

MEA AREA OFFICE
REGION 9
4020 Eastern Ave. S.E.
Grand Rapids, Mich. 49508

SEP 9 - REC'D

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Ottawa

AGREEMENT

between

BOARD OF EDUCATION
OF THE
SCHOOL DISTRICT OF THE CITY OF HOLLAND

AND

HOLLAND EDUCATION ASSOCIATION

Holland
Ed. Assoc.

MEA
1216 Kendale
E. Hans. Mi.
48823

Holland Public Schools
Holland, Michigan
1969-70

This agreement entered into this day of 1969,
and between the Board of Education of the City of Holland, Michigan, herein-
after called the "Board", and the Holland 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 the School District of
the City of Holland is their mutual aim and that the character of such
education depends upon the quality and morale of the teaching service, and

WHEREAS the members of the teaching profession are particularly
qualified to assist in formulating policies and programs designed to improve
educational standards, and

WHEREAS the Board has a statutory obligation, pursuant to Act 379
of the Michigan Public Acts of 1965, to bargain with the Association as the
representative of its teaching personnel with respect to hours, wages, terms
and conditions of employment, and

WHEREAS the parties, following extended and deliberate professional
negotiations, have reached certain understandings which they desire to
memorialize,

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

ARTICLE I

Recognition

A. The Board hereby recognizes the Holland Education Association
as the exclusive bargaining representative, as defined in Section 11 of
Act 379, Public Acts of 1965, for all professional certificated personnel
employed by the Board, but excluding the following: substitutes not under
contract, supervisory and administrative personnel. Further the following

supervisory and administrative personnel are excluded from the bargaining unit of the Holland Education Association: Superintendent, Director of Curriculum and Personnel, Elementary Coordinator, Building Principals, Assistant Principals, Director of Vocational Education, School Psychologist, Director of Guidance and Counseling, Director of Community Swimming Pool, Conservation Director, Special Education Director, Adult Education Director.

The term "teacher" when used hereinafter in this Agreement, shall refer to all employees represented by the Association in the bargaining or negotiating unit.

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

ARTICLE II

Board Rights

A. 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, including, but without limiting the generality of the foregoing, the right:

1. To exercise executive management and administrative control of the school system and its properties and facilities, and the activities of its employees.
2. To hire all employees and, subject to the provisions of law, to determine their qualifications and the conditions for their continued employment, or their dismissal or demotion; and to promote, and transfer all such employees.
3. To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board.
4. To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature.

5. To determine class schedules, the hours of instruction, and duties, responsibilities, and assignment of teachers and other employees with respect thereto, and with respect to administrative and non-teaching activities, and the terms and conditions of employment.

B. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion of this agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and Laws of the State of Michigan, and the Constitution and laws of the United States.

ARTICLE III

Teacher and Association Rights

A. The Board agrees to observe all the rights given to the Association pursuant to Act 379 of the Public Acts of 1965. This shall not be construed to deny or restrict any employee rights established under the Michigan General School Laws or any other laws and regulations.

B. The Board specifically recognizes the right of the Association appropriately to invoke the assistance of the State Labor Mediation Board, or a mediator from such public agency pursuant to the provisions of this Agreement.

C. The Board agrees to provide to the Association such reports as are available to the Board at the same time they become public information. Any requests for additional information not available in published reports shall be granted at the discretion of the Superintendent. Any request and response shall be in writing.

D. No formal disciplinary action shall be taken by the building principal upon any complaint directed toward a teacher unless such matter is promptly reported in writing to the teacher and superintendent.

E. Any classroom teacher desiring to use an outside speaker will notify his building principal as per policy.

F. The Board recognizes its responsibility to give support and assistance to teachers with respect to the maintenance of control and discipline in the classroom as specified in the Holland Public School Discipline Policy.

