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1974-1976

AGREEMENT

Between

Shelby Board of Education

and

Shelby Education Association

Shelby, Mi

Shelby Board of Education

*Mr. Clifton W. Helms
Superintendent of Schools
Shelby, Michigan 49455*

This Agreement entered into this _____ day of _____, 1974, by and between the School District of Shelby in the village of Shelby, in the village of Shelby, Michigan, hereinafter called the "Board," and the Shelby Education Association, hereinafter called the Association."

ARTICLE I Recognition

The Board hereby recognizes the Association as the exclusive and sole bargaining representative for all certified personnel whether under contract, on leave, on a per diem basis, employed or to be employed by the Board, excluding superintendent and principals. The Board agrees not to negotiate with any teachers' organization other than the Association for the duration of this agreement.

ARTICLE II Teaching Hours

A. The teachers' normal teaching hour in the school shall be as follows:

1. Teachers shall be in the school building no later than 20 minutes prior to the convening of classes.
2. Elementary teachers shall be at assigned places at the time students come in. Senior high teachers shall be at assigned places of duty 10 minutes prior to the time the day's scheduled activities begin. (5 minutes at noon.)
3. Teachers shall leave the school building no earlier than 15 minutes following the conclusion of classes.

B. All teachers shall be entitled to a duty-free uninterrupted lunch period in no event less than 35 minutes.

C. Elementary teachers shall be provided a 15-minute duty free relief time during recess per day. Junior and Senior High School teachers will have one (1) conference period per day.

D. Teachers will not be required to be on duty for more than 7 1/2 continuous hours including sections A, B & C above.

ARTICLE III School Calendar

The Board agrees to negotiate with the Association regarding the school year calendar. After the calendar is established, there shall be no deviation from or change in the school calendar except by mutual agreement of the Board and the Association for the term of this Agreement. The school calendar shall be as put forth in Appendix A.

ARTICLE IV Teaching Conditions

1. Class size: Because the Shelby Education Association and the Shelby Board of Education recognize that the pupil-teacher ratio is an important part of an effective educational program, the parties agree

that this ratio will be determined in view of pupil needs, the area of instruction, and the grade level. The Board will eliminate overcrowding whenever possible and work towards levels recommended by the following optimum standards:

Maximum Number of Students

Art		
Art 1 & 2		25
English		
English P-1		10
All others		25
Language		
French 1 & 2		25
Math		
Math Skills		20
All others		30
Music		
Band	Unlimited	
Chorus	Unlimited	
Physical Education		
Physical Ed 1		30
Adv. Phys. Ed.		30
Science		
All laboratory courses are limited to the size of the lab stations.		
General Science		30
Social Studies		30
Vocational		
Agriculture		
Ag 1 & 2		25
Power Mechanics		20
All others		30
Business		
Typing		35
Office Block		20
Bookkeeping		25
All others		30
CO-OP		
Co-op Instruction		30
Co-op (work experience)	Unlimited	
Home Economics		
All laboratory courses are limited to the size of the lab stations.		
All others		30
T. I. & E.		
Shop 1, 2 and 3		20
Mechanical Drawing		20
Elementary		
K, 1, 2, and 3		25
4, 5 and 6		25
B.	Teachers who believe these standards have been exceeded may consult with Principal and expect consideration of the problem by Administration and SEA.	
C.	The Board agrees at all times to keep the schools reasonably and properly equipped and maintained.	
D.	A teacher shall not be required to drive a school bus as part of his regular assignment.	

ARTICLE V Professional Qualifications & Assignments

- A. No new teacher shall be employed by the Board for a regular teaching assignment who does not have a bachelor's degree from an accredited college or university, and a provisional or permanent certificate unless a properly certified teacher is not available.
- B. Teachers shall not be assigned outside the scope of their teaching certificates and their major or minor field of study except temporarily and for good cause. The teacher and the Association shall be so notified prior to July 1.
- C. Whenever any vacancy in any teaching or administrative position in the district shall occur, the Board shall publicize the same by providing for appropriate posting in every school building. No vacancy shall be filled, except in case of emergency on a temporary basis until such vacancy shall have been posted for at least seven (7) days.

ARTICLE VI Deductions for Professional Dues

- A. Teachers may sign and deliver to the Administration an assignment authorizing deduction of membership dues and assessments of the Association (including the National Education Association, Michigan Education Association, and Shelby Education Association.)

