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Michigan Education Association

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COLLECTIVE BARGAINING AGREEMENT

BETWEEN

THE

SCHOOL DISTRICT OF ROSEVILLE

AND

THE

ROSEVILLE FEDERATION OF TEACHERS

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LABOR AND INDUSTRIAL
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Between

BOARD OF EDUCATION

OF THE SCHOOL DISTRICT OF THE CITY OF ROSEVILLE,

MACOMB COUNTY, MICHIGAN 48066

AND

ROSEVILLE FEDERATION OF TEACHERS

LOCAL AFT, No. 1071, AFL-CIO

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AGREEMENT

BETWEEN THE ROSEVILLE BOARD OF EDUCATION
AND THE ROSEVILLE FEDERATION OF TEACHERS

This agreement is made this _____ day of _____,
19___, by and between the Board of Education of the School District of the City of
Roseville, Macomb County, Michigan (hereinafter called the "Board") and Roseville
Federation of Teachers, Local 1071, American Federation of Teachers, AFL-CIO
(hereinafter referred to as the "Union").

ARTICLE I: UNION RIGHTS

Sec. 1) Union Recognition

The Board recognizes the Union as the sole and exclusive bargaining representative for all certified teaching personnel under contract, excluding Central Administrators, Principals, Assistant Principals, Lunch Program Director, Director of Special Education, and Student Teacher Trainees.

Sec. 2) Fair Representation

The Union agrees to maintain its eligibility to represent all teachers by continuing to admit persons to membership without discrimination on the basis of race, creed, color, age, national origin, sex or marital status and to represent equally all teachers without regard to membership or participation in, or association with the activities of any teacher organization.

Sec. 3) Released Time for Union President

The Union president or his designee shall be relieved of instructional duties one full day per week, if he teaches in the elementary level or an equitable amount of time if he teaches in the secondary. Scheduling will be mutually agreed upon by the Union and Central Administration, to implement this contract.

Sec. 4) Leave of Absence for Union Office

Teachers elected to a state or national office of the Union shall be granted a leave of absence for the duration of his term including any extension thereof.

Sec. 5) Committee Representation

The Union shall be assured representation on all committees dealing with curriculum, educational programs, or matters affecting the working conditions of teachers.

Sec. 6) Agency Shop

If the agency shop provision is ruled legal for the public sector by the courts of Michigan or the Attorney General, teachers employed by the Roseville Public School District will be notified by the Board and given thirty (30) days to authorize payroll deductions of \$6.00 a month to be paid to the Roseville Federation of Teachers, #1071, for the length of the contract, effective date to be the date of ruling.

ARTICLE II: DEFINITIONS

Sec. 1) School

Whenever the term "school" is used it is to include any work location or functional division or group.

Sec. 2) Principal

Whenever the term "principal" is used it is to include the administrator of any work location or functional division or group.

Sec. 3) Teacher

Whenever the term "teacher" is used it is to include any member or members of the bargaining unit.

Sec. 4) Singular-Plural

Whenever the singular is used it is to include the plural.

Sec. 5) Masculine-Feminine

Whenever the masculine is used it is to include the feminine.

Sec. 6) Union Building Representative

Whenever the term "Union Building Representative" is used it is to mean the elected representative of the Union in the school or his alternate teacher designee.

Sec. 7) Agent

An agent shall include any person who performs for an organization such acts as: distribution of literature, collection of dues, circulation of petitions, solicitations of membership, or serving as a spokesman at teachers meetings. No officer, executive board member, delegate, representative, member, or agent of any organization, other than the Union shall represent any teacher, provided that any teacher may represent himself if he so chooses.

Sec. 8) Seniority

At the secondary level seniority shall be based upon the length of service teaching in certified areas in the building. At the elementary level seniority shall be based upon the length of service within a building.

Sec. 9) Extended Assignment

An "extended assignment" is one that is known to be extending continuously for a period of time of not less than two (2) school weeks. (This does not refer to day-to-day positions that might accumulate to two (2) weeks of service.)

Sec. 10) School Organization

K--6 grades	Elementary School
7--9 grades	Junior High School
10--12 grades	Senior High School

ARTICLE III: TEACHER'S PROFESSIONAL RIGHTS

Sec. 1) Organization Membership

Teachers have the right to join any teacher organization. Membership in a teacher organization shall not be required as a condition of employment.

Sec. 2) Union Representation

No officer, executive board member, delegate, representative, member or agent of any organization other than the Union shall represent any teacher, provided that any teacher may represent himself if he so chooses.

Sec. 3) Building and Union Representatives

When there is no interference with the instructional program, the Union's building representatives shall be allowed to conduct Federation business during the school day.

Sec. 4) Implementation of Curriculum

The teacher shall be granted all reasonable freedom in the implementation of the curriculum. However, this does not exclude the right and obligation of the principal to question, consult, and direct whenever necessary.

Sec. 5) Elementary Supplies

- A. Teachers may requisition books and supplies from the basic lists of all levels to enable teaching at the level of the child.
- B. A standard list of resource materials for each grade level shall be established. Each classroom shall be provided with the items listed for its level.

Sec. 6) Requisitions--Instructional Material

- A. Teachers should be consulted regarding purchases to be made from general operating funds, as they pertain to their respective areas of instruction. It is understood that this does not include basic materials required by the school.
- B. Purchases made by a teacher for classroom use should be reimbursed, provided they have the prior written approval of the principal.

Sec. 7) Personnel File

The teacher shall have the right to inspect, comment upon, and duplicate the material in his personnel file. Correspondence of a confidential nature exchanged between this system and outside sources shall be excluded.

ARTICLE III: TEACHER'S PROFESSIONAL RIGHTS (CONT.)

Sec. 8) Protective Clothing Requisitions

Protective clothing will be made available upon the request of those teaching in a laboratory situation including elementary and secondary school art, home economics, shop, and elementary and secondary physical education. Such protective clothing shall be supplied from the student allocation fund and shall be treated the same as any other supplies.

Sec. 9) Auxiliary Service Personnel Requisitions

All auxiliary service personnel shall be allowed participation in the distribution of building allocation funds.

Sec. 10) Probationary Teachers

A teacher new to the Roseville school system is under probation for at least two years before acquiring complete tenure rights. The school administration will acquaint each probationary teacher as to progress and quality of work not later than October 31. Follow-up may be expected from time to time thereafter.

Sec. 11) Retirement Policy

An employee who reaches the age of 65 on or before June 30 of the then current school year shall be retired on June 30 of that year.

Sec. 12) Union Building Representative

The duty of the Union building representative shall be considered in every school an extra-curricular activity without extra compensation.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES

Sec. 1) Classroom Management

- A. The classroom teacher is responsible for the control and management of his classroom except when under the control of another authorized person.
- B. Classroom management shall be the responsibility of the special teacher while the class is under his supervision. The regular classroom teacher shall use this time for preparation.

Sec. 2) Student Evaluation

- A. Evaluation shall be primarily the responsibility of the teacher.
- B. It shall be the duty of the building principal after conferring with the teacher, parents, and special personnel to render a decision regarding the retention, placement, or promotion of a student. In the event of a difference of opinion between the building principal and a teacher regarding the placement of a student, the teacher shall have the right to appeal the decision to the Superintendent of Schools who shall render a final decision.

Sec. 3) Posting of Political Materials

No printed political materials such as campaign cards, posters, hand-bills, and clippings of this nature relating to national, state, county, city, and school elections shall be circulated or posted in such manner as would constitute political activity, providing that this provision is not deemed to bar student citizenship education or the appropriate use of such materials which may be essential to the teaching about issues, party platforms, and candidates, in the classrooms or assemblies.

Sec. 4) Counselors' Duties

- A. A counselor is not expected to be involved with routine attendance records or in the disciplining of students under his counseling supervision, but a counselor is expected to initiate proper counseling services for students with excessive attendance or tardy records.
- B. Clerical personnel will be provided for the counselors. Counselors shall not be required to manage report cards or master grade sheets.
- C. Policies and criteria for counselors and duties of counselors as established by ADGA, ASCA, NCE shall be followed.
- D. Counselors are not required to maintain a daily log of their work. A log for each interview will be maintained.

Sec. 5) Sign-in Procedure

The arrival and departure of a teacher in a building shall be indicated by a check mark on the sign-in sheet. A substitute teacher shall affix his signature.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES

Sec. 6) Directives to Teachers

Teachers will be held responsible when only oral or written communications come directly from their administrators.

Sec. 7) Open House Responsibility

The annual "open house" in schools shall not be construed as extra-curricular. Teachers will be present except when excused by the principal.

Sec. 8) Use of School Day

A. Teachers shall use the school day for:

1. planning and preparing for daily classes
2. teaching their pupils
3. conferring with parents of their pupils when necessary.

B. Elimination of Classes

No class may be eliminated from the secondary daily or for an extended time in the elementary school without permission from the principal.

Sec. 9) Clerical and Bookkeeping Responsibilities

A. Teachers shall be responsible for determining and recording pupils grades in class record books, on report cards and for maintaining anecdotal records for pupils in their classes or grades. Teachers record books become a part of the pupils permanent record at the end of each semester or year, whichever applies.

B. The Union and the Board of Education recognizes the desirability of the reduction of nonteaching chores assigned to teachers. Therefore, routine clerical duties, bookkeeping tasks and maintenance of permanent records shall not be the responsibility of the teacher.

Sec. 10) P. T. A. Attendance

Attendance at P.T.A. and P.T.C. activities shall be voluntary.

Sec. 11) Supervision and Extra-Curricular Activities

Supervision and extra-curricular activities shall not be considered a part of the teacher's contract responsibilities.

