness leave of absence is anticipated to extend beyond ten (10) duty days, the employee may be required to file in the office of his/her immediate supervisor before the fifteenth (15th) duty day, a personal physician's certificate as to the nature of such illness and the anticipated period of additional absence. The employee may be required to file additional certification each thirty (30) days following the date the first certificate was due. During the period of absence and prior to return to duty, the Board may require an examination by its physician at Board expense. The decision of the Board physician shall be final.

INFORMATION, PHYSICIAN'S CERTIFICATE AND ABUSE OF LEAVE

7.57 An employee shall keep Human Resources apprised of their employment status with any other employer with the same or similar physical requirements of their position.

7.58 After the third consecutive day of absence, an employee may be required at the time of his/her absence to furnish information and physician's or chiropractor's certificates concerning his/her absence as the Board may require. The District shall comply with all the Earned Sick Leave Act of 2025, employees will be treated with respect and in accordance with the law when absences are necessary. Employees will represent themselves with the same respect to the employer with the understanding that they are there to support students/operation of the District and that inappropriate use of days (ie: before and after a holiday) or patterns of absences may result in the discipline of employees who intentionally misapply the law.

7.59 Any absence giving rise to a reasonable belief that such absence was not used for the purposes provided for in this Agreement will result in the denial of leave benefits unless the employee provides the Chief Personnel Officer or designee with sufficient and satisfactory evidence of the legitimacy of his/her absence.

7.60 Whenever leave benefits are denied under Paragraphs 7.68-7.69 the affected employee may appeal the denial of the same through the grievance procedure starting at step two (Central Office Level). However, the decision of the Chief Personnel Officer or designee at step two shall be final and binding.

7.61 If it is found that an employee has abused any leave privileges, said employee will be disciplined.

SHORT TERM LEAVES BEYOND THE CONTROL OF THE EMPLOYEE

COURT APPEARANCE

7.62 An employee shall be compensated by the Board to the extent of the difference between the employee's daily wage and the amount he/she is paid for a required appearance in a court of record as a plaintiff, defendant or witness under subpoena in a case connected with his employment. The same will apply when an employee is subpoenaed as a witness in a case which is not connected with his/her employment, provided the employee is a non-party witness.

JURY DUTY

7.63 A paid leave of absence shall be granted any employee who is summoned and reports for jury duty during the months he/she is assigned to work; provided, the Board shall only be obligated to pay an amount equal to the difference between the employee's daily salary and the amount he/she is paid by the court for said duty. However, the employee shall report for work on those duty days of the week when the court rules or custom dictates that no jury trials are to be conducted, or the jury panel is not required to be in attendance at court. Any employee assigned to jury duty shall promptly inform the Department of Human Resources of any days he/she will be available for duties during said period.

LEAVE FOR DEATH IN THE IMMEDIATE FAMILY

7.64 Leave with pay, not charged to the employees bank, for up to five (5) duty days because of death in the immediate family, beginning with the first day of absence and ending four (4) duty days later. Additional days may be granted at the discretion of the Superintendent or designee, and are not subject to Article 6.

7.65 Immediate family shall mean: grandparents, mother, father, spouse, mother-in-law, father- in-law, son-in-law, daughter-in-law, brother, sister, child, grandchild, step-mother, step-father, step- grandparent, and step-child. Leave for an additional household member may be granted by the Chief Personnel Officer or designee upon request.

7.66 Leave with pay, not charged to the employees bank, for one (1) day will be allowed for the death of an aunt, uncle, first cousin, niece, nephew, brother-in-law, sister-in-law, spouse's grandmother, and spouse's grandfather.

SPECIAL LEAVE

7.67 The Superintendent or his/her designee may approve a request for a special short leave, with or without pay, for a period of less than one-half of the employee's work year.

SHORT TERM LEAVES SUBJECT TO LIMITED CONTROL OF THE EMPLOYEE

PERSONAL ILLNESS OR DISABILITY (PREVIOUSLY SICK LEAVE)

7.68 The District shall comply with all the Earned Sick Leave Act of 2025, employees will be treated with respect and in accordance with the law when absences are necessary. Employees will represent themselves with the same respect to the employer with the understanding that they are there to support students/operation of the District and that inappropriate use of days (ie: before and after a holiday) or patterns of absences may result in the discipline of employees who intentionally misapply the law.

FAMILY ILLNESS

7.69 Paid leave for emergency or serious illness in the immediate family. This leave is primarily for the purpose of making arrangements for necessary medical or nursing care. Immediate family for this purpose shall mean: grandparents, parents, siblings, child, spouse, stepparents and stepchildren. The District shall comply with all the Earned Sick Leave Act of 2025, employees will be treated with respect and in accordance with the law when absences are necessary. Employees will represent themselves with the same respect to the employer with the understanding that they are there to support students/operation of the District and that inappropriate use of days (ie: before and after a holiday) or patterns of absences may result in the discipline of employees who intentionally misapply the law.

PERSONAL BUSINESS (PREVIOUSLY PERSONAL LEAVE)

7.70 Employees may use up to two (2) days annually of their Individual Leave Bank for Personal Business. It is agreed that personal business days are provided for the vast number of

business, professional, family, and religious obligations an Employee regularly encounters which cannot be met outside the regular school day. Personal business days are not intended for casual or indiscriminate use. It is not permissible to use personal business days for: recreational or sporting events (hunting, fishing, athletic contests of all kinds), shopping, job hunting, vacation, and other employment of any kind. An employee shall provide a minimum of 48 hours notice prior to using a scheduled day of absence when students are scheduled to be in session. Both parties recognize that in some cases Personal Business absences may not be able to be schedule in advance. . When requesting a personal business day Employees shall provide the reason for the absence (as defined above). In the event administration needs further clarification, the Employee shall provide such clarification as requested.

VESTED MEMBERS OF THE GPPA ONLY

INDIVIDUAL LEAVE BANK

7.71 Each Employee will be provided 12 days at the beginning of the school year an individual leave bank. Days in this bank may be used for personal illness, family illness, personal business (maximum of two per year) and the funeral of a non-immediate family member. While an Employee is using days from their Individual Leave Bank they will be paid their regular rate of pay.

INDIVIDUAL ROLL BANK

7.72 Employees shall be provided an Individual Roll Bank for their use for Personal Illness absences in a school year once their Individual Leave Bank has been depleted. When using their Individual Roll Bank or electing to use vacation days for this purpose, an employee may be required to provide a copy of a doctor's note substantiating that the medical condition prevents the Employee from being at work.

7.73 Employees may use their Individual Roll Bank days for absences that exceed their provided number of Individual Leave Bank through their 29th day being absent. Once an Employee is absent more than 29 days in a year they may not use Individual Roll Bank days even if they have Individual Roll Bank days remaining in their personal account unless the employee return to duty and additional days are required for the same digagonotic code (illness).

Eligible employees on leave shall be paid for regularly scheduled duty days during which they are absent from work by reason of illness or disability. Pay for use of Individual Roll Bank time, after 29 working days will be paid at 75% of the hourly rate.

When an employee is on any approved leave, they must remain in a paid status utilizing all available days, including roll bank days, until they are placed in an unpaid status.

ADDITION OF DAYS TO ROLL BANK

7.74 Days will be added to the Individual Roll Bank on an annual basis.

SHORT TERM DISABILITY PLAN FOR EMPLOYEES

7.75 The district shall create and fund a self-funded Short Term Disability plan for Employees. This plan will be administered by a 3rd party of the district's choice. Employees will only be eligible to use the Short Term Disability plan for their own personal illness as determined by the policy carrier.

7.76 Employees must apply for STD and may receive compensation from the Short Term Disability plan starting with their 25th day of absence of the school year through a maximum of their 90th duty day of absence. Absences starting with their 91st duty day of absence shall be covered by the district LTD plan.

7.77 Upon the 25th duty day of absence from the district the Employee shall be provided 66 2/3rds of their daily rate. Compensation through this plan will be paid through the 3rd party administrator. Compensation through this plan is not considered compensation by the Office of Retirement Services and will not be subject to MPSERS.

