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1968-70

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PROFESSIONAL NEGOTIATIONS

1968-69 - 1969-70

MASTER AGREEMENT

Between

DUNDEE TEACHERS PROFESSIONAL ASSOCIATION

and the

BOARD OF EDUCATION

Dundee Community Schools

Dundee Community Schools Board of Ed.

MEA  
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E. Lansing, MI  
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EDUCATION ASSOCIATION AGREEMENT

This agreement entered into the 1st day of July 1968 by and between the Board of Education of the Dundee Community Schools District hereinafter called the "Board", and the Dundee Teachers Professional Association, hereinafter called the "Association", pursuant to Act 379 of the Michigan Public Acts of 1965. This contract shall terminate at 11:59 p.m. August 20, 1970.

WITNESSETH:

WHEREAS, the Board and the Association recognize and declare that providing quality education for children of Dundee is their mutual aim; and

WHEREAS, the quality of education depends primarily upon the quality of the teaching service and the cooperation between teachers and administrators; and

WHEREAS, members of the teaching profession and the board of education will continue, through cooperation and communication, to improve the quality of education for the children of Dundee; and

WHEREAS, the Board has a statutory obligation, pursuant to the Public Employment Relations Act, 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 have reached certain understandings which they desire to confirm in this agreement,

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

## ARTICLE I

### Recognition

- A. The Board recognizes the Association as the exclusive legal bargaining representative for all professional personnel under contract to the Board and certified by the Department of Education of the State of Michigan, excluding supervisory and executive personnel and per diem employees. The term "teacher" in this agreement shall refer to all employees represented by the Association.

## ARTICLE II

### Membership, Fees and Payroll Deductions

- A. All teachers as a condition of continued employment shall either:
1. Sign and deliver to the Board an assignment authorizing deduction of membership dues of the Association (including NEA and MEA) and such authorization shall continue in effect from year to year unless revoked in writing between June 1 and Sept. 1 of a given year, or
  2. See Memorandum of Understanding regarding Agency Shop.
- B. The deduction of membership dues shall be made from the pay check each month for ten (10) months beginning in September and ending in June of each year, and the Board agrees to promptly remit to the respective Association all monies so deducted, accompanied by a list of teachers from whom the deductions have been made.

Memorandum of Understanding

It is expressly agreed between the DTPA and the Dundee Board of Education that at such time as the Tenure Commission shall rule as to the legality of provisions in professional school contracts for, agreement as to the financial responsibility of all teachers in the bargaining unit to support the efforts of the Association in negotiations the Board will agree with the Association to add a provision to be numbered Article II, A, 2 which shall include an Agency Shop provision.

It is agreed that dismissal shall constitute the terminal step in such a procedure.

It is expressly understood that those teachers employed by the board for professional service during the 67-68 school year shall be exempted from the provisions of the proposed Article II, A, 2.

ARTICLE III

Professional Compensation

- A. The salaries of teachers covered by this Agreement are set forth in Schedule A Item I which is attached.
- B. If negotiations under Article XIII are conducted during the school day by mutual consent of both parties, a teacher engaged in behalf of the Association shall be released from regular duties without loss of salary.
- C. The Board retains the right to assign or discharge teachers from their extra services duties. Extra-service duties are those duties which are covered on a separate schedule set forth in Schedule A Item II.
- D. All remunerations beyond the basic salary schedule are set forth in Schedule A Items II, III, IV, and V.
- E. The Association shall not conduct internal business during school hours.
- F. Release time in the amount of eight (8) hours per school month shall be made available to an association member designated by the President for the purpose of attending to Association business or conferences without loss of pay. Twenty four hour notice shall be given. This time may accumulate to 40 hours. No more than two persons at one time shall be absent for the purpose of Association business. Substitute pay of \$25.00 per day shall be assumed by the Association.

ARTICLE IV

Teaching Hours

- A. The teacher's normal teaching hours shall be as follows:
  - 1. Teachers check in no later than 8:30 a.m.
  - 2. Teachers at assigned place of duty 8:40 a.m.
  - 3. Teachers shall leave school after buses leave the premises.
  - 4. Secondary rooms open at noon hour at 12:30 p.m.

