

6/12/68

COPY 1

Copy Research

*67-68
Comstock
(5)*

(Reviewed 3-29-66)
OFFICE OF PROFESSIONAL NEGOTIATIONS
Michigan Education Association

THE AGREEMENT

By and Between

The Comstock Public Schools

and

The Comstock Education Association

1967 - 1968

Comstock Public Schools

Dwd: June 12, 1968

MEA
1216 Kendale
E. Lansing, MI 48823

MEMBERS OF THE COMSTOCK EDUCATION ASSOCIATION

Attached to this letter you will find a copy of the 1967-68 contract agreed upon by the Comstock Education Association negotiating committee and the Comstock school board negotiating committee.

We will have a special Comstock Education Association meeting in the high school cafeteria Monday, June 12, at 3:30, to approve the contract.

I urge everyone to read the contract carefully for it not only protects you but also governs you for the next school year.

I would like to compliment members of both negotiating committees for their excellent cooperation.

Once again I would like to emphasize the importance of every member attending the meeting next Monday to vote approval of this contract.

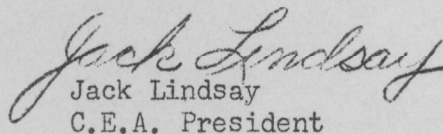

Jack Lindsay
C.E.A. President

TABLE OF CONTENTS

Article #		Page #
	Title Page	
	Table of Contents	
	Proposed Agreement	1
I	Recognition	2
II	Teacher Rights	3
III	Management	4
IV	Cooperation	6
V	Teaching Conditions	7
VI	Conditions of Employment	9
VII	Class Size	11
VIII	Administrative Policies	12
	Evaluation	12
	Probationary Period	13
	Retirement	13
	Professional Growth	14
	Organizations	15
	Miscellaneous Provisions	15
IX	Bad Weather Policies	16
X	Medical Examination	17
XI	Grievance Procedure	18
XII	Professional Compensation	22
	Salary Schedule - A	24
	Salary Schedule - B	25-26
	Sick Leave - Schedule - C	27
	Terminal Leave - Schedule - D	28
	School Calendar - Schedule - E	29
	Insurance Benefits - Schedule - F	30
XIII	Duration of Agreement	31

PROPOSED AGREEMENT

This Agreement entered into this day of ,
196 by and between the Comstock Public Schools, District No. 32,
Comstock, Michigan, hereinafter called the "School," and the Comstock
Education Association, hereinafter called the "Association."

WITNESSETH

WHEREAS, the School and the Association recognize and declare
that providing a quality education for the children of Comstock is their
mutual aim and that the character of such education is related to the
quality and morale of the teaching service, and

WHEREAS, the members of the teaching profession are parti-
cularly qualified to assist in recommending policies and programs
designed to improve educational standards, and

WHEREAS, the School, in accord with the statutes of the State
of Michigan, did recognize the Association, by appropriate resolution,
as the exclusive collective bargaining representative for certain of the
School's employees with respect to wages, hours, and other terms and
conditions of their employment, and

WHEREAS, the School 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 pro-
fessional negotiations, have reached certain understandings, the terms
of which are set forth hereunder, and

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

ARTICLE I

Recognition

A. The School hereby recognizes the Association as the exclusive bargaining representative, as defined in Section 11 of Act 379, Public Acts of 1965, for all classroom teachers, guidance counselors, 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 School agrees not to negotiate with any teachers' organization other than the Association for the duration of this agreement.

C. Within thirty days of the beginning of their employment hereunder, teachers may sign and deliver to the School an assignment authorizing deduction of membership dues or assessments of the Association (including the National Education Association and the Michigan Education Association) by payroll deduction from the 2nd, 3rd, 4th and 5th paychecks.

ARTICLE II

Teacher Rights

A. The School and the Association specifically recognize the right of either party appropriately to invoke the assistance of the State Labor Mediation Board.

