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OFFICE OF PROFESSIONAL NEGOTIATIONS
Michigan Education Association

MEA

1216 Kendale

E. Lansing, MI

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Lake Orion

RECOGNITION CONTRACT

1966-67

Lake Orion Bd of Educ.

RECOGNITION CONTRACT

The Board of Education of the Lake Orion Community School District, hereinafter referred to as the "Board", and the Lake Orion Education Association, hereinafter referred to as the "Association", on this 15th day of June, 1966 enter into the following agreement;

WITNESSETH:

WHEREAS the Board and the Association recognize and declare that providing a quality education for the children of the Lake Orion Community School District is their mutual aim, and that the character of such education depends in substantial measure upon the quality and morale of the teaching service, and

WHEREAS the Board has the legal obligation to conduct the affairs of the School District, and

WHEREAS the members of the teaching profession are particularly qualified to assist in formulating programs designed to improve education standards, and

WHEREAS the Board has the legal obligation to bargain with the Association as the representative of its teaching personnel with respect to hours, wages, terms and conditions of employment, and

WHEREAS the Association has presented evidence that it represents the majority of the certified employees of the School District and the Board is satisfied itself that the Association does represent a majority of said employees;

THEREFORE, it is hereby agreed as follows:

ARTICLE I

Recognition

A. The Board hereby recognizes the Association as the designated and selected exclusive teacher bargaining or negotiating agent for the certified employees of

the Lake Orion Community School District for the duration of this contract. The certified teacher employee shall be defined as tenure teachers, probationary teachers, visiting teachers, speech therapists, librarians, counselors, psychologists and consultants of remedial reading; excluding superintendents, assistant superintendents, principals, assistant principals, and administrative assistants, and further excluding persons not directly responsible to the Administration of the School District.

The term "teacher" when used hereinafter in this agreement shall refer to all employees represented by the Association in the bargaining or negotiating unit as above defined, and reference to male teachers shall include female teachers.

ARTICLE II

Teacher Rights

- A. Teachers shall be entitled to full rights of citizenship. Personal religious or political activities of any teacher or lack thereof shall not be grounds for discrimination with respect to the professional employment of such teacher. No employee shall be discriminated against because of Association membership or activity in the Association; providing such activity does not interfere with orderly educational procedures during the regular school day.
- B. For the purposes of using school facilities the written School Board Policies governing other community citizen groups apply to the Association; however, the cost of materials, equipment use, additional maintenance and other expenses related to such use shall be charged the Association at School District cost.
- C. No teacher shall be prevented from wearing Association approved and professionally prepared insignia, pins or other identification of membership in the Association, either on or off school premises.

D. Bulletin boards and other established written media of communication of the Association shall be confined to the lounges of the respective buildings. The Board will provide bulletin board space. The Association will maintain said bulletin boards in an orderly fashion. No obnoxious or inflammatory material shall be displayed on said bulletin boards. Mail boxes will be provided by the Board, in the lounges, for Association media.

E. All readily available school district financial information will be provided the Association upon request. Other readily available information will be provided to assist the Association in conjunction with the Administration in making recommendations concerning intelligent, accurate, informed and constructive programs for the good of teachers and their students.

F. Teachers shall be provided facilities for lesson planning and other activities necessary to the educational programs.

ARTICLE III

Teacher Responsibilities

A. The right to punish presumes fair treatment and considered judgment. Each teacher shall refrain entirely from abusive language and physical violence or threats of violence. This in no way abridges the teachers' authority to perform corporal punishment under state law.

B. It is the responsibility of the Association and its individual members to honor Board and administrative policy and established lines of authority.

C. Careful lesson planning and preparation are basic to good teaching. Reasonable progress cannot be achieved without programmed assignment and related classroom review. Full preparation and reasonable adherence to the lesson plan are clearly the responsibility of the individual teacher and his failure to do so cannot reasonably be defended by the Association.

D. The Board and the Association pledge themselves to seek to extend the advantages of public education to every student without regard to race, color, creed, religion, sex, or national origin and to seek to achieve full equality of educational opportunity to all pupils.

