

6-30-71

Anchor Bay (6)

1968-71

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MASTER CONTRACT

between

THE
BOARD OF EDUCATION
Anchor Bay School District
New Baltimore, Michigan

and

THE
ANCHOR BAY EDUCATION ASSOCIATION
Anchor Bay School District

RECEIVED (3)

MAR 17 1969

OFFICE OF
PROFESSIONAL NEGOTIATIONS

MEA
1216 Wendale
East Lansing, Mich.
48823

Anchor Bay School District

MASTER AGREEMENT

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PREAMBLE

A. This Agreement entered into this 30th day of August, 1968, is by and between the Board of Education of the Anchor Bay School District of Macomb and St. Clair Counties, and the Anchor Bay Education Association. The term "Board" hereinafter refers to the Board of Education, the duly elected governing body of the School District. The term "Association" hereinafter shall refer to the Anchor Bay Education Association. The members of the teaching profession are qualified to assist, advise, and support programs designed to improve educational standards.

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

ARTICLE I RECOGNITION

A. The Board hereby recognizes the Association as the exclusive bargaining representative, as defined in Act 379, State of Michigan, Public Acts of 1965, for all certified teaching personnel employed by the Board during the period of this Agreement, not excluded below, who are under legal contract, or on leave, (specified elsewhere in this contract) to the Anchor Bay Board of Education.

B. The word "teacher" as used herein shall mean the male as well as the female and is intended to describe certified personnel employed to regularly conduct instruction in the classroom, but shall not include non-certified employees, per diem personnel, Program Directors, Assistant Principal, Principal, Administrative Assistant, Assistant Superintendent, and Superintendent.

C. In contract administration the term "Board" shall include the Board appointed School District Administrators.

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

ARTICLE II ASSOCIATION AND TEACHER RIGHTS

A. The Board hereby agrees that every employee of the Board shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective bargaining or negotiation. The Board agrees it will not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of his membership in the Association.

B. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.

C. The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings, provided that when special custodial service is required, the Board may make a reasonable charge therefor. No charge shall be made for use of school rooms.

D. Duly authorized representatives of the Association shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations.

E. The Association shall have the right to use school facilities and equipment, including typewriters, mimeograph machines, other duplicating equipment, calculating machines, and all types of audio-visual equipment at reasonable times, when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incident to such use.

F. The Association shall have the right to post notices of activities and matters of Association concern on teacher bulletin boards, at least one of which shall be provided in each school building. The Association may use the district mail service and teacher mail boxes for communications to teachers.

G. The Board agrees to furnish to the Association in response to reasonable requests information necessary for the resolution of grievances and for the collective bargaining process.

H. The Board agrees it is appropriate when desirable to discuss with teachers, programs of mutual interest. The Board will consider teacher recommendations in making final determinations. It is agreed by the parties that final resolution and decision making is the sole responsibility of the Board.

I. Consistent with the Code of Ethics of the Education Profession, the teachers shall be entitled to full rights of citizenship.

J. The provisions of this Agreement shall be applied without regard to race, creed, religion, color, national origin, age, sex, and marital status.

ARTICLE III RIGHTS AND RESPONSIBILITIES OF THE BOARD

A. The Board on its own behalf and on behalf of the electors of the district, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Michigan, and of the United States.

ARTICLE IV MEMBERSHIP FEES AND PAYROLL DEDUCTIONS

A. Membership in the Association shall be open to all teachers of the District regardless of race, creed, sex, marital status, or national origin.

B. It is recognized that the proper negotiation and administration of collective bargaining agreements entail expense which is appropriately shared by all teachers who are beneficiaries of such agreements. To this end, in the event a teacher shall not join the Association and execute an authorization for dues deduction, such teacher shall, as a condition of continued employment by the Board, execute an authorization for the deduction of a sum equivalent to the dues and assessments of the Association which sum shall be forwarded to the Association. In the event that such an authorization is not signed for a period of thirty days following the commencement of employment of the teacher, the Board agrees that in order to effectuate the purposes of the Public Employment Relations Act and this Agreement, the services of such teacher shall be discontinued as of the end of the current school year. Such teacher or teachers shall be notified of the termination of their services immediately upon the expiration of the thirty (30) day period heretofore mentioned. However, if at the end of the school year the teacher or teachers receiving the termination notice shall then be engaged in pursuing any legal remedies contesting the discharge under this provision before the Michigan Tenure Commission or a court of competent jurisdiction, such teacher's services shall not be terminated until such time as such teacher or teachers have either obtained a final decision as to the validity or legality of said discharge, or said teacher or teachers have ceased to pursue the legal remedies available to them by not making a timely appeal of any decision rendered in said matter by the Michigan Tenure Commission or a court of competent jurisdiction.

C. The ABEA will indemnify and hold harmless the Anchor Bay School District and assume and discharge the District's full and complete liability arising out of or in connection with any and all litigation or proceedings, including attorney fees and costs, brought against the District by any employee, group of employees, who has been discharged pursuant to Article

IV of the parties' collective bargaining agreement dated August 30, 1968; provided that such liability is predicated upon a decision of a court of last resort in the State of Michigan.

D. The deduction of membership dues shall be made from each pay check each month for nine (9) months beginning in October and ending in June each school year. The Board shall transmit the deducted amount to the Association. The first month the deduction is made, a list of teachers from whom the dues have been deducted will accompany the money. On any month thereafter, the Association Treasurer will be notified of any changes accompanying later transmissions. Said deductions shall be authorized by the individual teacher submitting the signed authorization form to be received by the bookkeeper not later than ten (10) days prior to the pay date.

E. Payroll deductions shall also be made upon written and signed authorization from the individual teacher for credit union, charitable donations and/or other programs approved by the Association and the Board. The individual authorization forms must be received by the bookkeeper at least ten days prior to the pay date.

ARTICLE V TEACHING HOURS AND CLASS LOAD

A. No teacher shall be required to report for duty earlier than ten minutes prior to his first designated assignment. For the purpose of this section the conference period shall be considered an assignment. Teachers shall be permitted to leave 15 minutes after the close of the pupils' regular school day. Teachers are required to attend all staff meetings and, except for emergencies, no more than one per week. Teachers are encouraged to remain for a sufficient period after the close of the pupils' school day to attend to those matters which properly require attention at that time, except that on Fridays or on days preceding holidays or vacations, the teachers' day shall end five minutes after the close of the pupils' day.

B. The normal weekly teaching load in the junior and senior high school will be 25 teaching periods and five assigned preparation periods or not to exceed five class periods of pupil contact or its equivalent per day. Assignment to a supervised study period shall be considered a teaching period for purposes of this Article. A class period in the senior and junior high schools shall not exceed fifty-five minutes. The normal weekly teaching load in the elementary schools shall not exceed five hours of pupil contact per day.

C. All teachers shall be entitled to a duty-free uninterrupted lunch period in no event less than thirty minutes.

D. Elementary teachers will be provided two (2) fifteen minute or one (1) thirty minute relief period(s) each day. Every effort will be made to divide the lunch room, bus, playground non-teaching assignments as equitably as possible for the 1968-69 school year. The plan will be developed by the building principal and staff and shall be mutually acceptable. For the 1969-70 school year and thereafter for the remainder of the Contract, no elementary teacher will perform the lunch room, P.M. bus, or P.M. playground non-teaching assignments. When an elementary physical education or itinerant teacher is conducting the class the classroom teacher may either remain with the class or utilize this time for preparation. In the event an elementary physical education or itinerant teacher is absent every effort will be made by the administration to secure a substitute. If a substitute teacher cannot be secured and the classroom teacher teaches the itinerant teacher's assignment, the classroom teacher will be paid at the rate of \$5.00 per hour.

