

1966-67

MASTER CONTRACT

An Agreement between the Central Lake Education
Association and the Central Lake Public School District.

Central Lake

M. E. A.

1216 KENDALE

E. Lans., Mi.

48824

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This Agreement entered into this day of ,
1966 by and between the Board of Education of Central Lake Public
School District, Central Lake, Michigan, hereinafter called the
"Board", and the Central Lake 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 Central Lake
Public School District is their mutual aim and that the character of
such education depends predominately 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 profes-
sional 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 11 of Act 379, Public Acts of 1965, for all professional personnel, including personnel on tenure, probation and on diem appointments, classroom teachers, substitute teachers, guidance counsellors and librarians, but excluding supervisory and executive personnel and office 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 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 the Association, if the adjustment is not inconsistent with the terms of this Agreement, provided that 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 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 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

Teacher 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 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 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 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 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 building facilities at all reasonable hours for meetings. No teacher shall be prevented from wearing insignia, pins or other identification of membership in the Association either on or off school premises. Bulletin boards and other established media of communication shall be made available to the Association and its members.

D. The Board agrees to furnish to the Association in response to reasonable requests from time to time all available information concerning the financial resources of the district, tentative budgetary requirements and allocations and such other information as will assist the Association in developing intelligent, accurate, informed and constructive programs on behalf of the teachers and their students, together with information which may be necessary for the Association to process any grievance or complaint.

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. Such salary schedule shall remain in effect during the one-year term of this Agreement.

B. The salary schedule is based upon a normal weekly teaching load, as hereinafter defined, ^{beginning the Tuesday after Labor Day,} ~~September 1 to June 1~~ during normal teaching hours. For extra work the teacher shall be entitled to appropriate additional professional compensation, as on Schedule B.

C. The professional hourly rate of any teacher shall be \$4.50 per hour. The teacher shall be paid this established hourly rate, in addition to his base salary, for all time spent after the regular school day in parent-teacher conferences, supervision of extra-curricular activities of students, if not on schedule B, teacher meetings called by the Administration or Board after 4 p.m. of any day or on Saturdays, Sundays or holidays, and attendance at any educational or civic functions where attendance is not voluntary but required.

D. Teachers shall not be required to report more than two days prior to the beginning of classes in September or to remain more than two days after classes end.

E. The following holidays shall be observed and all schools closed: New Year's Day, Memorial Day, Labor Day, Thanksgiving Day, Christmas Day, Good Friday and Easter Monday. School shall be dismissed not later than noon of the day before Thanksgiving, nor later than one and one-half days before Christmas.

F. 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 negotiations, including arbitration, shall be released from regular duties without loss of salary.

G. A teacher shall be released from regular duties without loss of salary at least one day each semester for the purpose of participating in area or regional meetings of the Michigan Education Association.

H. For purposes of this agreement the number of working days shall be 187 days, including two days for regional M.E.A. conferences and one day for a county intermediate district conference.

ARTICLE IV

Teaching Hours

A. Teachers shall check in fifteen minutes before the start of the school day and are free to leave fifteen minutes after students are dismissed as per schedule.

B. The Board recognizes the principle of a standard forty-hour workweek and will, so far as possible, set work schedules and make professional assignments which can reasonably be completed within such standard workweek. The Board will not require teachers regularly to work in excess of such standard workweek within or outside of any school building.

ARTICLE V

Teaching Loads and Assignments

A. The normal weekly teaching load in the senior high school will be 25 teaching periods and 5 supervised study periods and 5 unassigned preparation periods. The normal weekly teaching load in the elementary schools will be 30 teaching periods. No departure from these norms, 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 for good cause, outside the scope of their teaching certificates or their major or minor field or study.

C. Teachers who will be affected by a change in grade assignments in the elementary school grades and by changes in subject assignment in the secondary school grades will be notified and consulted by their principals as soon as practicable and prior to June 1st. 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.

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 and 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 shall be referred to the Professional Study Committee whenever they reach the following maxima:

(1)	Kindergarten	22 pupils
(2)	Elementary school grades	25 pupils
(3)	Special classes for handicapped or mentally retarded	15 pupils
(4)	English	25 pupils
(5)	Social Studies	
(6)	General Education	
(7)	Mathematics	
(8)	Science	
(9)	Language	
(10)	Business	30 pupils
(11)	Typing	
(12)	Industrial Arts	
(13)	Drafting	
(14)	Vocational Shops	
(15)	Homemaking	
(16)	Music	
(17)	Art	
(18)	Health Education	40 pupils

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 undertakes 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. A teacher's aide will be assigned to the 2nd, 3rd, 4th, and 7th grade elementary classrooms for the 1966-67 school year.

