

MASTER AGREEMENT

between

THE ENGADINE CONSOLIDATED SCHOOLS CHAPTER

of

THE MICHIGAN EDUCATION ASSOCIATION

and

THE BOARD OF EDUCATION

of

ENGADINE CONSOLIDATED SCHOOLS

ENGADINE, MICHIGAN

Articles I through XXI contained herein constitute the non-economic portion of the Master Agreement.

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EDUCATION ASSOCIATION AGREEMENT

1. This Agreement entered into this 1st day of July, 1974, by and between the Board of Education of the Engadine Consolidated Schools, hereinafter called the "Board", and the Engadine Education Association, hereinafter called the "Association".

WITNESSETH

2. WHEREAS the Board and the Association recognize and declare that providing a quality education for the children of Engadine Consolidated Schools is their mutual aim and that the character of such education depends upon the quality and morale of the teaching service, and
3. WHEREAS the members of the teaching profession are qualified to assist in formulating regulations and programs designed to improve educational standards, and
4. WHEREAS the Board has a statutory obligation, pursuant to Act 379 of the Michigan Public Acts of 1965, to bargain with the Association as the representative of its teaching personnel with respect to hours, wages, terms and conditions of employment, and
5. WHEREAS the parties, following professional negotiations, have reached certain understandings which they desire to put in writing.

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

ARTICLE I
RECOGNITION

- A. The Board hereby recognizes the Association as the exclusive and sole bargaining representative for all certificated personnel under contract. Excluding: Superintendent, Assistant Superintendent, Principals, Assistant Principals, Business Manager, Director of School and Community Relations, Director of Vocational Education. The term "teacher," when used hereinafter in this Agreement, shall refer to all professional employees represented by the Association in the bargaining or negotiating unit as above defined, and references to male teachers shall include female teachers.
- B. The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement. Nothing contained herein shall be construed to prevent any individual teacher from presenting a grievance and having the grievance adjusted without intervention of the Association, if the adjustment is not inconsistent with the terms of this Agreement. Provided that the individual has been given opportunity to have 2 Association members present if he so desires.

ARTICLE II

ASSOCIATION AND TEACHER RIGHTS

- A. Pursuant to the Michigan Public Employment Relations Act, the Board hereby agrees that every Certified Teacher of the Board shall have the rights freely to organize, join and support the Association for the purpose of engaging in collective bargaining, professional negotiations, and for mutual aid and protection to provide a quality education for the students of Engadine Consolidated Schools. As a duly elected body exercising governmental power under color of law of the State of Michigan, the Board agrees that it will not discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by the Act or other laws of Michigan or the Constitutions of Michigan and the United States; that it will not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of his membership in the Association, his participation in any activities of the Association or collective professional negotiations with the Board, or his institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.
- B. Nothing contained herein shall be construed to deny or restrict any teacher rights he may have under the Michigan General School Laws or other laws and regulations.
- C. The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings. However, no Association meetings will be held while school is in session.

- D. Duly authorized representatives of the Association and their respective affiliates shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not be while school is in session.
- E. The Association shall have the right to use school facilities and equipment, including typewriters, mimeographing machines, other duplicating equipment, calculating machines, and all type of audio-visual equipment at reasonable times, when such equipment is not otherwise in use and upon approval of the Superintendent of Schools. The Association shall pay for the reasonable cost of all materials and supplies incident to such use.
- F. The Association shall have the right to post notices of activities and matters of Association concern on teacher bulletin boards, at least one of which shall be provided in each school building. The Association may use the district mail service and teacher mail boxes for communications to teachers.
- G. The Board agrees to furnish to the Association in response to reasonable requests from time to time all available information concerning the financial resources of the district, and such other information as will assist the association.
- H. The Board agrees to furnish upon request to the Association prior to the opening of school copies of all individual salary and service agreements, including total payment for extra-curricular activities, of tenure teachers and contracts of non-tenure teachers for validation by members designated by the Association in terms of this contract.
- I. The teachers shall be entitled to full rights of citizenship and no religious or political activities of any teacher or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such teacher. The private

and personal life of any teacher is within the appropriate concern or attention of the Board if it does violate the code of ethics.

J. The provisions of this Agreement shall be applied without regard to race, creed, religion, color, national origin, age, sex, marital status.

