

OFFICE OF PROFESSIONAL NEGOTIATIONS
Michigan Education Association

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MEIA
1216 Kendale
E. Lansing, Mi. 48823
FLAT ROCK COMMUNITY SCHOOLS (Wayne Cty.)

MASTER CONTRACT AGREEMENT

1966 - 1967

FLAT ROCK EDUCATION ASSOCIATION

and

FLAT ROCK BOARD OF EDUCATION

Flat Rock Bd. of Educ.

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PROPOSED EDUCATION ASSOCIATION AGREEMENT

This Agreement entered into this 15 day of June, 1966, by and between the Board of Education of Flat Rock Community Schools, Flat Rock, Michigan, hereinafter called the "Board", and the Flat Rock Education Association, hereinafter called the "Association".

WITNESSETH

WHEREAS the Board and the Association recognize and declare that providing a quality education for the children of Flat Rock, Michigan, is their mutual aim and that the character of such education depends predominantly upon the quality and morale of the teaching service, and

WHEREAS the members of the teaching profession are particularly interested and qualified in assisting in formulating policies and programs designed to improve education standards, and

WHEREAS the Board has a statutory obligation, pursuant to bargain with the Association as the representative of its teaching personnel with respect to hours, wages, terms, and conditions of employment, and

WHEREAS the parties, following extended and deliberate professional negotiations, have reached certain understandings which they desire to incorporate in a formal contract.

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

ARTICLE I

Recognition

A. The Board hereby recognizes the Association as the exclusive bargaining representative, as defined in Section II of Act 379, Public Acts of 1965, for all professional personnel on tenure, probation, classroom teachers, guidance counselors, librarians, but excluding supervisory and executive personnel and office-clerical employees, and operational-maintenance 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 Board agrees not to negotiate with any teachers' organization other than the Association for duration of this Agreement. Nothing contained herein shall be construed to prevent any individual teacher from presenting a grievance and having the grievance adjusted without intervention of the Association, if the adjustment is not inconsistent with the terms of this Agreement, provided that the Association has been given opportunity to be present at such adjustment if said teacher so desires.

C. Within thirty days of the beginning of their employment hereunder, teachers may sign and deliver to the Board an assignment authorizing deduction of membership dues or assessments of the Association (including the National Education Association and the Michigan Education Association) upon such conditions as mutually agreed and established. Such sum shall be deducted as dues from the regular salaries of all such teachers with maximum of ten payroll deductions and remitted as follows:

Local and district dues - after second payroll deduction
M.E.A. and N.E.A. dues - after tenth payroll deduction

D. On written authorization to the Central Business Office, payroll deductions shall be made for Wayne County Credit Union, United Foundation.

ARTICLE II

Teacher and Board Rights

A. Pursuant to Act 379 of the Public Acts of 1965, the Board hereby agrees that every employee of the Board shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective bargaining or negotiation and other concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under color of law of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Act 379 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.

B. Both parties recognize the right of either to invoke the assistance of the State Labor Mediation Board to settle unresolved grievances.

C. Teachers have the right to join any teacher organization, but membership in a teacher organization shall not be required as a condition of employment.

D. 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, subject to the provisions of the Public Act 379 and the specific provisions of this Agreement.

E. The Association and its members shall have the right to use school building facilities at all reasonable hours for meetings upon approval of the building principal. No teacher shall be prevented from wearing reasonable insignia, pins, or other identification of membership in the Association either on or off school premises. A bulletin board in each teachers' lounge, the use of a duplicating machine in each building, when such use does not conflict with normal school routine, and the use of teachers' mailboxes for distributing Association literature shall be made available to members for Association business provided a copy of all Association literature so distributed is also given to each building principal and the superintendent.

F. The Board agrees to furnish to the Association in response to reasonable requests from time to time public information concerning the financial resources of the district and budgetary requirements.

G. Information from teacher personnel files shall be made available to the Association only upon request of the teacher or teachers involved in the grievance. Records shall at all times remain in administrative offices.

ARTICLE III

Professional Compensation

A. The salaries of teachers covered by this Agreement are set forth in Schedule A which is attached to and incorporated in this Agreement. Such salary schedule shall remain in effect during the term of this Agreement.

