

June 30, 1971

Buchanan Public Schools

AGREEMENT

BETWEEN

THE BOARD OF EDUCATION

BUCHANAN PUBLIC SCHOOLS

AND

THE BUCHANAN EDUCATION ASSOCIATION

1969-1970 and 1970-1971

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This Agreement entered into this _____ day of _____ by and between the Buchanan Public Schools Board of Education of Berrien County, District #61, Michigan, hereinafter called the "Board" and the Buchanan 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 Buchanan is their mutual aim and that the character of such education depends to a great extent upon the quality and morale of the teaching service; and

WHEREAS: The members of the teaching profession are particularly qualified to assist and cooperate with the school authorities at the latter's request in formulating policies and programs designed to improve educational standards; and

WHEREAS: Act 379 of the Michigan Public Acts of 1965 requires a public employer to bargain collectively with the duly designated exclusive representative of all the public employees in a unit appropriate for such purposes with respect to wages, hours, and other terms and conditions of employment; and

WHEREAS: The Board has recognized the Association as the exclusive bargaining representative as defined in Section 11 of said Act for all teachers of the Buchanan Public Schools; and

WHEREAS: The parties hereto, following extended and deliberate professional negotiations, have reached the understandings and agreements hereinafter set forth;

NOW THEREFORE IN CONSIDERATION OF THE FOLLOWING MUTUAL COVENANTS, IT IS HEREBY AGREED AS FOLLOWS:

- A. This Agreement applies to and covers all professional personnel employed or to be employed by the Board including personnel on tenure, probation, and on per diem appointments, classroom teachers, guidance counselors, librarians, school nurses, school psychologists, social workers, speech and hearing therapists, visiting teachers, advising or critic teachers, teachers of housebound or hospitalized, and attendance or truant officers (whether or not assigned to a public school building) but excluding supervisory and executive personnel, office and clerical employees, and transportation, maintenance and custodial employees; provided, however, nothing herein contained is intended to or shall in any way relate to the wages or salaries of those in the employ of other public bodies but assigned from time to time to the Buchanan Public Schools and provided, further, that twelve-month professional personnel are covered by the terms of this Agreement only insofar as their responsibilities occur during the regular school year. The term "teacher" when used hereinafter in this Agreement shall refer to all professional employees represented by the Association in the bargaining or negotiating unit and reference to male teachers shall include female teachers.
- B. The Board to the extent it may lawfully so do, agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement.
- C. The Board agrees to honor during the term of this Agreement unless sooner cancelled or withdrawn as hereinafter provided, assignments by the professional personnel covered hereby, when and after delivered to the administrative representative of the Board, authorizing deduction of membership dues of the Buchanan Education Association, the Michigan Education Association, and the National Education Association from the regular salaries of all such personnel.

Any such authorization to deduct dues of the said associations shall continue in effect unless subsequent to June 1 and prior to September 15 of any year same is formally revoked by the teacher in writing and copies thereof delivered to the Association and to the Board. Such deductions for membership dues shall be made from each regular pay check beginning in September and ending in August and all sums so deducted for dues shall be remitted to the Buchanan Education Association within thirty days after each deduction is made. Membership in any one or more of said associations shall not, however, be required as a condition of employment.

- D. The school nurses shall be covered by the terms and conditions of this Agreement and a salary schedule for nurses is also set forth in SCHEDULE A, hereinafter mentioned.

A R T I C L E I I T E A C H E R R I G H T S

- A. The Board hereby recognizes the right granted under and pursuant to Act 379 of the Public Acts of 1965 to every employee of the Board to freely organize, join and support the organization of his or her choice for the purpose of engaging in collective bargaining or negotiation and other concerted activities for mutual aid and protection and 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 and other laws and regulations.

- B. The Association and its members shall have the right to use school building facilities at reasonable hours other than pupil school hours or during school functions for meetings upon approval of the School Administration. No teacher shall be prevented from wearing insignia, pins, or other identification of member-

ship in the Association either on or off school premises. Designated bulletin boards, administrative bulletins, and upon approval of the School Administration, other school established media of communication shall be made available to the Association and its members provided material so published or displayed is consistent with the Association's code of ethics.

