

58030  
AA  
P<sub>1</sub>A<sub>1</sub>A<sub>2</sub>DD<sub>v</sub>  
06/30/2007

# BEDFORD PUBLIC SCHOOLS

# ADMINISTRATIVE MASTER AGREEMENT

JULY 1, 2005

to

JUNE 30, 2007

58030  
2007 06 30  
AABPS  
X

**ADMINISTRATIVE CONTRACT  
INDEX  
2005-2007**

<u>Article</u>	<u>Article Number</u>	<u>Page Number</u>
Administrative Incentives for Educational Attainment .....	21 .....	13
Agreement .....	1 .....	1
Annual Physical .....	16 .....	11
Board's Rights .....	2 .....	1
Calendar - Act of God Days .....	9 .....	8
Condition of Employment .....	20 .....	12
District-Wide Formula for Student Enrollment .....	22 .....	13
Early Notification of Retirement Incentive .....	23 .....	13
Entire Agreement .....	25 .....	15
Evaluation .....	5 .....	2
Grievance Procedure .....	7 .....	4
Insurance Protection .....	17 .....	11
Longevity .....	19 .....	12
Nepotism .....	8 .....	7
Paid Leave .....	13 .....	8
Personal Health .....	10 .....	8
Professional Improvement .....	18 .....	11
Reimbursement/Unused Sick Leave .....	14 .....	10
Re-Opener .....	3 .....	2
Residency .....	11 .....	8
Salary Schedule .....	24 .....	14
Seniority/Layoff/Recall .....	6 .....	3
Tenure .....	4 .....	2
Travel Allowance .....	15 .....	10
Unpaid Leave .....	12 .....	8

## **ARTICLE 1 - AGREEMENT**

The Board hereby recognizes the Administrative Association of the Bedford Public Schools as the exclusive bargaining representative for the following positions: Principal, Assistant Principal, Athletic Director, Dean, and K-12 Career and Technical Education Coordinator. Any new administrative positions created by the Board will be subject to professional negotiations.

Administrative contracts are to be issued sixty (60) days before the close of the school year (June 30) becoming effective July 1. The length of the contract shall be for two (2) years renewable annually. The Board has the right not to renew any administrative contract if just cause is found for such action, or because of lack of sufficient operating funds or declining student enrollment.

Any and all newly hired administrators hired after October 1, 1995 will be placed on a one (1) year contract for each of their first four (4) full years of Bedford Administrative employment.

Time spent by an Administrator serving as an Acting/Interim Administrator within the District, will count toward their four (4) year probationary period.

## **ARTICLE 2 - BOARD'S RIGHTS**

- A. The Board, on its own behalf and on behalf of the electors of the school District, hereby retains and reserves unto itself, all the powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the school code and the laws of the state, the constitution of the State of Michigan and/or include, by way of illustration and not by way of limitation, the rights to:
1. Manage and control its business, its equipment, and its operations and direct the working forces and affairs of the entire school system within the boundaries of the school District of Bedford;
  2. Continue its rights, policies and practices of assignment and direction of its personnel, determine the number of personnel, and schedule all the foregoing;
  3. Direct the working force, including the right to establish and/or eliminate positions, to hire, evaluate, promote, suspend, and discharge employees, transfer employees, assign work or duties to employees, determine the size of the work force, and to lay off employees;
  4. Determine the services, supplies, and equipment necessary to continue its operation and to determine all methods and means of distributing the above and establishing standards of operation, the means, methods, and processes of carrying on the work;
  5. Determine the qualifications of employees;
  6. Adopt rules and regulations;

7. Determine the location or relocation of its facilities, including the establishment or relocation's of new schools, buildings, departments, division or sub-divisions thereof and the relocation or closing of offices, departments, divisions or sub-divisions, buildings, or other facilities;
  8. Determine the financial policies, including all accounting procedures, and all matters pertaining to public relations;
  9. Determine the size of the management organization, its functions, authority, amount of supervision, and table of organization.
- B. It is further recognized that the Board, in meeting such responsibility and exercising its powers and rights, acts through its administrative staff.
- C. The listing of specific management rights in this agreement is not intended to be nor shall 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 the past.
- D. The Board shall continue to have the exclusive right to establish, modify, or change any conditions except those covered by provision of this Master Agreement.