B. Teachers shall not be required to report more than two days prior to the beginning of classes for pre-school teachers' workshop, however, new teachers to the system may be invited to visit their respective buildings for orientation purposes prior to the pre-school workshop.

C. The following legal holidays shall be observed and all schools closed: New Year's Day, Good Friday, Easter Monday, Memorial Day, Labor Day, Thanksgiving Day, Christmas Day.

D. In order that students may obtain the full benefits of their instruction, it is agreed that all negotiations on behalf of the Association with any representative of the Board will take place after regular school hours.

E. In the event that the State Labor Mediation Board is requested to negotiate a grievance arising out of this contract agreement, the teacher grieved and one Association representative will be released if necessary from regular school duties without loss of salary or other compensation or right when proceeding under STEP 6 of Grievance Procedure.

ARTICLE IV

Insurance Protection

Pursuant to the authority set forth in Section 617 of the School Code of 1955, as amended, the Board agrees to furnish to all teachers the following insurance protection:

- A. The Board shall provide one hundred dollars (\$100) to the teacher toward the comprehensive hospitalization, medical and surgical protection to the teacher.
- B. The Board shall provide a choice of the current basic M.E.A. insurance plan and, if possible, an equivalent plan chosen by the Board.

ARTICLE V

Teaching Hours and Yearly Calendar

A. Teaching Hours

The length and time for the school day for the 1966-67 school year shall be as follows:

High School	7:55 a.m. to 2:45 p.m.
Junior High School	8:10 a.m. to 2:35 p.m.
Elementary Schools	9:00 a.m. to 3:15 p.m.

B. Reporting and Leaving Time

High School	- In classroom 7:45 a.m.	Leave not before 3:15 p.m.
Junior High School	- In classroom 8:00 a.m.	Leave not before 3:15 p.m.
Elementary Schools	- In classroom 8:50 a.m.	Leave not before 3:35 p.m.

C. When conditions necessitate, a teacher may seek permission from building principal to leave earlier than the established leaving time.

D. Building Staff Meetings

Regular building staff meetings may take place twice per month and begin no earlier than 8:00 a.m. and be concluded no later than 4:00 p.m. Principals may, when necessary, call special staff meetings more frequently provided they do not begin before 8:00 a.m. or extend beyond the above stated leaving time.

E. In-Service Meetings

In-service training meetings will take place at a time and frequency to be determined by the administration after consultation with the Association. Final approval shall rest with the Board of Education.

F. All teachers shall be expected to participate in a maximum of two evening programs per school year for the purpose of conferences with parents, open-house programs, or display of students work by various departments.

G. Yearly Calendar

The school calendar for the 1966-67 school year shall be as follows:

September 6	Teachers Report
September 7	Students Report - 1/2 day
	Staff Meetings - 1/2 day
September 8	First Full Day of School
November 3 & 4	State Institute Days
November 24 & 25	Thanksgiving Recess
December 23	Christmas Recess Begins
January 3	Classes Resume
January 27	Record Day - Semester Ends
January 30	Second Semester Begins
March 24	Easter Recess Begins
April 3	Classes Resume
May 30	Memorial Day - No School
June 14	Last Day of School for Students
June 15 & 16	Record Days

H. All teachers shall be entitled to a duty-free uninterrupted lunch period, whenever, the Board deems this possible, and lunchroom assignments, if any, will be on an equitable basis.

I. Elementary teachers will be provided at least 15 minutes relief time per day whenever the Board deems it possible.

ARTICLE VI

Teaching Loads and Assignments

A. The normal weekly teaching load in the junior and senior high schools will be any of the following:

- 6 period day - 25 teaching periods/week - 5 preparation periods/week
- 7 period day - 30 teaching periods/week - 5 preparation periods/week
- 8 period day - 30 teaching periods/week - 10 preparation periods/week

The normal work load for the elementary school will be 30 teaching periods per week. Any certificated personnel who agrees to teach extra periods above his normal class schedule, shall be entitled to appropriate additional compensation at his established professional rate as determined by his salary as set forth in Schedule A, divided by the number of normal teaching periods assigned per day.

B. Since pupils are entitled to be taught by teachers who are working within their area of competence, teachers shall not be assigned, except as falling within the provision of the law.

