

8-15-71

*For Legal Review  
TO MEA  
E. Lansing Mich.*

*Greenville School District*

AGREEMENT BETWEEN  
BOARD OF EDUCATION OF THE GREENVILLE SCHOOL DISTRICT  
AND THE  
GREENVILLE EDUCATION ASSOCIATION

LABOR AND INDUSTRIAL  
RELATIONS LIBRARY  
Michigan State University

1970-71

*Changes noted in Red  
otherwise 69-70 remains as is.*

MEA  
1216 Kendall  
East Lansing, Mich.  
48823

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RECEIVED

AUG 27 1970

OFFICE OF  
PROFESSIONAL NEGOTIATIONS

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A G R E E M E N T

This Agreement entered into this \_\_\_\_ day of \_\_\_\_\_, 1970 by and between the BOARD OF EDUCATION of the Greenville School District, hereinafter called the "Board," and the GREENVILLE EDUCATION ASSOCIATION, hereinafter called the "Association."

W I T N E S S E T H :

ARTICLE I

Recognition

A. The Board hereby recognizes the Association as the exclusive and sole bargaining representative for all certificated personnel employed by the Board, excluding: Superintendent, Assistant Superintendent, Principals, Assistant Principals, Administrative Assistants, other supervisory and executive employees, office, clerical, non-professional personnel, nurses, and substitute teachers. The term "teacher," when used hereinafter in this agreement, shall refer to the professional employees represented by the Association in the bargaining or negotiating unit as above defined, and shall include both male and female teachers.

B. The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement.

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ARTICLE XIII

TEACHER EVALUATION

A. Probationary teachers shall be evaluated in writing at least two times each year, once on or before December 1 and again on or before March 15. Tenure teachers shall be evaluated in writing at least once each year. All teachers shall be evaluated more if needed to maintain high performance of their duties.

B. Required evaluations shall be conducted by the teacher's building principal unless an emergency, such as sickness, requires such evaluation to be conducted by a designated replacement or assistant.

C. A teacher shall be observed for at least thirty (30) minutes before his evaluation is prepared. All monitoring or observation of the performance of a teacher shall be conducted openly and with full knowledge of the teacher.

D. Three copies of the written evaluation shall be submitted to the teacher, one to be signed and returned to the administration and the other two to be retained by the teacher. In the event that the teacher feels his evaluation was incomplete or unjust, he may put his objections in writing and have them attached to the evaluation report to be placed in his evaluation file, or he may request an additional observation.

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E. Each teacher shall have the right upon request to review the contents of his evaluation file. A representative of the Association may, at the teacher's request, accompany the teacher in this review.

F. The Association may designate qualified tenure teachers as teaching coaches for probationary teachers. Such teaching coaches shall assist and counsel probationary teachers in acclimating to the teaching profession and the school system. Teaching coaches shall not be involved in the evaluation of the probationary teacher. The teacher may furnish teaching coach with a copy of the evaluation.

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sick leave benefits provided herein. To the extent the Board pays the teacher that portion of his salary not reimbursed under the Workmen's Compensation Laws, such partial payments shall be charged prorata against his accumulated sick leave days.

B. Bereavement Leave

1. A teacher shall be allowed the following days of bereavement leave with pay per year when his absence is required which shall not be charged to sick leave:

Death of spouse or child-	up to 5 days
Death of parent, brother or sister of the teacher or his spouse -	up to 3 days
Death of other relative or friend -	up to 1 day

2. In the event more days of each type of leave must be taken in any year, such excess days shall be charged against the teacher's accumulated sick leave days. Unused bereavement days shall not be accumulated.

C. Jury or Court Leave

A teacher who is required to serve as a juror or who is subpoenaed to testify in any judicial proceeding shall be paid the difference between his base salary and the pay received for performing such service.

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D. Personal Business

1. Up to two (2) days leave with pay per year, non-accumulative will be allowed for personal business reasons. One week's advance notice in writing to the principal stating the reason for the request is required except in the case of an unforeseen emergency.
2. Such leave is to be used for and will be approved for the transaction of personal business or the handling of matters of a personal nature, which business or personal matter cannot be attended to on weekends or outside normal school hours.