E. In the event economic conditions demand a reduction in services to the extent that itinerant teacher services must be curtailed, this former itinerant teacher's time will be assumed by the regular classroom teacher.

F. During the curtailment the classroom teacher will be paid \$2.50 per itinerant teacher period (5 per week for grades 1 - up in the elementary buildings). For the duration of this Contract, no elementary teachers shall be assigned unpaid duty of playground noon supervision.

G. Teachers of music, art, and the laboratory sciences, physical education, librarians, speech therapists, reading consultants, visiting teachers, counsellors and all special education teachers shall be provided with relief and preparation time to the same extent as other teachers in the District.

H. No departure from these norms, except in case of emergency, shall be made without prior consultation with the Association. In the event of any disagreement between the representative of the Board and the Association as to the need and desirability of such deviation, the matter may be processed through the professional grievance procedure hereinafter set forth.

I. A teacher engaged during the school day in negotiating in behalf of the Association with any representative of the Board or participating in any professional grievance negotiation, including arbitration, shall be released from regular duties without loss of salary.

J. The school day shall be as follows:

	Secondary	Elementary
Report to building	7:50	8:40
First period commences	8:00	8:50
Pupils dismissed	2:37	3:27
Teachers dismissed	2:52	3:42

Bloom School	
Report to building	8:50
First class commences	9:00
Pupils loaded on bus	11:30
Building secured and teachers dismissed ...	11:45
Report to building	12:45
Second class commences	1:00
Pupils loaded on bus	3:30
Building secured and teachers dismissed ...	3:42

K. Subject to minor deviations necessary by the transportation system, the teachers' normal work day is planned as above for Bloom School.

ARTICLE VI EXCEPTIONAL CHILDREN

A. The Board and the Association recognize that students having special problems of a physical, mental, or emotional nature may need a program designed to meet the needs the problem presents.

B. A teacher who is suspicious of such exceptional children will immediately inform the building principal. The building principal will provide the teacher with the proper referral form as well as a listing of information required by the professional specialist.

C. The parties further agree that the individual student has the right to a professional diagnosis by the medical or professional specialist defined by law prior to any judgment as to his condition.

D. The results of all diagnosis will be referred to the District Coordinator of Special Education who will forward such information to the building principal. The building principal will in turn inform the student's teacher of the availability of the diagnosis.

E. The student with a positive diagnosis will be presented to the District screening committee which will cooperatively develop an educational plan for the student.

F. The District screening committee shall be composed of:

1. The Building Principal
2. The Referring Teacher
3. The Intermediate School District Consultant
4. The Professional Specialist (or his report)
5. The Receiving Principal where applicable
6. The Receiving Teacher
7. The Coordinator of Special Education shall serve as executive officer of the screening committee.

ARTICLE VII TEACHING CONDITIONS

A. The Board and the Association recognize that optimum school facilities, and small class sizes are desirable if a quality program of instruction is to be maintained. The primary duty and responsibility of the teacher is to teach and the organization of the school day should be directed toward insuring that the energy of the teacher is utilized to this end.

B. The following suggested class sizes represent desired objectives. The utilization of facilities and personnel and the future planning of construction and staff recruitment shall move toward these objectives.

Elementary	1968-69-70	1970-71	Secondary
K	30	30	The High School and Junior High School shall abide by North Central Standards.
1-2	30	29	
3-5	32	31	
Readiness	20	19	Special Education Shall meet State requirements.

C. If at any time after the seventh Friday of a school year in an elementary school, any class exceeds the specified limit by more than 10 percent, the involved teacher, the building principal and representatives of the Board and the Association shall meet to consider the problem and means of relieving the situation to include: balancing classes, use of para-professionals, additional staff, use of facilities in the community and/or other appropriate solutions. Agreed to changes will be put into effect at the time when the limit is exceeded by 20 percent.

If by the beginning of the 1970-71 school year, a new elementary school is built and ready for use, class sizes shall not exceed 10 percent above those figures listed.

If during the term of this contract, the 6th grade is moved from the Junior High School to an elementary school, the 6th grade shall have the same class size as the fifth.

D. Appropriate facilities and materials are the tools of the teaching profession. The Board will confer with the staff for professional recommendations when appropriate.

E. The Board will provide a teacher Professional Library in each school in the district and include therein texts or reference books which are related as resource references for the assignments taught.

F. The Board agrees to provide in each school adequate typing, duplicating, stencil and mimeograph equipment and clerical personnel to aid teachers in the preparation of educational material.

G. The Board will attempt to provide: 1. Adequate storage space (file cabinet) in each classroom for instructional materials; 2. Adequate materials (blackout curtains) required in daily teaching responsibility; 3. A dictionary in each teaching station; 4. A separate desk for each teacher, said desk to have a lockable drawer; 5. Suitable closet space for each teacher in which to store personal articles; 6. Adequate chalkboard in every teaching station; 7. Copies, exclusively for the teacher, of the text from which he teaches.

H. In order to relieve teachers of non-professional duties, the Board will employ one 4-hour aide in each elementary school in 1969-70 and one full-time aide or two 4-hour aides in each elementary school in 1970-71. The aides will handle such duties as patrol duties, inventorying supplies, duplication of materials, operation of A-V equipment, collecting monies, and similar non-professional operations. The teacher shall periodically evaluate the aide and submit each report to the building principal.

I. The Board shall make available in each school adequate restroom and lavatory facilities exclusively for staff use and at least one room appropriately furnished which shall be reserved as a staff center in which smoking shall be permitted. Smoking shall be limited to the staff center during hours when pupils are in the building although smoking is permitted during a staff meeting or Association meeting.

J. Telephone facilities shall be made available to teachers for reasonable use. Long distance calls made by teachers shall be billed to the teacher's home phone.

K. Adequate off-street parking facilities shall be provided for teacher use.

ARTICLE VIII PROFESSIONAL QUALIFICATIONS AND ASSIGNMENTS

A. No teacher shall be employed by the Board for a regular teaching assignment who does not have a bachelor's degree from an accredited college or university, or a provisional or permanent certificate, except in those cases where the teacher is participating in an approved program of internship or vocational technical education. However, the Board shall endeavor to hire only persons with provisional or permanent certificates.

B. The employment of teachers by individual contracts based on special certificates is to be permitted only in cases of necessity. The Association shall be notified in writing when a teacher is hired who does not meet state certification requirements.

C. No substitute teacher shall be hired by the Board for more than ninety (90) days per school year who does not meet state certification requirements.

D. It is the professional responsibility of each teacher of the District to meet and maintain standards for Michigan certification and accreditation.

E. Teachers shall not be assigned except temporarily and for good cause outside the scope of their teaching certificates. The Association shall be so notified.

F. Before the end of the school year, teachers employed in the District shall be given written notice of their proposed schedule. If it becomes necessary to change said assignments, the affected teacher will be consulted as soon as practicable.

G. Pursuant to the Code of Ethics of the Education profession, the Association and its membership shall give prompt notice to the Board of any change in availability of service for the following school year. Insofar as possible, such notification to the Board shall occur prior to the end of the school year.

