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A C O N T R A C T A G R E E M E N T

between

THE BOARD OF EDUCATION
representing the
FOREST PARK SCHOOL DISTRICT

and

THE TEACHERS' ASSOCIATION
of the
FOREST PARK SCHOOL DISTRICT

July 1, 1971 through June 30, 1972

District Office: Crystal Falls, Michigan

Forest Park School District

MEA
1216 Kendall
East Lansing, Mich. 48823

SIGNATURES FOR THE ASSOCIATION:

President _____ dated _____

SIGNATURES FOR THE BOARD OF EDUCATION:

President _____ dated _____

Secretary _____

THIS AGREEMENT entered into this _____ day
of _____, 1971, by and between the Board of Education
of the Forest Park School District, Iron County, Michigan, herein-
after called "the Board", and the Forest Park Education Association,
hereinafter called "the Association." This agreement to be effective
through June 30, 1972.

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ARTICLE I

PREAMBLE

Recognizing that providing quality education is the paramount aim of the Board of Education and the Association and that the character of such education depends largely upon the quality and morale of the teaching service, we hereby declare:

WHEREAS the Association recognizes that the Board, under law, has the final responsibility for establishing policies for the district; and

WHEREAS the Board recognizes the educational expertness of the teachers and views the consideration of educational matters as a mutual concern; and

WHEREAS at a representation election the Association was selected by a majority of the employees of the Board covered by this agreement as their exclusive representative for the purposes of collective bargaining with the Board with respect to rates of pay, wages, hours of employment, and other conditions of employment; and

WHEREAS the parties have reached certain understandings which they desire to confirm in writing in the belief that such action is in the best interests of the residents of the Forest Park School District, the students attending school therein, and the teachers represented by the Association;

NOW, THEREFORE, in consideration of the following mutual covenants, the Association and the Board hereby agree as follows:

ARTICLE II

RECOGNITION

- A. The Board hereby recognizes the Association as the exclusive bargaining representative for all certificated personnel whether under contract, on leave, on a per diem basis, employed or to be employed by the Board, excluding the Superintendent, Assistant Superintendents, Principals, Assistant Principals, Business Manager, Director of School and Community Relations, Director of Vocational Education and supervisors within the meaning of the Public Employment Relations Act. 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 the duration of this Agreement.

ARTICLE III

RIGHTS OF THE BOARD

There is reserved exclusively to the Board all responsibilities, powers, rights and authority vested in it by the laws and constitution of Michigan and the United States or which have been heretofore properly exercised by, excepting where expressly and in specific terms limited by the provisions of this Agreement.

It is agreed that the Board retains the right, among others, to establish and equitably enforce rules and personnel policies relating to the duties and responsibilities of teachers and their working conditions which are not inconsistent with the provisions of this Agreement or violative of law. The Board agrees, however, that prior to the effective date of any such rules or personnel policies established by it related to hours, wages and working conditions of teachers, it shall give the Association reasonable notice of any proposed rule change or policy. Such notification shall be given to afford the Association the opportunity to consult with the Board before its effective date. The parties agree that emergency situations may arise where prior notification and consultation are not possible.

It is agreed that the personnel policies of this Agreement shall not be modified in any way during the term of the Agreement without the consent of the Association.

The Board further recognizes the valuable assistance to be gained in its responsibility of determining school policies from effective communication with the Association. With this in mind the Board extends an open invitation to the Association to meet at any mutually agreed time to discuss school policies of concern to the Association and problems related to implementation of the Agreement.

The parties recognize that increased salaries and costs, lower pupil ratios, better facilities and more classrooms do not always improve levels of education, efficiency or productivity of the teaching processes. Every reasonable effort should be put forth by the Board, the Association, the administration, and the teachers to improve levels, efficiency, productivity of education and teaching processes.

The Board shall continue to review, study and effectuate improved teaching methods, plans, programs, projects, curriculum and other innovative means to improve schools and education and training of students. The Board shall continue to participate, when and where feasible and practicable, with governmental units and agencies - local, state or federal - in such innovative means as it deems necessary to accomplish and improve quality of education.

The Board of Education extends the following privileges to the Association.

- A. Use of school rooms and school premises for Association meetings at any time outside of the regularly scheduled teacher's day. When this use is outside of the custodial working hours and a custodial-security man is necessary (only if members of the Association refuse to secure the buildings themselves) the Association will pay the security man wages. Otherwise, no charge. The usual once a month Association meeting may be held at the close of the pupil's day rather than the teacher's day. Other meetings unless cleared between the Association President and the Superintendent of Schools should be held only after the teachers' work day on the premises is completed.
- B. Association representatives may transact business with representatives of the affiliate (MEA field representative) on school property providing there is no interference in normal school operation.
- C. Typewriters, duplicating machines, and other similar equipment when not otherwise in use is available to the Association without charge. The Association should be certain that only members with working knowledge of the equipment should be assigned tasks associated with such equipment. For general announcements and reports there will be no charge for paper, ink, etc. If extensive work is to be done involving school district materials, the President of the Association should consult with the Superintendent of Schools so a nominal charge can be made.
- D. The Association may use the teacher mail boxes and bulletin boards for communication purposes. In using the bulletin boards the Board of Education will rely on the good taste of the Association members realizing that pupils and the public may sometimes read these announcements. Teachers are free to wear Association insignia, pins or identification of membership. Budgets, accounts, register of personnel, minutes of Board of Education meetings, census figures, and all of this type of information is available for public knowledge. The Association has the same privileges as the public. In addition, the Superintendent of Schools will make himself available at the request of the Association to further explain any of this material in detail so the Association and the Board of Education can intelligently and accurately develop constructive programs and solve potential grievances together.

If the private and personal life of a teacher becomes a concern of the Board of Education due to the effect on the pupils and the school community, the Code of Ethics of the Education Profession will be a guide for both the Association and the Board of Education for appropriate action.

ARTICLE IV

FAIR EMPLOYMENT PRACTICES

The Board agrees that neither it nor any of its administrative agents shall discriminate against any teacher by reason of race, creed, color, national origin, sex, marital status, political activities, membership, non-membership or participation in the activities of the Association or any other employee organization.

