

For Review

1967-68

✓ ? 1968

Bill

RECEIVED

NOV 1 1967

OFFICE OF  
PROFESSIONAL NEGOTIATIONS

Agreement	page 1
Article I Recognition	pages 1 and 2
Article II Teacher Rights	pages 2 and 3
Article III Board of Education Rights	page 3
Article IV Study Committees	page 4
Article V Negotiating Procedure	page 4 and 5
Article VI Teaching Hours and Class Loads	pages 5 and 6
Article VII Vacancies, Promotions and Transfers	pages 6 and 7
Article VIII Protection of Teachers	pages 7 and 8
Article IX Leaves of Absence	pages 8, 9 and 10
Article X Teaching Conditions	pages 10 and 11
Article XI Sick Leave and Other Benefits	page 12
Article XII Professional Grievance Procedure	pages 12 and 13
Article XIII Mediation and/or Arbitration of Grievances	page 14
Article XIV Professional Compensation	page 15
Article XV School Calendar	page 16
Article XVI Duration of Agreement	page 17

*Caledonia Board of Education*

MEA  
1216 Kendale  
E. Lansing, MI  
48823

MASTER CONTRACT  
CALEDONIA EDUCATION ASSOCIATION  
AND  
BOARD OF EDUCATION

This agreement entered into this 5th day of September 1967 by and between the Board of Education of Caledonia Community Schools of Kent, Allegan and Barry Counties, hereinafter called the "Board" and the Caledonia 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 Caledonia community 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 Board has a statutory obligation, pursuant to Act 379 of the Michigan Public Acts of 1965 to bargain collectively 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 make a matter of record: It is 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 certificated classroom teachers, librarians and guidance counsellors under contract with the board, but excluding supervisory and executive personnel and office, clerical, maintenance and operating 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 references 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 this Association, if the adjustment is not inconsistent with the terms of this Agreement, provided a representative of the Association has been given opportunity to be present at such adjustment.

C. Within thirty days of the beginning of their employment hereunder, teachers may sign and deliver to the Board an assignment authorizing pay-roll deduction for 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 third, fourth, and fifth pays of such teachers and remitted to the Association. The Association agrees that the Board shall not be liable for funds deducted except to issue a check 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 laws. The rights granted to teachers hereunder shall be deemed to be in addition to those provided by law.

## ARTICLE II

### Teacher Rights

A. Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that teachers shall have the right freely to 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 long as activities do not conflict with normal school routine and assigned duties. As a duly elected body exercising governmental power under cover 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 Constitutions 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, his participation in any activities of 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 teachers as well as itself appropriately to invoke the assistance of the State Labor Mediation Board.

C. Upon written request to the Superintendent or Principal the Association shall have the right to use school facilities and equipment, including typewriters, mimeographing machines, other duplicating equipment, calculating machines and all type of audio-visual equipment. The Association shall pay for the cost of all materials and supplies incident to such use. If the activity is held when a custodian is not on duty, the Association shall pay for cost of same.

D. The Board agrees to make available to the Association, in response to a written request to the superintendent, all available financial information in the form maintained by the Board and available to the constituents of the School District. Original records will not be removed from the office in which they are located.

E. The Association may use the intra school mail service and teacher mail boxes for communications to teachers.

### ARTICLE III

#### Board of Education Rights

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 vested in it by the laws and the Constitution of the State of Michigan, and/or the United States.

B. The Association recognizes that the Board is legally responsible for the operation of the entire school system within the boundaries of the School District of Caledonia, and that the Board has the necessary authority to discharge all of its responsibilities.

C. In meeting such responsibilities, the Board acts through its administrative staff. Such responsibilities include, without being limited to, the establishment of education policies, the construction, acquisition and maintenance of school buildings and equipment, the hiring, transfer, assignment, supervision, discipline, promotion and termination of teachers, and the establishment and revision of Rules and Regulations governing and pertaining to work and conduct of its employees. The Board and administrative staff shall be free to exercise all of its managerial rights and authority to the extent permitted by law, provided however, that no actions shall violate any of the express terms of this Agreement and no rules or regulations shall be adopted or revised which violate the express terms of this Agreement.