H. Any assignment in addition to the normal teaching schedule during the regular school year and summer session, enumerated in the appendix, shall be with the consent of the teacher. Preference in making such assignments will be given to the tenure teachers regularly employed in the District.

ARTICLE IX VACANCIES, PROMOTIONS AND TRANSFERS

A. Requests by a teacher for TRANSFER to a different class, building, or position shall be made in writing in an original and three copies. The original shall be filed with the Superintendent, one copy with the current building principal, one with the building principal of the requested assignment and one copy with the Association. The applicant shall set forth reasons for 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.

B. The Association recognizes that when vacancies occur during the school year it may be difficult to fill them from within the District without undue disruption to the existing instructional program. If the Superintendent in his judgment so determines such a vacancy may be filled on a temporary or tentative basis until the end of the normal school year, at which time the position will be considered vacant. The teacher filling said position shall be given consideration for successful performance when applying for this position.

C. Whenever any vacancy in any professional position in the District occurs, the Board shall publicize the same by giving written notice of such vacancy to the President of the Association and by posting in every school building. No vacancy shall be filled, except in case of emergency, until such vacancy shall have been posted for at least ten (10) week days. (Monday through Friday, inclusive, excluding holidays during the school year.)

D. Any teacher may apply for any professional vacancy by written application to the Superintendent of Schools. In filling such vacancy, the Board agrees to give due weight to the professional background and attainments of all applicants and the length of time each has been in the School District. The Board maintains the right to promote or employ the person who is the best qualified applicant, but reiterates its support of a policy involving promotions within its own teaching staff.

E. In order to encourage promotions from within the ranks, a standard set of requirements shall be established and forwarded to the Association listing qualifications most desirable for administrative positions in existence. The failure to obtain appointment to any administrative position shall not be a grievance issue.

F. The parties agree that unrequested transfers of teachers are to be minimized and avoided whenever possible and only in case of an emergency. The Superintendent shall notify the affected teacher and Association of the reasons for said transfer.

G. In the event that transfers of teachers appear to be necessary, lists of available positions in other schools shall be posted in the same manner as provided above.

H. Whenever a vacancy occurs after the end of the school year, a notice of such vacancy shall be sent via the pay envelopes to the summer mailing address of each teacher.

ARTICLE X ILLNESS OR DISABILITY

A. Teachers and the Board of Education entered into individual and collective contracts to provide for the teaching of the boys and girls of the School District. Therefore it is necessary for the teacher to be present on this assigned duty station to fulfill the needs of the children — the contractual obligation. Teachers shall be entitled to a sick leave accumulation to be used for absences caused by illness or physical disability of the teacher at the rate of one day for each month of regular full time employment as set forth in Article V. The unused portion of such allowance shall accumulate from year to year without limitation. Teachers working 5 hours or more daily but less than a teacher's day as defined in Article V shall receive $\frac{3}{4}$ day sick leave per month. Teachers working 3 hours or more daily but less than a teacher's day

as defined in Article V shall receive 1/2 day sick leave per month. Teachers working less than 3 hours daily shall receive no sick leave days per month.

B. Any teacher whose personal illness extends beyond the period compensated under Article IX shall be granted a leave of absence for a period to time not to exceed two calendar years without pay. Upon return from leave a teacher shall be assigned to the same position, or a substantially equivalent position if available. Any abuse of this section as determined by the Board (such as taking any other position but not limited to same) automatically terminates said employment.

C. Any teacher who is absent because of an injury or disease compensable under the Michigan Workmen's Compensation Law shall receive from the Board the difference between the disability benefits provided by the Workmen's Compensation Law and the sick leave benefits herein provided. To the extent that the Board makes payment to a teacher for that portion of his salary not reimbursed under the Workmen's Compensation Law, said partial payment shall be charged pro-rata against the teacher's accumulated sick leave days until said accumulated sick days have been expended.

D. A teacher absent from work because of mumps, scarlet fever, measles, or chicken pox shall suffer no diminution of compensation and shall not be charged with loss of personal sick leave, provided this provision shall be limited to those specific illnesses outlined above and a physician's verifying statement shall be provided.

E. On or before the fourth Friday of each school year, each teacher will be informed as to his total number of days of sick leave accumulated.

F. In the event that an employee is absent in excess of his allowable sick leave days, the salary deduction shall be computed by dividing his base salary by the number of teacher duty days in his annual calendar.

ARTICLE XI PROFESSIONAL AND INDIVIDUAL BUSINESS

A. At the beginning of the 1968-69 school year, each teacher shall be credited with two (2) days to be used for the teacher's professional or individual business, said days to be increased to three (3) at the beginning of the 1970-71 school year. Business leave shall be construed as necessary and pressing business that cannot be conducted at other than school hours. A simple general statement shall indicate the general need. Advance notice and approval shall be completed at least two days before the day required except in an emergency. Business leave is not to be used for any purpose that one could construe to be a failure to accept one's professional responsibility and/or failure to conduct one's self in a professional or ethical manner. Should business leave be used improperly, it will result in the loss of salary for the day, or days, in question. Unacceptable uses of business leave will be limited to the following:

- | | |
|--------------------------|---------------------------|
| 1. Recreational pursuits | |
| 2. Economic gains | 4. Other employment |
| 3. Social functions | 5. Seeking new employment |

To avoid unanticipated loss of wages, teachers are advised to consult with their principals and/or the ABEA representative as to the propriety of the usage prior to its usage and to confirm that it has indeed been approved.

B. Professional business days shall be used for 1. visitation to view other instructional techniques or programs, 2. conferences, workshops, or seminars conducted by colleges, universities and/or affiliate departments of/or the Michigan and National Educational Associations of a curricular or instructional nature related to the teacher's assignment in the Anchor Bay School District. Prior approval shall be secured as provided in paragraph A and a written report in two copies shall be provided upon return.

C. Absence due to death in the teacher's family shall be deemed legitimate use of personal leave days. For the purpose of this Article the term "family" shall be defined as:

- | | | |
|------------------|-------------|-------------------|
| 1. mother | 5. spouse | 9. brother-in-law |
| 2. father | 6. children | 10. sister-in-law |
| 3. mother-in-law | 7. brother | 11. grandmother |
| 4. father-in-law | 8. sister | 12. grandfather |

In addition, one day leaves may be granted for funerals of individuals other than the teacher's family. In the event the teacher's personal business days do not cover the length of time of absence for funerals, the remaining days shall be charged against the teacher's accumulated sick leave days.

D. A teacher called for jury duty shall be compensated for the difference between the teaching pay and the pay received for the performance of such obligation.

E. The Anchor Bay Education Association shall be granted one (1) leave day per year to carry out responsibilities of the Association, said days to be increased to two (2) in 1969-70 and three (3) in 1970-71.

ARTICLE XII TERMINAL LEAVE

A. Upon retiring under the provisions of the Michigan Public School Employees Retirement System or under the provisions of the Social Security Retirement Plan, the employee will receive payment for one-half ($\frac{1}{2}$) of his unused accumulated sick days at the teacher's current daily wage rate. (current salary divided by $\frac{1}{200}$) with a maximum accumulation of 200 days.

B. Upon death, the teacher's beneficiary as established in the insurance policy, shall receive one-half of the teacher's unused sick leave at the teacher's daily wage rate (current salary divided by $\frac{1}{200}$).