The Association agrees that it shall admit all teachers to its membership without discrimination by reason of race, creed, color, national origin, sex, marital status, political activities, or prior membership or past participation in the activities of any other employee organization, and that it will not discriminate against any teacher by reason of race, creed, color, national origin, sex, marital status, political activities, membership, non-membership or participation in the activities of the Association or any other employee organization.

ARTICLE V

EMPLOYMENT STANDARDS

The parties to this Agreement reaffirm the Board's exclusive authority to select and employ new professional personnel in the School District. However, in keeping with the aim of high quality education in the community, the board agrees to the following statement of policy in this regard.

- A. To the extent possible, only teachers who possess the highest qualifications shall be given consideration for employment in the Forest Park School District.
- B. A teacher in the Forest Park School System shall be the holder of at least a bachelor's degree from an accredited college or university.
- C. A teacher shall hold a Michigan Teacher's Certificate valid for his work assignment. Failure to have or keep such a certificate shall invalidate the contract of any teacher.
- D. Only in emergencies will teachers with special certificates be hired and then only according to the regulations as approved by the State Board of Education.

APPLICATIONS

- A. Applicants for employment in the Forest Park School District shall be recruited, screened, selected and hired by the Superintendent of Schools or an administrator acting on behalf of the Superintendent of Schools. Laws of Michigan shall be adhered to.

- B. Teachers shall be recruited, screened and appointed without regard to race, creed, color or national origin. No applicant shall be discriminated against because of race, creed, color, or national origin, sex, marital status, political activities, or prior membership or past participation in the activities of any employee organization.
- C. The provisions and spirit of the Michigan Fair Employment Practice Act shall be administered by the personnel division.

TEACHER HEALTH

- A. Teachers shall possess and maintain sufficient good health both physical and mental to adequately perform their respective duties.
- B. For the protection of children and teachers, and pursuant to state law, all teachers shall obtain an annual tuberculin skin test either prior to the opening of classes for the school year or at the time the Forest Park School District engages personnel from the Dickinson-Iron Health Unit to administer skin tests in the Forest Park School during the first week of the school year. In the event a teacher wishes to take an x-ray instead of a skin test, the x-ray is to be completed before the school year begins and a report is to be on file in the central office not later than fifteen calendar days after the beginning of the school year or the teacher's paycheck will be withheld thereafter until the report is presented.

TEACHER CERTIFICATION

- A. It is the new teacher's responsibility to supply certification materials and up-to-date transcripts of credit to the central office. The deadline for providing complete certification and transcript materials is October 15 of the school year in which the teacher is hired. After that date teachers' paychecks will be withheld until this section is complied with by the newly hired teacher. Before withholding a check, the Superintendent of Schools will give the teacher opportunity to present evidence that every effort has been made to obtain credentials. Consideration for extending the date will be given if it is determined by the Superintendent of Schools that sufficient effort to comply was made by the teacher.

ARTICLE VI

ASSOCIATION AND TEACHER RIGHTS

- A. Pursuant to the Michigan Public Employment Relations Act, 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 cover 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 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 term 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 condition of employment.
- B. Nothing contained herein shall be construed to deny or restrict to any teacher rights he may have under the Michigan General School Laws or other applicable laws and regulations.

ARTICLE VII

TEACHER RESPONSIBILITIES

- A. Teachers are responsible to the Board for exercising the duties of teachers.
- B. Teachers have a professional and a moral obligation to the students placed in their care that extends beyond the lawful requirements. These obligations include, but are not limited to, providing an atmosphere conducive to learning, providing an opportunity for the child to participate in class in a democratic way according to his level of maturity, providing guidance of the child in moral growth as well as academic learning, treating each child as an individual, and encouraging children to work for high individual goals. The teacher's responsibility to the child is not limited to the classroom but extends to corridors, after school functions, field trips, and wherever the child is under the teacher's care.
- C. Each teacher has the responsibility to the parents of each child to report the child's progress in a fair, unbiased manner. Every parent has the right to expect that information concerning his child will remain confidential.

ARTICLE VIII

DEDUCTIONS FOR PROFESSIONAL DUES

- A. Nine monthly deductions for professional dues to the MEA, NEA and local Association will be made beginning the payday October 1, 1971. The list of those teachers on the staff for whom deductions will be made must be completed not less than one week in advance on Friday, September 24, 1971. The local Association will provide the list to the school district accountant on that date.
- B. After September 24, 1971 and for the remainder of the 1971-72 school year, any new members or late renewals will not be authorized for deductions for the above purpose but will instead pay their dues directly to the local Association treasurer according to the Association regulations for collection of late enrollees.

ARTICLE IX

TEACHER'S DUTY DAY

The teacher's duty day begins at 8:25 A.M. and closes at 3:45 P.M. Teachers will have a 35 minute lunch period of which 30 minutes is duty free.

Teachers will be in their first period teaching station or at the classroom entrance of the teaching station 8:25 A.M. and will remain on duty at that station to supervise arriving children to their first period class or homeroom and will begin classes promptly at 8:40 A.M. Teachers without a first period teaching assignment will be assigned by their respective principal to a supervisory position for student arrivals during 8:25 A.M. to 8:40 A.M. time period.

During the last 5 minutes of the 35 minute lunch period each teacher will be on duty in the classroom or at the entrance to his teaching station for the first period in the afternoon session to supervise returning pupils. Teachers will remain at that station until it is time to begin their afternoon classes.

Elementary teachers will be free of supervision from 3:15 P.M. to 3:45 P.M. and secondary teachers 3:20 to 3:45 P.M. This preparation time for the next day activities or for meeting with selected children who might be available and for whom the teacher may wish to give extra assistance. It is also time used for brief faculty or committee meetings and other activities of an educational nature.

During the children's scheduled instruction day 8:40 A.M. through 3:15 or 3:20 P.M. and not including the lunch hour, each classroom teacher will have not less than 40 minutes of preparation time free of pupil supervision. The teacher should plan to carry on his preparation activity at his vacant teaching station or, if his teaching station is being used by another instructor he should be assigned a preparation station by his principal.