- C. The Board will promptly make available to the Association upon its reasonable request any and all available information, statistics and records relevant to negotiation with respect to wages, hours, and other terms and conditions of employment or necessary for the proper enforcement of the terms of this Agreement provided, however, the Board shall not be required to prematurely release tentative figures or studies.

A R T I C L E I I I P R O F E S S I O N A L C O M P E N S A T I O N

- A. The salaries of teachers and others covered by this Agreement are set forth in SCHEDULE A which is attached to and incorporated in this Agreement. Such salary schedules shall remain in effect during the term of this Agreement.

- B. 1) The salary schedule is based upon a normal weekly teaching load during normal teaching hours, as hereinafter defined. Individual teacher contracts shall call for up to one hundred eighty-five (185) days of full attendance between the beginning of school and the final day of school, provided, however, that the school year shall end no later than the Friday following the first Monday in June except in cases of nonscheduled school closing that would necessitate the extension of the year to complete 180 days of school.

- 2) In the event the law is changed to provide for the completion of more than 185 full days of school applicable to the school year 1970-71, this Paragraph B of ARTICLE III may be reopened at the request of either party

hereto for the purpose of negotiating appropriate language to cover the changed situation to the end that neither party to this Agreement be penalized by such change in the law and that the provisions of this Paragraph B shall not be in conflict with the then law.

- C. The following legal holidays shall be observed and all schools shall be closed: New Year's Day, Memorial Day, Labor Day, Thanksgiving Day, and Christmas Day.

- D. A teacher engaged during school hours in negotiating in behalf of the Association with any representative of the Board or participating in any grievance negotiation concerning professional personnel shall be released from regular duties without loss of salary provided, however, that it is understood and agreed by the parties hereto that all such activities shall be restricted to after school hours except upon mutual agreement from time to time between the Board's administrative representative and the Association.

- E. Teachers shall be released from regular duties without loss of salary at least two (2) days each year for the purpose of participating in planned in-service programs.

A R T I C L E I V T E A C H I N G H O U R S

- A. The teacher's normal teaching hours in the secondary school shall be as follows:
 - 1) Teachers shall be at assigned place of duty no later than 15 minutes prior to the time students are scheduled.
 - 2) Unless permission is granted by the principal, all teachers are to remain in their classroom for thirty (30) minutes after the close of the students' day, except that on Friday and days preceding holidays or vacations, the teachers' day shall end at the close of the pupil's day.

- B. The teacher's normal teaching hours in the elementary schools shall be as follows:
- 1) Teachers shall be at assigned place of duty no later than thirty (30) minutes prior to the start of the pupil's class day.
 - 2) Teachers are to return to their classrooms after noon dismissal no later than ten (10) minutes prior to the time students are scheduled for afternoon class.
 - 3) Unless permission is granted by the principal, teachers shall leave school no earlier than twenty-five (25) minutes after the close of the student's day, except that on Friday and days preceding holidays or vacations, the teacher's day shall end at the close of the pupil's day.
- C. The administration reserves the right to call a meeting of the staff either prior to the scheduled starting time or lasting later than the scheduled closing time as is necessary for the smooth and efficient operation of the school. However, no principal can call more than two (2) meetings in any one week.
- D. All teachers shall be entitled to a duty-free lunch period except those who have agreed to noon hour supervision for such remuneration as the Board may agree individually with them to pay. The Board agrees to relieve teachers of safety patrol supervision and also of bus loading and unloading supervision outside of class hours.

A R T I C L E V T E A C H I N G L O A D S A N D A S S I G N M E N T S

- A. The normal weekly teaching load in the secondary school will be 25 class hours including any assigned study period and 5 unassigned preparation hours. The normal weekly teaching load in the elementary schools will be 28 teaching hours.