ARTICLE IVCONDITIONSSection A. Teaching Hours

1. The teaching day for all positions from kindergarten through twelfth grade inclusive shall be the hours classes are scheduled to be in session at the school, or schools, to which the teacher is assigned, not to exceed three hundred (300) minutes per teacher of instructional time per day, five days per week.

The three hundred (300) minute maximum does not apply in case of experimental programs or in case of changes in accrediting criteria as they apply to secondary schools.

The Board reserves the right to make an exception to the three hundred minutes on a temporary basis in the interest of improving education and effecting a more efficient operation of the school program.

2. As a continuation of present practice, teachers shall be present thirty (30) minutes before their teaching schedule begins and shall remain fifteen (15) minutes after their teaching schedule ends. The present practice of rotating bus duties, corridor duties and similar present assignments, shall be continued on an equitable basis.

3. Teachers may receive specific assignments by the principal of not more than three non-compensated extra-curricular activities, but may be considered for more if they so request. This does not include those duties for which additional compensation is provided in Appendix C.

4. Teachers may be assigned playground duty, bus duty, corridor duty and similar duties during the regular school day on a rotating basis.

5. Teachers are expected to report for duty on scheduled days even though

students are not present due to bad weather or other cause. If teachers are not to report they will be so notified by phone or other media. If no notice is given and conditions make it impractical to report, teachers should call the school.

6. All teachers shall be entitled to a duty-free uninterrupted lunch period of not less than thirty (30) minutes.

Section B. Class Loads and Assignments

Teachers, administrators, the Board and the community are vitally interested in quality education. Excessively large classes are recognized as being a serious handicap to effective teaching and learning.

Under 1966 conditions related to generally accepted teaching techniques and within the framework of physical, financial, staff, and accrediting agency limitations applicable to this district; the following class loads are regarded as the maximum desirable limits:

Elementary - 30 per classroom teacher

Junior High - academic, 35 per classroom teacher

High School - academic, 36 per classroom teacher

Shop classes - 25 per classroom teacher

Special Education - 20 per classroom teacher

The above desirable loads do not apply to physical education, music programs or similar activities normally involving large groups.

In cases where these desirable maximums must be exceeded, the Association and the teacher shall be notified as to the reasons for the excess.

Section C. Assignment and Transfers

Assignments and transfers are functions of Administration. Assignments and transfers shall be made on the following basis:

1. Consideration will be given to teachers as to job and building assignments insofar as this is practical and insofar as the teacher is qualified to fill the assignment. Transfers will never be made as a disciplinary action against teachers.
2. Transfers may be initiated by the teacher or the administration.
3. Transfer will ordinarily be made by July 15th; however, efficient operation of the system may cause the transfer to take place at any time during the school year. Transfers made after July 15th and before the fall term shall be by mutual agreement.
4. Preference for an assignment will be granted to a currently employed teacher rather than a new employee, all other qualifications being equal.
5. Each teacher's tentative assignment will be made by the principal prior to the end of the school year.
6. Any teacher who shall return to teacher status from another position in the system shall be entitled to accrued benefits under this contract.

Section D. Vacancies and Promotions

The Board will, during the school teaching year and at other times within the limits of practicability, notify the Association of vacancies. The Board agrees to give preferential consideration to members of its own teaching staff in filling all positions, other factors and qualifications being equal.

Section E. Working Conditions

1. Telephones will be available to teachers, for professional use, in each of the respective schools.
2. Adequate parking facilities shall be made available for use by teachers.
3. The Board will make available in each new building adequate restroom and lavatory facilities, exclusively for teacher use and at least one room, ade-

quately furnished, which shall be reserved for use as a faculty lounge in which smoking shall be permitted. Private restroom facilities will be provided in existing buildings so far as is practical if school district finances permit.

4. The provisions of this Agreement and wages, hours and terms and conditions of employment shall be applied without regard to race, creed, religion, color, national origin or sex.

