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ARTICLE I

Recognition and Terms: The Board recognizes the Association as the sole and exclusive bargaining representative with respect to wages, hours and working conditions for all elementary and secondary teachers who are certified, including counselors, special education teachers, librarians, the director of guidance, and the athletic director when the remainder of his duties consist entirely of teaching duties and specifically excluding all others and particularly the superintendent, principals, substitute teachers, non-regularly employed part time teachers and all non-teaching school employees.

To preserve the rights of the Board under the Tenure Act, however, the Association will represent the probationary teacher in matters of wages, hours and working conditions but does not represent them in matters of discharge, reprimend and the transfer for other than Association activities.

ARTICLE II

Association and Teacher Rights

- A. Pursuant to Act 379 of the Public Acts of 1965, 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 and other lawful activities for mutual aid and protection. As a duly elected body exercising governmental power provided by law of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Act 379 or other laws of Michigan or the Constitution of Michigan and the United States; that 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, his participation in any lawful activities of the Association or collective professional negotiations with the Board, or his institution of any grievance, complaint or proceeding under this Agreement with respect to any terms or conditions of employment.
- B. Nothing contained herein shall be construed to damy any teacher rights be may have under the Michigan General School Laws or other applicable laws or regulations nor shall anything contained herein be construed to allow any teacher rights he is denied under such laws or regulations.

ARTICLE II
Association and Teacher Rights
Page 2

- C. The Association and its representatives may use school buildings for meeting purposes and shall schedule the time and place of such meetings subject to the approval of the appropriate building principal.
- D. Duly authorized representatives of the Association shall be permitted to transact official Association business on school property at reasonable times subject to the approval of the building principal.
- E. The Association may use school facilities and equipment including typewriters, mismeographing machines, other duplicating equipment, calculating machines and all types of audic-visual equipment and shall schedule such use subject to the approval of the building principal. The Association shall pay for the reasonable cost of all materials and supplies incident to such use.
- F. A bulletin board will be provided in each school building of six (6) rooms or more for the use of the Association. Use of such bulletin boards shall be limited to official notices and in the judgment of building principals, shall not be used in such a way as to involve students in organizational affairs or controversial topics.

ARTICLE II
Association and Teacher Rights
Page 3

- Upon request, the Board agrees to furnish to the Association G. information which is pertinent to collective bargaining purposes and which has been presented to the Board or to another governmental agency. Such information shall include but not to be limited to annual financial reports and audits, register of certificated personnel, County Allocation Board budgets, agendas and minutes of all Board meetings, treasurers' reports, census and membership data, names and addresses of all teachers, and such other information as will assist the Association in developing intelligent, accurate, informed and constructive programs on behalf of the teachers and their students, together with information which may be necessary for the Association to process any grievances. This not to include, however, information which is tentative and subject to further discussion and revision. Upon request, the Association will explain the purpose for which it desires certain information. Original records will be enamined only at the offices of the Board and upon request, the Association will reimburse the Board for extra expense incurred in furnishing information or making records available.
- R. The Board shall consult with the Association in developing major aducation projects or in developing major revisions to educational policy. In such instances, the Association will serve as advisory capacity only.

ARTICLE II

Association and Teacher Rights Page 4

I. The provisions of this Agreement and the wages, hours and terms and conditions of employment shall be applied in a manner which is not arbitrary, capricious or discriminatory.

ARTICLE III

Board Rights

The Board, on its own behalf and on behalf of the electors of the district, hereby, retains and reserves unto itself, without limistation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Michigan, and of the United States, including, but without limiting the generality of the foregoing, the right:

1

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

Article III .
Board Rights
Page 2

(5) To determine class schedules, the hours of instruction and the duties, responsibilities, and assignments of teachers and other employees with respect thereto.

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

ARTICLE IV

Professional Compensation:

A. The salaries of teachers covered in this agreement are set forth in Schedules A, B, C and D which are attached to and incorporated in this agreement.