- B. Teachers who will be affected by a change in grade assignment in the elementary school grades and by changes in subject assignment in the secondary school grades will be notified and consulted by their principal as soon as practicable. Such changes will be voluntary to the extent possible. Every effort will be made to avoid reassigning probationary elementary school teachers to different grade levels unless the teacher requests such change. Also, every effort will be made to minimize transfers. However, teachers shall be subject to assignment and transfer at the discretion of the Superintendent of this District.

A R T I C L E VI TEACHING CONDITIONS

- A. The Board is cognizant of the current-day emphasis in favor of smaller class size predicated upon the belief that more efficient results are obtainable therefrom and is in accord with that theory. Accordingly, class size has been reduced to the extent that the Board deemed consistent with its legal obligations, its financial ability, and the practicality thereof. It is the intent of the Board to eliminate what it considers oversized classes whenever and wherever, in its opinion, it may properly do so. The Board believes the problem of class size involves elasticity to meet different or changing situations both in the classroom and confronting the Board and requires continuing study as to what can and should be done from time to time to afford the best solution.

As an aid to such study, the Board has suggested the creation of a committee of six (6) persons invested with the responsibility of making periodic recommendations to the Board as to possible or desirable changes in the size of any particular class or classes, the Buchanan Education Association to designate from its membership three (3) members of such committee; the Superintendent to designate three (3) supervisory personnel as members of the committee. The parties agree hereto to continue such a committee no

later than August 1 of each contract year to function during the life of this Agreement.

A R T I C L E V I I V A C A N C I E S A N D P R O M O T I O N S

A. Whenever any vacancy in any professional position covered by this Agreement occurs, the administration shall publicize the same by giving fifteen (15) days written notice of such vacancy, prior to the closing of applications to fill such vacancy, to the Association by appropriate posting in every school building and by letter to the Association President during periods when school is not in session. Any teacher may apply for such vacancy.

A R T I C L E V I I I L E A V E P A Y

A. Sick Leave

- 1) Sick leave shall be earned at the rate of one (1) day per month for the first year with one (1) day being credited at the start of school. This then would accumulate to ten (10) days per school year. Hereafter ten (10) days shall be added to the individual's sick leave bank and shall be cumulative to and including one hundred (100) school days. It is understood that this time be used for personal illness, absence due to serious illness of a member in the immediate family (spouse, mother, father, mother-in-law, father-in-law, children, brother, or sister), death of such member, or a family emergency. This maximum may be used periodically or consecutively as circumstances may demand.

- 2) A first year teacher will be allowed to draw against his sick leave bank up to ten (10) days with the understanding that in case he does not fulfill his contract, restitution of contractual pay shall be made for sick days not earned.

- 3) At the end of the school term accumulated days will be adjusted by deducting the days used and adding the ten days earned during the year, but in no case shall the new accumulated total exceed the maximum of one hundred (100) days.
- 4) After an absence due to illness the teacher may be required to have a clearance certificate signed by a physician stating the nature of the illness and that the teacher is able to return to work. After an absence of five (5) days of continuous illness a physician's certificate of health may be required.
- 5) Regular teachers having consumed their maximum accumulated sick leave allotted them shall receive as pay the difference between the contractual salary and that paid to a substitute teacher for a period not to exceed thirty (30) days.
- 6) Pregnancy related sick leave may be granted at the discretion of the Superintendent.
- 7) The Board agrees to furnish each teacher by October 1 a cumulative total of all annual sick leave that has accrued to that teacher as of that date.

B. Absences Other Than Illness

- 1) A maximum of three school days per school year in addition to ten days annual sick leave shall be allowed for interschool visiting, intra-school visiting, professional meetings and conventions, according to the individual's need or affiliation. It shall be understood, however, that any member of the faculty officially designated by the school admin-

istration to attend a meeting or convention sponsored by an educational or professional organization shall be allowed all reasonable expenses. The time thus used shall not be considered part of the regular three-day allowance, and no deduction from salary shall be made for such absence. Any teacher wishing to use the above three days or any part of same should make arrangements with the administration in plenty of time to arrange for a substitute, etc.