Sec. 12) Lessons Plans

Assignments shall always be prepared and recorded in the Lesson Plan Book in advance. They must be complete enough to provide a substitute teacher with sufficient information to carry on regular classroom work should the teacher be absent.

Sec. 13) Assignments

The teacher should be firm, yet considerate and sympathetic. She should be definite in her directions and should expect such assignments to be carried out in a direct manner. She should be courteous and expect and get courteous treatment in return. A proper relationship between both teacher and pupil will be the proper beginning for achieving educational objectives.

Make specific and comprehensive assignments. It is usually a good plan to make assignments at the beginning of the class period. By an assignment we imply sufficient discussion to make the lesson clear to the pupil.

Teachers should seek to convince the pupils of the true cultural and vocational values of subjects taught. A kindly and sympathetic attitude should be shown toward all pupils and the problems confronting them.

Sec. 14) Attitudes

Teachers should consciously attempt to teach and instill character at all times whether in the classroom or out.

Teach love of country and patriotism through example and assignment. All children should have a ready knowledge of the Pledge of Allegiance, the national anthem, our great national leaders past and present, flag etiquette and, at appropriate ages, specific instruction on the Constitution of the United States shall be given. Observance of legal holidays should include a learning experience on the part of the children as to reasons and purposes. The children should know the objectives of the United Nations organization.

Sec. 15) Statutory

In accordance with the laws of Michigan, the teacher shall promote scientific instruction as to the physical and sociological effects of alcohol and the benefits of temperance. Due emphasis shall be given to those sections of textbooks treating with this suggestion.

Sec. 16) Equipment and Supplies

The teacher shall be responsible for the safekeeping of all equipment, books, and school supplies placed in her classroom. All school personnel shall be responsible for school property generally. Loss, destruction or damage should be reported to the principal immediately.

Sec. 17) Textbooks

Textbooks shall be issued to pupils by teachers who shall be responsible for proper accounting of their use and ultimate return. Malicious or undue damage to any textbook should be reported to the principal at once.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES (CONT.)

Sec. 18) Audio and Visual

Teachers shall make full use of the audio and visual education materials at their disposal. Equipment available includes: 16mm motion picture projector, 16mm film strip projector with attachment for standard lantern slides, recording devices and record players. Press photography of suitable school programs, activities, etc., is encouraged.

Sec. 19) School Furniture

Each teacher is wise to develop a cooperative understanding with the students and have them take pride in the best appearance of furnishings. Teachers must be watchful of desks, tables, walls, and take immediate steps when there are cases of defacing and marking.

Students when not constructively occupied, are inclined to destructive acts. One deliberate mark through a nicely finished desk surface leads to further license, and the condition is soon helplessly out of hand. Refinishing of desk tops and tables can be done only a limited number of times and is costly. The same is true of wall markings.

Sec. 20) Use of Telephone

Teachers are encouraged to use the pay phones in the school buildings for personal calls wherever possible. However, use of the building principal's office telephone requires:

1. Payment of charges for toll and long distance calls, if used for personal reasons.
2. Permission of the principal.
3. Long distance calls be placed and recorded.
4. Recording of toll calls, for school business, must be approved by building principal.

Teachers will not be called from classrooms in the event of incoming calls except in case of urgency. Routine calls will be recorded and a note put in teacher's mail box.

Sec. 21) Loan of School Property

Teachers may not borrow for their own use nor for others, any school property to be taken from the building except by special permission from the superintendent or principal.

Sec. 22) Salesmen and Other Callers

Salesmen and others may not monopolize school time for the purpose of selling merchandise. Persistent and over-aggressive salesmen, and those "working their way through college" should be referred to the office without delay.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES (CONT.)

Sec. 23) Use of School Facilities

Teachers sponsoring class organizations or school clubs outside of school hours, must make application for school room facilities through central administration. This must be done not later than the Friday of the week prior to the scheduled activity because notice of such meeting must be placed on the custodians' weekly schedule.

Sec. 24) School Bus for Field Trips

Teachers wishing the use of a school bus for school field trips must make application to the principal not later than two weeks prior to the trip. Children should be prepared in regard to the educational values of any field trip project.

Sec. 25) Planning and Procedure

Some difficulty has arisen in the past over what we shall call the "premature promise". In a moment of enthusiasm a teacher may either suggest, or assent, to a proposal for a student excursion, party, or some fund-raising activity. The students promptly inflate an idea and treat it as a fait accompli.

The discovery is made later that the bus is not available; the gym is otherwise scheduled; or some other event conflicts. It now becomes someone's unpleasant obligation to rule out that which was so much desired.

Such occasions need not develop. Good management comes from a planned approach. Then harmony will prevail. The wise teacher does not stifle desirable promotions and activities but attains the ends sought by examining the school calendar, conferring with the principal and cooperating with other teachers.

Sec. 26) Use of Private Cars

Use of private cars for student transportation to school functions is discouraged.

However, when a school bus is not practicable or available, limited transportation in private cars is permitted on condition that:

1. Approval is obtained from the school principal or a central administrator.
2. Only faculty members or other full time school employees may drive their cars.
3. The business office is notified at least one day in advance to assure school district non-ownership insurance coverage.
4. Only standard size cars or station wagons (not compacts) shall be used.
5. Cars are not to be driven in caravan formation.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES (CONT.)

Sec. 27) Health and Safety Policies

Teachers may buy lunches served in the school lunch program (U. S. assisted). Where teachers wish to prepare tea or coffee in lounge rooms, the cooks will provide hot water, cups, and saucers if this special demand upon the cook's time is not unreasonable. Cooks cannot be expected to interrupt their own work too frequently, and a condition of this service is a mutually agreeable understanding among people concerned. The cooks will wash the utensils if these are returned promptly after use. The kitchens do not have refrigeration space for teacher use.

In keeping with health and sanitation regulations, it is necessary to keep from the kitchens all persons except cooks and helpers.

Use of kitchens may be secured through regular building use channels by application to the office of the Assistant Superintendent.

Sec. 28) Exclusion for Contagion

Teachers must be very watchful for symptoms of communicable diseases. Pupils who show suspicious symptoms or who are known to have been exposed to a communicable disease should be referred to the building principal at once.

Sec. 29) Safety

1. All members of the teaching force should devote time to traffic and playground safety. Local police and highway departments cooperate with our safety personnel.
2. Auto drivers do not always adjust promptly enough to the great increase in pedestrians as school opens in September. The children must be impressed with the necessity for caution.
3. Teachers themselves are urged to take care while parking cars on school grounds. Backing the cars out of parking spaces must always be done with complete regard for a child's possible presence.
4. Teachers should request only such duties from students as can be executed in a safe manner. Liability may rest where injury is sustained by a child performing some chore which is regarded as unreasonable for one of that age. The teacher may be held personally responsible. Accident reports must be filed immediately following an injury to a child. Forms for this purpose are in the principal's office.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES (CONT.)

Sec. 30) Fire Drill

- A. Enforce rigidly regulations concerning fire drill as provided by the principal. In case of fire drill, all teachers are to leave the building with the children. This rule applies even though the teacher may not have children under immediate jurisdiction at the time of the drill. If possible, doors and windows are to be closed.
- B. No deposits of oily rags or discarded combustible materials should be allowed to accumulate in waste baskets or within any storage spaces.

Sec. 31) Decorating

Strigent rules from both the state fire marshall and local authorities attend the broad subject of "decoration". These general rules apply to school activities:

1. "False ceilings" of inflammable materials (including "fireproof" crepe paper) are forbidden.
2. No paper or card materials, etc., should be pinned to any stage curtain. Use other suspensions, if necessary.
3. Christmas trees are not allowed in classrooms. A metallic tree may be approved.
4. Open flames must be under total surveillance.
5. Store inflammable fluids, cleaners, or chemicals in a safe manner.

Ask your principal for further instruction if in doubt.

Sec. 32) Teacher Injury

Workmans' Compensation to employees for injuries received in performance of duty applies to all teachers. The teacher should report any injuries he sustains to the Business Office, even though he may not expect to receive compensation benefits.

Sec. 33) Corporal Punishment

- A. Corporal punishment is not recognized as a means of controlling pupil behavior in any normal situation. A reasonable act of punishment, as might be administered by a responsible parent, and where presumption of benefit to the child exists, will be understood. In any event, the teacher should maintain the closest contact with the principal on such incidents.
- B. Corporal punishment administered impulsively and under emotion will surely lead to a distressing consequence. Of course, a teacher may use physical force in self-defense, in the protection of children in his charge, or in the safe-guarding of property. Any student in possession of an edged weapon or a harmful device should be reported to the principal immediately.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES (CONT.)

Sec. 33) Corporal Punishment

- C. At no time shall corporal punishment result in temporary physical disability.
- D. No substitute teacher shall resort to corporal punishment.

Sec. 34) Community Relations

- A. The unofficial name of our school is Roseville Public Schools. The official title is School District of the City of Roseville, Macomb County, Michigan. It is legally a school district of the third class as defined by the Michigan School Code.
- B. The teacher should be careful in all relationships in the community. It is a reflection on the intelligence of any teacher to be guilty of indiscretions in conduct in a community interested in its leaders.
- C. Many teachers make it a point to know parents to the degree that such acquaintance provides the means of increasing instructional and guidance efficiencies. Some teacher failures could be attributable to the fact that the teachers concerned were negligent of the community and civic pulse and of the people whose children they influence.

Sec. 35) Professional Organizations

It seems scarcely necessary to comment upon the teacher's entry into a professional organization: local, state, and national. There is no compulsion here from the school district. Nevertheless, the teaching profession itself recognizes the positive values which accrue from organization. Gains made by the profession are a free ride for those who do not contribute to organizational units.

