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OFFICE OF PROFESSIONAL NEGOTIATIONS
Michigan Education Association

Midland

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~~PROPOSED~~ EDUCATION ASSOCIATION AGREEMENT

This Agreement entered into this 1st day of Sept. 1966 by and between the Board of Education of the Meridian District, Sanford, Michigan, hereinafter called the "Board", and the Meridian Education Association, hereinafter called the "Association."

WITNESSETH

WHEREAS the Board and the Association recognize and declare that providing a quality education for the children of the Meridian District is their mutual aim and that the character of such education depends predominantly upon the quality and morale of the teaching service, and

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

WHEREAS the Board has a statutory obligation, pursuant to Act 379 of the Michigan Public Acts of 1965, 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 parties, following extended and deliberate professional negotiations have reached certain understandings which they desire to memorialize.

In consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I

Recognition

A. The Board hereby recognizes the Association as the exclusive bargaining representative, as defined in Section II of Act 379, Public Acts of 1965, for all professional personnel, but excluding supervisory and executive personnel and office

MERIDIAN

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*M.E.A.
1216 KENDRACE
E. LANS., MICH 48824*

and clerical employees. 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.

B. The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this agreement. Nothing contained herein shall be construed to prevent any individual teacher from presenting a grievance and having the grievance adjusted without intervention of the Association, if the adjustment is not inconsistent with the terms of the Agreement, provided that a representative of the Association has been given opportunity to be present at such adjustment unless requested otherwise by the teacher involved. The adjustment however, must be reviewed by the Association. The Association must be notified of all grievance meetings.

C. Within thirty days of the beginning of their employment hereunder, teachers may sign and deliver to the Board an assignment authorizing deduction of membership dues or assessments of the Association (including the National Education Association and the Michigan Education Association) upon such conditions as the Association shall establish. Such sum shall be deducted as dues from the regular salaries of all such teachers and remitted not less frequently than monthly to the Association.

D. Nothing contained herein shall be construed to deny or restrict to any teacher rights he may have under the Michigan General School Laws or applicable civil service laws and regulations. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.

ARTICLE II

Teachers Rights

A. Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every employee of the Board shall have the right to freely organize, join and support the Association for the purpose of engaging in collective bargaining or negotiation and other concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under color of law of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Act 379 or other laws of Michigan or the Constitution of Michigan and the United States; that it will not discriminate against any teacher with respect to hours, wages or any terms or conditions of employment by reason of his membership in the Association or collective professional negotiations with the Board, or his institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.

B. The Board specifically recognizes the right of its employees appropriately to invoke the assistance of the State Labor Mediation Board, or a mediator from such public agency, or an arbitrator appointed pursuant to the provisions of this Agreement, and the Board agrees to be bound by any lawful order or award thereof.

C. The Association and its members shall have the right to use school buildings and facilities, without cost to the Association, at all reasonable hours for meetings of Association business. No teacher shall be prevented from wearing insignia, pins or other identification of membership in the Association either on or off school premises.

Appropriate bulletin Boards and other established media or communication shall be made available to the Association for announcements and other information.

ARTICLE III

Professional Compensation

A. The salaries of teachers covered by this agreement are set forth in Schedule A which is attached to and incorporated in this Agreement, (July 1, 1966 to June 30, 1967), provided however, that upon written notice to the other party at least sixty (60) days prior to the first day of May of every year of this Agreement, either party may request the reopening of negotiation of such salary schedule.

B. The salary schedule is based upon a normal weekly teaching load, as hereinafter defined, Tuesday after Labor Day to the first Friday in June during normal teaching hours. For extra work the teacher shall be entitled to appropriate additional professional compensation, at his established professional hourly rate unless otherwise specified in Schedule A.

C. The following legal holidays shall be observed as indicated on the attached school calendar.

D. A teacher engaged during the school day in negotiating in behalf of the Association with any representative of the Board or participating in any professional grievance negotiation, including arbitration, shall be released from regular duties without loss of salary.

E. A teacher shall be released from regular duties without loss of salary at least two days each year for the purpose of participating in an area or regional meetings of the Michigan Education Association.

ARTICLE IV

Teaching Hours

A. The teacher's normal teaching hours in the elementary and secondary schools shall be as follows:

	<u>HS</u>	<u>JHS</u>	<u>ELEM</u>
1. Teachers check in no later than	7:45	7:45	8:45
2. Teachers at assigned places of duty not later than	8:00	8:00	9:00
3. Teachers shall leave school no earlier than	2:45	2:45	3:45

B. The teacher's normal teaching hours in the elementary schools shall be as stated in A with the exception of the kindergarten where hours of kindergarten teachers shall be fixed by the principal at the beginning of each semester but shall in no event be longer than the foregoing.

