

8/31/69

66-69

AGREEMENT BETWEEN
CLARENCEVILLE SCHOOL DISTRICT
of Oakland and Wayne Counties
and
CLARENCEVILLE EDUCATION ASSOCIATION

Clarenceville Sch. Dist.

MEH
1216 Kendall
E. Lansing, Mich.
48823

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AGREEMENT

This Agreement made this 28th day of July 1966, by and between Clarenceville School District of Oakland and Wayne Counties, Michigan, hereinafter called the "District" and Clarenceville Education Association, hereinafter called the "Association", witnesseth:

PREAMBLE

Recognizing that educational growth is a fundamental aspect of living, and that educational experiences are vitally related to this fundamental force and, believing that every person has a right to the opportunity to reach his potential, the parties agree that the school must promote these democratic ideals to their fullest realization for all children of the Clarenceville School District.

It is further recognized that the District is a unit of Government, governed by the Laws of the State of Michigan as set forth in the "School Code of 1955, as amended, or any successor statute thereto" and that the District has obligations to the citizens and taxpayers, as well as to the State of Michigan to operate efficiently, economically, and prudently, and to maintain adequate and uninterrupted service to the public and the children therein.

Since the efficiency of the instructional program in any school organization is related to the effectiveness of the classroom teacher in his relationship with his students, and since such effective relationship is contingent upon high morale and sound economic relationships, it is the purpose of the District to employ professionally competent, morally acceptable, and dedicated teacher personnel. In consideration of the foregoing and the mutual covenants herein set forth, it is agreed as follows:

ARTICLE I RECOGNITION

- A. The District hereby confirms the recognition of Clarenceville Education Association as an exclusive bargaining representative for all certified teaching personnel now employed or hereafter employed by the District, including department chairmen, counselors and the full-time teaching assistant principal of Edgewood Elementary School pursuant to the election held December 15, 1965 by the Michigan Labor Mediation Board. As used in this agreement, personnel includes all persons within the designated bargaining unit.
- B. The District shall not negotiate with any other representative of personnel described in "A" so long as the association shall be certified as the exclusive bargaining agent for personnel. However, any individual covered by this Agreement may at any time present grievances to the District and have the grievances adjusted without the intervention of the Association if the adjustment is not inconsistent with the terms of this Agreement provided the Association has been given opportunity to be present at such adjustment.
- C. Within thirty days after commencement of the school year, personnel may sign and deliver a written authorization on such forms as the District may require, authorizing the District to deduct from such employee's pay, dues or assessments for Association membership or for professional Association organizations.

The District shall remit such deductions to the appropriate organization not more than once per month during the term of such employee's contract with the District. The District shall have no liability other than the transmittal of such funds to the Association or designated Association or professional organization. The employee may cancel such authorization, in writing, at any time.

- D. This contract is subject to the School Code of 1955, as amended, and any successor statute thereto, together with the Teacher Tenure Act and the rights, duties, obligations and responsibilities of the parties hereunder shall be in addition to those provided by the applicable statutes. In the event of conflict between any portion of this agreement and the statutes of the State of Michigan, the latter shall control.
- E. 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 reference to male teachers shall include female teachers.
- F. Membership in the "Association" is not required for employment.
- G. The parties agree that the District shall provide for and tender written contracts to personnel employed by the District. Such contracts shall be subject to and incorporate by reference herein, the terms and conditions of this Agreement. A copy of the contract to be tendered by the District shall be attached hereto and made a part hereof.

ARTICLE II - TEACHER RIGHTS

- A. The Association and its members and/or the designated Association building representative(s) shall have the privilege to use school building facilities for meetings in accordance with Board policy. No teacher shall be prevented from wearing insignia, pins or other identifications of membership in the Association on school premises. Bulletin boards will be made available for the Association's use and placed in areas where teachers normally congregate. All posted material must be authenticated by a recognized official of the "Association" and shall be classified as "Association's" official business.

ARTICLE III - BOARD OF EDUCATION RIGHTS

The Board of Education retains all rights and powers in accordance with applicable laws and regulations to manage the enterprise and to direct and assign the employees.