Sec. 36) Teachers' Institute

Schools will not be closed for institute. The use of these days depends upon the final directive from the State Department of Education relative to the 180 day instruction law.

Sec. 37) Emergency

All employees of the school district are alerted to report any unusual circumstance which does, or presumably may, affect health, safety, or welfare of children regardless of the time of day. Such communication should be directed to the administrative offices. If contact cannot be made, the employee should call the Police or Fire Departments or other agency prepared to assist in the emergency.

Teachers, especially, should be familiar with safety drills such as relate to fire, tornado, traffic, or flooding.

Instructions are posted in all buildings, and occasional bulletins treat with specific practices. These releases should be read carefully.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES (CONT.)

Sec. 38) Disaster Warning

Children will be kept in school on days of storm or defense warnings unless government, city or authorized agency directs that they be dismissed. Children will be released, also, if parents come for them. The school principal will carry out the instructions received from the central administration or from local police or other authorized bodies.

Sec. 39) Bad Weather

Roseville schools will remain in operation during inclement weather. Under highly unusual conditions, teachers should tune their home radios to early morning announcements by Detroit broadcasting stations.

Sec. 40) Policy on a Closed Building

On occasion a building may need to be closed unexpectedly. Water, heat, or power failure compels such action, usually. There may be no opportunity to give notice, and the teachers will arrive as usual. The entire staff may hold planning, reporting, or conference activity. If none of these possibilities appears to be feasible, the principal may release the staff from duty for the period of the shut-down.

Sec. 41) Guide for Substitute Teachers

- A. Notify the Principal's Office of your arrival and learn what duties are to be assumed.
- B. Sign the Teachers' Sign-in Sheet. This records your presence and may be valuable if a question should arise regarding your work for this particular day.
- C. Give any money collected from class members to the building principal before you leave.
- D. Complete the teacher's normal duties to the fullest possible extent:
 1. All written work should be corrected unless otherwise designated by the classroom teacher.
 2. Follow teacher's lesson plans as closely as possible.
 3. Assume any special duties such as hall, lunchroom, recess, bus or playground supervision.
 4. Report all accidents to the office.
 5. Give prepared tests and correct, if so directed. Leave written statement as to any difficulty or irregularity.

ARTICLE IV: TEACHERS' PROFESSIONAL DUTIES (CONT.)

Sec. 41) Guide for Substitute Teachers (Cont.)

6. Record absences and tardiness.
 7. Use no corporal punishment. Refer severe problems to the office.
 8. Notify the Superintendent's Office of any change in address or telephone number.
- E. The substitute should expect to find in the teacher's desk a weekly lesson plan guide, class schedules, seating chart, milk and lunch lists for elementary children, class plan which explains routine procedures and a fire drill route.
- F. Substitutes are paid at the regular two-week intervals, however, we do have a one week cut-off day prior to the payroll date, which means that substitute teachers are not paid to date.

ARTICLE V: OBLIGATIONS OF BOARD OF EDUCATION

Sec. 1) Fair Employment Practice

The Board agrees to continue its policy of not discriminating against any teacher on the basis of race, creed, color, age, national origin, sex, marital status, or membership or participation in, or association with the activities of any teacher organization.

Sec. 2) Role of Superintendent

- A. To administer the general instructional program which is available to children and adults of the school district, with essential duties delegated to deputies, assistants, business manager, principals, school plant supervisor, and others as may be designated.
- B. To energize the total group effort so as to attain the educational objectives of the community.
- C. To execute the known directives and policies of the Board.
- D. To maintain a flow of information to the Board of Education on all parts of the school program, educational and financial, with appropriate recommendations.
- E. To plan, organize, staff, direct, coordinate, and report by every reasonable device so that the greatest number of personnel may increase their "urge to achieve", whatever the objectives of their individual stations within the system may be.
- F. To perform the statutory duties of the office.
- G. To develop the personnel policies
 1. To arrange for the most efficient and productive recruitment of teaching staff; screening and recommending same, with in-service training and preparation provided for associates who are assigned to this work.
 2. To keep in force such rules as apply to the safety and welfare of employees and students.
 3. Initiate and participate in building plans.
 4. To establish a plan for teacher professional growth.
 5. To serve in a liaison capacity between teacher organizations and other employee groups and the Board of Education to the degree which is either possible or feasible.
 6. To maintain a reasonable acquaintance with student studies, curriculum content, the teacher's mastery and competence in gaining results and assisting as conditions may suggest.

ARTICLE V: OBLIGATIONS OF BOARD OF EDUCATION (CONT.)

Sec 2) Role of Superintendent (Cont)

7. To act in a final administrative appeal capacity when individual students or personnel have passed through preliminary channels for review of grievance.

H. Community Contracts

1. To sustain the school district interest, status, and general public relations through appropriate cooperation with local and regional agencies and organizations.
2. To provide information about school district practice and policy when individual citizens raise questions or enter complaints.

Sec. 3) Role of Principal

A. Qualifications

1. The building principal shall hold a valid Michigan teaching certificate appropriate to the level at which he will administer.
2. He shall hold at least a master's degree from an accredited institution with courses in administration and supervision and shall have demonstrated competencies for educational leadership.
3. He shall have had at least three years of successful teaching experience.
4. He shall have earned at least five hours of graduate work within five years of the start of his duties as principal.

B. Duties

1. The building principal is recognized as the chief executive officer of the building and shall proceed professionally in the discharge of the obligations noted in this agreement, in Board of Education policy, and in such current practices as are not in written form.
2. He shall be responsible to the superintendent of schools or to duly authorized persons as represented in the organizational structure, for all organization, administration, and supervision within his building.
3. He shall be responsible for all administrative detail relating to janitors and their work and the maintenance of the school plant. He shall supervise the duties of the custodial staff. Requests for repairs or replacements of equipment other than janitorial supplies should be made in writing to the appropriate official as defined in Board of Education policy.

ARTICLE V: OBLIGATIONS OF BOARD OF EDUCATION (CONT.)

Sec. 3) Role of Principal (Cont.)

4. He shall keep the superintendent fully and continuously informed as to the condition of the school and its activities therein. This applies to the non-routine matters of an unusual nature, especially.
5. Through democratic administration and high professional standards, he shall work cooperatively with the teaching staff for the best interests of the children.
6. He shall be responsible for the health and welfare of the children and teachers.
7. He shall be responsible for assisting in the development of the several curriculums and in planning and adapting the course of study to the needs and interests of the children.
8. He shall be responsible for maintaining good public relations with the community and for utilizing fully the community resources to enrich the learning program.
9. He shall take an active interest in local, state, and national professional organizations to promote professional improvement and render greater service.
10. He shall assign duties to the staff within his building. He shall allocate an equitable amount of class and extra-class work. He should not over-assign a willing teacher nor under-assign an unwilling teacher.
11. He shall write experience reports on all teachers as directed by the superintendent and Board policies.
12. He shall be responsible for recommendations concerning promotions or retention of students within the building.
13. He shall constantly appraise and evaluate the instructional program.
14. He shall look upon supervision as a cooperative process involving classroom teachers.
15. He shall oversee the attendance and conduct of pupils.
16. He shall be responsible for requisitioning supplies, textbooks, equipment, and all materials necessary to the operation of the school through the office of the appropriate official, as defined by Board of Education policy.

ARTICLE V: OBLIGATIONS OF BOARD OF EDUCATION (CONT.)

Sec. 3) Role of Principal (Cont.)

17. He shall see that instructional and mechanical equipment is in good operating condition with proper attention given to supplies and replacement parts so that the educational program has the advantage of these essentials and aids at all times.
18. He shall be responsible for the following:
 - a) Fire drills
 - b) Safety education and practices
 - c) School enterprises and activities
 - d) Cooperating with parents and teacher organizations
 - e) Teachers' meetings
 - f) School exhibits
 - g) General supervision of such activities as are specifically assigned from time to time.
19. He shall be responsible for organizing the playgrounds, lunchrooms, and noon hour in the best interest of the students.
20. He shall perform such duties as may be assigned by the superintendent of schools.
21. He may close his building (when within the policy of the Board of Education for doing so) or upon the order of a superior official.
22. His normal day of duty shall be not less than 8:30 a.m. to 4:00 p.m. with one free hour to be taken for lunch.
23. He shall attend to details relating to a teacher's leave of the system, especially with regard to records and properties. He shall collect the keys, planbooks, student grade records, teachers' manuals, texts, curriculum guide, and attendance summary from departing teachers in addition to any district properties on loan to the teacher.
24. He may suspend a student up to five days for cause and notify the superintendent accordingly.

Sec. 4) Changes in Policy

The Board agrees with respect to matters not covered by this Agreement affecting the Professional rights, the working conditions, assignments, remuneration, and/or welfare of teachers that it will make no changes in present conditions and/or policies without prior negotiation and agreement with the Union. In the absence of material not covered in the contract, the present policy and practice shall be considered a part of the contract.

ARTICLE V: OBLIGATIONS OF BOARD OF EDUCATION (CONT.)

Sec. 5) Availability of Board Records

The Board shall make available to the Union upon its request, at reasonable hours mutually agreed upon, any and all information, statistics, and records which may be necessary to make intelligent decisions relevant to negotiations, or necessary for the proper enforcement of terms of this agreement, except that nothing stated here is deemed to permit Union access to the confidential records in a teacher's file maintained in the personnel office.