- 2) This three-day allowance shall not be cumulative in any way.
- 3) Any half-day absence due to legitimate causes cited in the above paragraphs shall be considered a portion of this three-day allowance.
- 4) The aforementioned paragraphs do not apply to in-service meetings, which all teachers are required to attend.
- 5) One day leave without deduction in pay shall be granted each year for personal business on a day when adequate substitution can be provided. Such leave shall not be taken the day immediately preceding or the day immediately following vacation and holiday periods. The teacher will make necessary arrangements beforehand.

A R T I C L E I X L E A V E S O F A B S E N C E

- A. Leaves of absence without pay may be granted by the Board. The regular salary increment occurring during such leaves of absence shall be allowed.
- B. Leave of absence will be granted to any tenure teacher who joins the Peace Corps as a full time participant in such program. The regular salary increment occurring during such leave of absence shall be allowed.

- C. Teachers who are officers of this 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 such leaves of absence without pay shall receive credit toward annual salary increment on the schedule appropriate to their rank.

- D. Military leaves of absence shall be granted to any teacher who shall enter military service in any branch of the armed forces of the United States. Teachers on military leave shall be given the benefit of any increments and sick leave allowances which would have been credited to them had they remained in active service in the school system.

A R T I C L E X T E A C H E R E V A L U A T I O N

- A. All monitoring or observation of the work performance of a teacher shall be conducted openly.

- B. Each teacher shall have the right upon request to review the contents of his personnel file except that, however, credentials from placement bureaus and personal recommendations given under confidential conditions may be withheld. An official representative of the Association may, at the teacher's request, accompany the teacher in such review.

A R T I C L E X I P R O T E C T I O N O F T E A C H E R S

- 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.

- B. Teachers shall comply with the provisions of current teaching procedures established by the Board in dealing with the student discipline.

- C. Any case of assault upon a teacher while at school or enroute to or from such work or otherwise directly connected with school work shall be promptly reported to the Board or its designated representative.

The Board's administrative and supervisory personnel shall cooperate fully with the law enforcement authorities in connection with the latter's investigation and prosecution of any such offense. In the event court attendance is required of the teacher by proper law enforcement authorities or by the court in connection with the prosecution of any such offense, the teacher shall suffer no loss of pay for absence for such court attendance.

The Board shall also reimburse the teacher up to but not exceeding one hundred fifty dollars (\$150) for legal fees actually incurred by the teacher in obtaining a legal opinion as to his or her rights and obligations as a result of such assault.

A R T I C L E X I I G R I E V A N C E N E G O T I A T I O N P R O C E D U R E

- A. No grievances of any kind shall be filed and processed hereunder beyond the decision of the Board except matters involving the interpretation and application of the express provisions of this Agreement unless otherwise provided by law. However, any teacher who believes he or she has legitimate grounds for complaint of any nature, even though the complaint may not involve the interpretation and application of the express provisions of this Agreement, may present such complaint as a grievance hereunder, either in person or through the Association, subject to the condition that the decision of the Board shall be final.

But nothing herein contained is intended to or shall deny or restrict any person covered by this Agreement or either party thereto from exercising rights or seeking redress under any applicable law in the manner provided

and pursuant to the procedures provided under such law, including, among others, any right granted to an individual teacher or person covered hereby to present grievances and have them adjusted without intervention of the bargaining representative if the adjustment is not inconsistent with the terms of this Agreement provided the bargaining representative has been given opportunity to be present at such adjustment.

- B. Any grievance, whether a formal grievance presented in writing or an informal grievance presented orally, shall first be taken up and negotiated with the building principal within ten (10) school days after the occurrence. If such grievance is not satisfactorily adjusted within five (5) school days after presentation to the building principal, it may be appealed to the Assistant Superintendent, either in writing or orally, within the next five (5) school days provided, however, that if no appeal is made within such five (5) day period to the Assistant Superintendent, the grievance shall be considered abandoned. If such appeal is not satisfactorily adjusted within the next five (5) school days at that level, it shall automatically pass to the Superintendent for further negotiation and consideration. The complaint shall then within the next five (5) school days be reduced to writing by the person or organization making the grievance or complaint and filed with the Superintendent. The Superintendent may allow or require written answers to the complaint to be filed with him with two copies thereof given to the President of the Association. If the complaint be not so reduced to writing and filed with the Superintendent within the time prescribed, the appeal shall be considered abandoned.