7.78 The following is an example intended to illustrate the effects above:

Betty Smith is an Employee who started the 2026-27 school year with 16 days in her Individual Roll Bank. Betty experienced the following absences:

- *September 14 & 15 (2 days) – Personal Illness from Individual Leave Bank*
- *October 12-14 (3 days) – Family Illness from Individual Leave Bank*
- *January 10 (1 day) – Personal Business from Individual Leave Bank*
- *On February 1st Betty suffers a medical condition that prevents her from attending work for 45 work days.*

The first 6 days of the absence Betty uses her remaining Individual Leave Bank days (receiving her full pay).
For absences number 7 through 22 (16 days) Betty uses her Individual Roll Bank days.
For absences 30 – 45 Betty is compensated via the 3rd party administered Short Term Disability plan at a rate of 66 2/3rds of her daily rate.

VACATION DAY USAGE

7.79 Earned vacation days (if available) may be substituted for Individual Roll Bank or Short Term Disability eligible absences to fill the time between the expiration of Individual Leave Bank days and LTD commencing. If vacation days become depleted while being used to substitute for Individual Roll Bank time or STD time, the employee will return to the regular process described above.

7.80 The following is an illustrative example of this effect:

Sam Smith is an employee in the Plant Group with 42 vacation days. Unfortunately, Sam is injured at home and is unable to come to work for 68 work days. Sam uses his 12 Individual Leave Bank days for the first 12 days of the absence. He then elects to use his 42 earned vacation days (for full pay) in lieu of Individual Roll Bank and STD coverage. His vacation days are exhausted after a total of 54 days (12 Individual Leave Bank + 42 Vacation Days.) He joins the STD plan at this point since his next absence will be the 55th which falls in the STD time frame. He then is on STD for 13 days and returns to work on the 69th day.

LONG TERM DISABILITY PLAN

7.81 The district shall fund a long term disability plan that pays the Employee 60% of their daily rate starting after the 90 day elimination period. In the event that Employee experiences a gap in compensation between STD and LTD, the district shall fund a bridge of continued STD.

HEALTH INSURANCE PREMIUM

7.82 The Employee shall be eligible for Board Paid insurance coverage (health, dental and vision) while using Individual Leave Bank days, Individual Roll Bank days or Short Term Disability coverage. The Employee will be responsible for paying the employee portion (described in sections B.22 and B.24).

WORKER'S COMPENSATION

7.83 Employees absent from work for an absence eligible for Worker's Compensation payments will receive their full pay (salary and longevity). If an Employee is found eligible for Worker's Compensation payments, any Individual Leave Bank or Roll Bank days used by the Employee for that absence reason will be restored.

FAMILY MEDICAL LEAVE ACT (FMLA

7.84 The Board will grant up to twelve (12) weeks of family and medical leave during any twelve (12) month period to eligible employees in accordance with the Family Medical Leave Act of 1993 (FMLA). All requests for such leave will be made to the Chief Personnel Officer. When the need is foreseeable, notice will be given thirty (30) days before the start of the FMLA leave. If it is not possible for the employee to give thirty (30) days' notice, the employee must give as much notice as is practicable. Proper certification of the reason for the leave must be provided. An employee may be required to use all available paid leave time (i.e., sick leave, personal leave, and/or vacation leave) for all or part of the duration of the leave, with any

balance of time being without pay. At the end of the FMLA leave, the employee will be returned to his/her position held prior to the leave or to an equivalent position with equivalent pay, benefits, and other terms and conditions of employment based on documented medical provider restrictions.

7.85 The FMLA clock will begin on the day of the Employee's absence from work for a FMLA eligible condition.

PATERNITY LEAVE

7.86 Employees may use up to sixty (60) days from their available Individual Leave Bank and Roll Bank Days for the purpose of bonding with the new child, in accordance with FMLA.

ADOPTION LEAVE

7.87 Employees may use up to sixty (60) days from their available Individual Leave Bank Days and Roll Bank Days for the purpose of legally adopting a new child, in accordance with FMLA.

DISABILITIES RELATED TO PREGNANCY

7.88 The employee shall inform the Board within a reasonable time after she has confirmation of her pregnancy.

7.89 The employee shall submit periodic medical reports on prescribed forms, as requested, to assure the Board of the employee's ability to perform her express and implied duties.

7.90 The employee shall be eligible for sick leave at the time she becomes disabled as certified by her physician.

7.91 Within three weeks after delivery the employee shall file with the Human Resources Department a recommendation from her physician of the tentative date of return to duties. If the employee desires a leave of absence the same must be requested by the end of the third week following delivery of the child. Employees may use up to sixty (60) days from their available Individual Leave Bank Days and Roll Bank Days for the purpose of childbirth and bonding, in accordance with FMLA.

7.92 When the Board questions the certification of the employee's physician as to the beginning and/or ending of the period of disability, it may seek an opinion concerning the same from its physician. Any examination required by the Board shall be at Board expense. The decision of the Board physician shall be final.

ARTICLE VIII

WORKING CONDITIONS

WORK YEAR—PLANT PERSONNEL

8.0 The work year for all twelve (12) month plant employees covered by this Agreement shall begin on July 1st and end on June 30th of each school year.

WORK WEEK—PLANT PERSONNEL

8.1 Plant employees (except part time employees) normally will work a five (5) day week with a minimum of forty (40) hours per week (except for holiday or vacation weeks, or when school in not in session for the entire week).

WORK DAY—PLANT PERSONNEL

8.2 Full time plant employees will work a normal workday of eight (8) hours.

8.3 If the Department of Support Services, in consultation with the Association, determines that it is necessary for a plant employee to be available for work during the lunch hour, that employee shall work an eight (8) hour day with a paid one-half (1/2) hour lunch period.

8.4 During the first four (4) hours of each shift, employees will be permitted a rest period not to exceed fifteen (15) minutes. Full time employees scheduled to work a continuous shift of twelve (12) or more hours shall be allowed a second fifteen (15) minute rest period at the end of the first eight (8) hours of the shift.

8.5 No employee shall be permitted to leave his/her assigned building during his/her assigned working hours, rest period or during a paid lunch period except with prior consent of his immediate supervisor or unless required by the nature of his/her assignment.

8.6 All shifts will be established with a definite starting time, at the beginning of each school year and will remain in effect, except as provided in Paragraphs 8.12-8.14, for that school year. For the purpose of determining starting time and shift premium, the following will apply:

- First shift is any shift which regularly starts between 4:01 a.m. and noon.
- Second shift is any shift which regularly starts between 12:01 p.m. and 8:00 p.m.
- Third shift is any shift which regularly starts between 8:01 p.m. and 4:00 a.m.

8.7 The Board shall determine the shifts and the starting time thereof of all employees. Subject to Paragraphs 8.15-8.33 hereof, shift starting times may be changed by the Board as follows:

- On a temporary basis, in the event of a severe ice storm, other Act of God, furnace breakdown, or other emergencies the Board may change the regular starting time of an employee's shift for days during which such condition exists. The Board may also change the regular starting time of an employee, following not less than forty-eight (48) hours notice, for school related activities.
- When the boiler in a building requires twenty-four (24) hour operation (normally October through May) and during weeks when school is not in session, the Board may change times of engineers as required.
- There is reserved to the Board the exclusive right, subject to the foregoing, to assign building locations (including split assignments), and determine work assignments (within their classifications) for all plant employees. Except for the reasons set forth in Paragraphs 8.11-8.13 the Board will give employees not less than five (5) working days notice of any change in established shifts or starting times to be worked.

OVERTIME

8.8 While there is reserved to the Board the right to schedule overtime, it is its policy to keep overtime at a minimum. Overtime shall be voluntary except for school related activities and emergency conditions as defined in Paragraph 8.13 hereof. There shall be no disciplinary action taken against any employee for refusing to work overtime for non-school related activities

8.9 All overtime must be approved in advance by the employee's immediate supervisor.

8.10 Plant employees who are required to begin work prior to their regular shift starting time, or continue work after the end of their regular shift and who have not received five (5) days prior notice of such additional work and/or change of shifts, shall:

- Be guaranteed work for their regular shift plus the hours required to be worked before and after their regular shift, but such guarantee will extend only to a maximum of ten (10) hours during such work period; and
- Shall be paid at time and one-half (1 ½) their regular rate for all hours worked during such period in excess of eight (8).