Sec. 6) Payroll Deductions

- A. The Board shall deduct from the pay of each teacher from whom it receives authorization to do so the required amount of fees, dues, and assessments for teachers' professional organizations.
- B. Roseville Federation of Teachers dues deductions shall be deducted in ten monthly payments.
- C. Authorization for dues deductions for Roseville Federation of Teachers members shall be continuous unless the member requests a change in writing thirty (30) days previous to termination of deduction. The business office will notify the Union within thirty (30) days of such authorized change.
- D. All standard payroll deductions shall be allowed as long as thirty (30) days notice is given.

Sec. 7) Board/Union Bulletin Board Provision

The Board shall provide the Union separate bulletin board space in each school.

Sec. 8) Board/Union Mailbox Agreement

The Board shall allow the Union the right to place materials in the mailboxes of teachers and other professional employees. The Union may use the school mailboxes for official materials published and circulated by the professional teachers' organizations.

Sec. 9) Board/Union Agreement of Meeting Facilities

The Board shall make school facilities available for Union meetings in all schools.

Sec. 10) Implementation of Agreement

The Superintendent of Schools and principals of each school shall meet with representatives of the Union at the request of the Union on matters of professional concern and on matters relating to the implementation of this agreement. The call for such conferences shall provide reasonable notice consistent with the urgency of the circumstances.

ARTICLE V: OBLIGATIONS OF BOARD OF EDUCATION (CONT.)

Sec. 11) Parental Complaints

Parental complaints received by central administration shall be referred to the building principal who shall advise the parent that the teacher is available for consultation. On failure to resolve the complaints by such direct approach, the principal shall attempt to resolve the matter. When a principal or central administration has resolved a parental complaints without teacher participation, the teacher shall be informed of the disposition of the complaint.

Sec. 12) Posting of Conference Attendance

Conferences, leave attendance and expenses shall be published and posted in each building monthly.

Sec. 13) Posting of Information

Conferences, available scholarships, and materials and information which might allow teacher participation shall be posted.

Sec. 14) Provision for Clerical and Bookkeeping Personnel

The Board shall provide clerical and bookkeeping personnel to record attendance, collect monies, maintain records, and to attend to routine clerical and bookkeeping tasks.

Sec. 15) Elementary Standardized Tests

All elementary standardized tests shall be machine scored.

Sec. 16) Released Time for Union Business

The Board shall provide two afternoons during November, December, and January, of released time to two members of the Union's negotiating team for the purpose of meeting with members of the Board's negotiating team to discuss matters relative to interpretation of the provisions for the 1968-1969 contract. An extension beyond January shall be mutually agreed to by the Board and Union's negotiating team.

Sec. 17) Bookmobile Service

The Board shall provide a bookmobile to service those schools where there is no room available for library purposes or where the library facilities are inadequate. It is understood that implementation of this provision may not be immediately possible.

Sec. 18) Additional State Aid

65% of any additional State Aid provided by the Michigan legislature for the 1967-68 school year will be negotiated with the Union into the teachers salary schedule.

Sec. 19) Availability of Board Policy

A copy of the statement of Board Policy shall be placed in the faculty room and library in each building.

Sec. 20) Fund Drive

The United Foundation is the only formal, organized fund drive to be sponsored system-wide annually. Collections of clothing and food through the sponsorship of responsible organizations is allowed once or twice yearly. It is thought that sound educational policy allows a place for children to share with others less fortunate than themselves and to learn social obligation by doing so.

Sec. 21) Certification

No person may teach in the public schools of Michigan without a valid certificate. Basically it is the teacher's responsibility to qualify for such certificate. It should be understood that a teacher's contract loses its validity if the holder is not certified. The State Board of Education is the certifying authority and issues several types of certificates, some of which have specified expiration dates and require a schedule of professional courses for renewal. Any teacher not holding the Permanent Michigan Certificate may secure information about the requirements by visiting the Superintendent's Office.

Sec. 22) Condition for Employment

A. File with the Superintendent of Schools:

1. Chest X-ray report
2. Official transcript of credits
3. Michigan teaching certificate
4. Teacher personnel form

All teachers are required to turn in a new chest X-ray report each calendar year.

B. Failure to provide a proper Michigan Certificate invalidates a teacher contract.

Sec. 23) Research and Improvement

A. The Board recognizes the desirability of professional improvement and shall continue to make funds available to provide for conferences and other programs which may contribute to this end.

B. Upon the request of the teaching staff the Board shall provide in-service programs or materials for experimental programs in curriculum development in accordance with funds budgeted for this purpose.

Sec. 24) Children Visiting School

Only those children properly enrolled in membership may attend school. Except for valid educational purposes, no school-age or pre-school-age visitors will be permitted in a school building during regular school hours except with the principal's permission.

ARTICLE VI: TEACHER TENURE

Sec. 1) Policies Governing Tenure

In all matters pertaining to tenure the Board shall be governed by the applicable state statues, by its own written policy regarding tenure, by opinions of the State's attorney general, and court precedents.

Sec. 2) Two Types of Contracts

Teachers have two types of contracts: probationary and tenure.

Sec. 3) Denial of Tenure

In the event that tenure is not granted a teacher shall be entitled to a hearing before the Board.

Sec. 4) Representation for Probationary Teachers

A probationary teacher shall be advised of his entitlement to representation either by the Union or by himself whenever the superintendent indicates in writing his intent not to recommend renewal of contract.

Sec. 5) Probationary Teachers

A teacher on probation will receive a written report of his teaching efficiency October 31, February 1 and April 1, of each probationary year.

ARTICLE VII: GRIEVANCE PROCEDURE

Sec. 1) Definition

A grievance is a complaint by an employee in the bargaining unit or by the Union in its own name, that a policy or practice is considered improper or unfair; that there has been a deviation from, or the misinterpretation of misapplication of a practice or policy. A grievance may arise from a violation of the agreement provisions or the alleged violation of present policy or practices. A grievance resolved in a given step shall be considered concluded at that step.

Sec. 2) Procedure for Adjustment of Grievance: Informal Step

The teacher with a grievance shall first discuss the matter with the principal either directly or accompanied by the Union representative. In this informal conference the principal may have a nonparticipating observer present if he so chooses.

Sec. 3) Formal Procedure for Adjustment of Grievance

Step I

- A. A grievance stated in writing shall be lodged with or submitted to the principal of the school in which the grievance arises within twenty (20) school days following the act or condition which is the basis of the grievance. The grievance may be lodged and thereafter discussed with the principal in four ways:
 1. By a teacher accompanied by the Union
 2. Through the Union if the teacher so requests
 3. By the Union in the name of the Union
 4. By a teacher in person on his own behalf
- B. Within ten (10) school days after receiving the grievance, the principal shall communicate his decision and state his reasons in writing to the Union committee and to the teacher, if any, who lodged the grievance.

Step 2

- A. Within fifteen (15) school days after receiving the decision of the principal, an appeal from the decision may be made to the superintendent. The appeal shall be made in writing and shall be accompanied by a copy of the decision at Step I.
- B. Within ten (10) school days after receiving the appeal, the superintendent shall meet and confer on the grievance. All those listed in Step I have the right to participate.
- C. Within ten (10) school days after the meeting on the appeal, the superintendent shall communicate his decision and state his reasons in writing to the Union and the aggrieved teacher, if any.

ARTICLE VII: GRIEVANCE PROCEDURE (CONT.)

Sec. 3) Formal Procedure for Adjustment of Grievance (Cont.)

Step 3

- A. Within fifteen (15) school days after receiving the decision of the superintendent, an appeal from the decision may be made to the Board. It shall be in writing and accompanied by a copy of the decision at Step 2.
- B. No later than ten (10) school days after receiving the appeal, the Board shall hold a hearing on the grievance in an executive session, regular or special meeting. All those listed in Step 2 shall have a right to participate in this step.
- C. Within ten(10) school days after the hearing, the Board shall communicate its decision in writing to the Union and the aggrieved teacher, if any.

Sec. 4) Appearance and Representation

Hearings held under this procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity for all persons, including witnesses, entitled to be present to attend. Such hearings shall be conducted during school hours, except the hearings conducted by the Board of Education unless there is mutually agreement for other arrangements. All teachers who are present at the hearing pursuant to this article shall be excused, with pay, for that purpose.

Sec. 5) Initiating Grievance at Step 2

If the grievance arises from the action of authority higher than the principal of a school, the Union may present such grievance at Step 2 of this procedure.

Sec. 6) Arbitration

Within ten (10) school days after receipt of the decision of the Board, the Union may, upon notice to the Board:

- A. Submit the grievance to Binding Arbitration under the rules of the American Arbitration Association:
 1. The expense of such arbitration shall be borne equally by the Board and the Union
 2. The arbitrator shall render his opinion and decision within thirty (30) days of the submission of the matter to him, which opinion and decision shall set forth his conclusion on the issues properly submitted to him on any matter within the definition of a grievance as defined in Article VII, Section I.

ARTICLE VII: GRIEVANCE PROCEDURE (CONT.)

Sec. 7) No Impairment of Agreement

No decision or adjustment of a grievance shall be contrary to any provision procedure of this agreement.

Sec. 8) Time Limits

A. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limit shall permit the Union to lodge an appeal at the next step of this procedure. Failure to appeal a decision within the specified time limit shall be deemed withdrawal of the grievance.

Sec. 9) Appeal

The Union in its own behalf shall have the right to appeal a decision on a grievance at any step in this procedure.

Sec. 10) Filing of Grievance

All grievance documents shall be filed separately from the personnel file.

Sec. 11) Teacher's Legal Rights

Nothing contained herein shall deny to any teacher his rights under Section 11 of Act 336 of Public Acts of 1947, as amended by Act 379 of the Public Acts of 1965, or otherwise under state statute.

