

Union City Community Schools

“Educating and Preparing Each Child for Their Future”

Union City, Michigan 49094 / Superintendent’s Office (517) 741-3300 – Fax (517) 741-5205

Board of Education Agenda

Public Hearing and Rescheduled Regular Monthly Board Meeting	High School Media Center
Monday, June 23, 2025	6:30 PM

I. Call To Order

a. Pledge of Allegiance

b. Opening Statement

Welcome to the Union City Community Schools Board meeting. Our meeting agenda is available for you to follow. The expectation for our board meeting is to follow this agenda closely. We operate under the Open Meetings Act and utilize Roberts Rule of Order to govern our discussion and decision-making process. There is an opportunity for public comment during our set agenda. We welcome the public to express their opinions during this time of our agenda. If there are questions about the agenda or the board meeting process, please seek out one of the Board members for clarification.

II. Vice President LaBar will appoint a secretary.

III. 2024-2025 Proposed Budget Amendment

Business Manager, Sara, Leson, will present the proposed 2024-2025 budget amendment.

IV. 2025-2026 Budget Proposal

Business Manager, Sara Leson, will present the 2025-2026 proposed budget.

V. Public Hearing on Proposed Budgets and/or Public Comments on Agenda Items

This is the section of the meeting in which the public may make comments or share their opinions about the proposed budgets or agenda items. We ask you to limit your comments to no longer than 5 minutes per person to allow others the opportunity to speak. This is an opportunity for the Board to listen to your concerns. It is not Board practice to act on the concerns voiced during this meeting to allow for the Board to do further research.

VI. Addition or Deletion of Items to the Agenda

VII. Consent Agenda

a. Approval of Minutes

1. Rescheduled Regular Meeting 5.12.25
2. Special Meeting 5.12.25
3. Closed Session 5.12.25
4. Special Meeting 5.27.25
5. Closed Session 5.27

b. Cross Country Summer Team Camp

VIII. Correspondence

IX. Action Items

a. 2024-2025 Budget Amendment Resolution

Board action is required to approve the 2024-2025 Budget Amendment as presented.

b. 2025-2026 Budget Resolution

Board action is required to approve the 2025-2026 Budget as presented.

c. 2025-2026 Resolution Authorizing Issuance of Notes in Anticipation of State School Aid

Board action is required to approve the state aid borrowing resolution for the 2025-2026 school year as presented.

d. Millage Levy Resolution

Board action is required to approve the 2025 Tax Millage Rate Request Report to County Board of Commissioners (L-4029). This report requests levying the allowable portion of the 18.000 mills on non-homestead and non-qualified agricultural property (currently 17.3139 mills) on December 1, 2025; and, that on all district properties, an amount not to exceed the allowable portion of the 4.5 mills authorized by the voters for Sinking Fund Millages (currently 2.9892 mills) on December 1, 2025.

e. Michigan High School Athletic Association (MHSAA) 2025-26 Membership Resolution

Board action is required to approve membership in MHSAA for 2025-26 as presented.

f. School of Choice Resolution for 2025-2026

Board action is required to approve the School of Choice Resolution for 2025-26 as presented.

g. Retirement

Board action is required to accept the retirement of Deb McDowell, Food Service Director. Deb has been with the district for 26 years.

h. Food Service Director

Board action is required to hire Jamey Cerka-Wilks as the Food Service Director.

She will be working as a half-time teacher and half-time food service director. Her contract will be on the July agenda.

i. Coaching Recommendation

Board action is required to accept the recommendation of Hayley Denney, Athletic Director, for a coaching position as presented.

j. NEOLA Policy Repeal

Board action is required to repeal the NEOLA Anti-Bullying Policy 5517.01.

k. Thrun Policy Adoption

Board action is required to approve the Thrun Anti-Bullying Policy 5207.

l. UCEA-MEA Contract 2025 - 2028

Board action is required to approve the UCEA-MEA contract for 2025-2028 as presented.

X. Discussion Items

a. Personnel and Finance/Building and Site Committee Meetings

Chris would like to discuss scheduling a meeting with each of these committees before the July meeting.

XI. Information Items

a. Tracker Update

Tanya Sherwood has provided an update on Tracker the therapy dog.

b. MHSAA Update

c. Grant Awards

1. Clean Bus Energy Grant

The competitive grant is awarded in the amount of 2.18 million dollars. The grant will provide funds for the purchase of new electric school buses and charging infrastructure at little or no cost to the district.

2. Michigan Healthy Schools Grant

The grant in the amount of 2.86 million dollars will be used for implementing improvements in air quality, allowing us to install new unit ventilators as well as air conditioning. Funds can also be used to improve drinking water quality as well as conduct abatement of asbestos. These funds must be matched by the district.

d. Pre-Audit Governance Letter from Willis and Jurasek, P.C.

Attached is a letter from Willis and Jurasek, P.C. regarding the upcoming audit for the year ending June 30, 2025.

XII. Public Comment

a. Public Comments Statement

This is the section of the meeting in which the public may make comments or share their opinions about Union City Community Schools. We ask you to limit your comments to no longer than 5 minutes per person to allow others the opportunity to speak. This is an opportunity for the Board to listen to your concerns. It is not Board practice to act on the concerns voiced during this meeting to allow the Board to do further research.

XIII. Board Roundtable

XIV. Closed Session

The board should go into closed session for the purpose of contract negotiations with various bargaining groups per Section 8(c) of the Open Meetings Act.

XV. Adjournment

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda items five (V) and eleven (XI). If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting or hearing, please contact Kelly AcMoody at 517-741-8091 at least one week prior to the meeting or as soon as possible.

**GENERAL FUND BUDGET COMPARISON
UNION CITY COMMUNITY SCHOOLS
FOR THE PERIOD ENDING JUNE 30, 2025**

	NEW BUDGET JUNE of 2024	BUDGET AMENDMENT Apr-25	FINAL BUDGET Jun-25	
BEGINNING FUND BALANCE	\$1,900,204	\$1,995,187	\$1,995,187	
REVENUE				
Local Sources	\$ 1,471,676	1,528,271	1,538,271	\$ 10,000
State Sources	10,741,399	10,953,361	11,048,138	\$ 94,777
Federal Sources	277,183	277,580	299,119	\$ 21,539
Other Financing Sources	648,000	625,000	593,431	\$ (31,569)
Transfers In-HL	32,000	32,000	32,000	\$ -
TOTAL REVENUE	\$ 13,170,258	\$ 13,416,212	\$ 13,510,959	\$ 94,747
EXPENDITURES				
INSTRUCTION				
Basic Program	5,945,136	6,064,571	6,161,659	97,088
Added Needs	2,105,358	2,181,573	2,199,666	18,093
Total Instruction	8,050,494	8,246,144	8,361,325	195,650
SUPPORT SERVICE EXPENSE				
Pupil	713,208	708,736	685,309	(23,427)
Improvement Instructional Staff	236,756	255,056	251,093	(3,963)
General Administration	462,757	497,716	485,402	(12,314)
School Administration	761,681	739,692	737,889	(1,803)
Fiscal Services	340,501	335,794	331,285	(4,509)
Operation & Maintenance	1,185,295	1,266,064	1,285,595	19,531
Transportation	697,525	722,319	727,297	4,978
Central Support	205,626	247,475	220,469	(27,006)
Athletics	565,720	571,000	564,128	(6,872)
Community Services	6,200	6,200	4,444	(1,756)
Payments to Other Govt Units				-
Site Improvement Services			2,925	2,925
Prior Period Adjustments				-
Debt Service	36,342	36,342	36,342	-
Total Support Services	5,211,611	5,386,394	5,332,178	(54,216)
TOTAL EXPENDITURES	13,262,105	13,632,538	13,693,503	
Retirement change(minus from expenses)				
EXCESS REVENUE (EXPENDITURES)	(91,847)	(216,326)	(182,544)	
Non-spendable (inventory)	10,410	10,410	10,410	
Committed (Track)				
Assigned (Capital Expenditures)	75,000	75,000	75,000	
Unassigned (Undesignated)	853,018	853,018	853,018	
ENDING FUND BALANCE	1,808,357	1,778,861	1,812,643	
FUND BALANCE PERCENTAGE	14%	13%	13%	
FUND BALANCE PERCENTAGE EXCLUDING 147c	14%	14%	14%	

RESOLUTION FOR ADOPTION BY THE BOARD
OF EDUCATION UNION CITY COMMUNITY SCHOOLS
2024-2025 BUDGET AMENDMENT
GENERAL FUND AND FOOD SERVICE

Resolved, that this resolution shall be the general appropriations of Union City Community Schools for the 2024-2025 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the general fund of the school district for fiscal year 2024-2025 which includes 17.7822 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes is as follows:

Revenue:

Local	1,538,271	
State	11,048,138	
Federal	299,119	
Other Financing Sources	593,431	
Transfers in-HL	32,000	
Total Revenue		13,510,959

Fund Balance, July 1	1,995,187	
Less Designated for:		
Assigned/Capital Expenditures	(75,000)	
Non Spendable/Inventory	(10,410)	
Estimated Fund Balance Available to Appropriate		1,909,777
Total Available to Appropriate		15,420,736

Be it further resolved that \$13,693,503 of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Basic Program	6,161,659	
Added Needs	2,199,666	
Total Instruction	8,361,325	

SUPPORT SERVICE EXPENSE

Pupil Support	685,309	
Instructional Staff Support	251,093	
General Administration	485,402	
School Administration	737,889	
Business Services	331,285	
Operation & Maintenance	1,285,595	
Transportation	727,297	
Central Support	220,469	
Athletic Activities	564,128	
Community Services	4,444	
Payments to Other Govt Units		
Site Improvement Services	2,925	
Prior Period Adjustments		
Debt Service	36,342	
Fund Modification		
Total Support Services	5,332,178	

TOTAL Appropriated General Fund **13,693,503**

ENDING FUND BALANCE**1,812,643**

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

Be it further resolved that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made by the superintendent or the business manager.

Be it further resolved, that the assigned monies for capital expenditures shall remain at \$75,000.

Be it further resolved, that this resolution shall be the general appropriations for the Food Service Fund of Union City Community Schools for the 2024-2025 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of revenue received by the Food Service Fund of Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Food Service Fund of the school district for fiscal year 2024-2025 is as follows:

	Food Service
<u>REVENUE:</u>	
Local Sources	\$ 39,436
State Sources	97,083
Federal Sources	556,871
Incoming transfer from Gen Fund	-
TOTAL REVENUE	<u>693,390</u>
<u>EXPENDITURES:</u>	
Salaries	194,900
Employee Benefits	105,607
Purchased Services	26,859
Supplies and Materials	322,750
Capital Outlay	9,148
Other Expenditures	1,791
Transfer to Gen Fund	32,000
TOTAL EXPENDITURES	<u>693,055</u>
EXCESS REVENUE (EXPENDITURES)	335
BEGINNING FUND BALANCE	<u>29,806</u>
ENDING FUND BALANCE	<u>30,141</u>

Be it further resolved, that this resolution shall be the general appropriations for the Student/School Activity Fund of Union City Community Schools for the 2024-2025 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of revenue received by the Student/School Activity Fund of Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Student/School Activity Fund of the school district for fiscal year 2024-2025 is as follows:

	Student/School Activity Fund
<u>REVENUE:</u>	
Local Sources - Current Year Elementary	23,190
Local Sources - Current Year Middle School	1,500
Local Sources - Current Year High School	81,000
TOTAL REVENUE	<u>105,690</u>
<u>EXPENDITURES:</u>	
Support Services - Elementary	23,190
Support Services - Middle School	4,500
Support Services - High School	55,000
TOTAL EXPENDITURES	<u>82,690</u>
EXCESS REVENUE (EXPENDITURES)	23,000
ESTIMATED BEGINNING FUND BALANCE	<u>135,200</u>
ENDING FUND BALANCE	<u><u>158,200</u></u>

THIS RESOLUTION TAKES EFFECT JULY 1, 2025

**UNION CITY SCHOOL DISTRICT
2025-2026 BUDGET NARRATIVE
GENERAL FUND**

REVENUE:

Local-

*Decrease in asset sales and Community Unlimited busing.

State-

*Remove

-3% MPSERS healthcare reimbursement

-One-time deposit MPSERS

-35j grant

-97j grant

*Increase per pupil to \$10,000, reduction in 10 students

Federal-

*Remove homeless assistance grant

Other Financing-

*Decrease in prior year adjustment for CACC transportation bonus

EXPENDITURES:

Expenses that fall under multiple functions-

*Salary and benefit (FICA, W/C, retirement) increases for all staff

*Increase in medical insurance costs

*Removal of MPSERS One time retirement across Basic Program, Added Needs, Pupil and Transportation functions.

Basic Program-

*Step and % increase.

*Remove retired teacher position

General Administration-

*Remove purchase of Thrun policies/handbooks and scanning project (purchased in 2024-2025 year)

Operation & Maintenance-

*Remove 97j security grant purchases from 2024-2025 year

Central Support-

*Remove purchase of K12 media, purchased in 2024-2025 year

Athletics-

* Added Athletic trainer

*Decrease in equipment purchase

Site Improvement Services-

*Remove cost of survey and other fees for land purchase

**GENERAL FUND BUDGET COMPARISON
UNION CITY COMMUNITY SCHOOLS
FOR THE PERIOD ENDING JUNE 30, 2026**

	FINAL BUDGET AMENDMENT Jun-25	NEW BUDGET JUNE of 2026 Jun-26	
BEGINNING FUND BALANCE	\$1,995,187	\$1,812,643	
REVENUE			
Local Sources	1,538,271	1,506,619	\$ (31,652)
State Sources	11,048,138	10,837,528	\$ (210,610)
Federal Sources	299,119	277,580	\$ (21,539)
Other Financing Sources	593,431	580,000	\$ (13,431)
Transfers In-HL	32,000	32,000	\$ -
TOTAL REVENUE	\$ 13,510,959	\$ 13,233,727	\$ (277,232)
EXPENDITURES			
INSTRUCTION			
Basic Program	6,161,659	5,984,217	(177,442)
Added Needs	2,199,666	2,187,418	(12,248)
Total Instruction	8,361,325	8,171,635	(189,690)
SUPPORT SERVICE EXPENSE			
Pupil	685,309	671,043	(14,266)
Improvement Instructional Staff	251,093	197,729	(53,364)
General Administration	485,402	405,899	(79,503)
School Administration	737,889	764,880	26,991
Fiscal Services	331,285	341,415	10,130
Operation & Maintenance	1,285,595	1,192,461	(93,134)
Transportation	727,297	718,231	(9,066)
Central Support	220,469	216,404	(4,065)
Athletics	564,128	573,387	9,259
Community Services	4,444	6,200	1,756
Payments to Other Govt Units			-
Site Improvement Services	2,925		(2,925)
Prior Period Adjustments			-
Debt Service	36,342	36,159	(183)
Total Support Services	5,332,178	5,123,808	(208,370)
TOTAL EXPENDITURES	13,693,503	13,295,443	(398,060)
EXCESS REVENUE (EXPENDITURES)	(182,544)	(61,716)	
Non-spendable (inventory)	10,410	10,410	
Committed (Track)			
Assigned (Capitol Expenditures)	75,000	75,000	
Unassigned (Undesignated)	853,018	853,018	
ENDING FUND BALANCE	1,812,643	1,750,927	
FUND BALANCE PERCENTAGE	13%	13%	
FUND BALANCE PERCENTAGE EXCLUDING 147c	14%	14%	

**FOOD SERVICE FUND BUDGET COMPARISON
UNION CITY COMMUNITY SCHOOLS
FOR THE PERIOD ENDING JUNE 30, 2026
BUDGET PROPOSAL**

	BUDGET FINAL JUNE 24-25	PROPOSED BUDGET JUNE 2026	DIFFERENCE B/W 2024-25 & 2025-26
REVENUE			
Local Sources	\$ 39,436	\$ 40,000	\$ 564
State Sources	97,083	100,000	\$ 2,917
Federal Sources	556,871	510,000	\$ (46,871)
TOTAL REVENUE	\$ 693,390	\$ 650,000	\$ (43,390)
EXPENDITURES			
Salaries	194,900	190,000	(4,900)
Employee Benefits	105,607	100,000	(5,607)
Purchased Services	26,859	20,000	(6,859)
Supplies & Materials	322,750	300,000	(22,750)
Capital Outlay	9,148	-	(9,148)
Other Expense	1,791	1,500	(291)
Transfer Out	32,000	32,882	882
TOTAL EXPENDITURES	\$ 693,055	\$ 644,382	\$ (48,673)
EXCESS REVENUE (EXPENDITURES)	\$ 335	\$ 5,618	
BEGINNING FUND BALANCE	\$ 29,806	\$ 30,141	
ENDING FUND BALANCE	\$ 30,141	\$ 35,759	

RESOLUTION FOR ADOPTION BY THE BOARD
OF EDUCATION UNION CITY COMMUNITY SCHOOLS
2025-2026 BUDGET
GENERAL FUND AND FOOD SERVICE

Resolved, that this resolution shall be the general appropriations of Union City Community Schools for the 2025-2026 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the general fund of the school district for fiscal year 2025-2026 which includes 17.7822 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes is as follows:

Revenue:

Local	\$ 1,506,619	
State	10,837,528	
Federal	277,580	
Other Financing Sources	580,000	
Transfers in-HL	32,000	
Total Revenue		13,233,727

Fund Balance, July 1	1,812,643	
Less Designated for:		
Assigned/Capital Expenditures	(75,000)	
Non Spendable/Inventory	(10,410)	
Estimated Fund Balance Available to Appropriate		1,727,233
Total Available to Appropriate		14,960,960

Be it further resolved that \$13,295,443 of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Basic Program	5,984,217	
Added Needs	2,187,418	
Total Instruction		8,171,635

SUPPORT SERVICE EXPENSE

Pupil Support	671,043	
Instructional Staff Support	197,729	
General Administration	405,899	
School Administration	764,880	
Business Services	341,415	
Operation & Maintenance	1,192,461	
Transportation	718,231	
Central Support	216,404	
Athletic Activities	573,387	
Community Services	6,200	
Payments to Other Govt Units		
Site Improvement Services		
Prior Period Adjustments		
Debt Service	36,159	
Fund Modification		
Total Support Services		5,123,808
TOTAL Appropriated General Fund		13,295,443
ENDING FUND BALANCE		1,750,927

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

Be it further resolved that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made by the superintendent or the business manager.

Be it further resolved, that the assigned monies for capital expenditures shall remain at \$75,000.

Be it further resolved, that this resolution shall be the general appropriations for the Food Service Fund of Union City Community Schools for the 2025-2026 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of revenue received by the Food Service Fund of Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Food Service Fund of the school district for fiscal year 2025-2026 is as follows:

	Food Service
<u>REVENUE:</u>	
Local Sources	40,000
State Sources	100,000
Federal Sources	510,000
Incoming transfer from Gen Fund	-
TOTAL REVENUE	650,000
<u>EXPENDITURES:</u>	
Salaries	190,000
Employee Benefits	100,000
Purchased Services	20,000
Supplies and Materials	300,000
Capital Outlay	-
Other Expenditures	1,500
Transfer to Gen Fund	32,882
TOTAL EXPENDITURES	644,382
EXCESS REVENUE (EXPENDITURES)	5,618
ESTIMATED BEGINNING FUND BALANCE	30,141
ENDING FUND BALANCE	35,759

Be it further resolved, that this resolution shall be the general appropriations for the Student/School Activity Fund of Union City Community Schools for the 2025-2026 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of revenue received by the Student/School Activity Fund of Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Student/School Activity Fund of the school district for fiscal year 2025-2026 is as follows:

REVENUE:

Local Sources - Current Year Elementary	20,000
Local Sources - Current Year Middle School	5,500
Local Sources - Current Year High School	75,000
TOTAL REVENUE	94,000

EXPENDITURES:

Support Services - Elementary	15,000
Support Services - Middle School	4,000
Support Services - High School	56,000
TOTAL EXPENDITURES	74,600

EXCESS REVENUE (EXPENDITURES)	19,400
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ESTIMATED BEGINNING FUND BALANCE	158,200
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ENDING FUND BALANCE	154,600
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THIS RESOLUTION TAKES EFFECT JULY 1, 2025

Rescheduled Regular Meeting
Monday, May 12, 2025 6:30 PM Eastern

High School Media Center
430 St. Joseph Street
Union City, MI 49094

Call To Order

President Amber Herman called the meeting to order at 6:30 p.m.