8.11 When an employee is called in before his/her regular starting time for snow removal, electrical failure, water main break, etc., he/she shall be paid the shift differential for such time. If snow removal begins between 12:00 a.m. and 8:00 a.m. the employee shall be paid the third shift premium.

8.12 Employees given five (5) days or more notice by their supervisor of a change in their shift starting time may be required to work only an eight (8) hour changed shift and without premium pay.

8.13 No employee, for any reason, shall be required to work in excess of sixteen (16) hours in any twenty-four (24) hour period.

8.14 The following rules shall govern distribution of overtime within a building and/or department:

8.15 Insofar as possible, overtime work shall be distributed equally (on an annual basis which shall begin each year on September 1) to employees within a building and/or department, subject always to the employee with the lowest overtime having a good working knowledge of and the ability to satisfactorily perform the assignment. In determining overtime equalization, a refusal by an employee to work an offered overtime assignment for which he/she was eligible, shall be charged to him as if he/she had worked the overtime. Moreover, employees who are on medical leave of one (1) week five (5) consecutive work days) or more will be charged with a refusal for all hours they would have been eligible for during their absences. Employees new to the building will initially be charged with the highest number of overtime hours in the building.

8.16 Regular employees shall be given preference for overtime assignments, except when the overtime would have been assignable to the employee being substituted for, or when all regular employees qualified for the assignment indicated their refusal to perform the overtime work.

8.17 An employee who has a complaint concerning equalization of overtime may present such claim in writing to his/her immediate supervisor; provided, the sole remedy for an employee who is bypassed erroneously in equalized overtime, shall be an award of compensatory overtime in the future. No back pay shall be awarded for such an error.

8.18 Premium time for overtime work by full time and regular part time employees shall be paid as follows: at the rate of time and one-half the employee's hourly rate for all authorized work performed in excess of eight (8) hours per day, or forty (40) hours per week.

8.19 There shall be no compensatory time unless it has been authorized by the Chief Personnel Officer or designee. The day(s) on which comp time is to be utilized must be mutually agreed upon by the employee and supervisor.

8.20 No shift differential will be paid for overtime hours on Saturdays and Sundays unless such hours are worked on the second or third shift.

8.21 Approved personal leave days or paid holidays shall be considered as time worked in computing overtime. Overtime performed on Saturdays and Sundays will be considered voluntary for employees not eligible for time and one-half due to use of sick leave. If Saturday or Sunday (shifts which start between 12:01 a.m. Saturday and 8:00 p.m. on Sunday) overtime is required by the Board, such employees will be paid at the rate of time and one-half. Engineers at South High School will be paid at the rate of time and one-half for regularly scheduled shifts on Saturdays and Sundays during the heating season, when such days are the sixth and/or seventh scheduled work day(s).

8.22 Employees required to work on any of the paid holidays listed in Paragraph 11.18 hereof shall receive double their regular hourly rate for all hours worked in addition to full holiday pay subject to the provisions of Paragraph 11.14.

8.23 No premium time shall be paid (as daily overtime) if there are eight (8) hours or more between the end of one shift worked by an employee and the beginning of another shift worked by him.

8.24 Overtime hours (for purposes of premium pay) shall not be pyramided or duplicated.

8.25 The parties agree that individual leave bank time shall not count toward the computation of overtime. Overtime will be calculated based on the number of duty days in any given week with holiday days included. A four day work week with a holiday included is considered a full week for overtime calculations. Please see the following examples:

Example #1 – Tom Smith is scheduled to work an 8 hour shift Monday through Friday. Tom took the Monday of a work week off as a vacation day. He worked his regular 8 hour shift on Tuesday – Friday. On Saturday Tom comes to work and works 6 hours . In this example Tom would receive 40 hours at straight time and 6 hours of overtime paid at 1.5 his normal pay rate.

Example #2 – Steve Jacobs is scheduled to work an 8 hour shift Monday through Friday. Steve works his regular shift on Monday – Wednesday and on Friday, however, he takes an Individual Leave Bank day on Thursday. He is called in to work 6 hours on Saturday. Since his absence on Thursday is not for vacation or a paid holiday the 8 hours he was paid for on Thursday does not factor into overtime. In this example he receives 46 hours of pay at straight time and is deducted 1 Individual Leave Bank day from his bank.

8.26 The parties also agree that the district may hire substitute employees to perform non-skilled labor. Per building, the first position must be offered to a bargaining unit member and any additional positions may be filled by a substitute. If no bargaining unit member volunteers for the first overtime position, that position may be filled by a substitute.

CALL—IN PAY

8.27 Plant employees shall be guaranteed minimum pay, as follows, when called in to work for a temporary period:

8.28 When called in by reason of work in connection with any specific school or non-school activity, a minimum of three (3) hours at the applicable overtime rate, but not less than time and one-half of the employee's regular rate of pay.

8.29 When called in on account of an emergency (severe weather, Act of God, furnace breakdown, weekend building checks, etc.) a minimum of two (2) hours at the applicable overtime rate but not less than time and one-half the employee's regular rate of pay.

8.30 It is understood that weekend building checks are normally for the purpose of checking the building's security, HVAC systems, swimming pools, and other building equipment. The time required for a building check will be determined by the condition of the building and the time to thoroughly check building security (windows and doors), all important mechanical systems, the HVAC systems and swimming pools.

REGULAR PART TIME—GENERAL

8.31 Fringe benefits and eligibility therefore for regular part time employees are described in Paragraph 11.0 hereof.

EVALUATION OF WORK OF EMPLOYEES

8.32 The work of a new employee shall be evaluated in writing by his/her building or departmental administrator or his/her designee to the Chief Personnel Officer or designee near the end of any probationary period of employment, and at the discretion of the Chief Personnel Officer or designee, annually, but not less than once every three (3) years thereafter. An employee shall have the opportunity to discuss his/her evaluation with such administrator, three (3) work days to sign, prepare and return the evaluation and a supplementary statement for inclusion in his/her own files if he/she wishes, and shall have a copy of the evaluation for his/her own files. Employees shall have access to their personnel files. The content of evaluations shall not be subject to the grievance procedure.

8.33 The employee may appeal an evaluation to the Chief Personnel Officer or designee. However, the result of the appeal to this level shall be final and binding.

8.34 The Board agrees to consult with the Association concerning the content of the forms to be used in the evaluation process.

PROBATIONARY PERIOD

8.35 Probationary employees shall be on probation for the first six (6) months of employment during their work year. If the probationary period is not completed by the end of the current year the time remaining for its completion shall be served during the next year.

8.36 Probationary employees shall not be eligible for any benefits during the first sixty (60) days of employment. Upon successfully completing this trial period such employees will become eligible for benefits provided they meet the conditions and requirements for the same.

8.37 There will be no seniority among probationary employees. Upon satisfactory completion of the probationary period the employee's seniority will be computed from the first day of employment.

8.38 The Association shall represent probationary employees for the purpose of administering this Agreement. However, during the probationary period the Board shall have sole discretion in matters of discharge of such employees which action shall not be subject to review through the grievance procedures except as provided in Paragraph 9.18.

8.39 A probationary employee is eligible to bid for a transfer or promotion to a vacancy within the bargaining unit. However, if the probationary employee is the successful bidder he/she shall be on probation for the first six (6) months of employment in the new position.

TERMINATION OF EMPLOYMENT

8.40 The employee or the Board shall be required to provide the other at least a two week notice (10 working days) whenever the termination of employment is to occur, except during the initial sixty (60) day trial period, when a one (1) day notice is all that is required. Failure of the employee to give such notice shall result in a forfeiture of all accrued vacation pay owing the employee. Failure of the Board to give such notice shall cause the Board to be liable for pay to the employee for the number of days that the notice given was less than ten (10).