If a teacher is needed by an administrator or a fellow teacher during the preparation hours in the teacher's day he should be found at his duty station with the exception of an approximate ten to fifteen minute rest break at the faculty lounge during the preparation period. Immediately following the last teaching class at 3:15 or 3:20 P.M. it is understandable that a teacher may wish to have 10 to 15 minutes away from the teaching station for a cup of coffee in the lounge but to remain away from the teaching station for a longer period of time, for instance till the close of the work day, is not acceptable. It is at this time of the day that a child, parent, administrator or other person should be able to find the teacher at an appointed place for business other than the brief respite in the lounge.

On days when the decision is made not to run school buses because of difficult secondary road traveling conditions or because of the danger of frost bite to children who are waiting for a bus or walking a relatively long distance to school, teachers will be expected on duty if they wish to receive pay. On these days teachers will be given added time till 9:00 A.M. before reporting to their work stations. Any teacher finding it necessary to arrive after 9:00 A.M. will report to his respective principal's office and sign in the time of his arrival. The principal or superintendent may wish to consult with the late arriving person to determine whether the emergency causing the late arrival was warranted. If it is determined that there is not sufficient cause for late arrival, pay will be withheld for the time of absence beginning at 9:00 A.M.

Appeal for a hearing when pay is withheld may be made to the Board of Education and the teacher will be heard at the next regular meeting of the Board.

It should be noted by all teachers that the above arrangement whereby an employee signs in only if he is a late arrival is an honor plan based upon the assumption that every late arriving teacher will go directly to his respective principal's office upon his late arrival and report himself.

When the Board of Education or its administrative representative engages a teacher in collective bargaining or grievance negotiations including mediation in behalf of the Association during the school day, that teacher will be released from regular duties without loss of pay.

ARTICLE X

SPECIAL STUDENT PROGRAM

The parties recognize that children having special physical, mental and emotional problems may require specialized classroom experience and that their presence in regular classrooms may interfere with the normal instructional program and place extraordinary and unfair demands upon the teacher. Special attention will be given to reducing class size where special students are placed in regular classrooms. The educational psychologist's services will be employed for referrals and placement of these youngsters.

ARTICLE XI

TEACHING CONDITIONS

The parties recognize that optimum school facilities for both students and teacher are desirable to insure the high quality of education that is the goal of both the Association 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 toward insuring that the energy of the teacher is primarily utilized to this end.

- A. The desirable maximum class size per teacher shall be recognized as twenty-five (25) pupils. Variations in class size are dependent upon facilities, furniture, activities, subject areas, type of pupils being taught, and scheduling problems. For effective instruction it will be necessary in some instances to lower the maximum to twenty-five (25) pupils and in others to increase beyond that number. Teachers who feel they are being overloaded may appeal. The teacher affected and representatives of administration and the Association will jointly try to work out a satisfactory solution to any appeal of overloading a class.
- B. 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. The parties will confer from time to time for the purpose of improving the selection and use of such educational tools and the Board undertakes promptly to implement all joint decisions thereon made by its representatives and the Association. The Board agrees at all times to keep the schools reasonably equipped and maintained within the financial limitations of the school district.

ARTICLE XII

ASSIGNMENTS

- A. Teachers shall not be assigned except temporarily and for good cause outside the scope of their teaching certificates or their major or minor field of study and the Association shall be so notified in each instance.
- B. All teachers who request it shall be given written notice of their tentative schedules for the forthcoming year no later than the preceding first day of June. In the event that changes in such schedules are proposed, all teachers affected shall be notified promptly and consulted. In no event will changes in teachers' schedules be made later than the 15th day of August preceding the commencement of the school year unless an emergency situation requires same.

- C. Any assignments in addition to the normal teaching schedule during the regular school year, including adult education courses, driver education, extra duties enumerated in Schedule B, and summer school teaching, shall not be obligatory but shall be with the consent of the teacher. Preference in making such assignments will be given to teachers regularly employed in the district.

ARTICLE XIII

VACANCIES, PROMOTIONS AND TRANSFERS

- A. The Board recognizes that it is desirable in making assignments to consider the interests and aspirations of its teachers. Requests by a teacher for transfer to a different class, building or position shall be made in writing, one copy of which shall be filed with the Superintendent and one copy shall be filed with the Association. The application shall set forth the reasons for transfer, the school, grade or position sought, and the applicant's academic qualifications. Such requests shall be renewed once each year to assure active consideration by the Board.
- B. The Association recognizes that when vacancies occur during the school year it may be difficult to fill them from within the district without undue disruption to the existing instructional program. If the Superintendent in his reasonable judgment so determines, such a vacancy may be filled on a temporary or tentative basis until the end of the normal school year at which time the position will be considered vacant.
- C. Due consideration shall be given by the Board for the filling of vacancies from within its own teaching staff. Whenever a vacancy arises or is anticipated, the Superintendent shall promptly notify the Association, which shall solicit applications from interested teachers, and shall promptly advise the Superintendent of applicants for such position. Vacancies shall be filled on the basis of the experience, competency and qualifications of the applicant, length of service in the district, and other relevant factors. An applicant with less service in the district shall not be awarded such position unless his qualifications shall be substantially superior. "Service" in the district, for purposes of this Agreement, shall mean continuous employment in a school of the district, including substitute service, irrespective of tenure status, and shall include all periods when the teacher was on sabbatical or professional leaves of absence.
- D. An involuntary transfer will be made only in case of emergency or to prevent undue disruption of the instructional program. The Superintendent shall notify the affected teacher and the Association of the reasons for such transfer. If the teacher objects to such transfer for the reasons given, the dispute may be resolved through the professional grievance procedure.
- E. Any teacher who shall be transferred to a supervisory or executive position and shall later return to a teacher status shall be entitled to retain such rights as he may have had under this Agreement prior to such transfer to supervisory or executive status.

ARTICLE XIV

REGULAR LEAVES OF ABSENCE

At the beginning of each work year (the date on which one's teaching contract calls for the appearance of the teacher to be on duty for the school year) and after completing the first day of work, each teacher shall be credited with twelve days illness and bereavement leave. The unused portion of such allowance at the close of the school year (the date on which one's teaching contract declares the last day of the teacher on duty for the school year) shall accumulate from year to year up to 110 days. These are days with full pay.