ARTICLE IV - PROFESSIONAL COMPENSATION

- A. The salaries of personnel covered by this Agreement are set forth in Schedule A, Part I (see insertion) which is attached to and incorporated in this Agreement. Such salary Schedule shall remain in effect during the term of this Agreement. The parties agree to meet annually to negotiate revisions of the salary schedule identified above based upon an evaluation of the District's then available operating funds for payment of salaries and the like, which negotiations shall not be held earlier than April 15th of the then current school year.
- B. The salary schedule is based upon a 40 hour work week.

- C. The teacher shall be paid compensation, in addition to this base salary for all time spent after the regular school day as established by the Administration in supervision of extra-curricular activities of students. The list of established rates for extra-curricular activities is set forth in Schedule A, Part II (see insertion) which is attached to and incorporated in this Agreement.
- D. The designated representative of the Association engaged during the school day in negotiating in behalf of the Association shall be released from regular duties without loss of salary, provided classroom instruction is not disrupted.

ARTICLE V - CALENDAR

The annual calendar shall be prepared by the Administration and shall be available prior to the start of each school year and shall include the following:

CLARENCEVILLE SCHOOL DISTRICT

School Calendar - (Three years)

	<u>1966-67</u>	<u>1967-68</u>	<u>1968-69</u>
Pre-School Conference			
New Staff Members	Sept. 2	Sept. 1	Aug. 30
All Instructional staff members	Sept. 6	Sept. 5	Sept. 3
Opening of School (half-day)	Sept. 7	Sept. 6	Sept. 4
Thanksgiving recess	Nov. 24-25	Nov. 23-24	Nov. 28-29
Christmas - New Year's Recess	Dec. 24-Jan. 2	Dec. 23-Jan. 1	Dec. 21-Jan 1
School re-opens	Jan. 3	Jan. 2	Jan. 2
Easter Recess	Mar. 24 - 31	Apr. 12 - 19	Apr. 4- 11
School re-opens	April 3	April 22	April 14
Memorial Day	May 30	May 30	May 30
Commencement	June 15	June 13	June 12
Record day - no classes	June 15	June 13	June 12
End of School Year	June 16	June 14	June 13

The two days selected by the State Superintendent of Schools for Institute Days shall be observed according to law.

A maximum of two (2) full days will be allowed for Parent-Teacher Conferences in the elementary grades for each semester. These Conference Days will be staggered so that no more than two elementary school buildings will have Conference Days at the same time. The normal hours for these Conferences shall be from 12:00 (noon) to 8:00 P.M.

All schools shall have one work day for teachers at the end of the first semester for the preparation of records.

The Thursday and Friday of the last week of the school year shall be scheduled as work days for all teachers.

The last day for regular classes in the Secondary schools shall be the Friday before the last week of the school year. Examinations are to be on Monday, Tuesday, and Wednesday of the following week.

Regular classes for all elementary students shall end at noon on the Wednesday of the last week of the school year. All students shall return on Friday for their report cards.

One day designated as Business Education Day may be allowed the secondary teachers and one day designated as elementary workshop day may be allowed elementary teachers. These days will be determined by the Administration so that membership and attendance days for the year will meet all requirements of the State Department of Public Instruction.

ARTICLE VI - TEACHING HOURS

- A. The "District" recognizes that professional assignment (s) and work schedule (s) should be arranged within a 40 hour week.
- B. All teachers shall attend meetings called by the Administration as a regular part of their teaching assignments unless otherwise excused by the Administration. The Superintendent or a Building Principal may call staff meetings of personnel from time to time. Sufficient notice of such meetings will be given whenever practical.
- C. All teachers shall have a duty-free lunch period. Should a teacher assume supervisory duty in lunch rooms or recess periods which falls outside the scope of his regular assignments as established by the Administration, he will be given additional remuneration at a rate established by the Board of Education.

