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STATE OF MICHIGAN  
DEPARTMENT OF LABOR  
LABOR MEDIATION BOARD

In the Matter of  
HARPER WOODS BOARD OF EDUCATION

-and-

HARPER WOODS EDUCATIONAL SECRETARIES ASSOCIATION

On June 17, 1969 the undersigned, Leon J. Herman, was appointed by the Labor Mediation Board as its hearings officer and agent to conduct a fact finding hearing relevant to the matters in dispute between the above parties, pursuant to Section 25 of Act 176 of Public Acts of 1939 as amended, and the Board's regulations. Accordingly, and upon due notice, a hearing as scheduled and held on July 2, 1969 at Harper Woods High School, 20225 Beaconsfield, Harper Woods, Michigan.

Robert P. VanWiemeersch, Attorney; Joseph H. Gregory, Superintendent; O. H. Day, Assistant Superintendent; Carmen Cisco, Board President; Gerald Blackbe, Donald Lueck, William Hulber and John Bruneel, Board Members, represented the Board of Education.

Joseph Iskra, MEA PN Consultant; Helen Starring, President; Kathy DuBay, Vice President; Irene Ferrell, Treasurer and Gloria Damm, Secretary appeared on behalf of the Association.

Harper Woods Bd. of Education

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This is an initial contract between the Board and the Association which has been in negotiation for some time. Except for the matters which have been presented in fact finding, all factors appear to have been agreed upon.

The principal item in dispute is the salary schedule. The six secretaries in the school system are on a 7-step schedule ranging from a starting salary of \$4992.00 annually to a maximum of \$6552.00. Five of the six secretaries are already at the maximum and have been for the past two years so that they have received no increases in that time.

The Association proposes a beginning salary of \$5581.68 increasing to \$7141.68 at step 7. This is an increase of 9% over the past salary formula. The Board initially proposed a 6% increase, but when the secretaries organized the Board revoked its offer and proposed that no increase in salary be offered. They have since made an offer of a 2% increase per year.

It appears that on June 24, 1969 the secretary to the Superintendent of Schools was given a \$312.00 increase per year and the secretary to the Board of Education was given a \$500.00 increase per year. No other secretaries received any increase.

Both parties have presented comparable salaries from other school systems in the area. The Association has also shown that since July 1, 1967 the custodial staff has received increases of 15.99% and that the teachers in the system were granted 19-20% increases in salaries. The Board explained that the custodial staff and the teachers were underpaid in the light of comparable salaries in the area and that the purpose of the increases was to bring them within a fair range of compensation.

The comparable salaries for secretaries in the area would indicate that the 6% offer originally made by the Board is both fair and reasonable. I therefore recommend that the Board grant the secretaries an increase of 6% per annum. I further recommend that the increases given to the secretaries for the Superintendent and the Board be included within the 6% increase.

The Association also asks for an increment of \$208.00 after Steps 1, 2 and 3 and an increment of \$312.00 after Steps 4, 5 and 6. I do not recommend such increment.

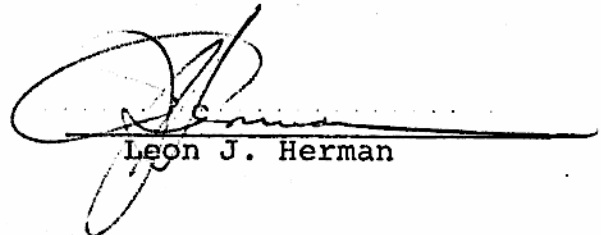
The present work schedule is 8:00 A.M. to 4:00 P.M. Monday through Friday with a one hour duty-free paid lunch period during the time school is in session. Earlier closing hours have been in effect during the summer hours. The Association asks that this schedule be continued. The Board would prefer an eight hour day with two 15 minute breaks. The lunch period is not to be part of the eight hour work day and to be duty-free, but unpaid. It proposes the same work schedule for the summer months.

I do not believe that the work schedule should be increased and I therefore recommend that the current work schedule be continued as it has been set in the past.

I further recommend that the holiday schedule, which has been in effect in the past, be continued and that sick leave be increased from 12 to 14 days per year to conform to the schedule in effect for other Board employees, with 3 of the 14 days allocable if desired for personal business leave. I further recommend that the sick leave bank be increased from 100 to 120 days to conform to the procedure for teachers and custodians.

No retroactivity has been requested, nor offered, and it is not part of the Association's petition. I recommend that the above proposals take effect as of the beginning of the 1969-70 school year.

Southfield, Michigan  
July 21, 1969



Leon J. Herman