C. Teachers who will be affected by a change in grade assignment in the elementary school grades and by subject assignment in the high school grades will be notified by registered mail or consulted by their principal 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.

D. The Association shall appoint a committee to make recommendations to the Board by March 1 in regards to the formulation of the school calendar. The final decision in the formulation of the school calendar shall rest with the Board.

E. Certified personnel teaching extra periods above their normal class schedule on a substitute basis, shall be paid \$5.00 per class period in the senior high, \$5.00 per class period in the junior high, and \$5.00 per hour in the elementary schools.

ARTICLE VII

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.

A. The Board recognizes that appropriate texts, library reference facilities, maps and globes, laboratory equipment, audio-visual equipment, art supplies, athletic equipment, current periodicals, standard tests and questionnaires, and similar materials are the tools of the teaching profession. Individual teachers and/or departments may make recommendations regarding purchasing educational tools with the purpose of improving the selection and the use of such educational tools. The final decision regarding their purchase will be made by the Board.

B. Teachers will be expected to provide normal care of instructional school equipment. However, they will not be required to do major repair on equipment or property.

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

D. The Board shall make available in each school, rest room and lavatory facilities exclusively for teacher use and at least one room which shall be reserved for use as a faculty lounge in which smoking shall be permitted.

E. Regular telephone facilities in the administrative offices shall be made available to teachers for their reasonable use.

F. A vending machine for beverages may be installed at the request of the Association in the area of the teachers' lounges.

G. Reasonable parking facilities shall be made available to teachers for their use.

H. All professional staff members 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.

I. The Board and the Association pledge themselves to seek to extend the advantages of public education to every student without regard to race, creed, religion, sex, color, or national origin and to seek to achieve full equality of educational opportunity to all pupils.

J. Since the teacher's authority and effectiveness in his classroom is undermined when students discover that there is insufficient administrative backing and support of the teacher, the Board recognizes its responsibility to give all reasonable support and assistance to teachers with respect to the maintenance of control and discipline in the classroom. When the teacher, counselor, and principal agree that a particular pupil presents an unreasonable burden on the classroom learning situation, the Board will take steps to remedy the situation.

K. Any case of assault upon a teacher shall be promptly reported to the Board or its designated representative. The Board will provide legal counsel to advise the teacher of his rights and obligations with respect to such assault and shall render all reasonable assistance to the teacher in connection with handling of the incident by law enforcement and judicial authorities.

L. If any teacher is complained against or sued in following prescribed rules and regulations of the Board of Education relating to disciplinary action by the teacher against the student, the Board will provide legal counsel to the teacher in his defense.

M. Time lost by the teacher in connection with court cases related to disciplinary action shall not be charged against the teacher. If said teacher is found liable, no compensation for lost time will be allowed.

N. When in the opinion of the principal, a serious and justified complaint by a parent of a student is directed toward a teacher, the complaint shall be promptly called to the teacher's attention.

O. Teachers at all times shall be expected to exercise reasonable care with respect to the safety of pupils and property.

ARTICLE VIII

Vacancies and Transfers

A. When vacancies occur during the period September 1 through the first April meeting of the Board of Education, the superintendent shall make a general announcement of the vacancy throughout the school system by posting a position description in all buildings. Such vacancy shall have been posted for a minimum of two weeks prior to filling the position.

B. Whenever a teacher desires a transfer of assignments they may express this in writing to their principal, with a copy to the personnel office and their preferences as to:

1. grade level
2. subject
3. department assignment
4. extra-curricular assignment
5. school committee

C. Requests for transfer shall be kept on file and given consideration as vacancies occur in the system, however, it shall be understood that a suitable replacement for the teacher desiring transfer to said vacancy must be obtained before the transfer can be approved. In addition to having a request for transfer on file, the interested teacher shall notify in writing the personnel office within the two week period after said vacancy is posted. The superintendent shall make the final recommendation to the Board of Education.

ARTICLE IX

Absence for Sick Leave

All regular full-time teachers of the Flat Rock Community Schools shall be allowed a definite number of days in each fiscal year during which they may be absent for sick leave without loss of pay.