The current and accumulated sick and bereavement leave of an employee may be used as described under the following conditions.

A. Personal illness.

1. Personal illness necessitating one to remain at home, in a hospital or to report to a dispensary or clinic for medical care.
2. Personal physical or mental examination and dental appointments scheduled with a physician when it is not possible to schedule these appointments or laboratory tests outside of the school day or outside of the work week. A teacher has an obligation to schedule these appointments outside of the work day whenever it is possible to do so.

B. Immediate Family Illness and Death.

1. When a serious illness or death emergency exists in the immediate family (wife, husband or children) a teacher is excused the number of days necessary to handle the emergency.
2. When a physician prescribes a physical or mental examination or there is need for an emergency dental appointment or lab tests for the immediate members of the family listed under "B.1" above that can be scheduled only during the work day and the nature of the emergency requires the need for the teacher to accompany his wife, husband or child during the duration of the appointment. As in "A.2" it must be assumed that such appointments must be scheduled for outside of the work day or work year if possible.

C. Relatives.

1. In situations of serious illness or death involving a father, mother, sister, brother, grandparents or grandchildren of the teacher or his spouse, the number of days necessary to handle the emergency are granted. It is assumed that the teacher will resume work as early as the emergency situation can be remedied with the cooperation and aid of other family members or, in long term illness, with assistance from an outside agency.

D. Special leaves of absence.

There may be personal conditions or circumstances which may require absenteeism for other reasons than heretofore mentioned. Such leave, amounting to a maximum of two days per work year, deductible from sick and bereavement leave, may be used as in the instances enumerated below when substitute teachers are available to replace the absentee.

1. In situations of urgency for the purpose of conducting personal business which is impossible to transact on the weekend, after school hours or during vacation periods.
2. The Superintendent of Schools has been designated by the Board of Education to examine all requests for business leaves to determine whether the school district should feel obligated to pay or withhold pay of employees. It may be necessary, therefore, for the Superintendent to discuss these situations with the employee making the request so a proper judgment can be made. These discussions should be held in advance of the emergency business leave so the person requesting the absence will know whether the leave is acceptable for reimbursement. When or if the Superintendent refuses reimbursement based on the information available, the employee may take the leave without pay and appeal to the Board of Education in person at the next regular meeting for reimbursement. The Board's decision will be final. The Board will provide the Superintendent a set of guidelines so the Superintendent's decisions will be in line with the Board's collective judgment.
3. Teachers desiring to use such leave shall submit their request on the application form at least five working days in advance of the anticipated absence except in cases of emergency. The form must be filed with the school district office. The general reason shall be briefly explained on the form.
4. Other uses for which the two days special leave of absence may be used during the school year include:
 - a. Funerals of relatives other than defined under "B.1" and "C.1" and for close personal friends.
 - b. Attendance at graduation and marriage ceremonies of one's own children or the marriage ceremony of one's own brothers and sisters or the brothers and sisters of one's spouse, or one's own marriage.

E. Miscellaneous leaves.

1. The Board of Education at its discretion approves attendance of teachers at educational conferences that occur on school time. These leaves do not affect the current or accumulated leave day use. The Board will grant to each employee approved to attend such function a leave with pay and agreed expense allowance for the period of time necessary to attend.
2. After a teacher has been employed by the school district for seven consecutive years and at the end of each additional period of seven or more consecutive years of employment, a teacher may be granted, at the discretion of the Board, a sabbatical leave for professional improvement for not to exceed two semesters at any one time. To be eligible the teacher will hold a permanent or life certificate. During the sabbatical leave period a contract without pay will be issued to the teacher and credit toward retirement for time spent on such leave will be accorded within the rules and regulations established by the Board of Control of the Public School Retirement Fund. Upon return from sabbatical leave the teacher shall be restored to his or her position or to a position of like nature, seniority, status and pay.
3. The teacher who is unable to teach because of personal illness or disability and who has exhausted all sick leave available, shall be granted a leave of absence without pay for the duration of that illness or disability up to one year. On the teacher's written request consideration will be given by the Board for renewal of the leave of absence for a longer period of time.
4. A maternity leave of absence without salary may be granted a teacher upon written request. The Board normally shall expect candidates for maternity leave to terminate their services not later than the close of the fifth month of pregnancy. Teachers returning from maternity leave will be reinstated upon their request when a position opens in the school district for which the returnee qualifies.
5. Teachers leaving the school district for service to the Association, campaigning or serving public office, teacher, peace or job corps will be given full consideration for reinstatement at that teacher's request when a position opens in the school district for which he qualifies.
6. A teacher inducted into the Armed Forces is to be reinstated upon his return according to the law governing this situation.
7. A teacher called for jury duty or to give testimony before a judicial or administrative tribunal shall be compensated for the difference between the teaching pay and the pay received for the performance of such obligation.
8. Teachers returning within a two year period following a maternity or sick leave of absence will be entitled to the accumulated leave as held at the time of separation.

9. The school district pays an annual workman's compensation insurance premium to insure that all employees are properly compensated in the event of injury on the job. In cases subject to the workman's compensation law, current and accumulated sick leave time may be used to supplement workman's compensation so that the full amount paid a teacher will equal but not exceed his regular salary for the period of absence from duty.
10. The Board approves two days leave of absence for a representative of the Association away from teaching duties to attend business relative to Association leadership and training. The Association is responsible to reimburse the school district for the representative's salary during the absence. The school district will be responsible for payment of the substitute's salary for the two days. The two days for this purpose will not be deducted from current or cumulative leave of the Association representative.

ARTICLE XV

ACADEMIC FREEDOM

- A. The parties seek to educate young people in the democratic tradition, to foster a recognition of individual freedom and social responsibility, to inspire meaningful awareness of and respect for the Constitution and the Bill of Rights, and to instill appreciation of the values of individual personality. It is recognized that these democratic values can best be transmitted in an atmosphere which is free from censorship and artificial restraints upon free inquiry and learning, and in which academic freedom for teacher and student is encouraged.
- B. Academic freedom shall be guaranteed to teachers and no special limitations shall be placed upon study, investigation, presenting and interpreting facts and ideas concerning man, human society, the physical and biological world and other branches of learning subject only to accepted standards of professional educational responsibility.
- C. Freedom of individual conscience, association and expression will be encouraged and fairness in procedures will be observed both to safeguard the legitimate interests of the schools and to exhibit by appropriate examples the basic objectives of a democratic society.