ARTICLE XIII SABBATICAL LEAVE

A. In order to provide opportunities for maximal professional improvement, Sabbatical Leave shall be available to teachers for formal, full time study at a recognized college or university.

B. Eligibility

1. An applicant must possess a Michigan Life or Permanent Certificate and must have accrued seven consecutive, full years of teaching service in the Anchor Bay School District.

2. Applicants shall not have received a Sabbatical Leave during the seven years immediately preceding any application.

3. Each applicant must agree to return to service in the Anchor Bay School District immediately upon termination of Sabbatical Leave and to continue in such service for a period of two years, unless physical disability makes this impossible or there is mutual agreement to the contrary. A signed agreement in the format of a promissory note shall stipulate that the failure of the teacher to provide such service shall result in the obligation to reimburse the District a proportional part of the salary paid to him during Sabbatical Leave determined by the fraction of the two years not served following the leave.

C. Letter of Intent to Apply

Potential applicants shall submit a Letter of Intent to the Superintendent of Schools at

his office indicating their intention to file a formal application the following semester.

1. Candidates desiring Sabbatical Leave commencing in September shall file the Letter of Intent not later than the last work week of the first semester.

2. Candidates desiring Sabbatical Leave commencing in February shall file the Letter of Intent not later than the last work week of the second semester.

D. Formal Application

1. Applicants desiring Sabbatical Leave commencing in September shall file a formal application for Sabbatical Leave with the Superintendent of Schools at his office during the work week prior to the Easter Recess.

2. Applicants desiring Sabbatical Leave commencing in February shall file a formal application for Sabbatical Leave with the Superintendent of Schools at his office during the third work week of September.

3. The application shall be accompanied by plans for the use of the Sabbatical Leave, evidence that the applicant has been accepted into a graduate program and an exposition of the plan's potential for increasing the applicant's professional competence and such other information as may be necessary as determined by the Committee for Sabbatical Leave.

E. Selection

1. The Committee for Sabbatical Leave shall consist of an elementary and a secondary principal appointed by the Superintendent and a teacher appointed by the ABEA, and the ABEA President, the Committee shall be chaired by the Superintendent, who will vote only in the event of a tie.

2. Consideration shall be given to:

- a. Assured eligibility.
- b. The proposed leave's potential for contributing to the applicant's professional growth.
- c. The applicant's prior contribution to the Anchor Bay Schools and potential for future leadership.
- d. The applicant's need for financial support.
- e. Any other pertinent factors as established by the Committee.

3. In establishing Sabbatical Leave, the Board of Education shall grant Sabbatical Leave to as many candidates as are recommended by the Committee for Sabbatical Leave but not to exceed a number equal to one percent of the teachers of the school district at the time the leaves are granted.

F. Compensation

1. While on Sabbatical Leave a teacher shall receive 50 percent of his teaching salary for the time involved.

2. A teacher shall receive the insurance and retirement fringe benefits as provided for teachers by the Board of Education.

3. The teacher is responsible to notify the Business Office of the place to which his payroll check shall be addressed while he is on Leave. Checks will be mailed to that address on or before the regular paydays.

G. Miscellaneous Administrative Provisions

1. Sabbatical Leave may be for a portion of the year but may not exceed a full school year.*

2. A teacher on Sabbatical Leave may not deviate from his approved plan except with the written permission of the Committee.

3. Sabbatical Leave will be automatically terminated should the grantee be placed upon a probationary academic status by his college or university.

4. Any falsification of information by the teacher in application or other reports required as a part of Sabbatical Leave may subject the Leave to termination upon recommendation by the Committee for Sabbatical Leave.

5. Upon return from Sabbatical Leave the teacher shall be advanced on the salary schedule as though he had been employed as a teacher during the period of Leave; he shall be restored to his former position, or to a position of at least comparable nature for which he is certified.

*Provided by Section 340.572 of General School Laws

ARTICLE XIV UNPAID LEAVES OF ABSENCE

A. Leave of absence will be granted up to two years to any teacher who joins the Peace Corps as a full time participant in such program. Any period so served shall be treated as time taught for purposes of salary the schedule set forth in Appendix B of this Agreement.

B. Any teacher, having taught under contract in the Anchor Bay School District, who is called into the armed services of the United States, or who is activated as a member of the reserve forces, or who enlists in anticipation of induction, shall be granted leave of absence without pay for the period of such absence. Full credit on the salary schedule for each calendar year or major portion thereof spent in military service will be granted to those so leaving Anchor Bay's teaching service and returning thereto, provided that rights under this paragraph will terminate upon any voluntary extension of such military service.

C. Teachers who are officers of the MEA and/or NEA or are appointed to its staff should, upon proper application, be given leave of absence without pay for the purpose of performing duties for the Association but not to exceed two years. Teachers given leaves of absence without pay shall receive credit toward annual salary increment on the schedule appropriate to their rank.

D. The Board shall grant a leave of absence to any teacher to campaign for, or serve in, a public office on his own behalf for a period not to exceed two years. The teacher shall be entitled to return from such leave within two years providing the appropriate position is available.

E. A maternity leave shall be granted without pay, commencing not later than the end of the sixth month of pregnancy, subject to the physician's approval, except that when this date falls within one school month of the end of the semester the teacher may be permitted to complete the semester. The teacher shall be entitled to return from such leave at any time within two years providing the appropriate position is available.

ARTICLE XV ACADEMIC FREEDOM

Freedom of expression will be encouraged by the district and procedures will be developed to safeguard the pupils, the community, the staff and the board.

ARTICLE XVI TEACHER EVALUATION

A. The performance of all teachers shall be evaluated in writing.

Probationary teachers shall be evaluated a minimum of three times during the school year as follows:

1. At least twice during the first semester of employment, however, in no case should these evaluations be less than thirty (30) calendar days apart.

2. The third evaluation shall be conducted during the second semester and at least 90 calendar days prior to the end of the probationary school year.

Tenure teachers shall be evaluated at least once in every two years. Evaluations shall be conducted by the principal and/or assistant principal.

B. Each observation shall be conducted in person for a minimum of twenty consecutive minutes. All monitoring or observation of the performance of a teacher shall be conducted openly and with full knowledge of the teacher.

C. A copy of the written evaluation shall be submitted to the teacher at a conference between the building principal or assistant principal and the teacher within ten (10) work days after the evaluation. A representative of the Association, at the teacher's request, may be present at this conference. One copy of the evaluation shall be presented to the teacher at the time of such conference; one copy shall be retained by the principal; and one copy shall be sent to the superintendent. In the event that the teacher feels his evaluation is incomplete or unjust, he may put his objections in writing and have them attached to the evaluation copies. All evaluations shall be based upon valid criteria for evaluation of professional growth as jointly determined by the Board and the Association. Each written evaluation shall be considered as part of the teacher's total evaluation.

D. In the event a probationary teacher is not continued in employment, the Board will advise the teacher of the reasons in writing with a copy to the Association and provide for a hearing where requested. The teacher shall have the right to process a grievance through the procedure as provided in this Agreement.

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

ARTICLE XVII PROFESSIONAL BEHAVIOR

A. Teachers are expected to comply with reasonable rules, regulations, and directions 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 which threatens physical safety or well-being or is professionally demeaning.