Section F. Leave Policies

1. Sick Leave Policy:

- a. Teachers shall have one (1) sick leave day for each month of employment which may be accumulated to a maximum of ten (10) days per year and which may be used as needed.
- b. The unused portion of earned sick days shall become accumulated to a maximum of two hundred (200) days.
- c. Employees who lose wages because they have banked no sick days will be reimbursed this lost income at the termination their employment, or at the end of the current year, if during the remainder of the year in which the income was lost they have earned sufficient days (at the rate of one day per month) to cover this loss.
- d. In case of illness, as hereinafter defined, the Board will allow absence without loss of pay to the extent of earned sick leave days for the following reasons:
 - (1) Personal illness
 - (2) Serious illness or quarantine in the immediate family.The immediate family will be defined as mother, father, wife, husband or child.

e. Extra Leave Days:

A total of five extra reimbursed leave days per year may be used by teachers to meet involuntarily the requirements of governmental agencies and for the purpose of attending immediate family funerals. If the combination of governmental days and funeral days exceeds five (5) days, excess over five days shall be deducted from such leave to the extent such leave has been accumulated and thereafter shall be deducted from salary. Extra leave days are not accumulative. The provision does not apply to military service. Death in the family shall be interpreted to be death of husband, wife, father, mother, son, daughter, sister, brother, grandparents, parent-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, grandchildren.

2. Personal Leave Policy:

The Board will allow absence without loss of pay to the extent of a maximum of three (3) earned sick leave days for personal business or funerals other than in the immediate family as defined in Section E. Absence must be approved by the building principal, and notice shall be given twenty-four (24) hours in advance if possible.

3. Maternity Leave:

A teacher upon determining that she is pregnant shall notify her principal promptly, who shall notify the Superintendent in writing.

A copy of this notice is to be given to the teacher.

The date the teacher shall cease her duties shall be on or before the sixth (6th) month of pregnancy. Commencing with the date agreed upon for termination of her classroom duties the teacher shall be given a leave of absence for a maximum period of one (1) year without pay.

During her leave of absence the teacher shall not lose any previously accumulated sick leave days or other acquired rights. At the end of her leave of absence the teacher shall inform the superintendent in writing that she is willing and ready to commence her duties, and request a conference with the superintendent. She may be returned to a suitable position at the beginning of the semester following the end of her leave of absence. The salary shall be the prevailing salary according to the salary schedule. All records of conferences involving the teacher shall be in writing and copies shall be given to the teacher.

4. Approved Education Conference:

- a. Responsibility for assignment of teachers to educational conferences shall be an administrative function and the value of such programs shall not be neglected by the Administration. The Association may make written evaluations of such programs in advance and such evaluations shall be given serious consideration by the Administration. Appointed teachers shall be reimbursed for actual expenses and no salary deductions will be made.
- b. Maintenance of an effective education program for the benefit of the district students shall take precedence over the considerations. However, with special service personnel, as with other teachers, the Administration shall give full consideration to the value of educational meetings recommended by the State Department of Education and by the Association.
- c. Teachers attending conventions or conferences will be required to submit a short report highlighting the meetings attended so that the benefits thereof may be shared with other staff members.

5. Military Service:

- a. Any teacher who shall enter active service in the Armed Forces of the United States shall be given a leave of absence without pay for one (1) term of the draft or until the state of emergency has passed, subject to the conditions herein.
- b. Said teacher shall retain any rights accumulated prior to his leave of absence and any rights guaranteed under the applicable Federal laws now in force, or as amended.
- c. Such teacher, upon termination of such leave, shall be offered re-employment in his previous position or a position of like status and pay, unless the circumstances have so changed as to make it impossible or unreasonable to do so, in which event he will be offered such employment at the first opportunity, provided he meets the following requirements:
 - (1.) He has not been dishonorably discharged.
 - (2.) He is physically, mentally and emotionally able to do the work.
 - (3.) He applies for re-employment within ninety (90) days of completion of service or release from hospitalization continuing not more than one (1) year after discharge from service.
- d. As used herein, "Armed Forces of the United States" is defined as and is limited to the United States Army, Navy, Marine Corps, Air Force, Coast Guard, or the Public Health Service.
- e. Failure of a teacher on a military leave of absence to make application for reinstatement within such ninety (90) day period shall be considered as a resignation and such employee shall lose all employment rights he

would be otherwise entitled to hereunder.

