

6/30/70

Holly 7
68-70

MASTER CONTRACT

between

HOLLY AREA SCHOOLS BOARD OF EDUCATION

and

THE HOLLY EDUCATION ASSOCIATION

This agreement is entered into this _____ day of _____ by and between the Board of Education of the Holly Area Schools, Holly, Michigan, hereinafter called the "Board", and the Holly Education Association, hereinafter called the "Association."

Preamble

The provisions of this Agreement and the wages, hours, terms and conditions of employment shall be applied without regard to race, creed, religion, color, national origin, age, sex or marital status or membership in or association with the activities of any employee organization. The Board and the Association pledge themselves to seek to extend the advantages of public education to every student without regard to race, creed, religion, sex, color or national origin, and to seek to achieve full equality of educational opportunity to all pupils.

ARTICLE 1
Recognition

- A. The Board hereby recognizes the Association as the exclusive bargaining representative as determined by the Labor Mediation Board for those personnel recognized as the appropriate bargaining unit, specifically for all certified personnel under contract, excluding the superintendent of schools, the assistant superintendent, principals, acting principals and the director of instruction and assistant principals.
- B. The Board agrees not to negotiate with any teacher or teacher organization other than the Association for the duration of this agreement.
- C. The Board agrees to make payroll deductions for the local, state and national Association dues, when the teacher has signed and delivered to the Board a payroll deduction authorization form. Ten deductions will be made during the teaching year. All employees will be treated as though they are on a ten-month pay basis. One deduction per month will be made beginning in the month of September.
- D. The Board agrees to deduct an equivalent of the local association dues, \$10, from the pay of any non-member who requests in writing that such money be used by the local association to defray negotiations costs.

Holly Area Schools Board of Education

MEA
1216 Kendall
E. Lansing, MI

48823

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OFFICE OF
PROFESSIONAL NEGOTIATION

ARTICLE 11
Association Requests

- A. The Association shall have the privilege of using school buildings for meetings. Such meetings must be prearranged with the administration by completing a building use request form.
- B. Requests by the Association officers for public information will be granted.
- C. The Association officers may check payroll ledgers to determine if the salary schedule agreed to in this master agreement is being followed.
- D. A total of five teacher days per school year shall be allowed on request of the Association to be used for Association business. The Association shall reimburse the Board at the daily substitute rate existing at the time of the request. The Association representative or representatives who use these days shall not suffer loss of pay or leave.

ARTICLE 111
Teacher Privileges

- A. Teachers will not be prevented from wearing insignia or other identification of membership in the Association on school premises. Good and reasonable judgment shall be considered by the Association.
- B. One bulletin board shall be furnished per building for the use of the Association. These bulletin boards will be located in the teacher lounges.
- C. When ever custodial schedules permit, teachers may work in their classrooms during vacations.
- D. The building association representative may use the telephone for Association business in his respective school building during the school day as long as it does not interfere with his normal teaching. Toll calls made by the Association will be credit card calls or reverse charge calls.

ARTICLE IV
Professional Compensation

- A. A teacher may elect at the beginning of the contractual year to receive his pay on either a ten or twelve month basis. After the decision is once made it cannot be changed. The Board, however, may make an exception to this rule in the case of retiring teachers or teachers leaving the system.
- B. Legal holidays for schools are established by the State Legislature. Teachers will not be required to work on these days. Presently designated holidays are: Labor Day, Thanksgiving, Christmas, New Years Day, Memorial Day and Independence Day.

ARTICLE V
The Teaching Day

The teaching day for all teachers at all levels shall be of equal length. No teacher shall be required to report for duty earlier than 30 minutes before the opening of the pupils regular school day in the morning. After the close of school, teachers shall be permitted to leave when the students for whom they are responsible, have been dismissed to their buses. Teachers are encouraged to remain for a sufficient period after the close of the pupil's school day to attend to those matters which properly require attention at that time, including consultations with parents when scheduled directly with the teacher, and staff meetings.

ARTICLE VI
Teaching Load
(Class Size)

The Board and Administration will make every effort to limit class size to 25-30 pupils. If there is need, after the 4th Friday of September, when the membership count is known, section sizes will be balanced within and between buildings as far as transportation and classroom available permit. In the event that problems occur in regard to class size, a committee, made up of 2 administrators selected by the Superintendent and 2 teachers selected by the Association, will meet to study and attempt to resolve the problems.

ARTICLE VII
Teachers Lunch Period

The Board will guarantee a minimum, duty-free lunch period for all teachers of 30 minutes.