If the Association or the individual teacher is not satisfied with the result of the appeal negotiations with the Superintendent or in the event the Superintendent fails to render a decision within fifteen (15) days after the filing of a written complaint with him, the matter may, within

thirty (30) school days thereafter, be referred in writing to the Board through its Secretary or other representative designated by the Board. Such referral to the Board must be made within such thirty (30) school days unless the time be extended by mutual written agreement.

Any time limit provided in this ARTICLE XII may be waived in writing.

As to all grievances not concerning matters involving the interpretation and application of the express provisions of this Agreement, the decision of the Board shall be final unless otherwise provided by law. But if the decision of the Board is not satisfactory to the Association with respect to a grievance involving the interpretation and application of the express provisions of this Agreement, nothing herein contained is intended to or shall prevent the Association from processing such grievance in accordance with the procedures prescribed by an applicable law. The Board, however, reserves all rights granted to it under any such law or laws as to procedure and appeal and hereby makes no agreement as to submission of any such grievance to arbitration.

A R T I C L E X I I I I N S U R A N C E P R O T E C T I O N

- A. The Board agrees to pay fifteen dollars (\$15) per month for each teacher who is fully employed for the full school year as a subsidy toward the purchase of insurance under the Michigan Education Association 4-Option Plan. Each teacher may apply such subsidy toward the option of said plan that he or she chooses. It is agreed that such subsidy shall apply to the purchase of insurance under said plan only and that such subsidy may not be received as income or as a salary payable directly to any teacher. The Association agrees to furnish the Board with one and only one monthly billing, listing the name of each teacher, the cost of the option, the amount of the subsidy and the balance, if any, to be deducted from the teacher's salary.

A. Salary Payments

- 1) Salary payments will be made every other Friday during the year, the first of which will be the second Friday of the school year for which the contract is in force. Income tax and retirement deductions will be made from each paycheck; hospitalization, once a month. Tax sheltered annuity deductions and/or deductions for National Education Association mutual funds will be made from each paycheck unless otherwise requested. Deductions for credit unions shall be limited to the Berrien Teachers Credit Union unless specific written approval is first obtained from the Superintendent of Schools for deductions for other credit unions. Deductions for said Berrien Teachers Credit Union will be made once a month unless otherwise requested.
- 2) Pay dates occurring during a vacation period during the school year will be paid on the last day of school preceding the beginning of the vacation, if feasible.
- 3) If a teacher for any reason terminates his or her service during the school year, a lump sum settlement of the difference between the amount already paid prior to such termination date under the regular contractual plan of 26 pay dates and the contract amount to date of termination and less dues to the Association for the then current year covered by any deduction authorization then in effect will be paid.
- 4) Teachers wishing a lump sum payment of the balance of money due under the teacher's contract at the end of the school year must make application to the Superintendent by May 1 and such payment will be made on the last day of school.

B. Retirement

- 1) Any teacher reaching 65 years of age who desires to continue teaching in the Buchanan Public School system beyond the end of the school year in which he reaches 65 years of age shall show evidence yearly that he is in good physical condition on health examination forms provided by the Board of Education.
- 2) At the discretion of the Board of Education, and upon recommendation of the Superintendent, employment until the age of seventy years is permissive on a yearly basis.
- 3) Retirement is mandatory at the end of the school year in which the seventieth birthday occurs.

C. All individual teacher contracts for the term covered by this Agreement shall be made expressly subject to the terms of this Agreement.

D. Copies of this Agreement shall be furnished by the Board to all teachers now employed or hereafter employed during the term of this Agreement.

E. Clerical time for each teacher shall be made available to the teachers at each building. Each building principal shall be responsible for the supervision of such clerical aid.

