

**LETTER OF AGREEMENT #9
BETWEEN
GRAND LEDGE PUBLIC SCHOOLS
AND
EATON COUNTY EDUCATION ASSOCIATION/
GRAND LEDGE EDUCATION ASSOCIATION, MEA/NEA**

Re: Teacher Calendar for 2025-2026

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 the teacher calendar for the 2025-2026 school year.

2. Replace all of 3.7.I.a with the following:

Kindergarten Launch will be led by a Superintendent designee, and a committee of Elementary Principals and Kindergarten Grade Level Teacher Leaders will advise the Superintendent designee. The Superintendent designee will schedule the first advisory committee meeting to happen before March 15. The committee will make a recommendation about hours for paid planning time. Kindergarten Launch will be designed to provide an opportunity for staff and incoming kindergarten students to interact in a meaningful way before the first student day of the school year, and the kindergarten open house may be on a different day than the other grade levels. The dates and times for the Kindergarten Launch sessions and kindergarten open houses will be added to the school calendar no later than April 30. Teachers may count time spent outside of contractual hours related to Kindergarten Launch as Flex Time.

3. Replace all of 3.7.K with the following:

K. Calendar Guidelines - Parent-Teacher Conferences

a. There will be two three-hour sessions and one two-hour session per conference period. Compensatory time will be scheduled as designated on the school calendar for evening conferences.

b. Elementary School (K-4) and Early Childhood Special Education (ECSE):
Elementary and ECSE conferences will typically be held over the two weeks following the end of the first and second trimesters, however the parties may agree to adjust the scheduling of these conferences depending on the timing of Thanksgiving in relation to the end of the first trimester. The two three-hour sessions will be held in person. The one two-hour session will be held virtually.

c. Intermediate School (5-6):
Intermediate school conferences will be held over the two weeks prior to the end of the first and second trimesters. The first three-hour session of a conference period will be in-person conferences, and the second session will be virtual. The two-hour session will be in-person conferences.

d. Middle School (7-8):
Middle school conferences will be held over the two weeks prior to the end of the first and second trimesters. The first three-hour session of a conference period will be

in-person conferences, and the second session will be virtual. Teachers must be in their building for the two-hour session of a conference period, and it will begin with one hour of virtual conferences and conclude with a one-hour period of in-person conferences.

- e. High School (9-12):
High school conferences will be held over the two weeks at the midpoint of the first and second trimesters. The first three-hour session of a conference period will be in-person conferences, and the second session will be virtual. Teachers must be in their building for the two-hour session of a conference period, and it will begin with one hour of virtual conferences and conclude with a one-hour period of in-person conferences.
- f. If a teacher is absent when parent–teacher conferences are held, the teacher will be responsible for rescheduling an opportunity for parents/guardians to conference with the teacher. This rescheduled opportunity shall take place within five (5) school days of the teacher’s return to work after the absence and shall be confirmed, in writing, by the teacher to the parents/guardians and the teacher’s building principal. The rescheduled parent-teacher conference opportunity shall take place after the teacher work day.

If a teacher does not comply with the above requirement, he/she/they shall be charged one-half (1/2) of one sick leave day for each three (3) hour segment of parent-teacher conferences that are not rescheduled. If the teacher has exhausted sick leave, the charged time shall be docked from the teacher’s salary. The requirement of rescheduling parent-teacher conferences shall not apply to those teachers who are on an extended leave of absence where a substitute teacher has been given the responsibility for conducting the parent-teacher conferences.

- 4. Add the 2025-2026 Teacher Calendar in this Letter of Agreement to Appendix I.
- 5. 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 as its term shall expire on that date.

