

**WEST CENTRAL COMMUNITY
SCHOOL DISTRICT**

Certified Handbook

2023-2024



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CERTIFIED HANDBOOK AGREEMENT

In agreement between the West Central Board of Education and the West Central Education Association, a joint committee of 2-3 WCEA representatives, and 1-2 Board of Education members, along with the Superintendent of Schools will be convened on a yearly basis. The purpose of the committee is to review permissive language that is removed from the Master Contract and placed into a “*Certified Handbook*”. The contents of the permissive language will be frozen until the committee makes a recommendation to the West Central Board of Education, who will then consider the recommendations. All topics brought to the committee by members will be initially discussed, and if needed, researched for discussion at a future meeting.

All proposed changes by the committee to the “*Certified Handbook*” must be presented to the Superintendent no later than the first Monday of the month, before the regularly scheduled board meeting, so it can be added to the Board agenda. This is to ensure that it will be published in a timely manner. At the regularly scheduled board meeting, the committee will present their proposed changes to the Board. The board may accept/reject all or part of the proposed changes for the subsequent school year. Once changes are accepted by the Board, they are enforced for the next school year, in which the review process will begin again. The board may choose to table consideration of any or all proposals by the committee for consultation, at which time, must be considered, accepted or rejected in part or whole, no later than the next regularly scheduled board meeting.

Changes to the “*Certified Handbook*” can take place at any time if required by a federal or state entity mandate, law or requirement, which then those changes will take force as required with no consequence to the Board, superintendent or any member. If said action is due to a state or federal entity mandate, law or requirement is required, the Superintendent will make written notification to the lead employee representative and board, in a timely manner. In the event that a topic(s) of concern arises during the school year, after board action; both parties would meet to determine the need to review. If both parties are in agreement, the committee would convene to review the concern(s) and if appropriate provide guidance to the Board and WCEA.

The board accepting or refusing to accept any recommendation by the committee is not an action that can be grieved by the WCEA or any member of the staff. The members of the Board will make updates to the whole board as needed, with building representatives able to do so, at their discretion.

West Central Education Association

Superintendent of Schools

Tricia Wells, WCEA President

Rob Busch, Superintendent

Date

Date