

BRANDON BOARD OF EDUCATION

AND

BRANDON ADMINISTRATORS ASSOCIATION

MASTER AGREEMENT

1995 - 1996

1996 - 1997

Brandon School District

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ARTICLE I

RECOGNITION CLAUSE

The Board of Education of the Brandon School District, hereinafter referred to as the "Board", recognizes the Brandon Administrators Association, hereinafter referred to as the "Association", as the sole and exclusive bargaining representative to the extent required by the provisions of Public Act 379 of 1965, as amended, for all personnel assigned as administrators and the Director of Operation, the Food Service Director, the Transportation Director and the Assistant Director of Community Education but excluding the Superintendent, Assistant Superintendents, non-certified supervisors, and all employees covered by other collective bargaining agreements.

The term "director" shall refer to the Director of Operation, the Food Service Director, the Transportation Director and the Assistant Director of Community Education. The term "administrator" shall refer to all other bargaining unit members, excluding directors.

ARTICLE II

ASSOCIATION RIGHTS

- A. The Association shall have access to interschool mail service for Association business.
- B. The Association shall have the right to use, for Association business, school facilities and equipment at no undue cost to the School District.
- C. Duly authorized representatives of the Association shall be permitted to transact official Association business on school property at all reasonable times provided that this shall not interfere with or interrupt normal school operations.
- D. The Board agrees to make available to the Association upon reasonable request such data as it may possess at the time concerning the financial resources of the District, cost of programs and any other information upon a subject which the Board is obligated to bargain, together with any information that it may possess which is relevant and material to the processing of any grievance at no undue cost to the School District.
- E. Administrator and directors shall have access to their personnel files to review any document therein excluding college and placement files. Copies of any significant material in the administrator or director's file shall be furnished to the administrator upon request. Upon request, the individual administrator or director shall be allowed to attach explanatory remarks to the file document. Individual administrator and directors must be notified and furnished a copy of all documents placed in their personnel file.

ARTICLE III

ASSOCIATION RESPONSIBILITIES

- A. Each administrator has the authority to make a determination regarding each teacher's assignment within his/her building or program in accordance with state certification rules and regulations and the teacher's Master Agreement. The Superintendent has the final determination for teacher assignment.
- B. The Board agrees that each administrator and director shall have the opportunity to interview and make a recommendation concerning all certified personnel, teacher aides, and clerical being considered for assignment to his/her building or program.
- C. It is recognized by the Board and the Association that one of the important functions of an administrator or director is the evaluation of staff members. Therefore, the administrator or director will be involved in any change of evaluation instrument or process and procedure which involves personnel under their supervision.
- D. The Board recognizes that it is the responsibility of the administrators to determine the best assignment for pupils within his/her building or program. The Superintendent has final authority to assign pupils.
- E. If any administrator or director, while acting in the official capacity as an administrator or director, is complained against or sued, the Board's attorney will be available for legal counsel and will render all necessary assistance in the administrator's or director's defense, at no expense to the administrator or director. Where legal defense is provided by the District's insurance carrier, that legal assistance would satisfy the District's obligations in this item.
- F. The Board and the Association agree that there shall be prompt and expedient handling at the local level of a school-related complaint regarding an administrator, director, program, or personnel he/she supervises. It is agreed that such complaints will be properly referred to any administrator or director affected. The affected administrator or director shall be given an opportunity to provide the necessary background information either in person and/or by confidential memoranda before any action is taken on the matter.

ARTICLE IV

VACANCY, TRANSFER, REDUCTION, RECALL, PROBATION, NON-RENEWAL, DISCHARGE, WORKER'S COMPENSATION INSURANCE

A. The Superintendent will post notices of all vacancies for new administrative or director positions for five calendar days. The Superintendent will inform an Association officer of such positions. The Board shall not fill the vacancy on a permanent basis for five calendar days after such notification.

B. Voluntary Transfer.

Any administrator or director has the right to request consideration for a transfer at any time. A transfer request must be made in writing to the Superintendent, and it is to be kept on file during the school year the request is made.

C. If the educational needs of the District can best be served, the Superintendent shall be permitted to make interclassification transfers providing the administrator or director is appropriately qualified in the Superintendent's judgment.