- f. The involuntary participation of staff members in active military service shall result in step advancement at the rate of one (1) year for two (2) but shall not exceed a total of three (3) steps. No additional sick leave shall accrue during the staff member's absence from teaching. In cases involving interpretation of the term "involuntary", the decision of the Board shall be final.

6. Sabbatical Leave:

The Board of Education may, at its option, grant sabbatical leave to outstanding teachers after seven (7) consecutive years or more in this school system. If such sabbatical leaves are granted, teachers shall be paid at the rate of one-half ($\frac{1}{2}$) the annual salary in a lump sum for the year of absence after return to active teaching status in the system. Return to the position or like position is guaranteed by the Board. No more than one (1) sabbatical leave will be granted per year. If a paid fellowship is involved, the sabbatical leave shall not be reimbursed by the school district.

Leaves of absence for study or travel, not reimbursed, may also be granted by the Board for periods of one (1) or two (2) semesters. No more than two (2) unpaid leaves of absence for study or travel will be granted per year.

Sabbatical leaves and unpaid leaves of absence for study or travel will be available only to fully certified staff members and advancement in salary step shall accrue, if applicable, during absence.

ARTICLE VCurriculum Study Committee

The Association, in conjunction with the Administration, will establish Curriculum Study Committees. The purpose of these committees shall be to improve the educational program of the Lake Orion Community School District. The Committees may, as they see fit, delegate areas of this work to sub-committees created within their jurisdiction. The written recommendations of the committees shall be delivered to the Board of Education for consideration. Copies of such recommendations shall be furnished the Association.

ARTICLE VITeacher Evaluation

- A. The work performance of the teacher shall be evaluated in accordance with current tenure policy of the school district as revised. Observations shall be conducted in a professional manner.
- B. Upon request, an administrator will review the contents of an individual teacher's personnel file with the teacher. Certain confidential information such as furnished by the College Placement Office, will be withheld.
- C. A teacher may at any time request that any oral reprimand be put in writing with one (1) copy given to the teacher and one (1) copy placed in the personnel file.

ARTICLE VIITenure Policy

The total terms of tenure shall be incorporated in Board of Education policy. Terms of tenure are subject to annual review and adjustment. The Association shall, annually in the month of April, make written recommendations to the Board and such recommendations shall be jointly considered in the interest of making tenure provisions workable and mutually effective.

ARTICLE VIIIEthics and Conduct

- A. In addition to existing Board Policy, the M.E.A., N.E.A. Code of Ethics shall be the standard for conduct of the teachers in the Lake Orion Community School District.
- B. It shall be the responsibility of each teacher to familiarize himself with Board Policies and the Code of Ethics and abide by them.

ARTICLE IXProtection of Teachers

- A. The Board recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom. The Board further recognizes that regular classroom teachers may not fairly be expected to assume the role of responsibility for emotionally disturbed students.
- B. Any case of assault involving a teacher shall be promptly reported to the Board or its designated representative. The Board or its representative will review each case of assault. As a result of such review the Board may elect to provide legal counsel.
- C. If any teacher is sued by reason of disciplinary action, as allowed by Board Policy, taken by the teacher against a student; the Board will provide legal counsel and render all necessary assistance to the teacher in his defense.
- D. Teachers shall exercise care with respect to the safety of pupils and property, but shall not be individually liable for any damage or loss to person or property except in case of teacher violence, negligence or neglect of duty.