ARTICLE VIII
Preparation Time

In the secondary schools teachers are provided with a preparation, or conference period. This time shall be used for preparation, correction of tests, meetings with administrators and guidance personnel, etc. A teacher should not spend this time allowed for preparation or conference in the teachers' lounge for other than the before mentioned activities. In the elementary schools preparation time may be provided through an extended lunch period, recesses and the employment of additional personnel for teaching in the classrooms. All teachers shall prepare a five-day lesson plan in sufficient detail for the guidance of a substitute teacher on an emergency basis.

ARTICLE IX
Substitute Teachers

The administration will arrange for substitute teachers. If a teacher is ill, they are to call the person designated for hiring substitute teachers between 7:00 and 7:30 AM for elementary teachers. Secondary teachers will report necessity for absence between 6:30 and 7:00 AM. Teachers are requested to make a second call to the building principal after the normal opening hour notifying him of the reason for absence. Teachers who become ill after classes are in session are to report their illness immediately to the building principal who will arrange for the substitute. If the teacher is unable to remain in the classroom until a substitute arrives, it may be necessary to assign another teacher to the room or make emergency arrangements. Emergency arrangement of this nature will be for one day per each emergency.

ARTICLE X
Teaching Supplies

The Board will annually establish a budget for teaching supplies. When possible, teachers will be consulted regarding their needs and desires. If it is necessary for the Board to cut departmental budgets, the teacher will be consulted, whenever possible, with regard to the items to be cut.

ARTICLE XI
Student and Coop Office Aides

It is agreed by the Board and Association that students assisting in the school office are not to work with confidential information. This information would include, but not limited to: Report Cards, Standardized Tests, Teacher Tests, Guidance Files.

Students will be permitted to file absence slips, excuses and parent permission forms. Coop students working in the elementary and junior high schools are permitted to duplicate teacher tests.

ARTICLE XII
Teacher-Board Responsibilities

A. Teacher responsibilities.

1. Teachers are expected to exercise the same concern and control over all students regardless of the fact that they may or may not be directly under their classroom supervision.
2. Teachers shall be expected to attend the following meetings:
 - (a) graduation exercises, senior high school teachers only;
 - (b) open houses;
 - (c) staff meetings;
 - (d) parent teacher conferences.
3. Teachers are responsible for maintaining eligibility for proper certification.
4. Teachers will supply one set of transcripts to the Board.
5. It is the responsibility of all teachers to provide quality education. This requires (a) careful daily preparation; (b) self improvement.

B. Board responsibilities:

1. Since a teacher's authority and effectiveness in his classroom is undermined when students discover that there is insufficient amount of 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.
2. Insofar as it does not affect his performance as a teacher, the private and personal life of any teacher is not within the appropriate concern of the Board.

ARTICLE XIII
Vacancies, Promotions and Transfers

- A. The Board will notify the Association of all vacancies that occur in the Holly Area Schools. This list will be posted by the Association.
- B. 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 will be filed with the Association. The application will set forth the reasons for the 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.
- C. All other conditions being equal priority for vacancies will be given to teachers with Holly experience.
- D. The Association and the applicant shall receive notice of the outcome of the applications for vacancy. If not accepted the reasons will be stated.
- E. The Board and Association define a vacancy as any open position within the bargaining unit. The vacancy may be due to resignation or the creation of a new position. This position then becomes open for any qualified person who would wish to transfer.
- F. An involuntary transfer will be made only in the 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 a teacher objects to such transfer for the reasons given the dispute may be resolved through the professional grievance procedure.

ARTICLE XIV
Leaves

- A. First year teachers, after teaching one session day, may be granted five leave days allowance. At the beginning of the second semester, they will be granted an additional five leave days. All previously employed staff will receive the full ten days' allowance at the beginning of the school year. Teachers will accumulate unused leave days from year to year. Unused leave days accumulated as of June 15, 1966, and thereafter, will remain in force. Unused leave days will be posted on teachers' bi-weekly paychecks.
- B. Leaves chargeable against accumulated leave time:
1. Personal illness.
 2. A maximum of five days per school year for an illness which might be terminal in the immediate family, husband, wife, sister, brother, mother, father, son, daughter, grandparent, and in-laws of the same relationship
 3. Funeral of non-relatives, one day limit per year.