D. Reduction - Recall.

In the event that the Board deems it necessary to reduce the number of administrator or directors, the following shall prevail:

1. The Superintendent will select for retention those administrator or directors with the greatest Brandon administrative experience in classification as set forth in Part B of this Article unless in his/her deliberate judgment other considerations supersede, including by way of illustration and not by way of limitation, certification or training, requirements of the position to be filled, evidence of professional growth, etc.
2. Classifications with respect to the provisions of this section of the Agreement shall consist of the following: elementary principals, middle school principals, high school principal, elementary assistant principals, middle school assistant principals, high school assistant principals, athletic director, community education director, special education director, food service director, director of operations, transportation director and assistant director of community education.
3. Multi-year individual contracts shall revert to one-year contracts for those administrators or directors reassigned to other administrative or director positions due to reduction of administrative staff.
4. An administrator affected by such reduction shall be assigned to a teaching position. The administrator will be awarded sick leave accumulation equal to that which would have been earned had the administrator been serving as a teacher, including the number of days accumulated while serving as a teacher in Brandon.

5. If reduction of staff causes an administrator to return to the teaching staff, seniority shall be applicable in accordance with the Brandon Education Association Master Agreement, Item XXI, Section 21.3, Item A.
6. Any administrator or director relieved of an administrative or director assignment due to a reduction shall be given priority for three years over new hires for reinstatement to the same position or to any administrative vacancy for which the individual is qualified. In the event that an administrator or director is relieved of his/her assignment due to reduction and then later recalled to an administrative or director assignment, all of those rights and privileges held at the time of the original removal from assignment shall be afforded that administrator or director including administrative seniority equal to that which was held at the time of his/her original assignment.
7. Nothing in this Agreement shall prevent the Board from initiating layoff of administrative or director personnel.

E. Probation.

Administrators and directors shall be probationary for the first year of employment and/or first year in a new classification and shall not have access to the grievance procedure to contest any failure to reemploy. However, this Section shall not diminish any rights granted to the administrator or director by law.

F. Non-Renewal.

The Superintendent's recommendation of non-renewal of an administrative contract shall be in accordance with Public Act 183 of 1979 as amended.

G. Discharge. Discharge of Administrators and Directors.

No administrator or director shall be discharged except for "just cause".

It is understood and agreed by and between the parties hereto that the Board will not terminate his/her contract for any act of the administrator or director relating to the "professional performance" of the administrator's or director's duties in the position employed, without first providing for an evaluation listing specific deficiencies and providing for a hearing with the Superintendent or his/her designee after which adequate opportunity will be provided for corrective action to be undertaken by the administrator or director.

H. Worker's Compensation Insurance.

Absence due to injury or illness incurred in the course of the administrator's or director's employment shall not be charged against the administrator's or director's sick leave days. The Board shall pay to such administrator or director the difference between his/her salary and benefits received under the Michigan Worker's Compensation Act for a period not to exceed twelve (12) months provided that the injury or illness qualifies under the Michigan Worker's Compensation Act.

ARTICLE V

PAYROLL DEDUCTIONS

The Board agrees to make voluntary payroll deductions from the salaries of administrators and director for: (1) tax-deferred annuities, (2) automatic payroll savings with the First Federal Savings and Loan Association of Oakland located in Clarkston, Michigan, (3) North Oakland Community Credit Union, (4) Pontiac Area Employees Credit Union, (5) medical insurance premiums, (6) the deductions of Association membership dues shall be made each year, (7) MESSA Options - (a) Group Hospital Confinement Indemnity Insurance, (b) Group Short-Term Disability Income Insurance, (c) Group Long-Term Disability Income Insurance, (d) Group Supplemental Term Life Insurance, (e) Group Survivor Income Insurance, (f) Group Dependent Life Insurance, (8) Genesee Bank, Clarkston Teacher's Credit Union, and any other deductions approved by the Superintendent.

ARTICLE VI

LENGTH OF INDIVIDUAL CONTRACTS

- A. The length of individual contracts for B.A.A. members who have completed their probationary period shall be for two years unless otherwise determined by the Superintendent for unsatisfactory performance, just cause, financial reasons, or reduction of programs.

The terms and conditions of the individual contract for administrators or directors terminated for unsatisfactory performance/just cause shall end upon the effective date of termination.

The compensation schedule (base salary) for administrators who are laid off/terminated from their administrative position for financial reasons or reduction of programs and assigned to another position in the District shall be paid their base salary as specified in their administrative individual contract.

