

Central Lk. 14

1970-71

CENTRAL  
Lake

\*\*\*\*\*  
MASTER CONTRACT  
\*\*\*\*\*

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

-- To June 30, 1971--

7/1/70-6/30/71

M.E.A.

1216 KENDALE

E. Lansing, Mi.

48824

RECEIVED (1)

AUG 5 1970

OFFICE OF  
PROFESSIONAL NEGOTIATIONS



INDEX

<b>Title</b>	<b>Article Number</b>	<b>Page</b>
Recognition	I	2
Teacher Rights	II	3
Professional Compensation	III	4
Teaching Hours	IV	5
Teaching Loads & Assignments	V	6
Teaching Conditions	VI	7
Vacancies & Promotions	VII	9
Transfers	VIII	10
Leave Pay	IX	10
Leave of Absence	X	11
Teacher Evaluation	XI	14
Protection of Teachers	XII	15
Negotiation Procedures	XIII	16
Professional Grievance & Negotiation Procedure	XIV	17
Miscellaneous Provisions	XV	20
Schedule A		23
Schedule B		25
Calendar		27
Duration of Agreement		28
Grievance Report Form		29

This Agreement entered into this 9<sup>th</sup> day of June 1970 by and between the Board of Education of the 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 has statutory obligation, pursuant to Act 379 of the Michigan Public Acts of 1965, to bargain with the Association as the representative of its teaching personnel with respect to hours, wages, terms, and conditions of employment, and

WHEREAS the parties, following extended and deliberate professional negotiations, have reached certain understandings which they desire to memorialize.

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

## ARTICLE I

### Recognition

A. The Board hereby recognizes the Association as the exclusive bargaining representative, as defined in Section 11 of Act 379, Public Acts of 1965, for all professional personnel, including personnel on Tenure, probation, classroom teachers, guidance counselors, and librarians, but excluding full or part time supervisory and executive personnel and office and clerical employees, and persons on diam appointments. The term "teachers" when used herein after 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.

## ARTICLE II

### Teacher Rights

A. Pursuant to Act 379 of the Public Acts of 1935, the Board hereby agrees that every teacher of the Board shall have the right to freely organize, join and support the Association for the purpose of engaging in lawful 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 derive or coerce any teacher in the enjoyment of any rights conferred by Act 379 or laws of Michigan or the Constitution of Michigan and the United States; that it will not discriminate against any teacher with respect to hours, wages, or any terms or conditions or employment by reason of his membership in the Association, his participation in any lawful 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 the 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. Teachers' bulletin board and mail boxes 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 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.

B. The salary schedule is based upon a normal weekly teaching load, for the full school year as defined by the attached calendar. For extra work the teacher shall be entitled to appropriate additional compensation, as on Schedule B.

C. The professional hourly rate of any teacher shall be \$4.50 per hour. If rate for substitute teachers is increased, the profes-



sional hourly rate for teachers shall also be increased by 1/6 of the amount of the substitute's daily increase. 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 4:00 P.M., or any educational or civic function where attendance is not voluntary but required, except that the Superintendent may call one meeting per month on the first Monday, and the Principal, one meeting on the third Monday of each month.

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

E. For purposes of this Agreement the number of days, according to attached calendar, shall be 180 attendance days, plus one day of orientation for new teachers in the system.

#### 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

work week, 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 IV

##### Teaching Loads and Assignments

A. The normal weekly teaching load in the Senior High School will be 25 teaching periods, and five unassigned preparation periods, and five supervised study periods except alternate assignment by mutual consent of the teacher and Administration. The normal 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 of 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 teachers request such change.

## ARTICLE VI

### Teaching Conditions

The parties recognize that the availability of optimum school facilities for both the 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 toward insurance that the energy of teachers 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 shall (except when mutually agreed impossible and impractical by both parties to this agreement) be lowered whenever they exceed 20% of the following maxima, except the total number of pupils per day will not exceed 5 times the maximum number indicated below in grades 7 through 12.

- |       |  |           |
|-------|--|-----------|
| ( 1 ) | Kindergarten   | 22 pupils |
| ( 2 ) | Elementary school grades                             | 25        |
| ( 3 ) | Special Classes for handicapped or mentally retarded | 15        |
| ( 4 ) | English  | 25        |
| ( 5 ) | Social Studies                                       | 25        |
| ( 6 ) | General Education                                    | 25        |

( 7)	Mathematics	25
( 8)	Science	25
( 9)	Language	25
(10)	Business	25
(11)	Typing	30
(12)	Industrial Arts	20
(13)	Drafting	30
(14)	Vocational Shops	20
(15)	Homemaking	20
(16)	Music	35
(17)	Art	25
(18)	Health Education	40

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 the use of such educational tools and the Board undertakes promptly to implement all joint decisions thereon made by its representatives and the Association. The Board agrees that all times to keep the schools reasonably and properly equipped and maintained.