Personal leave days cover such areas as the following:

- a. Attendance at a ceremony awarding a degree to the teacher or a member of his immediate family.
  - b. Consultation with University Advisor regarding graduate program or degree requirements.
  - c. Serious medical situations in the teacher's immediate family not covered by sick leave.
  - d. Legal matters.
  - e. Matters of an emergency nature and matters of direct benefit to the school allowable at the discretion of the Superintendent.
3. Such leave shall not be used for seeking other employment, rendering services, or working with or without remuneration for one's self or for anyone else, for religious purposes, or for hunting, fishing or other recreational activities. It is further understood such leave shall not be granted for the first or last day of the school year nor on the first working days preceding or following a vacation period or holiday (exception: graduation exercises for the teacher, wife, son or daughter, honors convocation honoring the teacher, military departure of son and items c and e above.)
  4. The purpose of personal business leaves shall be subject to advance verification by the administration. If personal leave is used improperly, it will result in loss of salary for the day and reprimand for the teacher's permanent file.

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teachers with twenty (20) years of experience, two percent; teachers with twenty-five (25) years, three percent; and teachers with thirty (30) years. four percent. Only experience in Greenville will be considered and it must be continuous. Beginning in 1970-71, in order to qualify for an initial longevity pay step or to advance to a higher level of such pay, a teacher must have earned five (5) credit hours in each five (5) year period preceding his fifteenth, twentieth, twenty fifth and thirtieth year of service.

G. In appreciation for services to the school district, a terminal payment of \$25.00 per year of service in the district will be paid upon retirement provided the teacher shall have been employed in the school district for at least twenty (20) years.

H. Medical insurance shall be provided as set forth in Appendix E attached hereto and incorporated into this Agreement.

I. Teachers who are required to drive their personal automobiles in the performance of their duties shall be paid 10¢ per mile.

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ARTICLE XVIII

MEMBERSHIP FEES AND PAYROLL DEDUCTIONS

- A. On or before October 1 of each year, a teacher shall give the Board a signed authorization to deduct amounts from his salary for any of the following purposes which he elects: insurance contributions, annuities or credit union. Changes in such deductions may be authorized on a quarterly basis thereafter (beginning with the first pay after January 1, April 1, July 1).
- B. Savings Bond contributions shall be deducted in equal amounts from each paycheck, credit union contributions from the first paycheck, insurance contributions from the second paycheck and annuity contributions from the first and second paycheck of each month. United Fund contributions will be deducted in 10 equal amounts from each check beginning approximately November 1 of each year. Deductions for other purposes may be agreed upon by the Board and the Association.
- C. The regular annual dues of the Association, MEA, NEA shall be deducted in eight (8) equal monthly installments from the second regular salary check of each month beginning in October, and remitted to the Association accompanied by a list of teachers from whom the deductions have been made.

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Dues deductions from teachers employed after the commencement of the School Year shall be appropriately prorated on the basis of 1/8 of the annual dues for each month between the time of employment and the following June. Written authorization for such dues deductions shall continue in effect from year to year unless revoked in writing within 15 days after ratification of this Agreement or thereafter during the month of July.

D. The Association shall give written notification to the Business Office of the amount of its regular dues and those of the MEA and NEA which are to be deducted from teachers' salaries in that School Year under such authorization. The amounts of such deductions shall not be subject to change during the entire School Year.

E. Teachers' annual salaries shall be paid in twenty-six (26) equal payments, with payroll checks issued every other Friday beginning on the second Friday of September of each School Year. Any teacher who leaves the system by resignation, retirement, discharge or otherwise will, on request, receive the balance of his earned annual salary in the next pay period after leaving the system. Returning teachers who request in writing between May 1 and May 15 will receive the balance of his earned annual

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salary in the next pay period after the end of school year. The Board will make deductions from such salary payment only for insurance.

- F. The Association shall be allowed a total of four (4) days per year to be used for attending the MEA Presidents' Conference and Delegate Assembly. The substitutes' salary shall be received from the Association for those teachers attending such meetings.
  