### **ARTICLE 3 - RE-OPENER**

This agreement between the Bedford Board of Education and the Administrative Association of the Bedford Public Schools may be reopened at any time by either party upon written request.

### **ARTICLE 4 - TENURE**

It is understood that an administrator may acquire tenure only as a teacher upon completion of his/her probationary period.

### **ARTICLE 5 - EVALUATION**

The official evaluations of administrators will be made only by the Superintendent of Education or the administrators designated by him.

If any administrator is evaluated as unsatisfactory, he/she shall be informed of this, in writing, and placed on an improvement plan of assistance for no less than one (1) semester. If, following the expiration of the improvement plan, the administrator has not met the requirements of the improvement plan, and is again rated unsatisfactory; he/she shall be placed on an intensive plan of assistance for one (1) more semester. Following this, should an administrator's final evaluation for a school year be unsatisfactory, one half of the administrator's raise will be held in abeyance.

If the evaluation of the succeeding year is unsatisfactory, however, then the raise will be denied to the administrator. No further salary increases shall be granted the administrator until he/she has completed one (1) year of satisfactory performance. If the evaluation of the administrator is deemed arbitrary, capricious, or discriminatory, a grievance concerning such shall be advanced to the fourth step of the grievance procedure.

The administrative evaluation instrument will include the following for each of the evaluation categories:

1	2	3	4	5
Poor		Average		Excellent
Performance.....		Performance.....		Performance
(..... Needs Improvement.....)				

#### **ARTICLE 6 - SENIORITY/LAYOFF/RECALL**

The Board of Education may, as part of a general reduction in personnel due to lack of sufficient operating funds or declining student enrollment, direct the Superintendent of Education to furlough administrative personnel to teaching positions. Furloughs shall be on a seniority and certification basis. Certification and seniority refers to the division between the time spent in the Bedford Administrators' Association and in other exempt administrative positions in the Bedford Public Schools.

When administrative positions are re-created due to a reversal of the previously listed factor of economics or enrollment, or when openings in administrative positions occur for other reasons, the criteria listed in paragraph one of seniority and certification shall apply in reassigning furloughed administrators. In no event shall a furloughed administrator be assigned to a position higher in status than the one from which he/she was furloughed except that an elementary principal, provided that state certification standards are met, may be reassigned to a Level 3 position.

The District agrees to staff secondary buildings administratively, beginning with school year 2004-05 with one (A) level Assistant Principal per building. Regarding summer school position, the district agrees to post the position by March 1<sup>st</sup> of the existing school year. The JHS will continue its present staffing for the school year 2004-05, as part of this agreement. The (B) level Principal will be paid their per diem rate for additional duties as determined.

All administrative personnel in Level 3 or Level 4 shall be interchangeable for layoff purposes provided the individuals are certified for the position. Openings occurring in positions from which no administrator had been furloughed will be filled in the regularly established procedure of posting, applying, interviewing, and selection by the Superintendent of Education and/or the Board. The seniority list shall be posted to each administrator at least ten (10) working days prior to March 20.

It shall be the responsibility of each employee to promptly check the seniority list. If an employee or the association does not believe that the employee's seniority or certification is

correctly shown on the list, the Assistant Superintendent of Human Resources shall be notified, in writing, of the alleged error within ten (10) working days of the list's final posting. If no challenges are made within the ten (10) day period, the seniority list shall be deemed to be accurate and the employer shall incur no liability (including back pay) for relying on such list. After March 20, the seniority list shall be frozen until re-posted on March 1 the following year.

Updating of state verified endorsement shall be allowed only during the ten (10) day (March 1 - 20) seniority posting period. No adjustments or additional accrual of seniority shall be made until the list is re-posted.