Administrators or directors that are retiring under the provisions of the Michigan Public School Employees Retirement System shall, after providing notice of such by not later than the end of the first semester of the year in which they are retiring, be provided sufficient notice to enable them to include performance/merit factor payment in their computation for retirement and shall receive their compensation due them including any performance/merit factors by not later than June 30th of that year.

- B. The administrator represents that he/she meets all Michigan requirements and holds all certificates necessary for employment by the Board of Education in this administrative position.

Individual administrators and directors shall not have tenure as an administrator or director.

ARTICLE VII

ADMINISTRATIVE PARTICIPATION IN POLICY DEVELOPMENT

The Board agrees that administrators and directors will be involved in policy development.

ARTICLE VIII

CURRICULAR PARTICIPATION

Administrators will be involved in curriculum changes. These changes will be in accordance with the teacher's Master Agreement and Board policy.

ARTICLE IX

PROFESSIONAL ACTIVITIES

- A. The Board recognizes the value of professional involvement by its administrators and director. The Board will encourage Brandon administrators and directors to attend professional conferences, join professional organizations and obtain professional publications. The Board agrees to provide, upon application and approval of the Superintendent, the necessary funds for administrators and directors who desire to attend select professional conferences. If funds are available, travel, meals, lodging, and registration shall be deemed appropriate expenses of the Board.
- B. The Board shall provide paid memberships for administrators and directors in professional organizations approved by the Superintendent. Examples of such professional organizations are as follows: NAESP/MEMSPA, NASSP/MASSP, MSBO, MAPT.
- C. Tuition Reimbursement.

Reimbursement for tuition costs may be granted on the basis of 50% of the tuition, up to a maximum of \$50.00 per semester credit hour of a course beyond the Masters Degree, at the discretion of the Superintendent.
- D. The Board of Education supports the administrative internship concept and may implement, upon the recommendation of the Superintendent, an administrative internship program.
- E. The Board of Education shall provide payment of the fee that is required by the State Department of Education for recertification in the administrator's current position.

ARTICLE X

LEAVES OF ABSENCE

A. Sabbatical Leave.

Sabbatical may be granted to an administrator in accordance with provisions of Article 340.298F, "General School Laws in the State of Michigan".

B. Personal Leave.

A leave of absence without pay may be granted up to one year to any administrator or director who has been in the employ of the Brandon School District as an administrator or director.

C. Military Leave.

Military leave, including service in the National Guard and Reserves, shall be granted in accordance with applicable state and federal laws.

D. Jury Duty.

Any administrator or director called to jury duty shall be compensated at their regular daily rate less that amount paid to him/her as a juror. Absence for jury duty shall not be charged to the employee's leave days. Every effort shall be made to alleviate serving as a juror during the school year. An administrator or director served with a subpoena to appear in court for an act occurring due to a school-related activity will be granted leave with pay.

E. Professional Leave.

A leave of absence without pay may be granted for one year to any administrator or director who has been in the employ of the Brandon School District as an administrator or director for the purpose of approved study, travel, research or other teaching or employment involving probable advantage to the school district.

1. An administrator or director shall be granted a leave of absence with pay for approved visitation to other schools or attending meetings or conferences of an educational nature.

2. Upon application, an administrator or director shall be granted a one-year leave without pay prior to the beginning of, or at the conclusion of, the school year to campaign for himself/herself to serve in a public office.

F. Personal Leave Days.

Personal leave days may be granted at the discretion of the Superintendent.

G. Sick Leave.

Each administrator shall be granted one hundred eighty (180) sick days at the beginning of each contract year. A reasonable number of these days may be used for family illness. In the event of long-term illness, long-term disability will begin on the one hundred eighty first (181st) calendar day.

Each director shall be granted one sick day per month worked with a maximum accumulation of 125 days. Upon retirement within the provisions of MSPERS, the director shall be paid for 50% of accumulated sick leave.

H. Requests for Leave.

Requests for leave of absence must be submitted in writing to the Superintendent. Requests for leave must be submitted as early as possible.

I. Death Leave Days.

An administrator or director will be credited with five non-cumulative paid death leave days for each death in the immediate family. This leave may be used only in the event of death in the immediate family to attend to the funeral and/or other related activities. The immediate family shall be defined as: spouse, children, mother, father, brother, sister, grandparent, legal guardian, mother-in-law and father-in-law.