4. Three business days which must have two days' prior approval by the Board. Exception may be made by the Board in case of emergency, in which case the principal may request approval.
5. When school is called off because of ice, snow, mud days, or other acts of God, a teacher may remain home if he feels conditions are unsafe for him to report to work. In this instance, the teacher is responsible for reporting his decision to his building principal. In this instance, a teacher will lose a leave day and will not be docked in salary unless the teacher has used his accumulated leave days. In the event that the Board feels that all teachers are not to report, they will receive official notification via the Fan-out system. Principals in all buildings will follow the same procedure.

C. Leaves with pay not to be charged against the teacher's accumulation of leave time:

1. A maximum of five days in each instance in the case of death of husband, wife, sister, brother, mother, father, son, daughter or grandparent.
2. Days authorized by the Board for school related matters.
3. A day will be granted for selective service physicals without loss of pay or leave time.

D. Leaves of absence without pay that may be granted by the Board of Education. Written applications must be made to the Board:

1. Educational improvement
2. Study, research or special teaching assignments.
3. Maternity leave, compulsory after the seventh month of pregnancy, except employment may be extended by mutual agreement between the teacher and the Board.
4. To serve in public office, time to campaign for state or national public office.
5. Health or illness.

E. Leaves of absence that may be granted by the Board with pay:

1. Exchange teacher programs.

F. Military leave of absence shall be granted to persons volunteering or drafted into the armed services. Those who are under contract with the Holly schools at the time of induction will be granted experience credit on the salary schedule for their active service time. Six months to 12 months will be counted as one full year's increment and experience credit on the salary schedule. It is understood that the teacher will return within one contractual year after discharge to be given service credit.

G. Leave days that will be granted by the Board without pay:

1. Three leave days per teacher's contractual year will be granted by the Board at the teacher's discretion, provided:
 - (a.) that the leave days shall not be taken consecutively.
 - (b.) that the leave days shall not be taken immediately prior to or after a school holiday.
 - (c.) that the teacher's immediate supervisor shall have one day's prior notification.
 - (d.) that the total number of requests shall not exceed two per cent of the total teaching staff for any given day.

The per diem deduction under this section shall be determined as set forth elsewhere in this contract.

- H. A leave of absence shall be granted a teacher called for jury service, provided that the Board shall only be obligated to pay an amount equal to the difference between the teacher's salary as computed on a daily basis as set forth in this contract and the daily jury duty fee paid by the court, and provided further, that the Board shall only be obligated to pay said difference when the teacher cooperates with the administration in seeking to be excused from such service.
- I. If a teacher is subpoenaed as a witness for an incident not involving or related to the Holly schools, he may be granted leave. A teacher may not receive more than his per diem rate, including any pay received as a witness.

ARTICLE XV
Teacher Evaluations

Remote surveillance devices will not be used to evaluate teachers. Teachers can review the contents of their own personnel files in the presence of an administrator. The teacher may request a representative of the Association to be present at such review. Confidential credentials shall be excluded from such review. All teacher evaluations will be reviewed in conference between the principal and teacher. Written evaluations will be signed and dated by both the teacher and the building principal. The teacher's signature will not indicate that he agrees with the evaluation, but that it has been reviewed by him. Evaluation forms shall contain the phrase " Teacher comment attached" which shall be so checked in the event the teacher makes written comments concerning his evaluation. Teachers will have written evaluations and conferences not less than twice each contractual year. If, in the opinion of a teacher during a conference with his principal, the subject and nature of the discussion requires the presence of a representative of the Association, the conference will be terminated until such representative is present.

ARTICLE XVI
Teacher Protection

- A. The Board shall provide workman's compensation insurance protection for all job incurred injuries during the course of their employment.
- B. Teachers will not be discriminated against by reason of membership or non-membership in or participation or non-participation in the activities of a teacher organization. No teacher shall be required to become or remain a member of any organization as a condition of employment.
- C. Any complaints by a parent of a student directed toward a teacher shall be promptly called to the teacher's attention.

ARTICLE XVII
Strike Prohibition

The Association will not engage in or encourage strike action of any type during the life of this agreement.

ARTICLE XVIII
Shared Costs

Any costs relating to negotiations or interpretation of this contract or the contract itself that is mutually beneficial to both parties shall be equally shared, providing that each instance will require joint approval before incurrence of cost.

ARTICLE XIX
Retirement

After a teacher reaches 65 years of age, he may be offered a contract on a year to year basis. A favorable recommendation of his building principal is mandatory to continued employment. A health and/or psychological examination can be required by the Board, cost of the said examination to be paid by the Board, physician or psychologist to be designated by the Board.