## **ARTICLE 7 - GRIEVANCE PROCEDURE**

1. The term "grievance" shall be interpreted to mean a complaint by an administrator or by the Association in its own behalf that:
  - a. There has been a violation, misinterpretation of any provision of the agreement, or,
  - b. There has been a violation, misinterpretation of misapplication of written policies affecting the conditions of employment of an administrator.
2. Procedure
  - a. **STEP ONE** - An administrator may present his grievance in writing to the Assistant Superintendent of Human Resources within eleven (11) working days after he has been aggrieved by a presently occurring incident or condition, which is the basis for his grievance. The Assistant Superintendent of Human Resources shall schedule a conference within ten (10) working days of receipt of said grievance to attempt to resolve the grievance. A written decision on the matter shall be given to the administrator and the Association within ten (10) working days following the conference.
  - b. **STEP TWO** - If the aggrieved administrator desires to pursue his grievance further, he must appeal in writing to the Superintendent of Education within five (5) working days after receiving a copy of the decision rendered under Step One of this procedure. The Superintendent of Education shall schedule a conference in an attempt to resolve the grievance within five (5) working days after the appeal is received. A written decision on the matter shall be given to the administrator and the Association within five (5) working days following the hearing.
  - c. **STEP THREE** - If the grievance is not settled at Step Two, either party may request the services of a mediator from the Michigan Employment Relations Commission within the ten (10) working days of the date an answer was due in Step Two. Mediation shall not exceed twenty (20) working days from the date of the first mediation session.

- d. STEP FOUR - If the grievance is still unsettled, the Association may, within twenty (20) working days after Step Three is completed, and by written notice to the other party, request arbitration. If the complaint does proceed to arbitration, the following rules shall be observed:
1. The Association shall file with the Board and the American Arbitration Association a demand for arbitration within fifteen (15) working days after receiving a copy of the decision rendered under Step Three of this procedure.
  2. The arbitrator will be selected according to the rules of the American Arbitration Association.
  3. The voluntary labor arbitration rules of the American Arbitration Association shall apply to the proceedings except as otherwise provided herein.
  4. The arbitrator shall render his award, which shall include a written opinion, not later than thirty (30) days after the date on which the hearings are concluded, or if oral hearings are waived, then from the date of transmitting the final statements and proofs to the arbitrator.
  5. The award of the arbitrator shall be accepted as final and binding on the Association, its members, the administrator or administrators involved, and the Board. There shall be no appeal from the arbitrator's decision if said decision is within the scope of the arbitrator's authority as described below, or if no fraud, collusion, or duress is present. The Association shall not then, by any other means, attempt to bring about a different resolution of the grievance.
  6. The fees and expenses of the arbitrator shall be shared equally by the Board and the Association. All other fees and expenses, including administrative fees, shall be assessed according to the voluntary labor arbitration rules of the American Arbitration Association.
  7. It is understood that arbitration is an appellate proceeding and therefore neither the Association nor the Board shall be permitted to assert in such arbitration hearing any ground or proposed remedy, which was not previously disclosed to the other party at hearings under this provision. However, if either party wishes to assert any new ground or remedy, then the grievance shall immediately be referred back to Step Three of this procedure.
  8. It shall be the function of the arbitrator, and he shall be empowered, except as his powers are limited below, after due investigation, to make a decision in cases of alleged violations, misinterpretations, of misapplications of any terms of the agreement.
    - a. He shall have no power to add to, subtract from, disregard, alter, or modify any of the terms of this agreement. His powers shall be limited to deciding

whether the Board has violated, misinterpreted, or misapplied any of the terms of this agreement. It is understood that any matter that is not specifically set forth in this agreement shall not be subject to arbitration.

- b. He shall have no power to decide any questions, which under this agreement are within the authority of the Board to decide.
9. If the Board disputes the arbitrariness of any grievance under the terms of this agreement, the arbitrator shall first determine whether he has the jurisdiction to act, and if he finds that he has no such power, the grievance shall be referred back to the parties without decision or recommendation on its merits.
  10. The Board shall not be required to pay back compensation for more than eleven (11) days prior to the date the grievance was filed.

No decision in any one case shall require a retroactive adjustment for compensation in any other case.

