



Monroe County Intermediate School District

Human Resources & Legal Services

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Monroe, Michigan 48161

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LETTER OF AGREEMENT

**MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT (MCISD) and
THE EDUCATION SUPPORT PERSONNEL ASSOCIATION (ESPA)**

Dues Deductions and Substitute Teaching

Like most school districts, MCISD continues to struggle to find qualified, certified teachers and substitutes to staff its classrooms. To help alleviate this concern, the parties agree to enter into this letter of agreement (LOA) to amend Art. XIX, Section 25, p. 24 to include the bolded language below:

In the event a classroom teacher is absent, and a substitute teacher cannot be obtained, the District has the right to place the qualified Instructional Paraprofessional and/or Paraprofessional I from the classroom **or any other classroom in the same building** to serve as the substitute teacher for that day. . . .

In addition, the parties agree to abide by the following language concerning dues deductions:

- Upon a full, free written authorization, staff may elect to pay Association membership dues and/or fees established by the Association pursuant to payroll deduction(s). The employee's authorization is voluntary and not a condition of employment. The authorization form for payroll deduction shall be signed by the employee requesting the payroll deduction and set forth the amount to be deducted each pay period. The Association is responsible for providing any documentation required by the District to implement the processes contained herein (i.e., providing a copy of the Association's W-9).
- The employee may revoke payroll dues deduction at any time by submitting a written request to cease payroll dues deduction to the District's payroll and human resources departments.
- The District agrees to remit authorized employee payroll dues deductions to the Association and/or its designate at the end of each month.

- The Association will protect and hold harmless the Board, its members, employees, agents, and/or assigns from any or all claims, demands, suits, costs, and other forms of liability, including attorney's fees and unemployment compensation, by reason of action taken or not taken by the Board, its members, employees, agents, and/or assigns for the purpose of complying with the language contained herein. Should this indemnification provision be declared unenforceable or void by a court of competent jurisdiction or should the Association or its agent(s) challenge the validity or enforceability of this indemnification provision, the District will not be required to make deduction of any representation service dues and/or fees or otherwise enforce the language of this LOA.

This LOA expires June 30, 2027. It establishes no precedent, binding practice, or custom nor a breach of, modification of, or grievable event under the parties' collective bargaining agreement.

For MCISD:



Anya Lusk, Assistant Superintendent
for Human Resources

Date

8/11/25

For ESPA:



Crystal Willit, President

Date

8-11-2025