G. A teacher subpoenaed to give testimony, except in his own defense, unless exonerated, shall be released from teaching duties and shall not have such days deducted from sick leave. Said teacher shall not receive more than his per diem teacher pay.

ARTICLE IV

Professional Negotiations

A. Neither party in any negotiations shall have any control over the selection of the negotiating or bargaining representatives of the other party. Each negotiating team shall not exceed six (6) members in number. The parties mutually pledge that their representatives will be clothed with all necessary powers and authority to make proposals, consider proposals, and make decisions in the course of negotiations.

B. When the contract has been tentatively agreed upon, every effort will be made by the Association and the Board to obtain ratification. It is recognized that no final agreement between the parties may be executed without ratification by the Association membership and the Board.

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 take any other lawful measures.

ARTICLE V

Communications

A. Representatives of the Board and the Association shall meet monthly, September through June, for the purpose of reviewing the administration of the contract and other matters of mutual concern.

Each party shall submit to the other, one week prior to any

scheduled meeting, an agenda covering items to be discussed.

B. The building principal and the Association representative shall meet monthly, September through June, for the purpose of reviewing the administration of the existing contract and policy.

ARTICLE VI

Grievance Procedures

A. DEFINITIONS

1. A "grievance" is a written claim of an alleged violation, misinterpretation, or a misapplication of any provision of this agreement.
2. Recognizing that there are other potential areas of disagreement which would be non-contractual matters, a communications medium for resolving these problems in the interim between contract negotiations is established.
3. The "aggrieved person" is the person or persons making the claim.
4. The term "teacher" includes any individual or group who is a member of the bargaining unit covered by this contract.
5. The term "days" shall mean consecutive attendance days.

B. PURPOSE

The primary purpose of this procedure is to secure, at the lowest level possible, equitable solutions to the problems of the parties.

C. STRUCTURE

1. The Association shall designate an Association School Representative for each unit.
2. The Association shall establish a Grievance Committee consisting of no less than three (3) members.
3. The building principal or immediate supervisor shall be the administration's representative when the particular grievance arises in a unit.
4. The Board hereby designates the superintendent as its representative.

D. TIME LIMITS

1. The number of days indicated at each level should be considered as maximum and every effort should be made to expedite the process. The time limits may be extended, in writing, by mutual consent.
2. If a teacher does not file a grievance in writing within twenty (20) attendance days after the act or conditions on which the grievance is based occurred, then the grievance shall be considered waived.

3. Failure by the aggrieved at any level to appeal a grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision rendered at that level.

E. INFORMAL PROCEDURES

1. If a teacher feels that he has a grievance, he shall first discuss the matter with his principal or other appropriate administrator in an effort to resolve the problem informally.
2. If the teacher is not satisfied with such disposition of the matter, he shall have the right to have the Association School Representative assist him in further efforts to resolve the problem informally with the principal or other appropriate administrator.

F. FORMAL PROCEDURES

1. Level One - School Principal

- a. If an aggrieved person is not satisfied with the outcome of informal procedures, or if he has elected not to utilize them, he may present his claim as a formal grievance in writing to his principal or other appropriate administrator.
- b. The aggrieved shall submit a copy of the alleged grievance to the superintendent, principal and Association's Grievance Committee.
- c. The principal shall, within five (5) days after receipt of the written grievance, render his decision to the aggrieved person, with a copy to the chairman of the Association's Grievance Committee.

2. Level Two - Superintendent of Schools

- a. If the aggrieved person is not satisfied with the decision of his grievance at Level One, he may, within three (3) days after the decision, or within eight (8) days after his formal presentation, file his written grievance with the Association's Grievance Committee for referral to the Superintendent of Schools.
- b. The Grievance Committee shall, within five (5) days after receipt, refer the grievance to the superintendent, but prior to so doing, the committee shall provide an opportunity for the aggrieved person to meet with the committee to review the grievance and to determine appropriate documentation.
- c. The Superintendent shall, within ten (10) days after receipt of the referral, meet with the aggrieved person and with a representative of the Association's Grievance Committee for the purpose of resolving the grievance.
- d. The Superintendent shall, within three (3) days after the hearing, render his decision in writing to the aggrieved person, with a copy to the Association's Grievance Committee.