Appreciating the bookkeeping services the Board furnishes the staff, such authorizations shall be made before September 15 the first year and shall continue in effect unless such authorization is formally revoked by the teacher in writing and copies thereof are delivered to the Administration.

- B. The Association hereby assumes the responsibility of notifying the Administration before such dues are to be deducted of the correct amount of such dues.
- C. A \$30 donation toward an SEA Student Scholarship fund will be accepted from non SEA members.

ARTICLE VII Compensable Leave

- A. Pay for leave time will be provided in order to protect a teacher's income during periods of unavoidable absence. The Board's primary concern is for periods of personal illness; however, in appropriate circumstances, bereavement, personal leave, and emergencies shall constitute legitimate usage of compensable leave.
- B. Teachers shall be entitled to Compensable Leave accumulation of 15 days per year. Unused compensable leave days left over at the end of the school year shall be accumulated to a maximum of 100 days. The Board shall furnish a written statement at the beginning of each school year setting forth the total of compensable leave credit upon request.

ARTICLE VII Continued

- C. In case of death, the monetary value of any unused sick leave as determined elsewhere in this section, shall be paid in a lump sum to the survivor named by the teacher. Upon retirement of a teacher, the accumulated compensable leave to his credit shall have a cash surrender value of 50 per cent. Such payment shall be computed by multiplying the number of unused sick days times the teacher's daily rate of pay at the time of death or retirement.
- D. It is agreed that the use of leave days will be strictly confined to the legitimate purpose specified in the schedule, which follows immediately. It is understood that any teacher found to have violated this restriction will be charged with an offense and, in aggravated cases, such teachers shall be subject to possible discharge after a hearing discloses there is reasonable cause for such discharge. Compensable leave may be used, in accordance with the schedule specified herein, for personal illness, bereavement and personal leave. For all absences the teacher is required to notify the School Administration upon the first knowledge of the necessity for the absence.
- E. Any teacher who is subpoenaed to testify during school hours in any judicial or Administrative matter, or who shall be asked to testify in any arbitration or fact-finding shall be paid his full salary less the amount he receives for such duty for up to 5 days in addition to 2 days of personal leave.
- F. In case any dispute as to whether a teacher, under this provision, is able to adequately perform the duties to which he or she is regularly assigned, a physician assigned by the Board in consultation with the physician who has treated the teacher through the illness or disability shall make the final and binding determination.
1. Personal illness: Bonafide physical incapacity to report for and discharge duties to the extent of unused days credited.
 2. Bereavement or critical illness: Leave, up to a maximum of six (6) days when required, will be granted in case of the death or critical illness of a teacher's father, mother, father-in-law, mother-in-law, spouse, children, brother, sister, grandparents, or grandchildren. The amount of days which will be approved will depend upon the travel and circumstances involved. One-day leave each year may be granted for funeral of other than that of the immediate family.
 3. Personal leave: At the beginning of every school year each teacher shall be credited with two (2) days to be used for personal leave. A teacher planning to use a personal day or days shall notify his principal at least two days in advance, except in cases of emergency.

ARTICLE VII continued

- F. 4. A compensable leave bank shall be set up in which the days over maximum will be deposited and can be drawn upon by all professional personnel with the approval of the School Board.
- G. The officers or agents of the Association may use sick days in lieu of personal days for S.E.A. business. The Association agrees to notify the Board no less than 48 hours in advance of taking such leave.

ARTICLE VIII Professional Improvement

A. Sabbatical Leave

- 1. Purpose: In order to provide opportunities for maximal professional improvement, Sabbatical Leave shall be available to teachers for formal, full-time study at a recognized college or university.
- 2. Eligibility
 - a. An applicant must possess a Michigan Life or Permanent Certificate and must have secured seven (7) consecutive full years of teaching service in the Shelby School District.
 - b. Applicants shall not have received a Sabbatical Leave during the seven years immediately preceding any application.
 - c. Each applicant must agree to return to service in the Shelby School District immediately upon termination of Sabbatical Leave and to continue in such service for a period of three years, unless physical disability makes this impossible or there is a mutual agreement to the contrary. A signed agreement in the format of a promissory note shall result in the obligation to salary paid to him during Sabbatical Leave determined by the fraction of three years not served following the leave.
- 3. Application
 - a. Applications shall be made to the Committee for Sabbatical Leave, on or before annual deadline dates to be established by the said committee.
 - b. The application shall be accompanied by plans for the use of the Sabbatical Leave, evidence that the applicant has been accepted into a graduate program, and an exposition of the plan's potential for increasing the applicant's professional competence and such other information as may be necessary as determined by the committee for Sabbatical Leave.
- 5. 4. Selection
 - a. The Committee for Sabbatical Leave shall consist of an