K. Consistent with the Code of Ethics of the Education Profession, membership in the Association shall be open to all certified teachers under contract regardless of race, creed, sex, marital status, or national origin.

ARTICLE III

Board Rights Clause

"The Board, on its own behalf and on behalf of the electors of the district, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Michigan, and of the United States.

The use of judgments and discretion in connection with the boards rights shall be limited only by the specific and expressed terms of this agreement.

ARTICLE IV

MEMBERSHIP, FEES AND PAYROLL DEDUCTIONS

- A. Signed authorization forms are to be delivered to the board on or before one (1) week prior to the second scheduled pay period of the school year, however, new teachers hired after the beginning of the school year may submit a signed authorization within thirty (30) days of initial employment.
- B. The deduction of membership dues shall be made from the second pay check each month of nine (9) months beginning in September and ending in May 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.
- C. The Board shall also make payroll deduction upon written authorization from teachers for annuities, or any other plan or program jointly approved by the association and the board.

ARTICLE V

TEACHING LOADS AND ASSIGNMENTS

- (A) The normal weekly teaching load in the senior and junior high school will be 30 teaching periods, and a minimum of 5 unassigned preparation periods. Elementary school shall not begin before 8:45 A.M. and dismiss not later than 3:40 P.M. Included in this day shall be at least a 60 minute lunch hour and at least two 15 minute recesses for all children.
- The normal teaching load for secondary teachers will have a maximum of 5 separate preparations. This can be extended to 6 separate preparations if it is agreeable with the individual teacher involved.
- (B) The parties agree that pupils are entitled to be taught by teachers who are working within their area of competence. Teachers shall not be assigned, except for good cause, outside the scope of their teaching certificate or their major or minor field of study.
- (C) Teachers who may be affected by a change in grade assignments in the elementary school grades will be notified and consulted by their principals as soon as practicable and prior to July 1st. Every effort will be made to avoid reassigning elementary school teachers to different grade levels, unless the teacher requests such change.
- (D) Any changes to be made in assignments of secondary teachers after July 1, must meet with the approval of the teacher involved, unless it is within a subject area in which the teacher is properly certified.
- (E) All teacher contracts shall state position as to grade levels, subject areas and building.

(F.) Each elementary teacher shall receive a fifteen minute break in the morning and a 15 minute break in the afternoon, duty free. The board of education does not deem the elementary teacher liable for his or her class during this break.

ARTICLE VI

TEACHING CONDITIONS

The parties recognize that the availability of optimum school facilities for both student and teacher is desirable to insure the high quality of education that is the goal of both teacher and the Board. It is also acknowledged that the primary duty and responsibility of the teacher is to teach and that the organization of the school and the school day should be directed at insuring that the energy of the teacher is primarily utilized to this end.

- A. Because the pupil-teacher ratio is an important aspect of an effective educational program, the parties agree that class size should be lowered whenever possible. Recommended class size:

- Kindergarten 20 pupils
- Elementary school grades . . . 25 pupils

The recommended class size per teacher in the secondary schools shall be as follows:

English	
General Education	
Social Studies	
Mathematics	
Science	25 pupils
Language	
Business	
Typing	
Speech	20 pupils
Chemistry	16 pupils
Industrial Arts	16 pupils
Drafting	20 pupils
Vocational Shop	20 pupils
Homemaking	18 pupils
Music	25 pupils
Art	25 pupils
Physical Education	40 pupils full gym 30 pupils half gym

If a lower elementary class exceeds 28 students or an upper elementary class exceeds 32 students, a teacher aide will be provided at the request of the teacher.

- B. (1) The parties recognize that appropriate texts, library reference facilities, maps and globes, laboratory, shop, audiovisual, athletic, and band equipment, art supplies, current periodicals, standard test and questionnaires, and similar materials are the tools of the teaching profession. The parties will confer for the purpose of improving the selection and use of such educational tools. The Board agrees at all times to keep the schools reasonably and properly equipped and maintained whenever financially feasible.
- B. (2) The parties recognize that certain classes need adequate funds to provide for consumable materials and to acquire and maintain durable goods and equipment.
- C. Under no conditions shall a teacher, under Schedule A be required to drive a school bus as part of his regular assignment.
- D. The Board shall make available in each school at least one room, appropriately furnished, which shall be reserved for use as a faculty lounge in which smoking shall be permitted and accessible at all times.
- E. Telephone facilities shall be made available to teachers for their reasonable use.
- F. Adequate designated parking facilities shall be made available to teachers for their reasonable use.
- G. All teachers shall be at their assigned area by 8:30 A.M. and remain at school until 3:50 P.M. unless requested to remain by the school administration. All teachers shall be allowed a 30 minute duty free lunch period when noon supervision is required. A teacher shall not be scheduled for noon supervision more than every fifth week.