- G. Withholding tax statements showing the number of dependents claimed by each teacher shall be on file by the end of the pre-school conference. If no such statement is on file by that time, the Board will assume the teacher claims no dependents.

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ARTICLE XIX  
SCHOOL CALENDAR

- A. The calendar for the School Year 1970-71 shall be as set out in Appendix A.
- B. Prior to the adoption by the Board of a calendar for each subsequent School Year, the Board will present to the Association a copy thereof for its recommendations, comments and negotiation at least sixty (60) days prior to the first day of May. The work year shall not be less than 186 or longer than 190 days of contractual obligation.
- C. Contractual days shall mean those days when pupils are in attendance, "Act of God" days, orientation days at the beginning of the school year for all teachers, institute days authorized by the Department of Education, conference and curriculum days, and record days which may occur at mid-year and the close of the school year.

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ARTICLE XXI

Negotiation Procedures

A. During the negotiations leading up to this Agreement each party had the right to make proposals and bargain on all bargainable matters. This Agreement contains the entire agreement of the parties. During its life, each party therefore agrees that the other will not be required to engage in further bargaining on any matter, whether covered herein or not, except for matters which are subject to the professional grievance procedure. By mutual agreement between the Board and the Association, matters of common concern may be discussed and any agreement which results may become a part of this Agreement by mutual agreement of the parties.

B. Negotiations ~~of the nature previously agreed upon~~ for a successor contract shall be begun by the first Monday of July.

C. In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining representative of the other party, and each may select its representatives from within or outside the school district. It is recognized that no final agreement between the parties may be executed without ratification by the Board and the Association, but the parties mutually pledge that the representatives selected by each shall be clothed with all necessary power and authority to make and consider proposals and to make concessions in the course of negotiations or bargaining, subject only to such ultimate ratification.

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ARTICLE XXIII

Duration of Agreement

This Agreement shall be effective as of August 15, 1970 and shall continue in effect until August 15, 1971.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives this \_\_\_\_\_ day of \_\_\_\_\_, 1970.

BOARD OF EDUCATION, GREENVILLE  
SCHOOL DISTRICT

By \_\_\_\_\_

Its President

By \_\_\_\_\_

Its Secretary

GREENVILLE EDUCATION ASSOCIATION

By \_\_\_\_\_

Its President

By \_\_\_\_\_

Chairman of Negotiations Committee

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## SCHOOL CALENDAR

1970-71

### Appendix A

August	31	New Teachers Report
September	1	All Teachers Report
September	2	School Begins
September	7	Labor Day
*October		In-Service Day
November	26-27	Thanksgiving Vacation
December	23	Christmas Vacation Begins
January	4	School Reconvenes
January	22	End First Semester
January	25	Records Day
January	26	Beginning Second Semester
April	5	Easter Vacation Begins
April	12	School Reconvenes
May	31	Memorial Day
June	11	School Ends

\*To coincide with Mid-West Conference - NSTA - Those who pre-register and pay own costs of attending may attend it rather than local In-Service Day.

	Instruction Days	Teacher Work Days	
		New	Returning
August	0	1	0
September	20	21	21
October	21	22	22
November	19	19	19
December	16	16	16
January	20	20	20
February	19	20	20
March	23	23	23
April	17	17	17
May	20	20	20
June	<u>7</u>	<u>9</u>	<u>9</u>
Total	182	188	187

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TEACHERS SALARY SCHEDULE

1970-71

Appendix B

	110-	110+	BA	+20	MA	+20
1.	6500	7000	7500		8000	
2.	6700	7200	7750		8250	
3.	6900	7400	8050		8550	
4.	7100	7600	8350		8900	
5.	7300	7850	8700	9000	9300	9600
6.	7500	8100	9050	9350	9800	10,100
7.		8350	9450	9750	10,300	10,600
8.		8600	9850	10,150	10,800	11,100
9.			10,300	10,600	11,300	11,600
10.			10,750	11,050	11,800	12,100
11.			11,200	11,500	12,300	12,600