B. Teacher Contract Day. A contract day is defined as a day of work and therefore a day of pay for the teacher. In addition to the 180 scheduled days of student attendance there are nine additional days:

Pre-school conference August 30, 31, Sept. 1
State Institute (MEA) October 16 and 17
Mid-year workshop and test
scoring end grading January 25 and 26
County Institute Pebruary (Date not set)
Test scoring & grading June 13

Whenever it is necessary to compute the amount of a day's pay for purposes of adding or deducting same from teacher's pay, the annual contractual salary for teaching will be divided by 189.

C. A maximum of six years of credit will normally be given for teaching experience outside of our school system. The superintendent may deviate from this allowance, however, to establish the starting salary of any teacher.

ARTICLE IV
Professional Compensation
Page 2

D. If a teacher completes enough semester hours of credit to qualify for the next higher pay bracket during the first semester, the full pay increase is allowed, but if the necessary credits are completed during the second semester, only one-half of the pay increase is allowed.

ARTICLE V

Insurance:

The district provides \$9.30 per month (111.60 per year) toward hospitalization, group term life or salary protection insurance as selected by the teacher and as provided by the Michigan Education Special Services Association.

ARTICLE VI

Teaching Conditions: The parties recognize that the availability of optimum school facilities for both student and teacher is desirable to insure the high quality of education that is the goal of both teacher and the Board. It is also acknowledged that the primary duty and responsibility of the teacher is to teach and that the organization of the school and the school day should be directed at insuring that the energy of the teacher is primarily utilized to this end.

A. Because the pupil teacher ratio is an important aspect of an effective educational program and of mutual concern to both parties, it is agreed that recommendations of teachers in this respect will be fully considered by the Board. The Board recognizes further that teacher recommendations in this respect are as follows:

	Kindergarten		22 1	pupils
	Elementary school	grades	25 1	pupils
	Special classes for or mentally retard		15 į	pupils
Secondary	Grades;			
	English)		
	Social Studies)		
	General Education)	25 1	pupils
	Mathematics)		
	Science)		
	Language)		
	Business	1		

ARTICLE VI (Continued)

Typing	30 pupile
Industrial Arts	20 pupils
Drafting	30 pupils
Vocational Shops	20 pupils
Homemaking	20 pupile
Music	35 pupila
Art	25 pupils
Health Education	40 pupils
Hygiene	25 pupils

B. It is further agreed that teachers have the prorogative, as well as the responsibility, to make recommendations concerning curriculum improvement, the need for and selection of teaching sids and equipment and plans for new building facilities when these matters directly affect curricular areas and grade levels in which a teacher is assigned.

ARTICLE VII

Vacancies and Promotions: Whenever any vacancy in any professional supervisory or administrative position in the district shall occur, the Board shall publicize the same by giving written notice in the form of a general announcement to the entire teaching staff. Whenever a teacher is interested in being considered for such a position, he may file written notice of his interest with the Superintendent.

In filling such vacancy, the Board declares its support of a policy of promoting from within its own teaching staff and will give full consideration to the qualifications of teachers from its own teaching staff who have filed a written statement of interest.

This is not to preclude the possibility, however, of filling the vacancy by hiring an applicant from outside the school system who in the judgment of the Board is more qualified.

ARTICLE VIII

Vacancies and Transfers:

- A. Since the frequent transfers of teachers from one school to enother is disruptive of the educational process and interferes with optimum teacher performance, the parties agree that unrequested transfers of teachers during the school year are to be minimized and svoided whenever possible.
- B. Teachers interested in being transferred to another teaching assignment shall submit a request in writing for such transfer to the superintendent of schools. A record of such requests shall be maintained in the office of the superintendent and such requests shall be given full consideration in filling such vacancies.

 Assignments will be made, however, in the best interest of the children of the school district in accordance with the judgment of the superintendent of schools.
- C. Any teacher who is transferred to a supervisory or executive position shall no longer be considered as a teacher represented by the Association but shall, if he later returns to teacher status, be entitled to regain such rights as he may have had under this Agreement prior to such transfer to supervisory or executive status.