Jennifer Gautsche:	Present
Amber Herman:	Present
Darin LaBar:	Absent
Jeremy Steele:	Present
Archie Mears:	Absent
Paul Arlt:	Present
Andrew Yockey	Present

Pledge of Allegiance

Opening Statement

Addition or Deletion of Items to the Agenda

The Board of Education adds Action Item VIg Approval of MEGA Proposal for Surveying Services to the agenda. This motion, made by Jeremy Steele and seconded by Jennifer Gautsche, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea

Yea: 5 Nay: 0

Consent Agenda

The Board of Education approves the Consent Agenda as presented. This motion, made by Jeremy Steele and seconded by Andrew Yockey, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea

Yea: 5 Nay: 0

Approval of Minutes

Regular Meeting 4/21/25

Closed Session 4/21/25

Workshop Meeting 5/5/25

Correspondence - None

Comments From the Audience on Agenda Items - None

Public Comments Statement

Action Items

Financials

The Board of Education approves the financials for the month ending April 30, 2025. This motion, made by Jennifer Gautsche and seconded by Jeremy Steele, Carried.
Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea
Yea: 5 Nay: 0

Ballot Language Resolution and Calling an Election on August 5, 2025

The Board of Education approves a resolution to call a special election of the District on Tuesday, August 5, 2025, and place a bond proposal to borrow the amount of \$19,110,000 on the ballot as presented. This motion, made by Jeremy Steele and seconded by Paul Arlt, Carried.
Andrew Yockey: Yea, Jennifer Gautsche: Yea, Jeremy Steele: Yea, Paul Arlt: Yea, Amber Herman: Yea
Yea: 5 Nay: 0

CISD Budget Resolution

The Board of Education disapproves the proposed general fund budget for 2025-2026 as presented. This motion, made by Jeremy Steele and seconded by Andrew Yockey, Carried.
Jennifer Gautsche: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea, Amber Herman: Yea
Yea: 5 Nay: 0

High School Night Custodian Hiring

The Board of Education approves the hiring of Abigail Hoffman as the high school night custodian. This motion, made by Andrew Yockey and seconded by Paul Arlt, Carried.
Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea
Yea: 5 Nay: 0

NEOLA Policy Repeal (Excluding current bullying policy 5517.01)

The Board of Education approves the repeal of the NEOLA School Board Policies (excluding the current bullying policy 5517.01) as presented. This motion, made by Jeremy Steele and seconded by Andrew Yockey, Carried.
Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea
Yea: 5 Nay: 0

Adoption of Thrun Policies (Excluding Policy 5207 Anti-Bullying)

The Board of Education approves the adoption of the Thrun Policies (excluding Policy 5207 Anti-Bullying) as presented. This motion, made by Jennifer Gautsche and seconded by Jeremy Steele, Carried.
Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea
Yea: 5 Nay: 0

MEGA Proposal for Survey Services

The Board of Education approves the proposal from MEGA for Surveying Services in the amount of \$38,000 (\$5,000 ES, \$9000 MS, \$23,500 HS). This motion, made by Andrew Yockey and seconded by Jeremy Steele, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea

Yea: 5 Nay: 0

Discussion Items

Calhoun Intermediate School District (CISD) Biennial Election Resolution Consideration

The board discussed the election and the process.

Public Comment - None

Public Comments Statement

Board Roundtable – Jennifer Gautsche

Adjournment

The Board of Education adjourns the rescheduled regular meeting. This motion, made by Jeremy Steele and seconded by Gautsche, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea

Yea: 5 Nay: 0

President Amber Herman adjourned the meeting at 6:45 p.m.

Jennifer Gautsche
Secretary

Kelly AcMoody
Recording Secretary

Special Meeting for CISD Biennial
Election
Monday, May 12, 2025 7:30 PM Eastern

High School Media Center
430 St. Joseph Street
Union City, MI 49094

Call To Order

President Amber Herman called the meeting to order at 6:45 p.m.

Jennifer Gautsche:	Present
Amber Herman:	Present
Darin LaBar:	Absent
Jeremy Steele:	Present
Archie Mears:	Absent
Paul Arlt:	Present
Andrew Yockey	Present

Comments From the Audience On Agenda Item - None

Public Comments Statement

Action Item

Calhoun Intermediate School District (CISD) Biennial Election Resolution

The Board of Education selects Amber Herman as the representative to vote for candidates at the June 2, 2025 biennial election. Further, the board directs Amber Herman to vote for Jeannie Goodrich and Kenneth Ponds for the two (2) six-year board terms expiring this year. This motion made by Jeremy Steele and seconded by Andrew Yockey, Carried.

Andrew Yockey: Yea, Jennifer Gautsche: Yea, Jeremy Steele: Yea, Paul Arlt: Yea,
Amber Herman: Yea
Yea: 5 Nay: 0

Closed Session

The Board of Education adjourns to closed session for the purpose of considering the purchase of real property per Section 8(d) of the Open Meetings Act. This motion made by Andrew Yockey and seconded by Jeremy Steele, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea
Yea: 5 Nay: 0

President Amber Herman adjourned to closed session at 6:48 p.m.

The Board of Education comes back into regular session. The motion made by Jennifer Gautsche and seconded by Paul Arlt, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea
Yea: 5 Nay: 0

Adjournment

The Board of Education adjourns the special meeting. This motion made by Jeremy Steele and seconded by Paul Arlt, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea

Yea: 5 Nay: 0

Jennifer Gautsche
Secretary

Kelly AcMoody
Recording Secretary

Monthly Board Meeting
Tuesday, May 27, 2025 6:30 PM Eastern

High School Media Center
430 St. Joseph Street
Union City, MI 49094

Call To Order

President Amber Herman called the meeting to order at 6:30 p.m.

Jennifer Gautsche:	Present
Amber Herman:	Present
Darin LaBar:	Present (Arrived at 6:32 p.m.)
Jeremy Steele:	Present
Archie Mears:	Absent
Paul Arlt:	Present
Andrew Yockey	Present

Pledge of Allegiance

Opening Statement

Comments From the Audience on Agenda Items - None

Public Comments Statement

Action Items

High School Girls Basketball Summer Trips (Over 50 Miles and Overnight)

The Board of Education approves the high school girls basketball team to go to Cedar Point June 9-10th for a tournament and to spend a day at the park; and for the team to attend Ferris State Team Camp June 24-25. This motion, made by Jeremy Steele and seconded by Paul Arlt, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Jeremy Steele: Yea,
Andrew Yockey: Yea
Yea: 5 Nay: 0

Darin LaBar arrived at 6:32 p.m.

Athletic Trainer Contract for 2025-2026

The Board of Education approves the athletic trainer contract in the amount of \$5700/100 hour block. This motion, made by Jennifer Gautsche and seconded by Jeremy Steele Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Paul Arlt: Yea, Darin LaBar: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea
Yea: 6 Nay: 0

Closed Session

The Board of Education adjourns to closed session for the purpose of considering the purchase of real property per Section 8(d) of the Open Meetings Act. This motion made by Darin LaBar and seconded by Paul Arlt, Carried.

Darin LaBar: Yea, Jeremy Steele: Yea, Jennifer Gautsche: Yea, Paul Arlt: Yea, Andrew Yockey: Yea, Amber Herman: Yea

Yea: 6 Nay: 0

President Amber Herman adjourned to closed session at 6:47 p.m.

The Board of Education comes back into open session. This motion made by Darin LaBar and seconded by Jennifer Gautsche, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

President Amber Herman called the meeting back to order at 7:50 p.m.

Action Item Addition to the Agenda

The Board of Education adds Action Item III d Approval of Purchase of Real Estate and Authorization of superintendent or designee to negotiate to the agenda. This motion made by Darin LaBar and seconded by Jennifer Gautsche, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

Approval of Purchase of Real Estate and Authorization of Superintendent to Negotiate

The Board of Education approves the purchase of 410 South Street, Union City, Michigan, substantially in accordance with the terms of the proposed purchase agreement presented, and to authorize the superintendent or his designee, subject to legal review, to negotiate, modify, and execute the modified purchase agreement in the best interests of the district and to negotiate, modify, and execute such closing documents as are necessary to close the purchase transaction. This motion made by Darin LaBar and seconded by Andrew Yockey, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

Adjournment

The Board of Education adjourns the special meeting. This motion made by Jennifer Gautsche and seconded by Darin LaBar, Carried.

Jennifer Gautsche: Yea, Amber Herman: Yea, Darin LaBar: Yea, Paul Arlt: Yea, Jeremy Steele: Yea, Andrew Yockey: Yea

Yea: 6 Nay: 0

President Amber Herman adjourned the special meeting at 7:53 p.m.

Jennifer Gautsche
Secretary

Kelly AcMoody
Recording Secretary



When: July 13th - July 16th

Where: Platte River Campground @ Sleeping Bear Dunes National Lakeshore - 5685 Lake Michigan Road, Honor MI 49640

Who: UC High School Cross Country athletes

What: Our team will travel to Platte River Campground. We will camp in a group campsite. We will run the famous Sleeping Bear Dunes trail as well as other scenic and challenging trails in the area. There will be plenty of time for team bonding with activities such as swimming, eating, camp games, campfires, and much more!

Coaches:

Jessica Decker (HS coach) - (517) 465 - 0394 or Message HS Remind

Clint Gautsche (MS coach) - (616) 780 - 2268

What to bring: You will need to bring items that will allow you to camp comfortably for three nights. Our space is limited, please make sure you can fit all your items into one backpack.

- Sleeping bag
- Pillow
- Clothing for three days including running attire
- Swimsuit
- Towel
- Sunscreen and bug spray
- Flashlight
- Phone and phone charger
- Favorite snacks - these will need to be kept in a vehicle or bear locker when not being eaten.
- Shower items - there are modern amenities at the campsite
- Favorite book, camp games, etc.
- Socks (2 pair per day)
- Running shoes
- Sandals (for beach and shower room only)
- Money for fast food on the ride up and and the ride back. Suggested amount \$30 - \$50

Additional information: We will be running 5-10 miles a day. It is important that each athlete attend summer workouts and/or run on their own to build a base that will allow them to run this distance. Athletes will need to log 50 miles or more between June 1st and July 12th to attend camp. Athletes will be given a log to track their mileage. Logs are due to Coach Decker on or before July 12th, 2024.

Cost: \$50 per athlete or donate a food/camp item. Athletes may fundraise their cost by completing our Run-a-Thon and/or other fundraising opportunities. Camp cost includes stay at the campground, three meals per day while at camp, snacks, and pizza the last night.

Tentative Camp Itinerary:

Sunday, July 13th at 11:30 am: Depart from UC High School for camp. Runners will ride to camp with Coach Decker, Coach Gautsche, or a parent volunteer. We will stop for a late lunch on the way up.

4:00 PM - Arrive at camp. Set up tents and other camp equipment.

6:00 PM - Quick trail run (3-4 miles)

7:00 PM - 9:30 PM - Dinner, campfire, showers

10:00 PM - lights out

Monday, July 14th:

7:30 - 9:00 am - Wake up, breakfast, clean-up.

9:00 AM - 12:00 PM - Run the Dunes Trail at Sleeping Bear Dunes National Park. Approximately 4-mile trail run through the dunes from Glen Arbor, MI to Lake Michigan and back.

2:00 PM - 7:00 PM - Return to camp. Swimming, exploring, hanging out.

7:00 PM - 9:30 PM - Dinner, campfire, showers

10:00 PM - Lights out

Tuesday, July 15th

7:30 - 9:00 AM - Wake up, breakfast, clean-up.

9:00 AM - 12:00 PM - trail run (Lasso Loop - 6.6 miles)

2:00 -4:30 PM - Beach time.

5:00 - 7:00 PM - Trail run

7:00 - 9:30 PM - Dinner (pizza @ beach), games, swimming

10:00 PM - Lights out.

Wednesday, July 16th

7:00 - 8:00 - Optional early morning run (3 miles).

8:00 - 11:00 AM - wake up, breakfast, pack up.

11:00 - 4:00 - Travel back to UC, stopping for lunch along the way.

4:00 PM - Arrive back in UC.

RESOLUTION FOR ADOPTION BY THE BOARD
OF EDUCATION UNION CITY COMMUNITY SCHOOLS
2024-2025 BUDGET AMENDMENT
GENERAL FUND AND FOOD SERVICE

Resolved, that this resolution shall be the general appropriations of Union City Community Schools for the 2024-2025 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the general fund of the school district for fiscal year 2024-2025 which includes 17.7822 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes is as follows:

Revenue:

Local	1,538,271	
State	11,048,138	
Federal	299,119	
Other Financing Sources	593,431	
Transfers in-HL	32,000	
Total Revenue		13,510,959

Fund Balance, July 1	1,995,187	
Less Designated for:		
Assigned/Capital Expenditures	(75,000)	
Non Spendable/Inventory	(10,410)	
Estimated Fund Balance Available to Appropriate		1,909,777
Total Available to Appropriate		15,420,736

Be it further resolved that \$13,693,503 of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Basic Program	6,161,659	
Added Needs	2,199,666	
Total Instruction	8,361,325	

SUPPORT SERVICE EXPENSE

Pupil Support	685,309	
Instructional Staff Support	251,093	
General Administration	485,402	
School Administration	737,889	
Business Services	331,285	
Operation & Maintenance	1,285,595	
Transportation	727,297	
Central Support	220,469	
Athletic Activities	564,128	
Community Services	4,444	
Payments to Other Govt Units		
Site Improvement Services	2,925	
Prior Period Adjustments		
Debt Service	36,342	
Fund Modification		
Total Support Services	5,332,178	

TOTAL Appropriated General Fund		13,693,503
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ENDING FUND BALANCE**1,812,643**

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

Be it further resolved that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made by the superintendent or the business manager.

Be it further resolved, that the assigned monies for capital expenditures shall remain at \$75,000.

Be it further resolved, that this resolution shall be the general appropriations for the Food Service Fund of Union City Community Schools for the 2024-2025 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of revenue received by the Food Service Fund of Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Food Service Fund of the school district for fiscal year 2024-2025 is as follows:

	Food Service
<u>REVENUE:</u>	
Local Sources	\$ 39,436
State Sources	97,083
Federal Sources	556,871
Incoming transfer from Gen Fund	-
TOTAL REVENUE	<u>693,390</u>
<u>EXPENDITURES:</u>	
Salaries	194,900
Employee Benefits	105,607
Purchased Services	26,859
Supplies and Materials	322,750
Capital Outlay	9,148
Other Expenditures	1,791
Transfer to Gen Fund	32,000
TOTAL EXPENDITURES	<u>693,055</u>
EXCESS REVENUE (EXPENDITURES)	335
BEGINNING FUND BALANCE	<u>29,806</u>
ENDING FUND BALANCE	<u>30,141</u>

Be it further resolved, that this resolution shall be the general appropriations for the Student/School Activity Fund of Union City Community Schools for the 2024-2025 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of revenue received by the Student/School Activity Fund of Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Student/School Activity Fund of the school district for fiscal year 2024-2025 is as follows:

	Student/School Activity Fund
<u>REVENUE:</u>	
Local Sources - Current Year Elementary	23,190
Local Sources - Current Year Middle School	1,500
Local Sources - Current Year High School	81,000
TOTAL REVENUE	<u>105,690</u>
<u>EXPENDITURES:</u>	
Support Services - Elementary	23,190
Support Services - Middle School	4,500
Support Services - High School	55,000
TOTAL EXPENDITURES	<u>82,690</u>
EXCESS REVENUE (EXPENDITURES)	23,000
ESTIMATED BEGINNING FUND BALANCE	<u>135,200</u>
ENDING FUND BALANCE	<u><u>158,200</u></u>

THIS RESOLUTION TAKES EFFECT JULY 1, 2025

RESOLUTION FOR ADOPTION BY THE BOARD
OF EDUCATION UNION CITY COMMUNITY SCHOOLS
2025-2026 BUDGET
GENERAL FUND AND FOOD SERVICE

Resolved, that this resolution shall be the general appropriations of Union City Community Schools for the 2025-2026 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the general fund of the school district for fiscal year 2025-2026 which includes 17.7822 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes is as follows:

Revenue:

Local	\$ 1,506,619	
State	10,837,528	
Federal	277,580	
Other Financing Sources	580,000	
Transfers in-HL	32,000	
Total Revenue		13,233,727

Fund Balance, July 1	1,812,643	
Less Designated for:		
Assigned/Capital Expenditures	(75,000)	
Non Spendable/Inventory	(10,410)	
Estimated Fund Balance Available to Appropriate		1,727,233
Total Available to Appropriate		14,960,960

Be it further resolved that \$13,295,443 of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Basic Program	5,984,217	
Added Needs	2,187,418	
Total Instruction	8,171,635	

SUPPORT SERVICE EXPENSE

Pupil Support	671,043	
Instructional Staff Support	197,729	
General Administration	405,899	
School Administration	764,880	
Business Services	341,415	
Operation & Maintenance	1,192,461	
Transportation	718,231	
Central Support	216,404	
Athletic Activities	573,387	
Community Services	6,200	
Payments to Other Govt Units		
Site Improvement Services		
Prior Period Adjustments		
Debt Service	36,159	
Fund Modification		
Total Support Services	5,123,808	
TOTAL Appropriated General Fund		13,295,443
ENDING FUND BALANCE	1,750,927	

Be it further resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

Be it further resolved that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made by the superintendent or the business manager.

Be it further resolved, that the assigned monies for capital expenditures shall remain at \$75,000.

Be it further resolved, that this resolution shall be the general appropriations for the Food Service Fund of Union City Community Schools for the 2025-2026 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of revenue received by the Food Service Fund of Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Food Service Fund of the school district for fiscal year 2025-2026 is as follows:

	Food Service
<u>REVENUE:</u>	
Local Sources	40,000
State Sources	100,000
Federal Sources	510,000
Incoming transfer from Gen Fund	-
TOTAL REVENUE	<u>650,000</u>
<u>EXPENDITURES:</u>	
Salaries	190,000
Employee Benefits	100,000
Purchased Services	20,000
Supplies and Materials	300,000
Capital Outlay	-
Other Expenditures	1,500
Transfer to Gen Fund	32,882
TOTAL EXPENDITURES	<u>644,382</u>
EXCESS REVENUE (EXPENDITURES)	5,618
ESTIMATED BEGINNING FUND BALANCE	<u>30,141</u>
ENDING FUND BALANCE	<u><u>35,759</u></u>

Be it further resolved, that this resolution shall be the general appropriations for the Student/School Activity Fund of Union City Community Schools for the 2025-2026 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of revenue received by the Student/School Activity Fund of Union City Community Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Student/School Activity Fund of the school district for fiscal year 2025-2026 is as follows:

REVENUE:

Local Sources - Current Year Elementary	20,000
Local Sources - Current Year Middle School	5,500
Local Sources - Current Year High School	75,000
TOTAL REVENUE	94,000

EXPENDITURES:

Support Services - Elementary	15,000
Support Services - Middle School	4,000
Support Services - High School	56,000
TOTAL EXPENDITURES	74,600

EXCESS REVENUE (EXPENDITURES)	19,400
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ESTIMATED BEGINNING FUND BALANCE	158,200
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ENDING FUND BALANCE	154,600
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THIS RESOLUTION TAKES EFFECT JULY 1, 2025

**RESOLUTION AUTHORIZING ISSUANCE OF NOTES
IN ANTICIPATION OF STATE SCHOOL AID
(AUGUST 2025 BORROWING THROUGH THE
MICHIGAN FINANCE AUTHORITY)**

Union City Community Schools, Branch and Calhoun Counties, Michigan (the “Issuer” or “School District”)

A rescheduled regular meeting of the board of education of the Issuer (the “Board”) was held in the high school media center, within the boundaries of the Issuer, on the 23rd day of June, 2025 at 6:30 o’clock in the p.m. (the “Meeting”).

The Meeting was called to order by Darin LaBar, Vice-President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended (the “Act”), the School District is authorized to borrow money for school operations and issue its notes therefor, in one or more series, pledging for the payment thereof moneys to be received by it pursuant to the State School Aid Act of 1979, Act 94, Public Acts of Michigan, 1979, as amended (the “State Aid Act”), which notes shall be the full faith and credit obligation of the School District; and

WHEREAS, the estimated amount of the state school aid appropriations allocated or to be allocated to the School District for the fiscal year ending June 30, 2026 and expected to be received by the School District from October 2025 through August 2026, inclusive (the “2025/2026 State Aid” or the “Pledged State Aid”), is shown in paragraph 1 of Exhibit A; and

WHEREAS, the School District has the need to borrow the sum of not to exceed the amount shown in paragraph 2 of Exhibit A to pay operating expenses for the fiscal year ending June 30, 2026, which amount is estimated to be not more than 70% of the difference between the total state school aid funds apportioned or to be apportioned to the School District for the 2025/2026 State Aid and that portion of the 2025/2026 State Aid already received or pledged; and

WHEREAS, the School District plans to issue or has issued notes, bonds or other obligations subject to Section 148 of the Internal Revenue Code of 1986, as amended (the “Code”), relating to arbitrage and the rebate thereof, including but not limited to federally tax-exempt and/or tax-advantaged bonds and other obligations, not including this borrowing, during calendar year 2025 in the aggregate principal amount shown in paragraph 3 of Exhibit A; and

WHEREAS, the School District determines that it is in its best interest to borrow the sum of not to exceed the amount shown in paragraph 2 of Exhibit A and issue and sell general

obligation notes in one or more series (the “Note” or “Notes”) of the School District to the Michigan Finance Authority (the “Authority”).

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The School District, pursuant to Section 1225 of the Act, shall issue its Notes in one or more series in order to borrow for the above purpose a sum not to exceed the amount shown in paragraph 2 of Exhibit A, the final amount and series designation to be determined by an officer designated in paragraph 4 of Exhibit A, or a designee who shall be a member of the administrative staff or board of education of the School District (each an “Authorized Officer”), prior to the sale of the Notes, or such portion thereof as the Michigan Department of Treasury (the “Treasury”) may approve, if prior approval is necessary, and issue the Notes of the School District therefor in anticipation of the distribution of the Pledged State Aid.

2. The Notes shall be issued in one or more series, bear interest at the rate or rates determined on the sale thereof, which shall not exceed the maximum rate permitted by law at the time of sale, be dated as set forth in paragraph 5 of Exhibit A, or as of the date of delivery, and be due and payable on the date or dates shown in paragraph 5 of Exhibit A. The Notes shall be payable in lawful money of the United States of America at a bank or trust company qualified to act as paying agent in the State of Michigan, as shall be designated by the Authority. The Notes shall be in denominations to be determined by an Authorized Officer prior to the sale of the Notes. The Notes shall be subject to redemption prior to maturity as specified in the purchase contract between the Authority and the School District (the “Purchase Contract”).