ARTICLE VII - TEACHING LOADS AND ASSIGNMENTS

- A. In the event of any disagreement between the "District" and the "Association" regarding the teaching loads, the matter may be processed through the professional grievance negotiation procedure hereinafter set forth.
- B. Teachers may indicate preference in writing to their principal regarding changes in grade level, assignments and extra-curricular duties for the next following year. The school administration agrees to consider such requests; provided, however, that the administration shall have the final decision with respect to personnel placement in the District.

Teachers who will be affected by a change in grade assignments in the secondary school grades will be notified by their Building Principal as soon as practicable. Every effort will be made to avoid reassigning probationary elementary school teachers to different grade levels. Teacher's requests for transfer may come about by way of vacancy and these shall be given consideration as they occur on basis of (1) competency, ability, experience and training of the individual in the judgment of the Principal where the vacancy occurs, (2) seniority, (3) priority of request in case of tied seniority.

ARTICLE VIII - TEACHING CONDITIONS

- A. The parties recognize that the availability of adequate 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 "District". 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.
- B. Because the pupil-teacher ratio is an important aspect of an effective educational program, the "District" will at all times strive to maintain State Recommended Standards.
- C. The "District" 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 may confer from time to time for the purpose of improving the selection and use of such educational tools; provided, however, that the final decision with respect to such matters rests solely with the Board of Education of the District.
- D. In the event that school is closed because of snow, ice or other such conditions beyond normal control, all professional persons will not be expected to report to their respective buildings.

Teachers shall not be required to remain in the assigned buildings when the pupils in such buildings are dismissed. Teachers may be directed to report for assignment elsewhere.

ARTICLE IX - VACANCIES AND PROMOTIONS

- A. Whenever a vacancy in any professional position in the "District" shall occur during the school year, the "District" shall publicize the same by giving written notice of such vacancy and providing for appropriate posting in every school building. No vacancy shall be filled, except on a temporary basis, until such vacancy shall have been posted for at least ten (10) school days.
- B. Any teacher may apply for such vacancy. In filling such vacancy, the District shall consider the professional background and attainments of all such applicants, the length of service in the District and the requirements of the vacant position. The District declares its support for a policy of promotions from within its own teaching staff, provided, however, the District shall have the full right to hire any personnel from any source if, in the opinion of the Administration, it is in the best interests of the District to do so.

"Service" in the system for purposes of this Agreement, shall mean continuous employment in the District, irrespective of tenure status, but shall exclude all periods when the teacher was on authorized leave of absence.

ARTICLE X - LEAVE WITH PAY

- A. All teachers regularly employed for the school year who are absent from duty because of personal illness, death or illness in the immediate family or quarantine shall be allowed annual sick leave at full pay at the rate of one day per month up to 10 days per year. The unused portion of each year's leave shall be allowed to accumulate up to 100 days. The purpose of accumulated sick leave is for the financial protection of the teacher in the even of an during his personal illness, and medical proof of such illness shall be the basis for granting sick leave pay for days used from accumulated sick leave.
- B. The immediate family shall be interpreted as husband or wife, mother, father, brother, sister, son or daughter.
- C. A teacher who has exhausted his cumulative sick leave and the earned sick days for the current year, shall receive the difference, if any, between the personnel's per diem rate and the substitute's pay for an additional ten days. The per diem rate shall be defined as that rate calculated by the division of the number of membership days in the current school year as defined by the school calendar provided in Article V, into the personnel's contracted salary for the then current school year.
- D. Personnel who have used all accumulated sick leave, earned sick days for the current year and the additional ten days for which such personnel receives the difference, if any, between his per diem rate and the substitute's pay, shall not thereafter be entitled to any further compensation from the "District".
- E. Each teacher shall be informed of the number of sick leave days he has accumulated with the first payroll check of each school year in the space provided for this information.
- F. All teachers regularly employed by the "District" shall be granted two days of leave per year with pay which shall be designated personal leave, to transact personal business which is of urgent nature that cannot be transacted at another time, providing arrangements for such leaves are made at least twenty-four hours in advance with the Principal or supervisor. Personal leave days with pay may cover the following areas: Court subpoena for non-school connected reasons, religious observance by employee, death of friend or relative not covered in sick leave, moving, or attendance at a ceremony awarding a degree or honors to a staff member or a member of the immediate family for such portion of the day as is necessary. Circumstances presenting unusual conditions will, upon request, be reviewed by the Superintendent of Schools to determine whether such time should be granted.