2025-2026 TEACHER Calendar

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26	27	28	29	30	31	

	Student Full Day		No Students; Teacher PD		Teacher Work Day
	Student Half Day		No Students; Break		Teacher Flex Day

August 19, 2025	Teacher Flex Day*** - 6 hours to be completed throughout the year
August 20, 2025	Opening Day – district kickoff, staff meetings, prepare classrooms*, & introduction of school improvement work for the year
	Open House (ECSE) – 5:00 - 6:30 PM
August 21, 2025	Teacher PD Day (district & bldg level) 8:00 AM - 3:00 PM
	Open Houses
	Elementary (1-4) – 5:30 - 7:00 PM
	Intermediate (5-6) – 4:30 - 6:00 PM
	Middle School (7-8) – 6:30 - 8:00 PM
August 22, 2025	No Students; Not a Work Day
August 25, 2025	Teacher PD Day (district & bldg level) 8:00 AM - 3:00 PM
	Open House for ECSE – 5:00 - 6:30 PM
August 26, 2025	Students Begin School - Regular Start Time, Dismissed 60 Minutes Early
	After student dismissal, teachers work 1 hour of Professional Hours.
Aug. 29 - Sep. 1, 2025	No Students - Labor Day Weekend
September 30, 2025	High School Conferences, in-person 4:30 - 7:30 PM
October 1, 2025	STUDENT COUNT DAY
October 2, 2025	High School Conferences, virtual 4:30 - 7:30 PM
October 3, 2025	Teacher PD
	Teacher PD 8:00 AM - 1:15 PM
	Teacher PM Comp Time for Evening Conferences (2 hours)
October 7, 2025	High School Conferences, virtual 4:30-5:30 PM & in-person 5:30-6:30 PM
October 17, 2025	ECSE Parent Meetings
November 6, 2025	Middle School (7-8) Conferences, virtual 4:00-5:00 PM & in-person 5:00-6:00 PM
	Intermediate School (5-6) Conferences, in-person 4:00 - 6:00 PM
November 7, 2025	Teacher PD
	Teacher PD 8:00 AM - 1:15 PM
	Teacher PM Comp Time for Evening Conferences (2 hours)
November 11, 2025	Intermediate (5-6) & Middle School (7-8) Conferences, in-person 4:00 - 7:00 PM
	ECSE Conferences, in-person 4:30 - 7:30 PM
	Elementary (K-4) Conferences, virtual 5:00 - 7:00 PM
November 13, 2025	Intermediate (5-6) & Middle School (7-8) Conferences, virtual 4:00 - 7:00 PM
	ECSE Conferences, in-person 4:30 - 7:30 PM
	Elementary (K-4) Conferences, in-person 5:00 - 8:00 PM
November 14, 2025	½ Day for Students / End First Trimester (K-12)
	Teacher Records (Professional Hours**) PM - 3 hours
November 17, 2025	Begin Second Trimester (K-12)
November 18, 2025	K-12 Records Due at 4:00 PM
	ECSE Conferences, virtual 4:30 - 6:30 PM
	Elementary (K-4) Conferences, in-person 5:00 - 8:00 PM
November 26-28, 2025	No Students - Thanksgiving Break
December 1, 2025	Teacher PD
	Teacher PD 8:00 AM - 1:15 PM
	Teacher PM Comp Time for Evening Conferences (2 hours)
December 17, 2025	ECSE Parent Meetings
Dec. 22, 2025 - Jan. 2, 2026	No Students - Winter Break
January 5, 2026	Teacher PD
	Teacher PD 8:00 AM - 1:15 PM
	Teacher PM Comp Time for Evening Conferences (2 hours)
January 6, 2026	Classes Resume
January 13, 2026	High School Conferences, in-person 4:30 - 7:30 PM
January 15, 2026	High School Conferences, virtual 4:30 - 7:30 PM
January 19, 2026	No Students - MLK Day - preserved as a day of service & reflection
January 22, 2026	High School Conferences, virtual 4:30-5:30 PM & in-person 5:30-6:30 PM
February 11, 2026	STUDENT COUNT DAY
February 13, 2026	Teacher PD
	Teacher PD 8:00 AM - 1:15 PM
	Teacher PM Comp Time for Evening Conferences (2 hours)
February 16, 2026	No Students - Presidents' Day
February 26, 2026	Middle School (7-8) Conferences, virtual 4:00-5:00 PM & in-person 5:00-6:00 PM
	Intermediate School (5-6) Conferences, in-person 4:00 - 6:00 PM