## ARTICLE IV

### Study Committees

A. The Board and the Association recognize the valuable assistance to be gained from effective communication. There is hereby established a permanent "Professional Study Committee" (PSC) composed of six members, three of whom shall be highly qualified teachers selected by the Association, and three of whom shall be appointed by the Board. At least one member of the PSC as appointed by the Board shall be a board member.

B. The PSC shall meet at least once each month to discuss and study subjects mutually agreed upon relating to the school system.

C. The PSC shall have the power to appoint sub-committees composed of its members to study assigned areas such as any new or modified fiscal, budgetary or tax programs, construction programs, or major revisions or educational policy and report these findings or recommendations to the PSC.

D. All reports of the PSC, including its recommendations, shall be submitted to all board members and the superintendent in writing.

E. The parties agree that the PSC, and its sub-committees, serve in an advisory capacity only, and that the failure of the Board to place any of its recommendations in effect shall not constitute the basis for a grievance.

## ARTICLE V

### Negotiating Procedure

A. The contract incorporates negotiated agreements by the parties on all agreed issues which were subject of negotiation. Such negotiated items are not to be re-negotiated during the term of this contract. Nevertheless, because of the special nature of the public education process, it is likewise recognized that matters may from time to time arise of vital mutual concern of the parties which have not been fully or adequately negotiated between them. The parties undertake to co-operate in arranging meetings, selecting representatives for such discussions, furnishing necessary information and otherwise constructively considering and resolving any such matters.

B. At least sixty days prior to the expiration of this Agreement, the parties will likewise begin negotiations for a new agreement covering wages, hours, terms and conditions of employment of teachers employed by the Board.

C. Neither party in any negotiations 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. While no final agreement shall be executed without ratification by the majority of the Association and the majority of the Board, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, and make concessions in the course of negotiations.

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, and/or the procedure described in Act 379 of the Michigan Public Act of 1965 will be followed.

## ARTICLE VI

### Teaching Hours and Class Loads

A. Teachers will be in their classrooms or their assigned locations (15) minutes before the opening of the pupils regular school day in the morning. Teachers shall remain in their classrooms or assigned locations (15) minutes after the close of the pupils regular school day. During the school day teachers are expected to remain in their classrooms with their students as much as possible. Excessive deviation from the above rules except as outlined below or except as expressly approved by building principals is justification for disciplinary action. Teachers are encouraged to remain for a sufficient period after the close of the pupils school day to attend to those matters which properly require attention at that time, including consultations with parents when scheduled directly with the teacher, except that on Fridays or on days preceding holidays or vacations, the teachers day shall end at the close of the pupils day.

B. The normal weekly teaching load in the Junior and Senior High School will be (25) teaching periods and (5) unassigned preparation periods. Assignment to a supervised study period shall be considered a teaching period for purposes of this Article. The normal weekly load in the Elementary Schools will be (30) teaching periods.

C. All teachers shall be entitled to a duty free lunch period.

D. Recess duties in elementary schools shall be assigned to teachers on a rotating basis.

E. All Junior and Senior High School teaching specialists such as music, art, laboratory sciences, speech therapists, and reading consultants shall have the same preparation time as other teachers in like schools. All Elementary teaching specialists will have relief time equal to that of other elementary teachers.

F. No departure from these norms, except in case of emergency shall be made 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 procedure hereinafter set forth.

G. If a teacher shall teach more than the normal teaching load as set forth in this Article, he shall receive additional compensation of \$6.00 for each teaching period in excess of such norms. Staff teachers substituting during planning period shall receive compensation at the rate of \$6.00 per class period.

H. It is the responsibility of each individual teacher to accept extra duties normally associated with the teaching profession, i.e. attendance at staff meetings is compulsory.

I. The board will reduce the class size in grades K-3 to make a pupil teacher ratio range of 24-28 pupils per classroom in 1968-69 school year.

## ARTICLE VII

### Vacancies, Promotions and Transfers

A. The Board recognizes that it is desirable in making assignments to consider the interests and aspirations of its teachers. Requests by a teacher for transfer to a different class, building, or position shall be made in writing, one copy of which shall be filed with the superintendent and one copy shall be filed with the Association. The application shall set forth the reasons for transfer, the school, grade or position sought, and the applicant's academic qualifications. Such requests shall be renewed once each year to assure active consideration by the Board.