B. The Association and its members shall have the right to use school building facilities at all reasonable hours for meetings, provided this use of school facilities shall not interfere with the educational programs of the School. No teacher shall be prevented from wearing insignia, pins or other identification of membership in the Association either on or off school premises. Faculty Room bulletin boards shall be made available to the Association.

C. The School 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 recommending programs.

ARTICLE III

Management

A. It will be the intent and practice of the administration to encourage the staff to be involved with and concerned in instructional and curricular matters, and to consult with the staff and to seriously consider any recommendations for improvement of the educational services provided for the School District, and to refer such proposals or recommendations to the Board of Education as they may be approved or modified by the administration.

B. The School recognizes all rights set forth in this contract.

C. The Association recognizes certain rights and responsibilities as belonging finally to the School, and its Board of Education and administration. Those rights and responsibilities include the right to hire; to direct the teaching force; to determine the number of teachers who shall be employed by the School; to determine the qualifications necessary for promotion or demotion or transfer or reassignment of teachers; to discipline, suspend, demote and discharge teachers for cause in accord with this contract and Michigan laws; to require teachers to observe the School rules and regulations; to determine the number and location of school buildings, the type of such buildings, and the cost of such buildings; to establish the grade system to be used within the School, the qualifications necessary for the students to advance from grade to grade and to graduate; to determine the curriculum to be taught in the School, together with textbooks or other materials which may be

used in the educational processes; to determine the scheduling of classes, the hours of instruction, and all other rules and regulations with regard to the conduct of pupils whether on or off school premises insofar as the school deems it necessary and appropriate; and any and all powers and authorities granted to the School by the legislature of this State, the constitution of this State, or by the Congress of the United States, or the Constitution of the United States.

ARTICLE IV

Cooperation

The Association agrees that during the life of this agreement it will not, either directly or indirectly, order, authorize, ratify, or otherwise encourage any slow down, work stoppage, limitation thereof or curtailment of work by the teachers.

ARTICLE V

Teaching Conditions

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

B. The Board shall make available in each school adequate restroom and lavatory facilities for adult school personnel use and at least one room, appropriately furnished, which shall be reserved for use as a faculty lounge in which smoking shall be permitted.

C. The School telephone facilities, as presently constituted, shall be made available to teachers for their reasonable use, provided, however, that in the event a teacher chooses to make a long distance telephone call resulting in a toll charge the teacher shall pay the School for the cost of the same.

D. Parking facilities shall be made available to teachers for their use.

E. The School will not discriminate against any teacher with regard to wages, hours, and other terms and conditions of employment, by reason of such teacher's membership in any recognized political party, not listed by the Attorney General of the United States as a subversive organization, or by reason of any teacher's choice not to become a member of any recognized political party. Additionally, the School will not discriminate against any teacher with regard to wages, hours, and other terms and conditions of employment by reason of the teacher's membership in any religious organization, or by reason of the teacher's lack of membership in any religious organization. The Association agrees that its members will not seek to advance any

political cause in the classrooms, and that its members will abide by the constitutional requirements with regard to the teaching of the religious beliefs of any particular religious sect in the school classrooms. The Association further agrees that its members will not participate in any activity which would be a violation of the conflict of interest statutes of the State of Michigan.

F. The School agrees that it will not discriminate against any teacher with regard to wages, hours, and other terms and conditions of employment by reason of such teacher's membership in the Association, or lack thereof, or by reason of any teacher's race, creed, religion, or the lack thereof, color, national origin, age, sex, or marital status. The Association agrees that it will not discriminate with regard to its representation of the teachers by reason of such teacher's race, creed, religion, or the lack thereof, color, national origin, age, sex, or marital status, or such teacher's refusal to participate in the Association or pay dues thereto.

G. If a teacher is to be reprimanded by a principal or other administrator, it shall not be done in the presence of students, parents, or other faculty members.