ARTICLE IX

Sick Leave:

- A. All teachers are allowed fifteen days of sick leave each year with the unused portion accumulative to 90 days. The fifteen days are available for teachers to start using, if needed, on the first teacher contract day. Sick leave is defined as:
 - 1. Personal illness of teacher.
 - 2. Illness in immediate family.
- B. No pay is awarded for unused sick leave.

ARTICLE X

Personal Business

- A. At the beginning of every school year, each teacher shall be credited with two (2) days to be used for the teacher's personal business. A personal business day may be used for any purpose at the discretion of the teacher. A teacher planning to use a personal leave day or days shall notify his principal at least three days in advance, except in cases of emergency.
- B. A teacher called for jury duty or to give testimony before any judicial or administrative tribunal shall be compensated for the difference between the teaching pay and the pay received for the performance of such obligation.

ARTICLE XI

Leave of Absence:

- A. Any teacher whose personal illness extends beyond the period compensated under Article VIII may be granted a leave of absence without pay for a period not to exceed one year, subject to renewal by the Board. Upon return from such leave, a teacher shall be assigned to the same position or a substantially equivalent position, if a vacancy exists, provided always that the teacher is able and qualified to perform the duties required by the position.
- B. Maternity leaves of absence without pay shall be granted for a period of up to one year, subject to extension by the Board upon written request from the teacher and shall normally begin no later than the end of the fourth month of pregnancy, provided that when such time occurs within one month of the end of the semester, the teacher may be permitted to complete the semester and provided that if such time occurs before the middle of the semester and the Board feels it would have difficulty in finding a replacement at midsemester, such leave of absence will begin at the beginning of the preceding semester. The teacher shell furnish a written statement from her doctor indicating her ability to perform her regular teaching duties to the beginning of her leave. The teacher shall be entitled to return from such leave within one year at any time a vacancy exists for which she qualifies and at the salary level she was on when such leave began, provided that a written statement from her doctor may be required by the Board indicating the teacher's ability to assume her teaching duties and upon recommendation of the superintendent of schools.

ARTICLE KI (Continued

C. Military Leave: Military leaves of absence shall be granted to any teacher who is inducted for military duty in any branch of the armed forces of the United States and for a length of time equal to the duration of his induction period. The teacher may return from such leave at the same salary level he was on when such leave began and shall be assigned to the same position or a substantially equivalent position, if a vacancy exists, provided always that the teacher is able and qualified to perform the duties required by the position.

ARTICLE XII

Negotiation Procedures:

- A. During the professional negotiations leading up to this
 Agreement each party had the right to make proposals and bargain
 on all bargainable matters. This contract contains the entire
 agreement of the parties. During its life each party agrees that
 the other will not be required to engage in further bargaining
 on any matter, whether covered herein or not, except for matters
 which are subject to professional grievance negotiations as
 provided in Article XIII.
- B. Notwithstanding the foregoing paragraph, it is agreed that any teacher, the Association or the Board shall have the right during the term of this Agreement to bring matters, not covered herein but of common concern, to the attention of the Administrative Staff or to the Professional Study Committee of the Association for its study and recommendations, it being understood that no such matters shall become the subject of arbitration or mediation.

ARTICLE XIII

Professional Grievance Procedure

- A. The term "grievant" as used in this Article, shall refer to

 an individual teacher or the Association, whichever the case may be.
- B. A claim by a teacher or the Association, that there has been a violation, misinterpretation or misapplication of any provision of this agreement may be processed as a grievance as hereinafter provided.
- C. Grievances must be filed within a period of five (5) school days of the occurance of the alleged infraction.
- D. Grievances shell always and at each level of the grievance process, be presented in writing stating the nature of the grievance and the article and section of the agreement allegedly violated, stating the remedy requested and signed by the grievant. The grievant shall also indicate in writing whether or not be wishes a representative of the Association to work with him in processing his grievance and to accompany him in meetings that are set up in an attempt to resolve the grievance or whether he wishes to be represented entirely by a representative of the Association.
- E. The same grievance cannot be filed or processed separately by both the individual teacher and the Association.