ARTICLE VIII Continued

4. a. elementary and a secondary principal appointed by the SEA, and the President of the SEA. The Committee shall be chaired by the Superintendent of Schools, who will vote only in the event of a tie.
 - b. Consideration will be given to:
 1. Assured eligibility.
 2. The proposed leavee's potential for contributing to the applicant's professional growth.
 3. The applicant's prior contribution to the Shelby Schools and potential for future support.
 4. The applicant's need for financial support.
 5. Any other pertinent factors as established by the Committee.
 - c. In establishing Sabbatical Leave, the Board of Education shall grant Sabbatical leave to as many candidates as are recommended by the Committee for Sabbatical Leave.
5. Compensation
- a. Compensation will be paid only to the teacher who is working toward filling a deficiency in the instructional force at Shelby. Any payment for a Sabbatical Leave in whole or part must be approved in each individual case by the Board.
 - b. A teacher is responsible to notify the Business Office of place to which his payroll check shall be addressed when he is on Leave. Checks will be mailed to that address on or before regular payday.
 - c. A teacher shall receive the insurance and retirement fringe benefits as provided for teachers by the Board of Education.
6. Miscellaneous Administration Provisions
- a. Sabbatical Leave may be for a portion of a year but not to exceed a full school year.
 - b. A teacher on Sabbatical Leave may not deviate from his approved plan except with the written permission of the Superintendent of Schools.
 - c. Sabbatical Leave will be automatically terminated should the grantee be placed upon probationary academic status by his college or university.
 - d. Any falsification of information by the teacher in application or other report required as part of Sabbatical Leave may subject the Leave to termination upon recommendation by the committee for Sabbatical Leave.
 - e. Upon return from Sabbatical Leave the teacher shall be advanced on the salary schedule as though he had been employed as a teacher during the period of Leave: he shall be restored to his former position, if possible, or to a

ARTICLE VIII Continued

- 6e. position of at least comparable nature of status and seniority. (Provided by Section 340.572 of General School Laws.)

B. Unpaid Leave of Absences

1. A leave of absence of up to two (2) years shall be granted to any teacher, upon application, for the purpose of engaging in study at an accredited college or university reasonably related and equivalent to his professional responsibilities. Upon return from such leave, a teacher shall be placed at the position on the salary schedule following the position held before the leaving.
2. A leave of absence not to exceed four (4) years shall be granted to any teacher upon application for the purpose of campaigning for, or serving in, a public office. Upon return from such leave, a teacher shall be placed at the position on the salary schedule following the position held before leaving.
3. Maternity leave shall be granted when requested by a teacher in accordance with Article VIII, Section B.
4. Unpaid leaves of absence shall be approved only in terms of 1, 2, 3 or 4 years.

ARTICLE IX

Negotiation Procedure

- A. It is contemplated that matters not specifically covered by this Agreement but of common concern to the parties shall be subject to professional negotiations between them from time to time during the period of this Agreement upon request by either party to the other...with the consent of the second party. The parties undertake to cooperate in arranging meeting, selecting representatives for such discussion, furnishing necessary information, and otherwise constructively considering and resolving any such matters.
- B. At least sixty days prior to the expiration of this Agreement, the parties will likewise begin negotiations for a new Agreement.
- C. In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining representatives of the other party. It is recognized that no final agreement between the parties may be executed without ratification by a majority of the Board of Education and by a majority of those voting in the Association, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, and make concessions in the course of negotiations or bargaining subject only to such ultimate ratification.
- D. If the parties fail to reach an agreement in any such negotiation either party may invoke the mediation machinery of the Michigan Employment Relations Commission.