ARTICLE XVI

TEACHER EVALUATION

- A. The work performance of all teachers shall be evaluated in writing. Probationary teachers shall be evaluated not less than three times during the school year; one month following the teacher's commencement of service, two months after the teacher's commencement of service, and ninety days prior to the end of the probationary school year. Tenure teachers shall be evaluated at least once in every two years.
- B. Evaluations shall be conducted by the teacher's immediate supervisor or an administrator working in the same building or otherwise familiar with the teacher's work, who shall be designated by the Board.
- C. Each observation shall be made in person for a minimum of thirty consecutive minutes. All monitoring or observation of the work of a teacher shall be conducted openly and with full knowledge of the teacher. The use of eavesdropping, closed circuit television, public address or audio systems and similar surveillance devices shall be strictly prohibited.
- 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, and the teacher shall have the opportunity to review the evaluation report. All evaluations shall be based upon valid criteria for evaluating professional growth.
- E. No later than March 15 each 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. In the event a probationary teacher is not continued in employment, the Board will advise the teacher of the reasons therefor in writing with a copy to the Association if requested by the teacher and provide for a hearing if requested.
- F. Each teacher shall have the right upon request to review the contents of his own personnel file. A representative of the Association may, at the teacher's request, accompany the teacher in this review.

ARTICLE XVII

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 the Agreement, provided that a teacher may refuse to carry out an order which threatens physical safety or well-being or is professionally demeaning.

- 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 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 undesirable 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. The Association will use its best efforts to correct breaches of professional behavior by any teacher and, in appropriate cases, may institute proceedings against the offending teacher.

- D. A teacher shall at all times be entitled to have present a representative of the Association when he is being reprimanded, warned or disciplined for any infraction of rules or delinquency in professional performance. When a request for such representation is made, no action shall be taken with respect to the teacher until such representative of the Association is present.

- E. No teacher shall be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause. Any such discipline, reprimand or reduction in rank, compensation or advantage, including adverse evaluation of performance asserted by the Board or representative thereof shall be subject to the professional grievance procedure hereinafter set forth. All information forming the basis for disciplinary action will be made available to the teacher and the Association.

ARTICLE XVIII

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. At the request of the Association, or on the Board's initiative, arrangements shall be made for after-school courses, workshops, conferences and programs designed to improve the quality of instruction. Every effort will be made to obtain people of the highest qualification to participate in the presentation of such programs. All teachers desiring to attend shall be allowed to do so.

ARTICLE XIX

MAINTENANCE OF STANDARDS

- A. All conditions of employment, including teaching hours, extra compensation for work outside regular teaching hours, relief period, leaves and general working conditions shall be maintained at not less than the highest minimum in effect in the district at the time this Agreement is signed, provided that such conditions shall be improved for the benefit of teachers as required by the express provisions of this Agreement. This Agreement shall not be interpreted or applied to deprive teachers of professional advantages heretofore enjoyed unless expressly stated herein.
- B. The duties of any teacher or the responsibilities of any position in the bargaining unit will not be substantially altered or increased without prior negotiation with the Association.

ARTICLE XX

REDUCTION OF PERSONNEL, ANNEXATIONS AND CONSOLIDATIONS
OF DISTRICTS

- A. To the full extent permitted by law, this Agreement shall be binding upon the Board and its successor personnel and upon any school district into which or with which this district shall be merged or combined.
- B. In the event this district shall be combined with one or more districts, the Board will use its best efforts to assure the continued recognition of the Association and the continued employment of its members in such consolidated district.
- C. Should substantial and unforeseen changes in student population or other conditions make necessary a general reduction in the number of teachers employed by the Board, the Board will retain, as nearly as possible, those teachers with permanent teaching certificates having the longest service in the district. The Association and Board will further use their best efforts to assist all teachers terminated for lack of work to secure employment in adjacent school districts upon terms and conditions as nearly comparable as possible. Nothing herein shall relieve the Board from fulfilling the terms of any contract with a teacher.

ARTICLE XXI

CONTINUITY OF OPERATIONS

- A. Both parties recognize the desirability of continuous and uninterrupted operation of the instructional program during the normal school year and the avoidance of disputes which threaten to interfere with such operations. Since the parties are establishing a comprehensive grievance procedure under which unresolved disputes may be settled by mediation, the parties have removed the basic cause of work interruptions during the period of this agreement.
- B. Both parties agree to abide by the regulation of the Public Employment Relations Act of 1965.

ARTICLE XXII

SCHOOL CALENDAR

- A. For the term of this Agreement the school calendar shall be set forth in Appendix A.

The Board reserves the right in an emergency situation to revise the calendar as deemed necessary.

ARTICLE XXIII

PROFESSIONAL COMPENSATION

- A. The basic salaries of teachers covered by this Agreement are set forth in Appendix B which is attached to and incorporated in this Agreement. Such salary schedule shall remain in effect during the term of this Agreement.
- B. All teachers newly employed shall be given full credit on the Salary Schedule set forth in Appendix B for six (6) years of outside teaching experience in any school district in the State of Michigan and other teaching experience for which credit is allowed.
- C. The Salary Schedule is based upon the regular school calendar as set forth in Appendix A and the normal teaching load as defined in this Agreement. For classroom assignments in excess of the regular school calendar and the normal teaching load, teachers will be compensated at their individual hourly rates. This paragraph does not apply to community school instruction.
- D. A teacher's daily rate is 1/190th of his basic school year salary. The hourly rate is 1/7th of the daily rate.
- E. Teachers assigned to extended instruction beyond the 38 week year will be paid a daily rate comparable with their daily rate based on the 190 day work year. The length of the work day will be the same as the school year work day. If paid on an hourly basis it will be assumed that the work day is seven hours and the hourly rate based on that figure. (See Extended Teaching Duties, Appendix B, Schedule B)

ARTICLE XXIV

SUBSTITUTE TEACHERS

- A. A list of substitute teachers will be maintained in the school district office. When a teacher must call in due to an absence, the phone call should be made direct to the school district office, 875-6761, after 7:15 A.M. As these calls are received, substitutes will be contacted from the district office list and replacements made for the day.
- B. To insure accurate recording of leave records of our teaching personnel, all contacts should be made directly with the school district office when absences are anticipated or actual. Upon return to work the teachers should report direct to the district office before going on duty. This action will insure that no teacher will be charged for leave that is not actually taken.