A. All absences for sick leave with pay shall be considered as follows:

1. Teachers shall be granted one day of sick leave absence per month of service.
2. Sick leave shall be computed as of the first day of each month of service, and shall be cumulative to a maximum number of days that are equal to the number of months of service each year.
3. Unused portions of the allowable days of absence each year shall accumulate to a maximum of one-hundred (100) days.
4. Absences of less than seven (7) calendar days resulting from a personal injury arising out of and in the course of employment with the Flat Rock Community Schools shall not be deducted from accumulated allowable days of absence providing the teacher files at the central administrative office, within three (3) days of the date of injury, a statement from his doctor stating the number of days he will be unable to work.

5. Absences, caused by a personal injury arising out of and in the course of employment with the Flat Rock School District which entitles the injured teacher to compensation under the provisions of the Workman's Compensation Act, shall not be charged against allowable sick leave. The School District shall supplement the Workman's Compensation check with an amount sufficient to maintain regular salary providing voucher of Workman's Compensation covering the period from the date of the injury to the expiration of the allowable days of absence are turned into the central administrative office of the school district.
6. Teachers will be requested to submit a statement from the attending physician for absences of more than 5 days due to illness. If a statement from another physician or clinic other than the one from the attending physician is required, the cost of this examination shall be paid by the Board.
7. At the time of employment all new members of the professional staff shall be required to have physical examinations by a physician designated by the Board of Education and shall submit negative tuberculosis reports before their contracts become effective. The total cost of the physical examinations shall be paid by the Board of Education.
8. After initial physical examination, teachers shall annually at their own expense be required to submit a negative tuberculosis report or other medically accepted tuberculosis report.
9. In the event that there is a reasonable doubt as to the capability of an employee performing satisfactorily because of physical or mental disability, the superintendent may request that the employee have an examination by a physician designated by the Board of Education. If the examination indicates that the employee cannot perform satisfactorily, the superintendent shall place the employee on health leave until such time as he can perform satisfactorily. The provisions of the existing health leave policy and administrative regulations shall apply. If he wishes, the employee shall receive full pay until accumulated allowable days sick leave have expired.

B. The following special provisions shall apply to absence because of illness in the immediate family. The immediate family shall be defined as: wife, husband, children, father, mother, brother, sister, father-in-law, mother-in-law, grandfather, grandmother of the teacher. The superintendent may extend this definition upon special application for such extension in unusual cases:

1. Absence shall be considered as necessary only when no other arrangements for care are possible.
2. The "necessary care" must be such as would be prescribed by a physician or required by incompetency of the relative requiring care.
3. In all cases "other arrangements" are considered possible after the emergency.

4. Absence caused by exposure to contagious disease in the immediate family where the employee, though not ill himself, is required to be absent from work shall be chargeable against accumulated days of sick leave.

ARTICLE X

Absence for Bereavement

The following special provisions shall apply to absence because of death of a member of the immediate family.

A. Absence due to death of a member of the immediate family shall not be charged to allowable days of sick leave for the first three (3) consecutive scheduled working days. Days in excess of three days shall be chargeable to allowable days of sick leave.

ARTICLE XI

Absence for Personal Business

The following special provisions shall apply to absence because of personal business.

A. One (1) day absence per school year may be taken by the teacher for personal business. Such business day is not chargeable to sick leave. One day or more advance notice and permission of building principal shall be required. In case of emergency, immediate permission of principal may be requested.

B. Teachers who are scheduled in more than one building shall notify both principals.

C. The day before and the day after a holiday is not allowable, nor is hunting, or other recreational activities.

D. Absence for personal business is not accumulative.

E. Court appearance in any case connected with the teacher's employment or the school, shall not be counted as a personal business day nor charged against accumulated sick leave.

F. Failure to comply properly with any of the above regulations may result in full loss of pay.

ARTICLE XII

General Leave Provisions

The following general provisions shall apply when it is necessary for an employee to be absent.

A. Under no circumstances should a teacher be absent from school without advance knowledge of the building principal or the superintendent's office.

B. Absence should be reported as early as possible. If at all possible, absence from school should be anticipated. This helps to avoid a last minute rush for substitutes and makes for accurate records and reports.

C. All teachers who know on the day preceding that they will be absent shall report their absence to their principals. In all other instances, teachers shall report their absences to the principal before 6:45 a.m.

D. All special service teachers who are assigned to more than one building shall report their absences to all principals in whose buildings they are scheduled.