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

D. The Board shall make available in each school; lunchroom, lavatory facilities exclusively for adult use and at least one room, comparable to existing facility, which shall be reserved for use as a faculty lounge in which smoking shall be permitted.

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



F. 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 of both parties of this Agreement so long as the same shall not adversely affect the student-teacher relationship.

G. The provisions of this Agreement and the wages, hours, terms, and conditions of employment shall be applied without regard to race, creed, religion, color, national origin, age, sex, or marital status, or membership in or association with the activities of employee organization. The Board and the Association pledge themselves to seek and 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, Promotions, and Title Program

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 Secretary and providing for appropriate posting on the teachers' bulletin board. No vacancy shall be filled in case of emergency on a temporary basis, until such vacancy shall have been posted for at least five days.

B. Any qualified teacher may apply for such vacancy. In filling

such vacancies the Board agrees to give due weight to the professional background, and attainments of these applicants, the length of time each has been in the school system of the district, and other relevant factors. An applicant with less service in the system shall not be awarded such position unless his qualifications 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 the purpose 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 compensated under the Michigan Workman's Compensation Law, shall receive from the Board the difference between the award under the Workman's Compensation Law and his regular salary up to the dollar value attached to the accumulated sick leave.

C. After four days of consecutive absence, a physicians statement may be required by the administration.

D. A teacher who has exhausted his cumulative sick leave will be considered for a loan up to thirty days of additional sick leave for his own personal illness only.

E. First year teachers shall accrue sick leave at the rate of one day for each month worked.

## ARTICLE X

### Leave 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 a period not to exceed one year, subject to renewal at the will of the Board. Upon return from leave, a teacher shall be assigned to the same position, if available, or a substantially equivalent position.

B. Leave 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) Personal business days limited to two (2) days per year non accumulative and to be deducted from sick leave.
- (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 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) 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 a teacher is subpoenaed to attend and precede.
- (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 licensed 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 the purpose 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 granted to any teacher inducted into the military service of the United States, in accordance with Act 143 of 1943 as amended.

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. Each teacher shall be evaluated by the administration at least once a year before April 1st. The evaluation shall consist of a conference and a written statement which shall be signed by both parties and both parties will have a copy. On the first day of school each teacher will receive a copy of criteria by which he will be evaluated.

B. 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.

C. Each teacher shall have the right upon request to review the contents of his personnel file. A representative of the Association may be requested to accompany the teacher in such review.

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



E. Reprimand and discipline without just cause is subject to the grievance procedure. Discharge and demotion shall be solely subject to the provisions of the Tenure Act and the procedure provided therein.

## 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 teachers' attention.

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

#### ARTICLE XIII

##### Negotiation Procedures

A. It is contemplated that matters not specifically covered by this Agreement but of common concern to the parties shall be subject to professional negotiations between them from time to time during the period of this Agreement upon request by either party to the other.



The parties undertake to cooperate in arranging meetings, selecting representatives for such 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, negotiations will begin on or about April 1, 1971.

C. In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining 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.

#### ARTICLE XIV

##### Professional Grievance and Negotiation Procedure

A. A grievance shall be an alledged violation of the expressed terms of this contract. Any teacher, group of teachers or the Association believing that there has been a violation, misinterpretation

or misapplication of any provision of their Agreement of 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 within 10 working days on a form as shown on pages . 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, 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 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.

E. If the decision after mediation is not satisfactory to the Association, the grievance may be submitted to arbitration before an impartial arbitration selected by the parties. If the parties cannot agree as to the arbitrator, he shall be selected by the Michigan State Mediation Board in accord with its rules which shall likewise govern the arbitration hearing. The Board shall not be permitted to assert in such arbitration proceedings any ground or to rely on evidence not previously disclosed to the Education Association. The arbitrator shall have no power to alter, add to or subtract from the terms of this Agreement. Both parties agree to be bound by the award of the arbitrator and agree that judgement thereon may be entered in any court of competent jurisdiction.

F. If any teacher for whom a grievance is sustained shall be found to have been justly or 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.

G. The costs of any arbitration under this Article shall be divided equally between the Board and the Association.

## ARTICLE XV

### 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 duplicated 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 teacher or group of teachers 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. All School monies will be collected by the office or school bookstore.

I. On a 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.

J. The Association and the Administration of the school shall cooperate 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.

K. 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. A high school pupil may be hired if necessary to do routine teachers aid duties, if agreeable to the teacher involved.



CENTRAL LAKE PUBLIC SCHOOLS

SALARY SCHEDULE

1970-71

Exp.	Step	Base	Index	Masters
0	1	\$7,000	1.000	\$7,500
1	2	7,210	1.030	7,710
2	3	7,455	1.065	7,955
3	4	7,700	1.100	8,200
4	5	7,945	1.135	8,445
5	6	8,190	1.170	8,690
6	7	8,435	1.205	8,935
7	8	8,680	1.240	9,180
8	9	8,925	1.275	9,425
9	10	9,170	1.310	9,670

Base \$7,000.00

Index same as present.