ARTICLE XTeacher Education and Professional StandardsA. ~~Professional~~ Standards:

1. The Board will continue to place under contract to teach only those persons meeting the requirements of the State Department of Education.
2. The Board retains all rights to assign teachers within the scope of their teaching certificate and their major or minor field of study. Assignments outside these areas will be made only for good cause. Teacher preference regarding building and grade placement will be taken into consideration when such placement appears to be in the best interest of all concerned.
3. Annual orientation programs shall be scheduled by the Board of Education during a two (2) day period preceding each school year. Mornings shall be devoted to general and building meetings. The first afternoon will be scheduled for departmental meetings and classroom preparation. Further streamlining of the orientation program in the interest of effectiveness shall be the option of the Board.

New teachers will be indoctrinated preceding the general sessions.
4. In-Service Training:

Released time shall be granted for two (2) afternoon meetings per year excluding the intitial orientation meetings. These programs shall be of a professional, problematic nature, organized by the administrative staff after considering the recommendation of the members of the TEPS Committee of the Association.

ARTICLE XIProfessional Compensation and Fringe Benefits

The salary schedule and policy statements, attached hereto in the form of Appendices, are hereby made a part of this Agreement. Such schedule and statements shall remain in effect during the term of this Agreement; provided, however, that upon written notice to the other party at least sixty (60) days prior to the first day of February of every year of this Agreement, either party may request the reopening of negotiation of such salary schedule.

ARTICLE XIINegotiation Procedures

A. Each party shall have control over the selection of the negotiating or bargaining representatives of its negotiating team. Such members may be representatives from within or outside the school district. It is recognized that no final agreement between the parties may be executed without ratification by a majority of the Board of Education and by a majority of the membership of the Association, but the parties mutually pledge that representatives selected shall have the authority to make proposals, consider proposals, and make concessions in the course of negotiations or bargaining, subject to such ultimate ratification.

B. At least ninety (90) days prior to the expiration of this Agreement, the parties shall, by mutual agreement, begin negotiations for a new agreement covering wages, hours, terms and conditions of employment of teachers employed by the Board.

C. In the event the salary schedule is reopened for negotiation, by either party, as provided in Article XI of this Agreement, the parties will mutually set the terms and conditions of such salary negotiations.

D. If the parties fail to reach an agreement in any such negotiations, either party may invoke mediation machinery.

E. If, during the course of this agreement, it becomes evident that any section of the agreement is unworkable or causes undue hardship upon either party in its application, negotiations may be reopened by mutual consent of the Association and the Board to reconsider the section presenting such hardship. The start of negotiations shall not be delayed more than thirty (30) days after the reaching of agreement on the need for negotiations unless further delay is mutually agreeable.

ARTICLE XIII

Professional Grievance Negotiation Procedure

A. Should such differences, disputes or complaints, to be termed "grievances", arise over the interpretation or application of the contents of this Agreement, the Association and the Board shall settle the same promptly through the following levels:

1. Level One

A teacher with a grievance shall discuss it with his immediate supervisor or principal; individually, represented by, or accompanied by a representative of the Association, provided that the aggrieved teacher will not be denied the right to have an Association representative present at such conferences.

2. Level Two

a. Within five (5) days of receipt of the grievance the Association shall decide whether or not there is a legitimate grievance. If the Association decides that no grievance exists and so notifies the claimant, the teacher may continue to process his claim without reflection upon or support from the Association. If the Association decides there is a legitimate grievance, it shall immediately process the claim with the principals office. Within five (5) days from receipt of the grievance by the principal's office a decision shall be rendered as to the solu-

b. In the event the aggrieved person is not satisfied with the disposition of his grievance, or if no decision has been rendered within five (5) days after presentation of the grievance, he may file the grievance in writing with the Superintendent's office.

3. Level Three

In the event the aggrieved person is not satisfied with the disposition of his grievance at Level Two, or if no decision has been rendered within ten (10) days from the date of receipt of the grievance by the superintendent's office, he and/or the Association may refer the grievance to the Board of Education. Within ten (10) days from the receipt of the written referral by the Board, a meeting with the Association's Negotiating Team shall be arranged for the purpose of arriving at a mutually satisfactory solution to the grievance problem within ten (10) days.