ARTICLE VI

Conditions of Employment

Teaching Assignments

A. Teacher's weekly schedule

- 30 hours - instruction, supervision and preparation
- 5 hours - conference
- 2½ hours - duty free lunch
- 2½ hours - inservice training - curriculum

In-Service and curriculum meetings will be scheduled on Monday and/or Tuesday evenings. They will be scheduled one week in advance if they will extend beyond 4:00 P.M.

Provision for lunchroom and playground aids will be provided during noon hour.

B. Teachers shall not be assigned, except temporarily, outside of their teaching certificate or their major or minor fields of study.

C. Teachers who will be affected by a change in grade assignments in the elementary school grades, building assignments for supplementary teachers, and by changes in subject assignment in the secondary school grades will be consulted as early as possible prior to the change. Such changes will be voluntary to the extent possible. Teachers may file a written request with their principal for preference of:

- (1) grade level
- (2) subject
- (3) departmental assignment
- (4) extra-curricular assignments (if any)
- (5) change in building assignment

Such requests shall be kept on file for one school year. Requests which were not acted upon must be re-filed each September to remain active. A teacher whose request was not acted upon may request an explanation.

ARTICLE VII

Class Size

A. Classroom Teacher

1. All persons with a teaching assignment shall be considered as a classroom teacher used in computation.
2. Part-time classroom teaching shall be pro-rated in computation.

B. Pupil-Teacher ratio shall be computed on a district wide basis for each level.

1. The average classroom pupil-teacher ratio at the elementary level shall be 25 - 1 or less.
2. The average classroom pupil-teacher ratio at the Middle School shall be 27 - 1 or less.
3. The average classroom pupil-teacher ratio at the High School shall be 27 - 1 or less.

C. Class size per teacher

1. Elementary - every effort will be made to limit the number of pupils per section to 30.
2. Middle School - as established by North Central Association.
3. High School - as established by North Central Association.

ARTICLE VIII

Administrative Policies

Section 6.

Evaluation - Teachers

4117.1

A. On or before February 15 of each year, every teacher shall receive an evaluation form written and prepared by his principal, and signed by the principal and the superintendent, evaluating his services to the school district. The evaluation shall set forth the strong and weak points as the administration see them.

B. The evaluation will be presented privately and personally to the teacher by the principal with sufficient time allowed for discussion. The teacher will acknowledge the evaluation by signing it.

C. Copies of the evaluation will be retained by the teacher, and the principal, and the superintendent.

D. An appeal to the superintendent and/or the Board of Education is permissible on or before March 15 of each year by any teacher on tenure.

E. A probationary teacher whose evaluation is satisfactory will not necessarily be recommended for retention unless the principal feels that the teacher possesses the qualities and potential for future growth that satisfactorily meet the expectations and standards of the District.

F. A written warning will be given to any teacher by December 15 who is experiencing difficulty that his/her work will have to improve if he/she expects to be recommended for retention.

G. An official notice by the Secretary of the Board will be

presented to each teacher whose services are unsatisfactory to the District 60 days prior to the end of the school year, stipulating that he/she will not be rehired.

Section 7. Probationary Period 4117.2

A. Teachers new to the Comstock School System will be considered to be on a probationary basis. Non-tenure teachers will serve a two-year probationary period. Tenure teachers will serve a one-year probationary period.

B. An additional year of probation may be required if recommended by the Superintendent and approved by the Board of Education. In such case, a notice of the additional year of probation will be given to the teacher and to the Michigan Tenure Commission.

C. If at any time the work of any teacher is evaluated at less than satisfactory, he/she will be discharged according to the provisions of the Michigan Teacher's Tenure Act.

Section 8. Certified Personnel - Retirement 4118.1

A. A teacher who reaches the age of 65 years shall not be given a tenure contract for the school year following this birthday or for any subsequent year.

B. Any certified employee who reaches the retirement age of 65, and who wishes to continue employment, may make written application to the Superintendent of Schools with a copy to the Principal for an extension of the retirement age. Such application shall be presented to the Board of Education for consideration and decision.