3. Level Three - Board of Education

- a. If the aggrieved person is not satisfied with the disposition of his grievance at Level Two, he may, within three (3) days after the decision or within six (6) days after the hearing, file the grievance again with the Association's Grievance Committee for appeal to the Board of Education.
- b. The Association's Grievance Committee shall, within three (3) days after receipt, refer the appeal to the Board of Education.
- c. The Board of Education shall, within ten (10) days after receipt of the appeal, meet with the aggrieved person and with the representatives of the Association's Grievance Committee for the purpose of reviewing the grievance.
- d. The Board shall, within three (3) days after such meeting, render its decision in writing to the aggrieved person, with a copy to the Association's Grievance Committee.

4. Level Four

In the event the grievance is not resolved at Level Three, the grievance may be transmitted to the State Labor Mediation Board, with appropriate notice to the Superintendent, within ten (10) days following the Board's decision.

ARTICLE VII

Teaching Hours and Loads

A. TEACHING DAY

1. All elementary teachers shall arrive for duty at their respective schools not later than one-half hour prior to the beginning of school in the morning. They shall remain for one-half hour after the regular afternoon dismissal time of the building in which they teach. They will have duty free lunch.
2. All secondary school teachers (grades 7-12) shall arrive for duty not later than 8 A.M. and will remain until 4 P.M. A duty free lunch period equal to a regular class period shall be provided.

B. ADDITIONAL ASSIGNMENTS

1. Because the educational process is not confined to the school day the Board and the HEA recognize that excellent teachers will take part in extra-curricular activities. The importance of this area is such that the parties agree that participation should become part of the evaluation process.
2. Teachers who are asked to teach all or part of a class, when the regular teacher is absent and a substitute teacher is not immediately available, will be paid at the rate of .1% of the B.A. base salary per hour.

3. To the extent that the Board of Education determines funds are available, the teaching assignment at the Junior High School shall be five (5) class assignments and one (1) conference period, and one (1) study hall. A 6th class assignment may be substituted for study hall. In any case, where a teacher is given more than six (6) class assignments, the additional assignment shall be compensated at the rate of one-sixth (1/6) of the teacher's contract.
4. Teachers shall not be assigned, except in emergency or for good cause, to subjects and/or grades outside the scope of their teaching certificates or qualifications. Final determination of "good cause" shall be made by the administration after consultation with the teacher involved.

C. ELEMENTARY PREPARATION TIME

1. With the consent of the principal and specialist, elementary teachers may use for preparation all the time during which their classes are receiving instruction from various teaching specialists.
2. Elementary specialists shall be provided with relief time.

D. PUPIL-TEACHER RATIO

1. In keeping with the philosophy of the Holland Public Schools for quality education, the Holland Education Association and the Board of Education agree that insofar as funds are available, every effort will be made to establish a desirable pupil-teacher ratio.
2. In those classes which involve the integration of Special Education students into the regular program, every effort will be made to provide favorable pupil-teacher ratio, using state recommendations as a guide. Teachers opposed to such integration are encouraged to request a transfer to another building.
3. The Board of Education, recognizing existing conditions within the Junior High School, and considering the availability of space, competent professional personnel and the economic condition of the school district, will continue to seek ways to improve and equalize teaching loads and assignments.

ARTICLE VIII

Vacancies & Promotions

- A. Whenever any vacancy in any professional position in the District shall occur during the school year the Board of Education shall publicize the same by posting written notice of such vacancy. Such notice shall contain procedure for application.
- B. Teachers who desire a transfer or change of assignment may make desires known on the annual questionnaire or by letter to the Superintendent of Schools. Such requests will be acknowledged in writing and must be renewed each year on or before March 1.