B. The Association recognizes that abuses of sick leave or other leaves, chronic tardiness or absence, willful deficiencies in professional performance, or other violations of discipline by a teacher reflect adversely upon the teaching profession and create undesirable conditions in the school building. The Association will assist the Board to correct breaches of professional behavior by any teacher.

C. A teacher shall at all times be entitled to have present a representative of the Association when he is being reprimanded, warned, or disciplined for an infraction of rules or delinquency in professional performance; except, if the situation requires immediate action in which case the teacher shall be entitled at the formal reprimand, warning, or disciplinary

conference held at the earliest possible time, to have an Association representative present if he so desires. When a request for such representation is made no action shall be taken with respect to the teacher until such representative of the Association is present.

ARTICLE XVIII MAINTENANCE OF STANDARDS

Minimum terms and conditions in effect at the time of the signing of this agreement shall be continued unless the contract specifically alters these terms and conditions.

ARTICLE XIX REDUCTIONS IN PERSONNEL AND ANNEXATIONS AND CONSOLIDATIONS OF DISTRICTS

Should conditions make necessary a reduction in the number of teachers employed by the Board, the Board will retain those teachers best qualified to fill the revised assignment as nearly as possible, with preference to those teachers with permanent teaching certificates having the longest service in the district. The Board will further use their best efforts to assist all teachers terminated to secure employment in other school districts.

ARTICLE XX CONTINUITY OF OPERATIONS

A. Both parties recognize the desirability of continuous and uninterrupted operation of the instructional program during the normal school year and the avoidance of disputes which threaten to interfere with such operations. Since the parties are establishing a comprehensive grievance procedure under which unresolved disputes may be settled by an impartial third party, the parties have removed the basic cause of work interruptions during the period of this Agreement.

B. During the life of this Agreement the Board agrees not to lock out employees and the teachers agree not to withhold services.

C. On any day when school sessions are scheduled but that schedule is cancelled by the Superintendent due to weather or other conditions beyond control and this official closing is announced on Radio Station WJR, then the following provisions for teacher's pay will prevail:

1. If the announcement states that schools are closed, teachers are not to report and will receive full pay.
2. If the announcement states that schools are closed and teachers are to report, then teachers must report. However, if a teacher is unable to report, he shall be paid for such absence and his absence charged against unused personal leave days.

ARTICLE XXI SCHOOL CALENDAR

For the term of this Agreement the school calendar shall be as set forth in Appendix A. There shall be no deviation from or change in the school calendar except by mutual agreement of the Board and the Association, except in case of emergency.

ARTICLE XXII PROFESSIONAL COMPENSATION

A. The basic salaries of teachers covered by this Agreement are set forth in Appendix B which is attached to and incorporated in this Agreement. Such salary schedule shall remain in effect during the designated periods.

B. The Salary Schedule is based upon the regular school calendar as set forth in the Appendix A and the normal teaching assignment as defined in this Agreement.

C. Teachers involved in extra-duty assignments set forth in Appendix C attached hereto and incorporated in this Agreement shall be compensated in accordance with the provisions of this Agreement.

D. Teachers required in the course of their work to drive personal cars from one school to another shall receive a car allowance of ten (10) cents per mile. The same allowance shall be given for use of personal cars when in transit for field trips or other district business. The Board shall provide liability insurance protection for teachers when their personal cars are used as provided in this section.

E. All teachers shall be given full credit on the Salary Schedule as set forth in Appendix B for five (5) years of outside experience in any Michigan School District or other teaching experience in a school district accredited by a recognized accrediting agency.

F. Military service will be awarded full credit on the Salary Schedule for each full year of service not to exceed two (2) years credit. Eligibility for military service credit shall be awarded whenever such service occurs prior to or following the completion of four (4) years of college earned at an NCATE accredited college or university. The military service credit shall become effective at the beginning of the 1968-69 school year and for the duration of the contract.

ARTICLE XXIII INSURANCE PROTECTION

A. The Board shall make available to each instructional staff member Group Term Life Insurance (death benefit) to include a double indemnity policy rider in case of accidental death by a company of the Board's choice. The policy limit to be paid to the designated beneficiary shall be:

1968-1969
\$3,000

1969-1970
\$5,000

1970-1971
\$5,000

B. The Board shall provide without cost to the employees Blue Cross-Blue Shield M75 or its equivalent, full family hospital care insurance benefits. Coverage shall be limited to Blue Cross-Blue Shield except that those persons employed in 1967-1968 who had other school-provided coverage at that time may continue with their previous company and the dollar contribution by the Board shall be no more than that provided other employees under the Blue Cross-Blue Shield plan.

C. The Board will pay full insurance premiums for each employee to provide insurance coverage on a full time basis subject to paragraph "D" below.

D. Teachers commencing employment with the District will be eligible for insurance and hospital medical coverage as shown above thirty (30) days following assignment to the payroll.

E. Board contribution toward insurance premiums for employees on maternity leave will be discontinued by the Board on the next first of the month following the start of the leave. The individual, if she chooses, can pay the premiums and still be covered under the group plan for the duration of the leave.

F. Teachers on leave of absence (except for illness and sabbatical leave) must provide the total insurance and hospital medical premium if they desire to continue coverage. Teachers on sick leave of absence will receive the Board's contribution for a maximum of six (6) months following the end of the current semester.

ARTICLE XXIV SPECIAL AND STUDENT TEACHING

If the Board of Education of the Anchor Bay School District establishes a student teaching program in conjunction with a university or college, conditions of this program will be agreed upon by the Contract Review Committee.

ARTICLE XXV STUDENT DISCIPLINE AND TEACHER PROTECTION

A. Since the teacher's authority and effectiveness in his classroom are undermined when students discover that there is insufficient administration 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.

B. The teacher will maintain a high level of discipline in the classroom. It is recognized that discipline problems are less likely to occur in classes which are well prepared, well taught, and where a high level of student interest is maintained.

C. A teacher may exclude a pupil from a class when the grossness of the offense and/or the persistence of the violation makes the continued presence of the student in the classroom intolerable. The teacher will be responsible to see that the pupil gets to the office. In such cases, the teacher will furnish the principal with full particulars in writing of the incident no later than the close of the school day in which the incident occurred. A conference between the teacher and principal shall occur no later than two (2) working days following the formal report.

D. The parties agree that all disciplinary action taken shall be fair, reasonable, logical and consistent.

E. Any case of assault upon a teacher during the school day shall be promptly reported to the building principal. The Board shall provide legal counsel to the teacher and such counsel shall provide all necessary professional services.

F. If any teacher is complained against or sued as a result of any action taken by the teacher while in pursuit of his employment, the Board will provide legal counsel and render all necessary assistance to the teacher in his defense, except where the employee is convicted of a misdemeanor by a court of competent jurisdiction, the Board may choose not to defend the employee.

G. Time lost by a teacher in connection with any incident mentioned in this Article shall not be charged against the teacher.

H. No action shall be taken upon any complaint by a parent of a student directed toward a teacher, nor shall any notice thereof be included in said teacher's personnel file unless such matter is promptly reported in writing to the teacher concerned. If any question of breach of professional ethics is involved, the Association shall be notified.