E. Teachers whose length of absence is not determined at the time the absence is reported, shall notify the principals of the buildings to which they are assigned at least one hour before closing time of the day previous to the one on which they will return. Special service teachers shall notify the principals in whose building their substitutes are working at the time of notification.

F. If no notification of intent to return is received by the deadline, the substitute will be instructed to return the following day.

G. Maternity Absence - shall be granted for a period of one year, plus any unfinished year. An employee requesting such absence shall file her request in writing at least six months before the expected birth of the child. Maternity absence may begin after the fourth month of pregnancy, or at such time as in the opinion of the administration the teacher's condition is affecting her efficiency as a teacher. By March 15 of the first full year of absence, the employee shall signify in writing to the superintendent of schools notice of intention to return or resign, failure to provide such notice will be in the equivalent of resignation. However, if said teacher wishes to return, a contract will be offered providing a suitable position is available.

H. Military Leave - shall be governed by the following provisions:

1. Leaves for military service shall be granted to personnel, whether drafted or assigned to active duty when a member of the active reserves.
2. During wartime and periods of national emergency, years of military service shall be credited on the salary schedule on the same basis as years of teaching service.
3. Years in the military service shall not be credited as probationary time in qualifying for tenure status.
4. Upon discharge from military service, the certified employee shall be given the opportunity to resume employment.

ARTICLE XIII

Negotiation Procedures

The Board, through its designated representatives, shall meet regularly not less than monthly with the Association through its designated representatives for the purpose of discussing and exchanging ideas common to both parties.

A. By March 1, prior to the expiration of this Agreement, 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 any control over the selection of the negotiating or bargaining representatives of the other party from within or outside the school district. It is recognized that no final agreement between the parties may be executed without ratification by a majority of the Board of Education and by a majority of the membership of the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, consider proposals, and make concessions in the course of negotiations or bargaining, subject only to such ultimate ratification.

C. If the parties fail to reach an agreement in any such negotiations, either party may invoke the mediation machinery of the State Labor Mediation Board or other lawful measures.

ARTICLE XIV

Professional Grievance Negotiation Procedure

Any teacher, group of teachers, or the Association believing that there has been a violation, misinterpretation or misapplication of any provision of this Agreement or any existing rule relating to wages, hours, terms, or conditions of employment, may file a written grievance.

A. Grievances shall be presented and adjusted in accordance with the following procedures:

- STEP 1. The teacher or teachers with a grievance may within five working days first discuss the matter with the principal, individually or accompanied by an Association representative, with the objective of resolving the matter informally. Written notations or records in this step shall not be kept by either party.
- STEP 2. In the event the matter is not resolved informally, the grievance, stated in writing, may be lodged or submitted as a grievance to the principal of the school in which the grievance arises within five days following the act or condition which is the grievance.

- a) A grievance may be lodged and thereafter discussed with the principal
 1. By the individual teacher
 2. By a teacher accompanied by an Association representative serving as an observer
 3. If a principal so desires, he/she may also request the presence of an observer.
- b) Within ten days after receiving the grievance, the principal shall state his decision in writing to the teacher or teachers involved.

STEP 3. If the grievance is denied by the principal, it shall be transmitted directly to the superintendent at the request of the teacher or the Association with the teacher's written approval. The superintendent shall have ten days from receipt to state his decision in writing to the teacher or teachers involved.

STEP 4. If the grievance shall be denied by the superintendent, the teacher or Association with teacher's written approval, may request that the superintendent transmit to the Secretary of the Board his decision with a written statement of reasons why it is being disapproved.

STEP 5. Within 30 days or less of receipt of grievance, the Board may hold a hearing thereon, may designate two or more of its members to hold a hearing or otherwise investigate the grievance, or prescribe such procedure as it may deem appropriate for consideration and determination of the grievance.

STEP 6. In the event the grievance is not satisfactorily resolved in STEP 5 or if no decision is reached within 30 days, the Association may:

- a. Request a meeting with the Board or its representatives to consider fairly and in good faith other methods of settlement which might be mutually agreed upon.
- b. Submit grievance to State Labor Mediation Board.

B. In all steps of the grievance procedure prior to STEP 6, the time designated for the procedure will be before or after regular school hours so as not to disrupt the uninterrupted schedule of classes and the school program.