February 27, 2026	ECSE Parent Meetings
March 3, 2026	Intermediate (5-6) & Middle School (7-8) Conferences, in-person 4:00 - 7:00 PM
March 5, 2026	Intermediate (5-6) & Middle School (7-8) Conferences, virtual 4:00 - 7:00 PM
March 6, 2026	½ Day for Students / End Second Trimester (K-12) Teacher Records (Professional Hours**) PM - 3 hours
March 9, 2026	Begin Third Trimester (K-12)
March 10, 2026	K-12 Records Due at 4:00 PM ECSE Conferences, in-person 4:30 - 7:30 PM
March 12, 2026	Elementary (K-4) Conferences, virtual 5:00 - 7:00 PM ECSE Conferences, in-person 4:30 - 7:30 PM
March 19, 2026	Elementary (K-4) Conferences, in-person 5:00 - 8:00 PM ECSE Conferences, virtual 4:30 - 6:30 PM
March 27 - April 3, 2026	No Students - Spring Break
April 6, 2026	Teacher PD Teacher PD 8:00 AM - 1:15 PM Teacher PM Comp Time for Evening Conferences (2 hours)
April 7, 2026	Classes Resume
April 15, 2026	ECSE Parent Meetings
May 22, 2026	Teacher PD Teacher PD 8:00 AM - 1:15 PM Teacher PM Comp Time for Evening Conferences (2 hours)
May 25, 2026	No Students - Memorial Day
June 5, 2026	½ Day for Students / Last Student Day / End of Third Trimester (K-12) Teacher Records (Professional Hours**) PM - 3 hours K-12 Records Due at 3:00 PM Teacher Flex Time Must be completed by today - 6 hours***
June 5, 2026	GLHS Class of 2026 Graduation @ MSU Breslin Center (7:00 PM) High School teachers are required to attend graduation in full regalia

Calendar Notes

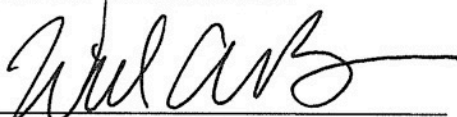
180 Instructional Days for K-12 and 145 Instructional Days for ECSE / 184 Teacher Work Days for ECSE & K-12 Teachers
 375 instructional minutes per day for K-12 / 380 instructional minutes per day for ECSE
 48.75 Hours of PD; 38 hours count as instructional time
 7 PD days count toward instructional time for K-12; up to 3 PD days count toward instructional time for ECSE
 1 staff meeting per month Sep - May
 1 grade level / dept. meeting per month Sep - May
 Required Online PD Embedded into August 21 or 25 PD; Bloodborne Pathogens and Seclusion & Restraint only

*Any time designated to prepare classrooms prior to students beginning the school year can be done on or off-site.


**Time designated as Professional Hours can be done on or off-site and does not need to be done during that designated time.

***Flex Time - Teachers do not report on flex days. Teachers shall complete 6 hours of Flex Time for each Flex Day in the calendar. Flex time must be completed by the last day of school or graduation (whichever is later). Flex time can include: Open Houses, Orientations, Chaperoning (outside of contractual day), K-Roundup/Launch, Graduation, any other meetings not covered by pay. Teachers who do not complete Flex Time will be docked 6 hours or the amount of time that is not completed.

**GRAND LEDGE PUBLIC SCHOOLS
BOARD OF EDUCATION**

By: 
 Its: Superintendent
 Date: 12/11/24

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

By: 
 Its: President
 Date: 12-10-24