

6/30/91

BRANDYWINE PUBLIC SCHOOLS

MASTER AGREEMENT

between

THE BOARD OF EDUCATION

and

THE BRANDYWINE/5-C EDUCATION ASSOCIATION (MEA-NEA)

1988-89
1989-90
1990-91

Niles, Michigan

LABOR AND INDUSTRIAL
RELATIONS COLLECTION
Michigan State University

Brandywine Public Schools

A G R E E M E N T

THIS AGREEMENT entered into this 3rd day of June, 1988, by and between the Board of Education of BRANDYWINE PUBLIC SCHOOLS, Berrien and Cass Counties, Niles, Michigan, hereinafter referred to as the "Board" or "Employer," and the BRANDYWINE-5C EDUCATION ASSOCIATION/M.E.A.- N.E.A., hereinafter referred to as the "Association,"

W I T N E S S E T H:

The purposes of this Agreement are to set forth the wages, salaries, hours, and other terms and conditions of employment which shall prevail for the duration of this Agreement and to promote orderly and peaceful employer-employee relations for the mutual interests of the Board, the faculty, the Association, and the children who attend the schools in this district. Recognizing that providing a quality education for the children in the Brandywine District is the aim and obligation of the parties hereto, the Board and the Association for, and in consideration of, the mutual promises, stipulations, and conditions hereinafter specified, agree to abide by the terms and provisions set forth herein for the duration of this Agreement.

DEFINITIONS

- (1) "Teacher" shall be deemed to mean those employees who are included in the bargaining unit as described in Article I, Section 1.
- (2) Wherever the male pronoun is used, it shall be deemed to mean "male and/or female."
- (3) "Secondary teachers," for the purposes of Article IV, Sections 3 and 4, shall be teachers in grades seven (7) through twelve (12).

ARTICLE I - RECOGNITION

Section 1: Pursuant to and in accordance with provisions of Act 379 of the Michigan Public Acts of 1965, the Board recognizes the Association as the sole and exclusive collective bargaining representative for all of the certified teaching personnel, teaching personnel working under annual authorization, and teaching permit holders, whether under contract or on leave, employed or to be employed by the Board, excluding the superintendent, assistants to the superintendent, principals, assistant principals, elementary supervisor, community school director, nurses, less than full-time adult education teachers, substitute teachers, administrative employees, office, clerical, and other non-teacher personnel and all other employees engaged fifty (50) percent or more of their time in the supervision or administration of teachers covered by this Agreement.

Section 2: The Association recognizes and agrees that, except as specifically limited or abrogated by the terms and provisions of this

Agreement or by law, all rights to manage the operations of the school district and to direct and supervise the teachers who come within the jurisdiction of this Agreement are solely and exclusively vested in the Board.

Section 3: The parties hereto recognize and agree that neither shall discriminate in dealing with employees or applicants for employment because of their race, color, creed, sex, age, nationality, political belief, marital status, physical handicap or membership or lack thereof in the Association.

Section 4: It is understood and agreed that if any individual(s) or classification(s) of staff now excluded from the bargaining unit accretes thereto by virtue of agreement between the Board and the Association or by virtue of instruction, direction or decision of a court or administrative agency of competent jurisdiction, the Board and the Association will negotiate the rates of pay, hours, fringe benefits and conditions of employment which shall be applicable to such individual(s) or classification(s).

Section 5: The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this Agreement.

ARTICLE II - TEACHER-ASSOCIATION ACTIVITIES

Section 1: Duly authorized representatives of the Association and its respective affiliates shall be permitted to transact official Association business on school property at times other than regular duty hours and under conditions which shall not interfere with a teacher's assignment or the operation of the school.

Section 2: The Association shall have the privilege of using school facilities and equipment, including typewriters, mimeographing machines, other duplicating equipment, calculating machines, and all types of audio-visual equipment for Association business at times other than regular duty hours when such facilities and equipment are not otherwise in use.

(a) The Association shall pay for the cost of all materials and supplies incident to such usage and for any damage to any equipment which occurs because of such usage thereof.

(b) The Association's usage of space within the school building shall be limited to after regular duty hours and shall be permitted only with the advance permission of the building principal and with the understanding that the Association will pay any costs incurred by the Board which are necessitated by reason of such usage or the necessity for keeping the facility open for that purpose.

Section 3: The Board agrees to make available to the Association any and all information which it makes available to the public and that information which is related to or necessary for contract negotiations or for the proper processing of grievances or complaints.

Section 4: The Association may use the regularly established district mail service and teacher mail boxes for communications to teachers.

Section 5: The Association shall be granted a maximum of seven (7) business days in the aggregate for designated members thereof for the purpose of Association business. The Association shall reimburse the Board in full for the cost of substitute teachers incurred when these business days are used.

ARTICLE III - ASSOCIATION SECURITY

AND PAYROLL DEDUCTIONS

Section 1: New teachers hired after the effective date of this Agreement shall, not later than sixty (60) days after commencement of employment if during the first semester of the school year, or not later than thirty (30) days after the commencement of employment if during the second semester of the school year, as a condition of continued employment, for the duration of this Agreement, become members in good standing of the Association or cause to be paid to the Association a representation fee equivalent to their fair share of the Association's cost of negotiating and other collective bargaining representation as determined by the Association. The Association shall, prior to the Board deducting any amounts from the pay of any teacher, certify to the Board in writing a complete breakdown of the representation fee above referred to, and in addition thereto, certify that a copy of such breakdown has been furnished in writing to all teachers. Temporary or part-time teachers will be expected to pay their pro rata share of the representation fee above referred to. It is understood and agreed that the Board shall, upon receipt of a written statement from the Association on or before March 15, setting forth the name or names of those teachers who have not paid their dues or representation fee, and are subject to this provision, discharge said teachers at the end of the school year.

Section 2: Teachers with five or more years of employment with the Brandywine Board of Education prior to July 1, 1969, shall have the option of not becoming members of the Association. As of September 1, 1985, however, any of these teachers who choose to be members of the Association or pay the the representation fee, shall, from that time on, be required to continue the same as conditions of their continued employment.

Section 3: From the salaries of those teachers who sign and deliver to the Board an assignment authorizing the deduction of membership dues and assessments of the Association (including those of the National and Michigan Education Association), the Board will deduct such authorized

amounts from the first paycheck each month for ten (10) months starting each October and promptly remit the sum so deducted to the Association, together with a list of the names of those teachers from whose pay such deductions were made. Such authorizations shall continue from year to year unless revoked in writing between August 1 and August 31 of any given year.

Section 4: The Association agrees to indemnify and save the Board and each individual member thereof harmless against any and all claims, suits, and other forms of liability that may arise out of or by reason of action taken in reliance upon such individual authorization cards or by reason of the Board's compliance with the provisions of Sections 1 and 3 of this Article.

Section 5: The Board will make credit union and annuity deductions twice a month and monthly deductions for United Way, and for any other plans or programs approved by the Board upon written authorization from teachers after written notification thereof to the Association.

ARTICLE IV - TEACHING HOURS AND CONDITIONS

Section 1: Teachers shall be required to be on duty for a period of not more than seven (7) hours, except as specified in subsection (a) hereof. Said seven (7) hour period shall be distributed in accordance with general administrative rules established after consultation with teachers in a building or their representative.

