

Approved by Mason Board of Education  
June 20, 1966

Mason Public Schools

Proposed Agreement

**Teachers Master Contract**

This Contract entered into this \_\_\_\_\_ day of \_\_\_\_\_  
A. D., 1966 between the Board of Education of the Mason Public Schools  
District, hereinafter referred to as the "Board", and the Mason Education  
Association, hereinafter referred to as the "Association".

It is mutually agreed as follows:

**ARTICLE 1.0 RECOGNITION AND TERM**

1.011 Recognition The Board recognizes the Association as the sole and exclusive  
representative with respect to wages, hours and working conditions for all  
elementary and secondary teachers who are certified including regularly  
employed part time teachers, special education teachers under contract to  
Mason Public Schools, guidance counselors, librarians, and the athletic  
director, but specifically excluding the superintendent, assistant super-  
intendent, principals and assistant principals, substitute teachers, and  
all other employees of the school district.

1.012 The term TEACHER, when used hereinafter in this agreement, shall refer to all  
employees represented by the Association as herein defined and masculine  
gender shall include feminine.

M. E. A.

1216 KENDALE

E. LANS., M:

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Mason  
Board  
Ed.

1.021 Term of Contract This agreement shall become effective as of July 1, 1966 and shall continue in effect without modification or amendment except by mutual agreement through June 30, 1967, and shall be extended thereafter from year to year, unless opened for negotiations by written notice of either party ninety (90) days before the expiration date of this agreement, or any renewal thereof. If negotiations are thus opened, this contract shall continue in full force and effect until a new agreement is reached or negotiations have been concluded.

#### ARTICLE 2.0 PROFESSIONAL COMPENSATION

2.011 Salary Schedule The salary schedule marked Appendix I shall be a part of this contract. Said salary schedule shall be in effect for the 1966-67 school year. The salary schedule is based on a 185 working days and 183 membership days.

2.021 Fringe Benefits All fringe benefits agreed upon are appended to and become a part of this contract. (See Appendix II.)

#### ARTICLE 3.0 HOURS AND CONDITIONS

3.011 Teaching Hours Teachers agree to be in their building 25 minutes prior to the beginning of the school day, and at their assigned place of duty 15 minutes prior to the beginning of the school day. Teachers will leave no earlier than 15 minutes following dismissal of school.

- 3.012 School Calendar The Association may recommend a suggested school calendar for the next school year to the Superintendent by January 15. The Superintendent shall consider such recommendation prior to adoption of a school calendar by the Board.
- 3.021 Noon Playground Supervision The Board agrees to employ personnel to supervise a noon playground period after the lunch period at elementary schools on days when weather permits the children to be outside. During this playground period, teachers will not be responsible for the supervision of children.
- 3.031 Recess Playground Supervision Teachers hereby agree to supervise playgrounds during recess periods. During inclement weather, teachers will supervise recreational activities within their own classrooms. Principals will design schedules of playground supervision so that the responsibilities will be as equitable as possible.
- 3.041 School Facilities, Bulletin Board, Smoking The Board shall make available in each school, restroom and lavatory facilities exclusively for teacher use, and a room which shall be provided for use as a faculty lounge in which smoking shall be permitted and containing a bulletin board for dissemination of material and information by the teachers.
- 3.042 The Association and its members shall have the right to hold their professional meetings in school buildings at reasonable hours.
- 3.043 No cost of conducting the business of the Association shall be at the expense of the school district.
- 3.051 Parking Facilities Where school owned property is available, the Board agrees to provide parking areas for teacher use.

- 3.061 Vacancies Whenever any vacancy in any professional position in the district shall occur, the board shall publicize the same by giving written notice of such vacancy in all buildings. The vacancies shall be posted at least 10 days before permanently filling the positions. Any teacher may apply for the posted vacancies. The board agrees to consider all applicants.
- 3.062 Transfers Teachers desiring transfer for the next school year shall file a written request with the Superintendent prior to March 15.
- 3.071 School Records Teachers will not be responsible for starting new CA 60 kindergarten records.
- 3.074 Travel Allowance Teachers required by their assignment to travel regularly from one school building to another school building within the district shall be compensated by a mileage allowance of eight cents per mile to be paid monthly.
- 3.081 Teacher Protection Any case of assault upon a teacher by a student shall be promptly reported to the building principal and superintendent. The Board will provide legal counsel if the Board and the Association agree that the teacher was not at fault.
- 3.084 Teacher Evaluation Formal monitoring or observation of work performance of a teacher shall be conducted openly and with the full knowledge of the teacher. No teacher should be disciplined or reprimanded in front of students, parents, or other teachers unless the teacher's actions may be harmful to the students.
- 3.091 Printing of Contract The Board agrees to provide each teacher with a copy of this agreement.