One of the two personal leave days when used shall be deducted from sick leave. The other personal leave day shall not be so deducted; provided, that in the event such personal leave is not utilized, it shall be added to the accumulated sick leave of such personnel, but in no event shall the leave accumulated under all of the provisions of this agreement exceed 100 days. The day immediately preceding, or the day immediately following a legal holiday or school recess, will not be recognized as a personal leave day.

- G. A teacher who is absent because of an injury or disease compensable under the Michigan Workmen's Compensation Law, shall receive from the "District" the difference between the allowance under the Workmen's Compensation Law and his regular Salary during the period of disability within the contractual year with no subtraction of sick leave.
- H. Leaves of absence with pay not chargeable against the teacher's allowance shall be granted for the following reasons:
 - a. Absence when a teacher is called for jury service. Any teacher shall receive the difference between jury duty pay and his regular pay.
 - b. Court appearance or subpoena as a witness in any case connected with the teacher's employment or the school or whenever the teacher is subpoenaed to attend any school connected proceedings.
 - c. Authorized absence due to a bodily injury, inflicted by a student or injury in the line of duty not covered in Section G.

ARTICLE XI - LEAVE WITHOUT PAY

- A. Any teacher whose personal illness extends beyond the period compensated for under Article X may be granted a leave of absence without pay for the balance of the contractual year. If the illness is protracted and necessitates further time for complete recovery, an additional leave of absence may be granted for one year or longer upon review by the "District". Upon return from authorized leave, a teacher may be assigned to the same position, if available, or a substantially equivalent position.
- B. Leaves of absence without pay within the school year may be granted upon application for the following reasons:
 - a. Study related to the teacher's licensed field.
 - b. Study to meet eligibility requirements for a license other than that held by the teacher.
 - c. Study, research or special teaching assignments involving probable advantage to the school system.
- C. A maternity leave shall be granted without pay, commencing not later than the end of the fourth 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. This leave of absence may be granted for one year to any employee who has been on the staff a minimum of two full school years, upon written request for such leave and upon proper certification of pregnancy by the employee's physician. Such requests shall be made in writing within the first three months of pregnancy.

In all cases of pregnancy of staff members, whether leave of absence is or is not requested, the contractual obligations of both parties, the District and the employee, shall cease at the end of the fourth month of pregnancy. Unless otherwise indicated, the "District" shall have the right to place any employee on maternity leave at any time during such pregnancy. No compensation shall be paid after the date of such

leave and sick leave pay shall not be paid for any leave granted because of pregnancy. The personnel seeking to return to employment after pregnancy shall give the District not less than 60 days notice. In the event pregnancy is terminated prior to the normal term, the "District" may terminate such maternity leave if, in the opinion of the "District" it is in the best interests of the District and individual personnel involved so to do.

- D. Military leaves of absence without pay 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. Personnel returning from military leave must request reinstatement and such request must be accompanied by proof that he is qualified to perform the duties of this employment with the "District". The application for reinstatement must be made within 90 days from the date of honorable separation from Service. 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 system.

ARTICLE XII - INSURANCE PROTECTION

In addition to other compensation provided by this Agreement, the "District" shall pay a portion of the insurance premiums for personnel in the amount of \$10.00 per month for 12 calendar months. The personnel shall elect annually whether this amount shall be paid to Blue Cross - Blue Shield hospitalization insurance or to a group life insurance plan to be selected by a majority of the personnel. The "District" shall have no obligation to continue payment for insurance in the event compensation to any such personnel is terminated for any reason. The "District" shall have no liability with respect to selection of the insurance carriers and shall have no liability for the payment of any benefits, proceeds, or other provisions of such insurance plans, but shall be required only to remit the funds in accordance with the written authorization from each personnel and then, not more often than once each month.