ARTICLE X

Professional Grievance Procedure

- A. A claim by a teacher or the Association that there has been a violation, misinterpretation or misapplication of any provision of this agreement may be processed as hereafter provided.
- B. In the event that a teacher believes there is a basis for a grievance, he shall first discuss the alleged grievance with his building principal either personally or accompanied by his Association representative.
- C. If, as a result of the informal discussion with the building principal, a grievance still exists, he may invoke the formal grievance procedure through the Association on the form as set forth in Appendix B, signed by the grievant. A copy of the grievance form shall be delivered to the principal. If the grievance involves more than one school building, it may be filed with the superintendent or a representative designated by him.
- D. Within five teaching days of receipt of the grievance by the designated representative of the Board, he shall meet with the Association in an effort to resolve the grievance. The Association in the grievance procedure shall for purposes of this Agreement be the Association representative or his designee. Affected teachers may or may not be present at such meetings. If the meeting is with the school principal and the parties can not agree, the grievance shall be promptly transmitted to the superintendent who shall have ten teaching days thereafter to approve or disapprove it. If the grievance shall be denied by the superintendent, either upon review of the action of the school principal, or in the first instance, the grievance shall immediately be transmitted to the secretary of the Board, with a statement of reasons why it is to be disapproved.
- E. Within fifteen teaching days from receipt of the grievance, the Board shall initiate action. The Board may hold a hearing thereon, may designate one or more of its members to hold a hearing or otherwise investigate the grievance, or prescribe such procedure as it may deem appropriate for consideration of the grievance; provided, however, that in no event, except with the express written consent of the Association, shall final determination of the grievance be made by the Board more than Twenty teaching days after its submission to the Board.
- F. If the Association is not satisfied with the disposition of the grievance by the Board, or if no disposition has been made within the period above provided, the grievance may be submitted to arbitration before an impartial arbitrator, according to the following rules and conditions:
 1. The grievance shall relate solely to the application and interpretation of the terms and conditions of the Collective Bargaining Agreement.
 2. The Arbitrator shall have no authority to add, to subtract

ARTICLE X
F. 2 Con't.

from, modify, change, alter or amend the terms and conditions of the Agreement.

3. The decision of the Arbitrator shall be final and binding.
4. If the parties cannot agree as to the arbitrator within five teaching days from the notification date that arbitration will be pursued, he shall be selected by the American Arbitration Association in accord with its rules which shall likewise govern the arbitration proceeding.
- G. The fees and expenses of the arbitrator shall be shared equally by the parties.
- H. If any teacher for whom a grievance is sustained shall be found to have been unjustly discharged, he shall be reinstated with full reimbursement of all professional compensation lost. If he shall have been found to have been improperly deprived of any professional compensation or advantage, the same or its equivalent in money shall be paid to him.
- I. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15 of any year and strict adherence to the time limits may result in hardship of any party, the Board shall use its best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible.
- J. Notwithstanding the expiration of the Agreement, any claim or grievance arising thereunder may be processed through the grievance procedure until resolution.
- K. Grievance form is in Appendix B.

ARTICLE XI Continuity of Operations

- A. Both parties recognize the desirability of continuous and uninterrupted operation of the instructional program during the normal school year and the avoidance of disputes which threaten to interfere with such operations. Since the parties to this agreement have established a grievance procedure under which certain unresolved disputes may be settled by an impartial third party, the parties have removed many of the basic causes of work interruptions.
 - B. The Association accordingly agrees that neither its officers, agents, or members shall authorize, engage in, condone, or ratify a strike. A strike shall be defined to include slow-down, boycotts, picketing, work stoppage of any kind including "mass" sickness, and other connected or concerted activities having the effect of interrupting work or interfering with the normal school business.
- 9.

ARTICLE XI

- C. Nothing in this Article shall require the Board to keep schools open in the event of severe inclement weather. When the schools are closed to students due to the above conditions, teachers shall not be required to report for duty.

ARTICLE XII Reductions in Personnel & Annexations, Consolidation, OR OTHER Reorganization of the District

- A. This Agreement shall be binding upon the Board and its successor personnel and upon any school district into which this district shall be merged or combined.
- B. No teacher shall be discharged or laid off pursuant to a necessary reduction in personnel unless there is substantial decrease in the students enrolled in the school district or there is a substantial decrease in the revenues of the school district.
- C. No teacher shall be discharged or laid off pursuant to a necessary reduction in personnel for any school year or portion thereof unless said teacher shall have been notified of said discharge or lay-off at least sixty (60) days prior to the last teaching day of the previous school year. No teacher shall be discharged or laid off for any school year or portion thereof if said teacher shall have contracted, on an individual basis, to teach for said year or portion thereof.
- D. In the event that a reduction of personnel, as heretofore defined, shall become necessary, the Board shall first retain those employees possessing current teaching certificates with the longest period of continuous service in the school district who are qualified to teach in those areas or disciplines to be preserved.
- E. In the event of lay-off, the Board will institute a recall procedure which, when implemented, will insure teachers that they will be recalled in the reverse order of lay-off. Recall will be initiated immediately upon resolution of any financial crisis which may have precipitated the necessary reduction in personnel.

