

LETTER OF UNDERSTANDING

between the

Three Rivers Community Schools

And

Service Employees International Union, Local 517M

Both parties mutually agree that the following language was inadvertently left out of the 2024-2027 Collective Bargaining Agreement upon construction of the successor agreement. This LOA will serve until which time a new successor agreement is established, and the language can be incorporated back into the Collective Bargaining Agreement document.

Section 4. Vacation Pay.

- A. Employees will be entitled to vacation pay only for the time during continuous employment for which they were scheduled full-time. Employees entitled to vacation pay will be paid according to the following schedule:
 - 1. After two (2) years of continuous service, an employee shall accrue one half (1/2) day of vacation pay for each month worked during a fiscal year not to exceed five (5) days.
 - 2. After eight (8) years of continuous service, an employee shall accrue one (1) day of vacation pay for each month worked during a fiscal year not to exceed ten (10) days.
- B. Vacation allowances are figured from the date of initial hire if the employee was hired full-time or from the date the employee becomes full-time. An employee who reaches two (2) years of service from the beginning of the school year through the end of February will have his/her vacation time front loaded at the beginning of that school year.

If the employee reaches his/her two (2) years of service from March-end of the school year, his/her vacation will be front loaded at the beginning of the following school year.
- C. Employees shall not be entitled to vacation leave for any reason during scheduled workdays.
- D. All accrued vacation pay will be paid to the employee by the Employer when employment is terminated for any reason other than discharge for cause.

Section 5. Association Days. The Employer agrees to grant twenty (20) hours of in-services which may be used in accordance with the following guidelines, namely:

- A. Attendance at meetings of the Service Employees International Union for the purpose of conducting official S.E.I.U. business, including conventions, workshops, schools, and other similar activities related to the representation of the employees covered by this Agreement.
- B. Not more than one (1) employee from a building may be granted an in-services day leave at a time.
- C. In-services day leaves shall not materially interfere with the normal operations of the Employer or with the discharge of the employee's duties.

- D. A request for an in-services leave day shall be made in writing not less than five (5) working days prior to the leave.
- E. Use of an in-services day leave shall not disqualify an employee from receiving an attendance incentive bonus.
- F. The Association shall reimburse the District those sums paid to the Michigan Public School Employees Retirement Board on the employee's behalf for the released time compensation.

Nikki Nash

Nikki Nash, Superintendent

7-14-25

Date

Nichole Sturwold

Nichole Sturwold, Unit President

7-16-25

Date

Christine Stressman

Christine Stressman, Sr. Labor Relations Spec.

7-18-25

Date