ARTICLE VII

VACANCIES, PROMOTIONS AND REDUCTION OF STAFF

- A. When ever any vacancy in any professional position or a new opening in the district shall occur, the Board shall publicize the same by giving written notice of such vacancy to the Association and providing for appropriate posting in every school building. No vacancy shall be filled except on a temporary basis in case of emergency until such vacancy shall have been posted for at least fifteen school days.
- B. Any certified teacher may apply for such vacancy. In filling such position the Board agrees to give the due weight to the professional background and attainments of all qualified applicants, the years of teaching experience, length of time each has been in the school system of the district and other relevant factors. The decision of the Board as to the filling of such vacancies shall be final.
- C. Incoming teachers shall receive up to 7 years credit for previous teaching experience.
- D. In the event the Board decides to reduce the number of teachers through layoff of employees, or to reduce the number of teachers in a given subject area, field or program or to eliminate or consolidate positions, the Board shall layoff the employees with the least seniority in that given subject area, field or program first. Provided however, such action shall not be contrary to the priorities established under the tenure act. The Board shall endeavor to give thirty days notice of layoff to the Association and to any individuals involved, and, in any event, ten days notice shall be given in all cases.

It is further agreed that any layoff pursuant to this article shall automatically terminate the individual contract of all non-tenure teachers and shall suspend for the duration of the layoff the Board's obligation to pay salary or fringe benefits under any tenure teacher's individual employment contract or under this collective bargaining agreement.

The Board shall recall teachers in order of seniority in the particular subject area, field or program being reinstated. The Board shall give written notice of recall from layoff by sending a registered or certified letter or telegram to said teacher at his last known address. It shall be the responsibility of each teacher to notify the Board of any change of address. The teacher's address as it appears on the Board's records shall be conclusive when used in connection with layoffs, recall or other notice to the teacher. If a teacher fails to report to work in ten days from receipt of recall by registered mail, unless an extension is granted in writing by the Board, said teacher shall be considered as a voluntary quit and shall thereby terminate his individual employment contract and any other employment relationship with the Board.

ARTICLE VIII

COMPENSATION

- A. The salaries of teachers covered by this Agreement are set forth in Schedule A which is attached to and incorporated in this Agreement. Such salary schedule shall remain in effect during the one-year term of this Agreement, provided, however, that upon written notice to the other party at least sixty (60) days prior to the first day of May of every year of this Agreement, either party may request the reopening of negotiation of such salary schedule.
- B. The schedule A is based upon a normal weekly teaching load, as defined in the Annual School Calendar. For extra duty the teacher shall be entitled to appropriate compensation. For each additional teaching period over thirty (30) periods per week, the teacher will be paid \$5.00 for each class hour.
- C. A teacher engaged during the school day in negotiations in behalf of the association with any representative of the board, or if requested by the board or its representative to participate in any professional grievance negotiation, including arbitration, shall be released from regular duties without loss of salary.

ARTICLE IX

LEAVE PAY

(A) Each teacher will be permitted 10 days absence from work without loss of pay each year accumulative to 120 days for:

1. Personal Illness

2. Death, illness, or emergencies in the immediate family (parents, spouse, sister, brother, children, and in laws)

(B) Any teacher who is absent because of injury received while employed by the Engadine Consolidated Schools shall receive his total sick leave payment in addition to Workman's compensation.

(C) A maximum of 3 days per school year in addition to sick leave shall be allowed for the conduct of personal business. In the event these personal business days are not used, they shall be accumulative as sick days.

Illness: Only personal illness or disability and/or emergency medical procedures are covered by this sick leave policy. Routine health examination, dental appointments, or surgical procedures which might appropriately be scheduled during vacation periods shall not be covered.

Personal Business: Personal business days are not to be used as vacation days. These days shall be used for business that can not be transacted at any other time.