ARTICLE XV

Teacher Evaluation

The strengths and weaknesses of any school system are directly attributable to the quality of performance of all employees and all adults connected with that school system whose actions, attitudes, and decisions make an impact upon the unfolding personalities of youth.

A. The provisions of the State Teachers' Tenure Act effective August 28, 1964, shall govern all policies and administrative regulations covered by that act regarding teacher evaluation.

1. Tenure is a system through which the best possible teaching staff is secured, developed, and retained. It gives security to good teachers and provides an orderly method of dismissal of incompetent teachers.
2. Continuing contracts once granted to a member of the professional staff, shall remain in force until the employee resigns or is discharged through regular procedures as outlined in the Teachers' Tenure Act, or until the employee has reached the age of sixty-five (65) years. The continuing contract of any professional employee who has reached the age of sixty-five (65) years shall be cancelled on the last day of the school year during which he attained that age. After sixty-five (65) years of age, an employee may apply for employment on a year to year basis subject to annual approval by the Board of Education.
3. Each teacher shall have the right upon request to review the contents of his own personnel file. The Association member and the administration may each request an observer. Those records marked for confidential examination originating in agencies outside the school system shall be considered outside the scope of this article unless released by the outside agency.
4. A teacher is entitled to have present a representative of the Association as an observer only when he is being reprimanded, warned, or disciplined for any infraction of discipline or delinquency in professional performance. The principal shall likewise be entitled to have an observer present.

ARTICLE XVI

Educational Improvement

Student achievement is our most important product. All policy should, therefore, be directed toward achieving this end. In working to achieve this goal, it is recognized that the teacher is the key person. The teacher must think positively, view critically, and act wisely if learning is to be facilitated. Above all, he must work at innovation - the core of shaping educational policy.

In order to facilitate this important role of the teacher in helping shape and develop educational improvement, a district-wide Teachers' Council, an "administrative body" of teachers representing the entire faculty, shall be organized and operate as follows:

A. Teachers' Council

1. Purpose - Formulate and present ideas for improving the educational program in the Flat Rock Community Schools.
2. Membership - Teachers in each building shall elect Council representatives as follows:

		<u>Regular</u>	<u>Alternate</u>
Flat Rock High School	-	2 members	1 member
Simpson Junior High School	-	2 members	1 member
Evergreen Elementary School	-	2 members	1 member
Barnes Elementary School	-	2 members	1 member

Members will be elected for two year terms, however, in the first election half shall be elected for one year terms. The superintendent of schools shall serve the Council as chairman. Principals may be utilized by the Council as resource persons.

3. Operation -
 - a. Meetings of the Council shall be monthly or more often if required.
 - b. The Council shall act as a clearing house for ideas or proposals relating to educational improvements.
 1. Any teacher or department may submit proposals to the Council through their building representative.
 - c. The Council shall assign priorities to proposals, delegate committees to study them and receive committee recommendations.
 1. The Council in assigning study committees shall have at its disposal, the entire Flat Rock faculty.
 2. Committees shall be created by and be responsible to the Council.
 3. Committees shall fall into three broad categories: curriculum, in-service training, and ad hoc committees.
 - d. The Council shall review all committee recommendations and forward its recommendations to the school administrators council for their recommendations prior to submission to the Board of Education.
 - e. Final approval of recommendations rests with the Board of Education.