ARTICLE XIII Teacher Evaluation and Progress

The parties recognize the importance and value of a procedure for assisting and evaluating the progress and success of both newly employed and experienced personnel. Therefore, to this end, the following procedure has been agreed to in an effort to accomplish the goals.

- A. Probationary teachers shall be observed for the purposes of evaluation at least three times during the school year. These observations shall occur at least one month following a teacher's commencement of service, and ninety days prior to the end of the probationary school year. Tenure teachers shall be observed for the purposes of evaluation at least once every year. A personal interview shall be held within ten (10) school days of the

ARTICLE XIII Cont'd

- A. A. observation. A written evaluation shall be submitted to the administration within fifteen (15) school days of the observation, with a copy to be furnished to the subject teacher. In the event that the teacher feels his evaluation was incomplete or unjust, he may put his objections in writing and have them attached to the evaluation report to be placed in his personal file.
- B. Evaluation shall only be conducted by a qualified building principal or assistant principal or other qualified administrator. Each observation shall be made in person for a minimum of thirty consecutive minutes. All monitoring or observation of the performance of a teacher shall be conducted openly and with the full knowledge of the teacher.
- C. No later than April 1 of each probationary year, the final written evaluation report, including the recommendation as to whether the teacher should be advanced to tenure status, offered additional probationary status, or denied a contract for the ensuing school year, will be furnished by the Administration to the superintendent covering each probationary teacher. A copy shall be furnished to the teacher. If the report contains any information not previously made known to and discussed with the probationary teacher, the teacher shall have an opportunity to submit additional information to the superintendent. In the event a teacher is not continued in employment, the Board will advise the teacher of the reasons therefore in writing with a copy to the Association and provide for a hearing when requested. In any grievance or tenure proceedings, all evaluations or responses thereto shall be admissible as evidence.
- D. Each teacher shall have the right, upon request, to review the following:
1. Annual TB report and required medical information
 2. All teacher evaluation reports
 3. Copies of annual contracts
 4. Teacher certificate
 5. A transcript of academic records
 6. Tenure recommendation
- E. No teacher shall be disciplined or reprimanded for a major cause without a written statement of cause.

ARTICLE XIV

Duration of Agreement

This Agreement shall be effective as of September 1, 1974 and shall continue in effect for two years through the 31st day of August, 1976. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated. In the event that either party at any time wishes to reopen negotiations on any Article contained herein, a two-third vote of SEA members or 100 percent vote of the Board will be required to reopen negotiations. Appendix A and C will be renegotiated in August, 1975.

SHELBY BOARD OF EDUCATION

BY _____
Its President

BY _____
Superintendent

SHELBY EDUCATION ASSOCIATION

BY _____
Its President

BY _____
Chief Negotiator

DATE: _____

SHELBY PUBLIC SCHOOL DISTRICT

August

T	F	Teacher
29	30	Orientation

School Calendar

1974-1975

1974

September

	M	T	W	T	F
L	2	3	4	5	6
a	9	10	11	12	13
b	16	17	18	19	20
o	23	24	25	26	27
r	30				

20

October

	M	T	W	T	F
	1	2	3	4	
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

Local 1/2 day
In-Service
23

November

	M	T	W	T	F
					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29

Parent
Teacher
Conf.
1/2 days
Thanksgiving Holiday

19

December

	M	T	W	T	F
	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			

Winter Vacation

15

January

	M	T	W	T	F
			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31

End
of
Sem.
1/2 day Record Day

20

February

	M	T	W	T	F
	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

County Wide 1/2 day
In-Service

20

March

	M	T	W	T	F
	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				

Parent
Teacher
Conf.
1/2 day
↑
1/2 day Good Friday

20

April

	M	T	W	T	F
		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30		

Spring
Vacat.

18

May

	M	T	W	T	F
				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30

Local
In-Ser.
1/2 day
Memorial Day

21

June

	M	T	W	T	F
	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20

Records Day

4

180 Days

APPENDIX B
PROFESSIONAL GRIEVANCE REPORT

School District _____ Grievance Number _____

School: _____ Date of Violation: _____

Date of Grievance: _____

Subject to provisions of the professional negotiations agreement between the Board and the Association, I hereby authorize the representative or representatives of the Association recognized by the Board as my collective bargaining representative to process this request or claim arising therefrom in this or any other stage of the professional grievance procedure, or to adjust or settle the same.

