

**MASTER AGREEMENT**

between

**THE NORTHVILLE PUBLIC SCHOOLS**

and the

**NORTHVILLE ASSOCIATION**

of

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NASA  
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**SCHOOL ADMINISTRATORS**

**JULY 1, 2004 - JUNE 30, 2006**

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# AGREEMENT

## PREAMBLE

This Agreement is made this 15th day of December, 2004 by and between the Northville Public Schools, hereinafter referred to as the "District" and the Northville Association of School Administrators hereinafter referred to as the "Association".

## PURPOSE

WHEREAS, the parties hereto recognize that the District is a unit of Government engaged in the education of boys and girls in the District; and that the District has obligations to the citizens and taxpayers, as well as the State of Michigan, to operate efficiently, economically and prudently, and to maintain adequate and uninterrupted service to the public and the District; and the District will expect that the Association will continue to contribute through its abilities and experience and that of its individual members toward maintaining and improving standards of professional practice; and

WHEREAS, the purpose of this Agreement is to provide orderly collective bargaining relations between the District and the Association, to secure a prompt and fair disposition of grievances, to eliminate interruptions of work and interference with the efficient and prudent operation of the District's business and education program.

NOW THEREFORE, the parties hereto mutually agree as follows:

## ARTICLE I

### RECOGNITION

#### Section 1

The District recognizes the Association as the sole and exclusive bargaining representative of all full-time principals, assistant principals, athletic director and building supervisors employed in the Special Education Program serving students (S.E.P.) excluding the Superintendent of Schools, Assistant Superintendents, Personnel Director, Director of Business and Finance, Administrative Assistant for Maintenance and Operations, Executive Director of Special Services, Program Coordinator for Early Childhood Center, social workers, psychologists, nurses, occupational therapists, physical therapists, Coordinator of Special Education, Curriculum Coordinator, classroom teachers, central office administrators and all other employees.

## **ARTICLE III**

### **DISTRICT RIGHTS**

#### **Section 1**

It is expressly agreed that all rights which ordinarily vest in and have been exercised by the District, except those which are clearly and expressly relinquished herein by the District, shall continue to vest in and be exercised by the District without prior negotiations with the Association either as to the taking of action under such rights or with respect to the consequence of such action during the term of this Agreement. Such rights shall include, by way of illustrations and not by way of limitation, the District's right to:

- A. The management and administrative control of the school system, its properties and facilities; the direction and assignment of work including, but not limited to the establishment and enforcement of District rules; to hire, promote, discharge, discipline, layoff and recall Administrators, schedule of hours of work, and to maintain discipline and efficiency; establish the educational program, curriculum, organization and structure of the schools and the location of the schools; introduce new pedagogical innovations, textbooks and instructional materials; determine the prescribed courses of study and the means of providing a comprehensive program to the students.
- B. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the District, the adoption of policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific terms of this Agreement.

## **ARTICLE IV**

### **ADMINISTRATORS RIGHTS AND RESPONSIBILITIES**

#### **Section 1      Staff Selection and Assignment**

- A. The District agrees that each Administrator shall have the opportunity to interview and make a recommendation concerning all regular full-time personnel, certified and noncertified, that are being considered for assignment to his/her building or department. The final determination relative to such assignments will be made by the Superintendent or his designee.
- B. Such assignment shall be made in accordance with any other collective bargaining agreement which the District has entered into and which speaks on the subject of assignments and/or transfers.

provisions of this Collective Bargaining Agreement as they were set forth in the individual contract of employment in their entirety.

- E. The individual contracts of employment shall provide that the Administrator is not granted tenure as an Administrator, but is granted tenure only as a classroom teacher.