ARTICLE XIII
Professional Grievance Procedure
Page 2

- F. If the grievance involves more than one school building, it may be filed directly with the superintendent or a representative designated by him.
- G. Within five (5) school days of receipt of grievence, the principal or supervisor shall meet with the grievant in an effort to resolve the grievance. The principal or supervisor shall indicate his disposition of the grievance in writing within five (5) school days thereof to the Association.
- H. If the grievant is not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) school days of such meeting, the grievant may within an additional five (5) school days, file his written grievance with the superintendent. Within five (5) school days the superintendent or his designee shall meet with the grievant concerning the grievance and shall indicate his disposition of the grievance in writing within five (5) school days of such meeting, and shall furnish a copy thereof to the Association.

ARTICLE XIII
Professional Grievance Procedure
Page 3

- I. If the grievent is not satisfied with the disposition of the grievance by the superintendent or his designee, or if no disposition has been made within five (3) school days of such meeting, the grievant may within an additional five school days, file his written grievance with the Secretary of the Board of Education. The Board, no later than its next regular meeting or two calendar weeks, whichever shall be later, may hold a hearing on the grievance, reviewing such grievance in executive session, or give such other consideration as it shall deem appropriate. Disposition of the grievance by the Board shall be made no later than seven days thereafter. A copy of such disposition shall be furnished to the Association.
- J. If the Board, the aggrieved teacher and the Association shall be unable to resolve any grievance, and it shall involve an alleged violation of a specific article and section of this agreement, it may within ten (10) days after the decision of the Board, be appealed to the mediation and fact finding procedures established by Act 379, P.A., 1965. Such appeal shall be in writing and shall be delivered to the Labor Mediation Board and the Board of Education within said ten (10) day period.

ARTICLE XIII
Professional Grievance Procedure
Page 4

- K. Failure of the grievant to appeal a decision at any level within the specified time limits shall be deemed an acceptance of the decision at that level.
- L. If a teacher for whom a grievance is sustained shall be found to have been unjustly charged, he shall be reinsated with full reimbursement of all professional compensation lost since the filing of his initial grievance less the amount of all sums earned, or which by the exercise of reasonable diligence could have been earned during said back pay period.
- M. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties.
- N. If an individual teacher has a personal complaint which he desires to discuss with a supervisor, he is free to do so without recourse to the grievance procedure.
- O. Nothing contained herein will deprive the District of any rights it has under the Michigan Teacher Tenure Act with regard to probationary and tenure teachers.

ARTICLE XXII
Professional Grievance Procedure
Page 5

P. It shall be the general practice of all parties in interest to process grievance procedures during times which do not interfere with assigned duties; provided, however, in the event it is agreed by the Board to hold proceedings during regular working hours, a teacher participating in any level of the grievance procedure, with any representative of the Board, shall be released from assigned duties without loss of salary.

ARTICLE ELV

Miscellaneous Provisions:

- A. This agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. Individual teacher contracts shall be made expressly subject to the terms of this Agreement.
- B. If any provision of this Agreement or any application of the 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.

ARTICLE NV

- A. Successor: Negotiations for a successor to this contract shall begin no later than January 15, 1968, or earlier at any date agreeable to both parties.

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	President
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	Secretary
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By:	
	President
By:	
	Secretary