4. Level Four

In the event the grievance is not satisfactorily resolved at Level Three, or no decision is reached within ten (10) day period, the grievance shall promptly be transmitted to a mutually acceptable mediator(s). In the event no mutually acceptable mediator(s) can be agreed upon, forthwith the grievance will be transmitted to the State Labor Mediation Board for appropriate action.

5. Level Five

Grievances not resolved at Level Four will be referred to the State for Arbitration or arbitration direction. If there are fees for arbitrators such fees will be shared equally by the parties involved.

a. Neither party shall be permitted to assert in such arbitration proceeding any ground or rely on any evidence not previously disclosed to the other party.

b. The Board and Association agree to accept the arbitrated decisions to the full extent of the legal authority of each to do so.

B. Miscellaneous:

1. A grievance may be withdrawn at any level without prejudice on record. However, if in the judgement of the Association the grievance affects a group of teachers, it may process the grievance at the appropriate level.
2. All documents, communications, and records dealing with a grievance shall be filed separately.
3. Forms for filing and processing grievances shall be designed by the superintendent's office and the Association. These shall be prepared by the superintendent, and shall be given appropriate distribution so as to facilitate the operation of the grievance procedure.
4. All information necessary to the determination and processing of a grievance shall not be withheld by the Board or the Association.
5. The grievance procedures provided in this Agreement shall be supplementary or cumulative to, rather than exclusive of, any procedures or remedies afforded to either party by law.
6. The number of days indicated at each level shall be considered as maximum working days and every effort should be made to expedite the process. The time limits may be extended by mutual consent.
7. Nothing set forth above shall deny an Association representative the right to be present at any step of the grievance procedure at which a decision is rendered.

ARTICLE XIV

Membership Dues

Upon presentation of authorization forms signed by its individual members, dues of the Association (including the National Education Association and the

Michigan Education Association) shall be deducted as dues from the regular salary of the teacher and remitted not less than monthly to the Association. The number of such deductions of dues shall be limited to four. Authorization forms must be signed by the individual teacher members of the Association annually and any teacher may stop deductions by presenting such request in writing to the Board or its representative. Request to stop deduction for membership dues must be made ten (10) days in advance of the date on which deductions are to be stopped.

ARTICLE XV

Miscellaneous Procedures

- A. Copies of this Agreement shall be reproduced at the expense of the Board and presented to all teachers now employed or hereafter employed by the Board while this Agreement is in effect.
- B. Teachers and the Administration are concerned about the possibility of children not being properly supervised or being sent home because of substitutes not being immediately available. Teachers may be requested to fill such classroom voids on a temporary basis and have the right to refuse for reason of important conflicts.
- C. The rights granted by this contract shall be deemed to be in addition to minimum legal allowances as covered by law, court decisions, Civil Service regulations, or other permissive Acts. However, if any part of this agreement is found to be invalid, that part only shall be deleted and such deletion shall not invalidate any other part.

ARTICLE XVI

Duration of Agreement

This Agreement shall be effective as of JUNE 15, 1966 and shall continue in effect for one (1) year until the 15th day of JUNE, 1967. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

BOARD OF EDUCATION

LAKE ORION EDUCATION ASSOCIATION

By _____
(President)

By _____
(President)

By _____
(Secretary)

By _____
(Secretary)

Appendix A

SALARY SCHEDULE FOR TEACHERS

The following index schedule shall serve as the basis for the annual spreading of funds available for salary improvement during the years of this contract.

Step	B.A. (1.042)	Inc.	B.A. + 15 (1.043)	Inc.	M.A. (1.044)	Inc.	M. A. + 15 (1.045)	Inc.
0	5650.00		5750.00		5850.00		5950.00	
1	5887.30	237.30	5997.25	247.25	6107.40	257.40	6217.75	267.75
2	6134.57	247.27	6255.13	257.88	6376.13	268.73	6497.55	279.80
3	6392.22	257.65	6524.10	268.97	6656.68	280.55	6789.94	292.39
4	6660.69	268.47	6804.64	280.54	6949.57	292.89	7095.49	305.55
5	6940.44	279.75	7097.24	292.60	7255.35	305.78	7414.79	319.30
6	7231.94	291.50	7402.42	305.18	7574.59	319.24	7748.46	333.67
7	7535.68	303.74	7720.72	318.30	7907.87	333.28	8097.14	348.68
8	7852.18	316.50	8052.71	331.99	8255.82	347.95	8461.51	364.37
9	8181.97	329.79	8398.98	346.27	8619.08	363.26	8842.28	380.77
10	8525.61	343.64	8760.14	361.16	8998.32	379.24	9240.18	397.90
11	8883.69	358.08	9136.83	376.69	9394.25	395.93	9655.99	415.81