5. All elementary teachers shall be entitled to a duty-free uninterrupted lunch period in no event less than sixty minutes except when scheduled for hall lunch line duty. In no case shall lunch line duty exceed the period of time needed for line to enter cafeteria and in no event shall teachers lunch period be less than 35 minutes. All grade 1 - 6 teachers, Art, Music, Library, Special Education, Remedial Reading, Physical Education and any other full time special teachers shall serve equal time according to a schedule arranged by the Principal. Other full time noon supervision services by volunteer teachers or lay persons shall be paid at the contracted rate per year.
6. Hours of kindergarten teachers shall be fixed by the principal at the beginning of each semester but shall be in no event longer than the foregoing.
7. A teacher shall not leave his class unattended at any time except in emergency situations.
8. Attendance at professional staff meetings is required of all teachers unless with prior approval of Principal. Such meetings shall not aggregate more than 2 hours per month.

#### ARTICLE V

##### Instructional and Curriculum Council

There is hereby established a joint Instructional and Curriculum Council consisting of three representatives appointed by the Board, and four representatives appointed by the Association. The Council shall meet on a date mutually agreed upon by the members of the Council but in no case shall the Council meet less than once a month. The purpose of the Council shall be to advise the Board and the Association on such matters as teaching techniques, courses of study, textbooks, curriculum guides, pupil testing and evaluation, philosophy and educa-



tional goals of the district, research and experimentation, educational specifications for buildings and related matters.

The Instructional and Curriculum Council may appoint such joint professional study sub-committees as are deemed necessary. The Council may establish a Discipline Review Board which shall study and recommend discipline policies and procedures.

## ARTICLE VI

### Teaching Loads and Assignments

- A. All junior and senior high school teachers shall have one (1) assigned preparation period daily.
- B. Since pupils are entitled to be taught by teachers who are working within their area of competence, teachers shall not be permanently assigned, 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 assignments in the secondary school grades will be notified and consulted by their principals as soon as practicable. Such changes will be voluntary to the extent possible. Every effort will be made to avoid reassigning probationary elementary school teachers to different grade levels unless the teacher requests such change.

## ARTICLE VII

### Teaching Conditions

- A. Because pupil-teacher ratio is an important aspect of an effective educational program, the parties agree that class size should be lowered wherever possible. In the event Kindergarten classes exceed 30 students per teacher or elementary grades 1-6 exceed 31 students per teacher or secondary



classes exceed 36 students per teacher during the 68-69 school year, or 35 in the secondary in the 69-70 year, the teacher or teachers affected or to be affected thereby may request a conference in writing to be held not less than 10 days from said request with the superintendent, building principal and DTPA representative, at which time an adjustment shall be discussed. Teachers who are assigned classes which exceed these maximum standards shall receive in the secondary 50¢ per pupil per class per day and \$2.00 per pupil per day in the elementary grades for those teachers who have them for a full day; for those teachers who have students less than a full day, the Administration shall pro-rate the \$2.00 for actual time a teacher spends with the student.

It is expressly understood that classes which have traditionally been taught in large groups such as, but not necessarily limited to, physical education, pool, and music need not conform to the above standards. Size of Industrial-Vocational classes, Drafting, Home Economics, Art and other specialized classes shall be determined by the nature of the program and special equipment available.

Special education classes for the mentally retarded and slow achievers in grades 1-6 shall exceed 17 students per teacher only after a conference, as herein above mentioned.

- B. All required mental maturity and achievement tests shall be scored and recorded by machine.
- C. The board shall continue to make available in each school a lunchroom, restroom and lavatory facilities and a faculty lounge in which smoking shall be permitted, which shall conform to the same or better standards as those now in existence.