A R T I C L E XV M A N A G E M E N T R I G H T S

A. The Board, on its own behalf and on behalf of the electors of the school district, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and invested in it by the laws and the Constitution of the State of Mich-

igan and of the United States, including, but without limiting the generality of the foregoing, the right:

- 1) To the executive management and administrative control of the school system and its properties and facilities and the activities of its employees;
- 2) To hire all teachers and, subject to the provisions of law, to determine their qualifications and the conditions for their continued employment or their dismissal or demotion; and to assign, promote, and transfer all such teachers;
- 3) To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational, and social events for students, all as deemed necessary or advisable by the Board;
- 4) To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials and the use of teaching aids of every kind and nature;
- 5) To determine class schedules and, except as otherwise herein agreed, the hours of instruction and the duties of teachers with respect thereto and the terms and conditions of employment.

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Agreement.

A R T I C L E XVI NECESSARY APPROVALS

- A. It is recognized that no final agreement between the parties may be executed without ratification by the Board and by the Association.

ARTICLE XVII DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 1969, and shall continue in effect for two (2) years through the thirtieth day of June, 1971. This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated.

BUCHANAN BOARD OF EDUCATION

By: Bernard E. Ellis President

By: June E. Wessendorf Secretary

BUCHANAN EDUCATION ASSOCIATION

By: Wade L. Amiel President

By: Cheryn R. Best Secretary

Date: June 16, 1969

(School Seal Imprint)

SCHEDULE A

I. Basic Teacher Salary Schedule 1969-70 and 1970-71 for Degree Holders

a) 1969-70

STEP **	INDEX	BASE-BACHELOR'S DEGREE	STEP **	INDEX	BASE-MASTER'S DEGREE
1	1.00	\$6,800	1	1.00	\$7,100
2	1.03	7,004	2	1.03	7,313
3	1.06	7,208	3	1.06	7,526
4	1.09	7,412	4	1.09	7,739
5	1.13	7,684	5	1.13	8,023
6	1.17	7,956	6	1.17	8,307
7	1.21	8,228	7	1.21	8,591
8	1.25	8,500	8	1.25	8,875
9	1.29	8,772	9	1.29	9,159
10	1.34	9,112	10	1.34	9,514
11	1.39	9,452	11	1.39	9,869
12	1.44	9,792	12	1.44	10,224
13	1.50	10,200	13	1.50	10,650
			14	1.55	11,005

** A step is equivalent to one year of service. However, to demonstrate professional growth and in order to advance on the foregoing salary schedule, a teacher shall show evidence of the satisfactory completion or audit of a college course of two (2) semester hours of work for each three years of service within the Buchanan School District after July 1, 1967.

b) 1970-71

STEP **	INDEX	BASE-BACHELOR'S DEGREE	STEP **	INDEX	BASE-MASTER'S DEGREE
1	1.00	\$7,400	1	1.00	\$7,700
2	1.03	7,622	2	1.03	7,931
3	1.06	7,844	3	1.06	8,162
4	1.09	8,066	4	1.09	8,393
5	1.13	8,362	5	1.13	8,701
6	1.17	8,658	6	1.17	9,009
7	1.21	8,954	7	1.21	9,317
8	1.25	9,250	8	1.25	9,625
9	1.29	9,546	9	1.29	9,933
10	1.34	9,916	10	1.34	10,318
11	1.39	10,286	11	1.39	10,703
12	1.44	10,656	12	1.44	11,088
13	1.50	11,100	13	1.50	11,550
			14	1.55	11,935

** A step is equivalent to one year of service. However, to demonstrate professional growth and in order to advance on the foregoing salary schedule, a teacher shall show evidence of the satisfactory completion or audit of a college course of two (2) semester hours of work for each three years of service within the Buchanan School District after July 1, 1967.

II. Basic Non-Degree Teacher Salary Schedule 1969-70 and 1970-71

<u>STEP</u>	**
1	\$5,800
2	5,950
3	6,100
4	6,250
5	6,400
6	6,550

** A step is equivalent to one year of service.

Non-degree teachers are required to obtain their degree by the end of the second consecutive teaching year in the Buchanan school system or they will not be offered a contract for the third year.