11. Any grievance occurring during the period between the termination date of this agreement and the effective date of this agreement and the effective date of a new agreement shall not be arbitrable.
12. GENERAL PROVISIONS

- a. The Association may have a representative present at each step of the grievance procedure who may represent an administrator and act in his/her place with his/her consent. The Board or its designated agents, upon receiving a grievance, shall notify the Association as to the day, time, and place of the conference. No step of the grievance procedure shall be conducted in the absence of the Association unless the Association, in writing, has waived its right to be present or fails to attend the conference.
- b. Each grievance or appeal shall set forth specifically or by reference to the original grievance, who the aggrieved is, what provision of this agreement or policy, rule, regulation, or practice is alleged to have been violated, misinterpreted, or misapplied by appropriate reference, when it happened, where it happened, the allegation of the aggrieved himself, and the requested relief.
- c. At any conference under this grievance procedure, the administrator, Association, and Board may have present any and all witnesses they desire. If any party is to be represented by legal counsel, notice shall be given to the other parties at least twenty-four (24) hours in advance of the conference.
- d. Failure to appeal a decision within the specified time limits shall be deemed a withdrawal of the grievance, while failure to communicate a decision on a



grievance within the specified time limits shall entitle the aggrieved party to proceed to the next step. However, the time limits in this procedure may be extended by mutual agreement expressed by the parties in writing.

- e. A grievance shall always be filed at that step of the grievance procedure where there is authority to render a decision on the grievance.
- f. Any conference which may be held under the grievance procedure shall be conducted before or after working hours, except where mutually agreed to the contrary and at a reasonable place. In the event that a conference or hearing under the grievance procedure is held during school hours, each administrator who is a party or witness shall be excused from his regular duties, with pay, to attend such a conference or hearing.
- g. Each conference conducted under the grievance procedure shall be conducted as a private conference, and attendance at such a conference shall be restricted to those persons requested by either party to participate in the attempted resolution of the grievance.
- h. No grievance or decision rendered on a grievance shall be placed in an administrator's personnel file.
- i. The President of the Association, or his/her representative, shall be released from his/her regular duties without loss of compensation to attend grievance conferences or hearings held during working hours.
- j. Any individual administrator may present grievances to his/her supervisor and have the grievances adjusted, without intervention of the bargaining representative, provided that the bargaining representative has been given an opportunity to be present at such adjustment. Should the adjustment be inconsistent with the terms of this collective bargaining agreement or any policy, rule, regulation, or practice relating to this matter upon which the Board is obligated to bargain, the Association may, in its own name, appeal that decision at the step where the grievance was temporarily resolved.
- k. Once a grievance has been filed, no administrator outside of the unit or member of the Board of Education shall, upon his/her own initiative, attempt to discuss the grievance with the administrator(s) involved at a time other than during conferences or hearings provided for in the grievance procedure.

## **ARTICLE 8 - NEPOTISM**

The school district discourages relatives from working in the same building or having one relative supervise another relative. Therefore, an administrator will not be transferred into a position where he/she will supervise a relative unless the Superintendent of

Education deems it to be in the best interest of the school district. Relative is defined as: husband/wife, (natural or step) father/mother, son/daughter, brother/sister, grandparents, and legal guardians.

#### **ARTICLE 9 - CALENDAR - ACT OF GOD DAYS**

The administrative calendar shall be rescheduled if necessary for Act of God days to be in agreement with the teachers' calendar.

#### **ARTICLE 10 - PERSONAL HEALTH**

The administrator is encouraged to work towards good health. Smoking or the chewing of a tobacco product on Bedford Public Schools' property, and/or in Bedford Public Schools' vehicles, on a structure or real estate owned, leased, or otherwise controlled by the Bedford District, shall not be permitted at any time.

#### **ARTICLE 11 - RESIDENCY**

The administrator is encouraged to reside within the District.

#### **ARTICLE 12 - UNPAID LEAVE**

The administrator may request and the Board may grant unpaid leave of up to one (1) year.

#### **ARTICLE 13 - PAID LEAVE**

A. **SICK DAYS** - The Administrator shall be credited one (1) sick day for each full month of employment. Administrators shall have unlimited accumulation of sick days. The Administrator may borrow twenty (20) additional sick days, from his future accumulation of sick days, for use in a prolonged illness.

Beginning July 1 of each contract year, the Administrator having no absences chargeable against earned sick days shall receive a bonus of one (1) sick day posted at the end of each six (6) months. Having perfect attendance for the entire contract year, the Administrator will receive the sum of one hundred fifty dollars (\$150).