BELDING AREA SCHOOLS Belding, Michigan

SCHEDULE A Teacher Salary Schedule 1967-68

	NON-	-DEGREE			B.A. or B.S.		Masters In Teaching Area
Steps	Less Than 90 S.H.	90-110 s.H.	More Than 110 S.H.	Bachelor Degree	Plus 18 S.H.	Masters Degree	or M.A. + 15 S.H.
06659	JO John	0 3 14 0	420 00113			Code marriage (Colodor) Briston	Control of the Contro
Starting Salary	5,150	5,400	5,650	5,900	6,025	6,275	
1	5,400	5,650	5,900	6,150	6,275	6,525	
2	5,650	5,900	6,150	6,400	6,525	6,775	
3	5,900	6,150	6,400	6,650	6,775	7,025	~
4	10.00	6,400	6,650	6,900	7,025	7,275	9)
5			(A)	7,150	7,275	7,525	7,650
6			(8)	7,400	7,525	7,775	7,900
7				7,650	7,775	8,025	8,150
8 —				7,900	8,025	8,275	8,400
9 –	8				8,275	8,525	8,650
10							8,900
			170				

BELDING AREA SCHOOLS Belding, Michigan

SCHEDULE B

Teacher Selary Schedule Adult Diploma Program

		HOURLY
STEPS		RATES
Starting	Pav	\$4.00
1		4.10
2		4.20
3		4.30
4	i i	4.40
5		4.50
6	4	4.60
· 7		4.70
8		4.80
9		4.90
10		5.00

Teachers are paid at a step level which is determined by the number of years that a teacher has taught in the Adult Diploma Program.

Teachers are paid on the basis of the number of hours that they are teaching in the classroom.

BELDING ARRA SCHOOLS Belding, Michigan

SCHEDULE D

Teacher Salary Schedule Athletics

Assignments	Percentages
Athletic Director	12%
Varsity Football & Basketball	11%
Varsity Wrestling	10%
Varsity Track and Baseball and Assistant Football & Basketball	6%
Cross Country, Tennis, Golf, Assistant Track and Baseball and Jr. Hi Football & Basketball	5%
Cheerleaders, including Pep Club	5%
Girls Athletic Association	1%

The percentage shown will be applied to the starting salary at the Bachelor Degree level plus pay increments, provided, however, that the number of increments used to determine this pay will be equal to the number of years of coaching experience that the coach has had in that particular sport or in the case of the Athletic Director, his years of experience as an Athletic Director.

BELDING AREA SCHOOLS Belding, Michigan

SCHEDULE E

Teacher Salery Schedule Extra Assignments

The Board of Education recognizes the value of providing students an opportunity to express and develop individual interests that are not satisfied by the confines of the regular school program.

The development of interests not only helps students to become well adjusted adults but also helps to form good attitudes towards school in general.

The Board of Education, therefore, encourages the organization of student activity groups and authorizes the formation and organization of such groups subject to the approval of building principals.

Student activity groups are under the general supervision and jurisdiction of building principals. The building principal is responsible for the selection of teacher-sponsors for these groups and also has the authority to change teacher-sponsors if, in his judgment, there is a need to do so. The building principal is further authorized to direct the discontinuance of any student activity which in his opinion has cessed to function as an effective group.

Teacher-sponsors should at all times be mindful of the general purposes of student activity groups as set forth by the Board of Education.

At the same time, they should have certain responsibilities to their groups which are more specific in nature. At the beginning of the

year they should insist that their group establish its goal for the year and lay plans as to how these goals will be accomplished. They are to supervise all meetings and activities or make adequate provision for the same subject to the approval of the building principal. Student activity groups provide an opportunity for teachers to work on a more personal basis with students, helping them to find a way to express themselves individually in an acceptable way; helping some, perhaps, to gain the respect of their fellow students while helping others to have respect for their fellow students. Teacher-sponsors should strive to build or maintain an interesting and active group and should seek the help of their building principal should a group seem to be having difficulty in this respect.

Pay for teacher-sponsors will be determined by applying percentage rates to the beginning salary for teachers at the Bachelor's Degree level. The building principal will determine the classification of new student groups and the pay status of the teacher-sponsors assigned to new groups for the first year. If, in the opinion, of the building principal, the group should continue for another year, the pay status of the teacher-sponsor will be subject to negotiation. Teacher-sponsors will be paid on a lump-sum basis at the end of the school year after having filed year end reports as may be required by the building principals.