ARTICLE XXVI JOINT PROFESSIONAL STUDY COUNCIL

A. There is hereby established a Joint Professional Study Council consisting of five (5) representatives appointed by the Board, and five (5) representatives appointed by the Association. The Joint Professional Study Council shall meet once each month during the regular school year and make recommendations to the Board and the Association on such matters as teaching techniques, courses of study, textbooks, curriculum guides, pupil testing and evaluation, philosophy and educational goals of the district, research and experimentation, educational specifications for buildings, and related matters.

B. The Joint Professional Study Council may appoint such joint professional study sub-committees as are deemed necessary.

ARTICLE XXVII GRIEVANCE PROCEDURE

A. The School Board agrees that its rules and regulations governing employee conduct will be reasonable and that endorsement of discipline will be fair and for just cause.

B. Disciplinary interviews and reprimands will be conducted in private. An affected employee will, however, have the right in all such instances to request the presence of an Association Grievance Committee Representative at any said interview, and, when such a request is made, the interview will not proceed until the representative is in attendance.

C. A claim by an employee or the Association that there has been a violation, misinterpretation, or misapplication of any provision of this Agreement, or any existing rule, order or regulation of the School Board or Administrative directive, or of any disciplinary action shall be deemed a grievance under this Contract.

D. The time limits specified hereinafter for movement of grievance through the process shall be strictly adhered to and may be relaxed or extended only by mutual consent of the parties in writing. In the event that the Association fails to appeal a grievance or appeal a School Board answer within the particular specified time limit, the involved grievance shall be deemed abandoned and settled on the basis of the School Board's last answer, if any. In the event that the School Board shall fail to supply the Association with its answer to the particular step within the specified time limits, the grievance shall be automatically positioned for appeal at the next step within the time limit for exercising said appeal commencing with the expiration date of the School Board's grace period for answering.

E. All specified time limits herein shall consist only of work days.

F. Each grievance shall have to be initiated within four (4) days of the occurrence of the cause for complaint or, if neither the aggrieved nor the Association had knowledge of said occurrence at the time of its happening, then within four (4) days of the first such knowledge by either the aggrieved or the Association. Appropriately published School Board notices relating to rules and regulations, which are not in conflict with this Agreement, shall be considered as binding the Association and all members of the Bargaining Unit with knowledge of the subject matter related in said bulletin, providing those rules and regulations are made known to the employee prior to the incident. Settlement of delayed grievances, as provided, shall not be retroactive to any date prior to the date of filing.

G. Any employee or employees having an alleged but timely grievance as hereinabove defined may process the complaint in the following manner:

Step 1. The aggrieved employee or employees must take the matter up with their immediate supervisor.

- Step 2. If not satisfactorily resolved at Step 1, the grievant must submit the complaint in writing to his supervisor who will arrange a meeting within four (4) days of filing between the grievant and building principal (or his assistant) and not more than two (2) Association representatives.
- Step 3. If not satisfactorily resolved as a result of the Step 2 meeting, the building principal will notify the Superintendent's office no later than the next office work day of a meeting to be held within four (4) days between the grievant, the Association Bargaining Committee, the building principal and the superintendent or his designated representative.
- Step 4. If not satisfactorily resolved within five (5) days of the Step 3 meeting, the superintendent will set up a meeting within four (4) days between the grievant, the building principal, the Association Bargaining Committee and the Board Bargaining Committee.
- Step 5. If not satisfactorily resolved within five (5) days, either party may file with the single arbitrator for final binding arbitration within thirty (30) days from the last meeting. Failure to file within the time limit will resolve the grievance on the basis of the Board's last position.

H. The arbitrator shall have no power or authority to add to, subtract from, alter or modify the terms of this Agreement. The arbitrator shall, however, have authority to sustain, modify, or rescind management's disciplining action, and the authority to grant a monetary award if deemed necessary.

I. Neither party shall be permitted to assert in such arbitration proceedings any grounds or to reply on any evidence not disclosed to the other side by at least the third step.

J. Each side will bear the full cost for its side of the arbitration and will pay one-half (½) of the costs for the arbitrator indicated in the Agreement:

- | | | |
|----------------|--------------------|----------------------|
| 1. David Keefe | 2. Ronald Houghton | 3. Gabriel Alexander |
|----------------|--------------------|----------------------|

K. Notwithstanding the foregoing procedures for the processing of grievance, protests against the discharge of an employee shall automatically bypass the first two steps of the procedure and be lodged at Step 3 for consideration. The Association will be notified in writing of protested discharge action and upon receipt of said notice the normal time limits will apply.

ARTICLE XXVIII CONTRACT REVIEW MEETING

A. The Bargaining Committee of the Board and the Association Bargaining Committee will meet on the last school day Tuesday of each month for the purpose of reviewing the administration of the contract and to resolve problems that may arise. These meetings are not intended to bypass the grievance procedure.

B. Each party will submit to the other on or before Friday prior to the meeting, an agenda covering what they wish to discuss.

C. All meetings between the parties will regularly be scheduled to take place as promptly as possible at times when the teachers involved are free from assigned instructional responsibilities, unless otherwise mutually agreed.

D. Should such a meeting result in a mutually acceptable amendment of the Agreement, then the amendment shall be subject to ratification by the Board and the Association provided that the Bargaining Committees shall be empowered to effect temporary accommodations to resolve special problems.

ARTICLE XXIX MISCELLANEOUS PROVISIONS

A. Teachers shall be informed of a telephone number they shall call at least one and one-half hours before the first class period assigned to the teacher to report unavailability for work. Once a teacher has reported unavailability, it shall be the responsibility of the administration to arrange for a substitute teacher. When an absence occurs during the school day, it is extremely difficult to secure substitutes on such short notice. However, every effort will be made to secure a substitute. Unavailability of a substitute will require the principal to take necessary action to secure the children.

B. When a regularly employed staff member voluntarily assumes another teacher's assignment, said teacher shall be reimbursed five dollars (\$5) per hour.

C. This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of the parties in written and signed amendment to this Agreement.

D. The individual teacher contract shall be subject to the Master Contract.

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

F. Copies of this Agreement shall be printed and the expense shall be assumed by the Board after the Agreement is signed. Copies shall be provided each teacher now employed or afterward employed by the Board. Additional copies may be purchased at cost from the Board of Education.

G. If any provision of this Agreement or any application of this Agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

H. With permission of the building principal or the assistant principal, a staff member may leave the school building during his lunch period or conference period.

I. An individual teacher may be granted entrance to his building during reasonable non-school hours, except on Sunday, with permission from his building principal or assistant principal, but limited to such times as when a custodian is on duty. The teacher shall leave the building by 10:30 p.m. A teacher sponsoring an activity during non-school hours shall comply with the individual building practice, with at least forty-eight (48) hour notice.

J. Athletic facilities of the district shall be available to staff members when such facilities are not in use, provided that the staff use shall not inconvenience, interfere with, or otherwise disrupt normal school operation and further provided that such use is requested through normal channels at least forty-eight (48) hours in advance and approved in advance, provided further that such use does not incur additional cost to the school district.

ARTICLE XXX DURATION OF AGREEMENT

A. This Contract will remain in full force and effect until June 30, 1971, and will continue on a year to year basis thereafter unless either party notifies the other by registered mail at least sixty (60) days prior to the termination date of the Contract that they wish to open the Contract for negotiations.