3. The School District hereby appropriates a sufficient amount of the Pledged State Aid to repay the principal of and interest on the Notes. In addition, the full faith and credit of the School District is hereby irrevocably pledged for payment of the principal of and interest on the Notes and, in case of the insufficiency of the Pledged State Aid, the School District shall pay the Notes from any funds legally available therefor, and, if necessary, levy sufficient taxes on all taxable property in the School District for the payment thereof, subject to applicable constitutional and statutory tax rate limitations.

4. In the event any Authorized Officer determines that it is in the best interest of the School District to choose to pay all or a portion of the principal of and interest on the Notes with set-aside installments:

- A. The School District shall set aside moneys in a separate fund with the depository designated in the Purchase Contract described below (the “Depository”) to pay the principal of and interest on the Notes when due in three (3), five (5) or seven (7) consecutive monthly set-aside installments (an “Installment” or the “Installments”), ending on July 20, 2026, and earlier on the 20th day of each month (or, in the case of June, the 22nd day of the month), or such other state school aid payment date as may be provided for under state law (each a “Payment Date”). If a Payment Date falls on a Saturday, Sunday or legal holiday, the Payment Date shall be the next business day. The payment to the Depository shall be made first from the Pledged State Aid received during the month of the Installment. If, for any reason, the Pledged State Aid received during the month of the Installment is insufficient to pay the Installment, then the School District pledges to use any and all other available funds to meet the Installment obligation. If the School District fails to set aside all or any portion of an Installment (the “Installment Shortfall”) on the Payment Date, the Authority is authorized, pursuant

- to Section 17a(3) of the State Aid Act, to intercept 100% of the Pledged State Aid to be distributed to the School District beginning with the month following the School District's failure to meet the Installment obligation and all months thereafter, in accordance with the terms and conditions of the Purchase Contract. Beginning with the month following the Installment Shortfall, the Authority shall intercept 100% of the Pledged State Aid to be distributed to the School District and apply the intercepted amount on the following priority basis: (i) the Installment Shortfall; (ii) the current month's Installment; and (iii) any amounts remaining to be immediately distributed to the School District. The intercept process set forth above shall continue each month following the Installment Shortfall until sufficient funds are deposited with the Depository to pay the total principal of and interest on the Notes. Unless expressly authorized by the Authority, the maximum amount of each Installment will not exceed 50% of the amount of Pledged State Aid due to the School District in any Installment month.
- B. If the School District has failed to deposit all or a portion of an Installment by the last business day of the month of the Installment, the Depository is authorized and directed to give written notice to the Authority, the State Treasurer and the School District on the first business day following the last business day of the month of the failure to deposit all or a portion of the Installment. Upon receipt of such written notice from the Depository, the Authority shall promptly notify the School District that it will immediately commence to intercept 100% of the Pledged State Aid.
 - C. If on the date of the final Installment as specified in Schedule I to the Purchase Contract, the funds with the Depository are insufficient to pay the principal of and interest on the Notes when due, the School District, pursuant to Section 17a(3) of the State Aid Act to the extent necessary to meet the payment obligation, assigns to the Authority and authorizes and directs the State Treasurer to advance all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the payment has been made.
 - D. Any Authorized Officer is further authorized to agree, if required by the Authority, to assign to the Authority and authorize and direct the State Treasurer to intercept all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the state school aid payment has been made pursuant to Section 17(a)(3) of the State Aid Act.
 - E. Any Authorized Officer is further authorized to determine that each Installment is a partial mandatory redemption of a particular series of the Notes and that the last Installment is the maturity date of that series of the Notes, and such determination shall be conclusively evidenced by the Purchase Contract.
 - F. The School District authorizes and consents to the Authority entering into an investment agreement with a financial institution for the investment of funds deposited with the Depository on behalf of the Authority and the School District, in the event the Authority determines to enter into such an agreement.
5. Any Authorized Officer is authorized to sell all or a portion of the Notes to the Authority without an Installment payment schedule (the "No Set-Aside Notes") pursuant to the provisions of this resolution. In that event: (A) any Authorized Officer is further authorized to

agree, if required by the Authority, to assign to the Authority and authorize and direct the State Treasurer to intercept or advance all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the state school aid payment has been made pursuant to Section 17a(3) of the State Aid Act; (B) the School District acknowledges that payment of the principal of and interest on certain of the No Set-Aside Notes may be secured by a direct-pay letter of credit issued for the account of the Authority and the School District by one or more providers selected by the Authority (each a “Letter of Credit”; and each issuer a “Letter of Credit Bank”); (C) it shall not be deemed a default by the School District under the provisions of the Purchase Contract or the No Set-Aside Notes if the principal of and interest on the No Set-Aside Notes shall have been paid in full when due to the Authority from proceeds of a drawing on the Letter of Credit and the drawing on the Letter of Credit is reimbursed by the School District on the designated date set forth in the reimbursement agreement relating to the Letter of Credit; and (D) the School District appoints the Authority as its agent to enter into the reimbursement agreement for and on behalf of the School District, if required by the Authority, as well as on the Authority’s own behalf, and the School District agrees to be referred to as an account party in the Letter of Credit obtained by the Authority to secure payment of the No Set-Aside Notes and any series of the Authority’s State Aid Revenue Notes issued to finance the Authority’s purchase of the No Set-Aside Notes.

6. The President and Secretary of the Board of Education shall execute the Notes on behalf of the School District, and the executed Notes shall be delivered to the Authority upon the receipt of the purchase price therefor. The Vice President, Treasurer, Superintendent, Assistant/Associate Superintendent, or individual acting in the capacity of the school business official may execute the Notes instead of either the President or Secretary. The foregoing officials are hereby authorized to execute and deliver a temporary Note or Notes and exchange, when available, final printed Notes therefor at the request of the Authority. If permitted by the Authority, Notes may be executed using electronic or facsimile signatures, with such electronic or facsimile signatures having the same legal effect and enforceability as a manual signature.

7. Unless the Notes are issued as federally taxable, the School District hereby covenants for the benefit of all holders of the Notes to comply with all requirements of the Code that must be satisfied subsequent to the issuance of the Notes in order that the interest thereon be or continue to be excluded from gross income for federal income taxation purposes, including, but not limited to, requirements relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of Note proceeds and moneys deemed to be Note proceeds.

8. If necessary, any Authorized Officer is hereby authorized to make application to Treasury for and on behalf of the School District for an order approving the issuance of the Notes and to pay any applicable fee therefor, or a post-issuance filing fee, as applicable.

9. Any Authorized Officer is hereby authorized to execute any documents or certificates necessary to complete the transaction including, but not limited to, any certificates relating to federal or state securities laws, rules or regulations. If permitted by the Authority, such documents or certificates may be executed using electronic or facsimile signatures, with such electronic or facsimile signatures having the same legal effect and enforceability as a manual signature.

10. The Notes shall be sold to the Authority and the following provisions shall apply:

- A. Any Authorized Officer is hereby authorized to execute and deliver one or more Purchase Contracts with the Authority (which shall be determined by whether one or more series of Notes are issued hereunder) in substantially the form attached hereto as Exhibit B reflecting the terms and conditions of the borrowing with such additions, deletions or substitutions (including without limitation additions, deletions or substitutions required by any Letter of Credit Bank(s) or any purchaser(s) of any series of the Authority's State Aid Revenue Notes issued by the Authority to finance its purchase of the Notes), as the Authority and any Authorized Officer shall deem necessary and appropriate, including the number of Installments, if any, and their dates and amounts, and not inconsistent with the provisions of this resolution. The choice of whether to make Installments for the Notes and/or the number, dates and amounts of Installments shall be conclusively evidenced by the Purchase Contract. The Purchase Contract shall include the School District's agreement with respect to any Installment not received by the Depository from the School District on the respective Payment Date, to pay the Authority an amount as invoiced by the Authority to recover its administrative costs and lost investment earnings attributable to that late payment. If permitted by the Authority, a Purchase Contract may be executed by an Authorized Officer using an electronic or facsimile signature, with such electronic or facsimile signature having the same legal effect and enforceability as a manual signature.
- B. Any Authorized Officer is further authorized to approve (i) the specific interest rate(s) to be borne by the Notes, not exceeding the maximum rate permitted by law, (ii) the purchase price of the Notes, not less than the price specified in paragraph 6 of Exhibit A, (iii) a guaranteed investment agreement or other permitted investment in accordance with state law for funds paid to the Depository, if applicable, (iv) direct payments of Pledged State Aid to and if required by the Authority, (v) if applicable, a default rate with respect to a private placement of the Notes, and (vi) other terms and conditions relating to the Notes and the sale thereof.
- C. The form of the No Set-Aside Notes shall contain the following language in substantially the form set forth below as applicable, with such additions, deletions, and substitutions (not inconsistent with the Purchase Contract) as the Authority and any Authorized Officer shall deem necessary and appropriate:

To the extent permitted by law, the principal of and interest on this Note which remains unpaid after this Note has matured and all other outstanding and unpaid amounts owing by the School District under the Purchase Contract shall bear interest until paid at an interest rate per annum based upon a 360-day year for the actual number of days elapsed equal to the "Bank Reimbursement Rate" as described in Schedule I to the Purchase Contract.

11. By opting to sell its Notes to the Authority, the School District hereby determines that it is in the best interest of the School District to sell its Notes to the Authority rather than sell the Notes at a competitive sale based upon the historical performance of the Authority's note pool program whereby competitive interest rates and reduced costs of issuance are obtained by pooling several participating school districts in one or more series of notes. Any School District policy or bylaw that requires a bidding process to sell the Notes is suspended by this resolution with respect to the School District's sale and issuance of the Notes.

12. Within fifteen (15) business days after issuance of the Notes, the Board hereby authorizes and directs the Superintendent to cause to be filed with Treasury any and all documentation required subsequent to the issuance of the Notes, along with any statutorily required fee.

13. Each series of Notes issued hereunder are of equal standing as to the Pledged State Aid. The School District reserves the right to issue additional notes or other obligations that pledge the Pledged State Aid with the prior written consent of an authorized officer of the Authority. The School District further resolves and agrees that any additional notes or other obligations that pledge the Pledged State Aid (A) shall mature after the Notes, (B) shall be secured on a subordinate basis to the Notes with respect to the Pledged State Aid, and (C) shall comply with MCL 380.1225(3) and all other applicable state laws.

14. The Authority has appointed Thrun Law Firm, P.C. to act as counsel to the underwriter and the structuring agent for the August 2025 state aid note program. The Board consents to Thrun Law Firm, P.C. representing this School District and acting as counsel to the underwriter and the structuring agent for the Authority's August 2025 state aid note program.

15. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Acting Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Union City Community Schools, Branch and Calhoun Counties, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the Open Meetings Act (Act 267, Public Acts of Michigan, 1976, as amended).

Acting Secretary, Board of Education

MDF/rdb

EXHIBIT A

1. Estimated 2025/2026 State Aid allocated or to be allocated for fiscal year ending June 30, 2026: \$10,593,528.00 (total amount estimated to be received from October 1, 2025 through August 31, 2026)
2. Amount of borrowing not to exceed: \$1,700,000
3. Principal amount of notes, bonds or other obligations, including but not limited to federally tax-exempt and/or tax-advantaged bonds, not including this borrowing, that have been issued or are expected to be issued during the 2025 calendar year: \$0 (include plans for voted or non-voted bonds, refunding bonds, additional state aid notes, tax anticipation notes, installment purchase agreements, lines of credit, and lease-purchase agreements)
4. Authorized Officer: President, Vice President, Secretary or Treasurer of the Board of Education, Superintendent, Assistant/Associate Superintendent, or individual acting in the capacity of the school business official, or a designee thereof
5. The Notes shall be dated August 20, 2025 and shall mature on July 20, 2026, August 20, 2026, or such other date as determined by any Authorized Officer
6. Purchase price: Not less than 97% of the principal amount of the Notes
7. Five percent (5%) of estimated fiscal year 2024/2025 operating expenses: \$684,675.15

EXHIBIT B

FORM OF PURCHASE CONTRACT

[Insert Name of School District Here]

The Michigan Finance Authority (the “Authority”), a public body corporate and politic, separate and distinct from the State of Michigan, hereby offers to enter into this Purchase Contract with the Issuer named below (the “Issuer”) which, upon the acceptance of this offer by the Issuer, will be binding upon the Authority and the Issuer. This offer is made subject to acceptance on or before the date set forth below. The Issuer accepts the electronic or digital signature of the Authority’s Executive Director (or such other Authorized Officer of the Authority, as defined by Authority resolution) if set forth below and acknowledges that it has the same legal effect and enforceability as a manual signature.

Upon the terms and conditions and upon the basis of the representations, warranties and agreements set forth herein, including those set forth in Schedule I hereto, the Authority hereby agrees to purchase from the Issuer, and the Issuer hereby agrees to sell and deliver to the Authority, notes (the “Notes”) in the principal amount and with the interest rate as set forth in Schedule I. The purchase price for the Notes shall be as set forth in Schedule I.

IF THREE, FIVE OR SEVEN SET-ASIDES ARE APPLICABLE, THE FOLLOWING LANGUAGE SHALL BE INCLUDED IN THE PURCHASE CONTRACT:

[The Issuer acknowledges that the Authority will purchase the Notes with proceeds from certain State Aid Revenue Notes, Series 2025A-1, to be issued by the Authority (the “Authority’s Notes”). The Issuer represents and warrants to, and agrees with, the Authority that (A) the Issuer has, and on the Closing Date (specified below) will have, full legal right, power and authority (1) to enter into this Purchase Contract, and (2) to sell and deliver the Notes to the Authority and pledge and assign to the Authority the moneys to be received by the Issuer pursuant to the State School Aid Act of 1979, as amended (the “State School Aid”), as provided herein and in the Issuer’s resolution authorizing the Notes, and the Issuer has duly authorized and approved the execution and delivery of and the performance by the Issuer of its obligations contained in this Purchase Contract, including those set forth in Schedule I; and (B) the Issuer shall promptly pay its pro rata share of the Costs of Issuance upon notification by the Authority. The term “Costs of Issuance” shall mean and may include underwriters’ discount, printing charges, rating agency charges, trustee fees, financial advisor fees, bidding agent fees, note counsel fees, and other counsel fees and issuance fees of the Authority and the underwriter(s) related to the Authority’s Notes; provided, however, that the Issuer’s pro rata share of such Costs of Issuance shall not exceed the amount set forth in Schedule I.

The Issuer pledges to pay the principal of and interest on its Notes from its 2025/2026 State School Aid appropriations allocated or to be allocated to the Issuer for the fiscal year ending June 30, 2026 and to be paid from October 2025 through August 2026, inclusive (the “Pledged State Aid”). Moneys to pay the principal of and interest on the Notes when due shall be set aside in a separate fund with the Depository (as defined in Schedule I) as hereinafter described, due in three (3), five (5), or seven (7) consecutive monthly set-aside installments (each an “Installment” or, together, the “Installments”) as specified in Schedule I, or such other State School Aid payment date as may be provided for under state law (the “Payment Date”). The payment to the Depository shall be made first from the Pledged State Aid received during the month of the Installment. Notwithstanding the foregoing, the Issuer hereby irrevocably directs the Treasurer of the State of Michigan (the “State Treasurer”) to directly transfer to the Depository payment of the Issuer’s

current month's Installment from the Pledged State Aid received during the month of the Installment on the Payment Date. If, for any reason, the Pledged State Aid received during the month of an Installment is insufficient to pay the Installment (an "Installment Shortfall"), the Issuer pledges to use any and all other legally available funds to pay the Installment Shortfall. If the Issuer has failed to deposit with the Depository all of the Installment Shortfall by the last business day of the month of the Installment, the Depository is authorized and directed to give written notice to the Authority, the State Treasurer, and the Issuer on the first business day following the last business day of the month of the failure to deposit all of the Installment Shortfall. Upon receipt of written notice from the Depository, the Authority shall promptly notify the Issuer that it will immediately commence to intercept Pledged State Aid as described herein.

Pursuant to Section 17a(3) of the State School Aid Act of 1979, as amended (the "Act"), the Authority is authorized to intercept 100% of the Pledged State Aid to be distributed to the Issuer. Beginning with the month following the Installment Shortfall, for Pledged State Aid to be distributed to the Issuer pursuant to the Act on or before July 20, 2026, the Authority shall intercept 100% of that Pledged State Aid and apply the intercepted amount on the following priority basis: (A) to the Installment Shortfall; (B) to the current month's Installment; and (C) any amounts remaining to be immediately distributed to the Issuer. Except as otherwise provided below, the intercept process set forth above shall continue each month following the Installment Shortfall until sufficient funds are deposited with the Depository to pay the principal of and interest on the Notes.

Not later than June 30, 2026, the Issuer shall determine whether there will be sufficient funds on deposit with the Depository on July 20, 2026 (the date of the final Installment for the Notes) to pay the principal of and interest on the Notes when due on the final maturity date of the Notes. If the Issuer determines that there will be insufficient funds on deposit with the Depository on July 20, 2026 to pay the principal of and interest on the Notes on the final maturity date of the Notes, the Issuer will so notify the Authority by telephone and email not later than July 2, 2026 (email to: TreasMFA-StateAidNote@michigan.gov; and telephone Melissa Lovegrove, 517-241-4207). If the Issuer's July 2026 State School Aid payment will be less than the amount of the final Installment, the Issuer shall, by July 7, 2026, provide the Authority and the Depository with written notice specifying the source and amount to be wired by the Issuer to the Depository to pay the difference between the amount of the final Installment and the July 2026 State School Aid payment (e.g., \$___ will be wired to the Depository from [bank name]). The Issuer shall ensure that such amount due on the Notes is wired to and received by the Depository by no later than July 9, 2026. If such amount is not received by the Depository by July 9, 2026, then, subject to the provisions of the State Aid Agreement entered into among the Authority, the State Treasurer, the Depository, and the Trustee for the Authority related to the Authority's Notes, the State Treasurer is authorized to advance a sufficient amount of the Issuer's Pledged State Aid to be distributed to the Issuer on the August 20, 2026 payment date, as provided below, to pay the July 2026 Installment Shortfall.

If on the date of the final Installment as specified in Schedule I, the funds on deposit with the Depository are insufficient to pay the principal of and interest on the Notes when due, and any and all other amounts owed by the Issuer as set forth in Schedule I (the "Payment Obligations"), and the Issuer also has an outstanding no set-aside state aid note issued as a separate series on August 20, 2025 (a "No Set-Aside Note") and purchased by the Authority with proceeds from the Authority's State Aid Revenue Notes, Series 2025A-2, then the Issuer, pursuant to Section 17a(3) of the Act, to the extent necessary to meet the Payment Obligations, assigns to the Authority and, if requested by the Authority, authorizes and directs the State Treasurer to advance not to exceed a pro rata share of the Issuer's Pledged State Aid to be distributed to the Issuer on the August 20, 2026 payment date, along with any State School Aid payment which is dedicated for distribution to the Issuer or for which the appropriation authorizing the payment has been made under the Act. The pro rata apportionment shall be determined based on a ratio of the respective Payment Obligations then outstanding on the Notes and the No Set-Aside Note, each less funds on deposit in, or allocable to, the related Municipal Obligation Account of the Issuer.

As long as any Payment Obligations remain outstanding after July 20, 2026, any Pledged State Aid received by or on behalf of the Issuer pursuant to the Act and this Purchase Contract while the Issuer has outstanding Payment Obligations related to its No Set-Aside Note shall be applied to the respective Payment Obligations then outstanding on the Notes and the No Set-Aside Note on a pro rata basis, as described above.

If the Issuer did not issue a No Set-Aside Note to the Authority, and if on the date of the final Installment as specified in Schedule I, the funds on deposit with the Depository are insufficient to pay the Payment Obligations on the Notes when due, then the Issuer, pursuant to Section 17a(3) of the Act, to the extent necessary to meet the Payment Obligations, assigns to the Authority and, if requested by the Authority, authorizes and directs the State Treasurer to advance all or a portion of the Issuer's Pledged State Aid to be distributed to the Issuer which is dedicated for distribution or for which the appropriation authorizing payment has been made under the Act.

If at any time and from time to time prior to the maturity date of the Notes the Authority has reason to believe that the Issuer will be unable to pay in full the principal of and interest on the Notes when due, the Authority, in its sole discretion, may by phone or email:

(1) request from the Issuer a written confirmation of both its ability to pay the principal of and interest on the Notes when due and a description of the source(s) of funds for the repayment of the Notes. If the Issuer fails within ten (10) days to provide such confirmation to the satisfaction of the Authority, the Issuer hereby authorizes the intercept of any Pledged State Aid in such amount as determined by the Authority to be appropriate and further authorizes the Authority to give notice to the State Treasurer to intercept that amount of any Pledged State Aid which has not already been transferred to the Issuer. Any Pledged State Aid which is thus intercepted shall be transferred to the Depository and, after the Authority's Notes are paid, any amounts remaining shall be immediately distributed to the Issuer; and/or

(2) give notice to the Issuer requiring the Issuer to enter into one or more Tax Intercept Agreements (each a "TIA") to provide additional security for the payment of the Notes, and the Issuer shall take the actions necessary to promptly enter into the TIA(s). Each TIA shall be in a form prescribed by the Authority, with such additions, deletions or substitutions reasonably required by any local taxing unit that collects operating tax revenues for the Issuer, and the delinquencies thereon, on behalf of the Issuer, as the Authority and any Authorized Officer shall deem necessary and appropriate.

The Issuer consents to the Authority's pledge and assignment of and grant of a security interest in the Authority's rights and interest (subject to certain rights of indemnification) in the Notes and this Purchase Contract as security for the Authority's Notes and a Trust Indenture dated as of August 1, 2025 (the "Trust Indenture"), issued by the Authority pursuant to its Note Authorizing Resolution adopted May 15, 2025, and for the Authority's obligations under the Trust Indenture.]