- D. Present telephone facilities shall be made available to teachers for their reasonable use.
- E. The Board and the DTPA recognize that matters of student behavior and discipline are a matter of mutual concern and responsibility, and since the teacher's authority and effectiveness in maintaining an atmosphere conducive to maximum social and academic development in and outside the classroom, the following guidelines have been established for Jr. and Sr. High.
1. Teachers will make, personally and privately, every effort to handle problems of student misconduct on the grounds, halls, and classrooms, using educationally acceptable methods, as a first step in attempting to correct problems of poor social development.
  2. Detention periods, twenty to thirty minutes after regular school hours, to be held at least twice each week for use of teachers when methods outlined in item 1 have proven ineffective. In order to use this period for maximum effect, (counseling, guidance, etc.) it will be conducted and supervised by an administrator responsible for discipline, or teacher asked by administration when necessary. If not worked out to satisfaction of the Association by end of first semester, this item becomes void until renegotiated. Association will furnish list of teachers available for administration to call upon when necessary.
  3. A committee on social development consisting of representatives of DTPA and Board is established for the purpose of reviewing and making recommendations of action in those cases that are referred to it by a teacher or administrator. This committee will have the right to request the presence of those people concerned with the case for the purpose of establishing a basis for a recommendation of action.

- F. A teacher may exclude a pupil from one class period when the grossness of the offense, the persistence of the misbehavior or the disruptive effect of the violation makes the continued presence of the student in the classroom intolerable. In such cases, the teacher will furnish the principal, as promptly as his teaching obligations will allow, full particulars of the incident in writing.
- G. The High School members of the DTPA shall select all faculty members of the High School Coordinating Council. Such members shall have attained tenure and be representative of instructional areas.

## ARTICLE VIII

### Vacancies and Promotions

- A. When vacancies in professional positions and other contractual assignments occur, and new positions are established during the school year, the Board will publish the vacancy and the new position along with the qualifications as determined by the Board. Appointments by the Board will be final.
- B. Any qualified teacher may apply for such vacancies. Vacancies shall be filled on the basis of the experience, competency, and qualifications of the applicant.
- C. Vacancies (see exception) and newly established positions occurring in summer vacation will be referred to the DTPA President and no appointments made until fourteen days have elapsed since posting of letter to DTPA.
- D. Exception: Any necessary resignation of regular teacher from August 1 to September 1 may be filled without notice to DTPA.

## ARTICLE IX

### Transfers

- A. Any teacher who shall be transferred to a supervisory or executive position and shall later return to teacher status shall be entitled to retain such rights as he may have had under this Agreement including being placed on salary step in accordance with years of service.



ARTICLE X

Illness or Disability

- A. At the beginning of each school year each teacher shall be credited with a ten day sick leave allowance to be used for absences caused by illness or physical disability of the teacher. The unused portion of such allowance shall accumulate from year to year to a maximum of 100 days. The Board reserves the right to require medical verification that inability to work was due to illness.
- B. Absence due to injury or illness arising out of or in the course of the teacher's employment for which a workman's compensation award is given shall not be charged against the teacher's sick leave days, and the Board shall pay to such teacher the difference between his salary and the benefits received under the Michigan Workmen's Compensation Act up to one school year from the first day of absence.

ARTICLE XI

Leaves of Absence

- A. Leaves of absence with pay chargeable against sick leave but not accumulative shall be granted for the following reasons:
  - 1. A maximum of five days per school year for a critical illness or death in the immediate family or spouse's immediate family: wife, children, parents, sisters and brothers.
  - 2. Two days personal leave shall be allowed per year. Twenty four hours notice shall be given to the respective principal. No more than an aggregate of four teachers shall be absent any given time.
- B. Leaves of absence with pay not chargeable against sick leave shall be granted for the following reasons:
  - 1. Absence when a teacher is called for jury service. School shall pay difference between jury pay and school pay.