Leaves of absence with pay not chargeable to any other leave allowance shall be granted for the following:

1. A maximum of five (5) days for a death in the immediate family. Immediate family shall be interpreted as father, mother, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, spouse, child, grandchild, son-in-law, daughter-in-law. Step relatives within the definition of the immediate family shall include stepmother, stepfather, stepsister, stepbrother, stepchild, and step-grandchild. A maximum of two (2) days for the death of a grandparent, legal

guardian, resident dependent of the immediate household, step-nephew, aunt, or uncle. If travel time is necessary, the Assistant Superintendent of Human Resources shall determine the length of reasonable travel time allowed. A request for such leave shall be made within three (3) working days of appropriate notification of the death.

B. FAMILY ILLNESS - A maximum of five (5) sick days per year may be used for illness within the immediate family.

C. VACATION DAYS - Vacation days will be posted to each Administrator's account on July 1 of each year with a maximum accumulation of ten (10) days. The High School Principal, Junior High School Principal, Assistant High School Principal (Level A), Assistant Junior High School Principal (Level A), and Athletic Director will receive thirty one (31) days vacation. The Elementary Principals will receive forty-six (46) days vacation. The Assistant Elementary Principal, K-12 Career and Technical Education Coordinator, Assistant Senior High and Junior High Principal (Level B), and Dean will receive no vacation days but will work one hundred ninety-seven (197) days during the contract year.

Administrators requesting vacation days will make application to their immediate Supervisor, the Assistant Superintendent of Human Resources and to the Superintendent of Education for approval.

Vacation day posting - Upon severance from employment, unearned posted vacation days shall be prorated to reflect the actual days worked (July 1 - June 30).

Unused vacation days, to a maximum of ten (10), may be carried over to the following year. Any additional vacation days not used, to a maximum of six (6) per year, will be compensated for at the per diem rate of the individual administrator having not used those days.

Therefore, upon the retirement of the administrator from his/her position, up to sixteen (16) vacation days of the accrued, but unused vacation days may be converted to a cash payment at the Administrator's current per diem.

D. JURY AND NATIONAL GUARD DUTY - The administrator will be paid the difference between regular salary and jury or National Guard duty pay.

E. SABBATICAL LEAVE - Administrators who have been employed for seven (7) years may be granted a sabbatical leave for up to one (1) year. During said leave, the administrator shall be considered to be in the employ of the Board and shall be paid one-half (1/2) his/her annual salary and receive the same insurance protection as provided for a regular administrator.

An administrator, upon returning from sabbatical leave, shall be restored to his/her former position or to a position of like nature and status, and he/she be placed at the same

position on the salary schedule as he/she would have been had he/she been working in the District during such period.

No more than one (1) Administrator shall be on sabbatical leave at one time.

F. **PAID HOLIDAYS** - Paid holidays are: Labor Day, Thanksgiving Day, day after Thanksgiving Day, day before Christmas, Christmas Day, day before New Year's Day, New Year's Day, Presidents' Day, Friday before Easter, Memorial Day, Independence Day, and Martin Luther King Day. Paid holidays do not apply to Deans, Secondary Assistant Principals (Level B), and the K-12 Career and Technical Education Coordinator.

G. **PERSONAL BUSINESS DAYS** - Beginning with the 2005-2006 school year Administrators shall be allowed three (3) personal business days per year. Unused personal business days shall be added to accumulated sick leave days at the end of each school year, except that one (1) may be carried over to create four (4) for the following school year.

H. Beginning the 2005-2006 school year, Administrators shall receive two (2) "flex" days which may be utilized during the school year. These flex days shall not carry over for utilization in any other school year and shall be taken with the permission of the Assistant Superintendent of Human Resources. Any eligible administrator who utilizes his/her flex day(s) shall perform duties outside of his/her regularly scheduled work.

#### **ARTICLE 14 - REIMBURSEMENT OF UNUSED SICK LEAVE**

- A. Any administrator who resigns after ten (10) years of service with the Bedford Public Schools will be paid thirty-five dollars (\$35) per day for each unused accumulated sick leave day.
- B. Administrators retiring under the provisions of the Michigan Public School Employees Retirement System with at least ten (10) years of service with the Bedford Public School System will be paid fifty dollars (\$50) per day for unused sick leave not to exceed one hundred and forty (140) days of unused sick leave. Sick days in excess of one hundred forty (140) days will be paid per section (a) if the administrator retires under this section.
- C. Any administrator hired directly from a position within the Bedford Education Association shall have any earned, but unused sick days posted to his/her sick day bank. The posting will take place by November 1, 2004.