ARTICLE X

LEAVES OF ABSENCE

- A. Any teacher whose personal illness extends beyond the period compensated under Article IX shall be granted a leave of absence without pay for such time as is necessary for complete recovery from such illness. Upon return from leave, a teacher shall be assigned to the same position.
- B. Leaves of absence with pay, notice being given as far in advance as possible, shall be granted for the following reasons:
- (1) Court appearance as a witness in any case connected with the teacher's employment or the school. Compensation to equal regular rate.
 - (2) Time necessary to take the selective service physical examination.
- C. One year leave of absence upon Board approval, without pay, shall be granted upon application for the following purposes:
- (1) Study related to the teacher's license field.
 - (2) Study, research or special teaching assignment involving probable advantage to the school system.
- D. A maternity leave shall be granted without pay, commencing not later than the end of the sixth month of pregnancy, unless the attending physician advises that further service would not be harmful. The teacher shall be entitled to return to the same position from such leave at full credit for years previously taught within the next school year.
- E. Pursuant to Section 572 of the School Code of 1955, teachers who have been employed for seven years may be granted a sabbatical leave for one year upon the approval of the board of education.
- A teacher, upon return from a sabbatical leave, shall be restored to his former position or to a position of like nature, seniority and status.
- F. Teachers who are officers of the Association or are appointed to its staff should, upon proper application, be given a one year leave of absence without pay for the purpose of performing duties for the Association.

- G. Any regular employee who may be conscripted into the armed forces of United States for service or training shall be granted a military leave. He shall be reinstated to his position in this school system with full credit on the salary schedule for the tow years of military service.
- H. The Board May grant leave of absence without pay to any teacher to campaign for, or serve in, public office.

ARTICLE XI

Terminal Leave

- (A) On termination of employment by death or permanent disability accumulated sick leave shall be paid at the rate equal to his current pay, but shall not exceed \$2000.00. Payment shall be made to a beneficiary as stated on the individual's teacher contract.
- (B) On termination of employment by retirement, one half of accumulated sick leave shall be paid at the rate equal to his current pay, but shall not exceed \$2000.00. Employee must have ten years of service to receive payment upon retirement as per salary schedule and be eligible to receive monthly retirement benefits from the Michigan Public School Employees Retirement Fund upon termination of employment.
- (C) All teachers employed by the Engadine Consolidated Schools must retire at age 65. If their birthday is during the school year they shall complete that contracted year.

ARTICLE XII

ACADEMIC FREEDOM

Academic freedom shall be guaranteed to teachers. Independent study and investigation and the presentation and interpretation of the facts and ideas in all branches of learning will be encouraged, provided that controversial topics are handled in such a manner as to present opposing points of view.

ARTICLE XIII

PROTECTION OF TEACHERS

- A. The board recognizes its responsibility to continue to give administrative backing and support to its teachers, although each teacher bears the primary responsibility for maintaining proper control and disciplinary actions and methods invoked by them shall be reasonable and just, and in accordance with established board policy.
- B. Whenever it appears that a particular pupil requires special attention outside the realm of the classroom, it should be brought to the attention of the building principal so that appropriate steps may be taken to provide supplementary assistance.
- C. Any case of assault by a student upon a teacher on duty shall be promptly and properly reported to the superintendent or his designated representative. The administration will provide counsel to advise the teacher of his rights and obligations with respect to such assault. The administration shall render all reasonable assistance to the teacher in connection with handling of the incident by law enforcement authorities, and report such incident to the board of education.
- D. Time lost by a teacher in connection with any incident mentioned in this article shall not be charged against the teacher unless he is judged guilty by a court of competent jurisdiction.
- E. Any complaints by a parent of a student directed toward a teacher shall be promptly called to the teacher's attention. Any serious complaint will be submitted to the teacher by the parent or building principal in writing prior to a conference with parent, teacher and the Administration.