B. The Association recognizes that when vacancies occur during the school year it may be difficult to fill them from the district without undue disruption to the existing instructional program. If the superintendent in his judgement so determines, such a vacancy may be filled on a temporary or tentative basis until the end of the normal school year at which time the position will be considered vacant.

C. The Board declares its support of a policy of filling vacancies, including vacancies in supervisory positions, from within its own teaching staff. Whenever a vacancy arises or is anticipated, the superintendent shall promptly notify the Association in writing and shall provide for appropriate posting of said vacancy in every school building in the district. Vacancies shall be filled on the experience, competency, and qualifications of all applicants. An applicant with less service in the district shall not be awarded such position unless his qualifications be substantially superior. "Service" in the district, for purposes of this agreement, shall mean continuous employment in a school of the district, including substi.

tute service, irrespective of tenure status, and shall include all periods when the teacher was on sabbatical or professional leaves of absence.

Teachers who desire to apply for such positions shall file their application promptly with the superintendent of schools. The superintendent will acknowledge in writing to the Association that said application was received.

D. The decision of the Board to the filling of such vacancies will be final.

## ARTICLE VIII

### Protection of Teachers

A. Since the teacher's authority and effectiveness in his classroom are 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 to the classroom teacher and/or counselor; and in conjunction with the principal that a pupil or pupils 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. It is recognized that discipline problems are less likely to occur in classes which are well taught and where a high level of student interest is maintained. It is likewise recognized that when discipline problems occur, they may most constructively be dealt with by encouragement, praise, and emphasis upon the child's desirable characteristics. A teacher may use such reasonable force as is necessary to protect himself from attack or to prevent injury to another student while acting in the line of duty while in the employ of the Board.

C. A teacher may exclude a pupil from one class meeting when the grossness of the offense, the persistence of the misbehavior or the disruptive effect of the violation makes the continued presence of the student in the classroom intolerable. In such cases, the teacher will furnish the principal, as promptly as his teaching obligations will allow, full particulars of the incident.

D. Suspension of students from school may be imposed only by a principal or his designated representative. School authorities will endeavor to achieve correction of student misbehavior through counselling and interviews with the child and his parents when warranted. Transfer of the student to another teacher or other measures, short of suspension, will first be exhausted.



E. Any case of assault upon a teacher while acting in the line of duty as an employee of the Board shall be promptly reported by 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.

F. If any teacher is complained against and sued by reason of disciplinary action taken by the teacher in accord with school policy against a student, the Board will provide legal counsel and render all necessary assistance to the teacher in his defense. For clarification of approved disciplinary action see school board policy book paragraph C - Section VII.

G. In cases of an assault or injury inflicted by a student on a teacher while the teacher is acting in the line of duty as an employee of the Board, the time lost by the teacher shall not be charged against the teacher's sick leave, however, the teacher shall continue to be paid by the Board. When Workmen's Compensation is paid, the Board shall pay the difference between that sum and the teacher's regular salary not to exceed three (3) years.

If a teacher is suspended in connection with disciplinary action taken by the teacher against the student as mentioned in this Article, the time lost by the teacher shall not be charged against the teacher's salary unless he was found guilty by a court of law.

H. The Board will reimburse teachers for any damage, or destruction of clothing or personal property of the teacher while on duty in the school or on the school premises due to administering disciplinary action.

I. No. disciplinary action shall be taken upon any complaint by a parent of a student directed toward a teacher, nor shall any notice thereof be included in said teacher's personal file unless such matter is promptly reported in writing to the teacher concerned. If any question of breach of professional eithics is involved, the Association shall be notified.

## ARTICLE IX

### Leaves of Absence

A. Any teacher whose personal illness extends beyond the period compensated under the Sick Leave Policy shall be granted a leave of absence without pay for such time as is necessary for complete recovery from such illness. Upon return from leave, a teacher shall be assigned to the same position, if available, or a substantially equivalent position. The teacher shall be entitled to return from such leave at any time within five years.