C. Such teachers may be rehired by the Board of Education on

a year-to-year basis thereafter.

Section 9.

Professional Growth

4131

A. All employees shall be encouraged in the development of increased competence and professional growth beyond that which they may attain through the performance of their assigned duties. Because of the importance of their impact on the lives of students, opportunities to extend and broaden the education and experience of the staff will be provided within the limits of the budget. The Superintendent may encourage professional growth through planning or recommending opportunities in such areas as the following:

1. Released time and leaves of absence for study or travel.
2. Visits to other classrooms or schools.
3. Participation in conferences involving other personnel from the district, state, region, or nation.
4. Membership on committees drawing personnel from varied sources.
5. Training in classes and workshops offered within the district.
6. Further education in institutions of higher learning.
7. Teachers may be excused on request to the Principal, after classes have been dismissed for the day, in order to be on time for extension classes. It will be the teacher's responsibility to see that his/her room is left in a satisfactory condition, and to be ready for the next day of teaching.
8. Extension classes should not be scheduled at times when there are regularly scheduled school or faculty events. Ordinarily, staff meetings are scheduled for Monday after school.
9. Generally, early excuses from a normal teaching day will not be granted for study or preparation for a class. The amount of extension work taken should not interfere with a satisfactory teaching performance.

Section 10.

Organizations

4135

A. Active participation by school employees in local, state and national professional organizations is encouraged by the Comstock Board of Education as well as active interest in P.T.A., Mothers' Club, and other community and school activities.

B. This policy will not be interpreted to imply required attendance of teachers and staff at community and school organization meetings.

Section 11.

Miscellaneous Provisions

A. Resignation - A written notice of resignation shall be filed with the Superintendent at least sixty (60) days in advance of its execution, except in cases where extenuating circumstances may waive such notice.

ARTICLE IX

Bad Weather Policy

A. In the event weather conditions make it advisable to close school, the following policy will apply to the teaching personnel:

1. Teachers will report for duty as usual with reasonable allowance for tardiness if conditions warrant.
2. Dismissal for teachers will be at the normal time unless weather conditions are adverse.
3. In those conditions of unusual severity, an announcement will be made by radio that the staff need not report.
4. Emergency sick leave will be charged, or a deduction will be made, for failure to report for duty according to the above policy.

ARTICLE X

Medical Examination

A. For the protection of children attending our school system, the Board of Education requires that all new employees are to be recommended by a physician on the basis of a physical examination which is to include a chest X-Ray and a blood test. Printed health forms are available from the Superintendent's office and must be returned prior to the time duties begin.

B. Pursuant to Act 290 (P.A. 1966) requires that school boards require evidence of freedom from communicable tuberculosis as a condition of entering its employment and annually thereafter for all full and part-time personnel. The statement shall be filed with the employee's personnel record within 14 days after the first day of regular school session of each school year and shall be available for examination by public health personnel.

C. Arrangements will be made for teachers to take vision and hearing tests when such tests are given in their buildings. The Board of Education upon the recommendation of the Superintendent, may request an employee to submit to a physical or mental examination by a specialist of the Board's selection. Such examination shall be at the expense of the Board of Education. The Superintendent may make such request so often as deemed necessary for the best interest of the employee and the school district.

ARTICLE XI

Grievance

Section 1.

Definitions

A. A "grievance" is a claim based upon an event or condition subject to the terms of this contract which affects conditions or circumstances related to the terms and conditions of employment, except claims based upon discharge, demotion or suspension of a teacher who had, at the time thereof, a remedy under the act commonly known as the "Teacher Tenure Act", as amended from time to time, nor shall it mean a claim based upon wages rates or salaries.

B. The "aggrieved person" is the person or persons making the claim.

C. The term "teacher" shall be as defined in Article I of this Contract.

D. A "party of interest" is the person or persons who might be required to take action or against whom action might be taken in order to resolve a problem.