- C. A teacher within the system should be given consideration by the Superintendent when filling any vacancy, and if this teacher is not accepted he should be sent written communication. In honoring requests for transfer, the instructional requirements and the best interest of pupils and the school system will be considered.
- D. Permanent appointments to administrative, supervisory, or newly created positions will not be made until ten (10) calendar days following the giving of notice of vacancy to the president of the association or his designee.

ARTICLE IX

Leaves of Absence

A. SICK LEAVE

- 1. Every full time teacher shall be granted for the first full fiscal year of employment fifteen (15) days of sick leave with pay and ten (10) days for each succeeding full fiscal year subject to the limitations provided hereinafter.
- 2. Earned sick leave time which remains unused shall be accumulated at the end of each fiscal year not to exceed a total of 100 days and may be held as credit for future sick leave.
- 3. Sick leave time may be used for absence from duty because of personal injury or illness. Absence with pay for illness or injury in the immediate family may not exceed three (3) days per school year. Emergency, bereavement, or necessity leave may be granted by the superintendent, but such time shall be deducted from sick leave.
- 4. If it is believed by the Board, or its agents, that any teacher has abused any portion of the leave policy, the Board may require a teacher to submit to a physical or mental examination by a physician of the Board's choosing to determine whether sick leave is warranted. Such requested examination will be at the Board's expense. If the belief is well founded, the Board shall charge the teacher 1/182 of the teacher's salary for each day absent.

B. PERSONAL-PROFESSIONAL LEAVE DAYS

- 1. Teachers shall be entitled to a personal leave day each school year, granted at the discretion of the building principal. The days before or after a holiday and/or vacation are excluded as personal leave days. Any unused personal leave day will be added to the accumulated sick leave at the rate of one day per year.
- 2. Any controlling board upon written request of a teacher may grant leave of absence for a period not to exceed one (1) year, subject to renewal at the will of the board: Provided, that no leave of absence shall serve to terminate continuing tenure previously acquired under this act. Upon return from such leave, a teacher

will be placed on the salary schedule as if he had been continuously employed during his leave. However, any teacher on a leave of absence shall neither accumulate nor draw sick leave until again re-employed by the Holland Board of Education.

3. When there is reason to question the physical and/or mental health of a teacher, the Board may require the teacher to submit to a physical and/or mental examination by a physician of the Board's choosing. Such requested examination will be at the Board's expense. Examination results may be used to determine grounds for suspension or termination of employment.
4. Professional Leaves - see Leave Policy.

C. ACCUMULATED LEAVE

1. All accumulated leave time shall terminate upon severance or suspension of employment.
2. Upon attaining the age of mandatory retirement all accumulated leave time shall terminate. Thereafter, any teacher employed on a year-to-year basis shall be entitled to ten (10) sick leave days annually which are non-accumulative.

D. CONTINUITY OF OPERATION

1. When school is closed teachers will not have to report. Teachers will be paid for one (1) of each two (2) days missed. If two (2) or more days are missed, one day will be taught for each two (2) days that school is closed, i.e., financial compensation shall be made for the odd days missed, and even days missed will be made up at a specified time during the concurrent school year.

ARTICLE X

Professional Qualifications and Assignments

A. The Board will make every effort to hire degree teachers.

B. DEFINITION

1. Fully certificated teacher: A teacher who holds a provisional, permanent, or life teaching certificate.
2. Specially certificated teacher: A teacher who is not fully certificated.

C. EXPERIENCED CERTIFICATED TEACHER

1. Fully certificated experienced teachers upon being employed by the Board shall be placed on the salary schedule on the basis of one year credit for each year of teaching experience, with a maximum of eight (8) years credit for previous experience.
2. Special certificated experienced teachers upon being employed by

the Board shall be placed on the salary schedule on the basis of one year credit for each year of teaching experience, with a maximum of eight (8) years credit for previous experience. The special certificated teacher will move along in the salary schedule in normal fashion for three (3) years. At this time the special certificated teacher must be fully certificated if he is to continue to advance in the salary schedule.