B. Leaves of absence, with pay, shall be granted for the following reasons:

1. Each teacher may be allocated two paid "personal days" per year.
2. "Personal days" are not to be accumulative.
3. "Personal days" are to be considered separate and distinct from sick day allowance.
4. Notification of a personal leave day will be made in advance to the principal.
5. A personal leave day requested for the day preceding, or the day following holidays or vacations, and the first and last days of the school year, shall be made in advance and must be approved by the principal.
6. The purpose of personal leave days is for conducting personal business which is impossible to transact on week-ends, after school hours, or during vacation periods.

C. Leaves of absence with pay not chargeable against the teacher's sick leave shall be granted for the following reasons:

1. A maximum of five days per school year for death in the immediate family.
2. Absence when a teacher is called for jury service. Amount of fee paid to teacher for jury duty to be deducted from his salary.
3. Court appearances as a witness in any case connected with the teacher's employment of the school or whenever said teacher is subpoenaed to attend any proceeding.
4. Approved visitation at other schools or for attending education conferences or conventions including association meetings.
5. Time necessary to take selective service physical examination.

D. Leaves of absence without pay shall be granted upon application for the following purposes:

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

The regular salary increment occurring during such period shall be allowed upon satisfactory completion of Items 1, 2, or 3 above.

E. A maternity leave shall be granted without pay, commencing not later than the end of the sixth month of pregnancy, except that when this date falls within one school month of the end of the semester. The teacher shall be entitled to return from such leave at any time within five years.

F. Leave of absence will be granted of up to two years to any teacher who joins the Peace Corps in a related field as a full-time participant in such programs. Any period so served shall be treated as time taught for purposes of the salary considerations set forth elsewhere in this Agreement.

G. Teachers who are officers of the 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 with regular increment increases to continue for two years and leave to continue for five years.

H. 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, or called to active duty while a member of the Reserve 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 to the school.

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

## ARTICLE X

### Teaching Conditions

A. The Board recognizes that appropriate texts, library references, maps, and globes, laboratory equipment, audio-visual equipment, art supplies, athletic equipment, current periodicals, standard test and questionnaires, and similar materials are the tools of the teaching profession. Adequacies of these items are legitimate areas of study and recommendation to the Board by the Professional Study Committee. The Board will continue its efforts at all times to keep schools reasonably equipped and maintained with said types of equipment.

B. The Board agrees to make available adequate typing and duplicating facilities and clerical personnel to aid teachers in the preparation of instructional material.

C. The Board shall provide:

1. A separate desk for each teacher in the district with lockable drawer space. (subject to inventory pending a planned purchasing schedule)

2. Suitable space for each teacher to store coats, over-shoes, and personal articles.
3. Adequate chalkboard space in every classroom.
4. Copies, exclusively for each teacher's use, of all texts used in each of the courses the teacher is to teach.
5. A complete and unabridged dictionary in every classroom.
6. Adequate storage space in each classroom for instructional materials. (subject to inventory pending a planned purchasing program).
7. Adequate attendance books, paper, pens, chalk, erasers, and other such material required in daily teaching responsibility.
8. Gym uniforms and tank suits for physical education teachers, smocks for art and home economics teachers, laboratory coats for laboratory or science teachers, shop coats for vocational and industrial education teachers. Proper laundering service for all of said items shall be provided without charge for the teacher.

D. The Board shall make available in each school adequate dining area, restroom and lavatory facilities exclusively for teacher use and at least one room, appropriately furnished which shall be reserved for use as a faculty lounge in which smoking shall be permitted. Provision for such facilities will be made in all future buildings. Existing buildings that do not have adequate rooms are excluded from this paragraph.

E. Telephone facilities shall be made available to teachers for their reasonable use.

F. Upon request of the Association, vending machines, providing there will be no cost to the Board or unless mutually agreed upon by both parties, shall be installed in the teacher's lounge and lunchroom areas. The proceeds from all such machines shall be placed in a student scholarship fund created for that purpose. Said scholarship fund shall be administered jointly by the Association and the Administration.

G. Whenever practical and possible adequate off street paved parking facilities shall be provided with an area assigned for teachers use.