8.41 Any employee who terminates employment but works the full school year will receive insurance benefits for the months of July and August. Any employee who terminates employment and works more than half a year but less than a full year will receive an additional month of insurance benefits. The two months of health care covered by the Boards starts the COBRA time frame.

WORKING CONDITIONS—MISCELLANEOUS

8.42 There is specifically reserved to the Board the right to subcontract any maintenance, repair or custodial work to outside firms in the manner such subcontracting has been carried on in the past. Employees will not be laid off because of subcontracting may apply for other jobs in the unit. When positions applied for become open they will be given consideration before the employment of new hires if the Board determines they are qualified and have the ability to perform the job.

8.43 Employees shall be required to observe all health and safety rules established and communicated to them by the Board.

8.44 (a) If a particular building is closed due to lost power, etc., the Board shall have the right to reassign employees as subs for extra help in other buildings; (b) If the district designates a forgiven day, employees are still required to work their regularly scheduled shift and will be compensated four (4) additional hours at time and one half for those employees who report. The district understands that start times may have to be adjusted, given driving conditions and safety considerations, but the employee is still required to complete the regular number of work hours on forgiven days. Custodians may use vacation time or personal leave bank (personal business) for forgiven days.

SMOKING

8.45 The Grosse Pointe Public School System shall be a smoke-free work environment within its buildings and adjacent structures at all times. In other locations, the current legal restrictions on smoking shall apply. Employees needing assistance in the cessation of smoking will be given opportunities within the District's wellness program.

ARTICLE IX

DISCIPLINARY PROCEDURES

DISCIPLINE OF PERSONNEL—GENERAL

9.0 No seniority employee shall be disciplined or discharged except for reasonable and just cause.

9.1 The types of disciplinary action which normally will be taken are a written reprimand, suspension without pay, and discharge. Although not considered discipline it is understood that loss of pay (docking) may be imposed for unauthorized absence(s).

DISCHARGE OR SUSPENSION WITHOUT PAY

9.2 The Board shall consider the following acts as examples of, but not limited to, the type of conduct which may constitute just and reasonable cause for discharge or suspension without pay for such period as the Board may determine of an employee:

9.3 Insubordination, which is defined as a willful disobedience of an order or instruction of a designated superior acting within the realm of his/her responsibility and authority, subject only to the situation where compliance with the order or instruction would clearly endanger the health or safety of the employee involved.

9.4 Repetition of conduct which was the basis of a previous written warning to the employee during the same school year or of two prior written reprimands (for the same or similar offense) given the employee any time during a two (2) year period of employment by The Grosse Pointe Public School System.

9.5 An intentional false material statement or representation made in his employment application, if discovered in the first four (4) years of employment.

9.6 Intentional destruction or theft of property of the Board of Education, or of fellow employees of the Board, or of a student.

9.7 Personal misconduct, including immorality or assaulting, endangering or threatening to endanger, the person of any other employee or any student.

9.8 Reporting to work in an intoxicated condition and/or the use, possession, or consumption of alcohol, an illegal substance, or a controlled substance during the workday, i.e., between the employee's regular staring and quitting times.

9.9 Any behavior on the job which is illegal either under federal or state laws or statutes.

9.10 Conviction of, or pleading guilty to a felony charge in any criminal court of record.

9.11 Excessive absenteeism.

DRUG/ALCOHOL SCREENING PROCEDURES

9.12 The board, on demand, may require a screening for alcohol or drugs if reasonable suspicion exists that Paragraph 9.8 has been violated. Any order to undergo drug/alcohol testing must be authorized by the Human Resources Department or a Central Office Administrator. Any order to undergo drug/alcohol testing must be in writing and must contain a description of the appearance and/or conduct that precipitated the testing. Upon request, the employee shall have the right to Association representation, provided that the procurement of such representation shall not unnecessarily delay testing.

9.13 An employee's refusal to submit to drug or alcohol testing as ordered shall be considered conduct which may subject the employee to discharge or suspension without pay as described in Paragraph 9.3.

9.14 Testing for drugs and/or alcohol under this policy shall be at the expense of the Board, and shall be conducted in accordance with 49 CFR Part 40, Subparts A, B, C, and D, as amended from time to time, with the exception of Section 40.1, the reference to "applicant" in the definition of "employee" in section 40.3, and Section 40.31(d). The "split sample" method of collection, as set forth in those Regulations, shall be used.

9.15 When a positive drug test may be the result of the use of a prescribed drug, the employee

will be required to submit proof of the prescription including documentation that the drug is being used as prescribed.

9.16 The Board shall make available to all bargaining unit members written information regarding its drug and alcohol policies and procedures, the standards of conduct expected by the Board relative to alcohol and drug use and the consequences of testing positive. Training sessions regarding these policies and procedures shall be considered working time pursuant to this agreement.

9.17 The taking of blood to determine if an employee is under the influence of drugs or alcohol shall not be permitted.

DISCHARGE OF PROBATIONARY EMPLOYEES

9.18 The Board may, at its discretion, discharge an employee at any time during his/her probationary period. If such probationary employee has successfully completed his/her trial period he/she may appeal such discharge through the grievance procedure up to step two. However, the decision of the Chief Personnel Officer or designee shall be final.

ARTICLE X

WAGE SCHEDULE AND OTHER PAY ISSUES

WAGE SCHEDULES

10.0 The wage schedule for Plant employees covered by this Agreement and the conditions governing such schedules are set forth in Appendix A of this Agreement.

10.1 The District will place new hires at Step 1 unless the candidate has documented experience working with general or special education students in another district or similar industry;un this situation, the District may offer a step closest to the candidate's current hourly wage and shall consult the Union President, prior to making an offer to the candidate, but at no time can a new hire be placed higher than step 4,

LONG SERVICE INCREMENTS

10.2 An employee shall qualify for long service increments by serving six (6) years and the top of the salary schedule (employees currently on longevity will be held harmless) with the Board as a full time employee in the bargaining unit. Long service increments for such eligible employees shall be calculated on an hourly rate of pay and determined as follows:

	2026-2030
Beginning with the 7th year of service	$ 0.45
Beginning with the 12th year of service	$ 0.60
Beginning with the 17th year of service	$ 0.75
Beginning with the 22nd year of service	$0.95

10.3 Employees shall be eligible to receive longevity pay beginning with the first paycheck due the employee following completion of the employee's 6th, 11th, 16th, 21st anniversary. It shall be the responsibility of each employee to notify the Human Resources Department in writing thirty (30) days prior to his/her eligibility date for longevity payment. A longevity notification that is not received timely will be processed beginning with the next scheduled paycheck after human resources is notified.

CREDIT HOURS

10.4 Plant employees shall be entitled to additional compensation for hours spent in approved courses, workshops, and in-service training programs as set forth in this Agreement, under the following conditions:

10.5 All courses, workshops, and training programs must have a direct relationship to improving the employee's ability as an employee of the Board, and must be approved in advance by the Chief Personnel Officer if credit is to be given. Moreover, the courses, workshops and training programs must be taken outside of working hours in order to

count as credit hours.

10.6 Credit will not be given for any hours spent in a training course which is not satisfactorily completed by the employee.

10.7 It is the intention of the Board, from time to time, to establish workshops and in-service training programs for plant employees to the extent it has provided in the past. The Board makes no guarantee, however, of the number or extent of such programs for this purpose which it will be able to maintain.

10.8 Program Advisory Committees (PAC's) are established to facilitate the site based budgeting process. Participation on such committees is voluntary. If an employee participates on a PAC, he/she will receive credit hours for the time spent during non-duty hours.

10.9 Increases in compensation for earned credit hours as shown in Paragraph 10.14 shall begin with the first paycheck due after the July 1st following which the increment is earned.

10.10 Part time employees regularly assigned to four (4) or more hours per day shall be entitled to that percentage of the above increments for earned credit hours which their regularly assigned hours of work per day bears to eight (8).