ARTICLE XX
Teacher Contracts

- A. Issuance and return of contracts. Contracts will be issued by the Board March 1. Contracts will be returned, signed or unsigned, by March 15th. If March 15th falls on a Saturday or Sunday, the due date will be the Monday following. Contracts shall be returned not later than 4:00 PM on the date due to the Board of Education offices. If a master contract is not ratified by the opening of school, the terms of the settlement will be made retroactive to the first day of employment.
- B. Teacher contracts will state the annual salary and teacher assignments.
- C. Riders to contracts will be issued for summer school credit courses taught. The pay for these courses is to be determined by the Board, with recommendations from the Association, before June 1, preceeding the starting date of the classes. Announcements of courses to be offered will be posted, and applications from qualified teachers with Holly experience will be given first consideration, providing all other factors are equal.
- D. Teacher assignments will be placed on teacher contracts. The board may change these assignments through June 15. After June 15, teachers will be consulted regarding changes in assignments. If a teacher is unwilling to make the requested change, the assignment will be required of the teacher with the least amount of tenure in the Holly Schools, providing that the qualifications for the assignment are equivalent.

ARTICLE XXI
Salary Deductions

When it becomes necessary to deduct from a teacher's salary because of absence or tardiness, the amount to be deducted shall be on a per diem or prorated hourly basis. Per diem rate shall be computed by dividing the contract amount by the number of teacher days. The hourly rate shall be the daily rate divided by 7- $\frac{1}{2}$ hours.

ARTICLE XXII
Reimbursement for Advanced Work

Reimbursements for advanced work leading to a master's degree and 20 hours beyond.

A. For work after the first 10 semester hours beyond the bachelor's degree to the 30th hour, \$15 per semester hour will be paid. When the master's degree is received, the teacher will be placed on the step of the salary schedule of the Master's degree schedule that is in keeping with the terms of this contract. For 20 hours beyond the master's degree, teachers will be reimbursed at the rate of \$15 per semester hour.

B. Courses not leading to a degree must have prior approval from the Board to receive reimbursement.

C. Term hours shall be considered under this article as being equivalent to 2/3rds of a semester hour.

D. Requests for pay for advanced work may be submitted at the beginning of the contractual year or at the beginning of the second semester. Requests made at the beginning of the second semester will be paid \$7.50 per semester hour for the remainder of the contractual year.

E. Monetary reimbursements made by the Board under this article shall be added to the succeeding contracts.

ARTICLE XXIII
Experience Credit

A. Regular increment will be added to each teacher's contract for each year of teaching in the Holly Area Schools.

B. Experience credit and regular increment will be given to teachers who receive their full certification while teaching in the Holly system. Non-certified teaching experience in the Holly schools will be credited in full up to five years' maximum.

C. The Board shall have the option of hiring teachers with unlimited outside teaching experience. In the event the Board wishes to exercise this option, teachers with outside experience will be given up to five years' experience credit and they will be eligible for regular increment upon employment. When they have reached tenure status in the Holly Area Schools, they will be given full experience credit and increment for their outside experience. This section shall not be retroactive for teachers employed prior to ratification of this contract.

D. Experience credit and regular increment shall be given as follows: See leave, Article XIV.

1. Military leave, Holly Area Schools. See Military Leave, Article XIV, Sec. F
2. Leave of Absence. Up to one year's credit on the salary schedule for
 - a. educational improvement
 - b. study, research or special teaching assignment
 - c. health or illness

E. Any teacher who has taught on a half-day schedule or more shall be given a full year's credit for that year of teaching experience. If the teacher remains in a half-time or greater position, the salary shall be computed in the following fashion: If the teacher has taught five years in a half-time position, he would be placed at the fifth step for the forthcoming school year and would receive one-half of that figure. If said teacher would become a full time instructor, he would receive the full amount stipulated by that particular step. If a classroom teacher teaches less than half time, his place on the salary schedule will be determined in the following manner: Two years of less than half time teaching experience to earn one step on the salary schedule.

F. Experience credit may be given to teachers under contract to the Holly Area Schools for educationally oriented travel and/or teaching related experiences. Each application and amount of reimbursement shall be considered on an individual basis. However, such reimbursement shall not be less than \$50, paid only once, nor more than one year's teaching experience credit on the salary schedule. The teacher shall obtain prior approval in writing from the Board. The teacher requesting credit for travel experience may be asked to show the relationship between the travel or teacher related experience and its effect on his teaching competence.

ARTICLE XXIV Tax Deferred Annuities

Tax deferred annuities deductions are available to Holly school employees as per board policy.