H. Teachers shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health, safety or well being.

## ARTICLE XI

### Sick Leave and Other Benefits

A. Sick leave allowance shall be 10 days per year with 180 days accumulation. A maximum of one day of sick leave may be used for each funeral if prior arrangements are made with the principal.

B. Teachers will be given full credit for experience in other school systems and will be paid at the salary level to which they are entitled based on their years in teaching.

C. Sabbatical leave may be granted at the discretion of the Board in accordance with Section 335 of the 1959-60 revision of the School Code of 1955.

D. Any change in degree status must be made prior to the Friday following Labor Day for first semester and the ninety-first day of school for the second semester.

E. Any teacher at his own discretion may relinquish any amount of his unused portion of sick leave days to another teacher whose accumulation is or will be depleted provided the recipients total accumulation of sick leave does not exceed 90 days if he/she has been in the Caledonia system 5 years or less and 180 days if he/she has been in the Caledonia system more than 5 years.

F. Any teacher who is absent as a result of an injury or disease compensable under Michigan Workmens Compensation Law and/or Federal Social Security laws shall receive from the Board the difference between disability benefits provided by Workmens Compensation and/or Social Security and the sick leave benefits herein provided.

G. Hospitalization - the board will pay \$9.30 per month toward hospitalization insurance for each head of the household. Head of household is defined as that individual who provides the primary source of income for his or her family and subscribes to a board approved hospitalization plan for the entire family.

## ARTICLE XII

### Professional Grievance Procedure

A. Any teacher, group of teachers of 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 four days of receipt of the grievance the designated representative of the Board shall meet with the Association representatives in an effort to resolve the grievance. Affected teachers may or may not be represented at such meeting. If the meeting is with the school principal and the parties cannot agree, the grievance shall be promptly transmitted to the superintendent who shall have four days thereafter to approve or disapprove the grievance and he shall notify the Association in writing of his decision. If the grievance is transmitted directly to the superintendent, he shall have eight (8) days from receipt 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 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 express written consent of the Association, shall final determination of the grievance be made by the Board more than thirty days after its submission to the Board.

D. In the event that there is a failure to appeal a decision at any level within ten days, said failure shall be deemed an acceptance of the decision at the level and further proceedings of the case shall be prohibited, unless a time limit is extended by mutual consent.

E. If any teacher for whom a grievance is sustained shall be found to have been unjustly discharged, he shall be reinstated with all 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. For administrative convenience, the Board may cause complaints which may be the subject of grievances under this article first to be presented to the principal 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 formal procedures shall not be required as a condition precedent to invoking the grievance procedure, not shall the participation of principals in such informal procedures be deemed to be a supervisory or executive function.

G. If an individual teacher has a personal complaint which he desires to discuss with a supervisor, he is free to do so without recourse to the grievance procedure. However, no grievance shall be adjusted without prior notification to the Association and opportunity for an Association representative to be present, nor shall any adjustment of a grievance be inconsistent with the terms of this Agreement. In the administration of the grievance procedure, the interests of the teachers shall be the sole responsibility of the Association.

## ARTICLE XIII

### Mediation and/or Arbitration of Grievances

A. A grievance based upon an event or condition which is not included in this Agreement which affects the welfare or condition of employment may be processed through the Board level but will not be subject to mediation or arbitration.

B. A grievance based upon improper application or interpretation of this Agreement may be processed through mediation and then through binding arbitration.

C. If a teacher does not file a grievance in writing with the principal or other designated Board representative within five (5) school days after occurrence of alleged violation, as outlined in "B" above, then the grievance shall be considered as waived.

#### D. Mediation

If the Board, the aggrieved teacher, and the Association shall be unable to resolve any grievance as mentioned in paragraph "B" above, it may within ten (10) days after the decision of the Board be appealed to Mediation and Fact Finding procedures established by Act 379, Public Act of 1965.

#### E. Arbitration

If the decision provided by the above procedure is not satisfactory to either party, the grievance as mentioned in paragraph "B" above may be submitted to arbitration within fifteen (15) days after receipt of the mediator's decision. An impartial arbitrator shall be promptly selected by the parties from a panel of five qualified persons prepared by the Michigan Labor Mediation Board in accordance with its procedures.