An administrator or director excused from work under the above provision shall, after making written application, receive the amount of wages that would have been earned by working regular hours on such scheduled days of work for which he/she is excused. Leaves of less than a day are expected, but requests for leave must be for one hour or more. When warranted by special circumstances, the Superintendent may grant funeral leave days for deaths other than those mentioned above.

J. Return from Leave.

An administrator or director returning from an approved leave of absence will be restored to his/her former position or position of like nature.

K. Benefits While on Leave.

At the discretion of the Superintendent, credit toward experience in Brandon School District for salary and other purposes and all fringe benefits may be granted for time on leave.

ARTICLE XI

AGREEMENT COPIES

Copies of this Agreement shall be printed at the expense of the Board and made available to all employed administrators and directors.

ARTICLE XII

INFORMAL CONFERENCES

The Superintendent and such other Board representatives as the Board or Superintendent may designate will meet informally within one week of a request by either party on a date mutually agreed upon with the Association for the purpose of mutual concern. These informal discussions shall simply involve mutual exchange of suggestions and ideas and shall in no sense be considered negotiations. The purpose of these conferences is to provide communications between the Board and the Association informally and to gain insight and a better understanding between parties and to promote closer cooperation in all relationships concerning this Agreement.

ARTICLE XIII

PAST PRACTICE

The parties agree that this contract incorporates their full and complete understanding and that any prior oral agreement or practices are superseded by the terms of this Agreement. The parties further agree that no such oral understandings or practices will be recognized in the future unless committed to in writing and signed by the parties as supplements to this Agreement.

ARTICLE XIV

RIGHTS OF THE BOARD

- A. It is expressly agreed that all rights which ordinarily vest in and have been exercised by the Board, except those which are clearly and expressly relinquished herein by the Board, shall continue to vest exclusively in, and be exercised exclusively by, the Board without prior negotiations with the Association either as to the taking of action under such rights or with respect to the consequences of such action during the term of this Agreement. Such rights shall include by way of illustration, and not by way of limitation, the right:
1. To the executive management and administrative control of the school system and its properties, facilities, equipment and activities of its employees during employee working hours.
 2. To hire all employees and, subject to the provisions of law, to determine their qualifications and the conditions of their continued employment, their placement, or their dismissal, suspension, layoff, or demotion and promote or transfer all such employees.

3. To establish levels and courses of instruction including special programs and provide for athletic, recreational and social events for students all as deemed necessary or advisable by the Board.
 4. To decide upon courses of instruction, the selection of textbooks, and other teaching materials and the use of teaching aids of every kind and nature.
 5. To determine the services, supplies, and equipment necessary to continue its operation and to determine all methods and means of distributing, disseminating and/or selling of services, methods, schedules, and standards of operation, the means, methods, and process of carrying on the work, including automation or contracting thereof or changes therein, and the institution of new and/or improved methods or changes therein.
 6. To adopt rules and regulations.
 7. To determine the number and location or relocation of its facilities including the establishment or relocation of new schools, buildings, departments, divisions, or subdivisions thereof and the relocation or closing of offices, departments, divisions, or subdivisions, buildings or other facilities.
 8. To determine the size of the management organization, its functions, authority, amount of supervision and table of organization, provided that the Board shall not abridge any rights from employees as specifically provided for in this Agreement.
 9. To determine the policy affecting the selection, testing, or training of employees providing that such selection shall be based upon lawful criteria.
- B. The above are not to be interpreted as abridging or conflicting with any specific provision in this Agreement. The listing of specific management rights in this Agreement is not intended to be, nor shall it be restrictive of, or a waiver of, any rights of management not listed and specifically surrendered herein, whether or not such rights have been exercised by the Board in its past.

ARTICLE XV

GRIEVANCE PROCEDURE

Definition: A grievance shall mean a complaint by an individual or the Association that there has been an alleged violation, misinterpretation, or misapplication of any provision of this Agreement.