Student activity groups are categorized as follows:

Special Interest Groups

These groups are open to students regardless of their courses of study and strictly on the basis of whether they would like to pursue a particular interest. The groups generally meet once or twice a month with some extra group activities during the course of the school year.

Chess Club

Future Teachers

Drama Club

Radio Club

Future Nurses

Future Business Leaders of America

Teacher-Sponsor Pay: 1%

Honor Clubs

These groups are open only to students of outstanding achievement as defined by the charter of by-laws of each organization. The groups should meet once or twice a month and conduct some extra group activities during the course of the school year.

National Honor Society

Varsity Club

Teacher-Sponsor Pay: 1%

Student Production Groups

These groups offer students the opportunity to develop poise and confidence in front of an audience and satisfy desires to obtain recognition of individual telents and individual abilities to act and perform. Teacher-sponsors are responsible for the total

production from the point of selecting plays, conducting tryouts, scheduling, directing and supervising practice sessions,
providing proper care of properties and at all times striving
for quality productions.

Class Plays

Teacher-Sponsor pay: 4%

Variety Show

Teacher-Sponsor pay: 2%

Service Groups

These groups provide an opportunity not only for individual recognition but also for students to develop a feeling for the importance of providing a service to others. These groups perform a function for the school and there is some variation in time requirements and responsibilities placed upon teacher-sponsors in helping groups to fulfill this function.

Safety Patrol

Teacher-Sponsor pay: 2%

Service Squad

Teacher-Sponsor pay: 1%

Teacher-sponsors for Service Squad and Safety Patrol groups are responsible for setting up work schedules for group members, providing daily supervision over their activities, holding regular group meetings and organizing and supervising some recreational and "moral building" activities for the group.

Student Council

Teacher-Sponsor pay 4%

Assistant 1%

Teacher-sponsors for the Student Council have a great deal of responsibility in helping this group to perform its function for the school, especially in the exercise of good judgment. The Student Council is the main arm of student government. It's role is one of representing the voice of the student body, providing good leadership for the student body, acting as a model of democracy and still operating within the scope allowed it by the school administration.

Co-Curricular Groups

Teacher-sponsor duties are similar to the duties of teachersponsors of special interest groups. These groups are open in
membership only to those students who are enrolled in a particular
class or course of study.

Spanish Club

French Club

Teacher-sponsor pay: 1%

Future Homemakers of America

Teacher-sponsor pay: 3%

This group has several types of meetings, either local or regional or State on a frequency basis of about once a week. There are several extra activities of the group that are conducted throughout the school year and a three day Summer Leadership Conference.

Future Fermans of America

This group is tied in so closely with the curriculum in the Agriculture Department that the pay for the regular teaching assignment is considered to include pay for the sponsorship of this group.

Academic Classes

These groups are self explanatory. The responsibility and demands on the time of teacher-sponsor seems to increase, however, the higher the academic grade level and particularly for the 11th and 12th grade classes where the teacher-sponsors become involved in magazine sales, proms or details and activities dealing with graduation.

Assistants should work closely with the regular teacher-sponsor so as to become familiar with the details and activities of the class, assist the teacher-sponsor and take his place when he is unable to be present.

9th Grade Class

Teacher-Sponsor pay: 1%

10th Grade Class

Teacher-Sponsor pay: 1%

11th Grade Class

Teacher-Sponsor pay: 3%
Assistant 1%

12th Grade Class

Teacher-Sponsor pay: 3% Assistant 1%

Pay for other special assignments are as follows:

Guidance Director	7%
Director of Homemaking	675
Coordinator of Music K-12	5%
JrSr. High School Director of Bends	10%
Assistant JrSr. High School Band Director	3%
Vocal Music Mrector	3%
Special Education	8%
Debate Coach	4%
Noon Hour Supervision	7%
Noon Hour Recreation	4%
Elementary Recreation	7%
Rural School Assignment less than six rooms	2%

Critic teachers will be paid whatever the sending institution pays up to a maximum of 4% for each equivalent full time student under their supervision for a full school year.