F. The power of arbitrator shall be limited to the interpretation or application of the express terms of this Agreement and he shall have no power to alter, add to, or subtract from the terms of this Agreement as written. The arbitrator shall not usurp the functions of the Board of Education or the proper exercise of its judgement and discretion under law and this Agreement.

G. The decision of the Arbitrator if within the scope of his authority as set forth above shall be final and binding.

H. The costs of any arbitration under this Article shall be paid by the Board if the grievance is resolved in favor of the Association and by the Association if the grievance is resolved in favor of the Board. If said grievance is not resolved in favor of either party, the costs of arbitration shall be shared equally by both the Association and the Board.

ARTICLE XIV

Professional Compensation

A. Salary schedule shall be as follows:

	<u>B.A.</u>	<u>%</u>	<u>M.A.</u>	<u>%</u>	<u>Non Degree</u>
Starting	\$5950.	100	\$6545	110	\$5100
1st Step	6217.75	104.5	6812.75	114.5	5200
2nd Step	6485.50	109.	7080.50	119.	5300
3rd Step	6753.25	113.5	7348.25	123.5	5400
4th Step	7021.00	118.	7616.	128.	5500
5th Step	7288.75	122.5	7883.75	132.5	5600
6th Step	7586.25	127.5	8181.25	137.5	5700
7th Step	7883.75	132.5	8478.75	142.5	5800
8th Step	8181.25	137.5	8776.25	147.5	5900
9th Step	8478.75	142.5	9073.75	152.5	6000
10th Step	8776.25	147.5	9371.25	157.5	6100

B. Extra Duties: Based on percentage of base B.A. Salary

Athletic Director	10.5%	\$624.75	Tennis Varsity	5. %	\$297.50
<u>Football</u>			Golf Varsity	5. %	297.50
Head Varsity	10.5%	\$624.75	G.A.A. Sponsor	3.5%	208.25
Assist. Varsity	7.5%	446.25	Cheerleading H.S.	3.5%	208.25
Head J.V.	7.5%	446.25	Cheerleading Jr.Hi.	3. %	178.50
Assist. J.V.	7. %	416.50			
Freshman	5. %	297.50			
<u>Basketball</u>			Band Director	8. %	476.00
Varsity	10.5%	624.75	Choral Director	4. %	238.00
J.V.	7.5%	446.25	Yearbook Sr. Hi.	6. %	357.00
Freshman	7. %	416.50	Dramatics Coach	7. %	416.50
8th grade	3.5%	208.25	Newspaper-Annual Jr.	3. %	178.50
7th grade	3.5%	208.25	Safety Sponsor-El.	2. %	119.00
<u>Track</u>			Senior Class Sponsor		90.00
Varsity	7. %	416.50	Junior Class Sponsor		80.00
Assist.	5. %	297.50	Soph. Class Sponsor		70.00
<u>Baseball</u>			Fresh. Class Sponsor		60.00
Varsity	7. %	416.50			
Assist.	5. %	297.50			

Substitute pay \$22.50 per day.



ARTICLE XV

Proposed 1967 - 1968 School Calendar

A. School shall not begin nor shall teachers be asked to come to school before the first Tuesday following Labor Day.

B. In no event shall the school year exceed 181 membership days.

C. The Board agrees to consult through its administrative staff with the Association on the school calendar, but the Board retains the right to set the calendar and the decision of the Board will be final.

D. The school calendar for the year 1967 - 1968 is as follows:

Monday, September 4	Labor Day
Tuesday, September 5	Pre-Opening Conference-No Classes
Wednesday, September 6	Classes Begin
Thursday, October 19	Teacher's Institute - No Classes
Friday, October 20	Teacher's Institute - No Classes
Thursday, November 23	Thanksgiving Day - No Classes
Monday, November 27	Classes Resume
Friday, December 22	Christmas Recess Begins
Monday, January 1	New Year's Day
Tuesday, January 2	Classes Resume
Friday, April 12	Good Friday - No Classes
Monday, April 15	Easter Recess - No Classes
Tuesday, April 16	Classes Resume
Thursday, May 30	Memorial Day - No Classes

End of the school year will be determined by Department of Education ruling on the exact meaning of the new 180 day law!

Number of days teachers are on duty - 184

Number of days pupils are in session - 180