C. All teachers shall be entitled to a duty-free unassigned lunch period equal to building lunch hour, in no event less than 30 minutes.

D. Elementary teachers will be provided a fifteen minute relief time per day to be set up with building principal.

ARTICLE V

Teaching Loads and Assignments

A. The normal weekly teaching load in the senior high school will be 25 teaching periods and 5 preparation periods. The normal weekly teaching load in the junior high will be the equivalent of 25 teaching periods and 5 preparation periods. The teaching time per day shall in no event be longer than at the present time. The normal weekly teaching load in the elementary schools shall not exceed 30 clock hours. No departure from these forms, except in case of emergency, shall be authorized without prior consultation with the Association. In the event of any disagreement between the representative of the Board and the Association as to the need and desirability of such deviation, the matter may be processed through the professional grievance negotiation procedure hereinafter set forth.

B. Since pupils are entitled to be taught by teachers who are working within their area of competence, teachers shall not be assigned, except temporarily and/or for good cause, and by mutual agreement outside their certified field of study. Any changes in teaching assignments must be by mutual consent of individual teacher, Board of Education and a representative of the local Association.

C. Teachers who will be affected by a change in grade assignments in the elementary school grades and by changes in subject assignments in the secondary school grades will be notified and consulted by their principals as soon as practicable and prior to June 1. Such changes shall be by mutual agreement of teacher and principal with consent of the Association. Every effort will be made to avoid reassigning probationary elementary school teachers to different grade levels unless the teacher requests such change.

ARTICLE VI

Teaching Conditions

The parties recognize that the availability of optimum school facilities for both student and teacher is desirable to insure the high quality of education that is the goal of both teacher and the Board. It is also acknowledged that the primary duty and responsibility of the teacher is to teach and that the organization of the school day should be directed at insuring that the energy of the teacher is primarily utilized to this end.

A. Because the pupil-teacher ratio is an important aspect of an effective educational program, the parties agree that class size should be lowered wherever possible and will strive to achieve or keep within the following maximum:

1. Kindergarten 22 pupils
2. Elementary 25 pupils

The maximum class size per teacher in the secondary schools should be as follows when possible:

Business	
English	
Social Studies	No more than 25 pupils
Mathematics	
Science	
Language	
English Composition	20 pupils
Typing	30 "
Industrial Arts	20 "
Drafting	30 "
Homemaking	24 "
Music	35 "
Art	25 "
Health Education	30 "
Physical Education	50 "

The parties further agree that the pupil-teacher ratio should show improvement each year.

B. The Board recognizes that appropriate texts, library reference facilities, maps and globes, laboratory equipment, audio-visual equipment, art supplies, athletic equipment, current periodicals, standard tests and questionnaires, and similar materials are the tools of the teaching profession. The parties will confer from time to time for the purpose of improving the selection and use of such educational tools and the Board shall undertake promptly to implement all joint decisions thereon made by its representative and the Association. The Board agrees at all times to keep the schools reasonably and properly equipped and maintained.

C. To relieve teachers of cafeteria, patrol, bus and study hall duty, the Board agrees to engage a necessary number of aids in all schools. The aides will handle patrol duties, duplication of teaching materials, operating audio-visual equipment, and similar non professional responsibilities.

D. Under no conditions shall a teacher be required to drive or ride a school bus as part of his regular assignment. Sponsors and coaches will be the exception to this provision.

E. The Board shall strive to make available in each school a faculty lounge with adequate lunch-room, restroom and lavatory facilities for teacher and staff.

F. Telephone facilities shall be made available to teachers for their exclusive use when available at a reasonable price to the school.

G. Adequate parking facilities shall be made available to teachers and staff for their exclusive use as soon as possible.

H. Notwithstanding their employment, teachers shall be entitled to full rights of citizenship and no religious or political activities of any teacher or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such teacher. The private and personal life of any teacher is not within the appropriate concern or attention of the Board. Extreme variation in any of the above may be grounds for review or adjustment.

I. The provisions of this Agreement and the wages, hours, terms and conditions of employment shall be applied without regard to race, creed, religion, color, national origin, age sex or marital status or membership in or association with the activities of employee organizations. The Board and the Association pledge themselves to seek to extend the advantages of public education to every student without regard to race, creed, religion, sex, color or national origin and to seek to achieve full equality of educational opportunity to all pupils.