10.11 Additional compensation shall be paid to eligible plant employees in accordance with the schedule described below and the requirements of Paragraphs 10.7-10.13. The hourly differential for the appropriate number of credit hours shall be added to the employee's current hourly rate as set forth in Appendix A and shall be considered a part of base earnings. [Note: credit hours to be calculated on an hourly rate and increased each year of the agreement by the same percentage as the salary increase.

	Hourly Differential
100 Clock Hours	$ 0.31
200 Clock Hours	$ 0.45
300 Clock Hours	$ 0.55
400 Clock Hours	$ 0.73

WAGE SCHEDULE PLACEMENT

10.12 An employee shall transfer to his/her applicable wage schedule or hourly rate at the beginning of the work year in accordance with his/her assignment for the forthcoming year.

ANNUAL INCREASE IN COMPENSATION

10.13 All employees who have not reached the maximum wage or hourly rate step of their classification shall be entitled to advance to the next higher step in classification at the beginning of each school year subject to Paragraph 10.0.

10.14 Employees who have worked at least one-half of their work year will be entitled to advance to the next higher step on the wage schedule at the beginning of the work year.

PAY DIFFERENTIALS—PLANT PERSONNEL

10.15 Plant employees whose regular shifts begin between 12:01 p.m. and 8:00 p.m. shall receive an additional $0.35 per hour over their wage rate. Employees whose regular shifts begin between 8:01p.m. and 4:00 a.m. shall receive an additional $0.40 per hour.

PAY PERIOD

10.16 Employees shall receive paychecks every two (2) weeks over twenty-six (26) pay periods; employees who work less than twelve (12) months will be paid on a twenty-one (21) bi-weekly pay basis.

WAGE DEDUCTIONS

10.17 Wage deductions for approved short leave of absence without pay and for unauthorized absence(s) (including hours of work missed by reason of tardiness) shall be made at the

hourly rate of the employee involved, as recited in Appendix A.

SUBSTITUTES

10.18 It is further agreed that substitutes are considered to be temporary employees assigned to replace absentee workers and are not to be maintained as substitutes for more than 120 consecutive working days, or to the completion of the school year except in cases where the job of the absentee employee is being held open for said employee. It is not the intent of the Board to reduce job security through the use of substitute employees.

10.19 The Board may, during seasonal periods, hire extra help at a rate the Board may determine at the time of hiring for a period of not more than 120 days. Such employees shall be considered as temporarily employed and not included in the bargaining unit.

SEVERANCE INCENTIVE PAYMENT

10.20 The Board shall provide employees $200 per year for all completed years of service with the Board when such services are severed per mutual agreement of the parties. Such severance would not be awarded as a result of termination due to a disciplinary action resulting in dismissal.

10.21 Employees will be compensated $75 per day for each Individual Roll Bank day remaining in their bank upon resignation for the purposes of retirement. (The final year of the employee's service in the district will be added to the final Individual Roll Bank calculation for the purposes of this payout.) This payout will be made into a 403(b) for the employee.

ARTICLE XI

FRINGE BENEFITS

ELIGIBILITY FOR FRINGE BENEFITS

11.0 Full time plant employees regularly scheduled to work eight (8) hours per day are eligible for fringe benefits, unless limited by other paragraphs of this Agreement, provided they meet the conditions and requirements for such benefits. The benefits provided are long service increments (Paragraph 10.5), leave of absence (7.41 – 7.109), paid holidays (11.18 – 11.24), vacations (11.8 – 11.17), and insurance benefits as described in (Paragraph C.1-C.29).

11.1 Regular part time plant employees scheduled to work four (4) hours or more per day shall be eligible for long service increments, compensable leave, paid holidays and vacations on a prorated basis, the proportion that their regularly scheduled hours of work per day bear to eight (8) hours, provided they meet the conditions and requirement for such benefits. They shall also be eligible for insurance benefits as described in (Paragraph C.1-C.29) on a pro-rated basis.

11.2 The Association agrees to endorse a voluntary wellness and health awareness program. Possible wellness programs could include, but not be limited to, stress reduction, weight loss and control, smoking cessation, cholesterol improvements, CPR, flu prevention, hand hygiene, etc.

11.3 The following employees shall not be entitled to any of the above fringe benefits:

- Temporary or substitute plant employees defined as those who substitute from time to time or are called in as extras at peak load periods.
- Employees hired on a trial basis, until the trial period is successfully completed.
- Any employee regularly scheduled to work less than four (4) hours per day.

VACATION

11.4 Each full time twelve (12) month employee shall earn credit for paid vacation time in accordance with the following schedule. For employees hired on or after July 1, 2023 paid vacation time shall be earned in the following manner:

Service with the Board	Amount Earned
1st Fiscal year	½ day for each month (Maximum of 6 days)
2nd Fiscal year	¾ days for each month (Maximum of 9 days)
3rd through 5th Fiscal year	5/6 of a day for each month of service (Maximum of 10 days)
6th through 12th Fiscal year	1 ¼ days for each month of service (Maximum of 15 days)
13th Fiscal year and thereafter	1 2/3 days for each month of service (Maximum of 20 days)
26th Fiscal year and thereafter*	2 days for each month of service plus on additional day (Maximum of 25 days) *

*Valid for employees hired before January 1, 2006 only.

Employees hired prior to July 1, 2016 earned their vacation time in arrearage and shall be entitled to days/payout based on the previous earning schedule.

11.5 No employee will earn vacation while on paid or unpaid sick leave which extends for a period of more than 30 consecutive work days.

11.6 Employees who have completed their probationary period with the Board and who have used three (3) days or fewer days of personal illness and/or illness in the immediate family shall be eligible for bonus vacation day(s) during the following year according to the chart below. Employees who do not earn vacation will be eligible to receive time off from work as bonus vacation day(s) at their regular rate of pay.

Number of Absence Days	Bonus Vacation Days
2 or 3	1
1	2
0	3

11.7 Employees can accumulate no more than sixty (60) days.

11.8 Vacation days would be subject to approval by the Supervisor of Custodian Operations or Manager of Buildings and Grounds as follows:

- Requests for 1 -2 days off must be submitted at least 24 hours in advance from the start of the requested time off. Administration shall respond to such requests in a timely manner.
- Requests for 3 -5 days off must be submitted at least 5 days in advance from the start of the requested time off.
- Requests for more than 5 days off must be submitted at least 2 weeks in advance from the start of the requested time off.
- Employees will be provided a response to any requests for vacation (of 3 days or more) no later than 2 work days from the time of the request. It is the intent of the district to provide employees vacation time when requested as long as it does not interfere with the continuity of operations as determined by the Department of Support Services.

11.9 Eligible (as defined in Paragraph 11.0) plant employees working regularly on a part time basis and regularly scheduled to work four (4) or more hours per day shall be allowed vacations with pay in accordance with the appropriate schedule. The vacation allowance

will correspond in amount to the proportion that their regular daily assigned hours of work bears to eight (8).

11.10 Except with special advance permission from the Board, no vacation pay will be given unless the vacation is taken.

11.11 Upon resignation or other termination of service, an employee shall receive compensation, up to a maximum of 60 days, for the vacation time earned up to the date of termination.

11.12 Prior service with the Board, which is interrupted by a period of more than twelve (12) consecutive months where employment with the Board has ceased, shall not be considered in compiling eligibility for vacations.

11.13 If an employee, while on vacation, is confined to a hospital overnight because of illness or injury, such day(s) spent in the hospital shall not be counted as vacation day(s). Moreover, a death in the immediate family which occurs while an employee is on vacation will not be charged to his/her vacation allowance to the extent provided in Paragraphs 7.64-7.66.

HOLIDAYS

11.14 The following fourteen (14) days each year are recognized as paid holidays for those employees in whose work year they fall:

HOLIDAY	2026-2027	2027-2028	2028-2029	2029-2030
Independence Day	July 3, 2026			
Labor Day	September 7, 2026			
Thanksgiving	November 26-27, 2026			
Christmas	December 23-25, 2026			
New Year	December 30, 2026-January 1, 2027			
Martin Luther King Jr. **	January 18, 2027			
Mid-Winter Break *	February 15, 2027			
Good Friday	April 2, 2027			
Memorial Day	Memorial Day			
Juneteenth	June 19, 2026			

** According to Paragraph 11.19*

*** Provided school is not in session*

11.15 In order to receive holiday pay, an employee must work the last scheduled work day before and the first scheduled work day after the holiday, unless the employee is personally ill or is scheduled for vacation or personal leave on the day in question.

