

1967-68

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Ottawa

Article I--Agreement

This agreement made and entered into this 1st day of September, 1967, in Jenison Michigan, by and between the Board of Education of the Jenison Public School District #30, Ottawa County, hereinafter referred to as the "Board" and the Jenison Education Association, hereinafter referred to as the "Association."

Article II--Purpose

Section One. It is the intent and purpose of the parties hereto that this agreement shall improve and promote good relationships between the Board and the employees of the Association represented by this agreement.

Section Two. It is recognized by both parties that they have a mutual interest and obligation to maintain friendly cooperation which will promote the high level of education expected in our school system.

Section Three. This agreement, as well as all written amendments thereto, shall be binding upon both parties and upon each and every employee represented by the Association.

Article III--Recognition

The Board of Education agrees to recognize the Association as the sole and exclusive bargaining representative of all the employees who are members in good standing with the Association. Membership of the Association shall cover only the professional teaching staff, exclusive of administrative personnel. Collective bargaining is agreed to the extent required by Act 379 of the Public Acts of 1965, in respect to "rates of pay, wages, hours of employment or other conditions of employment" in public education.

Article IV--Management Rights Clause

Section One. 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:

- (a) To the executive management and administrative control of the school system and its properties and facilities, and the activities of its employees;

- (b) 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;
- (c) To establish grades and courses of instruction; to establish special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board;
- (d) 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;
- (e) To determine class schedules, the hours of instruction, and the duties, responsibilities, and assignments of teachers and other employees with respect thereto, and with respect to administrative and non-teaching activities, and the terms and conditions of employment.

Section Two. 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 in connection therewith shall be limited only by the specific and express terms 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 V--Wage Scale

The salary provisions are outlined in the attached schedule, Exhibit 1.

Article VI--Provisions Affecting the Wage Scale

Section One. If after a second year of a probationary contract a tenure contract is not granted, a total increase of not more than \$100.00 shall be granted during the next contract year. If granted tenure after the third probationary year, they will again be placed upon the regular step of the salary schedule for the following contract year.

Section Two. For newly hired teachers, a maximum of 7½ years credit will normally be given for teaching experience outside the system. In case of unusual circumstances,

the superintendent may deviate from the schedule, provided the placement on the schedule is not greater than the total years of experience.

Section Three. Those teachers, presently under contract, but not on schedule as determined under Section Three will move ahead a maximum of two steps per year until they are on schedule.

Article VII--Sick Leave

Each certified teacher is to be granted, each year, without loss of pay, 10 days of sick leave. Such days of sick leave may accumulate to 60 days. Sick leave days may include:

- (a) Illness of employee and family unit.
- (b) Death in immediate family - 4 day limit
- (c) Attendance at funeral of close friend or relative
Local - $\frac{1}{2}$ day
Out of area - Up to 2 days if necessary

Article VIII--Released Time

Section One. Teachers may be granted released time for purposes of observation in other educational systems or attendance at in-service meetings and conventions. Such time may be granted only after formal request is received from the teacher--a reasonable time in advance. A report must be submitted for all such days granted.

Section Two. Teachers may be granted released time for personal business upon approval of the administration. It is understood that, except in case of emergency, such days shall not be granted immediately before or after a holiday. Such days will not be deducted from sick leave.

Article IX--Educational Credit

Any teacher actively pursuing his Master's degree and having completed 15 hours of credit toward this degree shall receive an additional salary of \$200.00 per year beyond the B.A. degree scale. It shall be the responsibility of the teacher to provide proof of hours or degree earned and no credit shall be given for hours earned after start of school year.

Article X--Extra-Curricular Activities

The extra-curricular activities are outlined in the attached schedule, Exhibit 2.

Article XI--Voluntary Payroll Deductions

- (a) Ottawa County School Employees Credit Union
- (b) Savings Bonds
- (c) M.E.A. for such items as insurance, tax exempt securities

Article XII Insurance

Hospital and medical insurance is available and deductions will be made with the Board willing to pay \$100.00 per year toward the following options: (1) Blue Cross Health Care, (2) MEA Basic and Major Medical coverage, (3) MEA, Life Insurance only, (4) Loss of Time and Life Insurance only (MEA), (5) Major Medical (MEA).

Article XIII---Duty-free Periods

Section One. Each teacher shall have at least a thirty minute period free from responsibility during the noon period.

Section Two. In the Junior and Senior High a normal teaching load shall consist of an assignment of five classes in a six period day or six classes in a seven period day.

Article XIV--Vacancies

Subject to qualification, a teacher in the Jenison system shall be given first consideration in filling any vacancy, Should a teacher in the Jenison system be rejected for a vacancy he or she shall be notified as to the reason for such rejection.

Article XV -Miscellaneous Provisions

Section One. The use of teacher aids assigned to a building will be worked out between the teachers in that building and the administration.

Section Two. The Board of Education and the Administration expect all teachers to attend P.T.A. and school activities regularly. School programs shall be planned cooperatively by faculty and administration. Attendance at these meetings reflect the individual teachers professional acceptance of responsibility.