B. If on September 1st of 1970, in MEA Region 6, as constituted on this date, the average (mean) salary for bachelor degree teachers having no experience exceeds the Anchor Bay bachelor salary for teachers with no experience, then the Anchor Bay salary schedule shall

be increased at each step by the percentage that the average (mean) salary in MEA Region 6 for the bachelor degree teacher having no experience exceeds the Anchor Bay B.A. salary for a teacher with no experience. Example: If on September 1, 1970, the Anchor Bay salary is \$7500 for a teacher with no experience and the average salary for MEA Region 6 is \$7725, the difference is \$225 or 3 percent of \$7500.

Step	Salary		
1.	$\$7500 \times 3\% = \225	$\$7500 + \$225 = \$7725$	
2.	$7900 \times 3\% = 237$	$7900 + 237 = 8137$	
3.	$8300 \times 3\% = 249$	$8300 + 249 = 8549$	

NOTE: THIS EXAMPLE IS PURELY HYPOTHETICAL

ANCHOR BAY EDUCATION ASSOCIATION

By Joseph W. Kinter, Jr.
President
Negotiating Committeeman

By Mrs. Irma Bonacci
Secretary

By John H. Weismiller
Co-Chairman, Negotiating Team

By James Huset
Co-Chairman, Negotiating Team

By Mrs. Charlene Baur
Negotiating Team Member

By Douglas Baur
Negotiating Team Member

By Vincent Bonacci
Negotiating Team Member

By Mrs. Sharon Cumings
Negotiating Team Member

By Mrs. Margaret Carter
Negotiating Team Member

By Thomas D. Foreman
Negotiating Team Member

By Mrs. Ruth Gilbert
Negotiating Team Member

By Mrs. Ethel Moore
Negotiating Team Member

By Mrs. Ethel Noon
Negotiating Team Member

By Leslie G. Woodruff
Negotiating Team Member

BOARD OF EDUCATION ANCHOR BAY SCHOOL DISTRICT

By Frank Ruzzin
President

By Louis Gellasch
Vice President

By John S. Dye
Secretary

By Robert H. Voss, Jr.
Treasurer

By Wilbur J. Smith
Trustee

By Herbert Melkert
Trustee

By Walter J. Dupray
Trustee

APPENDIX A

SCHOOL CALENDAR — 1968-69

August 30	Friday	New Teacher Orientation
September 2	Monday	Labor Day — Holiday
September 3	Tuesday	Pre-School Workshop
September 4	Wednesday	Opening Day of School — ½ day A.M. Teacher, room preparation — ½ day P.M.
September 5-6	Thursday-Friday	Full school days
October 4	Friday	Elementary progress report to parents (check list)
October 18	Friday	End of first marking period
		Instructional days — 33 Teacher days — 34-35
October 24-25	Thursday-Friday	Teachers' Institute
November 5-6	Tuesday-Wednesday	Report cards (P-T conference) Naldrett
November 7-8	Thursday-Friday	Report cards (P-T conference) Anchor Bay Elem.
November 27	Wednesday noon	Thanksgiving Recess
December 2	Monday	Classes resume
December 6	Friday	End of second marking period
		Instructional days — 31 Teacher days — 33
December 20	Friday	Christmas Recess — end of day
January 2	Thursday	Classes resume
January 30-31	Thursday-Friday	End of third marking period — record days
		Instructional days — 30 Teacher days — 32
		First semester totals: Instructional days — 94 Teacher days — 99-100
		End of semester — Elementary — 2nd 10 week marking period
February 3	Monday	Begin second semester
March 13	Thursday	Parent teacher conferences — Naldrett
March 14	Friday	Parent teacher conferences — Anchor Bay Elem.
		End 1st marking period — second semester
		Instructional days — 30 Teacher days — 30
March 31 - April 4	Monday-Friday	Easter Recess
April 7	Monday	Classes resume
May 2	Friday	End of fifth marking period
		Instructional days — 30 Teacher days — 30
May 30	Friday	Memorial Day — Holiday
June 2	Monday	Classes resume
June 11	Wednesday	High School commencement — tentative
June 12-13	Thursday-Friday	End of sixth marking period — permanent record days
		Report cards distributed Friday A.M.
		Instructional days — 27 Teacher days — 29
		Second semester totals: Instructional days — 87 Teacher days — 89
Total for year — Instructional days — 181		
Teacher days — 188-189		

APPENDIX A SCHOOL CALENDAR — 1969-70

August 29	Friday	New teacher orientation
September 1	Monday	Labor Day — Holiday
September 2	Tuesday	In-service Education
September 3	Wednesday	(a) Opening day of school, ½ day A.M. (b) In-service education, ½ day P.M.
October 17	Friday	End of 1st marking period
	Instructional days — 33 Teacher days — 34-35	
October 23-24	Thursday-Friday	Teacher Institute —tentative
November 4-5	Tuesday-Wednesday	Parent-teacher conferences: Naldrett
November 6-7	Thursday-Friday	Parent-teacher conferences: Anchor Bay Elementary
November 26	Wednesday noon	Thanksgiving recess
December 1	Monday	Classes resume
December 5	Friday	End of 2nd marking period
	Instructional days — 31-33 Teacher days — 33	
December 19	Friday	Christmas recess — end of day
January 5	Monday	Classes resume
January 29-30	Thursday-Friday	End of 3rd marking period
		Permanent record days
	Instructional days — 28 Teacher days — 30	
	First semester — Instructional days — 92-94 Teacher days — 97	
February 2	Monday	Begin 2nd semester
March 23	Friday	End of 4th marking period
	Instructional days — 30 Teacher days — 30	
March 23-27	Monday-Friday	Easter vacation
March 30	Monday	Classes resume
April 7-8	Tuesday-Wednesday	Parent-teacher conferences: Naldrett
April 9-10	Thursday-Friday	Parent-teacher conferences: Anchor Bay Elem.
May 1	Friday	End of 5th marking period
	Instructional days — 30 Teacher days — 30	
June 11-12	Thursday-Friday	End of 6th marking period
		Permanent record days
	Instructional days — 28 Teacher days — 30	
	Second semester — Instructional days — 88 Teacher days — 90	

Total — Instructional days — 180-182
Teacher days — 187-188

Second year calendar pending results of Pilot Study.
Also, parties agree that dates mentioned for Teacher Institute October 23-24 are tentative.

APPENDIX B

ANCHOR BAY SCHOOL DISTRICT NEW BALTIMORE, MICHIGAN 48047

TEACHER SALARY SCHEDULE

To be effective for the 1968-69 school year

TEACHING YEAR	1	2	3	4	5	6	7	8	9	10	11	12
Bachelor's Degree	6800	7100	7400	7700	8000	8310	8630	8960	9300	9650	10010	10400
10 Sem. Hours Added Work	6900	7200	7500	7800	8100	8410	8730	9060	9400	9750	10110	10500
20 Sem. Hours on Graduate Program	7000	7300	7600	7900	8200	8510	8830	9160	9500	9850	10210	10600
Master's Degree	7300	7500	7728	8036	8444	8862	9290	9728	10176	10634	11102	11600
10 Sem. Hours Added Work	7400	7600	7828	8136	8544	8962	9390	9828	10276	10734	11202	11700
20 Sem. Hours Added Work	7500	7700	7928	8236	8644	9062	9490	9928	10376	10834	11302	11800
Specialist's Certificate	7800	8000	8228	8536	8944	9362	9790	10228	10676	11134	11602	12100
Non-Degree Special Certificate	6000	6300	6600									

NOTE: To qualify for higher educational levels, an official transcript shall be provided the Superintendent's office on or before October 1st of each school year.

