

MASTER AGREEMENT

**BETWEEN THE
BURT TOWNSHIP BOARD OF
EDUCATION
AND THE**

BURT TOWNSHIP TEACHERS

7/1/13 TO 6/30/16

Article I - Recognition

A. The Burt Township Board recognizes the Burt Township Teachers as an exclusive group as defined in section 11 of Act 379, Public Acts of 1965, for all full time and part time certified teachers but excluding the Superintendent, and all other personnel not specifically included.

B. The term “teacher” when used hereinafter in the Agreement shall refer to all employees represented by the group defined above.

Article II – Teacher Rights

- A. The Teachers shall have the right to use school building facilities for school purposes at all reasonable hours for meetings as a group provided the administration is notified. Availability of the school building facilities to the teachers is subject to prior commitments.**
- B. The Board agrees to furnish to the teachers or respond to reasonable requests from time to time, all available information concerning the financial resources of the district, tentative budgetary requirements and allocation, and such other information as will assist the teachers in developing intelligent, accurate, informed, and constructive programs with information, except privileged communications, which may be necessary for the teachers to process any grievance or complaint.**
- C. The Board agrees to make available in school adequate typing and copy machine, and printers to aid teachers in production of instructional materials.**
- D. The provisions of this Agreement shall be applied without regard to race, religion, national origin, sex, or marital status.**
- E. Privileged information such as confidential credentials and related personal references normally sought at the time of employment are specifically exempt from review. The administrator shall in presence of the teacher’s authorized representative remove these credentials and confidential reports from the file prior to a review of the file by the teacher.**
- F. All communications including but not limited to evaluation, and complaints directed towards the teacher which are included in the personnel file shall be called to the teacher’s attention at the time of the inclusion. The teacher may make addendums to any items prior to their inclusion up to three pages in length.**
- G. A teacher shall be entitled to have another teacher present when he or she is being formally reprimanded, warned or disciplined for any infraction of discipline or delinquency in professional performance. The teacher shall be informed of this meeting prior to its scheduling. When a request for such representation is made, no action shall be taken with respect to the teacher until another teacher is present.**

- H. Any case of alleged assault upon a teacher while in performance of his/her duties will be promptly reported to the Board. If the assault was by a student, the alleged assault shall be investigated by the Superintendent. These persons, after a fair and impartial hearing has been held with the student and his/her, parent/guardian, shall determine a suitable punishment for the assaulting pupil. This decision will be communicated to the teacher concerned. If the assault is by an adult person who is not a pupil, the Board will promptly report this incident to the proper law enforcement authorities.
- I. Teachers shall be expected to exercise reasonable care with respect to the safety of pupils and property of pupils and the Board but shall not be responsible for loss or damage of any such property when such loss or damage is not due to negligence of the teacher. Negligence is to be defined as failure to exercise the care which situations or circumstances demand.
- J. Any written complaint by parents of a student shall be promptly called to the teacher's attention. The Board shall not act in any complaint unless presented in writing.

Article III – Rights of the Board

- A. The teachers recognize that the Board has responsibility and authority to manage and direct, on behalf of the public, all operations and activities of the school district to the full extent authorized by law, provided that such rights and responsibilities shall be exercised by the Board in conformity with the provisions of this Agreement.

Article IV - SICK, /PERSONAL, FUNERAL, AND TERMINAL LEAVE

- A. All Teachers absent from duty because of personal illness or illness in the immediate family, which shall include, father, Mother, sister, brother, spouse, life partner, children, parent-in-law, grandparents and other relatives living in the same household as a member of the family unit, shall be granted 10 days sick leave per year, accumulative to two hundred days for teachers hired prior to???? And one hundred days for teachers hired after ????. The Board reserves the right to request doctor certification for absences due to illness in excess of three days.
- B. Each teacher shall be given the written notice at the beginning of the school year as to the amount of sick leave he/she has accumulated.
- C. Teachers shall receive three non-accumulative personal business days per school year.

- 1. Not more than ten % or one of the employees may be granted personal business leave for any given day or as authorized by the Superintendent.**
 - 2. Request for the use of personal days must be submitted in writing to the Superintendent five days in advance of the anticipated absence except in case of emergency.**
 - 3. If the nature of the leave is classified as an emergency, the absence report should be submitted at the earliest possible time.**
 - 4. Approval of personal leave will be contingent upon the securing of an acceptable substitute.**
 - 5. If two teachers request a personal leave day on the same day, the process for selection will be on a first –request basis.**
 - 6. Personal leave may not be requested for the week before Winter or Spring break or two weeks before the last day of school unless emergency or authorized by the Superintendent.**
- D. Death in the Family - The Teacher may take a maximum of five days per death at the time of the death. Immediate family shall be interpreted as mother, father, husband , wife, life partner, grandparents, children, step children, sister , brother, of a teacher or his/her spouse, or relatives living in the household. One of these days must be the funeral.**

Professional Staff Salary Schedule

2013-2016

Year of Teaching Step	<u>BA/BS Salary</u>	<u>MA Salary</u>
0	\$31,000.19	\$35,228.75
1	\$32,550.19	\$36,990.18
2	\$34,100.19	\$38,751.61
3	\$35,650.19	\$40,513.04
4	\$37,200.19	\$42,274.47
5	\$38,750.19	\$44,035.90
6	\$40,300.19	\$45,797.33
7	\$41,850.19	\$47,558.76
8	\$43,400.19	\$49,320.19
9	\$44,950.19	\$51,081.62
10	\$46,500.19	\$52,843.05
11	\$48,050.19	\$54,604.48
15	\$49,600.19	\$56,365.91
20	\$51,150.19	\$58,127.34
25	\$52,700.19	\$59,888.77

Activity

Varsity BB	5%	\$1,550.00
Varsity VB	4%	\$1,240.00
Soccer	4%	\$1,240.00
Track	4%	\$1,240.00
Technology Coach	6%	\$1,860.00