

Memorandum of Understanding

Lansing School District -and- Lansing Association of Educational Secretaries (LAES)

The above parties agree to the following provisions pursuant to the contract re-opener for the 2016-2017 and 2017-2018 school years.

1) **Wages** – All bargaining unit members will receive an aggregated on schedule wage increase equal to 1% of the bargaining unit wages for the 2016-2017 school year, effective July 1, 2016. This amount is equal to \$430 for each bargaining unit member. There shall be no wage increase for the 2017-2018 school year.

2) **Furlough Days** – There will be no furlough days for bargaining unit members for the 2016-2017 and 2017-2018 school years.

3) **Snow days** – The parties agree to amend Article 19.02 as follows:

On days when schools must be closed because of inclement weather, unless instructed otherwise through a public announcement, all secretaries shall report to assigned stations at the regular time or as soon thereafter as safe travel conditions will permit. **The District will notify secretaries by 11:30 am if the weather conditions are too severe for them to report. If secretaries are so notified, they will be paid for the day without having to use any leave time.**

If secretaries are not notified that weather conditions are too severe to report, secretaries who report to work before 12:00 noon will be paid for a full day. Secretaries who are unable to report to work by noon shall notify their immediate supervisor at the earliest practicable time. When a secretary is unable to report to work before noon due to inclement weather school closure, one-half day shall be deducted from his or her sick leave **or vacation leave** to receive full compensation for the entire day.

4) **Attendance Incentive** – Bargaining unit members will be eligible for a \$100 stipend if they have less than eight (8) absences during the school year. Excluded from the definition of absences are: Jury Duty/Subpoena, Vacation days used where no students are attending classes, Administrative Leave where no discipline is issued, and FMLA leave. All other absences count toward the less than eight day eligibility.

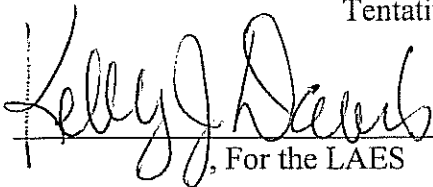
This stipend shall be paid in the bargaining unit members' July 1 paycheck.

- 5) **District Student Incentive** – Any bargaining unit member who enrolls and send their child or children for a full school year to any Lansing Public School shall receive a \$500 annual stipend.

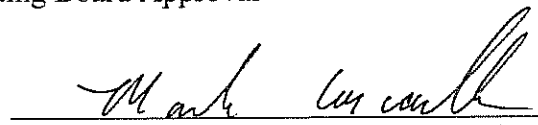
This stipend shall be paid in the bargaining unit members' July 1 paycheck.

- 6) **Health Insurance** – The District will revise the “hard cap” rates that it pays for health insurance effective October 2016. For the 2017-18 school year, the parties agree to re-open the Collective Bargaining Agreement to bargain health insurance benefits only if the District realizes any savings from LAES membership for the cost of health care insurance benefit for 2016-2017 based on data expected to be available January 2017.
- 7) **Health Insurance** – The bargaining unit reserves the right to change its current health insurance provider provided it notifies the District by August 31, 2016.
- 8) **Probationary Period** – The parties agree to amend the probationary period for internal applicants in the parties' memorandum of understanding from “20 work weeks” to “20 work days.”

Tentative Agreement Pending Board Approval



, For the LAES



, For the Lansing School District

DATE: 8/12/16

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