A. Statement of Basic Principles.

1. Upon the filing of a grievance the Association and every member of the bargaining unit covered by this Agreement has a right to be represented at any and/or all levels in the grievance procedure.
2. Any grievance not appealed within the prescribed time limit shall be considered settled on the basis of the last decision rendered. If an answer to a grievance is not received within the prescribed time limits, the grievant may automatically appeal to the next level. Time limits, however, may be extended by mutual agreement if such extensions are evidenced by written note signed by the parties involved.
3. The term "days", as used herein, shall mean calendar days.
4. In order for a grievance to be considered acceptable and proper, the grievance, when reduced to writing, must specify the specific provisions of the Agreement that were alleged to have been violated, misinterpreted or misapplied in the relief sought.

B. Procedure.

LEVEL ONE PROCEEDINGS.

An attempt shall be made to resolve any grievance in an informal, verbal discussion between the grievant and his/her immediate supervisor. Level 1 proceedings must occur within ten days of the alleged violation, misinterpretation or misapplication, or within ten days of reasonable discovery thereof. If the immediate supervisor is unwilling or unable to meet for Level 1 proceedings within the prescribed time limits, the grievant may proceed to Level 2.

LEVEL TWO PROCEEDINGS.

If the grievance cannot be resolved at Level 1, it shall be reduced to writing on forms provided by the Board, signed by the grievant and delivered to the Superintendent within fifteen days after Level 1 proceedings. The Superintendent, or designee who has the authority to make a decision, after a hearing with the grievant on the grievance, shall make such decision and communicate it in writing to the grievant within fifteen days of receipt of written grievance.

LEVEL THREE PROCEEDINGS.

In the event a grievance has not been satisfactorily resolved at Level 2, there shall be available a third level of impartial arbitration. The grievance may be submitted and/or appealed to this third level only by the Association. The Association may submit the grievance to arbitration within fifteen days of a written answer at Level 2. If the parties cannot agree as to the arbitrator within five days from the notification date, the arbitrator will be selected by the American Arbitration Association in accordance with its rules which will likewise govern the arbitration proceedings. The decision of the arbitrator shall be binding on the parties. The party losing the arbitration decision shall pay the arbitrator's fee. Neither the Board nor the Association shall be permitted to assert in such arbitration proceedings any ground or to rely on any evidence not previously disclosed to the other party.

The function and purpose of the arbitrator is to determine disputed interpretations of terms actually found in the Agreement or to determine disputed facts upon which the application of the Agreement depends. The arbitrator shall, therefore, not have authority nor shall it consider its function, to decide any issue not submitted or to so interpret or apply the Agreement as to change what can fairly be said to have been the intent of the parties as determined by generally accepted rules of contract construction. The arbitrator shall not give any decision which in practical or actual effect modifies, revises, detracts from or adds to, any of the terms or provisions of this Agreement. Past practice of the parties in an interpreting or applying terms of the Agreement can be relevant evidence, but may not be used so as to justify or result in what is, in effect, a modification, whether by additions or detractions of written terms of this Agreement. The arbitrator has no obligation or function to render a decision or not to render a decision merely because, in his/her opinion, such a decision is fair or equitable or because, in his opinion, it is unfair or inequitable.

His/her authority shall be strictly limited to deciding only the issues presented to him/her in writing by the parties, and his/her decision must be based solely upon the interpretation of the meaning or application of the express relevant language of the Agreement in accordance with the clause limiting the power of the arbitrator.

- C. A grievance may be withdrawn by mutual agreement.
- D. Any claim or grievance shall be processed through the grievance procedure until resolution.

ARTICLE XVI

NEGOTIATION PROCEDURE

Negotiations for the entire Agreement shall be undertaken upon request of either party on or before June 1st of the year in which the Agreement expires.

ARTICLE XVII

FRINGE BENEFITS

The Board agrees to provide without cost to each full-time employee the benefits listed below. The Board shall be responsible only for the premium for the benefits indicated. The employee must be properly enrolled in order to be eligible to receive benefits. Benefits set forth in this Agreement shall be subject to the rules, regulations, and determinations set forth by the carrier. The Board shall select the insurance carrier including self-insured programs, and shall make available to eligible employees a comparable plan to that currently provided subject to the provisions one through fourteen and/or as otherwise provided herein in consultation with the Brandon Administrator or directors Association. In addition, it is further agreed that the drug prescription co-pay shall not exceed \$5.00.