IF NO SET-ASIDE INSTALLMENTS ARE APPLICABLE, THE FOLLOWING LANGUAGE SHALL BE INCLUDED IN THE PURCHASE CONTRACT RELATING TO THE AUTHORITY'S STATE AID REVENUE NOTES SECURED BY A LETTER OF CREDIT (IF ANY):

[The Issuer acknowledges that the Authority will purchase the Notes with proceeds from certain State Aid Revenue Notes, Series 2025A-2, to be issued by the Authority (the "Authority's Notes"). The

Issuer represents and warrants to, and agrees with, the Authority that (A) the Issuer has, and on the Closing Date (specified below) will have, full legal right, power and authority (1) to enter into this Purchase Contract, and (2) to sell and deliver the Notes to the Authority and pledge and assign to the Authority the moneys to be received by the Issuer pursuant to the State School Aid Act of 1979, as amended (the “State School Aid”), as provided herein and in the Issuer’s resolution authorizing the Notes, and the Issuer has duly authorized and approved the execution and delivery of and the performance by the Issuer of its obligations contained in this Purchase Contract, including those set forth in Schedule I; and (B) the Issuer shall promptly pay its pro rata share of the Costs of Issuance upon notification by the Authority. The term “Costs of Issuance” shall mean and may include underwriters’ discount, printing charges, letter of credit fees and related charges of a letter of credit (including, without limitation, all other amounts owing by the Authority under the reimbursement agreement relating to the letter of credit), rating agency charges, trustee fees, financial advisor fees, bidding agent fees, note counsel fees, and other counsel fees and issuance fees of the Authority and the underwriter(s) related to the Authority’s Notes (as defined below); provided, however, that the Issuer’s pro rata share of such Costs of Issuance shall not exceed the amount set forth in Schedule I.

The Issuer acknowledges that (A) the Authority will purchase the Notes with proceeds from the Authority’s Notes; and (B) the payment of the principal of and interest on the Authority’s Notes will be secured by a direct-pay letter of credit (the “Letter of Credit”) issued by _____ (the “Bank”), pursuant to a reimbursement agreement among the Authority, U.S. Bank Trust Company, National Association (as Trustee and Depository), and the Bank, dated as of August 20, 2025 (the “Reimbursement Agreement”).

The Issuer agrees that it will deposit with the Depository (as defined in Schedule I) payment of the principal of and interest on the Notes in immediately available funds, the full amount of such principal of and interest on the Notes to be received by the Depository by 11:00 a.m. on the maturity date of the Notes. The Issuer pledges to pay the principal of and interest on its Notes from the 2025/2026 State School Aid appropriations allocated or to be allocated to the Issuer for the fiscal year ending June 30, 2026 and to be paid from October 2025 through August 2026, inclusive (the “Pledged State Aid”).

Not later than July 30, 2026, the Issuer shall determine whether there will be sufficient funds on deposit with the Depository on August 20, 2026 (the maturity date of the Notes) to pay the principal of and interest on the Notes when due on that maturity date. If the Issuer determines that there will be insufficient funds on deposit with the Depository on August 20, 2026 to pay the principal of and interest on the Notes on the maturity date of the Notes, the Issuer will so notify the Authority by telephone and email not later than July 30, 2026 (email to: TreasMFA-StateAidNote@michigan.gov; and telephone Melissa Lovegrove, 517-241-4207).

If on the maturity date of the Notes there are insufficient funds on deposit with the Depository to pay the principal of and interest on the Notes when due, the Issuer, pursuant to Section 17a(3) of the State School Aid Act of 1979, as amended (the “Act”), to the extent necessary to pay the principal of and interest on the Notes when due, and any and all other amounts owed by the Issuer as set forth in Schedule I (the “Payment Obligations”), assigns to the Authority, pledges to the payment of the Payment Obligations, and authorizes and directs the Treasurer of the State of Michigan (the “State Treasurer”) to intercept or advance all or part of any State School Aid payment which is dedicated for distribution to the Issuer or for which the appropriation authorizing the payment has been made under the Act. The Issuer acknowledges that a State Aid Agreement will be entered into among the Authority, the State Treasurer, the Depository, and the Trustee for the Authority whereby the State Treasurer agrees to intercept and/or advance all or part of any State School Aid payment as described under this Purchase Contract. The Authority in its sole discretion may determine the amount of any State School Aid payment to be intercepted and the dates for such collection and application. The Authority and the Issuer may also agree to the collection and application of

other Issuer revenues to any unpaid Payment Obligations. State School Aid payments shall continue to be intercepted until all Payment Obligations have been paid in full. Notwithstanding the foregoing:

(A) Subject to subparagraph (E) below, the Issuer hereby irrevocably directs the State of Michigan to pay to the Depository 100% of the Pledged State Aid to be distributed to the Issuer in August 2026, and the Depository shall apply the August 2026 State School Aid payment on the following priority basis: (1) first, to pay the Bank the amount necessary to reimburse it for the drawing on the Letter of Credit to pay the principal of and interest on the Authority's Notes on August 20, 2026; (2) second, all other amounts due and owing to the Bank under the Reimbursement Agreement; and (3) third, any amount remaining to be immediately distributed to the Issuer.

(B) If the Issuer's August 2026 State School Aid payment will be less than the aggregate amount of the principal of and interest on the Notes and the Issuer will pay any of the remaining amount due on the Notes from any source other than proceeds from its borrowing in the Authority's August 2026 state aid note pool, the Issuer shall give written notice by July 30, 2026 to the Authority and the Depository specifying each such source and amount (e.g., \$___ will be wired to the Depository from [bank name]). The Issuer shall ensure that the remaining amount due on the Notes is wired to and received by the Depository by no later than August 12, 2026.

(C) If at any time and from time to time prior to the maturity date of the Notes the Authority has reason to believe that the Issuer will be unable to pay in full the principal of and interest on the Notes when due, the Authority, in its sole discretion, may by phone or email:

(1) request from the Issuer a written confirmation of both its ability to pay the principal of and interest on the Notes when due and a description of the source(s) of funds for the repayment of the Notes. If the Issuer fails within ten (10) days to provide such confirmation to the satisfaction of the Authority, the Issuer hereby authorizes the intercept of any Pledged State Aid in such amount as determined by the Authority to be appropriate and further authorizes the Authority to give notice to the State Treasurer to intercept that amount of any Pledged State Aid which has not already been transferred to the Issuer. Any Pledged State Aid which is thus intercepted shall be transferred to the Depository and shall be applied after the Authority's Notes are paid in the same manner as provided in subparagraph (A) above; and/or

(2) give notice to the Issuer requiring the Issuer to enter into one or more Tax Intercept Agreements (each a "TIA") to provide additional security for the payment of the Notes and the Issuer shall take the actions necessary to promptly enter into the TIA(s). Each TIA shall be in a form prescribed by the Authority, with such additions, deletions or substitutions reasonably required by any local taxing unit that collects operating tax revenues for the Issuer, and the delinquencies thereon, on behalf of the Issuer, as the Authority and any Authorized Officer shall deem necessary and appropriate.

(D) Failure to pay all or a portion of the Payment Obligations to the Authority by August 20, 2026 shall constitute an event of default ("Default") under this Purchase Contract and the Authority's and the Bank's rights and remedies upon such Default shall be as set forth in this Purchase Contract and Schedule I and in applicable law.

(E) If the Issuer has also issued a state aid note as a separate series on August 20, 2025 that was purchased by the Authority with proceeds from the Authority's State Aid Revenue Notes, Series 2025A-1 (a "Set-Aside Note"), and the Set-Aside Note remains outstanding as of the August 20, 2026 maturity date of the Notes, then the Authority's intercept or advancement of the Issuer's

Pledged State Aid to be distributed to the Issuer in August 2026, and the pro rata allocation of State School Aid intercepted after August 20, 2026, shall each be governed by the applicable provisions of (1) the State Aid Agreement entered into among the Authority, the State Treasurer, the Depository, and the Trustee for the Authority related to the Notes and the Authority's Notes, (2) the State Aid Agreement entered into among the Authority, the State Treasurer, the Depository, and the Trustee for the Authority related to the Set-Aside Note and the Authority's State Aid Revenue Notes, Series 2025A-1, and (3) the Purchase Contract entered into by the Issuer and the Authority with respect to the Set-Aside Note.

The Issuer consents to the Authority's pledge and assignment of and grant of a security interest in the Authority's rights and interest (subject to certain rights of indemnification) in the Notes and this Purchase Contract as security for the Authority's Notes and a Trust Indenture dated as of August 1, 2025 (the "Trust Indenture"), issued by the Authority pursuant to its Note Authorizing Resolution adopted May 15, 2025 and for the Authority's obligations under the Reimbursement Agreement.]

The Issuer further acknowledges that Section 15 of the Authority's enabling statute, the Shared Credit Rating Act, as amended, provides for a statutory lien on the Authority's pledge of the Pledged State Aid which is paramount and superior to all other liens for the sole purpose of paying the principal of, and interest on, (A) the Authority's Notes and (B) if proceeds of any state aid revenue notes of any other series issued and delivered by the Authority concurrently with the Authority's Notes are used to purchase any other notes of the Issuer, those other state aid revenue notes.

The Issuer further acknowledges that Section 17a(3) of the Act does not require the State to make an appropriation to any school district or intermediate school district and shall not be construed as creating an indebtedness of the State.

With respect to any payment not received from the Issuer by the Depository by the time and date due under this Purchase Contract, the Issuer agrees to pay the Authority an amount as invoiced by the Authority to recover its administrative costs attributable to the late payment. The Issuer further agrees to reimburse the Authority (A) for any and all amounts which the Authority may have to rebate to the federal government due to investment income which the Issuer may earn in connection with the issuance or repayment of its Notes and (B) for the Issuer's pro rata share of the Costs of Issuance that were paid by the Authority in the event that the Authority is required to rebate investment earnings to the federal government regardless, in either case, whether the Issuer is subject to such rebate or not. In the event the Issuer does not meet any arbitrage rebate exception pursuant to the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder, relative to the Notes, the Issuer will make any required rebate payment to the federal government when due.

The Issuer shall make the Notes and its other documents, certificates and closing opinions as the Authority shall require (the "Closing Documents") available for inspection by the Authority on August [8], 2025, at the offices of the Thrun Law Firm, P.C., East Lansing, Michigan. At 9:00 a.m., prevailing Eastern Time, on August 20, 2025 (the "Closing Date"), or at another date and time determined by the Authority, the Issuer shall deliver the Notes to the Authority at the offices of _____, Lansing, Michigan, together with the Closing Documents, and the Authority shall accept delivery of the Notes and the Closing Documents and pay the purchase price for the Notes.

The Authority shall have the right in its sole discretion to terminate the Authority's obligations under this Purchase Contract to purchase, accept delivery of and pay for the Notes if the Authority is unable for any reason to sell and deliver the Authority's Notes on or before the Closing Date.

Michigan Finance Authority

By _____
Its Authorized Officer

Accepted and Agreed to this
_____ day of July, 2025
_____ (the "Issuer")
By _____
Title: _____

(Signature page to Purchase Contract)

Schedule I

[INSTALLMENT PAYMENT SCHEDULE]

All capitalized terms used and not expressly defined in this Schedule I shall have the meanings given to them in the Purchase Contract to which this Schedule I is attached (the "Purchase Contract").

1. The Issuer hereby covenants that it will deposit all Installment payments as set forth in paragraph 9 below with U.S. Bank Trust Company, National Association, or its successor (the "Depository") at its designated corporate trust office located in Detroit, Michigan, in accordance with this Purchase Contract and the Issuer's resolution authorizing the Notes. [The Issuer directs the Depository to use the proceeds of the Installment payments to acquire U.S. Treasury Obligations state and local government series ("SLGS") and/or such other U.S. Treasury notes, bonds, bills and securities as authorized and directed by the Authority and as permitted by law, or, if authorized and directed by the Authority, to enter into an investment contract with a financial institution on behalf of the Issuer for the investment of the Installment payments.] In the event the Depository resigns, or is removed, the Issuer hereby accepts and appoints a successor depository appointed by the Authority as depository for the Notes.

2. The number of Installments shall be as set forth in paragraph 9 below. The Issuer hereby agrees to deposit funds with the Depository in accordance with the Purchase Contract and its resolution authorizing the Notes.

3. The Issuer covenants that it will deliver from time to time such additional information regarding the financial condition of the Issuer as the Authority may reasonably request.

4. The Issuer covenants that the principal amount of the Notes and the interest thereon, together with the amounts payable as to principal and interest on any additional notes or other obligations of equal standing with the Notes as to the Pledged State Aid, will not exceed 70% of the amount of State School Aid to be received by the Issuer during the period from October 1, 2025, through August 31, 2026.

5. The principal amount and the initial interest rate on the Notes shall not exceed \$_____ and _____% per annum, respectively.

6. The Issuer's pro rata share of the Costs of Issuance shall not exceed: (A) \$_____, plus (B) the Issuer's pro rata share of any related charges pursuant to the Trust Indenture.

7. The Notes shall be dated August 20, 2025 and shall mature on July 20, 2026.

8. The purchase price of the Notes shall be \$_____ (par of \$_____ [less net discount of \$_____] [plus net premium of \$_____]).

9. The amounts of the Installments on the Payment Dates are:

Payment Date

Installment

10. As long as the Notes or any amounts due and owing to the Authority under this Purchase Contract are outstanding, the Issuer shall neither pledge nor make any request for an advancement pursuant to Section 17b of the State School Aid Act of 1979, as amended, of any portion of its Pledged State Aid, October 2026 State School Aid, or State School Aid payable thereafter without the prior written consent of the Authority, by its Authorized Officer, which consent shall not be unreasonably withheld. The Issuer shall not, at any time prior to the maturity of the Notes, issue any other obligations pledging the Pledged State Aid (the "Other Obligations") unless: (i) the Issuer shall have given prior written notice to the Authority of the Issuer's intent to issue any Other Obligations promptly after forming such intent; (ii) any Other Obligations shall mature after August 20, 2026; and (iii) any pledge of the Pledged State Aid as security for the payment

of any Other Obligations shall be: (A) expressly subject to the prior right of interception set forth in this Purchase Contract; and (B) expressly subordinate, under written subordination terms satisfactory to the Authority and its counsel, to the Issuer's prior pledge of Pledged State Aid as security for payment of the Notes. "Other Obligations" as defined in this paragraph shall not include state aid notes, if any, issued by the Issuer as a separate series on August 20, 2025 and purchased by the Authority with proceeds from its State Aid Revenue Notes, Series 2025A-2, to be issued by the Authority pursuant to the Trust Indenture. Any one or more of the foregoing restrictions set forth in this paragraph may be waived in writing by the Authority, by its Authorized Officer, in his or her sole and absolute discretion.

11. The Notes and related funds on hand with the Depository are Security (as that term is defined in the Trust Indenture) for the Authority and U.S. Bank Trust Company, National Association, as the Trustee (the "Trustee"). The Issuer authorizes the Authority, and the Authority may direct the Depository, to enter into an investment agreement with a financial institution for investment of such funds on behalf of the Authority and the Issuer. Subject to all ownership and security interests of the Authority, the Trustee and the Depository in and to such funds, accounts and investment, and to the extent required by law, an undivided interest in and to such investment, in the Issuer's designated allocable amount, will be granted to the Issuer.

[Note: If a Purchaser of the Authority's State Aid Revenue Notes, Series 2025A-__, requires particular provisions for determining the interest rate on the Notes or a default interest rate, such provisions will be added to this Schedule I, as appropriate]

Schedule I

[NO INSTALLMENTS]

All capitalized terms used and not expressly defined in this Schedule I shall have the meanings given to them in the Purchase Contract to which this Schedule I is attached (the "Purchase Contract").

1. The Issuer hereby covenants that it will deposit or cause to be deposited funds to pay principal of and interest on the Notes with U.S. Bank Trust Company, National Association, or its successor (the "Depository") at its designated corporate trust office located in Detroit, Michigan, in accordance with this Purchase Contract and the Issuer's resolution authorizing the Notes. In the event the Depository resigns, or is removed, the Issuer hereby accepts and appoints a successor depository appointed by the Authority as depository for the Notes.
2. The Issuer covenants that it will deliver from time to time such additional information regarding the financial condition of the Issuer as the Authority may reasonably request.
3. The Issuer covenants that the principal amount of the Notes and the interest thereon, together with the amounts payable as to principal and interest on any additional notes or other obligations of equal standing with the Notes as to the Pledged State Aid, will not exceed 70% of the amount of State School Aid to be received by the Issuer during the period from October 1, 2025, through August 31, 2026.
4. The principal amount and the initial interest rate on the Notes shall not exceed \$_____ and _____% per annum, respectively.
5. The Issuer's pro rata share of the Costs of Issuance shall not exceed: (A) \$_____, plus (B) the Issuer's pro rata share of any related charges pursuant to the Reimbursement Agreement among the Authority, the Bank and the Depository (including, without limitation, all other amounts owing by the Authority under the Reimbursement Agreement and the Bank's initial fee).
6. The Notes shall be dated August 20, 2025 and shall mature on August 20, 2026.
7. The purchase price of the Notes shall be \$_____ (par of \$_____ [less net discount of \$_____] [plus net premium of \$_____]).
8. Drawings on the Letter of Credit shall be reimbursed to the Bank on the same day in immediately available funds and reasonable charges and expenses which the Bank may pay or incur relative to the Letter of Credit shall be reimbursed to the Bank on demand as provided in the Reimbursement Agreement. Interest shall be payable to the Bank at a daily fluctuating interest rate per annum (the "Bank Reimbursement Rate") equal to (i) in the case of any amount drawn under the Letter of Credit and not so reimbursed, the Base Rate plus ____ percent (____.0%); and (ii) in the case of any aforesaid reasonable charges and expenses which the Bank may pay or incur relative to the Letter of Credit, the Base Rate plus ____ percent (____.0%). For purposes of this paragraph:

"Base Rate" means, for any day, the higher of (i) the Prime Rate; and (ii) ____percent (____%) per annum.

"Prime Rate" means the rate of interest last quoted by The Wall Street Journal as the "Prime Rate" in the U.S. or, if The Wall Street Journal ceases to quote such rate, the highest per annum interest rate published by the Federal Reserve Board in Federal Reserve Statistical Release H.15 (519) (Selected Interest Rates) as the "bank prime loan" rate or, if such rate is no longer quoted therein, any similar rate quoted therein (as determined by the Bank) or any similar release by the Federal Reserve Board (as determined by the Bank).

Each change in the Prime Rate shall be effective from and including the date such change is publicly announced or quoted as being effective.

9. As long as the Notes or any amounts due and owing to the Authority under this Purchase Contract are outstanding, the Issuer shall neither pledge nor make any request for an advancement pursuant to Section 17b of the State School Aid Act of 1979, as amended, of any portion of its Pledged State Aid, October 2026 State School Aid, or State School Aid payable thereafter without the prior written consent of the Authority, by its Authorized Officer, which consent shall not be unreasonably withheld. The Issuer shall not, at any time prior to the maturity of the Notes, issue any other obligations pledging the Pledged State Aid (the “Other Obligations”) unless: (i) the Issuer shall have given prior written notice to the Authority of the Issuer’s intent to issue any Other Obligations promptly after forming such intent; (ii) any Other Obligations shall mature after August 20, 2026, and (iii) any pledge of the Pledged State Aid as security for the payment of any Other Obligations shall be: (A) expressly subject to the prior right of interception set forth in this Purchase Contract; and (B) expressly subordinate, under written subordination terms satisfactory to the Authority and its counsel, to the Issuer’s prior pledge of Pledged State Aid as security for the payment of the Notes. “Other Obligations” as defined in this paragraph shall not include state aid notes, if any, issued by the Issuer as a separate series on August 20, 2025 and purchased by the Authority with proceeds from its State Aid Revenue Notes, Series 2025A-1, to be issued by the Authority pursuant to the Trust Indenture. Any one or more of the foregoing restrictions set forth in this paragraph may be waived in writing by the Authority, by its Authorized Officer, in his or her sole and absolute discretion.

[Note: If a Purchaser of the Authority’s State Aid Revenue Notes, Series 2025A-__, requires particular provisions for determining the interest rate on the Notes or a default interest rate, such provisions will be modified, or added to, this Schedule I, as appropriate]

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each Township or City Clerk

2025 TAX RATE REQUEST (This form must be completed and submitted on or before September 30, 2025.)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under MCL Sections 211.24a, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

Carefully read the instructions on page 2.

County	2025 Taxable Value of All Properties									
	CALHOUN									
Local Government Unit	UNION CITY SCHOOLS									
	For LOCAL School Districts: Current Year Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.									
	334,971,757									
	66,579,926									

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.
The following tax rates have been authorized for levy on the 2025 tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
	Purpose of Millage	Date of Election	Original Millage Authorized by Election, Charter, etc.	2024 Millage Rate Permanently Reduced by MCL 211.34d	2025 Millage Rate Permanently Reduced by MCL 211.34d	2025 Millage Rate Permanently Reduced by MCL 211.34d	Sec. 211.34 Truth in Assessing or Equalization Rollback Fraction	Maximum Allowable Millage Rate*	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
Source											
Oper Non-Hm		8/3/2021	17.7252	17.7252	0.9768	17.3139	1.0000	17.3139			12/31/2031

MCL 380.1212	BUILDING & SITE SF	8/3/2021	3.0000	2.9892	1.0000	2.9892	1.0000	2.9892			12/31/2031
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Prepared by	Tom Scott	Telephone Number	(269) 781-0747	Title of Preparer	Deputy Equalization Director	Date	May 5, 2025
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary to comply with MCL Sections 211.24a, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.1211(3).