ARTICLE XIV

TEACHER EVALUATION

- A. The performance of all teachers shall be evaluated in writing. Probationary teachers shall be evaluated not less than three times during the school year. Tenure teachers shall be evaluated at least once in every two years.
- B. Evaluations shall be conducted by the teacher's building principal or the superintendent.
- C. Each observation shall be made in person for a minimum of thirty consecutive minutes. All monitoring or observation of the performance of a teacher shall be conducted openly and with full knowledge of the teacher.
- D. A copy of the written evaluation shall be submitted to the teacher at the time of such personal interview or within ten days thereafter. In the event that the teacher feels his evaluation was incomplete or unjust, he may put his objections in writing and have them attached to the evaluation report to be placed in his personnel file. All evaluations shall be based upon valid criteria for evaluating professional performance and this criteria shall be given to all professional employees at the beginning of each school year.
- E. No later than March 15th of each probationary year the final written evaluation report will be furnished to the superintendent covering each probationary teacher. A copy shall be furnished to the teacher. If the report contains any information not previously made known to and discussed with the probationary teacher, the teacher shall have an opportunity to submit additional information to the superintendent.
- F. Privileged information such as confidential credentials and related personal references normally sought at the time of employment are specifically exempted from review. The administrator shall, remove these credentials and confidential reports from the file prior to a review of the file by the teacher.

ARTICLE XV
PROFESSIONAL BEHAVIOR

- A. Teachers are expected to comply with rules, regulations and directions from time to time adopted by the Board or its representatives which are not inconsistent with the provisions of this Agreement, provided that a teacher may reasonably refuse to carry out an order which threatens physical safety or well-being.
- B. The Board recognizes that the Code of Ethics of the Education Profession is considered by the Association and its membership to define acceptable criteria of professional behavior. The Association shall accept responsibility to deal with ethical problems in accordance with the terms of such Code of Ethics of the Education Profession.
- C. The Association recognizes that abuses of sick leave or other leaves, chronic tardiness or absence, willful deficiencies in professional performance, or other violations of discipline by a teacher reflect adversely upon the teaching profession and create undersirable conditions in the school building. Alleged breaches of discipline or the Code of Ethics of the Education Profession shall be promptly reported to the offending teacher and to the Association.
- D. A teacher shall be entitled to have present a representative of the Association when he is being disciplined for an infraction of rules or delinquency in professional performance. This does not pertain to a verbal or written reprimand by the administration.
- E. Any discipline or reduction in rank, compensation or advantage shall be subject to the professional grievance procedure hereafter set forth.

ARTICLE XVI

PROFESSIONAL IMPROVEMENT

- A. The parties support the principle of continuing training of teachers, participation by teachers in professional organizations in the areas of their specialization, leaves for work on advanced degrees or special studies and participation in community educational projects.
- B. Any teacher who successfully completes a course related to his instructional responsibilities and is not using such credit towards a degree shall receive full tuition reimbursement from the school district upon previous approval by the administration.
- C. The Board will consider upon application the providing of necessary reimbursement for teachers who desire to attend select professional conferences and Michigan Department of Education Curriculum Committee meetings. Travel at the rate of 10¢ per mile, meals, lodging as well as the cost of the substitute teacher needed to relieve the participant. A teacher attending such conferences and meetings shall be granted sufficient leave time to attend without loss of compensation, Teachers will, upon request, submit a written report regarding such conferences.
- D. Upon request the board will consider making arrangements for after-school courses, workshops, conferences and programs designed to improve the quality of instruction. All teachers desiring to attend shall be allowed to do so.

ARTICLE XVIII

PROFESSIONAL GRIEVANCE PROCEDURE

- A. A claim by a teacher or the Association that there has been a violation, misinterpretation or misapplication of any provision of this Agreement, may be processed as a grievance as set forth in Appendix C.
- B. In the event that a teacher believes there is a basis for a grievance, he shall first discuss the alleged grievance with his building principal either personally or accompanied by his Association representative.
- C. If, as a result of the informal discussion with the building principal, a grievance still exists, he may invoke the formal grievance procedure on the form set forth in annexed Appendix C, signed by the grievant and a representative of the Association, which form shall be available from the Association representative in each building. A copy of the grievance form shall be delivered to the principal. If the grievance involves more than one school building, it may be filed with the superintendent or a representative designated by him.
- D. Within five (5) school days of receipt of the grievance, the principal shall meet with the Association in an effort to resolve the grievance. The principal shall indicate his disposition of the grievance in writing within five school days of such meeting, and shall furnish a copy thereof to the Association.
- E. If the grievant is not satisfied with the disposition of the grievance, or if no disposition has been made within five school days of such meeting (or ten school days from the date of filing, whichever shall be later) the grievance shall be transmitted to the superintendent. Within ten school days the superintendent or his designee shall meet with the Association on the grievance and shall indicate his disposition of the grievance in writing within five school days of such meeting, and shall furnish a copy thereof to the Association.
- F. If the grievant is not satisfied with the disposition of the grievance by the superintendent or his designee, or if no disposition has been made within five school days of such meeting (or ten school days from the date of filing, which-