Section Three: The Board will pay all expenses for approved clinics and workshops for any teacher. Such expenses may include: registration fees, travel, conference meals, and lodging where necessary.

Section Four: On or before August 1 of each school year, the administration will notify all members of their teaching assignment for the coming year, except as otherwise necessitated by enrollment changes, resignations, leaves of absences, and other conditions beyond the control of the Board.

Section Five: Copies of this agreement are to be printed by the Board and presented to those now employed by the Board. Newly hired teachers are to receive copies of this agreement upon signing of their contracts.

Section Six: All teachers will be reimbursed up to \$5.00 for money spent for educational purposes upon receipt of paid bills.

Section Seven: A teacher engaged during the school day in any professional grievance negotiation on behalf of the Association with any representative of the Board shall be released from regular duties without loss of salary. If any negotiations or arbitration are requested by the Board which will involve the teacher during the school day, the teacher will be released from regular duties without loss of pay.

Section Eight: A claim by a teacher or by the Association that there has been a violation or misinterpretation of any provision of this Agreement may be processed in the following manner:

- (a) A written copy of the grievance shall be given to the Principal.
- (b) Within three days after receiving the complaint the Principal will meet with the teacher and shall file with the Association and the Superintendent a copy of the disposition of the case within a week after receiving the complaint.
- (c) If the Association is not satisfied with the disposition of the case, the grievance shall be transmitted to the Superintendent. Within a week after receiving the complaint, the Superintendent shall meet with the Association on the grievance and shall indicate his disposition of the grievance in writing within three days of such meeting and shall forward a copy of the disposition to the Association and to the Board of Education.

- (d) If the Association is not satisfied with the disposition of the grievance by the Superintendent, the grievance shall be transmitted to the Board by filing a copy with the Secretary of the Board. The Board, no later than the next regular meeting, will hold a hearing on the grievance. Disposition of the grievance in writing shall be made no later than seven days thereafter. A copy of such disposition shall be furnished to the Association.
- (e) If an individual teacher has a personal complaint, the teacher shall be free to discuss it with the Principal or Superintendent without recourse to the grievance procedure.

Section Nine: This agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to, or inconsistent with, its terms. It shall likewise supersede any contrary or inconsistent terms contained in any individual teacher contracts heretofore in effect. All future individual teacher contracts shall be made expressly subject to the terms of this agreement.

Article XVI--Ratification

This agreement dated September 1, 1967 shall continue in full force and effect until August 31, 1968. If either party desires to terminate this agreement, it shall give written notice of termination not less than sixty days prior to June 1, 1968. If such written notice is not given the agreement shall continue in full effect from year to year subject to termination by written notice sixty days in advance of the anniversary date.

FOR THE BOARD OF EDUCATION:

FOR THE ASSOCIATION:

Salary Schedule
1967-68

<u>Step</u>	<u>Non-Degree</u>	<u>B.A.</u>	<u>B.A. + 20</u>	<u>M.A.</u>
1	5400	6000	6000	6400
2	5562 - 103	6180 - 103	6180 - 103	6592 - 103
3	5886 - 109	6540 - 109	6540 - 109	6976 - 109
4	6048 - 112	6720 - 112	6900 - 115	7360 - 115
5	6264 - 116	6960 - 116	7140 - 119	7616 - 119
6	5480 - 120	7200 - 120	7380 - 123	7872 - 123
7	6696 - 124	7440 - 124	7620 - 127	8128 - 127
8		7680 - 128	7860 - 131	8384 - 131
9		7920 - 132	8100 - 135	8640 - 135
10		8160 - 136	8340 - 139	8896 - 139
11		8400 - 140	8580 - 143	9152 - 143

B. A. + 20 or 10 hours beyond permanent certification.

Teachers on Master's Degree program with 15 semester hours beyond B. A. would receive \$200.

A maximum of 7½ years credit will normally be given for teaching experience outside the system. In case of unusual circumstances, the superintendent may deviate from the schedule, provided the placement on the schedule is not greater than the total years of experience.

EXHIBIT II

Extra-Curricular Activities
Schedule

Band - \$150

Music - Jr. High - \$100
Elementary - \$100

Plays - \$100

Safety Sponsors - \$50 per person per building - To include develop-
ing program for building

Jr. High Newspaper - \$75

Jr. High Yearbook - \$100

Cheerleaders - \$25

Athletic Duty Schedule

(% of Base Pay)

	1st yr	2nd yr	3rd yr	4th yr
J. V. Football and Basketball	6.5	7.0	7.5	8.0
Assistant Football	4.5	5.0	5.5	6.0
Freshman Football and Basketball	5.5	6.0	6.5	7.0
Assistant Freshman Football	3.5	4.0	4.5	5.0
Cross Country and Track	3.5	4.0	4.5	5.0
7th and 8th grade Basketball	3.5	4.0	4.5	5.0