2. Teachers shall be paid only for appearing before administrative bodies or courts only if subpoenaed on behalf of the administration, or for court appearances involving litigation arising out of the teacher's employment where the teacher has been finally adjudged not guilty of culpable conduct in his employment and such other cases as the Board shall decide.
  3. Approved visitation at other schools, or for attending approved educational conferences or conventions.
  4. Time necessary to take the selective service physical examination; not to exceed one day.
- C. Leaves of absence without pay not to exceed one year, shall be granted with prior administrative approval for the following purpose:
1. Study related to the assignment of the teacher.
  2. Study to meet eligibility requirements for a certificate other than that held by the teacher.
  3. Study, research or special teaching assignment involving probable advantage to the school system.

Upon return from approved leave, a teacher shall be assigned to the same position, if available, or a substantially equivalent position. The regular salary increment occurring during such period shall be allowed.

The years limitation may be extended at discretion of the Board.

D. Maternity Leave:

Maternity leave shall be granted without pay, upon written request for such sick leave and upon proper certification of pregnancy by the employee's physician. Maternity leave shall extend from 7-12 months. Maternity leave must commence at the beginning of the 5th month of pregnancy.

Return to full time duty may occur not earlier than 60 days after birth of child.

The Board reserves the right to require medical certification that such return to full time duties will not be injurious to the health of the teacher.

E. Adoption leave:

Adoption leave shall be granted without pay upon written request for such leave and shall not exceed 12 months. Upon return from leave, a teacher shall be assigned to the same position, if available, or a substantially equivalent position at same salary step when leave was taken.

F. Sickness leave:

Sickness leave exceeding that accumulated shall be granted without pay upon written request for such leave when contract teacher is unable to assume duties because of illness. Said leave may extend to one year renewable at discretion of Board.

Upon return from leave, a teacher shall be assigned to the same position, if available, or a substantially equivalent position at same salary step when leave was taken. In order to qualify for return, the teacher must present himself for duty at the beginning of the school attendance year occurring not more than one year from the granting of the leave. See Tenure Act 5.

G. The Board may grant, at its discretion, a leave of absence not to exceed one year without pay to teachers who are required by their position as members of any school, political, religious, or labor association, or are appointed to its staff may, for the purpose of performing duties for said Association. Teachers given such leave shall receive credit toward annual salary increment of the schedule appropriated to their rank.

H. Military leaves of absence, shall have all rights of re-employment as stated in Public Acts of 1943 as amended.



## ARTICLE XII

### 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 Teacher Evaluation forms. A representative of the Association may be requested to accompany the teacher in such review.
- C. It is the policy of the Dundee Community Schools that each probationary teacher will be evaluated, on the "Probation and Tenure Teacher Evaluation Sheet" at least twice each year / 1 each semester. The evaluator is the principal and/or assistant principal. His evaluation is to be made after consultation with at least one tenure coach. The tenure coach (s) are to be selected by the principal from tenure teachers preferably teaching in the same field as the probationary teacher. Tenure teachers are to be evaluated once each year by the principal. After an evaluation is made, each party is to sign the evaluation sheet to indicate that each party is aware of its contents. The evaluation form is then to be placed in the evaluators file.

It should be kept in mind that the primary purpose of the evaluation sheet is as an aid in helping each teacher, probationary or tenure, become more competent in his chosen profession. A secondary objective is that the evaluation sheet may be used as a basis for determining probationary or tenure status.

## ARTICLE XIII

### Protection of Teachers

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

- B. Any case of assault by a student upon a teacher shall be promptly reported to the Board or its representatives. After review of the report and any independent investigation it may make, within 3 school days, the Board shall first determine whether the teacher has acted within the scope of its policy and inform the teacher within 5 school days of date of incident. If the Board determines that the teacher has properly acted within the scope of its policy, it shall provide an attorney at its own expense to discuss with the teacher his rights and obligations concerning the incident. This obligation shall not extend to trial preparation.
- C. A teacher involved in an assault as specified in B shall not be charged with time away from the job which arose as a result of the assault provided the Board determines the teacher has properly acted within the scope of its policy.
- D. Complaints directed toward a teacher, shall not be included in said teacher's personnel file unless such matter is promptly reported in writing to the teacher concerned. If any question of breach of professional etics is involved, the Association shall be notified.