#### **ARTICLE 15 - TRAVEL ALLOWANCE**

The Administrator will be reimbursed at the Internal Revenue Service Standard (IRS) or rate per mile for in or out of county mileage and travel expense. The rate will be adjusted

annually on July 1st of each year in accordance with the Internal Revenue Service standards.

#### **ARTICLE 16 - ANNUAL PHYSICAL**

The administrator agrees to an annual physical examination by a licensed physician and the District agrees to pay for that part which is not covered by the District's medical insurance up to one hundred dollars (\$100).

#### **ARTICLE 17 - INSURANCE PROTECTION**

Administrators agree to convert their insurance coverage from MESSA Super Care I to MESSA Choices II (\$10/20 prescription card, effective April 1, 2006) as soon as this coverage is available to Bedford Public Schools. Further, the Board expressly reserves its right to elect to self insure the existing vision and dental coverage currently provided to administrators under the Agreement.

The administrator may choose one of the following options for insurance coverage:

- A. Health insurance equivalent to MESSA Choices II (\$10/20 Rx) / dental equivalent to Delta Dental (70/70/50/60) / vision equivalent to VSP 2 / Maximum of \$20,000 Term Life Insurance/Preventive Care and Hearing Care. Effective July 1, 2006, each Bedford Administrative Association member agrees to pay \$65.00 toward their monthly health insurance premium, or half that amount should single insurance apply.
- B. Dental coverage equivalent to Delta Dental (100/90/90/90) / vision equivalent to VSP2 / \$20,000 Term Life Insurance / Fifty dollars (\$50.00) per month cash. Effective July 1, 2006, should two (2) additional Administrators (for a total minimum of three) opt out of health insurance coverage and enroll under option B, the cash-in-lieu amount shall increase to \$175 per month.

**DISABILITY and LIFE INSURANCE** – The Board agrees to provide an insurance policy for all administrators equal to two-thirds (2/3) of their salary, not to exceed six thousand dollars (\$6,000) per month, in case of total disability up to the age of sixty five (65). The Board agrees to provide a term life insurance policy of twice the administrator's salary, not to exceed one hundred fifty thousand dollars (\$150,000).

#### **ARTICLE 18 - PROFESSIONAL IMPROVEMENT**

- A. Dues - The Board agrees to pay dues for each administrator for membership in the state and national associations authorized by the Superintendent of Education.

- B. Conferences - The Board recognizes the importance of state and national conferences and school visitations and agrees to pay all reasonable expenses incurred while attending conferences and visitations which are approved by the Superintendent of Education. Any meal expenses, up to a maximum of thirty-two dollars (\$32) per day, will be reimbursed following submission of written receipts. Written receipts are required for any and all reimbursement.
- C. Tuition Reimbursement - The Board agrees to pay up to fifteen hundred dollars (\$1500) over a two-year period per administrator for tuition for courses approved by the Superintendent of Education which are related to their assignments. Requests for payment will be filed on the form provided by the Personnel Office no later than October 15 for the summer and school year immediately preceding that date.
- D. Technology - School board will upgrade computers/programs through the length of the technology millage.

**ARTICLE 19 - LONGEVITY**

Upon completion of the 10th, 15th, 18th, 21st, 24th, and 30th years of service with the Bedford Public Schools, Administrators shall receive longevity increments of three hundred twenty five dollars (\$325) per level. All years of service with the Bedford Public Schools is inclusive of administrative and teaching experiences. Years of service shall include leaves of absence and sabbatical leaves. Leaves of absence due to sickness or childcare related leaves do not count toward longevity.

**LONGEVITY SCALE**

<u>Years of Service</u>	<u>Dollar Amount</u>
10	\$ 325
15	\$ 650
18	\$ 975
21	\$1300
24	\$1625
27	\$1950
30	\$2275

(The (10) and (30) year changes are effective July 1, 2006)

**ARTICLE 20 - CONDITION OF EMPLOYMENT**

Any Administrator to be employed, in the future, by the Bedford Public Schools, must possess a master's degree and at least four (4) years' of successful teaching experience. It is preferable that the post-graduate credit be in the area of administration. If the State of Michigan reinstates mandatory certification for Administrators, BAA members will fulfill that necessary requirement.