ARTICLE XXV

MANDATORY RETIREMENT

No teaching employee will be given a contract for the school year immediately following that school year in which he or she attains the age of sixty-five. Teaching employees whose sixty-fifth birthday falls during the school year will teach through that school year. They will not be rehired the following year. Those whose sixty-fifth birthday falls during the summer vacation period and before the first day of the opening of school will not be rehired.

ARTICLE XXVI

STUDENT DISCIPLINE AND TEACHER PROTECTION

- A. Since the teacher's authority and effectiveness in his classroom are 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. The Board further recognizes that the teacher may not fairly be expected to assume the role of warden or custodian for emotionally disturbed students nor to be charged with responsibility for psychotherapy. Whenever it appears that a particular pupil requires the attention of special counselors, social workers, law enforcement personnel, physicians or other professional persons, the Board will take reasonable steps to relieve the teacher of responsibility with respect to such pupil.
- B. It is recognized that discipline problems are less likely to occur in classes which are well taught and where a high level of student interest is maintained. It is likewise recognized that when discipline problems occur, they may most constructively be dealt with by encouragement, praise, and emphasis upon the child's desirable characteristics. A teacher may use such force as is necessary to protect himself from attack or to prevent injury to another student.
- C. A teacher may exclude a pupil from one class 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, in writing, as promptly as his teaching obligations will allow, full particulars of the incident.

- D. Suspension of students from school may be imposed only by a principal or his designated representative. School authorities will endeavor to achieve correction of student misbehavior through counseling and interviews with the child and his parents when warranted. Transfer of the student to another teacher or other measures, short of suspension, will first be exhausted. When a teacher has one or more pupils in class who constitute serious behavioral problems, appropriate recognition shall be given by way of reduced class size, greater or more frequent relief periods, or additional compensation as agreed between the Board and the Association.
- E. 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.
- F. If any teacher is complained against or sued as a result of any action taken by the teacher while in pursuit of his employment (action not in violation of Board policy), the Board will provide legal counsel and render all necessary assistance to the teacher in his defense.
- G. Time lost by a teacher in connection with any incident mentioned in this Article shall not be charged against the teacher.
- H. No action shall be taken upon any complaint by a parent of a student directed toward a teacher, nor shall any notice thereof be included in said teacher's personnel file unless such matter is promptly reported in writing to the teacher concerned. If any question of professional ethics is involved, the Association shall be notified.

ARTICLE XXVII

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 or any rule, order or regulation of the Board may be processed as a grievance as hereinafter provided.
- B. The grievant may invoke the formal grievance procedure on the form set forth in annexed Schedule C, signed by the grievant and a representative of the Association, which form shall be available for the Association representative in each building. A copy of the grievance form shall be delivered to the principal or supervisor. If the grievance involves more than one school building, it may be filed with the superintendent or a representative designated by him.

- C. Within three (3) school days or receipt of the grievance, the principal or supervisor shall meet with the Association in an effort to resolve the grievance. The principal or supervisor shall indicate his disposition of the grievance in writing within three days of such meeting, and shall furnish a copy thereof to the Association.
- D. If the Association is not satisfied with the disposition of the grievance, or if no disposition has been made within three school days of such meeting (or six school days from the date of filing, whichever shall be later) the grievance shall be transmitted to the superintendent. Within five school days the superintendent or his designee shall meet with the Association on the grievance and indicate his disposition of the grievance in writing within three school days of such meeting, and shall furnish a copy thereof to the Association.
- E. If the Association is not satisfied with the disposition of the grievance by the superintendent or his designee, or if no disposition has been made within three school days of such meeting (or six school days from the date of filing, whichever 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 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 seven days thereafter. A copy of such disposition shall be furnished to the Association.
- F. If the Association 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 the Michigan Labor Mediation Board for fact finding purposes by one of their hearings officers as provided in the Public Employment Relations Act of 1965.
- G. If any teacher for whom a grievance is sustained shall be found to have been unjustly discharged, he shall be reinstated with full reimbursement of all professional compensation lost. If he shall have been found to have been improperly deprived of any professional compensation or advantage, the same or its equivalent in money shall be paid to him.
- H. 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 15 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.

- I. 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 grievance shall be adjusted without prior notification to the Association and opportunity for an Association representative to be present, nor shall any adjustment of a grievance be inconsistent with the terms of the Agreement. In the administration of the grievance procedure, the interests of the teachers shall be the sole responsibility of the Association.

ARTICLE XXVIII

NEGOTIATION PROCEDURES

- A. It is contemplated that terms and conditions of employment provided in the Agreement shall remain in effect until altered by mutual agreement in writing between the parties. Nevertheless, because of the special nature of the public educational process, it is likewise recognized that matters may from time to time arise of vital mutual concern of the parties which have not been fully or adequately negotiated between them. It is in the public interest that the opportunity for mutual discussion of such matters be provided. The parties accordingly undertake to cooperate in arranging meetings, selecting representatives for discussion, furnishing necessary information and otherwise constructively considering and resolving such matters.
- B. Negotiations on a new contract will begin between March 1 and March 15, 1972. The date to be set by mutual agreement.
- C. Neither party in any negotiations shall have any control over the selection of the negotiating or bargaining representatives of the other party and each party may select its representatives from within or outside the school district. While no final agreement shall be executed without ratification by the Association, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, consider proposals and make concessions in the course of negotiations.
- D. 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 to take any other lawful measures it may deem appropriate.