#### ARTICLE XIV

##### Negotiation Procedures

- A. No later than March 1 prior to the expiration of this Agreement, the parties will likewise begin negotiations for a new agreement covering wages, hours, terms and conditions of employment of teachers employed by the Board.
- B. In any negotiations described in this Article, neither party shall have control over the selection of the negotiating or bargaining representatives of the other party and each party may select its representatives from within or out side 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.

After ratification by both parties their representatives shall attach their signatures to the ratified agreement within twenty four hours. There shall be no less than three (3) signed copies for the purpose of record. One retained by the Board, one by the Association, one by the Superintendent.



ARTICLE XV

Grievance Procedure

A. A grievance shall be an alleged violation or misapplication of the expressed terms of this contract or written board policy.

The following matters shall not be the basis of any grievance filed under the procedure outlined in this article:

1. The termination of services of or failure to re-employ any probationary teacher.
2. The placing of a non-tenure teacher on a third year of probation.
3. It is expressly understood that the grievance procedure shall not apply to those areas in which the Tenure Act prescribes a procedure or authorizes a remedy (discharge and/or demotion).

B. The Association shall designate 8 representatives to handle grievances when requested by the grievant. The Board hereby designates the principal of each building to act as its representative at Level One as hereinafter described and the superintendent or his designated representative to act at Level Two as hereinafter described.

C. The term "days" as used herein shall mean days in which school is in session.

D. Written grievances as required herein shall contain the following:

1. It shall be signed by the grievant or grievants and the Association.
2. It shall contain a synopsis of the facts giving rise to the alleged violation;
3. It shall cite the section or subsections of this contract or the written board policy alleged to have been violated;
4. It shall contain the date of the alleged violation;
5. It shall specify the relief requested.

Any written grievance not substantially in accordance with the above requirements, may be rejected as improper. Such a rejection shall not extend the limitations hereinafter set forth.

- E. Level One - A teacher believing himself wronged by an alleged violation of the express provisions of this contract or written board policy shall (within eight (8) days of its alleged occurrence) with an Association representative orally discuss the grievance with the building principal in an attempt to resolve same. If no resolution is obtained within three (3) days of the discussion, the teacher shall reduce the grievance to writing and proceed within five (5) days of said discussion to Level Two. If alleged occurrence happens prior to October 15 the teacher shall have 15 school days to initiate action.

Level Two - A copy of the written grievance shall be filed with the superintendent or his designated agent as specified in Level One with the endorsement thereon of the approval or disapproval of the Association. Within 5 days of receipt of the grievance, the superintendent or his designated agent shall arrange a meeting with the grievant and the designated association representative at the option of the grievant to discuss the grievance. Within 5 days of the discussion the superintendent or his designated agent shall render his decision in writing, transmitting a copy of the same to the grievant, the Association Secretary, the building principal in which the grievance arose, and place a copy of same in a permanent file in his office.

If no decision is rendered within 5 days of the discussion, or the decision is unsatisfactory to the grievant and the association, the grievant may appeal same to the board of education by filing a written grievance along with the decision of the superintendent with the officer of the board in charge of drawing up the agenda for the board's meeting not less than 5 days prior to the next regularly scheduled board meeting.

Level three - Upon proper application as specified in Level Two, the Board shall allow the grievant or grievants and not more than two association representatives an opportunity to be heard at the meeting for which the grievance was scheduled.

Within one month from the hearing of the grievance, the board shall render its decision in writing. The board may hold future hearings therein, may designate one or more of its members to hold future hearings therein 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 one month after the initial hearing.

A copy of the written decision of the board shall be forwarded to the superintendent for permanent filing, the building principal for the building in which the grievance arose, the grievant, and the secretary of the association.

Level Four - Individual teachers shall not have the right to process a grievance at level four.