D. Under no conditions shall a teacher be required to drive a school bus as part of his regular assignment.

E. The Board shall make available in each school adequate lunchroom, 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.

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

G. 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.

H. 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 any employee organization. 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 Promotions

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 the district, and other relevant factors. An applicant with less service in the system

shall not be awarded such position unless his qualifications therefor 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 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. Any teacher who shall be transferred to a supervisory or executive position and shall later return to a teacher 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.

ARTICLE IX

Leave Pay

A. All teachers absent from duty on account of personal illness or any other approved reason who are in the employ of the Board shall be allowed full pay for a total of ten days absence in any school year.

B. Any teacher who is absent because of an injury or disease compensable under the Michigan Workmen's Compensation Law, shall receive

from the Board the difference between the allowance under the Workman's Compensation Law and his regular salary for the duration of the illness with no subtraction of sick leave.

C. Each teacher shall be entitled to an unlimited accumulation for the unused portion of each year's leave which shall be available in future years.

D. After ten days consecutive absence, a physician's statement shall be required.

E. A teacher who has exhausted his cumulative sick leave will be considered for a loan up to thirty days of additional sick leave.

ARTICLE X

Leaves of Absence

A. Any teacher whose personal illness extends beyond the period compensated under Article IX 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.

B. Leaves of absence with pay chargeable against the teacher's allowance shall be granted for the following reasons:

- (1) For a critical illness in the immediate family.
- (2) When emergency illness in family requires a teacher to make arrangements for necessary medical or nursing care.

- (3) Attendance at a ceremony awarding a degree to a staff member for such portion of the day as is necessary.
- (4) When travel requires additional time, for attendance at the school graduation of a son, daughter, husband or wife.
- (5) Time necessary for the conduct of personal affairs which cannot normally be handled outside school hours, such as performance of religious obligations and medical and dental appointments when such appointments cannot be made at any other time.
- (6) Time necessary for attendance at the funeral service of person whose relationship to the teacher warrants such attendance.

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

- (1) A maximum of five days per school year for a death in the immediate family. The immediate family would be defined as; father, mother, sister, brother, children, husband or wife. (Exceptions would be considered.)
- ~~(2)~~
(2) Absence when a teacher is called for jury service.
- (3) Court appearance as a witness in any case connected with the teacher's employment or the school or whenever teacher is subpoenaed to attend any proceeding.
- (4) Approved visitation at other schools or for attending educational conferences or conventions, including Association meetings.
- (5) Time necessary to take the selective service physical examination.

D. Leaves of absence without pay shall be considered 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.

E. A teacher absent from work because of mumps, scarlet fever, measles or chicken pox shall suffer no diminution of compensation and shall not be charged with sick leave. A physician's statement shall be presented to the Board ^{for} such cases.

F. 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 may be permitted to complete the semester.

G. Leave of absence will be considered of up to two years to any teacher who joins the Peace Corps as a full-time participant in such program. Any period so served shall be treated as time taught for purposes of the salary schedule set forth in Appendix A of this Agreement.

H. Teachers who are officers of the Association or are appointed to its staff should, upon proper application, be given leave of absence for one year 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.

I. Military leaves of absence shall be considered for any teacher who shall be inducted or shall enlist for military duty to any branch of the armed forces of the United States.

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

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. A representative of the Association may be requested to accompany the teacher in such review.

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 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 or violation of professional ethics 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 shall not be charged against the teacher.

E. The Board will reimburse teachers for any loss, damage or destruction of clothing or personal property of the teacher while on duty in the school or on the school premises, in connection with any incident mentioned in this article. If a teacher is injured while in the line of duty, free medical, surgical or hospital care will be furnished by the Board at a designated hospital.

F. Any complaints by a parent of a student directed toward a teacher shall be promptly called to the teacher's 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 discussions, furnishing necessary information and otherwise constructively considering and resolving any such matters.

B. In the event the salary schedule is reopened for negotiations, 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 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. 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 by a majority of the Board of Education and by a majority of the membership of the Association, 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 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 the parties cannot agree, the grievance shall be promptly transmitted to the Superintendent who shall have five days thereafter to approve or disapprove the grievance. If the grievance is transmitted directly to the Superintendent he shall have ten 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 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 express written consent of the Association, shall final determination of the grievance be made by the Board more than 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 judgment 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 paid by the Board.

G. For administrative convenience, the Board may cause complaints which may be the subject of grievances under this Article first to be presented to a department head, 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 department heads, assistant 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 Board and two members selected by the Association. 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) Should a summer school program be established for students who need required credits for graduation?
- (2) Should a short course in gun safety be taught as a requirement of all students?
- (3) The possibilities of using existing facilities and personnel for adult education classes.
- (4) How to improve the use of existing television facilities.

