

TENTATIVE AGREEMENT
Between
CHIPPEWA VALLEY SCHOOLS (CVS)
And
CHIPPEWA VALLEY CHAPTER 1884, SECRETARIAL/CLERICAL
UNION COUNCIL 25 AFSCME (AFSCME)

It is agreed that all provisions of the 2021-24 Collective Bargaining Agreement remain in full force and in effect with the following modifications as indicated below and upon ratification by both parties be effective July 1, 2023 and continue in effect through June 30, 2026.

SALARY:

For the 2022-23 school year:

- A 4% retention bonus payment based on total actual wages paid from 7/1/22 to 6/30/23 (not subject to retirement) will be paid on July 30, 2023 for Association members employed by the district on June 14, 2023.

The Salary Schedule has been adjusted for the 2023/24 and for the 2024-26 school years, see attached.

For the 2023/24 school year

- Employees remain at their 2022/23 step on the improved 2023/24 salary schedule.
- A 3% retention bonus payment based on base wages earned for 2023/24 (not subject to retirement) will be paid on June 30, 2024 for Association members employed by the district on June 11, 2024 or last student day.
- There may be an additional off schedule bonus payment (not subject to retirement) based on a funding/enrollment variance formula paid on June 30th.

For the 2024/25 school year

- Employees remain at their 2023/24 step on the improved 2024-26 salary schedule.
- A 3% retention bonus payment based on base wages earned for 2024/25 (not subject to retirement) will be paid on June 30, 2025 for Association members employed by the district on June 12, 2025 or last student day.
- There may be an additional off schedule bonus payment (not subject to retirement) based on a funding/enrollment variance formula paid on June 30th.

For the 2025/26 school year

- Eligible employees will move one (1) full step if they have worked 50.5% of the 2024/25 school year.
- A 3% retention bonus payment based on base wages earned for 2025/26 (not subject to retirement) will be paid on June 30, 2026 for Association members employed by the district on the last student day for the 2025/26 school year.
- There may be an additional off schedule bonus payment (not subject to retirement) based on a funding/enrollment variance formula paid on June 30th.

Article 16 – Resignation (Change to Article 16 – Resignation/Retirement)

Article 16 Section A-NEW

WHEN AN EMPLOYEE DESIRES TO TERMINATE THEIR EMPLOYMENT, THERE MUST BE AT LEAST TEN (10) WORKING DAYS NOTICE OF RESIGNATION/RETIREMENT WITH NO ABSENCES DURING SAID PERIOD, IN WRITING, GIVEN TO THE HUMAN RESOURCES DEPARTMENT. RESIGNATIONS/RETIREMENTS OF SHORTER NOTICE SHALL AUTOMATICALLY FORFEIT ANY AND ALL BENEFITS INCLUDING ANY SICK, VACATION AND/OR LONGEVITY PAYOUTS, EXCEPT IF THE RESIGNATION/RETIREMENT IS OF AN EMERGENCY NATURE (SUCH AS SICKNESS IN THE FAMILY, DEATH, ETC.) AND CAN BE SUBSTANTIATED WITH DOCUMENTATION.

Article 20 - Compensation A

~~As of June 30, 2020, 10-month employees on the 24-pay option will be grandfathered on the 24-pay option. Effective July 1, 2020, 10-month employees not currently enrolled in the 24-pays will no longer have the option to select 24-pays and will move to hourly effective July 1, 2021.~~

BEGINNING THE 2024/25 SCHOOL YEAR, ALL EMPLOYEES WILL BE PAID HOURLY BASED ON TIME SUBMITTED THROUGH THE TIMEKEEPING SYSTEM ACCORDING TO THE BI-MONTHLY PAYROLL SCHEDULE.

Article 20 - Compensation - Longevity

After 8 years...\$250	\$500
After 10 years...\$490	\$640
After 15 years...\$600	\$750
After 20 years...\$700	\$850
After 25 years...\$800	\$950

Article 20 - Compensation Section H - NEW Mentor Stipend (Sunsets 6/30/26)

The District will post for one mentor position per job classification/level as determined by the District. Employees that meet the criterion and are selected for the mentorship role will be paid an additional \$100 stipend per person for a minimum of 10 hours not to exceed 20 hours of time spent training, mentoring and supporting new hires or employees who need extra support. Mentors will at the minimum follow the suggested timelines for mentoring a new hire. Time mentoring shall be tracked on a mentor/mentee log and submitted to the Human Resources department for payment upon completion of new hires probationary period. Mentors will be evaluated on their effectiveness in the role in order to continue in the role.

Letter of Agreement

- Continue Temporary long term/temporary short-term assignment LOA from 11-13 contract.
- Union to Union Transfer
- Helpdesk leader stipend

Testing guidelines will continue.