E. The term "days" shall mean calendar days, excluding Saturdays, Sundays, and legal holidays.

Section 2.

Purpose

A. The primary purpose of this procedure is to secure, at the lowest level possible, equitable solutions to the problem of the parties. Administrative remedies as established from time to time by the School shall first be used prior to the filing of a written grievance. Nothing contained herein shall be construed as limiting the right of any teacher with a grievance to discuss the matter informally with any appropriate

member of the administration. The procedure created hereby is limited to those matters which involve the interpretation or application of the provisions of this Contract. The parties agree that these proceedings shall be kept as confidential as may be appropriate at each level of the procedure.

Section 3.

Structure

A. The Association shall select a representative for each school building.

B. The Association shall establish a Professional Rights and Responsibilities Committee which shall be representative of all teachers within the bargaining unit, and which shall serve as the Association Grievance Committee. If any Association Representative or member of the Professional Rights and Responsibilities Committee is a party in interest to any grievance, he shall disqualify himself and a substitute shall be named by the Association.

C. The building principal shall be the school representative for those grievances arising in his buildings.

D. The Superintendent of Schools, or his designate, shall be the School representative when the grievances arises in more than one school building.

Section 4.

Procedure

A. Level One

A teacher with a complaint shall confer with his immediate supervisor, or building principal, individually, together with or through his Association Representative. This informal conference shall take place within 5 days following the occurrence of the grievance event.

A. A decision of the Supervisor or Principal shall be given within 5 days following the conference.

B. Level Two

If the aggrieved person is not satisfied with the disposition of his grievance at Level One, he must file the grievance with the Association's Professional Rights and Responsibilities Committee in writing within 5 days of Principal's decision. The Association representative may assist in writing the grievance. Within 5 days of the receipt of the grievance the Professional Rights and Responsibilities Committee shall determine whether or not it considers the grievance to be legitimate. If said Committee determines that no grievance exists and so notifies the aggrieved person, no further proceedings may be had upon the alleged grievance. If said Committee determines there is a legitimate grievance, in its opinion, it shall immediately process the claim of grievance, in writing, to the Superintendent of Schools, or his designate. If the grievance is to be processed by the Association Professional Rights and Responsibilities Committee, the same must be received in writing by the Superintendent of Schools, or his designate, not more than 20 days following the occurrence of the grievance. The Superintendent of Schools, or his designate, shall render a decision within 10 days from the receipt of the written grievance.

C. Level Three

If the Association Professional Rights and Responsibilities Committee is not satisfied with the disposition of the grievance at Level Two, it may, within ten days after the date of the decision of the Superintendent of Schools, or his designate, petition the Michigan Labor

Mediation Board to mediate the grievance in accord with Section 7 of Act 336 of the Public Acts of 1947, as amended. If such petition shall not be filed within ten days after the date of the decision of the Superintendent of Schools, or his designate, the use of this procedure shall be waived for all time and the written decision of the Superintendent, or his designate, shall be binding upon the parties and subject to no further proceeding. In any mediation proceedings, this Contract shall be controlling and no addition to or subtraction from its terms shall be permitted. Any cost of such State agency shall be shared equally by the Association and the School.

Section 5.

Miscellaneous

- A. A grievance may be withdrawn at any level.
- B. Decisions rendered at all levels shall be promptly transmitted to the parties of interest.
- C. No reprisals of any kind shall be taken by or against any party of interest or any participant in the grievance procedure by reason of such participation.
- D. All documents, communications, and records dealing with a grievance shall be filed separately from the personnel files of the participants. This file shall be open to the Professional Rights and Responsibilities Committee and administration.
- E. Forms for filing and processing grievances shall be designed by the School, and the Association, and shall be given appropriate distribution so as to facilitate the operation of this grievance procedure.

ARTICLE XII

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 will remain in effect during the one year term of this Agreement.

B. The salary schedule is based on the teachers normal working hours as defined herein. Teachers receiving compensation for extra pay items as set forth in Schedule B shall be expected to work additional or different hours, and shall receive the supplement salary as set forth opposite their position in the afore-said Schedule B.