ARTICLE VII

Vacancies and Promtions

A. 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 to the Association and providing for appropriate posting in every school building. No vacancy shall be filled, except in case of emergency on a temporary basis, until such vacancy shall have been posted for at least fifteen days.

B. Any teacher may apply for such vacancy. In filling such vacancy, the Board agrees to give due weight to the professional background and attainments of all applicants, the length of time each has been in the school system of the district, and other relevant factors. An applicant with less service in the system shall not be awarded such position unless his qualifications therefore shall be substantially superior to applicants with greater service. The Board declares its support of a policy of promotions from within its own teaching staff, including its promotions to supervisory and executive levels. "Service" in the system, for purposes of this Agreement, shall mean continuous employment in a school of the district, including substitute service, irrespective of tenure status, but shall exclude all periods when the teacher was on leave of absence for any cause.

ARTICLE VIII

Transfers

A. Since the frequent transfers of teachers from one school to another is disruptive of the education process and interferes with optimum teacher performance, the parties agree that unrequested transfers of teachers shall be by mutual agreement of the individual teacher, the Board of Education and the Association.

B. In the event that transfers of teachers appear necessary lists of available positions in other schools shall be posted in the same manner as provided in Article VII.

C. Any teacher who shall be transferred to a supervisory or executive position and shall later return to a teaching status shall be entitled to retain such rights as he may have had under this Agreement prior to such transfer to supervisory or executive status, providing a position is open.

ARTICLE IX

Leave

A. Two days personal leave and 10 days sick leave shall be granted to all personnel without loss of salary. Any part of above may be accumulated as sick leave up to thirty (30) days at full pay with twenty (20) additional days at regular pay less substitute wages.

In addition to the above, leave days for death in their immediate family will be allowed three (3) days in any one death, additional days will be at the discretion of the Board.

Immediate family shall be interpreted as father, mother, husband, wife, child, sister, brother or dependent of the immediate household residence--others by Administrative approval.

Any employee who has used all current and accumulated leave may be placed on leave of absence by the Board of Education for the duration of the illness or other reason for leave.

Leave of absence may be used for the remainder of the current contract year and tenure employee will receive credit for full semester of service. Upon return from leave, a teacher shall be assigned to the same position, if available, or a substantially equivalent position.

Leave time, without compensation, may be used for any purpose, provided that no extended schedule vacation be taken by an employee, except by permission of the Superintendent of Schools. Requests for such leave shall be submitted at least twenty (20) days before desired vacation. Leave may be granted provided an adequate substitute is secured.

All employees under contract of the school district have the right to participate in the group hospitalization insurance program approved by the Board of Education.

Approved visitation at other schools or for attending educational conferences or conventions, including Association meeting, may be allowed when requested and by previous approval of principal.

Maternity leave shall be granted without pay beginning at the time to be mutually agreed upon by the Principal and individual teacher.

Building and staff meetings must be attended by teaching personnel. Any employee who does not attend professional meetings when school time has been allowed, shall have wages for said time deducted. Request will be made to the Superintendent for substitutes and necessary expenses for professional meetings.

Meridian Education Association is responsible for collection of fees from members, and payroll deduction shall be used.

School Time: Staff hours shall be regulated by the Administrative Cabinet with consideration given to other service needs of the educational program, within the framework of the master contract between the Board and Meridian Education Association.

Assignments or Extra Duties: Paid sponsors shall attend all activities of the class or organization to which they are assigned. All social functions shall be adequately chaperoned by at least three (3) adult couples.

B. Leaves of absence without pay may be granted upon application for the following purposes.

1. Study related to the teacher's licensed field.
2. Study to meet eligibility requirements for a license other than that held by the teacher.
3. Study, research or special teaching assignments involving advantage to the school system.

The regular salary increment occurring during such period shall be allowed.

C. Teachers who are officers of the State Association or are appointed to its staff should, upon proper application, be given leave of absence without pay for the purpose of performing duties for the Association. Teachers given leaves of absence without pay shall receive credit toward annual salary increment on the schedule appropriate to their rank if they teach next year.

D. Military leaves of absence shall be granted to any teacher who shall be inducted or shall enlist for military duty to any branch of the armed forces of the United States. Teachers on military leave shall be given the benefit of any increments and sick allowances which would have been credited to them had they remained in active service in the school system, for a period of not more than two (2) years of military duty.