11.16 The Board, at its discretion, may determine that the Mid-Winter Vacation Day, rather than the Monday after Easter, is to be recognized as a paid holiday, provided that it gives notice of such determination by January 1st. Holidays occurring during the employee's vacation shall not be charged against the vacation allowance.

11.17 If Christmas or New Year's Day occur on a Thursday, the Friday of the same week is to be considered a holiday with pay.

11.18 Eligibility of part time employees for holiday pay shall be contingent upon whether or not the holiday falls on a scheduled work day.

11.19 It is understood that if school is in session when a holiday is to be observed, the Board may arrange for such holiday to be observed on another day. This paragraph constitutes an exception to the provisions of Paragraph 8.31.

REQUIRED HEALTH EXAMINATIONS

11.20 All employees shall comply with State laws regarding health requirements.

INSURANCE BENEFITS

11.21 The Board will provide eligible employees the insurance benefits set forth in Appendix B of this agreement.

ARTICLE XII

REDUCTION OF STAFF

12.0 The Association acknowledges the right of the Board to curtail programs and reduce staff, particularly when such action is necessitated by reason of an insufficiency of operational tax revenues, by reduced enrollments, or by the closing of a school building(s).

12.1 The Board shall consult with the Association, prior to finalizing any plan resulting in the reduction of staff in the bargaining unit, concerning the necessity for such action. Procedures for identification of employees whose employment and/or job assignments will be affected by such action will be discussed with the Association before any action is taken. A determination by the Board of the necessity to reduce staff shall be grievable through step two (Paragraph 6.14) of the Grievance Procedure to the Chief Personnel Officer or designee, whose decision shall be final and not subject to further appeal to step three (Paragraph 6.15). An employee or the Association, however, may have use of the entire grievance procedure to appeal an alleged procedural violation or misapplication of seniority by the Board under this Article 12.

PROCESS OF STAFF REDUCTION

12.2 General principals to be observed by the Board in effecting a reduction of staff will be as follows:

- For purposes of layoff and recall, the seniority groups shall be:
- As to plant employees, the sub-classifications listed in Appendix A;
- All seniority shall be measured by the length of all service in the bargaining unit according to Article 13 hereof.

12.3 Vacancies developing in the normal course of events shall not be filled by newly hired employees, if there are currently bargaining unit members who are qualified to perform the available work and whose jobs have been identified as subject to elimination.

12.4 All temporary, substitute, and part time plant employees regularly employed less than four (4) hours per day, and all probationary plant employees assigned to the affected seniority group or to any equally or lower rated seniority group, shall be laid off, in the above order, prior to the layoff of any seniority employee in the affected plant employee seniority group.

12.5 If further reductions in staff are required, in any seniority group, by either reduction of assigned hours or layoff, than can be accomplished above, the Board shall reduce staff by the reduction of assigned hours or the layoff of the employee(s) having the lowest seniority in such seniority group.

12.6 An employee whose position is to be eliminated or who will be displaced by another employee in a reduction of staff shall have a right to bump (exercise seniority) in another equally or lower rated seniority group against the lowest seniority employee therein.

12.7 The Board may layoff any employee from a job into which he/she has transferred by reason of an exercise of seniority (bumping) hereunder during the first sixty (60) days of work in that assignment by reason of a failure by the employee to perform the new job satisfactorily to the Board.

12.8 The exercise of seniority (bumping) in a reduction of staff by any employee shall at all times be subject to the employee possessing the necessary skills, knowledge of the job and experience required to satisfactorily perform the available work without the requirement of a prior period of training for the new position.

12.9 Any employee on layoff (or who receives a notice of layoff) who is eligible for and refuses an offer of another full time job for which he/she is qualified, shall be deemed a quit and lose his/her seniority. Such an employee who is eligible for and refuses a part time assignment shall not lose his/her seniority by reason of such refusal.

12.10 An employee working in another seniority group because of being displaced in a reduction of staff, shall have the first right to fill the next posted vacancy containing the same or similar shift hours in his/her former seniority group, assuming the employee makes application in a timely manner and meets qualifications defined in Paragraph 12.12.

NOTICE OF REDUCTION OF STAFF

12.11 Whenever possible, a written notice of discontinuance of service (or reduction in the amount of regular hours) because of a necessary reduction of staff shall be given to each employee affected thereby not later than June 1st of each school year, if such discontinuance or reduction is to become effective as of the end of that school year. Where services of an employee are to be discontinued or reduced at a time other than the end of the school year, the Board will provide such employee notice as provided in Paragraph 8.51 hereof.

RECALL

12.12 When an increase in the work force becomes necessary, laid off employees will be recalled to the same or lower classification for which they are qualified in inverse order of layoff, before any new employees are hired. No laid off employee shall be entitled to be recalled to a vacancy in a higher rated seniority group than that he/she was assigned at the time of his/her layoff unless (1) there are no other qualified employees with greater seniority available to fill that position and (2) he/she is qualified for such higher position without a training period.

ARTICLE XIII

SENIORITY

DEFINITION OF SENIORITY

13.0 For all purposes under this Agreement, seniority shall be earned during employment in any position in the bargaining unit in The Grosse Pointe Public School System, subject to the following conditions:

13.1 A full year of employment shall count the same as any other full year of employment even though the number of duty days may be different.

13.2 A regular assignment of a part time employee of four (4) hours or more of service per day shall provide full seniority credit for a year of service. P art time employees regularly assigned less than four (4) hours of work per day, shall not earn seniority during any period of such service.

13.3 An employee promoted or transferred out of the bargaining unit to another job in The Grosse Pointe Public School System shall retain his/her bargaining unit seniority as of the date of the promotion or transfer so long as employed in the school system, but shall not accumulate additional seniority while working in such other position.

13.4 An employee's beginning seniority date shall be his/her original date of hire in the bargaining unit, if he/she has successfully completed his/her probationary period.

LOSS OF SENIORITY

13.5 All seniority is lost when:

13.6 There is a voluntary severance of employment from the school system, in writing, by the employee; or

13.7 The employee is discharged for just and reasonable cause; or

13.8 The employee is laid off for a continuous period of two (2) years or for a length of time equal to his/her seniority, whichever is the least; or

13.9 An employee is laid off in a reduction of staff, and he/she refuses an offer in writing from the Board for a regular full time position for which he/she is qualified, or refuses to respond in writing within fifteen (15) days of mailing to a written offer from the Board of a regular full time position for which he/she is qualified.

RETURN TO WORK STATUS

13.10 Employees will lose all seniority after thirty-six (36) months' absence due to illness or disability (but not workers compensation). An employee who is absent for twelve (12) months shall not be guaranteed a position in his/her original job classification. Long term disability benefits will continue according to Paragraph B.5.

SENIORITY LIST

13.11 A written seniority list shall be prepared annually by February 1st. Such list shall be posted in all buildings of the School District and a copy provided to the Association. Unless an employee complains in writing to the Human Resources Department within fifteen (15) duty days following such posting that his/her seniority is incorrect, the list shall thereafter be deemed conclusively correct up to that date.

ARTICLE XIV
MISCELLANEOUS

14.0 Where pronouns and relative words herein used are written in the masculine only, unless specifically otherwise designated, such words shall also read as if written in the feminine, and a similar (or masculine) construction shall be given to such words written in the feminine only.

ASSOCIATION BIDDING PROCESS

14.1 The Plant Association shall be allowed to bid on jobs for which the District is securing quotations on work to be done by outside contractors. In bidding for these jobs, the Association stipulates that its members are capable of doing quality bid work on a timely basis.

14.2 In providing the bid, the Association shall be expected to follow all of the same requirements as outside contractors, except for the following items:

14.3 Plant employees will be paid through regular payroll. Therefore, all labor expenses (such as FICA, retirement, overtime rates, etc.) must be reflected in the Association's bid.