☐ Clerk Secretary	Signature	Print or Type Name	Date	Total School District Operating Rates to be levied (HH/Supp and NH Oper ONLY)			Rate
☐ Chairperson President	Signature	Print or Type Name	Date	For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal			
				For Commercial Personal			
				For All Other			

*Under Truth in Taxation, MCL Section 211.24a, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24a must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).



2025-26

1661 Ramblewood Drive
East Lansing, MI 48823
(517) 332-5046

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

MEMBERSHIP RESOLUTION

For the year August 1, 2025 — through July 31, 2026

LIST ON BACK

_____ the School(s) which are under the direction of this Board of Education/Governing Body.

(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2025-26 must be listed on the back of this form)

Union City Community Schools City/Township of Union City

County of Branch and Calhoun, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current HANDBOOK as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2025 and shall remain effective until July 31, 2026, during which the authorization may not be revoked.

RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

Union City Community School(s), on the 23rd day of June, 2025,
and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Union City Community Schools

(Governing Body Name)

430 St. Joseph Street

(Address)

Union City, 49094

(City & Zip Code)

kacmoody@unioncityschools.org

(Contact E-mail)

Board Secretary Signature
or Designee

☒ Check if Designee

-OVER-

Please be sure to save document and then send to camala@mhsaa.com as an attachment.

Schools Which Are To Be MHSAA Members During 2025-26

NOTE: Pursuant to the MHSAA Constitution, all high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has enrollment and onsite attendance of at least 15 students, whether for grades 6 through 8 or 9, grades 7 through 8 or 9, or grades 9 or 10 through 12; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization. To reach the 15-student minimum for middle school membership, schools may join the MHSAA at the 6th-grade level whether or not 6th-grade students participate in athletics.

- A. This Section does not require school districts to become member schools at the junior high/middle school level and does not require school districts to sponsor any interscholastic athletics for 6th-grade students.
- B. If a school district's MHSAA Membership Resolution lists a junior high/middle school as an MHSAA member school, and if the school sponsors a 6th-grade team in any sport or permits a 6th-grade student to participate with 7th- and/or 8th-grade students in any sport, then all of Regulations III and IV apply to all 6th-graders in all sports involving 6th-graders on teams sponsored by that school. If the school does not allow any 6th-graders to participate in a sport, MHSAA rules do not apply in that sport.

Name the Member High School(s)

List separately from JH/MS even if all grades are housed in the same building.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

If necessary, list additional schools for either column on a separate sheet.

Name the Member Junior High /Middle School(s)

(member 6th, 7th and 8th-grade buildings)

List separately from HS even if all grades are housed in the same building.

1. Union City Middle School

Name of Member School _____
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): 5-8
 Provide anticipated 2025-26 7th and 8th-grade enrollment 120
 Provide anticipated 2025-26 6th-grade enrollment 65
 Grade levels for membership: ☒ 6 ☒ 7 ☒ 8

1. ☒ Yes ☐ No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.

2. _____
 Name of Member School _____
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): _____
 Provide anticipated 2025-26 7th and 8th-grade enrollment _____
 Provide anticipated 2025-26 6th-grade enrollment _____
 Grade levels for membership: ☐ 6 ☐ 7 ☐ 8

1. ☐ Yes ☐ No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.

3. _____
 Name of Member School _____
 Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): _____
 Provide anticipated 2025-26 7th and 8th-grade enrollment _____
 Provide anticipated 2025-26 6th-grade enrollment _____
 Grade levels for membership: ☐ 6 ☐ 7 ☐ 8

1. ☐ Yes ☐ No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.

Please be sure to save document and then send to camala@mhsaa.com as an attachment.

UNION CITY COMMUNITY SCHOOLS SCHOOLS OF CHOICE RESOLUTION

A rescheduled regular meeting of the Board of Education of the Union City Community School District, Branch and Calhoun Counties, Michigan, was held in the Union City High School Media Center in said district on the 23rd day of June, 2025, at 6:30 p.m.

The meeting was called to order by

Present: Members:

Absent: Members:

The following preamble and resolution was offered by Member
and supported by Member

WHEREAS, in accordance with the provisions of Sections 105 and 105c of the State School Aid Act of 1979, as amended by Public Act 119 of 1999, schools may opt in or opt out of the schools of choice programs.

NOW, THEREFORE BE IT RESOLVED THAT:

The Union City Community School District certifies that it will participate and accept applications for enrollment by resident students within the Calhoun Intermediate School District for purposes of operating a schools of choice program for the first semester of the 2025-2026 school year;

further, that the Union City Community School District certifies that it will accept applications for enrollment by resident students of contiguous school districts located in another intermediate school district for purposes of operating a schools of choice program for the 2025-2026 school year;

further, that the Union City Community School District certifies that it will participate in the schools of choice program for the second semester of the 2025-2026 school year.

Ayes: Members:

Nays: Members:

Resolution declared adopted. _____
Acting Secretary, Union City Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Union City Community School District, Branch and Calhoun Counties, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a regular meeting held on the 23rd day of June, 2025, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 , PA 267, as amended.

Acting Secretary, Union City Board of Education

From: Deborah McDowell <dmcdowell@unioncityschools.org>

Date: May 29, 2025 at 1:25:05 PM EDT

To: Chris Katz <ckatz@unioncityschools.org>

Subject: Retirement

This is to inform you that my last day of employment for UC Community Schools will be 06/29/2025. I have decided after 26 years it is time for me to retire from my position as Food Service Director. I hope that all goes well with the school and kitchen improvements that are planned.

Thanx, Deb

MASTER AGREEMENT

Between the

UNION CITY COMMUNITY SCHOOLS BOARD OF
EDUCATION

Tentative Agreement

And the

UNION CITY EDUCATION ASSOCIATION,
MEA/NEA

2025-2028

TA.
6.6.25
CP
6/6/25
CK
6/6/25

Table of Contents

COLLECTIVE BARGAINING AGREEMENT.....	2
ARTICLE 1 PURPOSE AND RECOGNITION	2
ARTICLE 2 CONTRACT INTERPRETATION	2
ARTICLE 3 BOARD RIGHTS	4
ARTICLE 4 ASSOCIATION RIGHTS AND RESPONSIBILITIES.....	5
ARTICLE 5 TEACHER RIGHTS AND RESPONSIBILITIES	7
ARTICLE 6 TEACHING HOURS AND CLASS LOADS.....	9
ARTICLE 7 QUALIFICATIONS AND ASSIGNMENTS.....	12
ARTICLE 8 SENIORITY AND QUALIFICATIONS.....	13
ARTICLE 9 COMPENSABLE LEAVES	14
ARTICLE 10 LEAVE OF ABSENCE WITHOUT PAY	16
ARTICLE 11 PROFESSIONAL IMPROVEMENT	18
ARTICLE 12 STUDENT DISCIPLINE AND TEACHER PROTECTION	19
ARTICLE 13 PROFESSIONAL COMPENSATION	20
ARTICLE 14 PAYROLL DEDUCTIONS	22
ARTICLE 15 GRIEVANCE PROCEDURE	22
ARTICLE 16 MISCELLANEOUS PROVISIONS	25
DURATION OF AGREEMENT	28
2025-2026 SALARY SCHEDULE	29
2026-2027 SALARY SCHEDULE	30
2027-2028 SALARY SCHEDULE	31
SCHEDULE "B" SUPPLEMENTAL COMPENSATION SCHEDULE: GENERAL.....	32
SCHEDULE "B" SUPPLEMENTAL COMPENSATION SCHEDULE: ATHLETICS	33
SCHEDULE "C" FRINGE BENEFITS	35
2025-26 CALENDAR	38
2026-27 CALENDAR	39
2027-28 CALENDAR	40
APPENDIX A – TEACHER PLACEMENT/LAYOFF/RECALL/EVALUATION	41
APPENDIX B – STAFF DISCIPLINE	49

COLLECTIVE BARGAINING AGREEMENT

THIS COLLECTIVE BARGAINING AGREEMENT made as of the date set forth below by and between **UNION CITY COMMUNITY SCHOOLS**, Branch and Calhoun Counties, Michigan, acting by and through its Board of Education (the "Board") and the **UNION CITY EDUCATION ASSOCIATION**, (the "Association") affiliated with the Michigan Education Association (MEA) and the National Education Association (NEA);

ARTICLE 1 PURPOSE AND RECOGNITION

SECTION ONE: PURPOSE

The general purpose of this Agreement is to set forth the terms and conditions of employment for bargaining unit employees and to promote efficient and productive labor relations for the benefit of the students, the public, the Board, and bargaining unit employees and their representatives.

SECTION TWO: RECOGNITION

The Board recognizes the Association as the sole and exclusive collective bargaining representative for all part time and full time pre-K-12 certified teachers, librarians, and counselors, but excluding substitute teachers, teacher paraprofessionals, and all other employees.

ARTICLE 2 CONTRACT INTERPRETATION

SECTION ONE: SEVERABILITY

This Agreement shall be subject and subordinate to the obligations of either party under applicable laws or regulations. If any provision is prohibited by or be deemed invalid under such applicable laws or regulations, such provision shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision(s) of this Agreement.

SECTION TWO: DEFINITIONS

Except as otherwise expressly provided in this Agreement, the following words and phrases shall have the following meaning:

- A. **Association** means the Union City Education Association.
- B. **Day** means a day when the school is open and teachers are scheduled to report for duty, except that during summer recess, day means a regular business day (*i.e.*, Monday through Friday) excluding holidays and weekends.
- C. **District** means the Union City Community Schools.

- D. **Emergency** means a sudden and unforeseen combination of circumstances.
- E. **Party** means the Board or the Association.
- F. **Part-Time Teacher** means a teacher regularly employed under a written contract of employment whose assignment is for less than a full school day or week during the regular school year. The fringe and leave benefits of a part-time teacher shall be proportionately reduced.
- G. **Service Date** means the date when the teacher first provided professional services for the Board under a written contract of employment, exclusive of any extra-duty assignment, since any break in service. Termination of service by reason of resignation, retirement, or discharge shall constitute a break in service.
- H. **Teacher** means a member of the bargaining unit.
- I. **Special Teachers** means teachers of Art, Music, Physical Education, Special Education, Vocational Education, and other professional employees required to have special certification, including librarians and counselors.

SECTION THREE: GENERAL INTERPRETATION

This Agreement shall be interpreted in accordance with the following understandings:

- A. **Captions:** Captions are included only for convenience of reference and shall not modify the Agreement's provisions

- B. **Other Rights:**

Nothing in this Agreement shall deny or restrict any right guaranteed to a teacher under applicable laws or regulations. The rights of either party or of a teacher to any benefit shall be determined solely by the terms of the Agreement in effect at the time such benefit is claimed. The parties shall have the unrestricted right to delete, add, or modify any provision of this Agreement in any subsequent Agreement and any benefit in this Agreement shall be subject and subordinate to any such subsequent change.

- 1. This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from or modified only through the voluntary, mutual consent of both parties in a written and signed amendment to this Agreement.

- C. **Application:**

This Agreement and the wages, hours, terms and conditions of employment shall be applied in a manner which is not arbitrary, inconsistent, or discriminatory and without regard to race, religion, color, national origin, age, sex, gender, disability, sexual

orientation, height, weight, familial or marital status, genetic information, veteran status, membership in, or association with, activities of any employee organization, or any other legally protected status.

D. Subordination:

Any individual contract or letter of agreement between the Board and a teacher for the performance of duties which are subject to the terms of this Agreement shall be subject and subordinate to the Agreement's provisions.

ARTICLE 3 BOARD RIGHTS

SECTION ONE:

The Board, on its own behalf and on behalf of the electors of the District, retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and Constitution of the State of Michigan and of the United States, including, but without limiting the foregoing, the right to:

- A. The executive management and administrative control of the District and its properties and facilities and the activities of its employees.
- B. Hire all employees and subject to the provisions of law, to determine their qualifications and the conditions for their continued employment, or their dismissal or demotion, and to promote and transfer all such employees.
- C. Establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board.
- D. Decide upon the means and methods of instruction, the selection of textbooks and other teaching materials and the use of teaching aids of every kind and nature, after considering the recommendations of the teaching staff concerned.
- E. Determine class schedules, the hours of instruction and the duties, responsibilities and assignments of teachers and other employees, and nonteaching activities the terms and conditions of employment subject to the terms of this Agreement.
- F. Make reasonable provisions for the health, safety, and first aid of its employees during hours of employment.

SECTION TWO:

The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the Board, the adoption of policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by this Agreement, and then only to the

extent such terms conform with the Constitution and laws of the State of Michigan and the Constitution and laws of the United States. Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the Michigan Revised School Code as amended or any other national, state, county, District, or local laws or regulations as they pertain to education and accreditation standards established by the North Central Association of Colleges and Secondary Schools and the State of Michigan.

ARTICLE 4 ASSOCIATION RIGHTS AND RESPONSIBILITIES

SECTION ONE: ASSOCIATION RIGHTS

To facilitate the administration of this Agreement, the Association shall have, in addition to other rights expressly set forth in the Agreement or provided by statute, the following rights:

- A. The Association shall have the right to use school facilities at reasonable hours for the conduct of meetings of the Association. Such use will be governed by policies adopted from time to time by the Board for the use of its facilities.
- B. The Association shall have the right, upon proper notification in accordance with Board policy, to the reasonable use of designated school equipment such as computers, copying machines, and audiovisual equipment, provided that such use shall not interfere with the Board's use, shall not require the services of any non-bargaining unit employee, and shall not be used by any employee in such manner as to interfere with the discharge of their employment duties or the discharge of the duties of any other employee. The Board shall be reimbursed by the Association for all supplies used and for any damage.
- C. The Association shall have the right to post notices of official business of the Association on teachers' lunchroom bulletin boards only, provided that where no teachers' lunchroom exists in a building, then one (1) bulletin board will be designated for such purposes by the principal and provided further that such notices are not derogatory of any person, group or organization and are ethical in content. The Association may use intra-district mail service and teacher mailboxes for communications to teachers.
- D. The Board agrees to furnish the Association with such public information as required by law, which may be available concerning the financial resources of the District, tentative budgetary requirements, and allocations. The Association agrees that requests for such information will be made in writing through its President (or designee) and that such requests will be made sufficiently in advance of their need so that the Board may have ample time to prepare and/or assemble the information. Original records may be examined only at the District offices.
- E. The Board shall inform the Association within 10 days of the Board's knowledge of any changes in the status of all bargaining unit members, such as new hires, terminations, resignations, retirements, leave of absences, layoffs etc.

- F. The Board shall inform the Association of any new or modified fiscal, budgetary, or tax programs. The Board will inform the Association of any construction programs, or major revisions of educational policy, which are under consideration. The Association will be given an opportunity to inform the Board of its recommendations.
- G. The Association may have vending machines installed in any teachers' lunchroom with prior written approval of the Superintendent provided that the Board shall have no responsibility for the maintenance and security of any such machine and that the Association shall save the Board harmless from any and all expenses connected therewith.

SECTION TWO: ASSOCIATION RESPONSIBILITIES

- A. The Association recognizes its responsibilities to the youth, citizens, and employer, and agrees that it shall not support any teacher in violation of the terms of this Agreement or the code of ethics and shall use its influence in an attempt to correct violations of this Agreement.
- B. The Association recognizes that it is the professional responsibility of teachers to dress professionally. Inappropriate dress undermines the professional nature of teaching. Any exceptions to the professional dress expectation will be handled by the individual building administrator (*i.e.*, Jeans Day, etc.).
- C. The Association shall promptly notify the Board in writing, on or before September 20th of each calendar year, of the names of those persons who have been authorized to act on its behalf and the authority of each such person, which notice shall remain in effect until superseded by a new written notice. Failure to provide such notice shall cause the Board to address all notices required under this Agreement or any other correspondence directly to the Association, in care of the person most recently designated as Association President.
- D. The Association agrees that it will in good faith cooperate with the Board in attempting to assure that reasonable work standards, schedules, and reasonable rules and regulations of the Board are complied with and that it will not directly or indirectly encourage, permit, or cause any concerted work stoppage, slowdown, strike, or other interference with the day-to-day operations of the Board.
- E. Except by the expressed agreement of the Board, the performance of the duties of a member of the bargaining unit shall not be interrupted for the purpose of conducting any Association activities whatsoever, provided, however, that this provision shall not prevent an authorized representative of the MEA from having such reasonable contact with members of the bargaining unit as shall be necessary to ascertain that the terms of this Agreement are being observed so long as such contact shall not be during those hours school is in regular session and such representative has reported their presence to the building principal's office.

SECTION THREE: ASSOCIATION MEMBERSHIP

- A. The Union shall notify the District in writing no later than September 1st of each school year, of the annual dues amount and provide a list of members who have given written authorization to deduct dues and the authorization forms that consent to payroll deduction.
- B. The Union shall notify the District in writing when a union member revokes their authorization for dues deduction and include the authorization form.
- C. Such deductions shall be made in bi-weekly installments beginning with the first pay in September and ending with the last pay in June with no deductions for the months of July and August.
- D. Upon receiving authorization from the union on a member beginning employment with the District after the start of the school year, the dues amount shall be deducted from the next available pay period, following the district's payroll schedule.
- E. The District shall not be responsible for collecting retroactive dues payments, collecting dues during a member's unpaid leave of absence or collecting dues when the member's bi-weekly pay is not sufficient to cover the share of their dues.
- F. At the end of the month in which dues are deducted, the District will forward an itemized ACH payment to MEA within ten (10) business days.
- G. The Union agrees to defend, indemnify and save the District harmless against attorney fees, and court costs, and any and all claims, suits, or other forms of liability because of the compliance with this Article, provided that in the event of any such claim, suit or action, the District shall give timely notice of such action to the union. The District agrees to give full and complete cooperation to the Union and its counsel in securing and giving evidence, obtaining witnesses, and making relevant information available at both the trial and appellate levels.

ARTICLE 5 TEACHER RIGHTS AND RESPONSIBILITIES

SECTION ONE: TEACHER RIGHTS

- A. **Facilities:** The Board shall provide for each school facility to the extent reasonably available:
 - 1. Parking facilities maintained and designated for teacher use.
 - 2. Telephone facilities for professional use only except for local calls or long-distance calls not charged to the district.
- B. **Citizenship Rights:**

A teacher is entitled to full rights of citizenship and no religious or political activities of the teacher, or the lack thereof, or the private and personal life of a teacher shall constitute grounds for any discipline or discrimination with respect to the professional employment of the teacher, except as such conduct or activity shall materially interfere with the discharge of the teacher's professional responsibility.

C. Mentors:

1. Pursuant to Section 1526 of the Revised School Code probationary teachers who are within their first three (3) years of teaching must be assigned to a master teacher who shall serve as a mentor to the probationary teacher. For each probationary teacher, a mentor teacher shall be appointed by the administration with input from the Association prior to assignment. A probationary teacher may request a different mentor at any point provided the mentor meets the following requirements. The Parties agree that this contract language is intended to apply to newly hired teachers with no previous teaching experience in another school district, but this language may be applied on a case-by-case basis for teachers with previous experience in another school district.
2. The Mentor teachers selected shall have the following qualifications:
 - a. shall be a teacher for Union City Community Schools.
 - b. shall have achieved tenured status with the Board.
 - c. shall have been rated effective or highly effective for the two (2) most current, consecutive evaluation cycles.
3. The mentor teacher selected shall consent to the appointment. The appointment shall be for one (1) school year. Should no teacher accept the assignment, the board may appoint, with input from the Association, an outside mentor.
4. The mentor teacher shall assist the probationary teacher during the term of the appointment. The mentor teacher's role shall be formative. Mentor/mentee conversations are not to be used for the purpose of teacher evaluation.
5.
 - a. The District shall pay all costs incurred and provide released time without loss of pay to the teacher to attend approved training. Mileage will be paid at IRS rate. Meal costs shall be paid in accordance with Board Policy.
 - b. Mentor and mentee teachers shall be required to meet monthly and log a minimum of two (2) hours each month for which the mentor shall be compensated at a rate of twenty-five dollars (\$25) per hour. Mentors and mentees may meet for more than two (2) hours a month but will not be compensated for such time.

6. If a probationary teacher is not continued in employment, the Board will advise the teacher of the reasons therefore in writing. The Board's decision is final, and any dismissal or non-renewal shall not be subject to arbitration.

D. Personnel Files:

Each teacher shall have the right upon request to review the contents of their own personnel file except for confidential pre-employment information. A representative of the Association may, at the teacher's request, accompany the teacher in this review, provided, however, that the file shall be reviewed in the presence of the administrator responsible for the safekeeping of the file, or their designee.

SECTION TWO: TEACHER RESPONSIBILITIES

A. Sanctions:

It is recognized that a teacher has an obligation to maintain adequate professional standards. If a teacher fails to maintain such standards, the Board has an obligation to take appropriate corrective action.

B. Lesson Plans:

Lesson plans will be completed with enough detail so that the building administrator can determine that the appropriate curriculum and standards are being followed. The plans will be available prior to the beginning of the instructional week (Monday morning).

C. Employee Cooperation:

Teachers are expected to foster a climate of mutual cooperation with all other employees engaged in their regularly scheduled duties in keeping with Article 1., Section 1 of this Agreement.

ARTICLE 6 TEACHING HOURS AND CLASS LOADS

SECTION ONE: WORKDAY

The scheduled workday for teachers shall extend for a period of seven (7) hours and twenty-five (25) minutes. The instructional day may vary among the several buildings or facilities. Except in the case of an emergency, any change in the scheduled workday shall take effect with the beginning of a new school year. If an additional adjustment to the workday is needed, the parties agree to bargain the change.