## **ARTICLE 21 - ADMINISTRATIVE INCENTIVES FOR EDUCATIONAL ATTAINMENT**

Both parties recognize that the attainment of higher education goals is both desirable and conducive to the overall improvement of the educational community. Therefore, the District will add the following annual incentives to the Administrative Master Agreement, effective July 1, 2001. Administrators with a MA+15 will receive an additional \$1500 each year. Administrators with a Specialist/Masters+36 will receive an additional \$2500 each year and Administrators possessing a Doctorate will receive an additional \$3000 each year.

## **ARTICLE 22 - DISTRICT-WIDE FORMULA FOR STUDENT ENROLLMENT**

If the current year audited State Aid Membership count, as calculated and shown on the current year State Aid Financial Status Report from the MDE, exceeds the current year budgeted weighted FTE enrollment count (count to be determined by the difference between entering kindergarten class and graduating seniors) by 10-19 FTE's, then the base salary of each member shall be increased by .25%, if it exceeds by 20-29 FTE's, the base salary of each member shall be increased by .50%, if it exceeds by 30-39 FTE's, the base salary of each member shall be increased by .75%, and if it exceeds by 40-49 FTE's, the base salary of each member shall be increased by 1.0%. The FTE budgeted enrollment count for future years will be determined during each year's budget process.

## **ARTICLE 23 - EARLY NOTIFICATION OF RETIREMENT INCENTIVE**

Should an Administrator submit written notification to the District on or before March 15<sup>th</sup> of the current school year, of their retirement at the end of the same school year, the retiring Administrator shall be eligible for a \$1,000 incentive payment.

**ARTICLE 24 - SALARY SCHEDULE**

Key wd = Work Days vd = Vacation Days hol = Holidays

<b>LEVEL/POSITION</b>	<b>2005-2006 1.0%</b>	<b>2006-2007 2.5%</b>
I High School Principal 215 wd 31 vd 12 hol 258 contract days	\$90,693	\$92,960
II Junior High Principal 215 wd 31 vd 12 hol 258 contract days	\$87,770	\$89,964
III Assistant SHS Principal (A) 215 wd 31 vd 12 hol 258 contract days	\$84,851	\$86,972
Assistant JHS Principal (A) 215 wd 31 vd 12 hol 258 contract days	\$84,851	\$86,972
Assistant SHS Principal (B) 197 wd 0 vd	\$77,104	\$79,032
Assistant JHS Principal (B) 197 wd 0 vd	\$77,104	\$79,032
K-12 Career & Technical Education Coordinator 197 wd 0 vd	\$77,104	\$79,032
V Elementary Principal 200 wd 46 vd 12 hol 258 contract days	\$82,873	\$84,945
VI Athletic Director 215 wd 31 vd 12 hol 258 contract days	\$80,432	\$82,443
VII Dean of Students  197 wd 0 vd	\$70,630	\$72,396

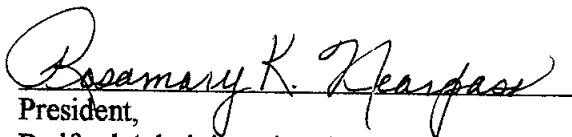



The Director of K-12 Career and Technical Education Services will be offered up to (10) additional days at a per diem rate if needed. These days will be requested by the said administrator and approved by the Assistant Superintendent of Human Resources.

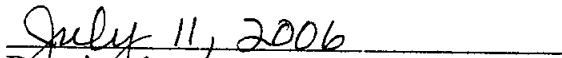
**ARTICLE 25 - ENTIRE AGREEMENT**


This contract constitutes the sole and entire existing contract between the parties. It supersedes and cancels all prior contracts, all prior practices, whether oral or written, and expresses all obligations of, and restrictions imposed upon, the Board and the District.

This agreement is to be effective from July 1, 2005 through June 30, 2007.

  
\_\_\_\_\_  
President,  
Bedford Administrative Association

  
\_\_\_\_\_  
President,  
Bedford Board of Education

  
\_\_\_\_\_  
Date signed

  
\_\_\_\_\_  
Date signed