ever shall be later) the grievance shall be transmitted to the Board by filing a written copy thereof with the Secretary or other designee of the Board, The Board, no later than its next regular meeting or two calendar weeks, whichever shall be later, may hold a hearing on the grievance, review such grievance in executive session, or give such other consideration as it shall deem appropriate. Disposition of the grievance in writing by the Board shall be made no later than ten days thereafter. A copy of such disposition shall be furnished to the Association.

- G. If the grievant is not satisfied with the disposition of the grievance by the Board, or if no disposition has been made within the period above provided the grievance may be submitted to arbitration before an impartial arbitrator. If the parties cannot agree as to the arbitrator within five calendar days from the notification date that arbitration will be pursued, he shall be selected by the American Arbitration Association in accord with its rules which shall likewise govern the arbitration proceedings. The Board and the Association shall not be permitted to assert in such arbitration proceedings any ground or to reply on any evidence not previously disclosed to the other party. The arbitrator shall have no power to alter, add to, or subtract from the terms of this agreement the decision of the arbitrator is not binding upon either party.
- H. The fees and expenses of the arbitrator shall be paid by the party making the appeal.
- I. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15th of any year and strict adherence to the time limits may result in hardship to any party, the Board shall use its best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible.

J. If an individual teacher has a personal complaint which he desires to discuss with a supervisor, he is free to do so without recourse to the grievance procedure. However, no written grievance shall be adjusted without prior notification to the Association and opportunity for a Association representative to be present, nor shall any adjustment of a grievance be inconsistent with the terms of this Agreement.

ARTICLE XIX

NEGOTIATION PROCEDURES

- A. Not later than April 1st of the school year in which this agreement expires, the board agrees to open negotiations with the association over a successor agreement in a good faith effort to reach agreement concerning teachers' salaries, hours, and other conditions of their employment.
- B. In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining representative of the other party. It is recognized that no final agreement between the parties may be executed without ratification by a majority of the Board of Education and by a majority of the membership of the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, consider proposals, and make concessions in the course of negotiations or bargaining, subject only to such ultimate ratification.

ARTICLE XX

MISCELLANEOUS PROVISIONS

- A. The Board will make every effort to maintain an adequate list of substitute teachers. Teachers shall be informed of a telephone number they may call before 7:30 A.M. to report unavailability for work. Once a teacher has reported unavailability, it shall be the responsibility of the administration to arrange for a substitute teacher.
- B. The Association shall deal with ethical problems arising under the Code of Ethics of the Education Profession in accordance with the terms thereof and the Board recognizes that the Code of Ethics of the Education Profession is considered by the Association and its membership to define acceptable criteria of professional behavior.
- C. This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary or inconsistent terms contained in any individual teacher contracts shall be made expressly subject to the terms of this Agreement. The provisions of the Agreement shall be incorporated into and be considered part of the established policies of the Board. The Board is authorized to enter into individual one year substitute contracts to fill the vacancies of personnel under this agreement that have been granted a leave of absence 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 and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- E. All employees shall be required to present evidence of negative TB skin test or X-ray within 15 days after opening of school.
- F. Minutes and agendas of all Board meetings shall be sent to the President of the Association.

ARTICLE XXI

DURATION OF AGREEMENT

This agreement shall be effective as of July 1, 1975, and shall continue in effect until July 1, 1976. This agreement shall not extend orally and it is expressly understood that it shall expire on the date indicated.