ARTICLE XXIX

CONDITIONS RELATIVE TO PAY

- A. To receive additional pay for credit, substantial evidence in the form of official transcripts shall be placed on file in the Office of the Superintendent not later than September 1 of the school year. In an instance of late August summer sessions, other evidence may be presented by September 1 until the transcript is available.
- B. Teachers shall be paid on alternate Fridays beginning September 3, 1971. During the school year teachers will receive paychecks in their individual school boxes designed for mail and announcements. During the summer months paychecks will be distributed from the main office in Crystal Falls. Any teacher who prefers the mailing of checks during the summer months will request this service in writing before leaving at the close of the school year.
- C. For the convenience of teachers, anyone may request the full remaining amount of salary on the last payday of the fiscal year in June 1971. No other payments are made in advance of the designated pay dates.

ARTICLE XXX

HOSPITAL MEDICAL BENEFIT

Beginning October 1, 1971 through September 30, 1972 - full payment of Blue Cross - Blue Shield based on present maximum rates of:

Single	\$15.13 month	\$181.56 per year
Couple	39.16 month	469.92 per year
Family	42.64 month	499.68 per year

Single over 65 years of age - \$4.44 per month, or if rate changes, payment will be made up to \$15.13 per month.

Couple in which one is over 65, the rate will be paid for both at \$19.57 per month or if rate changes, payment up to couple minimum of \$39.16 per month.

Any other increases in rates between October 1971 and September 1972 will be paid through payroll deductions of individuals.

Family continuation (unmarried children between 19 and 25 years of age) and sponsored dependents are the financial responsibility of the teacher employee and may be added through payroll deduction.

This hospital-medical fringe benefit is with the Blue Cross-Blue Shield group. Medicare is not part of the benefit.

In the event of resignation with the teacher leaving his position before the close of the contract year, the benefit will be terminated the last day of the month following the month in which the teacher left the service of the school district. All teachers completing the contract year will be carried through September 30, 1972 whether they plan to return or not.

Benefit payments for the teacher on a leave of absence for illness, pregnancy, etc. will be terminated in the same manner as one who resigns before the close of the contract year except when the resignation occurs during the summer months, in which instance the benefit payments by the school district terminate on September 30, 1972.

Arrangements have been made with Blue Cross-Blue Shield to accept the medical-hospital obligations of those teachers now enrolled with MESSA including the pregnancy obligation with no waiting period. The Board of Education is interested in cooperating with teachers during the changeover period but remind them that the interest of the Board is for medical-hospital insurance only and not the other many additions and types of insurance coverages added to MESSA. The Board encourages the nine remaining teachers in the MESSA group to transfer to Blue Cross-Blue Shield as of October 1, 1971 but will continue to cover the MESSA group in amounts up to but not beyond the BC-BS payments and conditions outlined above for one more year through September 30, 1972 at which time a teacher wishing to continue with MESSA will pay for his own group plan in full if he decides to remain with MESSA.

ARTICLE XXXI

MISCELLANEOUS PROVISIONS

- A. No polygraph or lie detector device shall be used in any investigation of any teacher or pupil unless recommended by law enforcement officers and acceptable to the individual teacher or the parent of the pupil.
- B. This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed and added to, deleted from or modified only through the voluntary mutual consent of the parties in a written and signed amendment to this Agreement.
- C. Any individual contract between the Board and an individual teacher heretofore executed shall be subject to and consistent with the terms of this or subsequent agreements to be executed by the parties. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.
- D. This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.
- E. 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.
- F. Copies of this Agreement shall be printed at the joint expense of the Board and the Association and presented to all teachers now employed, hereafter employed, or considered for employment by the Board.

APPENDIX A

SCHOOL YEAR 1971-72

AUGUST

	<u>30</u>	31			<u>1</u>
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SEPTEMBER

		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30		<u>21</u>

OCTOBER

				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	
25	26	27	28	29	<u>21</u>

NOVEMBER

	1	2	3	4	5	
	8	9	10	11	12	
15	16	17	18	19		
22	23	24	25	26		
29	30				<u>19</u>	

DECEMBER

		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	<u>15</u>

JANUARY

	3	4	5	6	7	
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28		
31					<u>21</u>	

FEBRUARY

	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28	29				<u>21</u>

MARCH

		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	<u>22</u>

APRIL

	8	4	5	6	7	
10	11	12	13	14		
17	18	19	20	<u>21</u>		
24	25	26	27	28		<u>16</u>

MAY

	1	2	3	4	5	
	8	9	10	11	12	
15	16	17	18	19		
22	23	24	25	26		
29	30	31			<u>22</u>	

JUNE

				1	<u>2</u>	
5	6	7	8	9		<u>1</u>
						180 session days

August	30	Teachers present
August	31	First day of classes
Sept.	6	Labor Day Holiday
Nov.	15	Deer Hunting Recess
Dec.	22	
thru	31	Christmas Recess
Mar.	31	
thru		
April	5	Spring Recess
April	21	Teacher Training or Visitation Day
May	29	Memorial Day Recess
June	1	Last day of classes
June	2	Teachers present

Three 2 hour night sessions for parent-teacher conferences to replace teacher training day lost to deer hunting Nov. 15.

SALARY AGREEMENT

- A. If there is no improvement in membership aid from the 1970-71 plan, use Salary Schedule #1.

- B. In the event of improvement of membership aid (beyond the anticipated \$530.50 per child less deductible of 14 mills with anticipated 1000 membership resulting in \$174,592 in aid) the following formula will determine the salary schedule:
 1. 62% of the increase beyond \$174,592 and up to \$8,064 amounting to \$5,000 be applied to salaries by using Salary Schedule #2.

 2. If there is a further improvement up to \$5,255, then 62% or \$3,258 be applied to salaries using Salary Schedule #3.

SALARY SCHEDULE #1

STEP	B.A. \$320	B.A.+15 \$160	M.A. \$335	M.A.+15 \$168
0	7500	7660	8000	8168
1	7820	7980	8335	8503
2	8140	8300	8670	8838
3	8460	8620	9005	9173
4	8780	8940	9340	9508
5	9100	9260	9675	9843
6	9420	9580	10010	10178
7	9740	9900	10345	10513
8	10060	10220	10680	10848
9	10380	10540	11015	11183
10	10700	10860	11350	11518
11	11020	11180	11685	11853
12			12020	12188

SALARY SCHEDULE #2

To be used in place of Proposal #1 providing membership aid is better than the 1970-71 aid bill and providing enough additional money through membership aid will cover Proposal #2 using 62% of additional membership aid to supplement Proposal #2.