ARTICLE XXV Longevity Clause

Beginning with the teacher's 26th year of teaching in the Holly Area Schools and continuing through the 30th year, a teacher will be paid \$100 per year in addition to the amount indicated by the salary schedule. Under this clause a teacher who has taught in the Holly Schools for 30 years would receive a maximum of \$500.

In the school year 1968-69 teachers eligible under this clause would be paid as follows:

| <u>Holly Experience</u> | <u>Amount Paid</u> |
|-------------------------|--------------------|
| 26 years | \$ 100 |
| 27 years | 200 |
| 28 years | 300 |
| 29 years | 400 |
| 30 years | 500 |

ARTICLE XXVI Grievance Procedure

The grievance shall mean a claimed violation of this contract or a complaint involving its interpretation or application. The grievance procedure shall not apply to any matter prescribed by law or state regulation over which the Board has no power in which to act.

Step 1. Step one shall consist of an informal procedure. An employee who feels he has a grievance shall discuss the grievance with the building association representative and with his immediate supervisor. The first step in the grievance procedure must take place within 15 calendar days after the occurrence of the incident that leads to the grievance. If this step in the grievance procedure fails, the grievance shall be placed in writing and submitted to the grievance committee of the Association. (The individual or the Association may proceed from this step to succeeding steps.)

Step 2. A. In this step, the written grievance shall be submitted to the building principal who will have five school days in which to answer the grievance in writing. Copies of his answer will be sent to the Association president and the aggrieved.

B. If the Board wishes to file a grievance, it shall be filed with the Association President, who will have five school days in which to render a decision in writing.

Step 3. A copy of the written grievance and the reply by the building principal shall be passed to the superintendent of schools. The superintendent will have five school days to reply to the grievance.

Step 4. The superintendent of schools will request a meeting of persons concerned with the grievance, the Association, the aggrieved, and himself to study the problem. This committee will have five school days in which to render a decision in writing.

In case the grievance is of such nature as to be considered an emergency (such as loss of pay, unsafe working conditions or employment), the Association representatives will be granted time to meet during the school day with Board representatives.

Step 5. The grievance and all written replies shall be passed on to the Board which will render a decision within eight calendar days after the next regularly scheduled Board of Education meeting.

Step 6. If the grievance is unresolved in Step 5, the Association, the aggrieved, or the Board shall be free to follow the course of action provided by law.

Miscellaneous items to grievances:

1. The outcome of all decisions shall be in writing. Copies of all decisions shall be filed by both the Board and the Association for future reference.
2. Grievances may be dropped at any step of the grievance procedure by the aggrieved.
3. No reprisals shall be taken by the Association or the Board, regardless of the outcome of the grievance.
4. It is understood that if a grievance is not resolved at any given step, it automatically proceeds to the next step.

5. The Association will provide a grievance committee comprised of a representative from each building.

6. In the event that an individual drops a grievance at any point, the Association may file a grievance on the same incident starting at Step 1.

ARTICLE XXVII
Negotiation Procedures

- A. Matters not specifically covered by this Agreement but of common interest will be subject to negotiation upon mutual consent.
- B. The Board and the Association agree to follow the course of action prescribed by law should the parties fail to reach an agreement.
- C. Both the Board and the Association will be free to select their own negotiators
- D. If counsel is to be used by either party in negotiations, they will give five calendar days' prior notice to the meeting in which legal counsel is to be used
- E. Meetings may be cancelled by notification of the other party by the chairman of either negotiating committee.
- F. News releases will be made only after discussion between the Association and the Board.
- G. Both parties agree that it would be advantageous for the number of negotiators on the respective teams not to exceed ten in number.
- H. Both the Board and the Association agree that caucuses should be limited to five minutes and that no negotiating session should begin with a caucus.
- I. All meetings shall be closed to the press.

ARTICLE XXVIII
Board Rights

Subject to the provisions of this agreement and Public Act 379 of the Public Acts of 1965 the Board reserves and retains full rights, authority and discretion to control, supervise and manage the operation of all schools and the educational process and to make all decisions and policies not inconsistent with the terms of this agreement.

ARTICLE XXIX
Supercedence of Policy

This agreement shall supercede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. It shall likewise supercede any contrary or inconsistent terms contained in any individual teacher's contract heretofore in effect. All future individual teacher contracts shall be made expressly subject to the terms of this agreement. The provisions of this agreement shall be incorporated into and be considered part of the established policies of the Board.