- (a) Teachers shall be required, as a regular part of their teaching duties, to attend faculty meetings called by the administration, grade or department meetings, and parent-teacher meetings or conferences.
- (b) At the request of either party, consultations with regard to time apportionments shall be initiated.

Section 2: Within aforementioned seven (7) hour period, teachers shall be provided an unassigned lunch period which shall be equal in length to the student lunch period.

Section 3: Secondary teachers normally will be provided one regular preparation period according to the scheduled assignment. It is expressly understood that elementary teachers will not be required to be present in the classroom during periods in which their class is receiving instruction from teaching specialists unless the teacher's presence is requested by the principal.

Section 4: If a secondary teacher teaches more than the normal teaching periods for a period of at least twenty (20) consecutive teaching days, he shall receive additional compensation pro-rated to one-sixth of his salary (excluding pay for extracurricular activities) during such period. The acceptance of more than the normal number of teaching periods will be voluntary.

Section 5: The Board agrees that, with the following exceptions, it will schedule sizes of sections within each elementary grade before the end of the first month of the school year to vary not more than three in number from the size of the average section in each grade.

Exceptions:

- (a) The superintendent may schedule sections of disproportionate size when, in his opinion, the educational needs of the school system demand.
- (b) The superintendent may schedule sections of disproportionate size when the teacher whose class will exceed the maximum permitted above and the Association consent.
- (c) The superintendent may schedule sections of disproportionate size if a paraprofessional is hired to assist the teacher whose class size will exceed the maximum permitted above.

After the end of the first month of school, the Board shall attempt to maintain such balance.

Section 6: Recognizing the fact that a classroom teacher may unexpectedly be absent for one or more consecutive days, it is therefore understood and agreed that each classroom teacher is expected to have on hand in his room, lesson plans on a week-to-week basis, together with class rosters and any other information which will help the substitute teacher carry out his assignment efficiently.

Section 7: Returning teachers will have 184 duty days; new teachers, 185.

The calendars in Appendix B designate the work days for teachers and attendance days for students for 1988-89, 1989-90, and 1990-91.

ARTICLE V - DEPARTMENT CHAIRS

Section 1: Department chairs may be appointed by the superintendent upon the advice and recommendations of the principals after consultation with the teachers in the department. The chairs, in addition to their teaching responsibilities, are required to coordinate programs and materials and serve as instructional liaison between teachers of the department and school administration. The chairs will meet with their principal to assist in preparing budget priorities, the selection of materials and tools with the aim of upgrading the educational process.

Chairs will be required as part of their regular duties to hold a minimum of four (4) departmental meetings during each school year. Copies of the minutes of each meeting are to be filed with the superintendent of schools in whatever number of copies he may request. Department chairs shall not be considered to be supervisory employees, but may be assigned some supervisory duties.

ARTICLE VI - ASSIGNMENTS AND TRANSFERS

Section 1: All teachers normally shall be required to hold a bachelor's degree and an acceptable Michigan teaching certificate. Employment of teaching personnel who do not meet those requirements shall require special approval from the State Department of Education. The Association shall be advised in writing as to the identity of teachers possessing such special approval and the reasons for such employment.

Section 2: Teachers shall not be assigned outside the scope of their teaching certificates except temporarily.

Section 3: Each teacher shall be given written notice of his assignment for the forthcoming year no later than the last day of the preceding school year. In the event a change in such assignment is proposed, the affected teacher shall be notified promptly and consulted.

Section 4: The Board recognizes that it is desirable in making assignments to consider the interests, abilities, and aspirations of its teachers. The assignment of staff members and their transfer to positions in the various schools and departments of the district shall be made by the superintendent after his consideration of the following criteria which are listed in order of priority:

- (a) Necessity of making changes due to educational or programmatic needs;
- (b) Contribution which staff members could make to students in new assignments;
- (c) Desire of staff member regarding assignment or transfer;
- (d) Opportunity for teacher growth and development.

Section 5: The request by a teacher for transfer to a different class, building or position must be made in writing and presented to the superintendent or his designee. The application shall set forth the reason for the request, the school, the grade or position sought, and the applicant's academic qualifications which support the request. Such requests must be renewed each year to assure consideration by the superintendent.

Section 6: The Board subscribes to the policy of filling vacancies in bargaining unit jobs from within its own teaching staff. Whenever a permanent vacancy in the bargaining unit occurs or is anticipated, a notice thereof shall be posted in a prominent place in all buildings. Permanent vacancies shall be filled by the applicant who, in the judgment of the administration, possesses the most experience, competency, qualifications, and other relevant attributes required to satisfactorily perform the job. If two (2) or more applicants, in the judgment of the administration, possess the above enumerated attributes to a higher degree than other applicants and among them they possess the attributes to a relatively equal extent, the applicant among them with the greatest length of teaching service in the district will be given preference.

- (a) A vacancy will be defined as any bargaining unit position that will be, or is anticipated to be, available for forty-five (45) or more duty days.
- (b) Vacancies that occur after the beginning of the school year need not be filled by bargaining unit members for the balance of that school year.
- (c) Vacancies need not be posted if there is a teacher on lay-off who is certified and qualified to fill the position.

Section 7: Teachers shall be advised (by posting on teacher bulletin boards) of the creation of new administrative and supervisory jobs and permanent vacancies in existing administrative and supervisory jobs as they occur so that they may make known to the administration their desire, if any, to be considered for the filling of such post.

Section 8: Non-tenure teachers will be retained in the same assignments throughout their probationary periods if they so desire unless, in the judgment of the administration, it is impractical to do so.

Section 9: When school is not in session, notices of vacancies will be posted in the payroll office and included in summer pay envelopes.

ARTICLE VII - REDUCTION OF PERSONNEL

Section 1: In the event the Board deems it necessary to reduce or eliminate the number of personnel or consolidate position(s) in any given field, program, or discipline, probationary teachers shall be laid off first, provided there are teachers with tenure who are available and have the educational certification, qualifications, satisfactory performance, ability, and background to teach the subject(s) of the probationary teacher. Thereafter, teachers in the affected field, program, or discipline with the least seniority shall be the ones removed therefrom, provided there are teachers in the field, program, or discipline who are available and who have the educational certification, qualifications, satisfactory performance, ability, and background to teach the subject(s) of the laid-off teacher.

(a) For purposes of this article, seniority shall be determined by the number of years of experience in the Brandywine Public Schools, dating from the most recent date of employment, under a contract in a bargaining unit position. The following specifications are recognized:

1. Positions which existed in substantially equivalent form prior to the first Master Agreement and which are classified as bargaining unit positions in the current Master Agreement shall be considered to fall within the definition of "bargaining unit position" for purposes of seniority accrual.
2. Persons promoted from a bargaining unit position to an administrative position shall retain the years of seniority accrued while employed in a bargaining unit position.
3. Persons on Article IX leaves of absence or on layoff, except as noted in Section 9, will not accrue seniority time. However, seniority accrued prior to such leave of absence or layoff shall be maintained.
4. Persons who terminate employment or whose employment is terminated and are later rehired will not receive seniority credit for any period(s) of employment prior to the most recent date of hire or rehire.
5. Part-time employment shall be prorated on the basis of the relationship of the part time worked to normal full-time employment. In the event of staff reduction, part-time employees shall not replace full-time employees unless they have more accrued seniority. Part-time employees shall not become full time unless a position is available for which they are certified and qualified to fill.
6. Standards of educational certification, qualifications, satisfactory performance, ability, and background will be determined by the Board.
7. In the event of a "tie" in seniority in a layoff situation (when two or more persons

are determined as equal in accrued seniority, certification, and qualification), and all reasonable attempts to establish a delineation among or between the parties have failed, said "tie" shall be resolved by means of a lottery.