D. NON-EXPERIENCED CERTIFICATED TEACHER

1. The fully certificated teacher with no teaching experience, but who has work experience related to his teaching assignment shall be placed no higher than the fifth step of the salary schedule. Placement will be determined by the superintendent.
2. The inexperienced special certificated teacher with work experience related to his teaching assignment shall be placed no higher than the fifth step on the salary schedule. Placement will be determined by the superintendent. The special certificated teacher will move along on the salary schedule in normal fashion for three years. At this time the special certificated teacher must be fully certificated if he is to continue to advance on the salary schedule.
3. The inexperienced teacher (either certificated or special certificated) with no work experience credit shall begin at the minimum of his salary category (AB or MA). After three years the special certificated teacher must be fully certificated if he is to continue to advance on the salary schedule.

E. ASSIGNMENTS

1. An extra pay for extra duty assignment will not be obligatory but will be made with the consent of the teacher. In making such assignment consideration will be given applicants from within the school district.
2. Every effort will be made to notify teachers of assignments and changes at the earliest possible time.

ARTICLE XI

Curriculum Development

A. DEPARTMENT CHAIRMEN

1. The English, mathematics, social studies, language, science, business and industrial arts departments will have chairmen who will function at the secondary level.
2. The art, music, physical education, and special education departments will have chairmen who serve on a kindergarten through twelfth grade basis.
3. The English, mathematics, social studies and science departments will

have a chairman and a vice-chairman, one serving at the junior high school level and the other at the senior high school level.

4. The music department shall have a chairman and two (2) vice-chairmen.
The selected persons will provide leadership and coordinate the activities within the vocal, instrumental, and orchestra programs.
5. Department chairman and/or vice-chairmen shall be appointed annually by the Director of Curriculum with the approval of the Board of Education. Each department chairman will serve on the Instructional Council.
6. Compensation for chairman and vice-chairman shall be paid on a 60/40 basis. Compensation for Music Department Chairman and two (2) vice-chairman shall be on a 40-30-30 basis.

B. INSTRUCTIONAL COUNCIL

Teachers, administrators, and Board recognize that all school instructional programs need continued study and evaluation. The Board shall, therefore, form an Instructional Council.

The following define the composition, duties, and authority of this Council:

1. The Council shall be composed of teachers and administrators in equal numbers.
2. The Director of Curriculum shall be chairman of the Council.
3. Teacher representatives on the Council shall be department chairmen.
4. The Instructional Council shall serve in an advisory or consultative capacity to the Board of Education and the administration.
5. The Council shall formulate and establish rules for conducting the meetings subject to the approval of the administration.
6. Minutes of each Instructional Council meeting shall be recorded and distributed to the members of the Board's Curriculum Committee.
7. All Instructional Council recommendations will be presented to the Curriculum Committee of the Board when endorsed by the administration.
8. The Instructional Council shall meet at least once a month during the school year. Proposed agenda items must be submitted to the Curriculum Director one week prior to the meeting date.

ARTICLE XII

Professional Dues/Fees/Payroll Deductions

- A. Any teacher who is a member of the Association, or has applied for membership may sign and deliver to the Board by the 3rd Friday of September, on

forms provided, an assignment authorizing deductions of membership dues in the HEA, MEA and NEA. Such authorization shall continue in effect from year to year unless revoked in writing between June 1 and September 1, of any year. Pursuant to such authorization, the Board shall deduct one-tenth of such dues from the second regular salary check of the teacher each month for ten (10) months, beginning in September and ending in June. Deductions for teachers employed after commencement of the school year shall be appropriately pro-rated to complete payments by the following June. A monthly check shall be sent to the HEA and MEA.