ARTICLE XIII - 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.
- B. Each teacher shall have the right upon request to review the contents of his own personnel file on record in the Principal's office.
- C. The present Teacher Evaluation Form, revised 11/21/64 shall be used with the categories listed below:
- a. Excellent
 - b. Above average
 - c. Professionally competent
 - d. Below average
 - e. Unsatisfactory
- D. All teachers shall receive a copy of their Evaluation Form signed by their supervisor or Principal.

ARTICLE XIV - PROTECTION OF TEACHERS

- A. The "District" recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom.

A teacher may exclude from his class a child who, in the teacher's opinion is causing serious disruption. The teacher should confer with the Principal or Assistant Principal or Counselor to provide the necessary information concerning the problem and shall provide a statement of the problem in writing at the time or within twenty-four hours. The teacher will re-admit the child after some adjustment has been made, or following a conference with at least two of the parties below:

- a. An Administrator
- b. A counselor
- c. Visiting Teacher, school psychologist, attendance officer
- d. Parent (s) of the child

The parties concerned shall decide whether the child is to be present at the conference.

Following such a conference one of the following courses of action will be taken:

- a. The child will be suspended by the Principal.
- b. The child will be returned to the class with the understanding that he will correct his behavior.
- c. Depending on the seriousness of the infraction, the child may be returned to class while his case is being referred to one of the Special Services (Visiting Teacher, Psychologist, Attendance Officer).
- d. In case all the teachers who work with a child in regular classes recommend suspension, and the Principal disagrees, the teachers shall address a request to the Superintendent, who shall meet with the Principal and the teachers, to determine if the child shall be suspended.

Examples of offenses for which teachers may exclude students from class:

- a. Profanity or obscenity
- b. Fighting
- c. Gambling
- d. Possession of tobacco
- e. Class skips
- f. Deliberate and open defiance of authority
- g. Inciting others to violence or disobedience
- h. Possession of pornographic literature
- i. Theft
- j. Vandalism

- B. Teachers shall 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 XV - NEGOTIATION PROCEDURE

- 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 said parties from time to time during the period of this Agreement and only by mutual consent. The parties shall undertake to cooperate in arranging meetings, selecting representatives for such discussions, furnishing necessary information, and otherwise constructively considering and resolving any such matters.
- B. Subject to Article I, B, at least sixty days prior to the expiration of this Agreement, the parties will begin negotiations for a new agreement covering wages, hours, terms and conditions of employment of teachers employed by the District.
- C. Each party shall have the right to control and select its own bargaining representatives. No amendment to this Agreement shall be effective unless ratified by the Board of Education of the District and with the Association.

The parties mutually pledge that representatives selected by each shall be clothed with all necessary responsibility to make proposals and consider proposals subject only to ultimate ratification.

ARTICLE XVI - GRIEVANCE PROCEDURES

A. Definitions:

A "Grievance" shall mean a complaint by a teacher or a group of teachers, based upon an event, conditions, or circumstances under which a teacher works, allegedly caused by misinterpretation or inequitable application of established policy, or that he or they have been treated unfairly or in a manner inconsistent with the provisions of this agreement or any subsequent agreement entered into pursuant to this agreement.

An "Aggrieved Person" is the person or persons making the claim.

The term "Days" when used in this section shall, except where otherwise indicated, mean working school days.

The term "Days" shall mean calendar days if the grievance is filed on or about May 15 of the then current school year. The time limits shall be reduced in order to affect a solution prior to the end of the school year or as soon thereafter as is practicable.

B. General Principles:

Nothing herein contained in the terms and conditions of this grievance procedure shall be construed to deny any teacher or the "District" of any rights afforded under the laws of the State of Michigan or the United States of America.

It shall be the purpose of the parties to encourage the prompt and informal resolution of employee complaints as they arise and to provide recourse to orderly procedures for the satisfactory adjustment of complaints. The aggrieved may be represented at all meetings and all hearings at all steps and stages of the grievance procedure by the

Association. If in the judgment of the Association a grievance affects a group or class of teachers, the Association may process the grievance through all levels of the grievance procedure, or submit such grievance in writing to the Superintendent directly, and the processing of such a grievance shall be commenced at Level Three. The Association may process such a grievance through all levels of the grievance procedure, even though the aggrieved person does not wish to do so.