If 62% of additional membership aid does not cover #2 Proposal in full, the beginning teacher salary will remain at \$7500 for the B.A. and \$8000 for the M.A. with the step increments reduced from \$332 and \$346 to equal amounts within the range of the available funds.

STEP	B.A. \$332	B.A.+15 \$166	M.A. \$346	M.A.+15 \$173
0	7500	7666	8000	8173
1	7832	7998	8346	8519
2	8164	8330	8692	8865
3	8496	8662	9038	9211
4	8828	8994	9384	9557
5	9160	9326	9730	9903
6	9492	9658	10076	10249
7	9824	9990	10422	10595
8	10156	10322	10768	10941
9	10488	10654	11114	11287
10	10820	10986	11460	11633
11	11152	11318	11806	11979
12			12152	12325

SALARY SCHEDULE #3

STEP	B.A. \$334	B.A.+15 \$167	M.A. \$348	M.A.+15 \$174
0	7550	7717	8050	8224
1	7884	8051	8398	8572
2	8218	8385	8746	8920
3	8552	8719	9094	9268
4	8886	9053	9442	9616
5	9220	9387	9790	9964
6	9554	9721	10138	10312
7	9888	10055	10486	10660
8	10222	10389	10834	11008
9	10556	10723	11182	11356
10	10890	11057	11530	11704
11	11224	11391	11878	12052
12			12226	12400

EXTRA DUTY ALLOWANCE

ATHLETIC ACTIVITIES (All salaries based on B.A. level)

1 Head Coach, Football.....	\$	
(12% of the B.A. salary at the experience increment on the salary schedule but not less than any of the football assistant coaches receive.)		
1 Assistant Coach, Football (8%).....		
1 Assistant Coach, Football who will be head junior varsity coach (8%).....		
1 Head Basketball Coach (12%).....		
(Similar conditions as head football coach above)		
1 Assistant Basketball Coach who will be head junior varsity coach (8%).....		
1 Assistant Basketball Coach who will be head 9th grade coach (6%).....		
1 Assistant Basketball Coach who will be head junior high team coach (4%).....		
1 Track Coach (3%).....		
1 Tennis Coach (2.5%).....		
1 Golf Coach (2%).....		
1 Cheerleader Coach.....		40.00
1 Timer-Scorer Official for Football contests (one contest per night).....		6.50
1 Downbox Official for Football contests (one contest per night).....		6.50
1 Scorer Official for Basketball contests (two contests per night).....		6.50
4 Athletic Ticket Takers-sellers as needed at \$6.50 per night		
1 Timer Official for Basketball contests (two contests per night).....		6.50
2 Saturday Basketball, Boys.....	160.00	each
1 Intramural, Girls.....	160.00	

ACTIVITIES OTHER THAN ATHLETICS

1 Debate Coach.....	150.00
1 Forensics Coach.....	150.00
1 Newspaper Advisor.....	150.00
1 Tri-Hi-Y Advisor.....	150.00
1 Dramatics Coach for school play.....	150.00
1 FNA Advisor.....	150.00
1 Student Council Advisor.....	150.00
Senior Class Advisors:	
1 Chairman.....	150.00
1 Yearbook Advisor.....	150.00
1 Assistant to Chairman.....	100.00
Junior Class Advisors:	
1 Chairman.....	140.00
1 Assistant for the Prom.....	90.00
1 Sophomore Class Advisor.....	40.00
1 Freshman Class Advisor.....	40.00
1 Director of Varsity and Marching Bands.....	225.00
1 Director of Athletics and Supervisor of extra-curricular activities.....	375.00

EXTENDED TEACHING DUTIES

Summer Driver Education instructors as needed. Pay on the hourly rate based on the 38 week school year and the seven hour school day of the individual teacher.

- 1 Librarian for one week preceding the opening of school. Pay rate at the seven hour day.

- 1 (or two) instrumental music teachers to conduct once a week summer band practice sessions beginning the week of June 18, 1972 and continuing through the last week in August with two sessions in the week in which the marching band makes a public appearance. The regular marching band instructor will be assigned to this activity with the other instrumental music teacher acting as a substitute during those weeks in which the regular instructor cannot be present or is away on vacation or business. The substitute is not required to conduct marching sessions but rather is expected to meet with the band members in the music room and direct and instruct in the music to be used for marching appearances or other music to keep the band in playing condition for public appearances. These sessions to run approximately one and one-half hours with the instructor receiving compensation for two hours to cover his preparation time.

Pay rate at the hourly rate based on the 38 week school year and seven hour day of the individual teacher.

It is expected these sessions will be conducted in the evenings to permit the large majority of students to attend. A summer schedule of practice sessions and appearances to be published before the close of classes in June 1972.

- 2 Instrumental music teachers one week Band Camp at the teaching rate for a seven hour day for one week. These two assignments will be effective only if both music instructors agree to fulfill the requirements mentioned above relative to summer marching band practice and appearance sessions.

All extended teaching pay for summer school sessions to be based on the B.A. degree salary schedule.

PROFESSIONAL GRIEVANCE REPORT

School District _____ Grievance Number _____

School _____ Date of Violation _____

Date of Grievance _____

Subject to provisions of the Professional Negotiations Agreement between the Board and the Association, I hereby authorize the representative or representatives of the Association recognized by the Board as my collective bargaining representative to process this request or claim arising therefrom in this or any other stage of the professional grievance procedure, including mediation, or to adjust or settle the same.

STATEMENT OF THE GRIEVANCE:

REMEDY REQUESTED:

Approved for processing:

Date _____

Signature of Grievant (use reverse side for additional signature if more than one grievant)

Principal's Disposition:

Date _____

Signature of Principal

Association's Disposition:

Satisfactory _____ Unsatisfactory _____

Date _____

Superintendent's Disposition:

Date _____

Signature of Superintendent

Association's Disposition:

Satisfactory _____ Unsatisfactory _____

Date _____