2 steps added to present schedule

Each teacher in the Central Lake District will receive Hospital Insurance in the amount of \$140.16 (12 x \$11.83), for single person ward coverage, for Blue Cross-Blue Shield Insurance. In lieu of Blue Cross Insurance, M.E.A. Insurance may be selected, not to exceed the amount for Blue Cross-Blue Shield as stated above.

Schedule A Continued

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

II. 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.

III. Non degree teachers shall be paid \$200.00 less than the base salary.

IV. From the 1967-68 school year forward, all teachers shall be required to earn 6 semester hours in a five year period to advance on the salary schedule.



SCHEDULE B

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

Position or Duty	% of Base (\$7,000)	Amount
Athletic Director	5	\$ 350
Varsity Football	10	700
Asst. Football	7	490
J.V. Football	7	490
Varsity Basketball	10	700
J.V. Basketball	7	490
J.H. Basketball	5	350
Girls Basketball	5	350
Track	5	350
Baseball	5	350
Play Director	2%/play limit 2	140 or 280
Skiing Coach	2	140
Annual Supervisor	3	210
(if not part of regular teaching day)		
Band Director	10	700
Science Fair	4	280
CLASS SPONSORS:		
7th	$\frac{1}{2}$	35
8th	1	70
9th	$1\frac{1}{2}$	105
10th	2	140
11th	$2\frac{1}{2}$	175
12th	3	210

Where positions are divided between two or more teachers, the sum shall be divided equally.

Special Education Instructions, Type A to be paid \$300 above the regular schedule.

The Association shall work out a dues check-off form with the school office which will be agreeable to both parties.

Schedule B Continued

Credits for tuition shall be allowed beyond the Michigan Permanent Certificate and paid for at \$15.00 per semester hour. (Courses outside the teachers major field must be approved by the administration)

The Summer Driver Training Instructor shall be paid \$30.00 per student.



1970-71 CALENDAR

September 7, 1970  
 September 8, 1970  
 October 23, 1970  
 October 27, 1970  
 October 28, 1970  
 November 26, 1970  
 November 27, 1970  
 December 4, 1970  
 December 9, 1970  
 December 24, 1970

TO

January 3, 1970  
 January 4, 1970  
 January 22, 1970  
 January 25, 1970  
 January 27, 1970  
 March 5, 1970  
 March 10, 1970  
 April 9, 1970  
 April 16, 1970  
 April 21, 1970  
 May 30, 1970  
 May 31, 1970  
 June 3, 1970  
 June 4, 1970

Labor Day No school  
 First day of school (full day K-12)  
 First marking period ends  
 Parent Teacher Conferences No School  
 Report cards  
 Thanksgiving Vacation No School  
 Thanksgiving Vacation No School  
 Second Marking Period ends  
 Report Cards

Christmas Vacation No School

Resume School  
 Semester Ends  
 Records Day No School  
 Report Cards  
 Fourth marking period ends  
 Report Cards  
 Good Friday No School  
 Fifth marking period ends  
 Report Cards  
 Baccalaureate  
 Memorial Day Holiday No School  
 Last day of school (full day K-12)  
 Records Day (cards to be mailed)  
 Graduation

TEST WEEK June 1 to 3 inc.  
 SENIOR TRIP May 31 to June 4 inc.  
 SENIOR TESTS To be given, scored and senior graded prior to Baccalaureate.

SCHOOL

DAYS PER MONTH

<u>1st Semester</u>		<u>2nd Semester</u>	
Sept.	17	Jan.	4
Oct.	21	Febr.	20
Nov.	19	Mar.	23
Dec.	17	Apr.	21
Jan.	15	May	20
	89	June	3
			91

ARTICLE XVI

Duration of Agreement

This agreement shall be effective as of July 1, 1970  
and shall continue in effect for 1 years until the 30 th  
day of June, 1971. 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 L. E. Turner D.O.

By Secretary J. Ruben

EDUCATION ASSOCIATION

By PRESIDENT Velma Lessard

By Secretary Virginia V. Vance



# Grievance Report

29

## GRIEVANCE REPORT FORM

Grievance # \_\_\_\_\_ School District \_\_\_\_\_

Distribution  
of Form

1. Supt.
2. Principal
3. Association
4. Teacher

### GRIEVANCE REPORT

Building	Assignment	Name of Grievant	Date Filed

### STEP 1

A. Date Cause of Grievance Occurred \_\_\_\_\_

B. 1 Statement of Grievance \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2 Relief Sought \_\_\_\_\_

\_\_\_\_\_

Signature, CLEA

Date

C. Disposition by Principal \_\_\_\_\_

\_\_\_\_\_

Signature of Principal

Date

D. Position of Grievant and/or Association \_\_\_\_\_

\_\_\_\_\_

Signature

Date

### STEP II

A. Date Received by Superintendent or Designee \_\_\_\_\_

Note: If additional space is needed in reporting Sections B1 & 2 of Step I, attach an additional sheet.