Failure at any step of this procedure to communicate the decision of a grievance within the specified time limit shall permit the Association to proceed to the next step of the procedure. Failure to appeal a decision within a specified time limit shall be deemed an acceptance of the decision.

Failure to file a grievance within the period specified shall bar the filing of the grievance.

It shall be the general practice to process grievance procedures during such time as to not interfere with regularly assigned duties. Provided, however; In the event it is deemed necessary or it is requested as matter of convenience by the "District" representative to hold proceedings during the regular working hours, a teacher engaged during the school day in negotiating in his own behalf or in the behalf of the Association with any representative of the "District" or participating in any grievance procedure, shall be released from regular duties without loss of salary or any other leave.

Time limits may be extended when mutually agreed upon in writing.

C. Procedure:

Level One:

The teacher with a grievance shall first discuss the matter with his immediate supervisor or Principal, whoever is most directly concerned with the particular grievance, either individually, or with, or through the Association's representative, with the objective of resolving the matter informally.

Level Two:

In the event the grievance is not satisfactorily resolved informally within three days, the grievant shall give written notification that the grievance procedure is being invoked. The problem stated in writing shall be submitted as a grievance to the immediate supervisor or Principal.

Within five days of the receipt of the written grievance, the immediate supervisor or Principal, whichever is most directly concerned, shall state his decision relative to the grievance in writing, together with the supporting reasons for his decision, and furnish one copy to the teacher, if any, who lodged the grievance, and two copies to the Association's representative.

Level Three:

In the event the grievance is not satisfactorily resolved at level two within the five days, and the grievant desires that further action be taken, the grievant shall, within five days, file the grievance with the Association.

The Association shall within seven days make a judgment on the merits of the grievance. If the Association decides that the grievance lacks merit, it shall so notify the grievant and the Association's representative that the matter, insofar as the Association is concerned is closed. If the Association decides that the grievance has merit, it shall refer such grievance in writing to the Superintendent of Schools. Within ten days after the receipt of the written grievance by the Superintendent of Schools, or his designee, he and/or his representatives shall meet with the "Association" to consider the problem and to resolve it.

Level Four:

If the grievance is not resolved by the Superintendent of Schools, and/or his representatives and the Association within five days of its consideration by them, it shall be referred to the Board of Education.

Within ten days of receipt of the grievance by the Board of Education, the Board of Education or its representatives at the Board's discretion shall meet with the representatives of the Association to discuss and attempt to dispose of the matter in a mutually satisfactory manner.

Level Five:

If the Board of Education or its designees and the Association are unable to agree on a disposition of the grievance, within ten days after such failure to agree, the parties will attempt to resolve the matter through the advisory services of the State Labor Mediation Board.

Outcome:

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 the discharge of a teacher is upheld, all professional compensation and rights shall be terminated at the time of discharge.

ARTICLE XVII - STRIKES AND SANCTIONS

The Association will in no way encourage strike action of any type during the life of this Agreement.

ARTICLE XVIII - PROFESSIONAL STUDY

A. The parties recognize that in our rapidly changing society teachers must constantly review curriculum content, teaching methods and materials, educational philosophy and goals, social change and other topics related to education. Teachers shall take advantage of the various workshop conferences, etc. designed to improve the quality of instruction.

B. "Professional Meetings"

"Released Time to Attend Professional Meetings"

(Board Resolution #327 (2-10-66):

1. One day per year may be allowed each instructional staff member having a special interest in a specific subject area meeting or conference. Such day may be allowed to attend a conference or meeting involving student groups of which the instructor is an advisor.
2. In case of several meetings of the same department or activity, teachers will attend the meeting nearest this District.
3. Teachers desiring to attend such meetings shall make written application to the building Principal not less than one week prior to the meeting date.
4. A brief resume or outline of the sessions attended shall be turned in to the building Principal not later than one week after the meeting. This report is to be forwarded to the Board of Education office.
5. Requests for payment of expenses incurred by an individual shall be presented to the Board of Education. Bills and an itemized statement shall accompany all such requests. A copy of the report referred to in No. 4 shall be attached to the bills and itemized statement.
6. Annually each building shall be budgeted a specific amount of money for all conference expenses including the cost of substitutes. It shall be the responsibility of the building administrator to manage the funds so allocated.