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COACHES SALARIES

Appendix C

	<u>Years Experience</u>				
	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
Athletic Director Varsity Football Varsity Basketball	10%	11%	12%	13%	14%
Junior Varsity Basketball Junior Varsity Football Ass't Varsity Football Varsity Baseball Head Track	6%	7%	8%	9%	10%
Head Wrestling	9%	10%	11%	12%	13%
Freshman Football Freshman Basketball Ass't J.V. Football Tennis Golf Cross Country Ass't Wrestling	5%	6%	7%	8%	9%
Junior High Football Junior High Basketball	4%	4.5%	5%	5.5%	6%
Ass't Baseball Ass't Track Ass't Freshman Football	4%	5%	6%	7%	8%
Junior High Baseball Junior High Track	3.5%	4%	4.5%	5%	5.5%
Ass't Golf	2%	2.5%	3%	3.5%	4%

1. Allow experience in system for said sport except head varsity position.
2. Two years experience from outside system.
3. Coaching salaries shall be paid, as desired by the coach, either with his regular teaching salary or in a lump sum at the end of the season.

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## Teachers Supplementary Salaries

### Appendix D

- A. Any teacher who teaches beyond the normal eight hour school day or year shall be compensated for each hour of such teaching at the rate of ~~2%~~ <sup>1.9%</sup> of his contract salary divided by 35, excluding Community School classes.
- B. Any teacher who teaches an additional hour during the normal eight hour school day shall be compensated at the rate of one seventh (1/7) of his contractual salary if he teaches for a full year, or prorata if for less than a full year.

C. Co-curricular activities:

1. Safety Patrol	
Cedar Crest and Walnut	\$125.00
Baldwin Heights	225.00
2. Club Sponsors	100.00
3. School play	100.00
4. National Honor Society	50.00
5. Class Sponsors	
Senior Class	300.00
Ass't. Senior Class	125.00
Junior Class	125.00
Sophomore Class	100.00
Freshman Class	100.00
6. Department Heads	
1 - 4 teachers	175.00
5 or more	225.00
7. Department Chairman	100.00
8. Instrumental Music	
Senior High School	500.00
Intermediate School	175.00
9. Vocal Music	450.00

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## HEALTH INSURANCE

### Appendix E

- A. The Board will make the following monthly contributions toward the actual cost of providing Blue Cross, Blue Shield, MVF-1 or equivalent MESSA medical care insurance on behalf of each fulltime teacher who is a subscriber under either the Blue Cross-Blue Shield or the Michigan Education Association medical care insurance plans:

Single Subscriber	-up to \$13.50 per month	<i>-VS 13</i>
Head of Household and Spouse	\$21.00 per month	<i>VS. 13.00</i>
Head of Household and Spouse both employed by Board	\$27.00 per month	<i>VS. 13.00</i>
Head of Household and Full Family	\$30.00 per month	<i>VS 13.00</i>

Head of Household shall be as defined by the Internal Revenue Service or as otherwise approved by the Board.

- B. Such contributions shall begin, in the case of new teachers, at the beginning of the insurance month immediately following the time they begin their teaching duties and notify the Board of their desire to have such insurance. No changes and/or additions can be made after October 1 except as a change in family status occurs thereafter.
- C. Coverage will terminate on the date the teacher leaves the system if he resigns or is discharged before the end of the School Year, or at the end of the School Year if the teacher resigns, retires or otherwise leaves at the end of the School Year. The teacher who resigns from the school system at the end of the School Year will be notified in writing, that his insurance coverage may be continued through August if he desires to pay full cost of such insurance.
- D. A single person qualifies for individual membership under group provisions. If a husband and wife are both employed by the Board they may select any of the above coverages, but shall not receive double coverage.

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E. Such contribution shall not apply to loss of time benefits or any other optional benefits, such as life insurance, dependent life insurance, long term disability, or dental care.

F. The above insurance benefits will not be provided by the Board if equivalent benefits are available to the teacher or his family, without cost, from another employer, it being the intention not to provide duplicate health insurance coverage.

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