ARTICLE VIII: TEACHER ASSIGNMENT AND TRANSFER POLICY

Sec. 1) Interbuilding Transfer and New Positions:

- A. All vacancies and new positions shall be posted as they arise.
- B. New teachers shall not be hired to fill vacancies until teachers under contract have had an opportunity to avail themselves of transfer opportunities.
- C. Requests for transfer shall be made in writing by the teacher on or before March 15, when a September transfer is sought. Such requests for transfer shall specifically indicate position, grade level, subject matter, and building to which transfer is desired. Such requests filed by the teacher represent his consent to transfer and may be acted upon without further consultation with the teacher. A teacher may withdraw his request at any time before it is acted upon.
- D. If an administrator denies transfer to a teacher who is qualified for the job vacancy, whether transfer position involves transfer within a school, between schools at the same educational level, or from one subject area to another, he shall be required to show cause which may result in an appeal to the grievance procedure.
- E. Whenever a teacher is transferred involuntarily, said teacher may request a showing of cause by the administration or Board of Education, whichever initiated such transfer. As nearly as may be done, the grievance procedure of this contract shall be employed to resolve transfer where voluntary acceptance is not obtained. If the teacher is in a school to which he has involuntarily transferred, length of service shall be the sum of his length of service in the school from which he was involuntarily transferred.
- F. Transfers made because of decreased pupil enrollment shall be based on seniority. The teacher with the least school seniority within the classification being reduced shall be the first transferred, and so on, provided that substitutes filling a vacancy in the same classification have first been removed.
- G. Teachers transferred because of decreased pupil enrollment shall have the right to return to their original school in the reverse order to that in which they were transferred out provided a request for such transfer is made within one year from date of transfer.
- H. Where transfers are required because all or part of the student body is moving to a new school, the staff of the school being reduced shall have the first priority in transferring to the new school.

ARTICLE VIII: TEACHER ASSIGNMENT AND TRANSFER POLICY (CONT.)

Sec. 1) Interbuilding Transfer and New Positions (Cont.)

- I. Not more than 25% of the teachers may transfer from any one building in a given year except under unusual circumstances such as the division of a school, or decreased enrollment.
- J. The superintendent of schools shall state in writing the disposition of each properly submitted transfer request on or before May 15.
- K. Whenever it shall not interfere with the educational program of the children, transfers shall be made effective whenever they occur. Otherwise, transfers shall be effective at the beginning of the semester.
- L. Requests for transfers shall be kept on file in the superintendent's office for one year from the date of receipt.

Sec. 2) Intra-School Transfer

- A. Teachers may express in writing to their principals their preference of:
 - 1. grade level
 - 2. subject
 - 3. department assignment
 - 4. extra-curricular assignment
 - 5. request for transfer
- B. Requests which were not acted upon must be refiled each September to remain active. A teacher whose request was not acted upon may ask for an explanation.
- C. Request for the following year's teaching assignment shall be made by June 1, before this time if possible.

Sec. 3) Requests shall be kept on file for one school year in an accessible place.

Sec. 4) Requests shall be given consideration on the following priorities:

- A. Qualifications and experience (major sequence has priority over a minor sequence in areas of preference.)
- B. Seniority as defined in Article VIII, Sec. 5.
- C. Competency of the individual in the judgement of the principal.
- D. Priority of request in the case of tied seniority.

Sec. 5) Seniority

Teacher assignment shall be based upon the seniority policy as defined herein.

- A. At the secondary level seniority shall be based upon the length of service teaching in certified areas in the building.

ARTICLE VIII: TEACHER ASSIGNMENT AND TRANSFER POLICY (CONT.)

Sec. 5) Seniority (Cont.)

B. At the elementary level seniority shall be based upon the length of service within a building.

Sec. 6) Where length of service in a school is equal, system-wide seniority shall be the determining factor if an equitable decision cannot be mutually agreed upon in the buildings involved. Where length of service is equal the determining factors may include the subject area taught, academic advancement of past years, personal recommendations (administrative or faculty) or any pertinent data relevant to said situation.

Sec. 7) A contract teacher who interrupts his teaching career for military service shall continue to accumulate seniority during his absence provided he returns to the Roseville Public School system within a year of terminating military duty.

Sec. 8) Whenever a teacher has interrupted continuity of service by four or more years, seniority shall be limited to that period of service following such absence.

ARTICLE IX: SCHOOL CALENDAR

Sec. 1) School Calendar

4	September	Labor Day
5	September	1:00 Faculty meetings
6	September	Faculty meetings--Elementary Registration
7	September	a.m. Faculty meetings p.m. Schools in session
8	September	a.m. Schools in session p.m. Faculty meetings
11	September	Schools in session
2	November	Schools in session (1)
3	November	Schools in session (1)
22	November	Schools close at end of day for Thanksgiving recess.
27	November	Schools in session
21	December	Schools close at end of day for Christmas vacation.
2	January	Schools in session
26	January	Records Day--Students not in session
11	April	Schools close at end of day for Spring vacation
22	April	Schools in session
29	May	Schools close at end of day, Memorial Day recess.
3	June	Schools in session
13	June	Records Day--Students not in session
14	June	Close of school for year

- (1) If November 2 and 3 are not required to fulfill the 180 instruction days for State Aid purposes November 22 and January 2 respectively will be declared as schools not in session.

Sec. 2) 180 School Days

A. Act No. 237 of the Public Acts of 1967:

Each school district to qualify for state aid WITHOUT PENALTY in accordance with Act No. 312 of the Public Acts of 1957, as amended, is required to have in each school year a minimum of 180 days of STUDENT INSTRUCTION. A DAY OF STUDENT INSTRUCTION SHALL BE A DAY WHEN TEACHERS AND PUPILS ARE SCHEDULED TO BE PRESENT AND INSTRUCTION IS PROVIDED, WITH AT LEAST 60% OF THE TOTAL PUPIL MEMBERSHIP OF A SCHOOL DISTRICT IN SESSION.

B. Days not in session; when counted

DAYS of school closings caused by condition not within the control of the school authorities, such as severe storms, fires, epidemics or health conditions as defined by the city, county or state health authorities, MAY BE COUNTED AS STUDENT INSTRUCTION DAYS.

C. Days not in session; when not counted

DAYS NOT IN SESSION BECAUSE OF STRIKES OR TEACHERS' CONFERENCES SHALL NOT BE COUNTED AS DAYS OF STUDENT INSTRUCTION. IN ADDITION, DAYS SUCH AS THE FOLLOWING MAY NOT BE COUNTED AS DAYS OF STUDENT INSTRUCTION:

- (1) COUNTY AND STATE TEACHERS' INSTITUTE DAYS
- (2) LEGAL HOLIDAYS
- (3) BUSINESS-INDUSTRY-EDUCATION DAYS
- (4) TEACHERS' WORKSHOP DAYS
- (5) COUNTY FAIR OR 4-H FAIR DAYS
- (6) DAYS DEVOTED TO CHECKING OR ISSUING OF RECORDS
- (7) GOOD FRIDAY, AND THE FRIDAY IMMEDIATELY FOLLOWING THANKSGIVING DAY.

ARTICLE X: SALARY ITEMS

Sec. 1) Salary Schedule

<u>Step</u>	<u>Non-Degree</u>	<u>BA</u>	<u>MA</u>	<u>MA+30</u>	<u>PH.D</u>
Start	5100	6300	6600	7000	7500
1	5200	6600	7000	7500	8000
2	5450	6900	7400	8000	8500
3	5700	7300	7900	8500	9000
4	5975	7700	8400	9000	9500
5	6300	8100	8900	9500	10,000
6		8500	9400	10,000	10,500
7		8900	9900	10,500	11,000
8		9400	10,400	11,000	11,500
9		9900	10,900	11,500	12,200

Sec. 2) Adjustments in Salary

- A. This salary schedule shall be based on the school term as established by the calendar. Any extended duty beyond the school term shall be a proration of salary. An extension of the school term must be approved by the superintendent.
- B. Where professional growth entitles a teacher to added salary, certified official records must be filed on or before Friday of the opening week of school, or the first Friday of the second semester. The salary adjustment is made immediately. Contracts are not adjusted for professional growth credit at any other time in that school year.

Sec. 3) Optional Pay Plan

- A. Teachers shall have the option of receiving their salary on a 21 or 26 period pay plan. Such option to be exercised only when the forms are sent to teachers in April. It is also agreed that once selection is made that NO CHANGE will be made during the year under any circumstances.
- B. No lump sum payments will be made at the end of the school year unless the teacher is leaving the district.

Sec. 4) Hospitalization

- A. The Board will pay up to and including the full family subscribers rate for medical surgical, major medical, and hospitalization insurance for contracted teachers which shall be comparable to or an improvement over that of Blue-Cross-Blue-Shield coverage.
- B. The Board will provide \$2,000 life insurance, including Accidental Death and Dismemberment for contracted teachers.
- C. It shall be the responsibility of the teacher to make changes for dependents or any changes on their group policy. Forms can be obtained in the Business Office or payroll office either by direct contact or memo.

ARTICLE X: SALARY ITEMS (CONT.)

Sec. 4) Hospitalization (Cont.)

- D. Teachers may request these forms from the payroll department, business manager, or leave a message with the receptionist at the Administration Building.