## ARTICLE 4.0 RETIREMENT

4.011 Retirement Teachers reaching age sixty-five (65), on or before July 1 shall retire, except, the Board, at its sole discretion, may upon annual written application of the teacher to the Board, continue the employment of a teacher after age sixty-five (65) upon sufficient showing by a health certificate signed by at least one medical doctor that said teacher is physically and mentally capable of teaching under the terms of his contract.

## ARTICLE 5.0 LEAVE

### 5.010 Paid Leave

5.011 Ten days of leave with pay, to be used for sickness: death, injury, or serious illness, in immediate family; or personal business as specified below will be granted to each teacher at the beginning of each school year. Said ten days of paid leave is to be considered granted on the basis of one day for each month of service during the school year. In the event the teacher does not serve the entire school year, his leave days will be one day for each full month of service.

5.012 Leave may accumulate from year to year to an unlimited maximum number of days.

5.013 Sickness as used in paragraph 5.011 shall be construed as to include personal illness, disabling personal injury, or exposure to a contagious disease, in which the health of others would be endangered by the teacher's attendance on duty; or serious illness in the teacher's immediate family. The term "immediate family" shall include the teacher's spouse, children, parents, parents-in-law, and siblings.

- 5.014 Leave as granted under paragraph 5.011 may be used for a period not to exceed five (5) days at any one time for death, illness, or injury of a member of the teacher's immediate family which necessitates his absence. "Immediate family" is defined in paragraph 5.013.
- 5.015 Two days per year of the leave as granted under paragraph 5.011 may be used for personal business of the teacher which shall be construed as his own personal business, family business or the fulfillment of community responsibilities which cannot be accomplished outside of the regular work day. Prior to taking said leave, the teacher shall apply in writing not less than 3 days, to the principal of his building stating the reason or reasons for said absences. The principal of each building shall not be obligated to grant more than 3 applications on any given day or days.
- 5.016 In the event that the administration fails to hire a substitute teacher, there shall be no deduction from the absent teacher's sick leave or in the event that the absent teacher has exhausted his sick leave, and no substitute is hired, there shall be no deduction from his salary. For the purposes of the above sentence a student teacher shall be classified as a paid substitute whether he is actually paid or not, and a corresponding deduction from the sick leave or salary shall result.
- 5.020 Other Absences
- 5.021 Educational Conferences When an absence is approved by the Superintendent of Schools to attend educational conferences, no deduction of pay or leave days will be made. Approval to attend the conference must be obtained before attendance.
- 5.030 Maternity Leave

5.031 A maternity leave will be granted without pay commencing not later than the fifth month of pregnancy and shall continue not less than one year following the birth of the child nor longer than one year following the first birthday of the child. A teacher returning within the provisions of this section shall retain all experience credit in effect at the time the leave was granted.

#### ARTICLE 6.0 GRIEVANCES

6.010 Grievances A system of considering grievances alleging violations of the terms of this contract is hereby agreed upon. Should a teacher feel that a violation is in evidence the steps of procedure are as follows:

6.011 Step 1. He discusses the matter informally with his principal within seven (7) calendar days of the alleged violation. If not satisfactory conclusion is reached within 10 calendar days following this discussion, he may proceed to step (2) within 10 calendar days.

6.012 Step 2. He presents his grievance in writing to the superintendent and requests an interview. This interview must be granted within 10 calendar days after the superintendent receives the request. The superintendent shall make his decision within 10 calendar days in writing, sending a copy thereof to the teacher, and the designated Association representative. If this decision is not satisfactory he may proceed to step (3).