Reasonable attempts to determine seniority in event of "ties" will include: 1) date of consummation of intent to employ; 2) date of signing an employment contract; 3) date of Board action to hire; 4) date of first day on the job; or 5) any other dated administrative document.

This lottery shall be conducted by an impartial third party, and shall be observed by representatives of the Association and the Board of Education, as well as the involved parties, should they so desire.

Each individual involved in the "tie" shall be assigned a number in accordance with the standard alphabetical placement of their last name. The first name drawn in the lottery shall be assigned greatest seniority; the second name drawn shall be assigned next greatest seniority; and so forth, until prioritized seniority has been established for all persons in question.

Once said seniority is established, it shall remain unchanged from that day forward.

8. In October of each year the Board will provide the Association with an updated seniority list of bargaining unit members.

(b) Qualifications for teaching

ELEMENTARY CLASSROOM TEACHER - a regular classroom teacher, teaching in grades B-6.

Elementary teachers shall be certified to teach in elementary education and shall have had successful classroom teaching experience within the Brandywine schools in any grade B-6. "Successful" experience shall be defined as: being recommended for continued employment or having attained tenure.

Special teachers in fields such as music, art, physical education, or special education, etc. shall not be assigned to a regular classroom assignment unless they meet the above qualifications.

GRADES 7-12

Teachers in grades 7-12 shall be certified to teach in the grades and in the subject(s) to be assigned and shall have a major or minor in the subject(s) to be assigned and shall have had successful teaching experience in the Brandywine schools in the subject(s) to be assigned at the 7-12 level.

ADULT EDUCATION

Teachers of adult education classes must possess a teaching certificate appropriate for the classes of assignment and shall have had successful teaching experience in the Brandywine schools in the subject(s) assigned at the adult education level.

SPECIAL SUBJECTS - MUSIC, ART, PHYSICAL EDUCATION, SPECIAL EDUCATION, LIBRARIAN, ETC.

Teachers shall possess a teaching certificate covering the grade areas to be assigned and a major or minor or equivalent special training in the subject area to be assigned and shall have had successful teaching experience in the Brandywine schools in the grade level to be assigned. Any special subject teacher who is certified to teach those subjects in grades B-12 is eligible to be considered for assignment to either elementary or secondary teaching in that subject area.

EXCEPTIONS

Subject to approval of the Board and after consultation with the Association, the superintendent has the right to make exception to this policy when in his/her best judgment such exceptions are to the benefit of Brandywine Public Schools.

- (c) A tenure teacher thus removed from a field, program, or discipline shall be appointed to fill the first vacancy in the school district for which he possesses the educational certification and is qualified to fill.

Section 2: The Board shall have the right to select which program(s) shall be created, preserved, or eliminated.

Section 3: It is understood and agreed that the individual employment contract of a teacher laid off in accordance with this Article shall be terminated at the time of the layoff. Furthermore, the Board's obligation to pay any salary or fringe benefits pursuant to said individual employment contract or under the collective bargaining agreement shall also be terminated, except as provided in Section 10 of Appendix A.

Section 4: Tenure teachers shall be recalled as deemed necessary by the Board.

Section 5: Non-tenure teachers may be rehired as deemed necessary by the Board.

Section 6: In the event the Board deems it necessary to recall from layoff or rehire teachers, the Board shall give written notice by sending a certified letter or telegram to said teacher at his address on record with the Board. It shall be the responsibility of each teacher to notify the Board of his address and any changes that occur thereafter. The teacher's address on record with the Board shall be conclusive when used in connection with layoffs, termination, recall, or other notice to the teacher.

If the teacher fails to notify the Board within five (5) days from the date the letter or telegram was received of the teacher's intent to return to work or if the teacher fails to report to work at the time designated by the Board, said teacher shall be considered as a voluntary quit and shall thereby be terminated and forfeit all rights or claims he may have had against the Board.

If a teacher is recalled on or before June 15 to fill a position of equal time to the one laid off from, they must accept such position. Failure to accept the position will result in forfeiture of all seniority he may have had, and said seniority shall become zero (0).

ARTICLE VIII - SICK LEAVE

Section 1: At the beginning of each school year each full-time teacher shall be credited with a ten (10) day sick leave allowance to be used for absence caused by illness or physical disability of the teacher. The unused portion of such allowance shall accumulate from year to year without limit.

Section 2: Full-time teachers, subject to the provisions set forth in this Article, shall be eligible to receive paid sick leaves from, and to the extent of, their unused accumulated paid sick leave credits when it is necessary for them to be absent from duty due to an illness, injury or other disability which is noncompensable under the Michigan Workmen's Compensation Act.

Section 3: The Board reserves the right to require a physician's statement to support the necessity for such absences and/or to certify that the teacher is physically able to return to duty at the conclusion of such illness or disability.

Section 4: Necessary time off with pay, but not to exceed five (5) days which shall not be deducted from teacher's accumulated unused paid sick leave will be allowed for each critical illness or death in the teacher's immediate family. This allowance may be extended at the discretion of the superintendent in unusual circumstances. "Critical illness" shall be interpreted to mean terminal illness or an illness which the attending physician considers sufficiently serious to require the teacher's presence at the bedside. "Immediate family" means current spouse, child, parent, grandparent, grandchildren, brother, sister, father-in-law, mother-in-law, daughter-in-law, son-in-law, or any other member of the family who lives in the home of the teacher.

Section 5: Subject to the following provisions, teachers will be permitted to take two (2) days of personal business leave each year:

- (a) Such personal business days shall be deducted from the teacher's unused paid sick leave days. If the teacher has no unused paid sick leave days, there shall be no allowance for additional personal business leave days.
- (b) Except in unusual circumstances, personal business leave days shall not be used on the last teacher duty day prior to or the first teacher duty day following a holiday or vacation period.
- (c) Teachers shall submit a written request and receive written approval from their building principal in advance of any personal business leave days. Approval of the building principal shall be subject to review by the superintendent.
 1. Absence of advance written approval shall relieve the school district of any responsibility for payment to the teacher.
 2. In an emergency condition, a personal or telephone request may be granted, subject to written verification and documentation no later than the next date on which the teacher appears for work or no later than two (2) regularly scheduled teacher duty days, whichever comes first.
 3. An "emergency" shall be defined as an unforeseen or unforeseeable event.

- d. At the teacher's option, and except for personal business days specified in paragraph (b) above, the reason for making request for personal business leave may not be required in the requisition and approval process. However, this does not absolve the teacher of any responsibility for using personal business leave days in compliance with provisions stated above.
- e. Abuse of personal business leave days as defined and regulated in this section shall be just cause for disciplinary action.