III. Basic Non-Degree Registered Nurse Salary Schedule 1969-70 and 1970-71

<u>STEP</u>	**		
1	\$5,880	6	\$7,130
2	6,130	7	7,380
3	6,380	8	7,630
4	6,630	9	7,880
5	6,880	10	8,130

** A step is equivalent to one year of service.

For degree holding registered nurses, the salary schedule for degree holding teachers will apply but not the teacher's improvement conditions required for advancement every third year to the next index step.

IV. Credit on the Buchanan salary schedules will be allowed to those presenting satisfactory prior experience to a maximum of eight (8) years. Those with eight or more years of prior experience will begin on the ninth year on the regular schedule, except that non-degree teachers shall not go higher than the sixth step of the non-degree teacher salary schedule. Credit on the salary schedule may be given at the discretion of the Board of Education up to a maximum of two (2) years for related military, Peace Corps, business, or educational experiences.

V. a) Teachers with a bachelor's degree who obtain prior to the beginning of the school year credits for twenty (20) semester hours of study toward a master's degree in courses approved by the Superintendent will thereafter be entitled to additional compensation at the rate of \$150 per year until a master's degree has been earned and their basic salary is determined by the master's degree salary index. When such credits are earned by the end of the first semester, the teacher will be paid one-half (1/2) the yearly rate for the remainder of the school year. Teachers currently being compensated under prior contracts or personnel policies on a different basis shall, if their annual payments amount to less than \$150, continue to be paid such sums until they qualify for the \$150 annual rate; but if their annual payments exceed \$150, they shall continue to be paid the greater amount until a master's degree has been earned and their basic salary is determined by the master's degree salary index.

b) Teachers with a master's degree who obtain prior to the beginning of the school year credits for twenty (20) semester hours of study beyond the master's degree which can reasonably be expected to contribute toward the teacher's effectiveness in his or her present assignment or toward qualifying the teacher for another position in the field of education and which credits are acceptable to the Superintendent shall be compen-

sated at the rate of \$150 per year over and above the basic salary determined by the master's degree salary index until a Specialist in Education degree has been obtained. When such credits are earned by the end of the first semester, the teacher will be paid one-half (1/2) of the yearly rate for the remainder of the school year. Teachers currently being compensated under prior contracts or personnel policies on a different basis shall, if their annual payments amount to less than \$150, continue to be paid such sums until they qualify for the \$150 annual rate; but if their annual payments exceed \$150, they shall continue to be paid the greater amount until a Specialist in Education degree has been obtained.

- c) Teachers obtaining prior to the beginning of the school year a Specialist in Education degree or presently holding such a degree will be paid \$400 annually over and above the basic salary determined by the master's degree index. When such a degree is earned subsequent to the beginning of the school year, the annual rate of \$400 will be prorated for the remainder of the school year.

- d) Teachers obtaining a doctor of philosophy or doctor in education degree prior to the beginning of the school year or presently holding such a degree will be paid \$600 annually over and above the basic salary determined by the master's degree salary index. When such a degree is earned subsequent to the beginning of the school year, the annual rate will be prorated for the remainder of the school year, provided, however, that if the recipient of such a degree is then receiving the \$400 extra pay because of having obtained a Specialist in Education degree, the \$400 is not to be prorated but only the \$200 above that figure.

VI. The Board may, upon recommendation of the Administration, and after notification to the Association as to whom, how much, duration of premium pay, and reason for premium pay, grant compensation above the regular schedule to teachers whose services justify such recognition; however, this is not applicable to non-tenure teachers.

VII. The Board, in cases where renewal of contract seems justified but decided improvement in teaching services needs to be made, may withhold the annual increment for the following year provided notice is given sixty (60) days prior to the close of the school year and further provided that areas of concern be included in such notice.

VIII. Whenever an extra class is assigned, it shall be compensated for as follows:
\$650 or 10% of base salary, whichever is larger.