ARTICLE XXX
Insurance Benefits

A teacher shall be entitled to paid insurance under the M.E.A. Three Option Plan up to \$200 for the contractual year. Part time teachers shall receive a pro rated amount of insurance commensurate with the portion of time employed under his contract. A teacher who terminates employment before the completion of the contractual year shall forfeit insurance rights.

ARTICLE XXXI
Health Examinations

The Board may exercise the prerogative of requiring of any staff member health and/or psychological examinations, cost of all examinations required by the Board shall be paid by the Board. Teachers shall be required as a condition of employment to meet the statutory obligation of the tuberculin test before the beginning of the contractual year. Proof of the tuberculin test shall be presented to the Board of Education office before the first payroll check is issued to the teacher in September. The cost is to be paid by the Board, the physician to be designated by the Board.

ARTICLE XXXII
Mileage Allowances

- A. Mileage allowance for authorized trips by school personnel for round trips of less than 15 miles will be 12¢ per mile.
- B. Mileage allowance for round trips of up to 200 miles will be 9¢ per mile, and any mileage in excess of 200 miles in a given trip will be 7¢ per mile.
- C. Mileage allowances are not accumulative and will be paid on a per-trip basis. Mileage requests for reimbursement forms are due at the end of each month. Mileage is payable after the second Monday of the following month.

ARTICLE XXXIII
Extra Curricular Activities

- A. Extra-curricular activities will be on a voluntary basis, at a pay rate established by the Board after consultation with the Association. See Schedule A, Part II and Part III.
- B. An agreement shall be issued for extra curricular assignment. It will state dollar amount, when payment is due and teacher assignment. Extra curricular positions will not have tenure status as to position or salary.
- C. Any new extra-curricular positions created and the pay for them will be posted by the Association. Applicants for the position from Holly with the most experience and best qualifications will be given preference for these positions, provided that other factors are equal.

ARTICLE XXXIV
Ratification

The Association agrees to submit this agreement to the Association membership for

ratification on or before July 20, 1968 and will recommend that it be ratified. The Board agrees to review the agreement 3 days following the Association's ratification. It will recommend ratification.

ARTICLE XXXV
Master Contract Reopening

The salary schedule as set forth in Schedule A, attached to contract hereto and made a part hereof, shall remain in force during the term of this agreement provided that upon written notice to either party sixty (60) days on or before April 30 of every year of this agreement, negotiations of such salary schedule and fringe benefits shall be reopened for the following school year. The school calendar will also be reopened at this time. The Association agrees that 180 session days will be guaranteed. Half days in session shall be counted as half days.

ARTICLE XXXVI
Duration of Agreement

This agreement shall be in effect as of July 1, 1968, and shall continue in effect until June 30, 1970.

IN WITNESS WHEREOF the parties have executed this agreement by their authorized representatives this day and year first mentioned above.

BOARD OF EDUCATION, HOLLY AREA SCHOOLS

By _____ President

By _____ Secretary

HOLLY EDUCATION ASSOCIATION

By _____ President

By _____ Vice President

HOLLY AREA SCHOOLS
805 East Sherman Street
Holly, Michigan

Teachers' Salary Schedule
1968 - 1969

| | AB Degree | MA Degree | MA + 20 Hrs. |
|--------|-----------|-----------|--------------|
| Step 0 | 6700 | 7150 | 7450 |
| 1 | 6968 | 7485 | 7785 |
| 2 | 7236 | 7820 | 8120 |
| 3 | 7504 | 8155 | 8455 |
| 4 | 7772 | 8490 | 8790 |
| 5 | 8040 | 8825 | 9125 |
| 6 | 8308 | 9160 | 9460 |
| 7 | 8576 | 9495 | 9795 |
| 8 | 8844 | 9830 | 10130 |
| 9 | 9112 | 10165 | 10465 |
| 10 | 9380 | 10500 | 10800 |

Additional Benefits

1. \$200 per teacher for insurance - M.E.A. options
2. \$500 additional for special education teachers
3. \$15.00 per semester credit hour earned after the first ten hours toward a master's degree
4. Ten days sick leave annually, accumulative
5. Longevity pay after the 26th year