- a. If the Association is not satisfied with the disposition of the grievance at level three, it may, within 10 days after the decision of the Board, request in writing the appointment of an arbitrator to hear the grievance. If the parties cannot agree upon an arbitrator he shall be selected by the American Arbitration Association in accordance with its rules except each party shall have the right to pre-emptorially strike not more than 3 from the list of arbitrators.
- b. Neither party may raise a new defense or ground at level four not previously raised or disclosed at other written levels. Each party shall

submit to the other party not less than three days prior to the hearing a prehearing statement alleging facts, grounds, and defenses which will be proven at the hearing and hold a conference at that time in an attempt to settle the grievance.

- c. In the event the grievance is not settled prior to the hearing the grievance may be tried before the arbitrator whose decision shall be binding upon both parties who agree that a judgment thereon may be entered in any court of competent jurisdiction.
- d. Notwithstanding the foregoing, the arbitrator shall not have the power to add to, modify, alter or amend, or subtract from the terms of this agreement. He shall not hear any grievance previously barred from the scope of the grievance procedure, nor shall he question the reasonableness of Board Policy, nor annual assignments of extra duties for extra pay outlined in schedule   A  .

If any grievance award shall include back pay, and said award shall not extend more than thirty days prior to the date of the level one conference.

- e. Grievances of similar nature may not be consolidated except upon express written mutual consent.
  - f. The costs of arbitration shall be born equally by the parties except each party shall assume its own cost for representation.
- F. Should a teacher fail to institute or appeal a decision within the time limits specified, or leave the employ of the board, all further proceedings on a previously instituted grievance (except a claim involving a remedy directly benefiting the grievant regardless of his employment) shall be barred.
- G. The Association shall have no right to initiate the grievance involving the right of a teacher or group of teachers without his or their express approval in writing thereon. The Association shall have the right to withhold its sig-



nature at any level thereby stopping the processing of the grievance thereafter. It is expressly understood that the Association shall have a right to be present at the adjustment of a grievance at any level. The Board or its designated representatives shall inform the Association Grievance Committee Chairman or his designated representative prior to the time of any adjustment.

- H. All preparation, filing, presentation or consideration of grievances shall be held at times other than when a teacher or a participating association representative are to be at their assigned duty stations except upon mutual agreement.

#### ARTICLE XVI

##### No Strike Clause

The Association recognizes that strikes as defined by Section I of Public Acts 336 of 1947 of Michigan as amended, by the teachers, are contrary to law and public policy. The Board and Association subscribes to the principal that differences shall be resolved by appropriate and peaceful means, in keeping with the high standards of the profession, without interruption of the school program. Accordingly, the Association agrees, that during the term of this agreement, it will not direct, instigate, participate in, encourage or support any strike against the Board by any teacher or group of teachers.

Further it is agreed that in the event a strike or sanction is imposed against the Board of Education during the life of this contract, that its president and the chairman of its negotiation team will, within 24 hours after the commencement of said strike or sanction, publicly by means of radio, television or publication circulated within the district, denounce said strike or sanction as contrary not only to this agreement but the law and public policy of the State of Michigan and publicly state as aforesaid that it is not in keeping with the high standard

of the profession of teaching. That in the event said strike or sanction continues for more than 24 hours, it is hereby agreed that the Board of Education may obtain a judgment in a court of competent jurisdiction, the some of not less than 1/45 of the then current State Aid, as stipulated damages to be levied against the Association and its members jointly and severally for each day that the strike thereafter continues.

If an unauthorized strike or sanction should occur by less than 10% of the Professional Unit and the Association fulfills its above stated responsibilities with respect to complete denouncement of the strike or sanction the Board agrees to proceed through its legal dismissal procedures rather than through its power to obtain judgment.

#### ARTICLE XVII

##### Miscellaneous Provisions

- A. Teachers shall be informed of telephone numbers and personnel they may call before 7:00 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. The Association shall have a right to review such statistical information of the Board of Education as is available to the residents of the school district as provided by law.
- C. The Association and its members shall have the same privilege to use school building facilities as any other group pursuant to written board policy. A bulletin board shall be made available in each school building exclusively for teachers use. The Association shall have the right to use the teacher mailboxes for distribution of Association materials.