- B. Upon appropriate written authorization from the teacher, the Board shall deduct from the salary of any teacher and make appropriate remittance for: Northwestern Mutual Tax Sheltered Annuity, Ottawa County School Employees Credit Union, Holland United Fund, and other fringe benefits as negotiated.
- C. The annual contractual salary shall be paid either in twenty-one (21) equal payments payable bi-weekly, beginning on the 2nd Friday in September with final payment on the last day of school, or payable in twenty-six (26) equal payments, also bi-weekly, beginning on the 2nd Friday in September, a double check on the last day of school, and final payment on June 30. The number of payments selected by the teacher at the beginning of the school year will remain constant throughout the school year.
- D. Selection of payment plan and benefit alternatives must be authorized by the teacher, in writing, prior to the 1st Friday in September on forms provided. (See Appendix C)

ARTICLE XIII

Professional Behavior

- A. The Board recognizes that the Code of Ethics of the Education Profession is considered by the Association and its membership to define acceptable criteria of professional behavior. The Association shall accept responsibility to deal with ethical problems in accordance with the terms of such Code of Ethics of the Profession.
- B. The Association recognizes that willful deficiencies in professional performance, or other violations of discipline by a teacher creates undesirable conditions in the school. The principal shall informally discuss such violations with the teacher. If such violations shall continue after such informal discussion, the teacher and the Association shall be notified in writing of the alleged delinquencies; indicating expected corrections and a reasonable period for correction.
- C. The Association shall establish a PROFESSIONAL ETHICS COMMITTEE to process such violations.
- 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, delinquency in professional performance, or breach of contract or the code of ethics.

ARTICLE XIV

Calendar

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

ARTICLE XV

Professional Compensation

- A. Salary - Appendix B
- B. Fringe Benefits - Appendix C
- C. Extra Pay for Extra Duties - Appendix D
- D. Miscellaneous Schedule - Appendix E

ARTICLE XVI

Termination Clause

This agreement shall be effective as of July 1, 1969, and until June 30, 1970, and will remain in effect thereafter from year to year, subject to sixty (60) days notice prior to the expiration date of the agreement by either the Board of Education or the Holland Education Association.

IN WITNESS WHEREOF the parties have caused this agreement to be executed by their authorized representatives as of the _____ 1969.

HOLLAND EDUCATION ASSOCIATION

HOLLAND BOARD OF EDUCATION

By _____
President

By _____
President

By _____
Secretary

By _____
Vice President

By _____
Chairman, Negotiating Committee

By _____
Secretary

By _____
Member, Negotiating Committee

By _____
Treasurer

By _____
Member, Negotiating Committee

By _____
Trustee

By _____
Member, Negotiating Committee

By _____
Trustee

By _____
Member, Negotiating Committee

By _____
Trustee

By _____
Member, Negotiating Committee

By _____
Member, Negotiating Committee

APPENDIX A

A. CALENDAR FOR 1969-70 SCHOOL YEAR

September 1, 1969 (Monday) Labor Day

September 3, A.M. (Wednesday) Pre-School Building
Meetings

September 3, P.M. (Wednesday) Classes Begin in all Schools

September 4, A.M. (Thursday) Pre-School Conference
Faculty & Staff Members

September 4, P.M. (Thursday) Regular Classes Continue

October 23 & 24 (Thursday & Friday) MEA Regional Conference

November 27 & 28 (Thursday & Friday) Thanksgiving Vacation

December 22 (Monday) Christmas Vacation Begins

January 5, 1970 (Monday) Classes Resume

January 23 End of First Semester

January 26 (Monday) Second Semester Begins

March 27 (Friday) 12 Noon. Spring Vacation Begins

April 6 (Monday) Classes Resume

May 29 (Friday) Three Day Memorial Weekend

June 7 (Sunday) Baccalaureate

June 11 (Thursday) Commencement

June 11 (Thursday) Schools Close

B. The regular school year shall be 180 student attendance days and 2 teacher days.

APPENDIX B

SALARY SCHEDULE

1969-70

<u>YEAR</u>	<u>B.A.</u>	<u>M.A.</u>
1	\$ 7,000	\$ 7,400
2	7,300	7,700
3	7,600	8,000
4	7,900	8,300
5	8,200	8,600
6	8,500	9,000
7	8,800	9,400
8	9,100	9,800
9	9,400	10,200
10	9,700	10,600
11	10,000	11,000
12	10,300	11,400
13		11,700