ARTICLE XIX - MISCELLANEOUS PROVISIONS

- A. Teachers shall be informed of a telephone number they may call before 7:00 A.M. to report unavailability for work.
- B. This Agreement shall supersede any rules and or regulations of the District which are contrary to or inconsistent with the terms herein. It shall likewise supersede any contrary or inconsistent terms contained in any individual teacher contracts heretofore in effect. The provisions of this Agreement shall be incorporated into and be considered a part of the established policies of the Board.
- C. Copies of this Agreement shall be printed at the expense of the Board and presented to teachers now employed or hereafter employed by the Board.

D. 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, but all other provisions or applications shall continue in full force effect in accordance with this written Agreement.

ARTICLE XX - DURATION OF AGREEMENT

This Agreement shall be effective as of September 1, 1966 through August 31, 1969.

This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

In witness whereof, the parties have executed this Agreement by their duly authorized representatives the day and year first above written.

Board of Education
Clarenceville Public School District
of Oakland and Wayne Counties
28830 West Eight Mile Road
Farmington Michigan 48024

By _____
President

Secretary

Clarenceville Education Association
20155 Middlebelt Road
Livonia Michigan 48152

By _____

SCHEDULE A, PART I

1966 - 67 SALARY SCHEDULE

<u>STEP</u>	<u>B. A.</u>	<u>M. A.</u>
0	\$ 5600	\$ 6100
1/2	5700	6200
1	5800	6300
1 1/2	5913	6413
2	6025	6525
2 1/2	6138	6638
3	6250	6750
3 1/2	6375	6875
4	6500	7000
4 1/2	6625	7125
5	6750	7250
5 1/2	6875	7375
6	7000 *	7500 *
7	7300 *	7800 *
8	7600 *	8100 *
9	7900 *	8400 *
10	8300 *	8800 *

* Add \$150 for permanent certificate + 5 years Clarenceville experience.

1. Consideration may be given for teaching (a) For comparable experience acquired within five (5) years preceding the year of employment at Clarenceville, up to three (3) years at \$200 a year may be allowed; (b) for comparable experience not credited under (a) but acquired within the preceding ten (10) year period, \$150 per year may be allowed; (c) For comparable experience not credited under (a) or (b) but acquired within the preceding fifteen (15) years, \$100 per year may be allowed provided the total experience credit shall not exceed seven (7) years.

In addition to credit given for comparable teaching experience, the Superintendent of Schools shall have authority to allow up to \$200 per year for as many as two years of relevant experience. Each year of experience may be evaluated separately and any fraction of the credit for experience may be awarded depending on the comparability of such experience. Previous Clarenceville experience may be allowed at full credit if comparable and within the past ten years. All experience claimed shall be subject to verification by an officer in the school where the experience was acquired.

2. There shall be an additional amount of \$5.00 for each semester hour of graduate credit up to a maximum of 30 hours (or undergraduate hours taken at the recommendation of the Superintendent of Schools (said recommendation to be in writing). Additional compensation for earned credits shall be computed as of September 1 of each school year. Hours taken to meet any deficiencies for full certification will not be counted.

All graduate semester hours toward an M.A. degree as designated by the granting institution shall be allowed at a rate of \$5.00 per hour. A maximum of 30 graduate semester hours beyond an M.A. degree will be allowed at the same rate.