14.4 Material costs will be paid by the District. However, all material costs must be included in the Association's bid. Any unusual tool requirements and costs must be agreed upon with the District.

14.5 The employees will be covered by the District's umbrella liability and workers' compensation insurances.

14.6 The district reserves the sole right to select the subcontractor for any work as a result of this bid process.

14.7 If the District deems that specific work shall be performed during regular work hours or during standard overtime work hours, this work shall not be subject to a bidding process.

14.8 An Association-Management "Bid Committee" shall be formed for the purpose of clarifying issues of bid requirements, payment procedures, safety, time requirements, or any other issue that would promote clarity and understanding between the Association and Management.

ARTICLE XV
DEFINITION OF BOARD

15.0 Except where clearly intended to refer solely to the members of the Board of Education of the Grosse Pointe Public School System, the "Board" as used herein, may have reference either to said Board of Education or to appropriate members of the Administrative staff of the school district (acting as the agent of the Board of Education).

ARTICLE XVI

STRIKE PROHIBITION

16.0 The Association recognizes that strikes, as defined by Section 1 of Public Act 336 of 1947, as amended, of Michigan, by public employees are contrary to law and public policy. The Board and the Association subscribe to the principle that differences shall be resolved by appropriate and peaceful means, without interruption of the school program. Accordingly, the Association agrees that during the term of this Agreement, it shall not direct, instigate, participate in, encourage, or support any strike against the Board by any employee or group of employees.

ARTICLE XVII

MATTERS CONTRARY TO AGREEMENT

17.0 This Agreement shall supersede any rules or practices of the Board which shall be contrary or inconsistent with its terms.

ARTICLE XVIII

DURATION OF AGREEMENT

18.0 This Agreement and all of its provisions (subject to any provisions hereof which are expressly stated to become effective at a later date) shall be effective July 1, 2026– June 30, 2030. Notwithstanding the foregoing, however, this Agreement shall not become effective unless and until it is:

18.1 Approved by the Board of Education of The Grosse Pointe Public School System by resolution duly adopted.

18.2 This Agreement shall continue in full force and effect to and including June 30, 2030, and thereafter for successive one (1) year periods, unless notice of termination is given in writing by either party to the other, not less than three (3) months or more than six (6) months prior to June 30, 2030 or successive anniversaries of such date; and upon giving of such notice, this Agreement shall terminate as of June 30, 2030, or a successive anniversary of such date, as the case may be.

18.3 Neither party shall demand any modifications of this Agreement; nor shall either of them be obligated to bargain collectively with the other with respect to any subject or matter referred to or covered in this Agreement, or with respect to any subject or matter not specifically referred to or covered herein, even though the same may not have been within the knowledge or contemplation of either party at the time of negotiation of this Agreement, unless the right to request subsequent negotiations as to a specific matter is expressly provided herein.

18.4 Any notices required hereunder shall be sufficient if mailed:

To the Board: C/O Chief Personnel Officer
The Grosse Pointe Public School System
20601 Morningside
Grosse Pointe Woods, MI 48236

To the Association: The then elected President of the Grosse
Pointe Educational Paraprofessional
Association at his/her residence

IN WITNESS WHEREOF, the parties have executed the attached Agreement by their duly authorized representatives on July 20, 2026.

Board of Education The Grosse Pointe Public School System By	Grosse Pointe Education Association MEA-NEA By
Clint Derringer President	Andrew Praedel, President
Valarie St. John Secretary	Timothy Couto, MEA
Moussa Hamka. Assistant Superintendent of Human Resources	

APPENDIX A

PLANT PERSONNEL WAGE SCHEDULE 2026 - 2028

Class	Position Titles	Step	2026-2027	2027-2028
A	Custodian	1	-	-
	*(Hired **after** January 1, 2006)*	2	$16.17	$16.66
		3	$16.48	$16.97
		4	$16.83	$17.34
		5	$17.19	$17.71
		6	$17.53	$18.06
B	Custodian	1	-	-
	*(Hired **before** January 1, 2006)*	2	-	-
		3	-	-
		4	-	-
		5	-	-
		6	$21.07	$21.71
C	Custodian Engineer (Unlicensed)	1	$18.68	$19.24
	Custodian Leader	2	$19.44	$20.02
	General Maintenance	3	$20.21	$20.81
	Site (High School)	4	$21.01	$21.64
		5	$21.53	$22.17
		6	$21.95	$22.61
D	Custodian Engineer (Licensed)	1	$19.57	$20.16
	Semiskilled Maintenance (July 1 after 3 years)	2	$20.35	$20.96
		3	$21.17	$21.80
		4	$22.01	$22.67
		5	$22.55	$23.22
		6	$22.99	$23.68
E	Head Custodian/Engineer (Elementary)	1	$19.96	$20.56
		2	$20.78	$21.40
		3	$21.61	$22.26
		4	$22.47	$23.15
		5	$23.00	$23.69
		6	$23.46	$24.17
F	VACANT	1	$21.41	$22.06
		2	$22.27	$22.94
		3	$23.15	$23.85
		4	$24.08	$24.80
		5	$24.66	$25.40
		6	$25.15	$25.91
G	Skilled Maintenance	1	$22.68	$23.36
	Engineer (High School)	2	$23.59	$24.29
	Head Custodian/Engineer	3	$24.53	$25.27
	(Elementary-GRANDFATHERED)	4	$25.52	$26.29
		5	$26.13	$26.92

		6	$26.66	$27.46

Class	Position Titles	Step	2026-2027	2027-2028
H	Middle School Engineer	1	$23.97	$24.69
	First Engineer (High School)	2	$24.92	$25.66
		3	$25.91	$26.69
		4	$26.96	$27.76
		5	$27.62	$28.45
		6	$28.17	$29.02
I	Head Engineer (High School)	1	$24.99	$25.74
	First Assistant Maintenance	2	$26.03	$26.81
	Maintenance Leader	3	$27.08	$27.89
	HVAC Specialist	4	$28.16	$29.01
	Journeyman (Qualified)	5	$29.51	$30.39
		6	$30.11	$31.01
J	Maintenance Supervisor	1	$36.01	$37.09
	HVAC Specialist	2	$36.75	$37.85
	Journeyman (Qualified)	3	$37.51	$38.64
	Chief Engineer	4	$38.26	$39.41
		5	$38.83	$40.00
		6	$39.81	$41.00

PLANT PERSONNEL WAGE SCHEDULE 2028 - 2030

Class	Position Titles	Step	2028-2029	2029-2030
A	Custodian	1	-	-
	*(Hired **after** January 1, 2006)*	2	$17.16	$17.67
		3	$17.48	$18.01
		4	$17.86	$18.39
		5	$18.24	$18.78
		6	$18.60	$19.16
B	Custodian	1	-	-
	*(Hired **before** January 1, 2006)*	2	-	-
		3	-	-
		4	-	-
		5	-	-
		6	$22.36	$23.03
C	Custodian Engineer (Unlicensed)	1	$19.82	$20.42
	Custodian Leader	2	$20.62	$21.24
	General Maintenance	3	$21.44	$22.08
	Site (High School)	4	$22.29	$22.96
		5	$22.84	$23.52
		6	$23.29	$23.98
D	Custodian Engineer (Licensed)	1	$20.76	$21.38
	Semiskilled Maintenance (July 1 after 3 years)	2	$21.59	$22.24
		3	$22.46	$23.13
		4	$23.35	$24.05
		5	$23.92	$24.64
		6	$24.39	$25.12
E	Head Custodian/Engineer (Elementary)	1	$21.18	$21.81
		2	$22.04	$22.70
		3	$22.93	$23.61
		4	$23.84	$24.56
		5	$24.40	$25.13
		6	$24.89	$25.64
F	VACANT	1	$22.72	$23.40
		2	$23.62	$24.33
		3	$24.56	$25.30
		4	$25.55	$26.31
		5	$26.16	$26.94
		6	$26.68	$27.48
G	Skilled Maintenance	1	$24.06	$24.78
	Engineer (High School)	2	$25.02	$25.77
	Head Custodian/Engineer	3	$26.03	$26.81
	(Elementary-GRANDFATHERED)	4	$27.08	$27.89
		5	$27.72	$28.55
		6	$28.28	$29.13