Sec. 5) Equivalency Ratings

- A. When working in a classification which requires outside job experience for certification in vocational education such as under the Smith-Hughes Act, the teacher shall receive experience credit, provided that such work experience was intentionally entered into to obtain certification in vocational education. Such experience, together with other outside creditable teaching or military experience, shall not exceed the total amount allowable under the salary schedule policy.
- B. A certified tenure teacher with an additional professional degree, whose special knowledge is used directly in his teaching, shall be eligible for consideration on the level of a Master's Degree on the salary schedule, when such credits shall be recommended by a committee comprising of two teachers and two administrators. The final authorization shall rest with the Board of Education. "Professional degree" assumes preparation of not less than the Master's Degree.

Sec. 6) Coaching and Sponsor Compensation

A. High School

Athletic Director	12%
Head Football Coach	10%
First Assistant	8%
Other Assistants	7%
Head Basketball Coach	10%
Assistant Basketball Coach	7%
Head Baseball Coach	8.5%
Assistant Baseball Coach	6.5%
Head Track Coach	8.5%
Assistant Track Coach	6.5%
Head Wrestling Coach	8.5%
Assistant Wrestling Coach	6.5%
Head Tennis Coach	7%
Head Golf Coach	7%
Head Cross-Country Coach	7%
G. A. A.	5%
Band Director	\$1,000
Vocal Music Director	\$ 800
Cheerleader	\$ 300
Play Director	\$ 300 (for each play)
Yearbook	\$ 300
Newspaper	\$ 300
Future Teachers of America	\$ 100
Future Nurses	\$ 100

ARTICLE X: SALARY ITEMS (CONT.)

Sec. 6) Coaching and Sponsor Compensation (Cont.)

A. High School

Future Secretaries	\$ 100
Latin Club	\$ 100
French Club	\$ 100
Spanish Club	\$ 100
Pep Club	\$ 100
Varsity Club	\$ 100
Key Club-Kiwanis Responsibility	
Student Council Advisors	\$ 150 (1)
Senior Class Advisor	\$ 150 (Chief) (2)
	\$ 100 (Assistants)
Junior Class Advisor	\$ 100 (Each)
Sophomore Class Advisor	\$ 100 (Each)
Party and Dance Chaperones	\$8.00 each event
Systems Department Chairman (Secondary Schools)	\$ 500
Building Department Chairman (Secondary Schools)	\$ 150 (3)
Literary Magazine	\$ 100

- (1) There shall be two (2) advisors for the Student Council.
- (2) The ratio of advisors to students shall be 200-1 for the Senior Class and 300-1 for the Junior and Sophomore classes.
- (3) Social Studies, English, Science and Mathematics.

B. Junior High School

Athletic Director	6%
Football Coach	6%
Assistant	4%
Basketball Coach	6%
Baseball	6%
Track	6%
Assistant	4%
Intramural (Boys or Girls)	6% (After School)
Cheerleaders	\$100
Band Director	\$500
Vocal Music	\$150
Newspaper	\$150
Student Council	\$100
Building Chairmen	\$150 (Science, Social Studies, English, and Mathematics)

C. Elementary Schools

Safety Patrol	\$150
Safety Squad	\$150
Instrumental Music	\$8.00 (per after school event, including per practice session.)

ARTICLE X: SALARY ITEMS (CONT.)

Sec. 6) Coaching and Sponsor Compensation (Cont.)

C. Elementary Schools

Vocal Music

\$8.00 (per after school event,
including per practice
session.)

Sec. 7) General Rules and Guidelines

- A. All assignments to extracurricular activities must be approved in writing by the affected building principal.
- B. All extra-curricular charges will be provided from the General Fund. Principals will be responsible for approving these charges.
- C. New clubs may be initiated at the request of a teacher with the recommendation of the principal, and approval of central administration whenever a minimum of fifteen (15) students have shown interest. Clubs with fifty (50) or more members will be entitled to two (2) sponsors.
- D. Compensation for club sponsorship at the Junior High level shall be the same as stipulated for the High School.
- E. Procedure for Payment
 - 1. When the assignment is a full-year assignment, compensation shall be made in two (2) half-year payments.
 - 2. When the assignment is seasonal, payments shall be made at the end of the season.

Sec. 8) Extra-Curricular Activities

- A. Supervision and extra-curricular activities shall not be considered a part of the teacher's contract responsibilities without extra compensation.
- B. Teachers employed for special events shall receive a stipend of \$8.00 per event when this service is outside of the regular school day, or their club or class responsibility.
- C. Regularly scheduled and recognized interscholastic contests as well as plays, dances, club activities, and educational field trips shall qualify as extra-curricular events. Teachers receiving pay for the sponsorship of a club or class will qualify for the \$8.00 stipend, providing their club or class is not involved in sponsoring the activity.
- D. Elementary programs requiring student supervision and conducted beyond the school day must be approved by the building principal in writing. Such programs shall be voluntary and compensated for at the prescribed rate of pay from the general fund.

ARTICLE X: SALARY ITEMS (CONT.)

Sec. 8) Extra-Curricular Activities (Cont.)

E. Soliciting Funds for Student Activities

The Roseville Chamber of Commerce has undertaken to control solicitation within Roseville. Where a student organization wishes to solicit, the Chamber expects a letter from the school superintendent at least 20 days in advance. An endorsement card, or cards, will be issued to the solicitors if the Chamber of Commerce sanctions the proposed effort.

Sponsoring student or teacher groups should request letters in such cases as far in advance of the event as may be possible, so that the necessary communication may be made by the superintendent to the Chamber.

Sec. 9) Extra-Instructional Programs

A. Summer Programs

1. Driver Education and Summer School teachers will receive \$6.25 per hour plus the 4th of July with no fringe benefits provided.

2. Staff Selection

A letter of application shall be submitted to the Deputy Superintendent between March 1 and May 1. The application will be forwarded to the Director of Summer School. Selection of teacher will be made by the Deputy Superintendent on the basis of; date of application, need for applicant according to his educational preparation, and previous experience in teaching summer school. Applicants will be notified of their possible selection by June 1.

3. Calendar for Summer School

June 17 & 18	Organization and Registration
June 19	Beginning of Summer School classes
July 4	No school
August 1	End of Summer School classes at noon.

4. Summer School Day

The summer school day shall be considered four (4) hours in length, generally between 8:00 a.m. and 12:00 p.m.

5. Director of Summer School

The Director of summer school shall organize, administer and evaluate the summer school for all phases of the program.

ARTICLE X: SALARY ITEMS (CONT.)

Sec. 9) Extra-Instructional Programs, (Cont.)

B. Regular School Programs

1. Driver Education teachers will receive \$6.25 per hour for hours worked.
2. Driver Education will be scheduled by the Director of Driver Education as the need arises. Staff members will be selected from Roseville teachers first.

C. Title I

1. Salaries

(a) Full Time Employees - Title I

Teachers contracted by the school district and assigned to Title I will receive salaries and benefits according to the terms of the Master Contract.

(b) Summer Program

Salaries shall be computed on the basis of \$6.25 per hour.

(c) Supplemental Part Time Work During the Regular School Year

Hourly wages will be computed at \$6.25 per hour without fringe benefits.

(d) Holiday Pay Benefits

When a July 4 falls during the summer program, the teachers involved in such a program shall be compensated for that holiday according to the hours for the regular schedule. It is also agreed that the teacher will be paid for Memorial Day and Thanksgiving according to the hours of the regular schedule.

2. Employment Practices

(a) An announcement of new or unfilled positions in Title I shall be directed to appropriate personnel in each school for posting. A cut-off date will be indicated in the announcement.

(b) When core teachers are used in the Title I Summer Program they will be selected with the aid and recommendation of the appropriate administrators in the attendance centers.

ARTICLE X: SALARY ITEMS (CONT.)

Sec. 9) Extra-Instructional Programs (Cont.)

- (c) The personnel for the Title I Program will be selected on the basis of the provisions outlined in the Agreements between the Roseville Board of Education, the Roseville Federation of Teachers under the teacher assignment and transfer policy. The Title I Program Director will be provided with a Master Contract.
 - (d) Seniority in Title I will not be used as a basis for the selection of Title I personnel this year. A seniority plan will be devised for the summer of 1968.
- 3. The Roseville Federation of Teachers shall be guaranteed representation in all Title I Committees.
 - 4. All parts of this agreement are subject to approval of the Title I office, Michigan Department of Education. Any part that is not approved acceptable by them will not be honored.

Sec. 10) Annuities

- A. Teachers having annuity deduction must first make arrangements with his carrier to change the amount of deduction to correspond with the teacher's pay plan selection. It will be the teacher's responsibility to have the carrier contact the Business Office for the change.
- B. All contracted teachers may avail themselves of the tax sheltered annuities program as presented by The Investors Diversified Services, Inc., by contacting Investors Syndicate of Investors Diversified Services, Inc., 3741 Gloucester Drive, Fraser, Michigan 48026, telephone; 548-1000, Mr. Harold Barbret.

Sec. 11) Extension of Instructional Duty

A regular contract teacher hired to work an additional hour daily during the school year shall be pro-rated at one-sixth (1/6) of his basic salary but not less than \$6.00 an hour and to two (2) additional sick days.

Sec. 12) Teachers Substituting During Preparation Period

Elementary and Secondary teachers substituting during an unassigned or preparation period shall be compensated at \$6.00 an hour or pro-rated at this scale. Such substituting shall be voluntary.

Sec. 13) Mileage Compensation

Teachers required to travel between buildings shall receive 9¢ a mile traveling allowance. Teachers of the mentally handicapped shall receive 9¢ a mile for all required home visits.

ARTICLE X: SALARY ITEMS (CONT.)