Section 6: There shall be no compensation for unused sick leave when teachers resign, retire or when their services are terminated for any other reason.

Section 7: The benefits provided for in this Article shall be prorated for part-time teachers and full-time teachers hired for less than a full school year.

ARTICLE IX - LEAVES OF ABSENCE

Section 1: A teacher who is unable to teach because of personal illness or disability as certified by a medical doctor shall, upon written request, be granted a leave of absence without pay for the duration of such illness or disability for a period not to extend beyond the then current school year. Renewals of such leaves for periods not to exceed one additional school year are at the discretion of the Board and will be considered only upon written request of the affected teacher.

Section 2: A leave of absence of up to one (1) year without pay may be granted to any tenure teacher, upon application, for the purpose of participating in exchange teaching programs in other states, territories, or countries; foreign or military teaching programs, the Peace Corps, Teacher's Corps or Job Corps as a full-time participant in such programs; or a cultural travel or work program related to his teaching responsibilities; provided said teacher gives assurances in writing of his intention to return to the school system. Such leave may be extended in the discretion of the Board, provided a written request for such extension is received by the Board at least two (2) months prior to the expiration of the initial leave.

Upon return from such leave, the activity engaged in shall be evaluated by an evaluation committee composed of the teacher's building principal, department chair, and a representative of the Association who will recommend to the superintendent whether such activity, in whole or in part, should be considered as the equivalent of time taught in the district.

Section 3: A leave of absence of up to one (1) year without pay may be granted to any teacher, upon application, for the purpose of engaging in study at an accredited college or university reasonably related to his teaching responsibilities.

Section 4: A teacher who is summoned and reports for jury duty, as prescribed by applicable law, for each day upon which he performs jury duty and on which he otherwise would have been scheduled to teach shall be paid the difference between what he received from the Court as daily jury duty fees and what he would have earned from his employment by the district on such day. In order to receive the payment above referred to, the teacher must give the administration prior written notice that he has been summoned for jury duty and must furnish documentary evidence that he performed such duty on the day for which he claims such payment and produce documentary evidence as to the amount he was paid by the Court for such jury duty.

Section 5: In lieu of accepting paid disability leave as provided in Article VIII, Section 2, or if adopting a child, a teacher may elect to take a child care leave of absence in accordance with the following provisions:

- (a) The unpaid leave must be for the care of a new born child. In case of adoption, a new born child shall be considered as preschool at the time of adoption.
- (b) Request for such leave must be made at least four months prior to anticipated termination of pregnancy or receipt of adoptive new born child, stating beginning and ending date of leave, which ending date will be at a semester break within the one-year period following the commencement of the leave. The leave may be extended by mutual agreement for extenuating circumstances.
- (c) In the event of a dispute concerning the beginning date of the child care leave, the teacher shall be entitled to a hearing before the Board prior to setting the beginning date of the leave of absence.
- (d) Failure to return from child care leave on the date specified in said leave shall be conclusively deemed a resignation.
- (e) Child care leave will be granted without pay, without experience credit, and without fringe benefits.

Section 6: On days when school is closed because of conditions beyond the control of the Board, teachers need not report to work. A reasonable attempt will be made to open school late so that such days can be counted as attendance days.

Section 7: Requests for leaves of absence specified in Sections 2 and 3 of this Article must be submitted in writing to the superintendent at least forty-five (45) days prior to the start of the anticipated leave. The forty-five (45) days' notice for a request for leave of absence may be waived by the administration. Each request for such leave shall be considered by the Board, which shall either approve or disapprove such requests.

Section 8: The Board or its designee will consider individual requests for unpaid leave of absence for reasons not otherwise addressed in this or other articles. Such requests shall be submitted in written form to the superintendent no less than forty-five (45) days prior to the start of requested leave of absence. Consideration of such requests shall be on an individual basis. Considerations and subsequent decisions made by the Board of Education shall not become subject to precedent or past practice considerations.

- (a) Leaves of absence requested under this section shall extend no longer than one (1) academic year.
- (b) Such leaves of absence must terminate on the date immediately prior to the first regular teacher duty day of an academic semester.

Section 9: Any bargaining unit member elected or appointed to a full-time position in an education related organization will be granted, upon request, an unpaid leave of up to one year in duration without fringe benefits. The member will continue to accrue seniority within the bargaining unit during this leave. Upon application such shall be renewed.

Section 10: Leaves of absence referred to in this Article, unless otherwise specified, shall be without pay, experience credit, and fringe benefits.

Section 11: A teacher on a leave of absence shall notify the Board, in writing, ninety (90) days prior to the anticipated resumption of his duties. In cases of intent to return in September the teacher shall send notification by the preceding March 15.