BY: Dwight Hicks
Dwight Hicks, Staff Representative
Michigan AFSCME Council 25

BY: Heather Blazy
Heather Blazy, Co-Chapter Chairperson

BY: Elizabeth Coan
Elizabeth Coan, Co-Chapter Chairperson

BY: Pam Infante
Pam Infante, Negotiator

BY: Dr. Adam Blanchard
Dr. Adam Blanchard, Chief Negotiator

BY: Dawn Leone
Dawn Leone, Director of Human Resources

BY: Scott Sederlund
Scott Sederlund, Negotiator

**Chippewa Valley Schools
Secretarial/Clerical Salary Schedule**

2023-24

PAY GRADE	CLASSIFICATION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
		STEP-1	STEP-2	STEP-3	STEP-4	STEP-5
1	Voc Education Clerk (Cul Arts, Market)	\$13.66	\$14.26	\$14.87	\$15.48	\$16.09
2	Clerk Typist II - Transportation Elementary Clerk General Clerk Media Clerk II (9th Grd, HS) Receptionist	\$15.25	\$15.93	\$16.62	\$17.31	\$18.01
3	Clerk Typist III - 9th Grd Center - Accounts Payable - Adult Ed/Little Turtle - Athletics - Community Education - Guidance - Human Resources - Middle School	\$17.43	\$17.90	\$18.68	\$19.47	\$20.25
4	Bookkeeper - Athletics Building Support Technician Clerk IV (FS,MHS,Regist,Spec Svcs,AP) Curriculum/Instructional Clerk Dispatcher Clerk Media Clerk IV (Elem, MS) Media Tech Clerk Payroll Clerk Scheduling Clerk Secretary (HS AP,9th,Guidance,Trans, Maint) Secretary/Bookkeeper (HS)	\$18.91	\$19.83	\$20.75	\$21.67	\$22.60
5	Bookkeeper - Community/Adult Ed Pupil Accounting Clerk Grants Clerk Secretary (Elem,MS,CTE, Special Services)	\$19.63	\$20.60	\$21.57	\$22.55	\$23.52
6	Accounts Payable Network Support Technician Community Relations Clerk Secretary (Ed Serv,HS,Business)	\$20.40	\$21.39	\$22.39	\$23.39	\$24.39
7	District Bookkeeper Bookkeeper	\$21.22	\$22.25	\$23.29	\$24.34	\$25.38

23-24 Top Step+0%

Wage Schedule 2023-26

**Chippewa Valley Schools
Secretarial/Clerical Salary Schedule**

2024-25 and 2025-26

PAY GRADE	CLASSIFICATION	STEP 1					STEP 2					STEP 3					STEP 4					STEP 5				
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
1	Voc Education Clerk (Cul Arts, Market) Clerk Typist II - Transportation Elementary Clerk General Clerk Media Clerk II (9th Grd, HS) Receptionist	\$14.26	\$14.87	\$15.49	\$16.11	\$16.74	\$14.26	\$14.87	\$15.49	\$16.11	\$16.74	\$14.26	\$14.87	\$15.49	\$16.11	\$16.74	\$14.26	\$14.87	\$15.49	\$16.11	\$16.74	\$14.26	\$14.87	\$15.49	\$16.11	\$16.74
2	Clerk Typist III - 9th Grd Center - Accounts Payable - Adult Ed/Little Turtle - Athletics - Community Education - Guidance - Human Resources - Middle School	\$15.93	\$16.62	\$17.32	\$18.03	\$18.73	\$15.93	\$16.62	\$17.32	\$18.03	\$18.73	\$15.93	\$16.62	\$17.32	\$18.03	\$18.73	\$15.93	\$16.62	\$17.32	\$18.03	\$18.73	\$15.93	\$16.62	\$17.32	\$18.03	\$18.73
3	Bookkeeper - Athletics Building Support Technician Clerk IV (FS,MHS,Regist,Spec Svcs,AP) Curriculum/Instructional Clerk Dispatcher Clerk Media Clerk IV (Elem, MS) Media Tech Clerk Payroll Clerk Scheduling Clerk Secretary (HS AP,9th,Guidance,Trans, Maint) Secretary/Bookkeeper (HS)	\$17.90	\$18.68	\$19.48	\$20.28	\$21.08	\$17.90	\$18.68	\$19.48	\$20.28	\$21.08	\$17.90	\$18.68	\$19.48	\$20.28	\$21.08	\$17.90	\$18.68	\$19.48	\$20.28	\$21.08	\$17.90	\$18.68	\$19.48	\$20.28	\$21.08
4	Bookkeeper - Community/Adult Ed Pupil Accounting Clerk Grants Clerk Secretary (Elem,MS,CTE, Special Services)	\$19.83	\$20.75	\$21.69	\$22.63	\$23.57	\$19.83	\$20.75	\$21.69	\$22.63	\$23.57	\$19.83	\$20.75	\$21.69	\$22.63	\$23.57	\$19.83	\$20.75	\$21.69	\$22.63	\$23.57	\$19.83	\$20.75	\$21.69	\$22.63	\$23.57
5	Accounts Payable Network Support Technician Community Relations Clerk Secretary (Ed Serv,HS,Business)	\$20.60	\$21.57	\$22.56	\$23.55	\$24.54	\$20.60	\$21.57	\$22.56	\$23.55	\$24.54	\$20.60	\$21.57	\$22.56	\$23.55	\$24.54	\$20.60	\$21.57	\$22.56	\$23.55	\$24.54	\$20.60	\$21.57	\$22.56	\$23.55	\$24.54
6	District Bookkeeper Bookkeeper	\$22.39	\$23.29	\$24.35	\$25.41	\$26.47	\$22.39	\$23.29	\$24.35	\$25.41	\$26.47	\$22.39	\$23.29	\$24.35	\$25.41	\$26.47	\$22.39	\$23.29	\$24.35	\$25.41	\$26.47	\$22.39	\$23.29	\$24.35	\$25.41	\$26.47
7		\$22.25	\$23.29	\$24.35	\$25.41	\$26.48	\$22.25	\$23.29	\$24.35	\$25.41	\$26.48	\$22.25	\$23.29	\$24.35	\$25.41	\$26.48	\$22.25	\$23.29	\$24.35	\$25.41	\$26.48	\$22.25	\$23.29	\$24.35	\$25.41	\$26.48