SCHEDULE A, PART II
Extra Curricular Duty Salaries 1968-69

Extra curricular assignments made by the Board requiring teacher supervision will receive remuneration as follows:

| | |
|---|----------------|
| Senior High Council (1) | \$ 180 |
| Senior Sponsor (1) | 200 |
| Jr. Sponsor (1) | 200 |
| Soph. Sponsor (1) | 50 |
| Fresh. Sponsor (1) | 50 |
| Cheerleaders, Sr. High (1) | 200 |
| G.A.A. Sr. High (1) | 200 |
| Cheerleaders, Jr. High (1) | 150 |
| Vocal Music and Operetta (1) | 400 |
| Band | |
| Senior High | 550 |
| Jr. High | 100 |
| Elementary | 50 |
| Operetta | 100 |
| Sr. High Audio Visual (1) | 185 |
| Round Up (1) | 250 |
| Tell Tale (1) | 300 |
| Safety Patrol (2) | 125 |
| Each 3-Act Play | 125 |
| Athletics | |
| 1. Athletic Director | 900 + 1 Period |
| 2. Football | |
| Head Coach | 750 |
| Varsity Coach | 450 |
| JV Coach | 450 |
| Assistant JV Coach | 450 |
| Freshman Coach | 450 |
| Junior High Coach | 450 |
| Junior High Asst. Coach | 300 |
| 3. Basketball | |
| Head Coach | 800 |
| Jv Coach | 475 |
| Freshman Coach | 475 |
| 8th Grade Coach | 300 |
| 7th Grade Coach | 300 |
| 4. Baseball | |
| Head Coach | 450 |
| Assistant | 325 |
| JV Coach | 325 |
| 5. Track | |
| Head Coach | 450 |
| Asst. Coach | 325 |
| 6. Golf | |
| Varsity & Jr. High (combined assignment) | 300 |
| 7. Tennis | 300 |
| 8. Cross Country | 350 |
| 9. Girls Softball | 300 |

SCHOOL CALENDAR

HOLLY AREA SCHOOLS

1968 - 69

| | | | |
|-----------------|---------|-----------|--|
| August 29 | - | 9:00 A.M. | New Teachers Meetings |
| September 2 | - | Labor Day | |
| September 3 | - | 8:15 A.M. | Teachers Meetings |
| 4 | - | | Class Trial Schedule - Half Day, Grades 1-12 |
| 5 | - | | Full Day of Classes, Grades 1-12 |
| 9 | - | | Kindergarten Begins |
| October 24 & 25 | | | Teachers' Institute - No Classes |
| November 27 | Noon to | | Thanksgiving Recess - No School |
| 29 | Incl. | | |
| December 21 to | | | Christmas Vacation - No School |
| January 1 | Incl. | | |
| January 2 | - | | Classes Resume |
| 24 | - | | Record Day, Semester I ends - No Classes |
| 27 | - | | Semester II begins |
| April 4 to | | | Spring Vacation - No School |
| 13 | Incl. | | |
| May 30 | - | | Memorial Day - No School |
| June 8 | - | | Baccalaureate |
| 11 | - | | Last Day for Students K - 12 |
| 12 | - | | Commencement |
| 13 | - | | Teachers Check-out Day |
| Session Days | | 180.5 | |
| Teacher Days | | 186.5 | |

1968-70

Holly 7

HOLLY AREA SCHOOLS
211 Washington Street
Holly, Michigan

Teacher Salary Schedule
1969-1970

| <u>Yrs. of Experience</u> | <u>BA Degree</u> | <u>MA Degree</u> | <u>MA / 20 Hrs.</u> |
|---------------------------|------------------|------------------|---------------------|
| Step 0 | 7100 | 7600 | 8000 |
| 1 | 7410 | 8040 | 8440 |
| 2 | 7720 | 8480 | 8880 |
| 3 | 8030 310 | 8920 440 | 9320 |
| 4 | 8340 | 9360 | 9760 |
| 5 | 8650 | 9800 | 10200 |
| <hr/> | | | |
| 6 | 8980 | 10260 | 10660 |
| 7 | 9310 330 | 10720 460 | 11120 |
| 8 | 9640 | 11180 | 11580 |
| 9 | 9970 | 11640 | 12040 |
| 10 | 10300 | 12100 | 12500 |

1. Non-degree persons will be deducted \$25 per semester credit hour they are short of a degree.
2. Teachers on 1/2 steps will receive one-half the difference between steps for increment.

Additional Benefits

1. \$200 per teacher for insurance - M.E.A. Options.
2. \$500 additional for special education teachers and teacher consultant - science.
3. \$20 per semester credit hour from BA / 11 to MA / 20 inclusive.
4. Ten days sick leave annually with an unlimited accumulation of unused days.
5. Longevity pay beginning with the 26th year.