- A. The following guidelines shall be observed:

1. Teachers shall be at their assigned workstations at least fifteen (15) minutes before the opening of the students' school day, and
2. Teachers may leave at the dismissal of school on Fridays and on days immediately preceding scheduled school vacations, and
3. Teachers shall remain for a sufficient period after the close of the students' school day to tend to those matters which properly require attention at that time, including consultation with parents when scheduled directly with the teacher, except on the days the teachers' workday ends at the close of the students' day.
4. When feasible/where applicable in the District, the daily schedule will alternate between AM and PM schedule on half days.

SECTION TWO: Lunch

All teachers shall be entitled to a thirty (30) minute duty-free, uninterrupted lunch period, provided, however, that in Grades 1-4 the teacher will first escort the class to the lunchroom.

SECTION THREE: Planning Time

- A. Elementary (Grades K-4):** A teacher regularly scheduled as an elementary classroom teacher shall normally receive a planning period when responsibility for a class has been assumed by another teacher for special instruction such as physical education, health, music and art. A teacher shall normally receive a daily 20-minute block of planning time to be scheduled after lunch. The aggregate planning time shall not be less than 250 minutes per week. Every reasonable effort will be made to have plan period each day.
- B. Middle School (Grades 5-8):** A teacher regularly assigned as a Middle School classroom teacher shall normally receive a daily planning period equivalent in length to a scheduled class period.
- C. High School (Grades 9-12):** A teacher regularly assigned as a High School classroom teacher shall normally receive a daily planning period equivalent in length to a scheduled class period.
- D.** Planning periods shall be used for such things as preparation, conferences with parents, teachers, and administrators, and special assistance to students. Planning time shall not be used or spent on any **unconnected or non-school activity**. Prior notice of at least one (1) day shall be given for non-preparation use.

SECTION FOUR:

- A.** No teacher will arrive late for or leave early from an assigned class.

- B. Teachers who travel between buildings will be given a reasonable amount of time for each transfer. This time is not to be counted as lunch or planning time.

SECTION FIVE:

It is recognized that it is the professional responsibility of the teacher to attend staff meetings, team, or grade level meetings, department meetings, parent- teacher conferences, student exhibitions (showcases) and open houses. Staff meetings will not be held the week of conferences. There will be no more than three (3) mandatory meetings per month. In case of emergencies, mandatory staff meetings can be called at any time. It is the responsibility of the administration to give two (2) days prior notification for all mandatory meetings going beyond the regular school day. Agendas for staff meetings shall be distributed to the teachers at least one day prior to the staff meeting. Open houses shall be limited to one and one half (1.5 hours).

SECTION SIX: Class Size

It is recognized by the Board that class size is an important aspect of an effective educational program. Reasonable effort will be made to keep class sizes equalized within grade levels and throughout the respective buildings. When discrepancies occur which increase the workload of a teacher by more than fifteen percent (15%) of other teachers within the building or grade level, the administration shall, if the teacher requests, meet with the teacher and their Association representative to seek a workable solution to the problem. Such solutions may include:

- A. Mutual consent between the teacher, the Association representative, and the administration that the workload is acceptable.
- B. Additional staff may be added.
- C. Instructional paraprofessionals may be added to the classroom.
- D. Other mutually agreed solutions.

NOTE: Because classes such as band, orchestra, choir, and physical education are normally larger than a regular classroom, this section shall not be used to define their class sizes. However, the teacher and their Association representative shall be consulted as to the appropriate size, and additional staff and/or paraprofessionals may be added as is mutually agreed upon by the teacher, Association representative and the administration.

SECTION SEVEN:

If school is closed for reasons which do not allow such days or hours to be counted as State-mandated days or hours, those days or hours necessary to meet the minimum days and/or hours required by the State shall be rescheduled by agreement between the Association and the Board to assure that the District receives the full Foundation Allowance and other appropriations under the State Aid Act.

SECTION EIGHT: LEAST RESTRICTIVE ENVIRONMENT GUIDELINES

- A. To assist certain students with disabilities in making a successful transition from placements in special education classes only to a combination of regular and special education classes pursuant to placement recommendation made by an Individualized Education Program Team, the following procedures will be implemented:
1. The responsible building administrator will normally recommend the placement of an eligible student in the smallest available and appropriate regular education class(es) considering the class make-up (behavior and achievement levels, etc.). Such students will be distributed equitably except for good cause shown or where the students' Individualized Education Program (IEP) requires the placement.
 2. Each of the teachers into whose classroom(s) a student has been placed shall be deemed eligible to serve on an IEP Team involving an affected student in accordance with the then current Rules for Special Education (*i.e.*, R340.1701 *et seq.*).
 3. When requested by the regular classroom teacher in whose class(es) the student with disabilities is placed, special training or consultant assistance relevant to the student's needs will be arranged by the administration.
 4. A member of an IEP Team may request the Team to reconvene for the purpose of considering a change in the educational status of an eligible student with disabilities in accordance with the Rules for Special Education.

Tentative Agreement

ARTICLE 7 QUALIFICATIONS AND ASSIGNMENTS

SECTION ONE: Changes in Assignment

If a teaching assignment is to be changed by the administration, the teacher will be notified and the proposed change discussed with the teacher before a final decision is made. Normally, notification of change will be given to the teacher before the end of the school year. It is recognized that there may be situations and circumstances which make it impossible to provide notification by the end of the school year. In such cases, notification will be given as soon as practicable, with the reason for the delay in being notified on a timely basis, provided in writing to the teacher.

SECTION TWO:

Teaching assignments for adult education, community education, driver education, and "zero hour" classes, when not offered as part of the regular school year, and other courses not considered part of the regular teaching day, will be offered on a voluntary basis to qualified employees. The Superintendent shall have the sole discretion to make such assignments. It is understood that when a teacher accepts such an assignment, they will carry out all duties connected with the assignment until it has been completed.

SECTION THREE:

A "vacancy" shall be defined as either a new or additional bargaining unit position or as an opening created by leave of absence, resignation, retirement, termination, or other separation of a bargaining unit member, which the Board has determined to fill.

Whenever a teacher is interested in being considered for assignment to any teaching position or supplemental position in the District, they may file a written notice of their interest with the Superintendent. All requests shall be renewed once each year to assure active consideration by the Board. The Board recognizes that it is desirable in making assignments to consider the teacher's experience as well as the interest and aspiration of the teacher.

The Association recognizes that the Superintendent has the sole right to assign staff members to within the District.

SECTION FOUR:

Teachers who request a change in grade or subject assignment, or who request to transfer to another building, will file a written statement of such desire with the Superintendent before March 1. Such statement shall include in order of preference the grade or subject to which they desire to be transferred.

Provisional Agreement

ARTICLE 8 SENIORITY AND QUALIFICATIONS

SECTION ONE: SENIORITY LIST

The Board shall furnish the Association an up-to-date seniority list on or before October 1st of each contract year. The Association shall notify the Board of any error in the seniority list within ten (10) days from receipt. The names of all certified teachers shall be listed in order of their service dates, starting with the teacher with the greatest amount of seniority at the top of the list. The seniority service date will begin on the date and time the teacher signs a contract with the District. Should two or more teachers share the same seniority date the teacher with the earliest calendar birthday shall be the more senior teacher.

SECTION TWO: INTERPRETATION

For the purposes of this Article:

- A. An "eligible teacher" means a teacher who the Board has determined is certified and qualified to perform the duties of the position to be filled.
- B. A teacher shall neither accrue nor lose seniority while on layoff, on a leave of absence granted pursuant to this Agreement, or while serving in an administrative position.

- C. This provision is subject and subordinate to all applicable laws and regulations including the Teachers' Tenure Act.

ARTICLE 9 COMPENSABLE LEAVES

SECTION ONE:

At the beginning of each school year the Board will provide, to each teacher, twelve (12) paid sick leave days to be used for illness, injury, and bereavement. However, these paid days are earned at the rate of one (1) day per month and no employee shall leave the District's employ having been compensated for more paid sick leave days than earned. The unused portion of these days shall accumulate from year to year to a maximum allowance of one hundred sixty- five (165) days.

- A. Notice of the number of sick leave days granted and accumulated shall be given to each teacher at the beginning of each school year.

SECTION TWO:

Sick leave may be used for:

- A. Any physical or mental condition which disables a teacher from rendering professional services, excluding any condition compensable by Worker's Compensation or resulting from other employment.
- B. A disability, pregnancy, or any purpose required under ESTA.
- C. Illness in the immediate family (spouse, child, parent) not to exceed five (5) days per school year.
1. The Board recognizes the predicament when both working parents have ill children on a workday. Therefore, the teacher may exceed the five (5) days when children are ill providing the days are approved by the administration. These days will be deducted from accumulated sick leave.

SECTION THREE: BEREAVEMENT

Bereavement up to five (5) days may be used due to death in the immediate family, *i.e.*, the teacher's spouse, the grandparents, parents, siblings and children of the teacher or the teacher's spouse.

Bereavement up to three (3) days may be used due to death of an aunt, uncle, niece or nephew.

SECTION FOUR: PERSONAL BUSINESS

- A. Each teacher will accrue two (2) days of personal business leave each year of this Agreement. Personal Business Days shall not accumulate beyond three (3) days. If the request is not received before three (3) days, specific reasons must be given, and the decision shall be at the discretion of the Superintendent.
- B. No teacher will receive compensation nor take a personal business day the day before and/or the day after a holiday or vacation period, unless specifically agreed upon by the Superintendent in advance or the request is for attending a child's school activity. Any request to attend a child's school activity will be done no less than two days prior to the day of the absence and will be taken in ½ day increments. This will be capped at six (6) employees unless a waived by the Superintendent.
- C. The teacher shall notify the principal at least three (3) days in advance of their intention to use a personal business day, except for an emergency, and then complete the form relating to the personal business day for the principal's signature before compensation will be given for the day involved.
- D. No teacher will utilize less than one-half (1/2) day of the personal business day at any one circumstance.
- E. One personal day will roll over to the next year. Any additional unused personal business days will be rolled over as sick days.

SECTION FIVE: JURY DUTY

A teacher shall be entitled to leave for jury service if unable to be excused from such service. The teacher shall be entitled to receive regular compensation, without deduction of leave days, less any fees paid, excluding mileage fees, provided that notice of such jury service is given to the Superintendent or designee before the scheduled date of jury duty. The teacher shall return to their duties whenever their attendance in court is not actually required.

SECTION SIX:

A teacher who is unable to teach because of personal illness or disability and who has exhausted all sick leave shall be granted a leave of absence without pay for the duration of such disability except that the Board shall not be required to grant a leave for more than one (1) year.

- A. If the teacher accepts part-time or full-time employment during the leave of absence, unless pre-approved by the Board, all benefits will be terminated immediately, and the teacher shall be considered to have resigned.

SECTION SEVEN:

Sick leave and other paid leave days under this Article shall be charged against teacher workdays only and shall not be used by a teacher during such period as the teacher is on an unpaid leave of absence, is laid off, or during scheduled vacations when school is not in session. It is further

understood that a teacher shall not receive compensation for a day of sick leave on the day prior to and/or the day following any holiday or vacation period unless arrangements are made through the Superintendent.

SECTION EIGHT:

A teacher must complete the employee absence form relating to sick leave on returning to work before compensation will be given for the day(s) involved.

SECTION NINE:

Teachers will schedule all absences using the District's designated reporting system. These absences should be created and posted no later than 6:00 a.m. on the morning of the absence. In an emergency, the time for notification may be extended. If an emergency exists, the staff member will contact their building administrator and secretary after 6:00 a.m.

SECTION TEN:

Whenever a teacher is absent from school because of personal injury caused by an accident or an assault arising out of and in the course of their employment, they will be permitted to deduct days, or fractions of from the accumulated sick leave equivalent to the difference between their regular salary and what they received under Worker's Compensation.

SECTION ELEVEN:

The Board may require a doctor's certificate or other evidence of illness/injury or to prove fitness for duty before returning to work from a leave.

SECTION TWELVE:

The Association shall be allowed a cumulative total of ten (10) days each year for officers or representatives of the Association to conduct official business matters. The Association agrees to notify the Administration at least five (5) days in advance of these leave requests. The Board will be reimbursed for the salary of the substitute.

SECTION THIRTEEN:

The superintendent may allow Association members to donate sick time to any bargaining unit employee that has exhausted their accumulated sick time due to an extended personal or family illness. These donated sick time circumstances will be handled on a case-by-case basis in consultation with the union president. The Association recognizes that although the staff member is giving up a sick day, the district is in fact paying the majority of the cost for these additional paid absences.

ARTICLE 10 LEAVE OF ABSENCE WITHOUT PAY

SECTION ONE:

An unpaid leave of absence of up to two (2) years may be granted to any tenure teacher upon application for the purpose of participating in exchange teaching programs in territories or foreign countries, foreign or military teaching programs, or the Peace Corps as a full-time participant in such a program, or cultural travel or work programs related to their professional responsibilities, provided said teacher states their intention to return to the school system. Upon return from such leave, a teacher shall be placed at the level on the salary schedule that their teaching experience designated at the time of the leave unless the teacher has been placed on lay-off. The teacher shall notify the Board ninety (90) days before the end of the school year of their intent to leave or return.

SECTION TWO:

A teacher who enlists or is inducted into the uniformed services of the United States shall be granted a uniformed services leave of absence in accordance with the Uniformed Services Employment and Reemployment Rights Act (USERRA), and all other Federal and State laws pertaining to wages, service credit, and restoration of employment.

SECTION THREE:

An unpaid leave of absence of up to one (1) year may be granted to tenured teachers upon application ninety (90) days before the end of the school year for graduate study.

SECTION FOUR:

An eligible teacher is entitled to a total of twelve (12) calendar weeks of unpaid leave for child-care during a twelve (12) month period due to the birth of the teacher's child. The total leave paid (*i.e.*, where accumulated sick leave is used) and unpaid, may not exceed twelve (12) calendar weeks except in the case of a medical emergency.

SECTION FIVE:

Any teacher who goes on disability leave in accordance with the Family Medical Leave Act shall be subject to the following provisions.

- A. Teachers returning from an unpaid maternity leave shall not suffer a loss of accumulated leave days.
- B. Unless placed on layoff, the teacher shall be reinstated to a position for which they are certified and qualified at the conclusion of the leave.
- C. Teachers granted a disability leave for more than one (1) full semester shall notify the Board no later than sixty (60) days prior to the end of the leave of their intent to return to work.

SECTION SIX:

The Board may grant a leave of absence upon the request of a teacher for reasons of professional development or for other reasons not otherwise herein provided or which are provided for in the Family and Medical Leave Act. In determining whether to grant any such leave, the Board shall consider:

- A. The past performance of the teacher.
- B. The staffing needs and other requirements of the District.
- C. The length of service of the teacher.
- D. The purpose or purposes of the leave.

SECTION SEVEN: LEAVE ADMINISTRATION

- A. A teacher shall give the Board notice of their desire to be granted a leave as soon as one is aware that a leave will be required so that the Board will have the maximum time to provide for the teacher's absence.
- B. Any leave granted pursuant to this Article shall be agreed to in writing by the Board and the teacher. Each leave agreement which extends for a period of more than ninety (90) calendar days shall require that the teacher notify the Board in writing at least thirty (30) days before the termination of the leave that the teacher intends to return. If the teacher fails to give such notice, the teacher shall be considered to have resigned.
- C. A leave granted pursuant to this Article shall not be terminated early without the prior permission of the Board.

ARTICLE 11 PROFESSIONAL IMPROVEMENT

SECTION ONE:

A teacher who enrolls in a course within their major or minor field and related to their instructional responsibilities or a course for which one has received prior approval by the Superintendent at an accredited college or university shall receive partial reimbursement for tuition. The amount of tuition reimbursement shall be determined by eighty percent (80%) of the average cost per graduate credit hour from Western Michigan University, Michigan State University, and Spring Arbor University combined as of September 1 for courses taken the following year or eighty percent (80%) of the actual cost, whichever is less. To qualify, the course(s) taken must be beyond the initial eighteen (18) hours required by the Michigan Teacher Certification Code for initial issuance of a Professional Education Certificate. Based upon successful completion of said course(s) the teacher will receive reimbursement by the end of October of the following school year if and only if such teacher is then employed by the District. Proof of the tuition amount and successful completion of the course(s) must be presented by the teacher before payment.

SECTION TWO:

The Board agrees to reimburse teachers for expenses incurred in attending administratively approved conferences in Board policies.

SECTION THREE:

Both parties recognize the need to involve everyone in a meaningful way in the School Improvement Process.

- A. The equivalent to five (5) professional development days will be scheduled by the District. This time shall be scheduled outside student instructional hours. The building school improvement teams may give input on professional development activities. Where possible or appropriate, scheduled professional development shall qualify for SCECHs according to State Guidelines.

SECTION FOUR:

Coaches and teacher will be allowed to use professional development time to attend conferences. These will be subject to the prior approval of the building principal or athletic director depending on the type of professional development.

Tentative Agreement

ARTICLE 12 STUDENT DISCIPLINE AND TEACHER PROTECTION

SECTION ONE:

Subject to applicable laws, regulations, and District policy a teacher shall have the right to use such reasonable physical force to maintain proper discipline or as may reasonably be necessary to maintain order and control in school or in a school related setting as permitted by law.

The teacher shall be provided with appropriate legal counsel at the expense of the Board to advise the teacher of the teacher's rights and obligations if such teacher is assaulted by a student, provided that the teacher promptly reported any such assault to the Board. If the teacher is subpoenaed to appear in criminal proceedings arising out of the assault, the teacher's time absent from work shall not be charged against the teacher.

SECTION TWO:

The teacher shall receive from the Board reasonable support and assistance in maintaining control and discipline of students while on the school premises.

SECTION THREE:

A teacher may exclude a student from one class session for behavior or conduct violations related to MCL380.1309 (Snap Suspension). The suspension must be attributable to the student's conduct, which is defined by District policy as behavior justifying suspension from a class. The teacher shall immediately report the suspension and the reason for the suspension to the building principal and send the student to the principal or the principal's designee for appropriate action. As soon as possible after a suspension under this section, the teacher shall ask the parent or guardian of the student to attend a parent-teacher conference regarding the suspension. The building principal shall attend the conference if the teacher or the parent or guardian so requests. A teacher implementing a snap suspension must comply with all requirements of Section 1309 of the Revised School Code, as well as related Board Policy.

ARTICLE 13 PROFESSIONAL COMPENSATION

SECTION ONE:

The salaries and supplementary compensation of teachers covered by this Agreement are set forth in schedules which are attached and incorporated in this Agreement.

SECTION TWO:

New teaching personnel shall be placed on the appropriate step of the salary schedule based on their degree status. Service credit for previous teaching experience may be granted by the Board.

SECTION THREE:

Probationary teachers who are employed at the beginning of the second semester will be given credit on the salary schedule for the first semester of that year at the beginning of the next school year providing: (1) they are rehired for the same position, and (2) the position is vacant and was not created by a leave of absence.

SECTION FOUR:

Teachers required in the course of their work to drive personal automobiles from one school building to another shall receive a mileage allowance in accordance with the reimbursable rate allowed under the IRS regulations.

SECTION FIVE:

Retiring certificated teachers who have completed a minimum of ten (10) years of teaching in the District shall be compensated at the rate of forty dollars (\$40) per day for unused sick leave days, accumulative up to one hundred (100) days.

SECTION SIX: COMPENSATORY TIME

A. Loss of planning period time will be compensated at:

1. The prorated amount (figured in $\frac{1}{4}$ hour increments) of $\frac{1}{4}$ of the substitute teacher rate.
2. The prorated amount of the teacher's salary for a regular extra teaching assignment.
3. Teachers who substitute for any other teacher during planning time may elect compensatory time in lieu of financial compensation. Compensatory time may be accumulated at the rate of one (1) day of accumulated compensatory time for each full day substituted.

B. Compensatory time shall be subject to the following:

1. No teacher will receive compensation nor take a personal business day the day before and/or the day after a holiday or vacation period, unless specifically agreed upon by the Superintendent in advance or the request is for attending a child's school activity. Any request to attend a child's school activity will be done no less than two days prior to the day of the absence and will be taken in $\frac{1}{2}$ day increments. This will be capped six (6) employees unless a waived by the superintendent.
2. Compensatory time may be taken during the current school year, or it may be accumulated not to exceed two (2) days. Compensatory hours beyond the accumulated two (2) days shall be compensated before the end of the school year prorated at the per hour rate outlined in clause A-1 above. The teacher may elect to be paid for all compensatory time earned at the end of the school year.
3. Requests shall be made three (3) days before the desired compensatory day and be subject to the approval of the principal. The principal may deny a compensatory day due to a shortage of substitutes or excessive absenteeism on any given day.

C. Except for an emergency, substituting for another teacher during planning time shall be voluntary.

SECTION SEVEN:

The Superintendent shall determine the need for School Counselors to work beyond the regular school year. The rate of pay for each such day worked shall be a per diem rate equal to their daily rate earned during the regular school year.

SECTION EIGHT:

Teachers completing requirements for a change in degree status shall notify the Superintendent no later than ten (10) days following the start of the semester. It is the teacher's responsibility to file an up-to-date transcript or other supporting information with the Superintendent. The salary shall advance to the next step or scale and shall begin the semester following completion of requirements and upon proof submitted by the teacher.

ARTICLE 14 PAYROLL DEDUCTIONS

SECTION ONE:

A teacher shall give the Board a signed authorization to deduct amounts from their salary for any of the Board-approved purposes which one elects, e.g., insurance contributions, credit union.