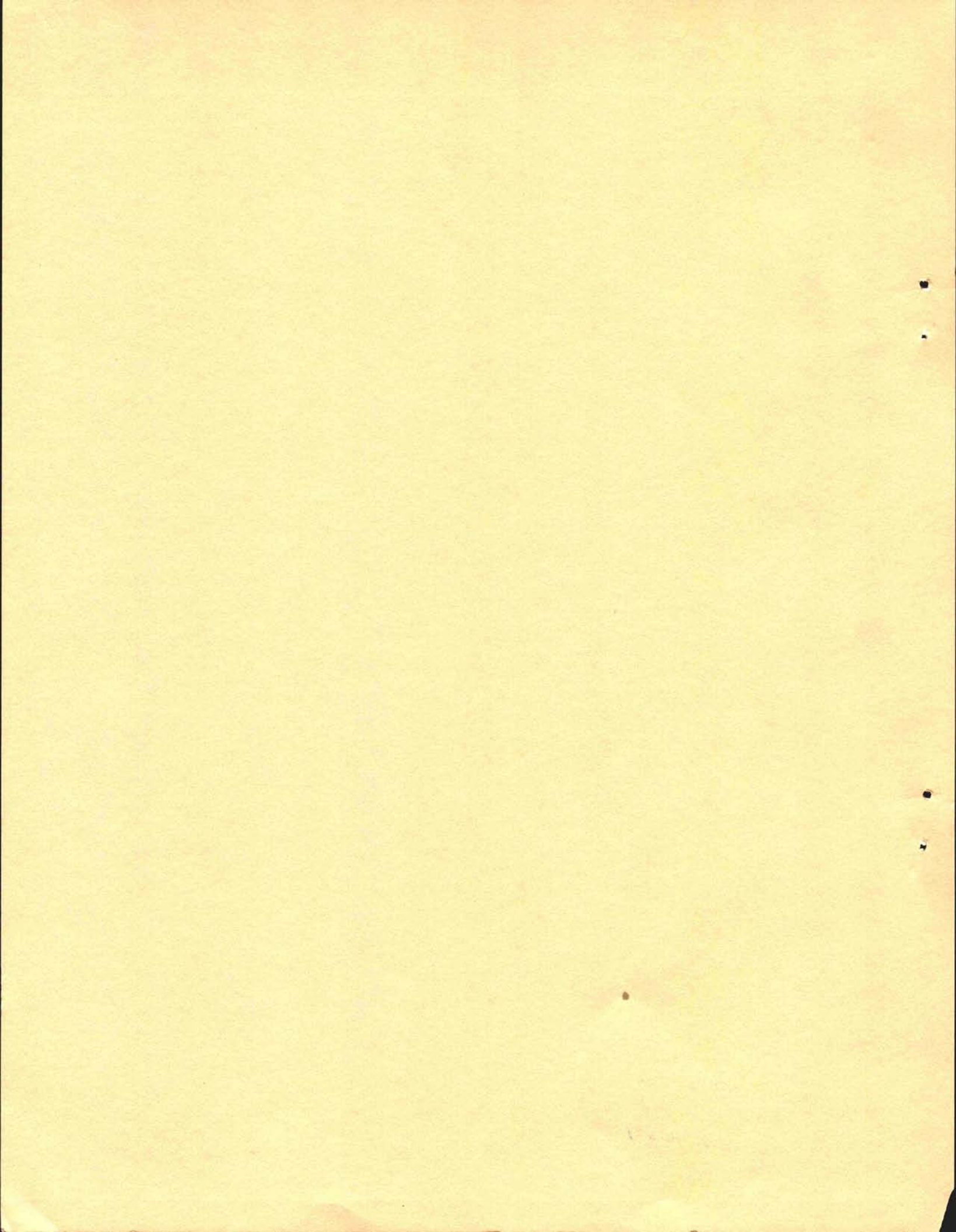
ARTICLE X - DISCIPLINE AND PROTECTION

Section 1: 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.

- (a) A teacher may send a pupil to the principal when the grossness of the offense, the persistence of the misbehavior or the disruptive effect of the violation makes the continued presence of the student in the classroom intolerable. In such cases, the teacher will furnish the principal, as promptly as his teaching obligations will allow, but not later than the close of the school day, full particulars of the incident in writing. The pupil shall not be returned to the class until after consultation by the principal with the teacher.
- (b) Any case of physical assault upon a teacher shall be promptly reported to the principal. In any case of physical assault upon a teacher while performing his duties, the Board and the Association will render all reasonable assistance to the teacher which may include legal counsel.
- (c) The Board will reimburse teachers for any loss of clothing or personal property, less depreciation, or repair such damaged personal property, not covered by insurance, when caused through physical assault while on duty.

Section 2: Teachers are required to comply with the reasonable rules, regulations, and directions from time to time adopted by the Board or its representatives which are not inconsistent with the provisions of this Agreement, provided that a teacher may reasonably refuse to carry out an order or instructions which endangers his health or safety unless such refusal seriously endangers the health or safety of his students.

Section 3: A teacher shall be entitled to have present a representative of the Association when he is being reprimanded, warned, or disciplined for any infraction of the rules.



Section 4: No teacher shall be disciplined, reprimanded, reduced in rank or compensation without just cause. Any dispute regarding such action may be processed through the grievance procedure. All information forming the basis for disciplinary action will be made available to the teacher and the Association upon request by the teacher.

Section 5: Teachers who fail or refuse to fulfill their obligations under this Agreement shall be subject to reprimand, suspension without pay, and ultimate discharge.

ARTICLE XI - TEACHER GROWTH AND IMPROVEMENT

Section 1: The parties support the principle of continuing training of teachers, participation by teachers in professional organizations in their area of specialization, and participation in community educational projects. Leave of absence for advanced work on degrees will continue to be encouraged.

Section 2: At the discretion of the administration:

- (a) Teachers may be permitted to attend conferences and workshops.
- (b) Teachers may be allowed days for professional visitation in their specific teaching areas. A brief written summary is to be submitted to the building principal and superintendent. Teachers participating in professional visitation shall not exceed two (2) persons per department per day. Participants in such programs shall be recommended by the principal and approved by the superintendent.

ARTICLE XII - TEACHER EVALUATION

Section 1: The building principal or, in special cases, the superintendent's designee will prepare a minimum of one (1) written evaluation on each tenure teacher bi-yearly and a minimum of two (2) written evaluations of each probationary teacher each year based upon visitations and conferences with the teacher throughout the school year.

Section 2: Any written complaint regarding a teacher made to the administration by any parents, student, or other person which is considered in evaluating said teacher's performance will be called to his attention in writing. Each teacher will have the right, upon request, to review the contents of his own personal file. A representative of the Association may, at the teacher's request, accompany the teacher in such review. The review will be made in the presence of the administrator responsible for the safekeeping of such file. Privileged information, such as confidential credentials and related personal references obtained at the time of initial employment, are specifically exempted from such review. The administrator will remove such credentials and confidential reports from the file prior to the review of the file by the teacher.

Section 3: Employee participation in recognition programs; i.e., research projects, raising student esteem, increasing student achievement, and curriculum development, will be on a strictly volunteer basis with no negative effect on their evaluation either because they did not take part or because they took part but were unsuccessful in the program.

ARTICLE XIII - GRIEVANCE PROCEDURE

Section 1: Complaints regarding any condition of employment covered by the Michigan Teacher Tenure Act shall be dealt with exclusively through the provision of said Act.

Section 2: For the purposes of the procedure hereinafter set forth, a grievance shall be defined as any dispute (of a non-tenure nature) regarding the meaning, interpretation, or application of the terms and provisions of this Agreement, or the alleged violation thereof.

Section 3: In the event a teacher believes there is a basis for a grievance, he shall first discuss the alleged grievance with his building principal within fifteen (15) duty days after the occurrence of the event upon which it is based. The teacher may have an Association representative present during such discussion. As used in this Article, "duty days" shall mean all days for which teachers are scheduled to work during the regular school year and all non-holiday week days during the summer vacation.

STEP 1: If after the informal discussion with the building principal, a grievance still exists, to be further processed hereunder, the grievance must be reduced to writing, state the facts upon which it is based, when the event is alleged to have occurred, specify the section of the contract which allegedly has been violated, list a proper remedy, must be signed by the aggrieved teacher or teachers or by his Association representative, and must be presented to the building principal concerned with the problem within three (3) duty days after the informal conference referred to above. The building principal shall give the aggrieved teacher a written answer within five (5) duty days after receipt of the written grievance and give a copy thereof to the chair of the Association's grievance committee.

STEP 2: If the aggrieved teacher(s) or the Association desires to appeal the decision of the principal, either he or the chair of the Association's grievance committee shall notify the superintendent in writing of the desire to appeal within seven (7) duty days after the receipt of the principal's answer. The superintendent and administration's grievance committee

shall meet with the Association's grievance committee within ten (10) duty days after receipt by the superintendent of the written notice of appeal. The superintendent shall prepare the written second step answer and give one (1) copy thereof to the aggrieved teacher and one (1) copy to the chair of the Association's grievance committee within seven (7) duty days after such meeting.

STEP 3: In the event the grievance is not resolved at the second step, the matter may be appealed to the Board of Education provided that a written notice of such appeal by the aggrieved teacher or chair of the Association's grievance committee is presented to the secretary of the Board of Education within fifteen (15) duty days after receipt of the second step answer. If such appeal is taken, the Board of Education or a committee of members or its designated representative shall meet with the Association's grievance committee to attempt to resolve the grievance within fifteen (15) duty days after receipt of the notice of appeal to this step. A copy of the Board's disposition of the grievance shall be given to the Association and the teacher involved within five (5) consecutive duty days after such meeting.