EDUCATION ASSOCIATION	BOARD OF EDUCATION
By _____ Its President	By _____ Its President
By _____ Its Secretary	By _____ Its Secretary
By _____ Chairman, Negotiating Committee	By _____ Member
By _____ Negotiating Committeeman	By _____ Member
By _____ Negotiating Committee	By _____ Member
By _____ Negotiating Committee	By _____ Member
By _____ Negotiating Committee	By _____ Member

Dated this _____ day
of _____, 1975

SCHOOL PERIOD CALENDAR

1975-76

(1) School Year Period	(2) Period Begins	(3) Period Ends	(4) School Week Calendar Days	(5) Non-Membership School Holidays Date	No.	Day	(6) Days in Session	(7) Days in Membership
1st	Sept. 1	Oct. 10	30	Sept. 1-Labor Day Sept. 2-Adm. Day	2		28	28
2nd	Oct. 13	Nov. 21	30	Oct. 17-Parent- Teacher Conference	1		29	29
3rd	Nov. 24	Jan. 23	45	Nov. 27 & 28- Thanksgiving Dec. 22 - Jan. 2 Christmas	12		33	33
4th	Jan. 26	March 5	30	None	0		30	30
5th	March 8	April 16	30	March 12-Parent- Teacher Conference April 16-Good Friday	2		28	28
6th	April 19	June 4	35	April 19-Easter Monday May 31-Memorial Day June 3-Adm. Day	3		32	32
	TOTALS		200		20		180	180

Days Session (6) = (4) - (5) = 180
 Days Membership (7) = (4) - (5) = 180

First Student Instruction Day Is September 3

Last Day Of School Is Friday, June 4

C. Position of Grievant and/or Association _____

Signature Date

STEP IV

A. Date Submitted To Arbitration _____

B. Disposition & Award of Arbitrator _____

Signature Date of Decision

Note: All provisions of Article XVIII of the Agreement dated _____
_____, 19_____, WILL BE STRICTLY OBSERVED IN THE SETTLEMENT
OF GRIEVANCES.

SCHEDULE A-1

Experience Steps		Increment Steps	Bachelor's Degree	Master's Degree
0	4.5%	.000	\$8800.00	\$9275.00
1	"	.04½	9196.00	9692.38
2	"	.09	9592.00	10109.76
3	"	.135	9988.00	10527.14
4	"	.18	10384.00	10944.52
5	"	.225	10780.00	11361.90
6	"	.27	11176.00	11779.28
7	"	.315	11572.00	12196.66
8	"	.36	11968.00	12614.04
9	"	.405	12364.00	13031.42
10	"	.45	12760.00	13448.80
15	"	.495	13156.00	13866.18

\$450.00 per year for each employee covered under this master agreement toward an insurance program (including options) of the employee's choice.

Substitute Teachers - \$30.00 per day.

SCHEDULE A-2

NON-DEGREE TEACHER SCHEDULE 1974-75

EXPERIENCE STEPS		INCREMENT STEPS	SALARY
0	(3%)	.000	\$6000.00
1		.03	6180.00
2		.06	6360.00
3	(4.5%)	.105	6630.00
4		.15	6900.00
5		.195	7170.00
6		.24	7440.00
7		.285	7710.00
8		.33	7980.00

SCHEDULE A-3

ATHLETIC SCHEDULE

Football	906.00
Ass't Football	502.00
J. V. Football	308.00
Jr. High Football	132.00
Basketball	906.00
J. V. Basketball	502.00
Girls' Basketball	415.00
Freshman Basketball	282.00
Jr. High Basketball	202.00
Elementary Basketball - Per Coach	132.00
Baseball	405.00
Ass't Baseball	132.00
Track	378.00
Assistant Track	255.00
Girls' Track - High School and Jr. High	255.00
Jr. High Track	150.00
Weightlifting	106.00
Winter Activities	158.00
Cheerleader	175.00

NON-ATHLETIC SCHEDULE

Music	378.00
Yearbook	308.00
School Newspaper	158.00
School Play	308.00
Industrial Arts Exhibit	44.00
Dress Revue	44.00
Senior Class Advisor	175.00
Junior Class Advisor	150.00
Sophomore Class Advisor	60.00
Freshman Class Advisor	60.00
8th Grade Class Advisor	40.00
7th Grade Class Advisor	40.00

NON-ATHLETIC SCHEDULE (continued)

Driver's Education

\$5.50
per hour

Bus Trips

\$12.00 per trip
\$ 2.50 per meal on
trips

Extra Duty Events

\$6.00 per event

These events include the following:

1. Workers at Athletic Events
2. Workers at Music Performances
3. Extra Duty scheduled by the Principal that is not included in coaching, class advisor, or other paid activities.