1. Full family health care insurance SET Ultra Med with \$5.00 drug rider.
2. Double the salary amount in life insurance with double indemnity.
3. Long-term disability insurance beginning with the one hundred eighty- first (181st) calendar day at 2/3 base earnings to a maximum of \$3,000 per month. Long-term disability for directors shall begin on the 61st calendar day after the illness or accident begins at 2/3 of base earnings.
4. Liability insurance of \$1,000,000.00. Director shall have liability insurance of \$1,000.00.
5. Dental Insurance - S.E.T. Ultradent Full Family including orthodontic, 90/10.
6. Michigan School Employees Group Insurance Trust Fund Vision Service Plan V.
7. The Board shall make payment of all fringe benefit premiums on employees for the full twelve (12) month period commencing July 1st and ending June 30th, with the following limitations:
 - a. Those employees who resign and have completed the whole school year may elect to continue their health care coverage on a cash-pay basis for the months of July and August.

- b. Coverage for those administrator or directors terminated by the Board will end as of the effective date of the termination or the last working day according to the established school calendar.
 - c. Administrators or directors who have been granted an approved leave of absence or who have been laid off and have completed their contractual year will be completely covered through August 31st of that school year. Any administrator or director on an approved leave of absence or layoff may elect to continue their insurance coverage on a twelve (12) month cash-pay basis within the rules and regulations of the carrier.
8. Additional benefits will be provided in accordance with the Brandon Education Association Master Agreement.
 9. Days worked beyond the contract approved by the Superintendent will be paid at the individual's contractual per diem rate, or compensatory time will be provided at the discretion of the Superintendent.
 10. Administrator or directors hired will be placed on the salary schedule at the Superintendent's discretion.
 11. Health Insurance Option.

Employees not eligible for and/or not taking health insurance may, if eligible, apply one-hundred and fifty dollars (\$150.00) per month (\$1,800 per year) toward insurance options available from carriers approved by the Board.
 12. The severance pay provision in the Brandon Education Association Master Agreement is not applicable due to the annual sick leave allotment provided administrators.
 13. No employee shall have double health insurance coverage. If the District becomes aware that double coverage health insurance has occurred, the amount of premium that the District unnecessarily paid involved in this double coverage will be recovered from the employee.
 14. Should the health insurance costs increase by more than eight (8) percent during the second year of this Agreement, the Board and the B.A.A. will meet together to determine areas within the insurance program of this bargaining unit to eliminate the increased cost in excess of the eight (8) percent.

ARTICLE XVIII

CALENDAR WORKYEAR

POSITION	WEEKS BEFORE	WEEKS AFTER
High School Principal	4 weeks	4 weeks
High School Assistant Principal	3 weeks	3 weeks
Middle School Principal	3 weeks	3 weeks
Middle School Assistant Principal	3 weeks	2 weeks
Elementary Principals	3 weeks	2 weeks
Director of Special Education	4 weeks	3 weeks
Athletic Director	3 weeks	3 weeks
Community Education Director	48 weeks	
Director of Operations	48 weeks	
Transportation Director	48 weeks	
Food Service Director	41 weeks	
Asst. Director of Community Education	48 weeks	

The above workyear calendar is based upon the administrators (not directors) receiving the same vacation periods within the school year as provided in accordance with the Brandon Education Association Master Agreement. Unpaid time for directors must be scheduled with the approval of their supervisor.

Adjustments in the workyear calendar may be made in accordance with the program needs as determined by the administrator or director and subject to the approval of the Superintendent.

The workyear for administrators will be based on the number of weeks worked prior to the scheduled beginning and ending times for the teaching staff in accordance with the Brandon Education Association Master Agreement.

Nothing contained herein shall prevent the rescheduling of workdays as deemed necessary by the Superintendent, including the right to reschedule workdays in the event that it is necessary to meet minimum state requirements for pupil instruction as required by MCLA 388.1701 (3) and (4) of the State School Aid Act as amended by P.A. 239 of 1984.

ARTICLE XIX

BRANDON ADMINISTRATORS ASSOCIATION

COMPENSATION SCHEDULE

A.

POSITION	WEEKS WORKED	1995-96 SALARY BASE	1996-97 SALARY BASE
High School Principal	45	71,721	73,514
Middle School Prin.	43	68,507	70,220
Director of Spec. Ed.	44	68,507	70,220
Elementary School Prin.	42	65,277	66,909
High School Assis. Prin.	43	63,667	65,259
Athletic Director	43	63,667	65,259
Middle School Assis. Prin.	42	61,114	62,642
Community Education Dir.	48	65,277	66,909
Director of Operations	48	48,987	49,967
Transportation Director	48	42,838	43,695
Food Service Director	41	29,859	30,456
Asst. Community Education Dir.	48	38,379	39,147

B.