STEP 4: If, at this point, the grievance has not been satisfactorily settled, either party hereto shall have the right to submit such grievance to arbitration to the American Arbitration Association in accordance with its Voluntary Labor Arbitration Rules, then obtaining, providing such submission is made within thirty (30) calendar days after receipt by the Association of the Board of Education's third step answer. If the grievance has not been submitted to arbitration within said thirty (30) calendar day period, it shall be considered as being withdrawn by the Association. The decision of the arbitrator shall be final and binding upon the parties hereto. The expenses and fees of the arbitrator and the American Arbitration Association shall be shared equally by the Board of Education and the Association.

Section 4: The Board and the Association shall not be permitted to assert in such arbitration proceeding any new grounds for the grievance or to rely on any evidence not previously disclosed to the other party.

The arbitrator shall have no power to alter, add to, or subtract from the terms of this Agreement nor shall he have any power to rule on the termination of services of or failure to re-employ any probationary teacher, the placing of a non-tenure teacher on a third year of probation, the termination of services or failure to re-employ any

teacher to a position on the extracurricular schedule or any claim or complaint for which there is another remedial procedure or forum established by law or by regulation having the force of law, including any matter subject to the procedures specified in the Teachers' Tenure Act (Act IV Public Acts, extra session, of 1937 of Michigan, as amended).

Section 5: The time limit at any step of the grievance procedure may be extended by written mutual agreement. In the event a grievance is not appealed from one step to the next within the time limits specified, the grievance shall be deemed to have been settled on the basis of the last answer thereto. In the event a grievance is not answered at any step of the grievance procedure within the specified time limit, the grievance shall automatically be advanced to the next step, except that nothing herein contained shall be construed so as to automatically refer a grievance to the arbitration level.

Section 6: It is agreed by the parties hereto that grievances shall be processed during times which do not interfere with assigned duties. In the event it is mutually agreed by the aggrieved teacher, the Association, and the Board to hold proceedings during regular working hours, a teacher participating in any level of the grievance procedure on his own behalf or on behalf of the Association, with any representative of the Board, shall be released from assigned duties, for the period necessary, without loss of salary.

Section 7: If a grievance involves a group or class of teachers under more than one (1) administrator or supervisor, it shall be initiated at the second step of the grievance procedure.

Section 8: The grievance procedure may be expedited to a higher step at any time when mutually agreed upon by the Association and the Employer.

ARTICLE XIV - MISCELLANEOUS PROVISIONS

Section 1: The duties of any teacher or the responsibilities of any position in the bargaining unit will not be substantially altered or increased without prior negotiations with the Association.

Section 2: Individual contracts between the Board and teachers shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with the provisions of this Agreement, the provisions hereof shall be controlling.

Section 3: This Agreement shall supersede any rules, regulations, or practices of the Board which shall be contrary to or inconsistent with its terms.

Section 4: If, during the life of this Agreement, any of the provisions contained herein are held to be invalid by operation of law or by any tribunal of competent jurisdiction, the remainder of this Agreement shall not be affected thereby. In the event any provisions herein contained

are so rendered invalid, upon written request by either party hereto, the Board and the Association shall enter into collective bargaining for the purpose of negotiating mutually satisfactory replacements for such provisions.

Section 5: Copies of this Agreement shall be printed at the expense of the Board and shall be available for all teachers at the superintendent's office within thirty (30) days after the date of execution thereof.

ARTICLE XV - NO STRIKE/NO LOCKOUT

The Association agrees that during the life of this Agreement neither the Association, its agents, nor its members will authorize, instigate, aid, condone, or engage in a work stoppage, slowdown, or strike. The Employer agrees that during the same period there will be no lockouts.


ARTICLE XVI - DURATION OF AGREEMENT

This Agreement shall become effective as of the 1st day of July, 1988, and shall remain in full force and effect until the 30th day of June, 1991, and from year to year thereafter unless either party hereto shall notify the other in writing at least sixty (60) calendar days prior to the expiration date of this Agreement, or sixty (60) calendar days prior to the expiration of any subsequent automatic renewal period of its intention to amend, modify, or terminate this Agreement.


Signed in Niles, Michigan, this 3rd day, June, 1988.

BRANDYWINE-5C EDUCATION
ASSOCIATION/M.E.A.-N.E.A.

BRANDYWINE BOARD
OF EDUCATION



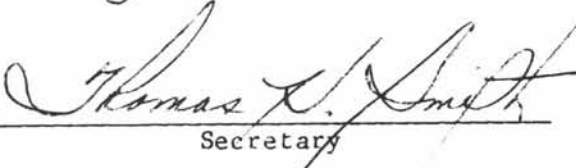
President



President



Negotiations - Co-Chairperson



Secretary



Negotiations - Co-Chairperson

APPENDIX A

Section 1: (a) Effective as of July 1, 1988, all teachers served by this Agreement shall be paid in accordance with the following salary schedule for a school year consisting of a minimum of 183 student attendance days. If the requirement of 180 attendance days has not been met by the termination dates of the individual contracts, such termination dates shall be extended by the next day or days (excluding Saturdays and Sundays) if necessary to provide 180 attendance days as required by law.

SALARY SCHEDULE - 1988-89

<u>STEP</u>	<u>BA</u>	<u>BA+15/18</u>	<u>MA/BA+45</u>	<u>MA+15</u>	<u>MA+30</u>
1	18,000	18,540	19,080	19,620	20,160
2	18,720	19,260	19,800	20,340	20,880
3	19,440	19,980	20,520	21,060	21,600
4	20,160	20,700	21,240	21,780	22,320
5	20,880	21,420	21,960	22,500	23,040
6	21,600	22,140	22,680	23,220	23,760
7	22,320	22,860	23,580	24,120	24,660
8	23,040	23,580	24,480	25,020	25,560
9	23,760	24,300	25,380	25,920	26,460
10	24,480	25,020	26,280	26,820	27,360
11	25,200	25,740	27,180	27,720	28,260
12		26,460	28,080	28,800	29,340
13		27,180	28,980	29,880	30,420
14		27,900	29,880	30,960	31,500
15		28,620	30,780	32,040	32,580

(b) Effective July 1, 1989, all teachers will be paid according to the following salary schedule:

SALARY SCHEDULE - 1989-90

<u>STEP</u>	<u>BA</u>	<u>BA+15/18</u>	<u>MA/BA+45</u>	<u>MA+15</u>	<u>MA+30</u>
1	19,080	19,652	20,225	20,797	21,370
2	19,843	20,416	20,988	21,560	22,133
3	20,606	21,179	21,751	22,324	22,896
4	21,370	21,942	22,514	23,087	23,659
5	22,133	22,705	23,278	23,850	24,422
6	22,896	23,468	24,041	24,613	25,186
7	23,659	24,232	24,995	25,567	26,140
8	24,422	24,995	25,949	26,521	27,094
9	25,186	25,758	26,903	27,475	28,048
10	25,949	26,521	27,857	28,429	29,002
11	26,712	27,284	28,811	29,383	29,956
12		28,048	29,765	30,528	31,100
13		28,811	30,719	31,673	32,245
14		29,574	31,673	32,818	33,390
15		30,337	32,627	33,962	34,535