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OCT 31 1969

OFFICE OF
PROFESSIONAL NEGOTIATIONS

Extra Curricular Duty Salaries 1969-70

Extra Curricular assignments made by the Board requiring teacher supervision will receive remuneration as follows:

| | |
|----------------------------|-------------------|
| Senior High Council (1) | 194.00 |
| Senior Sponsor (1) | 215.00 |
| Jr. Sponsor (1) | 215.00 |
| Soph. Sponsor (1) | 54.00 |
| Fresh. Sponsor (1) | 54.00 |
| Cheerleaders, Sr. High (1) | 215.00 |
| G.A.A. Sr. High (1) | 215.00 |
| Cheerleaders, Jr. High (1) | 161.00 |
| Vocal Music | 300.00 |
| Operetta | 200.00 |
| Band | |
| Sr. High | 591.00 |
| Jr. High | 108.00 |
| Elementary | 54.00 |
| Operetta | 108.00 |
| Sr. High Audio Visual (1) | 199.00 |
| Round-up (1) | 269.00 |
| Tell-Tale (1) | 323.00 |
| Safety Patrol (2) | 134.00 |
| Each 3-Act Play | 134.00 |
| Each 1-Act Play | 50.00 |
| Athletics | |
| 1. Athletic Director | 968.00 / 1 period |
| 2. Football | |
| Head Coach | 306.00 |
| Varsity Coach | 484.00 |
| Jr. Varsity Coach | 484.00 |
| Asst. J. V. Coach | 484.00 |
| Freshman Coach | 484.00 |
| Junior High Coach | 484.00 |
| Jr. High Asst. Coach | 323.00 |
| 3. Basketball | |
| Head Coach | 350.00 |
| J.V. Coach | 511.00 |
| Freshman Coach | 511.00 |
| 8th grade coach | 323.00 |
| 7th grade coach | 323.00 |
| 4. Baseball | |
| Head Coach | 484.00 |
| Asst. Coach | 349.00 |
| J.V. Coach | 349.00 |
| 5. Track | |
| Head Coach | 484.00 |
| Asst. Coach | 349.00 |
| 6. Golf | |
| Varsity & Jr. High | 323.00 |
| (combined assignment) | |

Extra Curricular Duty Salaries 1969-70 (continued)

| | |
|-------------------|--------|
| 7. Tennis | 323.00 |
| 8. Cross Country | 376.00 |
| 9. Girls Softball | 323.00 |
| 10. Wrestling | 600.00 |

CALENDAR
1969-70
HOLLY AREA SCHOOLS

| | | |
|-----------|--------------------|--|
| August | 28 | New teacher orientation 9:00 a.m. |
| September | 1 | Labor Day |
| | 2 | Faculty Meetings 8:15 a.m. |
| | 3 | Trial Schedule. Students attend morning only. Grades 1-12 |
| | 4 | Full day for Grades 1-12 |
| | 8 | Kindergarten begins |
| October | 15 | Dismiss at Noon. No P.M. Kdg. Half day in-service training for teachers. |
| November | 7 | Dismiss at Noon. No P.M. Kdg. Half day for records and report writing. |
| | 26 | Dismiss at Noon. Thanksgiving recess begins. |
| | 27 - 30 incl. | Thanksgiving recess. |
| December | 24 - Jan. 4 incl. | Christmas Vacation |
| January | 30 | No school. Entire day for records and reports. Semester I Ends. |
| February | 2 | Semester II Begins |
| | 25 | Dismiss at Noon. Half day in-service training. No P.M. Kdg. |
| March | 27 - April 5 incl. | Spring Recess |
| May | 6 | Dismiss at Noon. No P.M. Kdg. Half day in-service training. |
| June | 7 | Baccalaureate |
| | 10 | Last day for students |
| | 11 | Commencement; Record Day |
| | 12 | Records and teacher check-out |

SUMMARY:

| | Teacher Days | Student Days |
|--------|--------------|--------------|
| Sept. | 21.0 | 19.5 |
| Oct. | 23.0 | 22.5 |
| Nov. | 17.5 | 17.0 |
| Dec. | 17.0 | 17.0 |
| Jan. | 20.0 | 19.0 |
| Feb. | 20.0 | 19.5 |
| Mar. | 19.0 | 19.0 |
| Apr. | 19.0 | 19.0 |
| May | 21.0 | 20.5 |
| June | 10.0 | 3.0 |
| Totals | <u>187.5</u> | <u>181.0</u> |

Note: The three one-half days in-service training dates may be changed by mutual agreement, to other times more suitable. The programs for these days shall be jointly planned by the Administration and the H.E.A.