C. The clerical expenses of such Committee shall be borne by the Board. Representatives on such Committee shall be excused from the performance of other work, up to five hours per week, for the purpose of serving on such Committee.

ARTICLE XVI

Miscellaneous Provisions

A. The Board agrees at all times to maintain an adequate list of substitute teachers. Teachers shall be informed of a telephone number they may call before 7:30 a.m. 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. No polygraph or lie detector device shall be used in any investigation of any teacher or pupil.

C. The Association shall be duly advised by the Board of fiscal, budgetary and tax programs affecting the district and the Association

shall, whenever feasible, have the opportunity in advance to consult with the Board with respect thereto prior to general publication.

D. 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.

E. 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.

F. 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.

G. 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.

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

I. The Board will seek to establish means of reducing the collection of funds by classroom teachers. Whenever possible school monies will be collected by the office or school bookstore. In no case shall a classroom teacher be expected to keep school funds (book fees, picture money, etc.) overnight.

J. On day in which children are not required to be in attendance due to inclement weather, teachers shall be notified as promptly as possible, and are not required to report at school on such days.

K. One day or more shall be allowed at the end of each semester for marking, grading and recording school report cards and records. For this purpose two half days shall count as one day.

L. The Association and the Administration of the school shall co-operate in establishing a calendar for the ensuing year. In so far as possible efforts shall be made to avoid conflicts between the academic program and co-curricular, extra-curricular activities.

M. Teacher aides as mentioned in this contract shall mean adult personnel hired to assist the professional staff in routine assignments.

Teacher aides shall not be construed to mean high school pupils. The provisions of this clause do not infer that members of the Future Teachers Association cannot be allowed in the classrooms to assist in gaining meaningful experiences under a qualified teacher.

N. The Professional Study Committee shall consider the subject of professional growth of teachers and make a recommendation to the Board and Association.

ARTICLE XVII

Duration of Agreement

This Agreement shall be effective as of _____ and shall continue in effect for one year until the _____ day of _____, 1967. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

Board of Education

by _____
President

by _____
Secretary

Education Association

by _____
President

by _____
Secretary

SCHEDULE A

I. The following shall be the schedule of basic teacher salaries.

Years of Experience	Step	Bachelor's Degree	Master's Degree
0	1	\$5200	\$5500
1	2	\$5400	\$5700
2	3	\$5600	\$5900
3	4	\$5800	\$6100
4	5	\$6000	\$6300
5	6	\$6200	\$6500
6	7	\$6400	\$6700
7	8	\$6600	\$6900
8	9	\$6800	\$7100
9	10	\$7000	\$7300
10	11	\$7200	\$7500

For purposes of establishing this schedule all teachers with five or more creditable years experience shall start on step #6 for the 1966-67 school year.

II. Credit for experience outside this school system (as a certified teacher) shall be evaluated by the Board and credit shall be allowed

SCHEDULE A continued

whenever the prior service of the teacher is deemed satisfactory.

Full credit shall be given for the first five years of experience but no credit shall be given for a fractional part of a year.

III. Increments become effective September 1 of each year and advancement under the salary schedule shall be automatic as of September 1 or February 1 following completion of required academic or professional courses.

SCHEDULE B

I. The professional hourly rate for all teachers shall be \$4.50 as specified in Article III Section C unless excepted here. These sums to be added to the basic contractual salary:

Athletic Director	\$200.00
Head Football Coach	\$500.00
Head Basketball Coach	\$500.00
Junior Varsity Basketball Coach	\$300.00
7th & 8th grade Basketball Coach	\$200.00
Cheerleader Coach	\$ 50.00
Band Director--Extra duties	\$600.00
Driver Education Instruction-- limited to 30 students	\$700.00
Crowd Control Duties--for 10 games	\$100.00
Science Fair Supervisor	\$200.00

II. Specific duties not appearing here shall be negotiated on an individual basis between the Association and the Board.

III. In the advent of an increased state aid formula, negotiations shall be re-opened between the Association and the Board.

I

IV. Credit for tuition shall be allowed beyond the Permanent Certificate and paid for at \$15.00 per credit hour and 1/2 of the tuition.

V.

V. Class sponsors, plays, and related duties shall be considered by the Professional Study Committee and if agreeable to the Board and Association, shall be re-opened for negotiations.

SCHEDULE C

- I. Substitute teachers shall be paid \$18.00 per diem.

- II. If necessary to hire substitutes from a greater radius than ten miles from the school, the administration may offer to pay mileage at the rate of 10¢ per mile one way.

- III. Teacher aides shall not be used as substitute teachers.