- D. Board of Education Policies: The written policies of the Board which apply to wages, hours or working conditions shall be a part of this contract and except as they may be superseded by express provisions of this contract shall be included herein, but the Board reserves the right to the contrary, to promulgate new policies from time to time as the need arises, but not to conflict with the provisions of this agreement.
- E. This agreement is subject in all respects to the laws of the State of Michigan with respect to the powers, rights duties and obligations of the Board, the Association, and employees in the bargaining unit, and in the event that any provision of this agreement shall at any time be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided for doing so such provision shall be void and inoperative; however, all other provisions of this agreement shall continue in effect.
- F. No new teacher shall be employed by the Board before August 1 for a regular teaching assignment for the ensuing school year who does not have a Bachelor's Degree from a college or university accredited by NCATE and a provisional or permanent certificate.
- G. The Board of Education reserves the right to require physical or psychiatric examination of any teacher when in their judgment such is necessary to determine ability of teacher to properly function as a teacher. Cost to be paid by the Board.
- H. Letter of Intent  
Not to be issued before April 1.

I will be interested in a contract for \_\_\_\_\_ - \_\_\_\_\_ when negotiations resulted the mutual acceptance of a master agreement by the DTPA and the Dundee Board of Education.

I will not be interested in a contract for \_\_\_\_\_ - \_\_\_\_\_

I am undecided.

Subject and/or grade level

First choice Subject \_\_\_\_\_ Grade \_\_\_\_\_

Second choice Subject \_\_\_\_\_ Grade \_\_\_\_\_

I have the educational and/or experience qualifications for the following positions and desire to be considered for these positions if they are now open or will be open in the future. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_



SCHOOL CALENDAR FOR 1968-69

Sept.	Tues.	3	Teachers' Meeting a.m.; Students p.m.	
	Wed.	4	Teachers' Meeting a.m.; Students p.m.	20 days
Oct.	Fri.	18	State Institute	22 days
Nov.	Wed.	27	Thanksgiving Vacation begins at close of school day.	19 days
Dec.	Mon.	2	Classes resume	
	Fri.	20	Christmas Vacation begins at close of school day.	15 days
Jan.	Mon.	6	Classes resume	
			Semester Exams a.m., Wed., Thurs., Fri.	20 days
Feb.				20 days
Mar.				21 days
Apr.	Fri.	4	Spring Vacation begins at noon (Good Friday)	
	Mon.	14	Classes resume	17 days
May	Fri.	30	Memorial Day	21 days
June	Fri.	6	School Final Day	
			Semester exams a.m. of 3 days	<u>5 days</u>
				180 days

Any school calendar mutually agreed upon may exceed but never have less days than fully prescribed for state aid allowances. It is further agreed that any revision for any reason from the above calendar will not extend the school year beyond the required 180 days. If such revision is necessary the Board or its representatives and the Negotiating team of the Association shall meet in conference and reach agreement concerning the days to be added. If no such agreement can be mutually reached, the Board shall present to the Association at least two choices for their final decision.

The Association must make its decision within five days after submission by the Board or forfeit its right to make the final decision.

If it is possible to complete the 180 days prior to the originally scheduled closing date, the Board agrees that at least one of its proposals shall not extend the school year beyond the originally scheduled closing day.

With respect to the calendar of the 1969-70 school year it is mutually agreed that the DTPA will present a calendar for the year not later than May 1, 1969 and that the Association proposal will form the working paper in a negotiating conference between May 1 and May 15 with the representatives of the Board at which time agreement on a calendar for the ensuing year will be made.

If no agreement can be reached the procedure above described for revision of the 68-69 calendar will be followed in determining the calendar for 1969-70.

SCHEDULE A

I

	<u>68-69</u>		<u>69-70</u>
	BA		BA
1	6,600		7,000
2	6,750		7,150
3	6,950		7,375
4	7,250		7,675
5	7,600		8,025
6	8,025		8,425
7	8,500		8,900
8	9,025		9,450
9	9,550		10,000
10	10,100		10,550
	MA		MA
1	7,100		7,500
2	7,300		7,750
3	7,650		8,100
4	8,050		8,500
5	8,500		8,975
6	9,000		9,525
7	9,550		10,125
8	10,100		10,750
9	10,700		11,375
10	11,300		12,000

Supplementary salaries, formerly added to the basic salary schedule of special education teachers is rescinded for the duration of this contract.