B. Miscellaneous Provisions Relating to Education Improvement.

1. In the interest of up-grading the instructional program and to help teachers keep abreast in their field, one (1) day absence per school year may be used by the teacher, after prior arrangements and permission is received from the building principal, for visiting another school system, attending professional meetings or conferences related to his teaching position.
2. Teachers accept the obligation to use unit plans of instruction as developed and provide emergency plans for substitute teachers.
 - a. Lesson plans for the following week will be left with the building principal before leaving on Friday afternoon.
3. That the management of students before, during, and after the school day is an integral part of every teacher's duty and, therefore, teachers agree to promote conditions inside and outside of school which are conducive to self discipline and good citizenship.
 - a. Before school, during passing of students between classes, and at dismissal, teachers shall station themselves in the vicinity of their classroom door to regulate student traffic and behavior.
 - b. That daily, each teacher shall devote some portion of the school day to discuss with pupils proper attitudes, behavior, courtesy, etc.
 - c. That elementary teachers shall, during the last few minutes of their class or day, evaluate with their class accomplishments achieved that day.
 - d. That teachers in the elementary schools agree that recess is a necessary part of the educational program for this age group and will be readily on hand to protect the safety of all children at all recess duties that are assigned in a reasonable and non-discriminatory manner.
 - e. That teachers agree not to leave their class without some arrangement being made for adult supervision.
4. That teachers agree to take assigned duties as sponsors of class or organization activities if duty is reasonable and non-discriminatory. Such duties shall be without extra compensation, however, this is aside from such compensatory jobs as play director, G.A.A. director, driver education, etc.
5. That teachers have an obligation toward participation in communitywide activities. Further, the Flat Rock Education Association agrees to encourage teachers to participate in community activities in which they have interest.
6. That teachers shall refrain from discussing with their students matters of a purely personal nature which are not germane to the subject under study with their students.

ARTICLE XVII

Miscellaneous Provisions

A. If any provision of this Agreement or any application of the Agreement to any employee or group of employees or the Board of Education 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.

B. This Agreement supercedes former personnel policy where applicable.

C. Provisions of the Agreement shall apply to all individual teacher contracts.

D. Copies of this Agreement shall be printed at the expense of the Board and presented to all teachers now employed or hereafter employed by the Board.

ARTICLE XVIII

Duration of Agreement

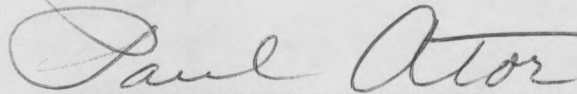
This Agreement shall be effective as of September 1, 1966 and shall continue in full force and effect until August 31, 1967 when it shall terminate.

In Witness Whereof, the parties hereto agree that all terms, benefits and conditions of this Agreement are to become effective September 1, 1966 and have duly executed this agreement on the date first above written.

FLAT ROCK BOARD OF EDUCATION

FLAT ROCK EDUCATION ASSOCIATION

President



President - Negotiator

Secretary

Negotiator

Negotiator

Negotiator

Negotiator

Negotiator

Negotiator

Salary Schedule "A"

1966-67

<u>STEPS</u>	<u>B.A.</u> (Index)	<u>*B.A.+10 hr.</u>	<u>*B.A.+20 hr.</u>	<u>M.A.</u> (Index)	<u>*M.A.+10 hr.</u>
0	(1.00) 5500	5600	5700	(1.055) 5802	5902
1	(1.04) 5720	5820	5920	(1.095) 6022	6122
2	(1.08) 5940	6040	6140	(1.135) 6242	6342
3	(1.13) 6215	6315	6415	(1.185) 6517	6617
4	(1.18) 6490	6590	6690	(1.235) 6792	6892
5	(1.23) 6765	6865	6965	(1.285) 7067	7167
6	(1.28) 7040	7140	7240	(1.335) 7342	7442
7	(1.33) 7315	7415	7515	(1.395) 7672	7772
8	(1.39) 7645	7745	7845	(1.455) 8002	8102
9	(1.45) 7975	8075	8145	(1.515) 8332	8432
10	(1.52) 8360	8460	8560	(1.585) 8717	8817

* Applied annually, September 1st each year

Substitute teachers \$22.00 per day

Remuneration for Specified Activities beyond regular school day:

1. \$100 Jr./Sr. Class Play
2. \$3.50 per hr. Driver Education Instructor
3. \$5.00 per hr. Summer School Instruction
4. \$3.50 per hr. after school instruction
5. \$200 Band Director
6. \$500 Athletic Director
7. \$500 Head Coach
8. \$350 Sr. High Ass't. or J.V. Coach
9. \$300 Junior High Coach
10. \$250 G.A.A./Cheerleader Coach
11. \$100 - \$300 - Coordinators & Supervisors (depending upon released time and extent of assignment)

Note

For those teachers so desiring, the Board shall provide \$100 toward hospitalization/medical insurance.

Should state aid formula be less than \$400 per pupil--14.5 mill deductible, \$100 improvement in coaching salaries shall be reduced in proportion to reduction of state aid.