24-25,25-26 Top Step+0%

Chippewa Valley Schools
Negotiated Formula Distribution
2023/24, 2024/25, and 2025/26 School Years

For the 2023/24, 2024/25, and 2025/26 school years, should enrollment and/or state unrestricted funding vary from estimates used for budgeting purposes, the following formula will be used to calculate amount to be distributed to employees as a lump sum bonus payment. The lump sum payment will not be subject to retirement and will be reduced by FICA taxes. There will be no distribution for total distribution amounts below zero. If there is an unanticipated shift in categorical, grant and/or foundation allowance funding, the District and Association will meet to discuss the impact, if any, on the lump sum formula distribution.

Formula:

$$\text{Actual Blended Enrollment} * (\text{Actual Blended Enrollment} - \text{Projected Blended Enrollment}) * 4\%$$

Plus

$$\text{Foundation Allowance} * (\text{Actual Per Pupil Unrestricted Foundation Allowance} - \text{Projected Per Pupil Unrestricted Foundation Allowance}) * 4\%$$

Times 50% =

Amount to be distributed to employees before taxes

	2023/24	2024/25	2025/26
Projected Blended Enrollment FTE	14,401	14,101	13,801
Projected State Unrestricted Funding Per Pupil	\$9,608	\$9,858	\$10,108

Example 1:

Actual Blended Enrollment FTE	14,350	14,200	13,800
Actual State Unrestricted Funding Per Pupil	\$9,700	\$9,900	\$10,150
23/24 = (\$9,700 * (14,350-14,401) * 4%) + (14,350 * (\$9,700-\$9,608) * 4%) = -\$19,788 + \$52,808 = \$33,020 @ 50% = \$16,510 to be distributed			
24/25 = (\$9,900 * (14,200-14,101) * 4%) + (14,200 * (\$9,900-\$9,858) * 4%) = \$39,204 + \$23,856 = \$63,060 @ 50% = \$31,530 to be distributed			
25/26 = (\$10,150 * (13,800-13,801) * 4%) + (13,800 * (\$10,150-\$10,108) * 4%) = -\$406 + \$23,184 = \$22,778 @ 50% = \$11,389 to be distributed			

Example 2:

Actual Blended Enrollment FTE	14,350	14,200	13,600
Actual State Unrestricted Funding Per Pupil	\$9,500	\$9,800	\$10,150
23/24 = (\$9,500 * (14,350-14,401) * 4%) + (14,350 * (\$9,500-\$9,608) * 4%) = -\$19,380 + \$61,992 = -\$81,372 @ 50% = \$0 to be distributed			
24/25 = (\$9,800 * (14,200-14,101) * 4%) + (14,200 * (\$9,800-\$9,858) * 4%) = \$38,808 + -\$32,944 = \$5,864 @ 50% = \$2,932 to be distributed			
25/26 = (\$10,150 * (13,600-13,801) * 4%) + (13,600 * (\$10,150-\$10,108) * 4%) = -\$81,606 + \$22,848 = -\$58,758 @ 50% = \$0 to be distributed			