II

	<u>68-69</u>	<u>69-70</u>
Club Sponsor (meet one night per week)	187.00	196.34
Senior Band	497.20	566.06
Ass't. Band Director	350.00	
Librarians (Extra 2 wks. of 30 hrs. per wk.)	4.95 hr.	5.20 hr.
Industrial Arts (Extra 2 wks. of 30 hrs. ea.)	4.95 hr.	5.20 hr.
Annual Sponsor	248.60	261.03
Senior Play	124.30	130.51
Junior Play	124.30	130.51
Future Homemakers Sponsor	248.60	261.03
Future Teachers Sponsor	93.50	98.17
Certified Teacher; Drivers Training, Adult Education, Recreation and Summer Band (Board Approved program)	4.95 hr.	5.20 hr.
Senior Class Ass't. Advisor	55.00	
Jr. Class Head Advisor	110.00	115.50
Soph. Class Head Advisor	110.00	115.50
Fresh. Class Head Advisor	55.00	57.75
Teachers as chaperones at social events	6.60 per event	6.93 per event
Head Football Coach ( Incl. extra wk.)	870.10	913.60
Ass't. Football Coach (Incl. extra wk.)	621.50	652.57
Jr. Hi. Football Coach (Does not include extra wk) If extra wk. is worked \$100 added to this	434.50	456.22
Head Basketball Coach	870.10	913.60
Ass't. Basketball Coach	621.50	652.57
Fresh. Basketball Coach	434.50	456.22
Jr. Hi. Basketball Coach	434.50	456.22



Head Track Coach	497.20	522.06
Ass't. Track Coach	434.50	456.22
Swimming Coach	457.20	522.06
Head Baseball Coach	497.20	522.06
Head Golf Coach	497.20	522.06
Wrestling Coach	497.20	522.06
Choral Music	105.00	
Cheerleaders Sponsor (Attend Games)		
Varsity	220.00	231.00
Jr. Varsity	110.00	115.50
Jr. High	110.00	115.50
Noon supervision - Volunteer Teachers	335.50	352.27

Noon Supervision - In the event there are no volunteer teachers, lay people will be hired.

Supplementary contracts will be issued for all extra services which do not appear on the teachers' individual contract.

### III

Teachers at the secondary level shall receive \$5.00 for each conference period they are used as substitute teachers. Contract elementary teachers, when used as substitute teachers for art, music, and physical education shall be paid at the rate of \$5.00 per hour for actual time assigned.

All substitute pay in this paragraph shall be paid at the end of each semester only.

### IV

Credit for prior teaching experience will be granted to those teachers newly employed after the close of the 66-67 school year at the rate of \$100 per year up to a maximum of \$500.

In service training program:

- (a) \$15.00 per semester hour will be granted for credit earned after the Bachelor Degree, after employment at Dundee begins, limited to a total allowance of \$300.
- (b) Reimbursement will be made in October following completion of work to teacher employed at that date.
- (c) Reimbursement will be limited to courses taken which pertain to the teaching assignment of the teacher.

Duration of Agreement

This Agreement shall be effective as of July 1, 19 68  
and shall continue in effect for 2 years until 11:59 p.m. on the 20th  
day of August, 19 70. This Agreement shall not be extended  
orally and it is expressly understood that it shall expire on the date indicated.

BOARD OF EDUCATION

By \_\_\_\_\_  
Its President

By \_\_\_\_\_  
Its Secretary

By \_\_\_\_\_  
The Superintendant

EDUCATION ASSOCIATION

By \_\_\_\_\_  
Its President

By \_\_\_\_\_  
Its Secretary

By \_\_\_\_\_  
Chief Negotiator for Association