SECTION TWO:

The basic compensation, plus additional compensation if any, of a teacher shall normally be paid in twenty-one (21) or twenty-six (26) substantially equal installments at the teacher's option, provided that the teacher must exercise such option each year by completing a form and submitting it to the Business Office on or no later than the first day of school. If a teacher fails to complete and submit such form in a timely manner, the twenty-six (26) pay option shall be deemed to have been selected. Teachers who select the twenty- six (26) pay option may receive their summer checks in a lump sum at the end of the school year providing they have given the Board a signed statement by May 15 requesting such payment.

ARTICLE 15 GRIEVANCE PROCEDURE

SECTION ONE:

A grievance shall be defined as an alleged violation or misapplication of any specific provision of this Agreement. If any such grievance arises, there shall be no stoppage or suspension of work because of such grievance, but such grievance shall be submitted to the following grievance and arbitration procedures.

Grievances timelines will be extended through holidays and breaks during the school year. Grievance timelines will be doubled during the summer break. Should both parties agree timelines may be extended, and grievances placed into abeyance at any stage of the grievance process beyond stage one (1).

SECTION TWO:

Nothing contained herein shall be construed to prevent any individual teacher or the Association from presenting a grievance and having the grievance adjusted without intervention of the Association if the adjustment is not inconsistent with the terms of this Agreement, provided that the Association has been given an opportunity to be present at such adjustment.

SECTION THREE:

The following matters shall not be the basis of any grievance filed under the procedure outlined in this Article:

- A. The termination of services or failure to reemploy any probationary teacher.
- B. Any claim or complaint for which there is another remedial procedure or forum established by law or by regulation having the force of law, including any matter subject to the procedures specified in the Michigan Teachers' Tenure Act.
- C. Assignments under supplementary contracts.

SECTION FOUR: PROCEDURES

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each step should be considered a maximum and every effort should be made to expedite the process. If appropriate action is not taken within the time limit specified, the grievance will be deemed settled based on the disposition at the preceding level unless extended by written mutual agreement.

Tentative Agreement

STEP ONE

Within five (5) days of the time a grievance occurs, the teacher will present the grievance to their principal during non-working hours with the objective of resolving the matter informally. Within five (5) days after presentation of a grievance, the principal shall give their answer orally to the teacher.

STEP TWO

If the grievance is not resolved at STEP ONE, the teacher must, within five (5) days of receipt of the principal's answer, submit to the principal a signed, written "Statement of Grievance." The "Statement of Grievance" shall (a) name the teacher involved, (b) state the facts giving rise to the grievance, (c) specify the section(s) of this Agreement alleged to be violated by appropriate reference, (d) state the contention of the teacher as to these provisions, (e) indicate the relief requested, and (f) be signed by the teacher involved. The principal shall give the teacher an answer in writing no later than five (5) days after receipt of the written grievance. If the resolution of a specific grievance affects other employees, the resolution will apply to all affected employees.

STEP THREE

If the grievance is not resolved at STEP TWO, it must be submitted within five (5) days to the Superintendent or designee, who shall meet with the aggrieved teacher (representative of

the Association if the teacher so desires) within a reasonable time, not to exceed 10 days, to attempt to resolve the matter. The Superintendent shall give the teacher an answer in writing no later than five (5) days after the conclusion of the meeting.

STEP FOUR

If the grievance disposition given at STEP THREE of the written procedure is not considered satisfactory, the grievance may be filed by the Association with the Secretary of the Board with a statement of reasons why it is being pursued within ten (10) days following the date of the disposition in STEP THREE.

STEP FIVE

The Board shall hear the grievance at the next regularly scheduled Board Meeting provided there is a minimum of ten (10) days to prepare for the hearing. If the Board hearing falls within the "summer months," the Board and the Association shall mutually agree upon a satisfactory date. At the Board hearing, the Board may assign an ad-hoc committee to meet with the Association at a mutually agreeable date and time.

STEP SIX

If the Association is not satisfied with the Board's decision, the parties shall pursue mediation through the Michigan Employment Relations Commission. If the parties are not able to reach an agreement through the mediation process, then the matter can be submitted to arbitration.

The grievance may then be submitted for arbitration by written notice by the Association to the Board and the American Arbitration Association within ten (10) days after the conclusion of the mediation process.

- A. The arbitrator shall be selected in accordance with the rules of the American Arbitration Association, which rules shall govern the arbitration proceedings.
- B. The power of the arbitrator shall be limited to the interpretation or application of the express terms of this Agreement, and they shall have no power to alter, add to, or subtract from the terms of this Agreement as written. The arbitrator's decision shall be final and binding on the Association, its bargaining unit employees, the teacher(s) involved, and the Board. The arbitrator shall have no authority to decide any grievance which encompasses a prohibited bargaining subject. The arbitrator's decision shall conform with the Michigan Uniform Arbitration Act. MCL 691.1681, *et seq.*
- C. The fees and expenses of the arbitrator shall be paid by the losing party of the grievance.
- D. All arbitration hearings will be held at District facilities or via online platforms.

ARTICLE 16 MISCELLANEOUS PROVISIONS

SECTION ONE:

This Agreement shall supersede any rules, regulations or practices of the Board and the Association which shall be contrary to or inconsistent with its terms.

SECTION TWO:

Electronic copies of this Agreement shall be provided to all teaching staff.

SECTION THREE:

Supervision by a teacher of a student teacher shall be voluntary.

SECTION FOUR: Student Records

- A. Teachers will record absences accurately within the first ten (10) minutes of each scheduled class at the middle school and high school. Teachers at the elementary school will record absences accurately at the beginning of each morning and afternoon (defined by principal)
- B. Teachers will update their grade book weekly with student assignments. Each building principal will determine when grades are due to be updated each week.

SECTION FIVE:

The parties recognize that optimum school facilities for both student and teacher are desirable to ensure the high quality of education that is the goal of both the Board and the Association. It is also acknowledged that the primary duty and responsibility of the teacher is to teach, and that the organization of the school and the school day should be directed toward insuring that the energy of the teacher is primarily utilized to this end.

SECTION SIX:

All classrooms, halls, lavatories, and lunchrooms shall be kept in clean and sanitary conditions. These areas will be kept stocked with normal supplies.

SECTION SEVEN:

The Board may require a teacher to receive a physical and/or mental examination upon initial employment and, for reasonable cause, may also require an experienced teacher to receive a physical and/or mental examination:

- A. To determine the existence of any conditions which might impair the ability of the teacher to properly discharge the teacher's professional duties.
- B. To determine the existence of any condition which might be detrimental to the health or safety of the students or other persons. Any such requirements by the Board directed to a teacher in the employment of the Board shall be in writing and include a statement of the rationale.
- C. If the Board shall require a medical examination, it shall pay the cost thereof provided that the examining physician and/or medical facilities are satisfactory to the Board.

SECTION EIGHT:

Any written notice pursuant to this Agreement shall be deemed to have been received five (5) days following its deposit in the United States Mail, postage prepaid, when addressed as follows:

- A. Board Office of the Superintendent
Union City Community Schools
430 St. Joseph St.
Union City, MI 49094
- B. MEA UniServ Director
Michigan Education Association
77 S. 20th Street, Suite 101
Battle Creek, MI 49015
- C. UCEA President, UCEA
Union City Community Schools
430 St. Joseph St.
Union City, MI 49094
- D. Teacher: As set forth in the records of the Board or to such other
address as a party, the Association or a teacher shall
furnish in writing.

SECTION NINE:

Teachers will have keys that allow them access to the entrance of their assigned building. They will also have keys that provide them access to their primary work area.

SECTION TEN:

An emergency manager appointed under the Local Financial Stability and Choice Act, MCL 141.541 *et seq.* may reject, modify, or terminate this Agreement as provided in that Act.

SECTION ELEVEN:

No teacher shall be required to administer prescription drugs or to provide school health services for a student except in an emergency situation.

Tentative Agreement

DURATION OF AGREEMENT

THIS AGREEMENT shall become effective July 1, 2025, and continue in effect through June 30, 2028. The parties agree to re-open this Agreement for wages calendar only for 2027-28. Agreements in that year will be memorialized as Letters of Agreement to be ratified by both the District and the Association.

ck

For the District:

Superintendent Chris Katz

Date

Union City Community Schools

Tentative Agreement

For the Association:

President Emily Dibert

Date

Union City Education Association/MEA/NEA

SCHEDULE "A" SALARY SCHEDULE

2025-2026 Salary Schedule

	BA	BA+18	MA
1	45,077	46,913	49,104
2	46,879	48,790	51,300
3	48,686	50,672	53,496
4	50,488	52,553	55,693
5	52,293	54,434	57,890
6	54,095	56,311	60,088
7	55,901	58,191	62,284
8	57,706	60,072	64,481
9	59,509	61,953	66,677
10	61,313	63,835	68,872
11	63,115	65,711	71,070
12	64,922	67,593	72,852
13	67,058	69,809	75,798
14	69,058	71,809	77,798

LONGEVITY

Longevity shall be defined as years of service to Union City Community Schools. The seniority list as described in Article 8 of this Agreement shall be used to determine longevity. Longevity compensation is as follows.

Teachers in years of service 14 through 17 years shall receive an additional \$3,000.

Teachers in years of service 18 through 22 shall receive an additional \$3,750.

Teachers in years of service 23 and beyond shall receive an additional \$4,500.

SCHEDULE "A" SALARY SCHEDULE

2026-2027 Salary Schedule

	BA	BA+18	MA
1	46,204	48,085	50,332
2	48,051	50,010	52,583
3	49,903	51,939	54,833
4	51,750	53,867	57,085
5	53,600	55,795	59,337
6	55,447	57,719	61,590
7	57,299	59,646	63,842
8	59,149	61,574	66,093
9	60,997	63,502	68,344
10	62,846	65,431	70,594
11	64,693	67,354	72,847
12	66,545	69,283	74,673
13	68,735	71,554	77,693
14	70,785	73,604	79,743

LONGEVITY

Longevity shall be defined as years of service to Union City Community Schools. The seniority list as described in Article 8 of this Agreement shall be used to determine longevity. Longevity compensation is as follows.

Teachers in years of service 14 through 17 shall receive an additional \$3,500.

Teachers in years of service 18 through 22 shall receive an additional \$4,250.

Teachers in years of service 23 and beyond shall receive an additional \$5,000.

SCHEDULE "A" SALARY SCHEDULE

2027-2028 Salary Schedule

To be determined - Negotiations taking place during the 2026-27 school year.

Tentative Agreement

SCHEDULE "B" SUPPLEMENTAL COMPENSATION SCHEDULE: GENERAL

Compensation for Extra Duties shall be based on the first step of the B.A. Salary Schedule.

HIGH SCHOOL Percentage of B.A. Schedule

1.	Instrumental Music	12.0+
2.	Flag Corps	3.0
3.	National Honor Society	2.5
4.	Student Council	4.0
5.	9-10th Class Advisor	3.0
6.	11-12th Class Advisor	4.0
7.	Quiz Bowl	1.0
8.	Yearbook	4.0+
9.	Youth in Government Advisor	3.0
10.	Counselor	12.0+
11.	Performance Arts Director	12.0
12.	School Approved Club Advisor	1.0
13.	Special Education Teacher	10.0*

MIDDLE SCHOOL

1.	Yearbook	4.0
2.	Quiz Bowl	1.0
3.	Student Activities Advisor	3.0
4.	Youth in Government Advisor	3.0
5.	Counselor	9.0+
6.	Special Education Teacher	10.0*

ELEMENTARY SCHOOL

1.	Safety Patrol	2.0
2.	Vocal Music	3.0+
3.	Counselor	9.0+
4.	Special Education Teacher	10.0*

* Special Education Teacher Compensation under this schedule shall be paid only to the extent reimbursed by the Calhoun Intermediate School District.

+ The steps for these instructional positions will be determined by years of experience. The steps of experience will be capped at step three (3).

SCHEDULE "B" SUPPLEMENTAL COMPENSATION SCHEDULE: ATHLETICS

Compensation for Athletics shall be based on the B.A. Salary Schedule. The step will be determined by the number of years of continuous experience in that sport at Union City, except that additional steps may be granted for previous experience by the Superintendent. The steps of experience will be capped at step seven (7). Provided that the employee has furnished the district with all pertinent paperwork and the district shall provide a contract with the following: Sport, Compensation, the two (2) dates of equal payment no later than two (2) weeks of the season's start.

HIGH SCHOOL	Percentage of B.A. Schedule
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Football

Head Coach Varsity	13.5
Junior Varsity	9.5
Assistant Varsity	9.5
Assistant Varsity	9.5
Assistant Junior Varsity	9.5
Assistant Junior Varsity	9.5

Basketball

Head Coach Varsity (Boys)	13.5
Junior Varsity (Boys)	9.5
Head Coach Varsity (Girls)	13.5
Junior Varsity (Girls)	9.5

Cheerleading

Competitive Cheer	7.5
Football Sideline	3.0
Basketball Sideline	2.5

Wrestling

Head Coach Varsity	13.5
Assistant Coach Varsity	9.5

Volleyball

Head Coach Varsity	13.5
Junior Coach Varsity	9.5

Track

Head Coach Varsity (Boys)	13.5
Head Coach Varsity (Girls)	13.5
Assistant (Boys)	9.5
Assistant (Girls)	9.5

Baseball

Head Varsity	13.5
Junior Varsity	9.5

Softball

Head Varsity	13.5
Junior Varsity	9.5

Cross Country

Golf	Head Varsity	13.5
	Head Varsity	13.5

MIDDLE SCHOOL

Percentage of B.A. Schedule

Head Coaches	7.5
Assistant Coaches (football only)	4.5

The aforesaid Supplemental Compensation Schedule shall be subject to the following terms and conditions:

- A. All positions listed in Schedule "B" may not be filled each work year.**
- B. Assignment of individual teachers to supplemental duties is discretionary with the Board and subject to renewal each year. All coaching positions shall be posted each year.
- C. The Board agrees to give full and equal consideration to present bargaining unit members in all coaching vacancies covered by this Agreement in which they have expressed an interest. Vacancies shall be filled with the "preferred candidate for the job" based on qualifications, relevant experience and the competency of the applicant. Coaches will be compensated if the season is cancelled prior to the beginning of the season due to a pandemic, government shutdown, or local health emergency, provided the coach presents information of significant planning or startup activities in preparation for the season. The percentage of compensation will be determined by the District. The percentage of compensation will be discussed between the Association and the District.
- D. All persons engaged in coaching activities under Schedule "B" must have Michigan High School Athletic Association (MHSAA) "PACE" certification, successful completion of levels one and two of the Coaches advancement Program, or comparable training dealing with injury treatment, intervention, rehabilitation, prevention and conditioning, before undertaking their coaching responsibilities; however a person new to coaching may obtain such certification during their first year of coaching.
- E. The Board has the right to establish additional positions and issue payment on supplementary contracts for such positions during the term of this Agreement.
- F. The Athletic Director will evaluate each Coach annually. Each written evaluation of a Coach's job performance shall be based on at least an accumulated total of thirty (30) minutes of observation.
- G. Following each written evaluation, the Athletic Director and Coach will schedule and hold an evaluation conference. The evaluation shall be signed by both the Coach and the Athletic Director.
- H. Teaching staff will be provided season family passes for all home athletic events. The Pass is non-transferable.

SCHEDULE "C" FRINGE BENEFITS

A. The District, for a twelve-month period (September 1 – August 31) during each year of this Agreement, shall make premium contributions not to exceed the "hard cap" limitations established by the Publicly Funded Health Insurance Contribution Act, MCL 15.561 *et seq.*, on behalf of employees (and eligible dependents) for one of the following option packages. The employee shall elect one of the following option packages (Family, Two-Person, Individual, or Plan B) during open enrollment (or upon hire, as allowed by the carrier). The cost above the hard cap for each plan will not be smoothed across employees. Differing plan costs above the hard cap will be the responsibility of the respective member taking that insurance plan. The decision shall be irrevocable for that school year unless compelling family change necessitates change. The election shall be made in conjunction with the Section 125 Plan developed and administered by the District. If a teacher leaves before the end of the school year, the insurance will end at the end of the month when the employee resigns.

B. Plan A (employee plan including health insurance).

The following insurance plan will be provided to full-time employees (and their eligible dependents) who have a need for health insurance.

1. Health -SIMPLY BLUE PPO/HAS RX \$3250/\$6450 Deductible

- a. deductibles: (Reimbursed By District)
- b. \$20 co-pay on all prescription drugs.

2. Dental Self-Funded 100/80/80/80
\$1,500 Annual Maximum, \$1,500 Orthodontic Lifetime Cap.

3. Vision Self-Funded \$130 Frame Maximum

4. Negotiated Life \$50,000

5. Long Term Disability 90 Day CDMF at 66 2/3rds, \$6,500 Mo. Cap

C. Plan B (employee plan when health insurance is not needed)

The following insurance plan will be provided to full-time employees (and their eligible dependents) who do not have need of health insurance.

1. Dental Self-Funded 100/80/80/80
\$1,500 Annual Maximum, \$1,500 Orthodontic Lifetime Cap.

2. Vision Self-Funded \$130 Frame Maximum

3. Negotiated Life \$50,000 (Teacher Only)

4. Long Term Disability 90 Day CDMF at 66 2/3rds, \$6,500 Mo. Cap

5. A cash stipend of \$240 each pay per contract year to bargaining unit employees electing to forego insurance coverage provided by the District. Married staff members are eligible for Cash in Lieu. The teacher can only receive cash in lieu of health insurance if the teacher voluntarily and in writing opts out of the available medical health care plan; and provides documentation to the Superintendent's designee that the teacher has other medical health care coverage that meets the minimum value and coverage requirements of the Patient Protection and Affordable Care Act (ACA.) These amounts will be paid in twenty-six (26) equal installments. By entering into a salary reduction agreement, the cash amount (less employee FICA and any applicable withholding) may, at the election of the teacher, be applied toward any nontaxable insurance option offered by the District pursuant to Section 125 of the Internal Revenue Code or applied all or in part to a tax-deferred annuity offered by the District pursuant to Section 403b, 457b, or other similar tax deferred option of the Internal Revenue Code. Any teacher who selects an option(s) with a cost more than the District's contribution will be required to provide the District with a written payroll deduction authorization for the excess to be eligible.
- D. Part time employees may elect to enroll in Plan A or Plan B above during the specified open enrollment period(s):
1. Plan A: Part-time employees will be eligible for the District premium contributions prorated per the participant's work schedule. The deductible will be pro-rated per the participant's work schedule. The participating employee will be responsible for payment of any additional premium amounts which may be payroll deducted. Any premium amounts not payroll deducted will be remitted by the teacher as a condition of continued participation and enrollment.
 2. Plan B: Part-time employees will be eligible for the District cash stipend or nontaxable insurance options as outlined above in Clause C prorated per the participant's work schedule.
- E. The employee's premium obligation for the insurance plan specified in Clause B of this Article shall be any amount above the "hard cap" amount limitation under the Publicly Funded Health Insurance Limitation Act, MCL 15.561, et. Seq. This obligation will be deducted in twenty-six (26) equal installments. Part time employees' premium obligation will be pro-rated per the participant's work schedule. All insurance premium obligations will be payroll deducted. All payments by the District for insurance coverage shall be paid directly to the appropriate carrier.
- F. Employees newly hired by the District shall be eligible for insurance coverage upon acceptance by the insurance carriers of the written application. Employees who are separating from the District before working their required number of contractual days or due to retirement will have their District paid premiums discontinued the first day of the month following the effective date of separation. All teachers who complete a full contractual year shall have medical and ancillary premiums paid on their behalf through August 31.

- G. The District agrees to make the premium contributions specified in this Article for the duration of this Agreement. Insurance benefits are provided in accordance with the underwriting rules and regulations set forth in the respective master contracts issued by the carriers to the Board. Disputes over policy coverage between the insurance carrier(s) and employees or their beneficiaries shall not be subject to the Grievance Procedure but shall be a matter solely between the employee and the insurance company.
- H. The Association will cooperate with the Board to discourage insurance coverage that will result in double coverage with no reasonable benefit to the insured.

Tentative Agreement

2025-26 Calendar

August (4)	14	Thu	New Teacher Orientation
	15	Fri	New Teacher Orientation
	18	Mon	Staff Day – Full Day
	19	Tue	Professional Development (Full Day PD)-6
	20	Wed	Professional Development (Full Day PD)-6
	21	Thu	Professional Development (12:00pm – 3:00pm) Meal provided by district Open Houses (ES 5:00-6:30, MS 5:30-7:00, HS 6:00-7:30)
	25	Mon	1st Day for Students
	29	Fri	No School
September (20)	1	Mon	No School (Labor Day)
	29	Mon	Professional Development (Full Day PD)-6
October (23)			
November (17)	6	Thu	1/2 Day Students PTC 12-3 PM PTC (ES 4:00-7:00, MS 4:30-7:30, HS 5:00-8:00)
	7	Fri	Professional Development (Full Day PD)-6
	21	Fri	End of First Trimester
	26	Wed	1/2 Day Students & Staff / Thanksgiving Break Begins
	27	Thu	No School - Thanksgiving Break
	28	Fri	No School - Thanksgiving Break
	19	Fri	1/2 Day Students & Staff / Christmas Break Begins
December (15)	19	Fri	1/2 Day Students & Staff / Christmas Break Begins
	19	Fri	1/2 Day Students & Staff / Christmas Break Begins
	19	Fri	1/2 Day Students & Staff / Christmas Break Begins
January (19)	5	Mon	School Resumes
	16	Fri	End of 1st Semester
	19	Mon	Professional Development/Staff Day PM (PD-3; Staff-3)
February (19)	16	Mon	Mid Winter Break/ No Students or Staff
March (19)	6	Fri	End of 2nd Trimester
	27	Fri	No School - Spring Break Begins
April (19)	6	Mon	School Resumes
May (20)	25	Mon	No School Memorial Day
June (4)	4	Thu	1/2 Day Students & Staff / End of year
-179 Student Days		-175 Full Days	
-4 Student Half Days		-30 Hours PD	

In lieu of formal spring conferences Teachers will make every possible effort to have direct, meaningful contact with student's parents/guardian early 2nd semester. ES teachers contact each student's parents/guardian, MS / HS divide student's parents/guardian by teams, as necessary.