E. The board shall grant a leave of absence without pay to any teacher to campaign, or serve in, a public office.

ARTICLE X

Terminal Leave

To be negotiated in 1966-67.

ARTICLE XI

Teacher Evaluation

A. All monitoring or observation of the work performance of a teacher shall be conducted openly and with full knowledge of the teacher. The use of eavesdropping, closed circuit television, public address or audio systems, and similar surveillance devices shall be strictly prohibited.

B. Each teacher shall have the right upon request to review the contents of his own personnel file, not credentials. A representative of the Association may be requested to accompany the teacher in such review.

ARTICLE XI A

Insurance Protection

See Schedule A.

C. A teacher shall at all times be entitled to have present a representative of the Association when he is being reprimanded, warned or disciplined for any infraction of discipline or delinquency in professional performance. When a request for such representation is made, no action shall be taken with respect to the teacher until such a representative of the Association is present.

D. No teacher shall be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause. Any such discipline reprimand or reduction in rank, compensation or advantage, including adverse evaluation of teacher performance asserted by the Board or any agent or representative thereof shall be subject to the professional grievance negotiations procedure hereinafter set forth.

ARTICLE XII

Protection of Teachers

A. Since the teacher's authority and effectiveness in his classroom is undermined when students discover that there is insufficient administrative backing and support of the teacher, 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 the teacher may not fairly be expected to assume the role of warden or custodian for emotionally disturbed students nor to be charged with responsibility for psychotherapy.

Whenever it appears that a particular pupil requires the attention of special counsellors, social workers, law enforcement personnel, physicians or other professional persons, the Board will take reasonable steps to relieve the teacher of responsibilities with respect to such pupil.

B. Any case of assault upon a teacher shall be promptly reported to the Board or its designated representative. The Board will provide legal counsel to advise the teacher of his rights and obligations with respect to such assault and shall render all reasonable assistance to the teacher in connection with handling of the incident by law enforcement and judicial authorities.

C. If any teacher is complained against or sued by reason of disciplinary action 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. Time lost by a teacher in connection with any incident mentioned in this Article, if no violation of Board policy, shall not be charged against the teacher.

E. If a teacher is injured while in the line of duty, free medical, surgical or hospital care will be furnished by the Board to the amount covered by Workmen's Compensation.

F. Any complaints by a parent of a student directed toward a teacher shall be promptly called to the teachers attention.

G. Teachers shall be expected to exercise reasonable care with respect to the safety of pupils and property, but shall not be individually liable, except in the case of gross negligence or gross neglect of duty, for any damage or loss to person or property.

ARTICLE XIII

Negotiation Procedures

A. It is contemplated that matters not specifically covered by this Agreement but of common concern to the parties shall be subject to professional negotiations between them from time to time during the period of this agreement upon request by either party to the other. The parties undertake to cooperate in arranging meetings, selecting representatives for such discussion, furnishing necessary information and otherwise constructively considering and resolving any such matter.

B. In the event the salary schedule is reopened for negotiation by either party, as provided in Article II of this Agreement, the parties will promptly negotiate for the purpose of reaching an agreement upon a revised salary schedule at least sixty (60) days prior to the expiration of this Agreement, the parties will likewise begin negotiations for a new agreement covering wages, hours, terms and conditions for employment of teachers employed by the Board.

C. In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining representatives of the other party and each party may select its representatives from within or outside the school district. It is recognized that no final agreement between the parties may be executed without ratification of a majority of the membership of the Association, and the Board of Education but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, consider proposals, and make concessions in the course of negotiations or bargaining, subject only to such ultimate ratification.

D. If the parties fail to reach an agreement in any such negotiations, either party may invoke the mediation machinery of the State Labor Mediation Board or take any other lawful measures it may deem appropriate, including the imposition by the Association of professional sanctions to discourage teachers from working in the absence of contract.

Article XIV

Professional Grievance Negotiation Procedure

A. Any teacher, group of teachers or the Association believing that there has been a violation, misinterpretation or misapplication of any provision of this Agreement or any existing rule, order or regulation of the Board, or any other provision of law (except a statute specifically establishing a procedure for redress) relating to wages, hours, terms or conditions of employment, may file a written grievance with the Board or its designated representative.

The Board hereby designates as its representative for such purpose the principal in each school building and the superintendent of schools when the particular grievance arises in more than one school building.