APPENDIX C

FRINGE BENEFITS

- A. The Board shall pay for the annual required TB test and shall determine the time, place and physician.

- B. The Board will provide individual subscriber coverage in either the M.E.A. or Blue Cross health and accident insurance program, or any of the MESSA options. The Board's contribution will be equivalent to the lowest prevailing rate of the above two plans.

EXTRA PAY FOR EXTRA DUTIES

Compensation is based on the B.A. base salary of this contract. These Assignments are one year non-tenure appointments.

<u>ATHLETICS</u>	<u>DISBURSEMENT</u>
Athletic Director - High School	9% - plus 1 hr. released time
Varsity Football	15
Varsity Assistant	10
Varsity Assistant	10
Junior Varsity	10
Junior Varsity	8
Varsity Basketball	15
Junior Varsity	10
Varsity Track	8
Ass't Track	5
Varsity Baseball	8
Ass't Varsity	5
Cross Country	5
Tennis	8
Golf	5
Swimming	11
Wrestling	11
Senior High Gymnastics	6
Ticket Manager	5
Junior High Athletic Director	8
9th Grade Football	7
9th Grade Ass't	5
8th Grade Football	4
9th Grade Basketball	7
8th Grade Basketball	5
7th Grade Basketball	4
Junior High Gymnastics	4
Junior High Tennis	4
Junior High Track	4
<u>ACTIVITIES</u>	
G.A.A.	4
Athletic Sisters	4
Dutch Dance	7
Debate	4
Forensics	3
Senior Play	4
Sr. High Cheerleading	3
Junior High Cheerleading	3
Senior High Intramural	7
<u>MUSIC</u>	
H.S. Band Director	8
Ass't H.S. Band Director	2
High School Orchestra	5
Junior High Band	5
7th Grade Band	4
Elementary Band	4
Junior High Orchestra	5
Elementary Orchestra	4
Vocal Music Senior High	5

APPENDIX D

<u>ADVISORS</u>	<u>DISBURSEMENT</u>
* Senior Class	12%
* Junior Class	4
* Sophomore Class	3
Boomerang	9
Herald	9
Echo	5
Highlites	5
Performing Arts Center Supervisor	11
 <u>DEPARTMENT CHAIRMEN</u>	
* Music	8
Industrial Arts	7
* Science	8
Art	7
Foreign Language	6
* English	8
* Social Studies	8
* Math	8
Business Education	5
Physical Education	8
Special Education	7

*The percentages assigned represent total amounts to be distributed among class advisors and co-chairmen.

APPENDIX E

SUMMER PROGRAMS AND/OR ADULT EDUCATION

1. Summer school employees for 1970 summer shall be paid on the basis of this agreement.
2. 1969-70 B.A. base pay divided by 182 days equals per diem pay.
3. Per diem pay divided by 7 equals hourly rate.
4. Maximum hourly rate can be achieved in five years with 5% increase annually.
5. No transfer credit will be accepted.
6. Advancement on the schedule will occur within a given program only.

TRAVEL ALLOWANCE

Allowance for out of town travel will be paid at the rate of 10¢ per mile. Mileage to be figured from post office to post office.

MILEAGE WITHIN THE DISTRICT

Itinerant teachers within the district shall receive an annual car allowance of \$100 plus 10¢ per mile as per policy.