A family / community connection event will be held second semester, 2 hours, planned by each building / Grade level.

2026-27 Calendar

August (4)	14	Fri	New Teacher Orientation
	17	Mon	Staff Day – Full Day
	18	Tue	Professional Development (Full Day PD)-6
	19	Wed	Professional Development (Full Day PD)-6
	20	Thu	Professional Development (12:00pm – 3:00pm) Meal provided by district Open Houses (ES 5:00-6:30, MS 5:30-7:00, HS 6:00-7:30)
	21	Fri	Professional Development (Full Day PD)-6
	26	Wed	1st Day for Students
September (20)	4	Fri	No School
	7	Mon	No School (Labor Day)
October (22)			
November (18)	5	Thu	1/2 Day Students PTC 12-3 PM PTC (ES 4:00-7:00, MS 4:30-7:30, HS 5:00-8:00)
	6	Fri	Professional Development (Full Day PD)-6
	20	Fri	End of First Trimester
	25	Wed	1/2 Day Students & Staff / Thanksgiving Break Begins
	26	Thu	No School - Thanksgiving Break
	27	Fri	No School - Thanksgiving Break
December (14)	18	Fri	1/2 Day Students & Staff / Christmas Break Begins
January (19)	4	Mon	School Resumes
	15	Fri	End of 1st Semester
	18	Mon	Professional Development/Staff Day PM (PD-3; Staff-3)
February (19)	15	Mon	Mid Winter Break/ No Students or Staff
March (19)	5	Fri	End of 2nd Trimester
	26	Fri	No School - Spring Break Begins
April (20)	5	Mon	School Resumes
May (20)	31	Mon	No School Memorial Day
June (4)	4	Fri	1/2 Day Students & Staff / End of year
-179 Student Days		-175 Full Days	
-4 Student Half Days		-30 Hours PD	

In lieu of formal spring conferences Teachers will make every possible effort to have direct, meaningful contact with student's parents/guardian early 2nd semester. ES teachers contact each student's parents/guardian, MS / HS divide student's parents/guardian by teams, as necessary.

A family / community connection event will be held second semester, 2 hours, planned by each building / Grade level.

2027-28 Calendar

To Be Determined – Negotiations taking place during the 2026-27 school year.

Tentative Agreement

Appendix A – Teacher Placement/Layoff/Recall/Evaluation

Decisions about placement, layoff/recall, and evaluation of a “teacher” under Revised School Code Section 1249, or who is assigned to students in any grades K to 12 as a teacher of record (Classroom Teacher) will be made as stated below. The parties agree that the procedures established in this Appendix constitute clear and transparent procedures as required under Revised School Code Section 1248.

1. Placement of Classroom Teachers

The Superintendent or designee decides placement decisions, when a vacancy exists, and when a posting is made. Consistent with Revised School Code Section 1248, classroom teacher placement decisions will be made by the Superintendent or designee in their discretion based on the following clear and transparent factors:

- A. Staffing the curriculum with the most effective and qualified Teachers to instruct the applicable courses, grades, and school schedule.
- B. Appropriate certification, approval, or authorization for all aspects of the assignment. The certification, approval, or authorization, as applicable, will be determined by the Revised School Code, MDE’s Teacher Certification Code, MDE’s Rules for Special Education Programs and Services, and other applicable statutes and regulations.
- C. Classroom Teacher placement decisions must be made based on effectiveness criteria established in Revised School Code Section 1249.
- D. Classroom Teachers must be fully qualified for all aspects of their assignments, as determined by the Board, based on documentation on file with the Superintendent’s office, including:
 - i. Compliance with applicable state or federal regulatory standards, including standards established as a condition to receipt of foundation, grant, or categorical funding;
 - ii. Credentials needed for District, school, or program accreditation;
 - iii. District-provided professional development, training, and academic preparation for an instructional assignment that is anticipated to contribute to the teacher’s effectiveness in that assignment and is integrated into instruction;
 - iv. Relevant special training, other than professional development or continuing education as required by state or federal law, and integration of that training into instruction in a meaningful way;
 - v. Length of service in a grade level(s) or subject area(s);
 - vi. Recency of relevant and comparable teaching assignments;
 - vii. Previous effectiveness ratings;

- viii. Attendance and punctuality;
 - ix. Rapport with colleagues, parents, and students;
 - x. Compliance with state and federal law; or
 - xi. Other non-arbitrary or capricious reasons.
- E. Length of service may be considered as a tiebreaker if a Classroom Teacher placement decision involves 2 or more teachers and all other factors distinguishing those teachers from each other are equal.
- F. If a teacher petitions for nullification of the teaching certificate or any endorsement, the teacher must promptly provide written notice of that petition to the Superintendent's office.
- G. The Superintendent or designee has discretion to involuntarily transfer a teacher into a position for which they are certified or qualified for a reason that is not arbitrary or capricious.

2. Layoff/Recall of Classroom Teachers

- A. Acting within the approved budget, the Superintendent is responsible for establishing the number and nature of teaching assignments to implement the approved curriculum. If the Superintendent determines that insufficient funds are budgeted for the existing Classroom Teaching staff or that a reduction in Classroom Teaching staff is necessary due to program, curricular, or other operational considerations, the Superintendent will recommend to the Board the Classroom Teaching positions to be reduced.
- B. Reduction in force and recall decisions must be made based on Classroom Teacher effectiveness criteria established in Revised School Code Section 1249 and this Appendix.
- C. Decisions about the reduction and recall of Classroom Teachers will be guided by the following criteria:
- i. Retaining the most effective Classroom Teachers who are certified (or otherwise approved or authorized) and qualified to instruct the courses within the curriculum, academic level(s), department(s), and school schedule(s). A probationary Classroom Teacher rated as "effective" (or highly effective) on the Classroom Teacher's most recent annual yearend performance evaluation is not subject to displacement by a tenured Classroom Teacher solely because the other Classroom Teacher is tenured under the Teachers' Tenure Act.
 - ii. Classroom Teachers must be properly certified, approved, or authorized for all aspects of their assignments. The Classroom Teacher's certification, authorization, or approval status will be determined by the Revised School Code, MDE's Teacher Certification Code, MDE's Rules for Special Education Programs and Services, and

other applicable statutes and regulations; and based on documentation on file with the Superintendent's office.

- iii. A Classroom Teacher must maintain valid certification, approval, or authorization, as applicable, and is responsible for filing a copy of the certificate, approval, or authorization with the Superintendent's office in compliance with Revised School Code Section 1532.
- iv. If a Classroom Teacher petitions for nullification of the teaching certificate or any endorsement, the teacher must promptly provide written notice of that petition to the Superintendent's office.

D. In addition, Classroom Teachers must be fully qualified for all aspects of their assignments, as determined by the Board, based on documentation on file with the Superintendent's office, including:

- i. Compliance with applicable state or federal regulatory standards, including standards established as a condition to receipt of foundation, grant, or categorical funding;
- ii. Credentials needed for District, school, or program accreditation;
- iii. District-provided professional development, training, and academic preparation for an instructional assignment that is anticipated to contribute to the Classroom Teacher's effectiveness in that assignment and is integrated into instruction;
- iv. Relevant special training, other than professional development or continuing education as required by state or federal law, and integration of that training into instruction in a meaningful way;
- v. Length of service in a grade level(s) or subject area(s);
- vi. Recency of relevant and comparable teaching assignments;
- vii. Previous effectiveness ratings;
- viii. Attendance and punctuality;
- ix. Rapport with colleagues, parents, and students;
- x. Compliance with state and federal law; or
- xi. Other non-arbitrary or capricious reasons.

E. Classroom Teachers must provide the District with current information and documentation supporting the Classroom Teacher's certification and qualifications.

- i. Reduction and recall decisions will be based on the classroom teacher's certification and qualifications in the District's records at the time of the decision.
 - ii. A laid off classroom teacher must maintain current contact information (address, phone, and email address) with the Superintendent's office.
 - iii. Failure to maintain current contact information may negatively affect the teacher's recall.
- F. Classroom Teacher reductions and recalls are by formal Board action.
- G. At least 5 work days before the Board authorizes a Classroom Teacher reduction, the Superintendent or designee will notify, in writing, the affected Classroom Teacher of an opportunity to respond, either in person or in writing, to the proposed reduction.
- H. The Superintendent or designee will provide written notice of reduction in force or recall decisions to each affected Classroom Teacher and Association.
- I. A Classroom Teacher's length of service with the District as a classroom teacher or tenure under the Teachers' Tenure Act will not be the sole factor in reduction in force and recall decisions.
- J. Classroom Teacher reduction in force decisions will be implemented by the following:
 - i. If 1 or more classroom teaching positions are to be reduced, the Superintendent will first identify the academic level(s) or department(s) affected by the reduction. Among those classroom teachers who are certified, approved, or authorized and qualified to instruct the remaining curriculum within the affected academic level(s) or department(s), selection of Classroom Teacher(s) for reduction in force will be based on the factors set forth in this Appendix.
 - ii. Classroom Teachers within the affected academic level(s) or department(s) who are certified and qualified for the remaining positions will be retained consistent with the factors set forth in this appendix.
 - iii. When a Classroom Teaching position is identified for reduction and there exists a concurrently vacant Classroom Teaching position for which the Classroom Teacher in the position to be reduced is both certified and qualified, and the Classroom Teacher has received an overall rating of at least effective on that Classroom Teacher's most recent year-end performance evaluation, that Classroom Teacher may be assigned to the vacant position consistent with this Appendix unless the Superintendent or designee determines that the District's educational interests are not furthered by that assignment.

- iv. If more than 1 Classroom Teacher whose position has been identified for reduction is certified and qualified for a concurrently vacant Classroom Teaching assignment, the Superintendent or designee will fill the vacancy consistent with this Appendix, unless the Superintendent determines that the District's educational interests would not be furthered by that assignment.
- v. If the reduction or recall decision involves more than 1 Classroom Teacher and all other factors distinguishing those teachers from each other are equal, seniority (as established by the most recent seniority list for the bargaining unit to which the teachers belong or, if none exists, the District's records) will determine preference for reduction or recall.
- vi. At least 30 calendar days' notice of board approval of reduction in force will be provided to the classroom teacher and Association before the actual reduction takes place, absent extenuating circumstances.

K. Classroom Teacher Recall Process

- i. A Classroom Teacher is eligible for recall under this Appendix for 18 months from the date the District implemented the reduction in force.
- ii. The Superintendent will first identify the academic level(s) or department(s) where a teaching vacancy exists.
- iii. Before or in lieu of initiating the recall of a laid-off Classroom Teacher, the Superintendent may reassign teachers to fill vacancies in accordance with this Appendix.
- iv. After or in lieu of any reassignment of existing teaching staff, the Superintendent may take either of the following actions to fill a vacancy:
 - a) Recall the laid-off Classroom Teacher who is certified and qualified for the vacancy, provided the Classroom Teacher was rated at least effective. If more than 1 laid-off classroom teacher is certified and qualified for recall to a vacant teaching assignment, the Superintendent or designee will fill the vacancy consistent with this Appendix; or
 - b) Post the vacancy and consider all applicants if the Superintendent determines that the District's educational interests would be served and no Classroom Teacher on layoff meets the certification and qualification requirements of the position.
- v. The Superintendent or designee will provide written notice of the Board's recall decision to any recalled Classroom Teachers and will

establish the time within which a Classroom Teacher must accept recall to preserve the Classroom Teacher's employment rights.

- vi. A laid-off classroom teacher who is offered an interview for a vacancy and who fails to appear at that interview forfeits all rights to recall and continued employment.
- vii. A laid-off classroom teacher who is recalled and fails to accept recall by the time designated in the recall notice, or who does not report for work by the deadline specified in the recall notice after filing a written acceptance of recall with the Superintendent, will forfeit all rights to recall and continued employment unless the Superintendent, in the Superintendent's sole discretion, has extended the time limit in writing.

3. Evaluation of Classroom Teachers.

Classroom Teachers will be evaluated pursuant to a performance evaluation system consistent with Revised School Code Section 1249 and the Teachers' Tenure Act. This performance evaluation system will include, as appropriate, the following:

- A. a year-end evaluation process that meets statutory standards;
- B. an evaluation tool that incorporates components required by law, including:
 - i. locally agreed-on student growth and assessment data or student learning objectives, as defined by Revised School Code Section 1249; and
 - ii. the Classroom Teacher's performance.
- C. an individualized development plan (IDP) with performance goals developed by the evaluator in consultation with the teacher and recommended training, coaching, professional development or resources designed to improve the teacher's effectiveness for:
 - i. all probationary teachers;
 - ii. Classroom Teachers rated developing, needs support; or
 - iii. at the evaluator's discretion when performance deficiencies are noted.
- D. classroom observations of at least 15 minutes each which include, at a minimum, a review of the Classroom Teacher's lesson plan, the state curriculum standard used in the lesson, and student engagement, with appropriate written feedback and a post-observation meeting between the Classroom Teacher and the school administrator conducting the observation to discuss those items;
- E. a mid-year progress report, if required by law, which aligns with the Classroom Teacher's individualized development plan, includes specific performance goals developed by the evaluator, and any recommended training, coaching, professional development, or resources identified by the evaluator;

- F. a year-end performance evaluation effectiveness rating, of effective, developing, or needing support;
- G. tenured Classroom Teachers rated as highly effective or effective on the 3 most recent consecutive year-end evaluations may be evaluated biennially, but if the Classroom Teacher is not rated as effective on one of the biennial year-end evaluations, the Classroom Teacher must receive year-end evaluations. If a Classroom Teacher on the biennial track is placed on an IDP or transfers to a new position, the Superintendent may choose to move the Classroom Teacher to annual evaluations;
- H. a mentor for Classroom Teachers rated developing or needing support or for Classroom Teachers as required by law;
- I. opportunity for a tenured Classroom Teacher rated needing support on a year-end evaluation to request a review consistent with Revised School Code Section 1249;
- J. a tool approved by MDE, a modified MDE tool, or a local evaluation tool if adopted in compliance with Revised School Code Section 1249 and corresponding regulations;
- K. website posting of required information for the evaluation tool;
- L. training on the evaluation tool for Classroom Teachers and evaluators as required by law.
- M. If a tenured Classroom Teacher is rated ineffective or needing support on 3 consecutive year-end evaluations, the Classroom Teacher shall be discharged consistent with due process. The District is not precluded from discharging a Classroom Teacher at other times as provided by the Teachers' Tenure Act.
- N. If a Classroom Teacher receives an unevaluated rating, the Classroom Teacher's rating from the school year immediately before the designation must be used.
- O. The evaluation tool to be used will be Danielson.
- P. Student growth data from specific students with extreme circumstances that prohibit an accurate measure of growth will not be included in a Teacher's student growth component if mutually agreed upon by the teacher and the building administrator.
- Q. A subcommittee will be formed by the District and the Association in order to update the metrics in the evaluation tool.
- R. A probationary Classroom Teacher cannot challenge any aspect of the negotiated evaluation process, including observations, the IDP, the mid-year performance review, or their assigned rating.

4. Grievance Procedure.

An alleged violation of this Appendix is not subject to arbitration in the grievance process. An Arbitrator, however, has jurisdiction to consider a grievance filed under

the Article 15 grievance process by a tenured Classroom Teacher with two (2) consecutive ratings of “needing support.”

Tentative Agreement

Appendix B – Staff Discipline

STAFF DISCIPLINE

Whenever it becomes necessary to discipline a member of the bargaining unit, the Superintendent shall utilize the following principles and procedures.

A teacher may only be discharged, demoted, or otherwise disciplined for a reason that is not arbitrary or capricious. In all instances, discipline, discharge, and demotion shall occur in accordance with the statutory requirements under the Teacher Tenure Act and the Revised School Code.

The administrator/Superintendent shall conduct an investigation of any alleged act or omission by a teacher that could result in disciplinary action. The teacher shall be provided with oral or written notice of the issue or incident being investigated.

The investigation shall include, at a minimum, interviews of appropriate persons and a meeting with the subject teacher and, if requested the teacher's designated representative (another member of the bargaining unit) to allow the teacher an opportunity to respond to the complaint. Prior notice of this meeting shall be provided to the teacher for any discipline that may result in a suspension or loss of pay. The meeting shall not proceed without the teacher's designated representative; however, the meeting shall not be unduly delayed to secure the attendance of the teacher's preferred representative. The District may substitute another representative from the bargaining unit to timely process the investigation.

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

Discipline may include, but is not limited to:

- A. written warning;
- B. written reprimand;
- C. suspension (paid or unpaid);
- D. discharge;
- E. financial penalty in accordance with Michigan law.

The District does not have to apply discipline in a progressive manner, but, rather, may impose discipline consistent with the seriousness of the teacher's conduct, as determined by the District. Additionally, nothing in this policy limits the District's right to take other appropriate action, such as placing a teacher on administrative leave during the pendency of an investigation or issuing a counseling memorandum, which is considered instructional, not disciplinary.

If it appears that disciplinary action beyond written reprimand may be necessary, the administrator should contact the Superintendent to discuss the disciplinary action that is to be taken.

Any disciplinary action that is not subject to Board review, as described below, may be submitted to the Superintendent for review within five (5) work days of the teacher's receipt of the written confirmation. The Superintendent is not required to conduct an independent investigation. The Superintendent shall meet with the administrator who issued the discipline and with the teacher and the teacher's designated representative, if requested. The Superintendent may affirm, revise, or reject any disciplinary action taken against a teacher and the Superintendent's decision is final.

The administrator's decision to impose any disciplinary action that is not subject to Board review, as described below, is final. The following disciplinary actions may only be imposed by the Board in adherence with the requirements of the Teacher Tenure Act:

- A. discharge of a tenured or probationary teacher;
- B. demotion of a tenured teacher (which includes suspension for fifteen (15) or more consecutive days without pay or a reduction in compensation by more than the equivalent of thirty (30) days compensation in one (1) school year);
- C. non-renewal of a probationary teacher.

Tentative Agreement

From: noreply@mhsaa.com
Subject: MHSAA Update- June 17
Date: June 17, 2025 at 3:26 PM
To: Chris Katz ckatz@unioncityschools.org



Dear MHSAA Member School Administrators,

This email reminds you that Public Act 37 of 2024 will take effect beginning with the 2025-26 school year (August 1) and includes a new requirement for all high school coaches to have current CPR certification and training in the use of an AED (Automated External Defibrillator).

The longstanding MHSAA rule required current CPR certification for all head coaches at the high school and middle school levels. PA 37 now includes all high school coaches (head coach, assistant coach, paid or volunteer coach) in this CPR and AED requirement. The new law does not change the CPR requirement for middle schools, as it remains for head coaches only.

The certification must be obtained through a provider or program approved by the Michigan Department of Education. A list of approved MDE providers can be found at this link:

<https://www.michigan.gov/mde/services/ed-serv/ed-cert/cert-guidance/becoming-a-teacher/cpr-first-aid>

As we shared during last fall's Update Meeting tour, a package of bills was signed into law by elected leaders at the 2024 NFL Draft in Detroit. The details and specific requirements of this legislation have been a work in progress over the past several months. The MHSAA continues to advocate for additional state government funding for AEDs, but the current state budget process is moving more slowly than usual for the upcoming fiscal year. Our staff will continue to keep all member school leaders posted on developments in this area.

We encourage all member schools to:

- Communicate this new requirement to all high school coaches (head coaches, assistant coaches, paid and volunteer) now.
- Identify approved CPR/AED training opportunities that meet the MDE standards.
- Monitor and document high school coach certification status to ensure compliance.

Please know that high schools will attest to the MHSAA each season that all high school coaches are meeting this requirement.

Please contact the MHSAA with any questions or concerns.

Thank you.

MARK UYL
Executive Director
Michigan High School Athletic Association
517-332-5046
www.MHSAA.com



WILLIS & JURASEK

CPAS AND CONSULTANTS

June 1, 2025

Board of Education
Union City Community Schools
430 Saint Joseph St.
Union City, MI 49094

We are engaged to audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Union City Community Schools for the year ended June 30, 2025. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards, Government Auditing Standards and the Uniform Guidance

As stated in our engagement letter dated June 1, 2025, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider Union City Community Schools' internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether Union City Community Schools' financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also, in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about Union City Community Schools' compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on Union City Community Schools' compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on Union City Community Schools' compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Management's Discussion and Analysis, Budgetary Comparison Information, and Pension and OPEB RSI, which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on Combining Fund Statements, which accompany the financial statements but are not RSI. We have also been engaged to report on the Schedule of Expenditures of Federal Awards which is not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including the system of internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risks of material misstatement as part of our auditing planning:

- According to Generally Accepted Auditing Standards (GAAS), significant risks include management override of controls.
- GAAS presumes that revenue recognition is a significant risk.

We expect to begin our audit on approximately July 28, 2025 and issue our report prior to November 1, 2025. Nancy Barton, CPA is the engagement manager and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Board of Education and management of Union City Community Schools and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Willis and Jurasek, P.C.

Willis and Jurasek, P.C.