B. Within five (5) days of receipt of the grievance the designated representative of the Board shall meet with the Association in an effort to resolve the grievance. Affected teachers may or may not be present at such meeting. If the meeting is with the school principal and parties cannot agree, the grievance shall be promptly transmitted to the Superintendent who shall have five (5) days thereafter to approve or disapprove the grievance. If the grievance is transmitted directly to the Superintendent he shall have ten (10) days from receipt of the grievance to approve or disapprove it. If the grievance shall be denied by the Superintendent, either upon review of the action of the school principal, or in the first instance, the grievance shall immediately be transmitted to the secretary of the Board, with a statement of reasons why it is being disapproved.

C. Within fifteen (15) days from receipt of the grievance, the Board shall pass upon the grievance. The Board may hold a hearing thereon, may designate one or more of its members to hold a hearing or otherwise investigate the grievance, or prescribe such procedure as it may deem appropriate for consideration of the grievance, provided, however, that in no event, except with expressed written consent of the Association, shall final determination of the grievance be made by the Board more than twenty (20) days after its submission to the Board.

D. If the decision of the Board is not satisfactory to the Association, the grievance may be submitted to arbitration before an impartial arbitrator, selected by the parties. If the parties cannot agree as to the arbitrator, he shall be selected by the American Arbitration Association in accord with its rules which shall likewise govern the arbitration hearing.

The Board shall not be permitted to assert in such arbitration proceeding any ground or to rely on any evidence not previously disclosed to the Education Association. The arbitrator shall have no power to alter, add to or subtract from the terms of this Agreement. Both parties agree to be bound by the award of the arbitrator and agree that judgement thereon may be entered in any court of competent jurisdiction.

E. If any teacher for whom a grievance is sustained shall be found to have been unjustly discharged, he shall be reinstated with full reimbursement of all professional compensation lost. If he shall have been found to have been improperly deprived of any professional compensation or advantage, the same or its equivalent in money shall be paid to him.

F. The costs of any arbitration under this Article shall be shared by the Board and Association on a 50-50 basis.

G. For administrative convenience, the Board may cause complaints which may be the subject of grievances under this Article first to be presented to an assistant principal or other school employee, for informal processing, in an effort to reduce the number of formal grievances handled under the professional grievance procedure herein established. The parties shall mutually work out procedures for such informal processing upon request, but exhaustion of such informal procedures shall not be required as a condition precedent to invoking the grievance procedure, nor shall the participation of assisting principals or other employees in such informal procedures be deemed to be a supervisory or executive function.

ARTICLE XV

Professional Study Committees

A. There is hereby established a Professional Study Committee composed of four members, two members selected by the Association and two by the Board. The Professional Study Committee shall investigate into the following matters and submit a written report and recommendations to the parties on or before April 1, 1967.

Additional Professional Study Committees may be established as required.

B. The Committee shall consider the following questions:

1. Team Teaching
2. Curriculum development
3. Music program in the high school and junior high
4. Vocational programs to fit the needs of our students.
5. Maximum use and growth of the library
6. Educational TV
7. Language Laboratories
8. Possibility of working with adjoining districts to offer a broader program
9. Evaluation of our Educational Program
10. Reducing teacher paper work and record keeping
11. How we can make use of results of latest research
12. Use of field trips for educational purposes

C. The clerical expense of this committee should be born by the Board.

ARTICLE XVI
Miscellaneous Provisions

A. The Board agrees at all times to try and maintain an adequate list of substitute teachers. Teachers shall be informed of a telephone number they shall call before 7 AM to report unavailability for work. Once a teacher has reported unavailability, it shall be the responsibility of the administration to arrange for a substitute teacher.

B. The Association shall be duly advised by the Board of fiscal, budgetary, and tax programs affecting the district and the Association, shall have the opportunity in advance to consult with the Board with respect thereto prior to general publication.

C. The Association shall deal with ethical problems arising under the code of Ethics of the Education Profession in accordance with the terms thereof and the Board recognizes

that the Code of Ethics of the Education Profession is considered by the Association and its membership to define acceptable criteria of professional behavior.

D. This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. It shall likewise supersede any contrary or inconsistent terms contained in any individual teacher contracts heretofore in effect. All future individual teacher contracts shall be made expressly subject to the terms of this Agreement. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.

E. Copies of this Agreement shall be printed at the expense of the Board and presented to all teachers now employed or hereafter employed by the Board.

F. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

G. This Agreement shall not be effective until reviewed as to form by counsel for the Michigan Education Association and Meridian Board of Education legal counsel shall be noted thereon. Such approval shall in no way constitute the Michigan Education Association or its counsel a party to the Agreement, which shall be exclusively between the Board and Association named in the first paragraph of this Agreement.