Class	Position Titles	Step	2028-2029	2029-2030
H	Middle School Engineer	1	$25.43	$26.19
	First Engineer (High School)	2	$26.43	$27.23
		3	$27.49	$28.32
		4	$28.60	$29.45
		5	$29.31	$30.19
		6	$29.89	$30.78
I	Head Engineer (High School)	1	$26.51	$27.30
	First Assistant Maintenance	2	$27.61	$28.44
	Maintenance Leader	3	$28.73	$29.59
	HVAC Specialist	4	$29.88	$30.77
	Journeyman (Qualified)	5	$31.31	$32.25
		6	$31.94	$32.90
J	Maintenance Supervisor	1	$38.20	$39.35
	HVAC Specialist	2	$38.99	$40.16
	Journeyman (Qualified)	3	$39.80	$40.99
	Chief Engineer	4	$40.59	$41.81
		5	$41.20	$42.43
		6	$42.23	$43.50

APPENDIX B

FLEXIBLE BENEFITS PROGRAM

B.0 The Board will provide a flexible benefits program that offers employees choices among the benefit plans described in the paragraphs below and in the annual Benefit Program Handbook which can be found in the Staff Resources section of the district website.

B.1 Newly hired employees are eligible to participate in the life, health, dental, and vision portions of the flexible benefits plan as of the first day of the month following completion of 60 days of service.

B.2 The Board, in consultation with the Plant Association will establish a menu of benefit options that will be available to employees under the flexible benefits plan. The cost of each benefit option will be determined by the insurance carrier or plan administrator. All benefits, conditions and requirements of the following plans shall be as set forth in the policies of insurance and as interpreted by the plan administrators and/or carriers.

B.3 Open enrollment (or a qualifying event) full- time employees whose status is full family or two-person and who choose to waive any health care coverage participation will receive $1,100 per year for doing so (in cash or annuity from the district's approved annuity list). Employees whose family status is single and who choose to waive any health care coverage participation will receive $550 per year for doing so. The stipend paid for waiving health care coverage participation will be prorated for employees who are not employed for the full school year, and for employees working less than full-time. Should the District change health care plans the GPP would be afforded the opportunity to do so.

B.4 The flexible benefits plan will include the following benefit plans:

LONG TERM DISABILITY INSURANCE

B.5 The board will provide long term disability insurance after 1 year of employment that has the following features:

- 90 duty day waiting period;
- payment of 60% of base monthly earnings to a maximum of $3,500 per month;
- Two year mental/substance abuse coverage;
- Social security and Office of Retirement Services offset.

B.6 Further, the Board will provide one year of health care while an employee is collecting long term disability payments. The one year of health care covered by the Board starts the COBRA time frame.

GROUP LIFE INSURANCE

B.7 The Board will provide core group life and accidental death and dismemberment coverage in the amount of $25,000. Additional life insurance coverage will be available through the flexible benefits plan.

HEALTH COVERAGE

B.8 Employees will have the following health plan made available on the 1st of the month following 2 months of employment:

B.9 All employees except those classified as follows would change to a PPO4 Community Blue $500/$1000 deductible, 80%/60% $1500/$3000 Co-Insurance Max, $6350/$12,700 Out of Pocket Max. Should the District implement a new health insurance carrier during the life of this contract, the new policy shall be offered to all eligible members of the Grosse Pointe Plant Association.

B.10 Employees listed below would remain on the current PPO 10 Community Blue Plan with coverage that is the same or nearly the same as Blue Cross Blue Shield Community Blue PPO Plan 10 with related riders including a $15/$50/$50% $70min-$100max MOPD2x prescription copay with contraceptive coverage. Employees will have the option of electing single, 2-person or family

coverage. Should the District implement a new health insurance carrier during the life of this contract, the new policy shall be offered to all eligible members of the Grosse Pointe Plant Association:

- Skilled Maintenance and Semi-Skilled Maintenance
- All Class I positions
- First High School Engineer
- High School Engineer

B.11 Employees who are covered by another health insurance plan may elect to waive coverage .

B.12 The Board shall have the right to determine the insurance providers and agrees that the same will be recognized and reliable ones.

B.13 All of the above prescription riders shall provide for a generic mandate whenever a generic equivalent is available.

DENTAL COVERAGE

B.14 The primary dental benefit plan will provide an 80% benefit on all covered services up to a $1,500 annual maximum payment per covered member as well as an 80% orthodontia benefit up to $1,200 per lifetime per dependent. In addition, the flexible benefits plan will include at least one less expensive dental plan option.

B.15 Employees will have the option of electing single, 2-person or family coverage.

VISION COVERAGE

B.16 The primary plan provided will be a plan with the same benefits as those available as of June 30, 2000. In addition, the flexible benefits plan will include at least one less expensive vision plan option.

B.17 Employees will have the option of electing single, 2-person or family coverage.

DEDUCTIONS

B.18 All medical, dental, and vision costs are pre-tax deductions.

B.19 All life and LTD costs are post tax deductions

WAIVE COVERAGE OPTIONS

B.20 Full time employee may elect to waive dental and vision coverage, but no cash stipends will be paid in that event.

B.21 Full time employees will be required to elect basic life, and long term disability insurance plans. Part time employees may elect to waive coverage in these plans, but no cash stipends will be paid in that event.

BENEFIT COSTS

B.22 Each benefit plan option included within the flexible benefits plan will have costs determined prior to the annual open enrollment period. The cost of this plan will be based on illustrative rates provided by.

B.23 Full time employees will receive an amount of health plan benefit credits that equals 80% of the cost of the Blue Cross Blue Shield Community Blue PPO Plan 10. The employee will be responsible for paying the employee portion.

B.24 Employees working less than full time but at least 50% will be eligible for the health care plan. If health coverage is elected, the Board will calculate the FTE equivalent of the plan based on the percentage of time the teacher is employed with the district. For example, if the cost of the full family health plan is $17,442 and a full time employee credited by the Board for 80% of this cost, then the Board would contribute for a full time employee a total of $13,954. For an 0.8 employee with the district, the Board would pay for 80% of the Board contribution to health care and therefore, contribute $11,163 with the remaining balance of $6279 being the responsibility of the 0.8 FTE

employee with an automatic pre-tax deduction of this amount to be paid via automatic payroll deduction over 26 pays.

NON MEDICAL BENEFIT COSTS

B.25 Costs for dental and vision will be provided effective April 1st for a plan year beginning July 1. The cost of this plan will be based on illustrative rates provided by the carrier. Life and long term disability insurance plans will equal the actual premium cost of the plans.

ELIGIBILITY

B.26 Employees have the option to elect single, 2-person or family coverage for medical, dental and vision benefits. Dependent children are eligible until the end of the calendar year they turn age 26 for each of these plans.

SECTION 125 OF IRS CODE

B.27 The employer shall formally adopt a qualified plan document which complies with Section 125 of the Internal Revenue Code. Said plan document shall cover the cafeteria plan adopted in this agreement. The plan will become effective upon ratification of the contract. Full and part time employees will be eligible to participate in the health care and dependent day care flexible spending accounts made available under the Section 125 cafeteria plan.

GENERAL PROVISIONS

B.28 The Board, by payment of the premium payments required to provide the coverages set forth in this Appendix B shall be relieved from all liability with respect to the benefits provided by the insurance coverages as above described. The failure of an insurance company to provide any of the benefits for which it has contracted, 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 Appendix B.

B.29 The Association agrees to explore and discuss with the Administration methods for possible cost controls when, in any one insurance year, health insurance premiums increase greater than five percent (5%).

B.30 In addition, the Association agrees to endorse a voluntary wellness and health awareness program. Possible wellness programs could include, but not be limited to, stress reduction, weight loss and control, smoking cessation, cholesterol improvements, CPR, flu prevention, hand hygiene, etc.