Sec. 14) Outside Experience

Outside experience shall be computed as follows:

1. Three (3) years teaching experience shall be fully credited.
2. The fourth and fifth years of teaching experience shall be credited at \$100 each.
3. Two (2) years military experience shall be fully credited.
4. The combined outside teaching and military experience is limited to five (5) years. The first three (3) years at full credit and the two (2) additional years at \$100 each.
5. In 1968-1969 full credit for outside experience shall be extended to four (4) years with teaching the 5th year at \$100.00
6. In 1969-1970 five (5) full years of credit shall be allowed for outside teaching experience.

Sec. 15) Differential for Teachers of the Mentally Handicapped and Speech

The teachers of the mentally handicapped and speech shall receive a differential of \$300 over and above the salary schedule.

Sec. 16) Substitute Teachers

1. Assignments of less than two (2) weeks would be considered on a day to day "sub" rate basis of \$25.00 per day.
2. A "degree" sub in an extended assignment would have his salary pro-rated on the basis of the adopted salary schedule including the experience credit allowed under the current (1967-68) procedure. (Example: degree and no experience would be computed at $\$6300 \div 39$ weeks or \$161.54 per week.)
3. A "new" sub -no experience- non-degree would be pro-rated at $\$5100 \div 39$ weeks or \$130.77 per week.
4. A "non-degree" sub who has previously subbed in our district or in other districts to the extent of their 90 days (before this year) will be credited with an "experience" step on the non-degree schedule used last year. (This means that their wage would be computed by using $\$5200 \div 39$ weeks or \$133.33 per week.)
5. A substitute placed on extended assignment after two (2) weeks shall have his salary made retroactive to the beginning of the assignment.
6. Teachers may request a specific substitute. However, the person assigning substitutes will have to use judgement because of the limitation of availability of substitutes.

Sec. 17) Dictionaries

Every classroom shall be furnished with a Websters Collegiate dictionary or its equivalent.

ARTICLE XI: NON-SALARY ITEMS

Sec. 1) The School Day

A. Hours

<u>Elementary</u>		<u>Secondary</u>	
8:30	Teacher's duty begins	8:15	Teacher's duty begins
8:45	Instruction begins	8:30	Classes start
11:45	Lunch	11:30	Lunch
12:35	Teacher resumes duty	12:00	Classes start
3:15	Children dismissed	2:55	Classes close
3:30	Teacher's day closes	3:15	Teacher's day closes

It is recognized that wherever adjustments in the schedule are necessary, such may be made. However, the school day shall be standard in terms of hours, minutes, and duty time.

B. Duty-Free Lunch

The lunch period shall be duty free.

C. Meetings and Conferences

1. Teachers shall not be required to remain beyond the day for professional meetings and conferences within the school district.
2. Teachers shall be released from instructional duties two (2) hours a month for the purpose of meeting on building and curriculum matters. These meetings will be held the 2nd Tuesday of the month unless mutually agreed between staff and principal for another time.
3. Elementary teachers shall be released from instructional duties four (4) days of each school year for the purpose of parent-teacher conferences. Parent-teacher conferences shall be arranged East of Gratiot separate from those West of Gratiot.
4. Staff meetings will not be held on Records Days.
5. Building meetings shall not be held nor attendance at assemblies required during teachers' preparation periods, unassigned periods, or lunch hour, without mutual agreement between the staff and principal.

D. Elementary Relief Breaks

Elementary teachers, K-6, shall be allowed two (2) fifteen (15) minute relief breaks daily; one in the a.m. session and one in the p.m. session.

ARTICLE XI: NON-SALARY ITEMS (CONT.)

Sec. 1) The School Day (Cont.)

E. Kindergarten Preparation Time

Kindergarten teachers shall receive one thirty (30) minute block of time at the close of the a.m. session to be used for preparation.

Sec. 2) Elementary Auxiliary Services

A. Art Education

1. The elementary art teacher should be scheduled to meet no more than five class groups per day.
2. Provisions in the scheduling should make it possible for each art teacher to have a fifteen (15) minute recess period in the a.m. and a fifteen (15) minute recess in the p.m. A thirty (30) minute block of time (exclusive of recess) should be provided for planning lessons. The fifteen (15) minutes before class in the a.m. and fifteen (15) minutes after class in the p.m. is not to be considered part of the thirty (30) minute block but is to be for the organizing and preparation of materials and equipment and for clean-up time at the close of the day.
3. The following allocation of class periods should be followed with the understanding that the "moving" from one classroom to another is part of the allocated time of the forty or fifty minute schedule.

Kindergarten classes: Do not receive art service.

Grades 1 through 3 and Special Education classes (excluding Type B) 40 minute periods once a week - all year.

Grades 4 through 6 -- 50 minute periods once a week - all year.

B. Vocal Music

1. Vocal music teachers should be scheduled to meet no more than eight different classes per day.
2. Provisions in the scheduling at the building level should include the following:
 - (a) Fifteen (15) minutes before first a.m. class and fifteen (15) minutes after school for organizing and/or cleaning up activities.
 - (b) One fifteen (15) minute recess period in the a.m. and one fifteen (15) minute recess period in the p.m.

ARTICLE XI: NON-SALARY ITEMS (CONT.)

Sec. 2) Elementary Auxiliary Services (Cont.)

- (c) One thirty (30) minute block of time for planning and preparation at the end of the a.m. session. It is to be recognized that this is not part of the lunch period but is to be used in the building as stated previously.

3. The following allocation of instructional time should be provided:

Kindergarten - classes should receive one twenty five (25) minute period of vocal music per week all year.

Grades one through three - one twenty five (25) minute period of music per week all year. (Special education classes exclusive of Type B are included in this group.)

Grades four - should receive one thirty (30) minute period of Tonette instruction for the first semester only and one thirty (30) minute period of vocal music per week for entire year.

Grades five and six - one thirty (30) minute period of vocal music per week all year.

C. Physical Education

1. Physical education teachers should be scheduled to meet no more than eight different classes per day.
2. Provisions in the scheduling at the building level should include the following:

- (a) Fifteen (15) minutes before the first a.m. class and fifteen (15) minutes after the last class for organizing and/or cleaning up activities.

- (b) One fifteen (15) minute recess period in the a.m. and one fifteen (15) minute recess period in the p.m.

- (c) One thirty (30) minute block of time for planning and preparation at the end of the a.m. session. (It is to be recognized that this is not part of the lunch period but is to be used in the building for the purpose stated above.)

3. The following allocations of time should be provided:

Kindergarten - one twenty-five (25) minute period once a week all year.

ARTICLE XI: NON-SALARY ITEMS (CONT.)

Sec. 2) Elementary Auxiliary Services (Cont.)

First through third grade - one twenty-five (25) minute period once a week all year plus one additional twenty-five (25) minute period per week for a ten week block at some time in the year.

Fourth grade and Special Education classes (Including Type B) - one thirty (30) minute period once a week all year.

Fifth and sixth grade - One thirty (30) minute period once a week all year plus one additional thirty (30) minute period per week for a ten week block of time at some point in the school year.

Sec. 3) Report Periods

In the elementary schools teachers shall be released from instructional duty one half-day in the first and third reporting periods for the purpose of averaging and reporting grades, preparation of report cards, and completion of reporting period activities.

Sec. 4) Class Size

- A. Class size shall be limited to 29 in grades one and two, and to 31 in Kindergarten and grades three through six (3-6).
- B. There shall be no combination classes unless absolutely necessary. When it is necessary mutual arrangement will be made with the teacher, principal, and central administration, and such additional aid as may be possible shall be given. Combination classes shall be limited to 26.
- C. The number of students assigned to an experimental class shall be determined by the teacher and principal involved.
- D. Academic class size at the secondary level shall not exceed an average of 155 pupils for a five period day.
- E. Physical Education classes at the secondary level shall not exceed an average of 180 pupils for a five period day.
- F. Music classes at the secondary level shall not exceed an average of 180 pupils for a five period day.
- G. Shop, Home Economics, Crafts, and Laboratory classes shall be limited to the number of stations available.
- H. At the secondary level every effort shall be made to limit each academic class to 31 pupils and to limit each physical education and music class to 36 pupils.

ARTICLE XI: NON-SALARY ITEMS (CONT.)

Sec. 5) Physical Facilities

- A. Physical facilities of the classroom or school must be conducive to the health and welfare of students and teachers.
- B. Normal classroom conditions must be maintained including adequate temperature, lighting, lavatory, and water facilities.
- C. Classroom conditions must be at least normal. If the conditions are not normal, the principal will make necessary arrangements to provide facilities for teachers and students.

Sec. 6) Teachers' Lounge

Teachers' lounges must provide adequate seating, table space, heating and ventilation, and be designed exclusively for staff use. Provision shall be made for separate lavatory facilities for male and female teachers.

Sec. 7) Leave Days

A. Procedures for reporting illness:

- 1. When possible, all leave for illness is to be reported on the day prior to the absence.
- 2. In emergency situations, the teacher shall call at 6:30 a.m. stating reason for absence from duty on that day.

All buildings call:

Board of Education Office 771-9200

- 3. Upon receiving above report, a substitute will be hired for ONE DAY ONLY. If the teacher expects to return to duty the next day, NO FURTHER CALL IS NECESSARY.
- 4. A teacher NOT expecting to return to duty should call the Board of Education Office on or before 3:30 p.m. of the current day of absence. (See "5" below.)
- 5. Defining the reason and exact length of leave from duty must remain the obligation of the absentee.

Failure on the part of the teacher to observe these regulations may result in loss of pay.

B. Extended Illness

A teacher who is not able to return to duty on Monday following eight (8) consecutive school days of illness shall present a doctor's release to return to duty.

ARTICLE XI: NON-SALARY ITEMS (CONT.)

Sec. 7) Leave Days (Cont.)