(c) Effective July 1, 1990, all teachers will be paid according to the following salary schedule:

SALARY SCHEDULE - 1990-91

<u>STEP</u>	<u>BA</u>	<u>BA+15/18</u>	<u>MA/BA+45</u>	<u>MA+15</u>	<u>MA+30</u>
1	20,225	20,832	21,439	22,045	22,652
2	21,034	21,641	22,248	22,854	23,461
3	21,843	22,450	23,057	23,663	24,270
4	22,652	23,259	23,866	24,472	25,079
5	23,461	24,068	24,675	25,281	25,888
6	24,270	24,877	25,484	26,090	26,697
7	25,079	25,686	26,293	26,902	27,509
8	25,888	26,495	27,106	27,713	28,320
9	26,697	27,304	27,917	28,524	29,131
10	27,506	28,113	28,729	29,335	29,942
11	28,315	28,922	29,540	30,147	30,753
12		29,731	30,351	30,960	31,567
13		30,540	31,162	31,774	32,380
14		31,349	31,974	32,587	33,194
15		32,158	32,785	33,401	34,007

(d) Steps 1 through 15 represent the number of years in teaching. A first-year teacher will be placed on Step 1, a second-year teacher will be placed on Step 2, a third-year teacher will be placed on Step 3, and so on.

(e) Teachers with "1/2 year credit experience" will have their salary based on the arithmetic mean of the two salary pays directly surrounding their years of experience. An example being a teacher with 10.5 years' experience with a B.A.+15/18 will have his salary computed by taking the average of the B.A.+15/18 10-year level and the B.A.+15/18 11-year level.

(f) The Association recognizes that because of unusual circumstances, it may be necessary for the district to retain the services of a non-degreed person in the vocational area for the purpose of service as computer instructor.

If this is necessary to meet the needs of students and in the event no person within the bargaining unit with proper degrees has the necessary requirements to be vocationally certified, the person assigned shall become subject to the terms of the referenced Master Agreement and shall receive pay commensurate with experience.

Pay will be according to experience and at a rate no greater than the top of the B.A. schedule.

Section 2: Teachers teaching less than full time will be paid on a pro rata basis for the number of hours taught per day in relation to what a full-time teacher will be paid for teaching a full day.

Section 3: Teachers who earn sufficient credits to advance to the next degree schedule level of the salary schedule prior to September 1 of any year will be paid on that schedule for the full school year. If the necessary credits are completed after September 1 but prior to the beginning of the second semester, the teacher will be placed on the higher schedule for the second one-half (1/2) of the school year. It is understood and agreed that only those credits which can reasonably be expected to contribute to the teacher's effectiveness in his position in the field of education and are acceptable to the superintendent will be counted for salary purposes.

Section 4: The Board may grant up to seven (7) years of outside teaching experience on the salary schedule. (Those already receiving pay for more than seven (7) are grandfathered.)

Section 5: The superintendent is authorized to grant up to three (3) years' credit on the salary schedule to a teacher for outside work experience which is directly related to the teaching assignment of the teacher.

Section 6: A teacher asked by the Board to do substitute teaching during his preparation period shall be paid at the rate of one-fifth (1/5) of the daily rate for substitute teachers.

Section 7: Driver education teachers will be paid ten dollars (\$10.00) per hour.

Section 8: Department chairs and the director of counseling will be paid according to the following schedule:

\$400.00	2-3 full-time equivalent teachers
\$450.00	4-5 full-time equivalent teachers
\$500.00	6-7 full-time equivalent teachers
\$550.00	8 or more full-time equivalent teachers

It is understood and agreed that if any department chair does not perform the duties specified in Article V of this Agreement, the above amounts will not be paid.

Section 9: Teachers assigned to extra duty will be paid according to Schedules I and II attached.

Section 10: The Board of Education will secure MESSA insurance coverage for the members of the Brandywine/5-CEA (MEA-NEA) bargaining unit by paying to MESSA appropriate requested premium amounts necessary to pay for each member's choice of the following plans:

PLAN A

HEALTH: Super Care I with MESSA
 LONG TERM DISABILITY:
 60%
 Plan 1
 90-day Modified Fill
 \$2,500 Maximum
 Alc/drug 2-year
 Men/nerv 2-year
 Social Security Freeze
 DENTAL: 60% Class I
 60% Class II
 0% Class III
 NEGOTIATED LIFE:
 \$10,000 with AD&D
 VISION: VSP-II
 (Scheduled Amounts)
 BOARD PAID OPTIONS: None

PLAN B

HEALTH: None
 LONG TERM DISABILITY
 60%
 Plan 1
 90-day Modified Fill
 \$2,500 Maximum
 Alc/drug 2-year
 Men/nerv 2-year
 Social Security Freeze
 RX Rider \$.50
 DENTAL: 80% Class I
 80% Class II
 80% Class III
 \$1,300 Lifetime Maximum
 (Orthodontics)
 NEGOTIATED LIFE:
 \$20,000 with AD&D
 VISION: VSP-III
 (Approximate 100%
 Coverage)
 BOARD PAID OPTIONS:
 \$10.00 Per Month

Further, the following conditions shall be followed:

- (a) Subject to IRS rules and regulations, the Board shall contract with MESSA for the appropriate programs.
- (b) The Board will make its contribution toward payment of insurance premiums for each teacher for the full twelve (12) months commencing October 1 and ending September 30. If a teacher does not teach the full length of the school year, The Board contributions toward the payment of the above mentioned premiums will be pro rated to reflect that part of the year taught.
- (c) The Board shall notify the Association of changes in the teaching staff.
- (d) The Board will make payroll deductions from the pay of those individuals who so authorize to cover optional MESSA programs.
- (e) Participation in either Plan A or Plan B will be provided for part-time teachers on a pro rata basis. They may choose, at their option, to participate fully in either program if they authorize the appropriate payroll deductions to cover the cost.

Section 11: All personnel shall have their choice of the following payroll options and such choice will continue from year to year unless a request to change is made in writing to the administration no later than August 15 each year:

- (a) Twenty-six (26) equal bi-weekly installments throughout the year except that the number of installments shall be twenty-seven (27) if necessary to prevent payment for services prior to the performance of those services. Personnel leaving the school system or planning to retire may request a lump sum payment of the balance of their contract at the end of the school year or on the next payroll date following termination of services. Personnel who are not leaving the school system but who desire to receive a lump sum payment of the balance of their salary at the end of the school year may receive the same provided they make written request therefor at least sixty (60) days prior to the payment thereof.
- (b) Twenty (20) equal bi-weekly installments from September through June except the number of installments shall be twenty-one (21) if necessary to prevent payment for services prior to performance of those services. No unusual payroll deduction procedures will be made to cover periods when paychecks are not being received.

Section 12: Any teacher not reporting for work shall lose 1/185 of his salary per day, providing his absence is not permitted under the terms of this agreement.

Section 13: A teacher who is hired with an effective first work day, after the first required work day of the school year, shall be entitled to fringe benefits for a duration determined on the pro-rata basis of the remaining work days, computed on the basis of equivalent full-time days.

