

# **BRIDGMAN PUBLIC SCHOOLS**

## **LETTER OF AGREEMENT**

This letter of Agreement is entered into between the Bridgman Board of Education (the “District”) and the Bridgman 5-C Education Association MEA/NEA (the “Association”) who do mutually agree to amend Appendix C page 40 of the current Bridgman Public Schools Teachers’ Master Contract 2023-2026.

Current Language – Appendix C:

### **EXTRA-CURRICULAR SALARIES**

- A. The updated Appendix C goes into effect on July 1, 2021.
- B. The updated Appendix C is valid through the remainder of the 2019-2022 contract and through the duration of the subsequent Teacher’s Master Contract.
- C. Athletic Coaches will “*top out*” at the completion of Level 12.
- D. Athletic Coaches will be able to transfer into the Bridgman Public Schools system six (6) years/Level five (5) of prior sport specific coaching experience either at Bridgman Public Schools or another public school district located in the State of Michigan.
- E. The contents of the updated Appendix C in not retroactive.
- F. Payment for all Appendix C activities will be made at the conclusion of a season and/or activity.
- G. The Superintendent, building principal and/or athletic director upon failure of a coach or advisor to complete their responsibilities, may withhold payment.
- H. A formal evaluation will be conducted annually by the District Athletic Director on each Varsity coach. In consultation with the Varsity coach, the District Athletic Director will complete a formal evaluation on each Middle School and/or Sub-Varsity coach. The final evaluation will be placed in the coach’s personnel file.
- I. A formal evaluation will be conducted annually by the Building Principal on each club advisor and placed in the advisor’s personnel file.
- J. Any employee who wishes to start a new club and/or activity at Bridgman Public Schools shall submit a written proposal describing the activity of the club/activity; to the Building Principal where said club/activity will take place.

The Building Principal will then schedule a meeting with the employee to discuss the proposal.

If the Building Principal approves the proposal, he/she will then submit the proposal with additional information and/or comments to the Office of the Superintendent for final approval. If the Office of the Superintendent approves the proposal, the employee will be paid \$500.00 per year until the contract expires and then a determination will be made through the negotiations process if said club/activity should be added permanently into Appendix C of the Master Contract.

Each year, during the evaluation cycle, the Building Principal will determine the validity and sustainability of each club in their building for the following school year and report the approved Clubs and Activities to the Office of the Superintendent by June 15.

**Proposed Language Change –  
EXTRA-CURRICULAR SALARIES**

- A. The updated Appendix C goes into effect on July 1, 2021.
- B. The updated Appendix C is valid through the remainder of the 2019-2022 contract and through the duration of the subsequent Teacher's Master Contract.
- C. Athletic Coaches will "top out" at the completion of Level 12.
- D. Athletic Coaches will be able to transfer into the Bridgman Public Schools system six (6) years/**Level six (6)** of prior sport specific coaching experience either at Bridgman Public Schools or another public school district located in the State of Michigan.
- E. The contents of the updated Appendix C in not retroactive.
- F. Payment for all Appendix C activities will be made at the conclusion of a season and/or activity.
- G. The Superintendent, building principal and/or athletic director upon failure of a coach or advisor to complete their responsibilities, may withhold payment.
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- I. A formal evaluation will be conducted annually by the Building Principal on each club advisor and placed in the advisor's personnel file.
- J. Any employee who wishes to start a new club and/or activity at Bridgman Public Schools shall submit a written proposal describing the activity of the club/activity; to the Building Principal where said club/activity will take place.

The Building Principal will then schedule a meeting with the employee to discuss the proposal.

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Each year, during the evaluation cycle, the Building Principal will determine the validity and sustainability of each club in their building for the following school year and report the approved Clubs and Activities to the Office of the Superintendent by June 15.

All other language in Appendix C shall remain as written.

Bridgman Public Schools

Bridgman 5-C Education Association

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Eric Ramso, President  
Bridgman Public Schools Board of Ed.

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Angie Ales, President BEA

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Tishia Roberts, Secretary  
Bridgman Public Schools Board of Ed.

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Amy Knowlton, Secretary BEA

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Date

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Date