Additional Factors		Admin.	Dir.
1. Degree Status	30 semester hours beyond the Masters Degree or more.	\$1,500	\$1,500*
2. Experience	Three years of recent experience in the position.	\$1,600	\$1,000
3. Professional Growth	Successfully completed growth experience that is determined by the Superintendent to be appropriate for that administrator.	\$1,850	\$1,225

* Applies only to the Assistant Director of Community Education.

The amount indicated for Factors B.1 and 2 shall be added to the administrator's base salary at the beginning of each new contractual year.

Each administrator shall provide the Superintendent with a report setting forth the administrator's progress made toward meeting the requirements of B.3 by not later than January 31 of each year. The determination as to whether or not the requirements of B.3 have been met shall be made by not later than June of each year.

C.

Merit Factors (Administrators only)		
1. Yearly Objectives	Successfully completes the yearly objectives for that administrator as determined by the Superintendent.	\$1,850
2. Exemplary Performance*	Successfully completes the yearly objectives for that administrator as determined by the Superintendent. Performs job responsibilities in an exemplary fashion as determined by the Superintendent.	\$1,500
3. Extraordinary Performance*	Successfully completes the yearly objectives for that administrator as determined by the Superintendent. Performs job responsibilities in an exemplary fashion as determined by the Superintendent. Performs job responsibilities in an extraordinary fashion as determined by the Board of Education.	\$1,500
Each administrator shall provide the Superintendent with a report setting forth the administrator's progress made toward meeting the requirements of C.1 by not later than January 31 of each year.		
The determination as to whether or not the requirements of C.1, C.2, or C.3 have been met shall be made by not later than June of each year.		
Directors shall be eligible to receive the merit factor for Yearly Objectives at the rate of \$1,225 based upon the same criteria that administrators must meet.		

* Descriptive Behavior to be Considered for the Exemplary and Extraordinary Performance Stipends - An administrator would be considered to receive the stipends set forth for C.2 and C.3 if any or a combination of the following conditions were to exist and the administrator receives an evaluation of high quality in all categories on his/her evaluation. (Note: One evaluation in the "Needs Improvement" category would not be sufficient to block consideration, whereas one evaluation in the "Notably Deficient" category would be sufficient to block consideration.)

1. Receives several evaluations in the "Exemplary Manner" category (at least five).
2. Serves as a state or national officer in an educational organization.
3. Completes a major district, school or community project in an outstanding manner.
4. Prepares a report that suggests a new system or approach to any segment of this District's educational enterprise and the system or approach is adopted.
5. Receives a state, regional or national award for distinctive performance as an educator.
6. Completes a special educational project for the state, region or nation in an outstanding manner.
7. Publishes an article for a state, regional or national journal or delivers a presentation to a state or national educational organization.

D. The Director of Operations will be eligible to receive technical stipend of \$500.00 in each of the following four areas:

1. Waste and Water Treatment
2. Asbestos
3. Energy Management
4. Chemicals in the Workplace (including miscellaneous categories such as radon gas, underground storage tanks, etc)

The Superintendent shall determine if the Director of Operations has kept abreast and certified as required by the state or as appropriate in the opinion of the Superintendent before said monies are paid. This determination shall be made at the annual performance evaluation.

BRANDON BOARD OF EDUCATION
AND
BRANDON ADMINISTRATORS ASSOCIATION
MASTER AGREEMENT
1995 - 1997

This Agreement has been entered into this 1st day of July, 1995, by and between the Brandon School District of Oakland and Lapeer Counties hereinafter called the "Board", and the Brandon Administrators Association, hereinafter called the "Association". This contract shall be in effect from July 1, 1995 through and including June 30, 1997.

IN WITNESS WHEREOF, the parties have, by their duly authorized officers, executed this Agreement on the 1st day of July, 1995.

BOARD OF EDUCATION OF THE
BRANDON SCHOOL DISTRICT
IN THE COUNTIES OF
OAKLAND AND LAPEER,
MICHIGAN

BRANDON ADMINISTRATORS ASSOCIATION

By: _____
President

By: _____

By: _____
Secretary

By: _____

By: _____
Treasurer