Section 14: For the purpose of movement on the salary schedule, teachers who work less than a full school year in Brandywine under contract shall receive credit as follows:

- (1) No experience credit if the number of days worked during the school year is forty-six (46) or less.
- (2) One-half (1/2) year experience credit if the number of days worked during the school year is more than forty-six (46) and less than one hundred thirty-nine (139).

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- (3) One year experience credit if the number of days worked during the school year is one hundred thirty-nine (139) or more.
- (4) "Days worked" shall include student and non-student attendance days and shall be computed on the basis of equivalent full-time days.
- (5) This section shall not affect teachers on a paid leave of absence or on a leave of absence for which experience is granted for salary schedule placement.

SCHEDULE I - COACHING SALARIES

Salary allowance is based on Step 1 of the BA schedule. Coaches have the option of being paid 1) bi-weekly, or 2) in two (2) installments, or 3) at the completion of the season.

No employee would receive less compensation than paid in the 1987-88 school year. Their salaries are to be frozen until on schedule.

Baseball

Varsity 13%
JV. 8%

Softball

Varsity 13%
JV. 8%

Basketball (boys' or girls')

Varsity 18%
JV 12%
9th grade 9%
8th grade 7%
7th grade 7%

Cheerleading

Varsity/JV (1 position) 8%
Junior High 3%

Cross Country

Varsity (one team). 13%
Junior High 5%

Football

Varsity 18%
Ass't. Varsity. 13%
JV Head 11%
JV Ass't. 11%

Tennis

Varsity (one team). 10%

Track

Varsity (one team). 13%
Ass't. Varsity. 8%
Junior High (one team). 7%

Volleyball

Varsity 14%
JV. 8%
8th grade 6%
7th grade 6%

Wrestling

Varsity 14%
Ass't. Varsity. 8%
Junior High 6%

SCHEDULE II - EXTRA PAY FOR EXTRA DUTIES

Salary allowance is based on Step 1 of the BA schedule. Individuals have the option of being paid 1) bi-weekly, or 2) in two (2) installments, or 3) at the completion of duty.

No employee would receive less compensation than paid in the 1987-88 school year. Their salaries are to be frozen until on schedule.

Instrumental Music	13%
Ass't. Instrumental Music	7%
Vocal Music	12%*
Yearbook.	8%
H.S. Student Senate	3%
J.H. Student Senate	3%
Class Sponsor 9, 10, 12	2%
Class Sponsor 11.	3%
Academic Challenge Advisor.	2%
Spelling Team Coach	2%
National Honor Society.	2%

*4 performing choirs - 3% each:

1. 7th grade - Beginning Choir
2. 8th/9th grade/Brandywine Singers
3. Concert Choir
4. Conchords

Fifth Grade Outdoor Ed.	\$60/Day/Teacher
Shakespeare.	\$275/Teacher

APPENDIX B

School Calendar
Brandywine Public Schools
1988-89

Aug. 26	New teacher orientation
Aug. 29	All teacher work day
Aug. 30	Student half day, teacher work day
Aug. 31	Student half day, teacher work day
Sept. 1	Student full day
Sept. 2-5	Labor Day break
Sept. 6	School resumes, student full day
Oct. 20	Student half day, half day teacher inservice
Nov. 4	Student half day, teacher work day, at elementary
Nov. 9, 10, 11	Student half days, teacher work days, at elementary, for conferences
Nov. 10, 11	Student half days, teacher work days, at secondary, for conferences
Nov. 23	Half day - Thanksgiving break begins
Nov. 24, 25	Thanksgiving break
Dec. 26	Winter break begins
Jan. 9	School resumes
Jan. 25, 26, 27	Student half days, teacher work days, at secondary
Jan. 27	Student half day, teacher work day, at elementary
Jan. 27	End of semester
Feb. 17	Winter break
Feb. 24	Student half day, half day teacher inservice
Mar. 24	Half day - spring break begins
Apr. 3	School resumes
Apr. 5	Half day students; teacher work day at elementary
Apr. 6-7	Student half days, teacher work days, at elementary, for conferences
May 29	Memorial Day
June 7, 8, 9	Student half days, teacher work days, at secondary
June 8, 9	Student half days, teacher work days, at elementary
Total student days - 183 days	
Total teacher days - 185 days	

School Calendar
Brandywine Public Schools
1989-90

Aug. 25	New teacher orientation
Aug. 28	All teacher work day
Aug. 29	Student half day, teacher work day
Aug. 30	Student half day, teacher work day
Aug. 31	Student full day
Sept. 1-4	Labor Day break
Sept. 5	School resumes, student full day
Oct. 20	Student half day, half day teacher inservice
Nov. 3	Student half day, teacher work day at elementary
Nov. 8, 9, 10	Student half days, teacher work days, at elementary, for conferences
Nov. 9, 10	Student half days at secondary, teacher work days, at secondary, for conferences
Nov. 22	Half day - Thanksgiving break begins
Nov. 23, 24	Thanksgiving break
Dec. 25	Winter break begins
Jan. 8	School resumes
Jan. 24, 25, 26	Student half days, teacher work days, at secondary
Jan. 26	Student half day, teacher work day, at elementary
Jan. 26	End of semester
Feb. 16	Winter break
Feb. 23	Student half day, half day teacher inservice
Apr. 2	Spring break begins
Apr. 9	School resumes
Apr. 10	Half day students, half day teacher work day at elementary
Apr. 11, 12	Student half days, teacher work days, at elementary, for conferences
Apr. 13	Student half day, teacher half day
May 28	Memorial Day
June 6, 7, 8	Student half days, teacher work days, at secondary
June 7, 8	Student half days, teacher work days, at elementary

Total student days - 183 days

Total teacher days - 185 days

School Calendar
Brandywine Public Schools
1990-91

Aug. 24	New teacher orientation
Aug. 27	All teacher work day
Aug. 28	Student half day, teacher work day
Aug. 29	Student half day, teacher work day
Aug. 30	Student full day
Aug. 31-Sept. 3	Labor Day break
Sept. 4	School resumes, student full day
Oct. 24	Student half day, half day teacher inservice
Nov. 2	Student half day, teacher work day, at elementary
Nov. 7, 8, 9	Student half days, teacher work days, at elementary, for conferences
Nov. 8, 9	Student half days, teacher work days, at secondary, for conferences
Nov. 21	Half day - Thanksgiving break begins
Nov. 22, 23	Thanksgiving break
Dec. 24	Winter break begins
Jan. 7	School resumes
Jan. 23, 24, 25	Student half days, teacher work days, at secondary
Jan. 25	Student half day, teacher work day, at elementary
Jan. 25	End of semester
Feb. 15	Winter break
Feb. 20	Student half day, half day teacher inservice
Mar. 22	Half day students; half day teacher work day at elementary
Mar. 27, 28	Student half-days; teacher work days, at elementary, for conferences
Mar. 29	Half day - spring break begins
Apr. 8	School resumes
May 27	Memorial Day
June 5, 6, 7	Student half days, teacher work days at secondary
June 6, 7	Student half days, teacher work days at elementary

Total student days - 183 days

Total teacher days - 185 days