Teachers filling special positions requiring special certification for which a salary increment shall be granted, shall continue to meet certification requirements. If such teacher does not meet the certification requirements, the special increment shall not be paid.

APPENDIX B

ANCHOR BAY SCHOOL DISTRICT NEW BALTIMORE, MICHIGAN 48047

TEACHER SALARY SCHEDULE

To be effective for the 1969-70 school year

TEACHING YEAR	1	2	3	4	5	6	7	8	9	10	11	12
Bachelor's Degree	7276	7597	7918	8239	8560	8892	9234	9587	9951	10325	10711	11128
10 Sem. Hours Added Work	7376	7697	8018	8339	8660	8992	9334	9687	10051	10425	10811	11228
20 Sem. Hours on Graduate Program	7476	7797	8118	8439	8760	9092	9434	8787	10151	10525	10911	11328
Master's Degree	7811	8025	8269	8599	9035	9482	9940	10409	10888	11378	11879	12412
10 Sem. Hours Added Work	7911	8125	8369	8699	9135	9582	10040	10509	10988	11478	11979	12512
20 Sem. Hours Added Work	8011	8225	8469	8799	9235	9682	10140	10609	11088	11578	12079	12612
Specialist's Certificate	8346	8560	8803	9134	9570	10017	10475	10944	11423	11913	12414	12947
Non-Degree Special Certificate	6420	6741	7062									

NOTE: To qualify for higher educational levels, an official transcript shall be provided the Superintendent's office on or before October 1st of each school year.

Teachers filling special positions requiring special certification for which a salary increment shall be granted, shall continue to meet certification requirements. If such teacher does not meet the certification requirements, the special increment shall not be paid.

APPENDIX B

ANCHOR BAY SCHOOL DISTRICT NEW BALTIMORE, MICHIGAN 48047

TEACHER SALARY SCHEDULE

To be effective for the 1970-71 school year

TEACHING YEAR	1	2	3	4	5	6	7	8	9	10	11	12
Bachelor's Degree	7713	8053	8393	8733	9074	9426	9788	10162	10548	10945	11354	11796
10 Sem. Hours Added Work	7813	8153	8493	8833	9174	9526	9888	10262	10648	11045	11454	11896
20 Sem. Hours on Graduate Program	7913	8253	8593	8933	9274	9626	9988	10362	10748	11145	11554	11996
Master's Degree	8280	8507	8765	9116	9577	10049	10536	11034	11541	12061	12592	13157
10 Sem. Hours Added Work	8380	8607	8865	9216	9677	10149	10636	11134	11641	12161	12692	13257
20 Sem. Hours Added Work	8480	8707	8965	9316	9777	10249	10736	11234	11741	12261	12792	13357
Specialist's Certificate	8847	9074	9331	9682	10144	10618	11103	11600	12108	12628	13159	13724
Non-Degree Special Certificate	6805	7145	7486									

NOTE: To qualify for higher educational levels, an official transcript shall be provided the Superintendent's office on or before October 1st of each school year.

Teachers filling special positions requiring special certification for which a salary increment shall be granted, shall continue to meet certification requirements. If such teacher does not meet the certification requirements, the special increment shall not be paid.

APPENDIX C

EXTRA CURRICULAR COMPENSATORY ACTIVITIES

HEAD COACH	STEP	1	2	3	4	5	6	7
Football.....		\$600	\$650	\$700	\$750	\$800	\$850	\$900
Basketball.....		600	650	700	750	800	850	900
Wrestling.....		500	550	600	650	700	750	800
Track.....		350	400	450	500	550	600	650
Baseball.....		350	400	450	500	550	600	650
Tennis.....		325	375	425	475	525	575	625
Golf.....		325	375	425	475	525	575	625
Girls' Track.....		250	300	350	400	450	500	550
Cross Country.....		225	275	325	375	425	425	425

ASS'T COACHES	STEP	1	2	3	4	5	6	7
Football—Varsity.....		\$475	\$500	\$525	\$550	\$575	\$600	\$600
Basketball—J.V.		475	500	525	550	575	600	600
Football—J.V. Head		475	500	525	550	575	600	600
Football—J.V. Ass't		350	375	400	425	450	475	500
Basketball—9th		350	375	400	425	450	475	500
J.H. Football—Head		350	375	400	425	450	475	500
Basketball—8th		275	300	325	350	375	400	425
Basketball—7th		275	300	325	350	375	400	425
J.H. Football—Ass't		225	250	275	300	325	350	350
Baseball—J.V.		225	250	275	300	325	350	350
J.H. Track		225	250	275	300	325	350	350

A. Compensatory activities listed will be computed on the basis of experience in the level of the activity assigned. Credit for outside coaching experience in the lever or a higher level of that activity assigned will be granted up to three (3) years. Any individual who is currently coaching in the system will be granted up to three (3) years credit for experience in the same activity if he moves up to a higher coaching position in the system.

B. Grandfather clause in effect for any individuals who may lose monies because of this schedule.

C. The 7th step for first page (Head and Ass't Coaches) shall take effect at the beginning of the 1969-70 school year and for the duration of this Agreement.

APPENDIX C

NON-ATHLETIC ACTIVITIES	STEP	1	2	3	4	5
Junior Play.....		\$200	\$225	\$250	\$275	\$300
Senior Play.....		200	225	250	275	300
Year Book (H.S.).....		200	225	250	275	300
H.S. Band.....		200	225	250	275	300
H.S. Choral.....		150	175	200	225	250
H.S. Cheerleaders.....		200	225	250	250	250
J.H. Cheerleaders.....		100	100	100	100	100
H.S. Student Council.....		100	100	100	100	100
G.R.A.....		200	225	250	275	300
Debate.....		200	225	250	275	300
J.H. Newspaper.....		100	100	100	100	100
Special Education.....		250	250	250	250	250
Safety Patrol.....		100	100	100	100	100
Service Squad.....		100	100	100	100	100
H.S. Class Sponsor: fr-so-jr-sr.....		50	50	50	50	50
Club Sponsor: after school.....		none	none	none	none	none
Lunchtime Playground Supervisor.....		?	?	?	?	?
Driver Education.....		5.50	5.50	5.50	5.50	5.50
(to include the summer of 1967)						

A. Grandfather clause on H. S. Band and Choral.

B. Special increments shall be provided for those extra duty assignments as indicated on the attached schedule. All teachers receiving additional payment for extra-curricular compensatory activities shall carry a full teaching load. The assumption of these additional paid duties shall not relieve a teacher from sharing in the normal responsibilities during the school day and other regular normal assignments not listed in the Appendix.

DANCE CHAPERONES AND ATHLETIC WORKERS

Teachers who accept assignment to several compensatory activities during the school year will be contracted annually at the rate of \$6.00 per activity. Such assignment will be part of the teacher's individual contract. Teachers who accept assignment to compensatory activities on an individual event basis will receive \$5.00 per activity.

- Job No. 1 Official Timer: 30 events at \$6.00
- Job No. 2 Official scorer at home varsity football, wrestling, and basketball games at \$6.00 per event
- Job No. 3 Ticket seller at home games at \$6.00 per event
- Job No. 4 Dance chaperone at all dances at \$6.00 per event
- Job No. 5 Bus chaperone at all away games at \$6.00 per event.