3. College credit shall be based upon its recognition by a standard college, fully accredited by the North Central Association or the American Association, toward a standard curriculum or degree, or as directed by the Superintendent of Schools, and shall be in semester hours, as shown by official transcript.
4. No teacher's contract in Michigan is legal in the absence of proper Michigan certificates. Certificate, transcript of credits, and verified statements of experience must be on file in the office of the Board of Education during the tenure of the teacher.
5. Full credit up to four years shall be allowed teachers newly entering the system immediately following the years spent in the Armed Forces of the United States. Credit shall be on the basis of \$100.00 per year.
6. For the purpose of computing any salary under this schedule, "teaching experience in the local school system" shall be interpreted as "the number of consecutive years of teaching service in the local system immediately preceding the current year of employment."
7. The Board of Education may require each teacher to provide a certificate of condition of health from a reputable physician, which certificate shall be filed by the teacher in the Office of the Superintendent before the teacher shall be permitted to perform any services in the School District for the then current school year. The District may require any personnel to undergo such additional medical examinations during the school year as the District deems necessary. Such additional examinations shall be at the expense of the District. The District shall have the right to terminate the services of any personnel whose condition of health may constitute a hazard to other personnel or children of the District.

SCHEDULE A, PART II

EXTRA-CURRICULAR ACTIVITIES

		1st year	2nd year	3rd year	4th year	Max.
School Paper	No. class in Journalism	150	175	200	225	250
	Class plus club	100	125	150	175	200
Yearbook		175	200	225	250	275
Dramatics Director	Each play \$100					
Musical Production:	Each Production					
Manager \$300					
Choral Director 100					
Orchestra Director 100					
Drama Director 100					
Debate		120	140	160	180	200
Forensic		60	70	80	90	100
Class Sponsor	Senior - 2 only \$75 each					
	Junior - 3 only \$75 each					
Vocal Music (second.)	Club plus concerts	100	125	150	175	200
Instrumental	"	350	400	450	500	550
Football	Head Coach	425	450	475	500	525
	1st Assistant	300	325	350	375	400
	2nd Assistant	250	275	300	325	350
	9th grade	225	250	275	300	325
If practice is held one week prior to Labor Day - Head Coach \$150 for that week, one assistant coach \$115 for that week.						
Basketball	Head Coach	425	450	475	500	525
	Junior Varsity	325	350	375	400	425
	9th Grade	225	250	275	300	325
If practice is held during vacations, Christmas and Thanksgiving \$150.00.						
Baseball	Varsity	300	325	350	375	400
	9th or Junior High	225	250	275	300	325
Track	Head Coach	300	325	350	375	400
	Assistant	225	250	275	300	325
Tennis		175	200	225	250	275
Cross Country		225	250	275	300	325

		1st year	2nd year	3rd year	4th year	Max.
Wrestling	Head Coach	300	325	350	375	400
	Assistant	200	225	250	275	300
Gymnastics	Boys	300	325	350	375	400
	Girls	300	325	350	375	400
Swimming	Boys	300	325	350	375	400
	Girls	300	325	350	375	400
Diving		150	175	200	225	250
Girls Intramuaral	Director	500	525	550	575	600
	Assistant	300	325	350	375	400
Cheerleaders		175	200	225	250	275
Department Heads	Commercial			\$250		
	English			250		
	Ind. Arts			250		
	Math			250		
	Music			350		
	Science			250		
	Social Study			250		
Special Ed.			350			
Driver Education	\$4.25 hour					
<u>Junior High</u>						
Cheerleading		100	125	150	175	200
Journalism	Incl. paper(after school only)	200	225	250	275	300
Drama & Speech		200	225	250	275	300
Football	8th grade	225	250	275	300	325
	7th grade	225	250	275	300	325
Basketball	8th grade	225	250	275	300	325
	7th grade	225	250	275	300	325
Track		225	250	275	300	325
Gymnastics	Boys	225	250	275	300	325
	Girls	225	250	275	300	325
G. A. A.	Head Coach	325	350	375	400	425
	Assistant	100	125	150	175	200
<u>Elementary</u>						

(All elementary extra-curricular activities are held in abeyance pending review and further evaluation through negotiation. Considerations to be appended to contract affected.)

SCHEDULE A, PART III

(Note: Efforts are still being made towards establishing consistent schedules for mileage, assignments in more than one building, and related items. These will be negotiated and finalized to contract considerations for the school year 1966-67.)