B. Extended Illness

A teacher returning from an extended absence must notify the switchboard clerk at least two days before return to duty. This allows for reasonable notice being given to the particular substitute person.

C. Sick Leave

1. Sick leave shall accumulate in a single bank at the rate of thirteen (13) days per year with unlimited accumulation.
2. Sick bank information shall be recorded and distributed in September each year. This shall include the sick bank accumulation from previous years as well as the total days credited for the current contractual year.
3. A central sick bank shall be established to provide for long term illnesses as follows:
 - (a) Beginning with the school year 1967-1968, each teacher covered by this contract shall contribute one day of his sick leave to the systemwide sick bank.
 - (b) The Board of Education will also contribute a day for each teacher covered by this contract.
 - (c) Further contributions to maintain stability to this bank will be determined by the appeal board.
 - (d) New teachers employed into the school district will automatically have a day of sick leave contributed to the system sick leave bank.
 - (e) The appeal board shall consist of three members:
 1. Teacher representative from the bargaining unit.
 2. A representative of the superintendent of schools.
 3. A representative from the Board of Education.
 - (f) The system sick leave bank may be used under the following conditions:
 1. A maximum of thirty (30) days may be granted from the system sick bank per appeal.
 2. Upon a member using twenty (20) days of his own accumulative sick bank, he may appeal to use the system sick leave bank.

ARTICLE XI: NON-SALARY ITEMS (CONT.)

Sec. 7) Leave Days (Cont.)

3. If a member uses all thirty (30) days from the system sick leave bank, he must return to the use of his own accumulative bank for fifteen (15) days, or if he has no accumulative sick leave days in his bank he must wait the passage of fifteen (15) school days before appealing to use days from the system sick leave bank.
 4. If an illness continues beyond the period and conditions set forth above, the appeal board may grant additional sick leave days from the sytem sick leave bank up to a maximum of sixty (60) additional days.
 5. First and second year teachers may apply to appeal board for waiver of the twenty (20) day requirement of paragraph #2.
- (g) Any teacher covered by this contract on sick leave may apply to use the system sick bank by filing an application in the superintendent's office, who shall convene the Appeal Board at the earliest possible time to process the application.
- (h) Persons withdrawing sick leave days from the system sick leave bank will not have to replace these days except as a regular contributing member of the bank.
- (i) The appeal board may grant additional days or rescind days from the bank, based on medical proof. Their judgement and decision will be final.
- (j) The appeal board may request an individual to be examined by a doctor at any time at the member's expense.
- (k) The system sick bank may be amended with the concurrence of the bargaining unit and Board of Education.
- (l) Maternity will not come under the benefits of the system sick leave bank.

D. Personal Leave

1. Three (3) days of the individual sick leave allowance may be used for personal business each year.
2. Personal leave days may be used following a holiday when a teacher presents reasonable evidence of his involuntary detention because of cancellation of reservations with a common carrier, official closing of the highway due to weather conditions, or similar circumstances of an extreme character.

ARTICLE XI: NON-SALARY ITEMS (CONT.)

Sec. 7) Leave Days (Cont.)

E. Funeral Leave

1. Each employee shall be allowed up to five (5) days of funeral leave annually. This leave is not cumulative or deductible from a sick bank.
2. A school will be closed in case of the death of a student or employee within that school, provided the funeral is nearby.

F. Maternity Leave

1. Request for maternity leave shall be made not less than thirty (30) days prior to expected leave of duty.
2. No teacher may be on duty during a four-month period preceding childbirth.
3. No teacher may return to duty earlier than eight (8) weeks after giving birth to the child.

G. Conference Leave

1. Teachers shall give at least one week's notice when applying for conference leave. If reimbursable expense accounts will exceed \$25.00, thirty (30) days' notice is necessary. Forms may be obtained in the principal's office.
2. A local state or national Union officer shall be allowed conference leave whenever necessary to fulfill the duties of his office. The time limitation of notice will be waived whenever necessary.
3. Conference leave funds are limited. Therefore, conference leave request may have to be assigned accordingly.
4. Conference leaves must be approved by your immediate supervisor.

Sec. 8) Sabbatical Leave

- A. A teacher holding at least a Bachelor's Degree and a permanent Michigan Teaching certificate may make application for sabbatical leave providing he shall have completed not less than seven (7) consecutive years of service with Roseville Public Schools.
- B. A return to duty is a pre-condition for application. However, his former position may not be available.

ARTICLE XI: NON-SALARY ITEMS (CONT.)

Sec. 8) Sabbatical Leave (Cont.)

- C. Requests for sabbatical leave shall be submitted by April 1 and processed by May 1, or November 1 and processed by December 1.
- D. Sabbatical leave will be authorized by the Board of Education. Leave shall be limited to one per cent (1%) of the total teaching staff.
- E. Seniority will be used as the basis of selection.
- F. The teacher must use sabbatical leave for professional improvement. If enrolled in an institution of higher learning, at least ten (10) semester hours of graduate study shall be carried per semester or an equated number of term hours.
- G. Sabbatical leave teachers shall not assume such additional employment as would affect the purpose of the leave adversely.
- H. Teachers on sabbatical leave shall receive half salary compensation based upon their salary for their last regular duty.
- I. Teachers on sabbatical leave shall continue to receive hospitalization and life insurance coverage.

Sec. 9) Return After Absence

After leaving the employment of the Roseville School District a teacher may return within four years and be placed on the salary schedule at the step above the one he was on when he left.

Sec. 10) Schedule of Teachers Meetings

- A. Professional Organization Meetings - 1st Tuesday of the month.
- B. Staff departmental and committee meetings - 2nd Tuesday of the month - two hours released time shall be allowed.

Sec. 11) Staff Resources

Each principal has a list of the special capabilities, hobbies, and program resources existing among faculty members. Teachers may examine such data for special program possibilities.

Sec. 12) Bond

The school district carries a \$2500 bond which covers all employees of the district. Should any irregularity arise with respect to school funds for which the employee is responsible, the matter would revert to the bonding company for examination.

ARTICLE XII: CONTRACT CONFLICTS

In all instances wherein there is a conflict between this master contract and items included from the teacher's handbook, or this contract and the pre-established Board policy, then in all such instances the negotiated contractual items shall prevail.

ARTICLE XIII: MANAGEMENT RIGHTS CLAUSE

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 by the laws and the Constitution of the State of Michigan, and of the United States, including, but without limiting the generality of the foregoing, the right:

- A. To the executive management and administrative control of the school system and its properties and facilities, and the activities of its employees;
- B. To hire all employees and subject to the provisions of law, to determine their qualifications and the conditions for their continued employment, or their dismissal or demotion; and to promote and transfer all such employees;
- C. To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board;
- D. To decide upon the means and methods of instruction, and the duties, responsibilities, and assignments of teachers and other employees with respect thereto, and with respect to administrative and non-teaching activities, and the terms and conditions of employment.

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgement and discretion in connection therewith shall be limited only to 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 XIV: WORK STOPPAGE

Recognizing that the education of children is the basic reason for establishment and operation of our public school system, the Union agrees that no work stoppage will be voted, condoned, authorized or undertaken by its members within the life of this contract and that any teacher engaging in a concerted work stoppage, authorized or unauthorized by the Union, in the Roseville School District or in any of its schools will be subject to suspension or dismissal according to statutory provisions.

ARTICLE XV: LAW-SAVING CLAUSE

If any provision of this agreement or any application of the agreement to any teacher or group of teachers should be found contrary to law by a court of last resort or court of competent jurisdiction from whose final judgement or decree no appeal has been taken within the time provided for doing so, then such provision or application shall be deemed invalid except to the extent permitted by law but all other provisions hereof shall continue in full force and effect.

ARTICLE XVI: DURATION

- 1) This agreement and each of its provisions shall be effective as of _____, 19____, and shall continue in full force and effect until _____, 19____.

- 2) This agreement will be executed when it has been:
 - A. Ratified by the Union voting at a meeting called for that purpose; and
 - B. Approved by the Board of Education by a resolution duly adopted.

- 3) In witness whereof the parties have executed this agreement by their duly authorized representatives the day and year first above written.

BOARD OF EDUCATION
SCHOOL DISTRICT OF THE CITY OF
ROSEVILLE, MCAOMB COUNTY, MICHIGAN

ROSEVILLE FEDERATION OF TEACHERS
LOCAL AFT, NO. 1071, AFL-CIO

President

Vice President

Secretary

Treasurer

Trustee

Trustee

Trustee

APPENDEX A

SCHOOL DISTRICT
of the

CITY OF ROSEVILLE

PHILOSOPHY OF EDUCATION

The Board of Education of the School District beleives that each child should be accepted into the educational program as he is, that he shall be provided with a stimulating enviroment and opportunities for learning experiences designed to promote behavioral changes that will effect continuing satisfactory preparation for life.

In the practical application of this philosophy, opportunities shall be provided each individual within the limits of his capacity to:

1. Develop competence in the recognized useful branches of basic learnings.
2. Develop moral and ethical values.
3. Develop physical, mental, and emotional health.
4. Develop skills for effective participation in the democratic processes.
5. Develop the ability to communicate ideas.
6. Develop knowledge and understanding of his natural enviroment.
7. Develop economic competence as a consumer.
8. Develop an appreciation for his role in the family and in civic groups.
9. Develop saleable skills and vocational competence.
10. Develop appreciation of the arts.
11. Develop wise use of leisure time.
12. Develop zeal for continuous learning and self-improvement.

ORGANIZATION CHART - ROSEVILLE PUBLIC SCHOOLS

CITIZENS OF ROSEVILLE SCHOOL DISTRICT

BOARD OF EDUCATION

Superintendent of Schools