STATEMENT OF THE GRIEVANCE:

REMEDY REQUEST:

Approved for processing: _____ Date _____

Signature of Grievant _____
(Use reverse side for additional signatures if more than one grievant.)

Principal's Disposition:

Date: _____

Signature of Principal

Association's Disposition: Satisfactory _____ Unsatisfactory _____

Date: _____

Superintendent's Disposition:

Date: _____

Association's Disposition: Satisfactory _____ Unsatisfactory _____

Date: _____

APPENDIX C
Salary Schedule

<u>STEP</u>	<u>B.A.</u>	<u>B.A. + 15</u>	<u>B.A. + 30</u>	<u>M.A.</u>	<u>M.A. + 15</u>
1	8800	8960	9173	9546	9706
2	9175	9335	9550	9930	10080
3	9550	9710	9927	10315	10456
4	9925	10085	10304	10699	10830
5	10300	10460	10682	11084	11205
6	10675	10835	11059	11469	11581
7	11050	11210	11435	11852	11954
8	11425	11585	11813	12238	12331
9	11800	11960	12190	12622	12705
10	12175	12335	12567	13007	13080
11	12550	12710	12944	13391	13455
12	12925	13085	13321	13776	13830
13	13300	13460	13700	14153	14206

In order to receive and maintain the incentive salary a teacher must complete four (4) semester credit hours every five (5) years.

Minimum transfer credit: Six (6) years.

Sixth Class: 1974-5, \$1700; 1975-6, \$1800; If study hall 1974-5, \$1200; 1975-6, \$1300.

Substitute work 1974-5, \$8; 1975-6, \$9. Extended period over one week 1974-5, \$9.50; 1975-6, \$10.50.

The Board shall provide without cost to the employee, the comprehensive MESSA Super Med II package for a full twelve month period for the employee and family. In lieu of the above, optional coverages may be selected up to the cost of self only Super Med II per month. In addition to the above, during 1975-6, \$7.50 per month may be used for additional coverage at the option of the employees. Additional coverage may be Group Auto or other parts of the MESSA selective option package.

In the event that an employee has exhausted sick leave accrual, the above mentioned fringe benefits shall continue throughout the balance of the contract year as defined in the next paragraph.

The Board shall make payment of insurance premiums for all persons employed during the proceeding school year who completed their contractual obligation to assure insurance coverage for the full twelve-month period commencing September 1 and ending August 31.

APPENDIX D

Teachers who will accept the responsibility of student discipline and who will aid school officials in control of spectator disturbances during school activities and sports events will receive free passes to those activities and sports events.

The following pay for extra duty shall be used on a percentage of that salary step reflecting the number of years experience in that particular field or sport.

<u>Football</u>		<u>Basketball</u>		<u>Wrestling</u>	
Varsity	10%	Varsity	10%	Varsity	10%
Asst. Varsity	7%	Junior Varsity	7%	Asst Varsity	6%
Junior Varsity	7%	9th Grade	6%	Junior High	5%
Asst J.V.	5%	8th Grade	4%		
Jr Hi Ftb.	4%	7th Grade	4%		
		Junior High girls	3%		

<u>Baseball</u>		<u>Track</u>	
Varsity	7%	Varsity	6%
Asst Varsity	4%	Asst Varsity	4%
Junior High	2%	Cross Country	3%
		Junior High	3%
		Girls Varsity	3%
		Grils Asst	2%

Miscellaneous

Girls Basketball Varsity	6%	Senior Class Advisor	3%
Girls Basketball Asst	4%	Junior Class Advisor	5%
Golf	2%	Sophomore Class Advisor	1%
Cheerleader	3%	Freshman Class Advisor	1%
Cheerleader J.V.	2%	8th Grade Class Advisor	1%
G.A.A.	2%	7th Grade Class Advisor	1%
Band	10%	Dept. Head Communications	
		Skills	1%
Choir & Asst. Band	7%	Dept. Head Science-Math	1%
Drams=\$50 each added play	5%	Dept. Head Social Studies	1%
Forensics	3%	Dept. Head Commerce	1%
Yearbook	5%	Senior High Student Council	1%
Audio Visual HS	3%	Junior High Student Council	1%
Safety Patrol Coordinator	2%	Athletic Director	10%
Junior High Cheerleader	2%	Junior High Athletic Dir.	5%
		FFA	\$500

Assistant coach will be employed when the determined number of students out for the sport is too great to be handled by one coach. Baseball-18, Wrestling-24, Track -24. Girls Basketball-24, Football-20.

Summertime Employment: 1/40 of regular contract per week.