H. It should be recognized that communications will become one of the major factors in our working relationship. There must be a fluent and reciprocal arrangement of information, ideas and philosophy between the Association and the Board of Education. Failure to extend this mutual regard to

the other's position will result in general breakdown of communications which will produce an unnecessary negativism across the bargaining table.

I. Lack of communication between administration and teachers represents one of the primary sources of friction. Lack of sufficient notice on such daily items as schedule changes, meetings, or any other factors associated with the continuity of the teaching program should be minimized. The worth of the individual teacher and respect for his judgment and professional competence should insure against his random manipulation without concern for opinions, feelings or agreement.

J. Summer teaching assignments shall be made with consideration being given to seniority, training and mutual agreement between the teacher, the Board of Education and the Association.

K. Teachers shall not be required to report for work on mud and snow and other Act of God days nor shall their salary be deducted in these cases when a pre-arrangement has been made for a leave day.

L. Time shall be set aside on six (6) days agreed upon by the Board of Education and the Association for regular local teacher meetings. In each case one hour released time shall be allowed by the Board of Education to be matched by equal time given by the teachers.

M. During the regular building teachers' meetings a portion of time shall be set aside to be used by the Association for Association business when advance request is made to the principal.

N. Vacancies shall be filled by properly certified teaching personnel with education and experience appropriate to the job classification.

O. In the event that a substitute is needed and cannot be secured, any regular teacher filling this position shall

be reimbursed at a rate of \$4.00 per hour, and requires the mutual agreement of the principal and the teacher involved. This should be prearranged when possible and minimized as much as possible.

ARTICLE XVII

Duration of Agreement

This Agreement shall be effective as of Sept 1, 1966 and shall continue in effect one (1) year until the 30th day of June, 1967. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

IN WITNESS WHEREOF, we hereunto set our hands and seals on the day and year first above written.

BOARD OF EDUCATION OF THE MERIDIAN SCHOOL DISTRICT

By: Martin A. Wolman
Its President

And: John S. Shaffer
Its Secretary

We, the undersigned officers and representatives of the Meridian Education Association do hereby certify that the foregoing Master Contract was ratified pursuant to the By-Laws of said Organization, on the _____ day of _____, 1966.

MERIDIAN EDUCATION ASSOCIATION

By: Robert M. Ward
Its President

And: Murray C. Lee
Its Secretary

RECOMMENDATIONS-SCHEDULE A
1966-1967

1. Extra Curricular Responsibilities

<u>Senior High School</u>	
Head Football and Basketball Coaches	\$550.00
Assistant Coaches	300.00
Freshman Coach	250.00
Head Baseball and Track Coaches	300.00
Assistant or Freshman Coach	150.00
Golf Coach	300.00
<u>Junior High School</u>	
Football	100.00
Basketball--7th grade	150.00
Basketball 8th grade	150.00
Baseball	100.00
Track	100.00
<u>Cheerleaders</u>	
Senior High School	200.00
Junior High School	150.00
<u>Yearbook</u>	
Senior High School	150.00
Junior High School	100.00
<u>Dramatics</u>	
Three Act Play	150.00
One Act Play	60.00
<u>Class Sponsors</u>	
Senior Class	150.00
Junior Class	150.00
Sophomore Class	50.00
Freshman Class	50.00
<u>Student Council</u>	
Senior High	250.00
Junior High	150.00

2. Sick Leave--Ten (10) days sick leave accumulated to 30 days.
3. Personal Leave--Two (2) days personal leave days.
4. \$10.00 per month per teacher for a total of \$120.00 shall be provided for an insurance plan. The teacher may elect to add any amount to the above sum through payroll deduction.
5. Anything over \$40.00 additional state aid will be pro-rated to the teacher on a 50/50 basis.

MERIDIAN PUBLIC SCHOOLS
SALARY SCHEDULE A-1966-1967

STEP	INDEX	NON DEGREE OVER 90 HOURS	DEGREE OR PERM. CERTIFICATE	MASTERS OR 30 HrS BEYOND AB OR BS
0	1.00	4600	5200	5600
1.	1.05	4830	5460	5880
2	1.10	5060	5720	6160
3	1.15	5290	5980	6440
4	1.20	5520	6240	6720
5	1.25	5750	6500	7000
6	1.28	5888	6650	7168
7	1.31	6026	6812	7336
8	1.34	6164	6968	7504
9	1.36	6256	7072	7616
10	1.38	6348	7176	7728