

**LETTER OF AGREEMENT #8  
BETWEEN  
GRAND LEDGE PUBLIC SCHOOLS  
AND  
EATON COUNTY EDUCATION ASSOCIATION/  
GRAND LEDGE EDUCATION ASSOCIATION, MEA/NEA**

**Re: Teacher Placement and Decisions on Layoff, Recall, Hiring, and Position Elimination**

1. This Letter of Agreement is developed, approved and executed between the Grand Ledge Public Schools Board of Education (the “District”) and the Eaton County Education Association/Grand Ledge Education Association, MEA/NEA (the “Association”) to agree on terms and conditions of evaluation of teachers.
2. Seniority - Change “Date of Hire” in seniority section to “Seniority Date of Hire”. Beginning September 1, 2024, “Seniority Date of Hire” will be determined by the date when the teacher signs their letter of intent with the District. Any ties on “Seniority Date of Hire” will be broken by a draw process. The draw process will be conducted at a mutually agreed upon time and place for the District and the Association.

**Vacancies:**

3. The District and Association agree that the goal is to employ the best qualified individual for any District vacancy at any level. Vacancies shall be announced, and all members of the professional staff shall be eligible for consideration for any District vacancy, providing they are properly qualified.
4. A vacancy is an unassigned, open position OR a newly created position within the bargaining unit, which the district intends to fill. Departments or grade levels within a building may restructure positions before a vacancy is created. Restructuring of a department or grade level will be done in collaboration with the building principal, the department chair or grade level lead (or special education lead), and the department or grade level members to determine what position will be posted. Building administrators are responsible for building the master schedule and determining vacancies.
5. When posting a position, the District will provide the information via email to certified staff with a job description. Vacancies will be posted for five (5) days internally. This may occur concurrently with external postings. After August 15, the posting timeline will be shortened to three (3) days; the posting timeline returns to five (5) days beginning October 1. Within 15 regular days of the first student day, all positions will be posted simultaneously internally and externally, and all candidates will be considered at the same time.
6. Internal candidates will be awarded the position, as long as they are qualified, prior to considering external candidates. Qualified is determined using the following criteria:
  - The effectiveness of teachers as measured under the District’s performance evaluation system developed under Section 1249 of the School Code, or as otherwise collectively bargained, must be used as a factor for personnel decisions.
  - The teacher's length of service in a grade level or subject area.
  - The teacher's disciplinary record.

- Relevant special training. This factor may be based on completion of relevant training, other than the professional development or continuing education, which is required by the employer or by State law, and the integration of that training into instruction in a meaningful way.
- Evidence of student growth, which shall be the predominant factor in assessing an employee's individual performance.
- The teacher's demonstrated pedagogical skills, including at least a special determination concerning the teacher's knowledge of the teacher's subject area and the ability to impart that knowledge through planning, delivering rigorous content, checking for and building higher-level understanding, differentiating and managing a classroom; and consistent preparation to maximize instructional time.
- The teacher's management of the classroom, manner and efficacy of disciplining students, rapport with parents and other teachers, and ability to withstand the strain of teaching.
- When all criteria listed above are considered equal amongst the potentially affected teachers, the position will be awarded to the teacher with the most seniority.

From August 15 through the end of the school year, internal movement can be postponed by the administration for up to 30 calendar days, unless both the teacher and administrator agree otherwise.

Internal candidates will be awarded the position, as long as they are qualified, after the internal candidate interviews with the receiving building administrator.

Human Resources must consent to allow internal candidates with a minimally effective, developing, ineffective, or needs support rating on their most recent evaluation to be awarded a vacancy within the District.

A qualified teacher on a performance-related Individual Development Plan (IDP) may only be awarded a transfer between buildings with the consent of both building principals and Human Resources.

7. External candidates must be interviewed by a committee that includes a building administrator and teachers relevant to the grade level, subject, and/or department. The building administrator will take the committee's recommendation into account when choosing a candidate for the vacancy. Human Resources may be involved as well.
8. Involuntary transfers may be made for a reason that is not arbitrary or capricious.

### **Staff Reduction/Layoff/Recall:**

9. The District and Association agree that the goal is that all personnel decisions shall be based on retaining effective teachers in situations involving a staffing or program reduction or any other personnel decision resulting in the elimination of a position, as well as for hiring after such reductions/position eliminations or recall to vacant positions. The District shall not utilize length of service as the sole factor in personnel decisions.

This shall not operate or be applied to retain or recall a teacher whose most recent performance evaluation contains an overall rating of minimally effective, developing, ineffective, or needing support in preference to any properly certified and qualified teacher with a higher effectiveness rating as reflected in that teacher's most recent performance evaluation. This also shall not operate or be applied to retain or recall a probationary teacher who has received a rating of either minimally effective, developing, ineffective, or needing support, in preference to any properly certified and qualified teacher

with a higher effectiveness rating. A probationary teacher who is rated as effective is not subject to displacement under this policy by a tenured teacher solely because the other teacher has attained tenure under the Teachers' Tenure Act.

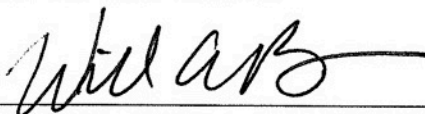
The following criteria shall be used for personnel decisions in relation to staff reductions, layoffs, and recalls:

- The effectiveness of teachers as measured under the District's performance evaluation system developed under Section 1249 of the School Code, or as otherwise collectively bargained, must be used as a factor for personnel decisions.
- The teacher's length of service in a grade level or subject area.
- The teacher's disciplinary record.
- Relevant special training. This factor may be based on completion of relevant training, other than the professional development or continuing education, which is required by the employer or by State law, and the integration of that training into instruction in a meaningful way.
- Evidence of student growth, which shall be the predominant factor in assessing an employee's individual performance.
- The teacher's demonstrated pedagogical skills, including at least a special determination concerning the teacher's knowledge of the teacher's subject area and the ability to impart that knowledge through planning, delivering rigorous content, checking for and building higher-level understanding, differentiating and managing a classroom; and consistent preparation to maximize instructional time.
- The teacher's management of the classroom, manner and efficacy of disciplining students, rapport with parents and other teachers, and ability to withstand the strain of teaching.
- When all criteria listed above are considered equal amongst the potentially affected teachers, the position will be awarded to the teacher with the most seniority.

10. Staff laid off in the last two years will be recalled to a vacancy before external candidates are considered using the above criteria.

11. This letter of agreement shall become effective upon the execution by the District and the Association. It is expressly understood and agreed that this Letter of Agreement does not establish a binding working condition, or obligation of either party after June 30, 2028 at its term shall expire on that date.

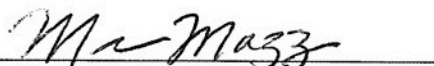
**GRAND LEDGE PUBLIC SCHOOLS  
BOARD OF EDUCATION**

By: 

Its: Superintendent

Date: 10/15/24

**EATON COUNTY EDUCATION  
ASSOCIATION/GRAND LEDGE  
EDUCATION ASSOCIATION**

By: 

Its: President

Date: 10/15/24