IX. In addition to the basic teacher salary as provided in the foregoing, teachers performing the extracurricular duties hereinafter mentioned during the term of the Agreement shall be paid the sums hereinafter specified subject, however, to the condition that if qualified personnel are available to sponsor, coach, or supervise essential extracurricular activities, the Administration may assign those teachers to cover such activities.

POSITION	MINIMUM AMOUNT	PERCENTAGE OF BASE (INDEX STEP) OR SALARY, WHICHEVER IS GREATER
Head Football Coach	\$600	14%
Assistant Football Coach	350	7%
Reserve Football Coach	350	7%
Head Basketball Coach	600	14%
J.V. Basketball Coach	350	7%
Freshman Football Coach	250	5.5%
Freshman Basketball Coach	250	5.5%
Junior High Basketball Coach	250	5.5%
Athletic Director	600	12%
Head Baseball Coach	350	7%
Assistant Baseball Coach	250	5.5%
Head Track Coach	350	7%
Junior High Track Coach	200	5%
Golf Coach	300	6%
Tennis Coach	300	6%
Wrestling Coach	350	7%
Elementary Athletics	200-300	3.5% - 6%
<u>Pines</u> Sponsor	450	6.5%
Girls Athletic Director	300	5%
Cheer leader Sponsor	200	4%
Band Director	300	6%
Assistant Band Director	200	5%
Orchestra Director	200	4%
Debate Coach	300	5%
<u>Buckhorn</u> Sponsor	300	5%
Junior Play Sponsor	250	4.5%
Senior Play Sponsor	250	4.5%
Tests & Measurements Director	350	6%

POSITION	MINIMUM AMOUNT	PERCENTAGE OF BASE (INDEX STEP) OR SALARY, WHICHEVER IS GREATER
Electronics Club Sponsor	\$150	2.5%
Audio-visual Director	300	5%
Co-ordinator, Trade	200	4%
Co-ordinator, Commercial	200	4%
Student Council Sponsor	250	4.5%
Usher Club Sponsor	150	4%
Future Teachers Sponsor	150	2.5%
Adult Education Sponsor	300	5%
Junior Class Sponsor	150	2.5%
Forensics Sponsor	200	4%
Junior High Drama Club	100	2%
Vocal Music	250	4.5%
Future Homemakers Association	150	2.5%
Junior-Senior High Intramurals	200	4%
Athletic Event Duty (ticket selling, etc.)	6 per event minimum	
Senior Class Advisor	250	4.5%
Cross Country Coach	300	6%
Locker Supervisor	150	2.5%
Paramedic Sponsor	100	2%
Public Address Coordinator	150	2.5
Varsity B-Club Sponsor	150	2.5%

A study committee consisting of not more than three (3) persons designated by the Association and not more than three (3) persons designated by the Superintendent of Schools shall be appointed on or before the opening of the 1969-70 school year to make a thorough study of the entire extracurricular activities covered by the foregoing pay schedule and to make recommendations to the Board with respect thereto

prior to February 1, 1971.

As an aid to such study, the school administration shall submit a job description of each of the extracurricular assignments to the Association negotiating committee not later than January 1, 1970, and teachers covered by this Agreement who are assigned to the extracurricular duties shall also make job descriptions of such duties available to the Association negotiating committee by said January 1, 1970, date.

X. Substitute teachers will be paid at the rate of \$24 per day except for the following:

- a) Elementary substitutes, teaching one-half (1/2) day, morning or afternoon, shall be paid \$12 each half-day.
- b) Secondary substitutes teaching in the morning only shall be paid \$12, unless all four morning periods are taught, in which case the pay shall be \$16. A secondary substitute teaching only in the afternoon shall be paid \$10.
- c) When a substitute's assignment extends beyond thirty (30) consecutive days in the same position, the regular salary schedule will apply beginning the thirty-first day. If it is predetermined that a substitute will be needed in the same position for more than twenty (20) consecutive school days, the regular salary schedule will apply from the beginning of the substitute's employment for that position.