C. Sick Leave - refer to Schedule C .

D. Terminal Leave - refer to Schedule D .

E. School Calendar - refer to Schedule E .

F. Insurance program - refer to Schedule F .

G. A teacher engaged during working hours in negotiating the Master Contract in behalf of the Association with the duly appointed representative of the School shall be released from regular duties without loss of pay.

H. A teacher shall be released from regular duties without loss of salary a maximum of two (2) days each year for the purpose of participating in area or regional professional meetings as approved by the State Department of Public Instruction.

I. The aggrieved teacher, or one teacher representing a group of aggrieved teachers, plus a representative of the Association, with a duly appointed representative of the School, engaged during

working hours in processing a grievance, shall not suffer loss of pay.

In the event substitute teachers are hired, cost of same will be born equally between the School and the Association.

J. The work year for teachers covered under this contract shall be as specified in the School Calendar which is attached.

COMSTOCK PUBLIC SCHOOLS

Salary Schedule 1967-68

BA 6100 - 9760
 MA 6405 - 10,919
 ND 5696 - 6494

<u>Step</u>	<u>Non-Degree</u>	<u>Index</u>	<u>BA</u>	<u>Index</u>	<u>MA</u>
1	5696	100	6100	105	6405
2	5796	105	6405	110	6710
3	5896	113	6893	118	7198
4	5996	118	7198	123	7503
5	6096	123	7503	130	7930
6	6196	128	7808	137	8357
7	6296	133	8113	144	8784
8	6396	138	8418	149	9089
9	6496	143	8723	154	9394
10		148	9028	159	9699
11		155	9455	164	10004
12		160	9760	169	10309
13				174	10614
14				179	10919

MA + 10 \$100
 BA + 20 244 at 5th step and above

Hours earned after MA degree

1. 10 hours earned after MA degree
2. Subject area or specialist degree
3. Hours must be earned after provisional or permanent certificate
4. Hours must be approved by administration

EXTRA CURRICULAR ASSIGNMENTS SCHEDULE 1967-68

Year In Activity	Index								
1	100	145.00	175.00	200.00	230.00	275.00	345.00	460.00	
2	104	150.00	182.00	208.00	239.00	286.00	358.00	478.00	
3	108	156.00	189.00	216.00	248.00	297.00	372.00	496.00	
4	114	165.00	199.00	228.00	267.00	313.00	393.00	524.00	
5	118	171.00	206.00	236.00	271.00	324.00	407.00	542.00	
6	122	176.00	213.00	244.00	280.00	335.00	420.00	561.00	
7	126	182.00	220.00	252.00	289.00	346.00	434.00	579.00	
8	130	188.00	227.00	260.00	299.00	357.00	448.00	598.00	
9	134	194.00	234.00	268.00	308.00	368.00	462.00	616.00	
10	138	200.00	241.00	276.00	317.00	379.00	476.00	634.00	
11	142	205.00	248.00	284.00	326.00	390.00	489.00	653.00	
12	146	211.00	255.00	292.00	335.00	401.00	503.00	671.00	
13	150	217.00	262.00	300.00	345.00	412.00	517.00	690.00	
14	154	223.00	269.00	308.00	354.00	423.00	531.00	708.00	
15	158	229.00	276.00	316.00	363.00	434.00	545.00	726.00	
		Girls B/B G.A.A. Debate Play Dir. Newspaper Yearbook	Cheerleading Jr. H. Track Girls Tennis Girls Track	J.H. Football Jr. H. B/B Golf	Track Tennis Cross- Cntry.	Baseball Asst. V.F/B Res. Football 9th B/B 9th Football Extra Band Wrestling	Athletic Dir. + 1 hr.	Var. Football Var. B/B	