6.013 Step 3. He presents his grievance in writing to the Board of Education at least by Thursday preceding its regular monthly meeting and requests an audience. The Board shall place the request on its agenda. If no satisfactory conclusion is reached at this point the teacher may then file his grievance with the State Labor Mediation Board (step 4) according to law.

6.013 continued

Any adjustment made during the grievance procedure shall be consistent with the terms of this contract and at each step the teacher may have the designated Association representative act in his stead if he so chooses. In no instance shall the principal, superintendent, or Board fail to notify the designated Association representative in time to have him present at the discussion and adjustment of said grievance if he so desires.

Failure to appeal a decision within the specified time limits shall be deemed an acceptance of the decision at that level.

6.014 The Association shall appoint one designated Association representative per building for processing of grievances and one alternate to act in case of his absence and shall inform the principal of each building and the superintendent of their names within the first week of school.

6.015 The grievance procedure shall not apply in those areas in which the Tenure Act prescribes a procedure or authorizes a remedy.

ARTICLE 7.0 PROFESSIONAL STUDY COMMITTEE

7.011 Professional Study Committees A Professional Study Committee appointed by the directors of the Association shall be organized. The goals of the Professional Study Committee shall be to upgrade the educational program through investigation, evaluation, and implementation. Reports and recommendations will be made to the Board on or before February 1, of each year.



ARTICLE 8.0 BOARD OF EDUCATION POLICIES

8.011 Board of Education Policies The written policies of the Board which apply to wages, hours or working conditions shall remain in effect and except as they may be superseded by express provisions of this contract shall govern the employment of teachers with like effect as the express provisions of this contract, except the Board reserves the right to promulgate new policies or modify existing policies from time to time as the need arises, but not in conflict with the express provisions of this contract.

ARTICLE 9.0 RIGHTS OF PARTIES

9.011 Guarantee of Rights In addition to the terms of this contract, and the Policies of the Board of Education, the Association is hereby guaranteed all rights established by State Law governing teacher employment, tenure, fair labor practices, and recognition. The Board of Education maintains its prerogatives as established by Law.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals.

MASON EDUCATION ASSOCIATION

by: \_\_\_\_\_

BOARD OF EDUCATION OF  
MASON PUBLIC SCHOOL DISTRICT

by: \_\_\_\_\_  
President

by: \_\_\_\_\_  
Secretary

1966-67

Salary Schedule

June 9, 1966

Years Experience	B. A. Degree	M. A. Degree	Non-Degree
0	\$ 5300	\$ 5500	\$ 4600
1	5400	5700	4700
2	5550	5950	4800
3	5750	6150	4900
4	5950	6350	5000
5	6150	6550	5100
6	6375	6775	5200
7	6600	7000	5300
8	6825	7225	5400
9	7075	7475	5500
10	7325	7725	
11	7625	8025	

A maximum of five years credit may be given to teachers for experience outside the Mason School System.

## ADDITIONS

Percentage of B.A. base salary for number of years appropriate for teacher receiving addition.

Head Varsity Football Coach	10%
Assistant Varsity Football Coach	7%
Junior Varsity Football Coach	7%
Assistant Junior Varsity Football Coach	5%
Head Freshman Football Coach	5%
Assistant Freshman Football Coach	4%
Junior High Football Coach (per coach)	4%
Head Varsity Basketball Coach	10%
Junior Varsity Basketball Coach	7%
Freshman Basketball Coach	5%
Junior High Basketball Coach	4%
Track Coach	6%
Varsity Baseball Coach	6%
Junior Varsity Baseball Coach	4%
Cross Country Coach	4%
Golf	4%
Tennis	4%
Director Vocal Music	7%
Director Instrumental Music	7%
Dramatics	5%
Yearbook Advisor	5%
Debate Coach	3%
Forensics	2%
High School Cheerleading Coach	2%
Junior High Cheerleading Coach	2%
Athletic Director	10%
High School Audio-Visual	3%
Special Education	10%

Driver Education

\$ 4.00 per hour

APPENDIX II - FRINGE BENEFITS

Liability Insurance The Board will provide liability protection for teachers under policy number SMP521608576 of the National Fire Insurance Company of Hartford, in the amount of \$500,000.00.