Exception to this index plan will not be permitted except by mutual consent of the Association and the Board. Neither party to this contract may request an exception in other than a year of financial emergency and as a temporary expedient to make the District competitive with area starting or top-step salaries. In subsequent non-emergency years the full index schedule shall be restored before other salary improvements are effected.

Appendix B

FRINGE BENEFITS

- A. The Board of Education will provide health insurance for an employee and his or her legal dependents from the Blue Cross-Blue Shield Insurance Company. Payments will be limited to \$98.40 per year for single employees and \$132.00 per year for married employees. In the event that insurance rates increase the Board will pay the same percentage of the annual premium.
- B. The Board of Education will provide financial reimbursement of \$20.00 per semester hour of graduate credit to each fully certified person under contract with the Lake Orion Community School District for credits earned beyond ten (10) hours above the Bachelor's Degree. The total amount shall be limited to twenty (20) semester hours.

Reimbursement will be granted subject to the following conditions:

1. An official record of the work completed must be supplied to the Board.
2. Reimbursement will be for hours earned from September of one (1) year to September of the succeeding year, and the individual must be in the employment of the district for the coming year. Reimbursement will be given once each year, this date to be the beginning of each school year and will cover the period of one (1) year preceding the opening of the present school term.
3. With teachers who hold Life Certificates and have earned a Bachelor's Degree or Master's Degree, such reimbursement shall be limited to twenty (20) semester hours.
4. A new employee will be reimbursed only for advanced work earned after he has begun his teaching duties in this district providing all other conditions have been satisfied.
5. Reimbursement will be paid over and above any scholarships.

Appendix C

COMPENSATION FOR EXTRA CURRICULAR ACTIVITIES

<u>Football:</u>	Head Coach	\$600.00
	2 Assistant Coaches	400.00
	1 J.V. Coach	400.00
	1 Jr. High Coach, 7th Grade	350.00
	1 Jr. High Coach, 8th Grade	350.00
	1 Jr. High Coach, 9th Grade	350.00
<u>Basketball:</u>	1 Head Coach	600.00
	1 J.V. Coach	400.00
	1 Jr. High Coach, 7th Grade	350.00
	1 Jr. High Coach, 8th Grade	350.00
	1 Jr. High Coach, 9th Grade	350.00
<u>Baseball:</u>	1 Head Coach	450.00
	1 J.V. Coach	300.00
	1 Track Coach	450.00
	1 Assistant Track Coach	300.00
	1 Wrestling Coach	450.00
	1 Golf Coach	200.00

ADVISORS AND EXTRA DUTIES

Supervisor, Athletic Events	\$ 5.00
Band, High School	400.00
Band, Jr. High	150.00
Future Homemakers	125.00
Service Buttons	100.00
School Paper	100.00
Senior Advisor	75.00
Junior Advisor	75.00
All-School Play	100.00
Debate and Forensics	75.00
Annual	125.00
Girls Athletic Association	100.00
National Honor Society	75.00
Thespians	100.00
Chorus, High School	200.00
Chorus, Jr. High School	100.00
Pep Club	125.00
Future Teachers	100.00
DRIVER TRAINING INSTRUCTORS: @ hourly rate of	3.50

In addition to the teacher salary as provided in the foregoing, there shall be paid the following sums:

Guidance Counselor	\$600.00
Speech Correctionist	500.00
Visiting Teacher	500.00
Type A Teachers	500.00
(Special Ed.)	