COMSTOCK PUBLIC SCHOOLS

1967-68

EXTRA CURRICULAR ASSIGNMENT SCHEDULE

Elementary Noon Playground Duty \$ 315.00

Summer Programs

Summer Band 6 weeks \$ 835.00
(\$4.75 per hour)

Classroom Instruction Program \$ 5.50 per hour
(1/2 hour planning and conference
time for each 3 hours of teaching)

Driver Education 9 weeks \$ 150.00 per week
(6 hours teaching per day)
Instructor

Director 9 weeks \$ 172.00 per week
(6 hours teaching plus other duties)

Sick Leave

Sick leave benefits are as follows:

A. Ten (10) days per year, plus unused balance from previous years, to accrue to a total of not to exceed eighty (80) days.

B. In the event of each death in the immediate family or household, an individual is allowed, when requested, 3 days, which will be deducted from sick leave time.

Immediate family: Father - Mother - Husband - Wife - Child
Brother - Sister - Mother or Father in Law

C. In the event of death of relatives outside the above immediate family or persons where closeness of relationship should warrant, 1 day will be allowed, to be deducted from sick leave.

Grandparents - Sister or Brother in Law - Grandparents in Law

D. In the event of extenuating circumstances additional days may be taken with the approval of the Superintendent. These days are to be deducted from sick leave.

E. Two days leave of absence will be granted to transact personal business when a teacher is unable to transact such business except on a work day, which will be deducted from sick leave.

Application for personal leave will be made in writing 24 hours before taking such leave.

Personal leaves will not be approved 2 days before or after a holiday or vacation period.

Personal leave days are not accumulative, and must be approved by the Superintendent of schools.

Terminal Leave

A. In appreciation for services to the School, a terminal leave payment of \$500 shall be paid upon such teacher's retirement or separation from teaching in the District, provided that such teacher has been employed by the School for a period of 15 consecutive years to the date of such retirement or separation.

COMSTOCK PUBLIC SCHOOLS

School Calendar
1967-68

Monday	-	August	21	Principals report
Tuesday	-	August	29	Registration - students new to district
Wednesday	-	August	30	Orientation - new teachers
Thursday	-	August	31	Pre-school Conference
Friday	-	September	1	Pre-school Conference
Monday	-	September	4	Labor Day
Tuesday	-	September	5	Students enrollment
Thursday	-	October	12	Teachers Institute
Friday	-	October	13	Teachers Institute
Friday	-	October	27	In-Service Day
Thursday	-	November	23	Thanksgiving Vacation
Friday	-	November	24	Thanksgiving Vacation
Friday	-	December	22	Dismiss for Christmas Vacation - 3:30
Monday	-	January	8	Reconvene classes
Thursday	-	January	25	Dismiss noon - marks, reports, records
Friday	-	January	26	End of first semester - no school
Friday	-	February	23	In-Service Day - no school
Friday	-	April	12	Good Friday - Dismiss at noon - Easter Vacation
Monday	-	April	19 22	Reconvene classes
Thursday	-	May	30	Memorial Day - no school
Friday	-	May	31	No school
Tuesday	-	June	11	No school - reports, marks, records
Wednesday	-	June	12	No school - reports, marks, records (End of year)

Insurance Benefits

A. The School agrees to pay unto an insurance or annuity fund the sum of \$250 per teacher per year.

B. Insurance benefits will be pro-rated for part time teachers under contract.

C. This sum is to be used in the following manner.

- 1 - M.E.A. hospital - medical - surgical insurance
- 2 - M.E.A. term life insurance
- 3 - M.E.A. tax deferred annuity

Teachers will have the option to select one or two of the above.

ARTICLE XIII

Duration of Agreement

This Agreement shall be effective as of June 14, 1967 and shall continue in effect for the school year 1967-68 until the 12th day of June, 1968. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

Board of Education Comstock

_____	Date _____
President	
_____	_____
Secretary	
_____	_____
Treasurer	

Comstock Education Association

_____	Date _____
President	
_____	_____
Secretary	
_____	_____
Treasurer	