#### **Section 5 Probationary Period**

- A. **Probationary Period:** During the first two years of employment as a Building Administrator in the bargaining unit, the Administrator shall be in a period of probation. After completion of the probationary period, the Administrator shall be considered a seniority employee.
- B. **Right of Reassignment of Probationary Employee:** During the period of probation, an Administrator's contract of employment may be terminated, and he/she may be returned to the classroom, as a teacher at a teacher's salary and fringe benefits, and no grievance shall arise nor shall such action of reassignment to the classroom be considered a breach of this Agreement or a breach of the Administrator's individual contract of employment.

#### **Section 6 Reassignment of Seniority Building Administrator**

- A. After the completion of the probationary period, and during the term of the individual contract of employment, a seniority Administrator may be reassigned to the classroom upon the District following the procedures outlined below.
  - 1. On or before February 1 of the current school year an evaluation shall be completed and discussed with each Administrator being considered for reassignment to the classroom.
  - 2. On or before March 1 of the current school year the Superintendent will discuss with the Administrator involved, and an Association representative if requested, those performance areas set forth in the evaluation as being deficient.
  - 3. On or before April 1 of the current school year the Superintendent will notify, in writing, the Administrator and Association of the reasons for the reassignment to the classroom and if possible, the new teaching assignment.
  - 4. The time limits set forth in subparagraphs 1 through 3 may be extended by mutual agreement between the Association and the District.

same rate as his/her present assignment or the rate of his/her new assignment, whichever is higher, for the duration of his/her individual contract of employment.

- C. If the Administrator consents to a reassignment outside the bargaining unit, then the salary and terms and conditions of employment shall be as agreed to between the Superintendent and Administrator. If the reassignment is to a position within the bargaining unit, then the terms and conditions of employment shall be governed by this Agreement.

### **Section 8 Board Right of Non-Renewal**

Without regard to any other Section of this Agreement, the District shall have no obligation to renew any Administrator's contract nor shall the District be obligated to employ a Administrator in any position other than as a classroom teacher at the expiration of said individual contract and such action of non-renewal shall not be the basis of a grievance nor shall such action constitute discipline, discharge or a demotion or constitute a breach of any provision of this Agreement or the individual contract of employment.

### **Section 9 Layoff**

In the event the Board of Education elects to reduce the number of Administrators through layoff of employment, then the Administrator to be laid off shall be given written notice sixty (60) calendar days prior to the effective date of the layoff. Upon layoff of employment, the Administrator shall be removed from the bargaining unit and his individual employment contract shall be terminated and the District shall have no financial liability for salary or fringe benefits.

## **ARTICLE V**

### **GRIEVANCE PROCEDURE**

#### **Section 1**

A grievance is defined as an alleged violation of a specific Article and Section of this Agreement. If any such grievance arises, there shall be no stoppage or suspension of work on account of such difference, but the grievance shall be submitted to the following grievance procedure.

#### **Section 2**

**Step One:** Within ten (10) working days after the time a grievance occurs, an Administrator will present the grievance to the Director of Human Resources, or his/her designee. Within ten (10) working days after presentation of the grievance, the Director of Human Resources, or his/her designee, shall give his/her answer orally to the Administrator.

2. He/she shall have no power to establish wage scales or change any wage.
3. He/she shall have no power to change any practice, policy or rule of the District nor to substitute his/her judgment for that of the District as to the reasonableness of any such practice, policy, rule or any action taken by the District. His/her powers shall be limited to deciding whether the District has violated the express

Articles or Sections of this Agreement; and he/she shall not imply obligations and conditions binding upon the District from this Agreement; it being understood that any matter not specifically set forth herein remains within the reserved rights of the District.

4. He/she shall have no power to decide any question which, under this Agreement, is within the responsibility of the District to decide. In rendering decisions, an arbitrator shall give due regard to the responsibility of the District and shall so construe the Agreement that there will be no interference with such responsibilities, except as they may be specifically conditioned by this Agreement.
5. If either party disputes the arbitrability of any grievance under the terms of this Agreement, the arbitrator shall first determine the issue of arbitrability before rendering a binding decision on the merits.

#### **Section 7**

The Arbitrator's decision shall be final and binding upon the District, the Association and the Administrator(s) involved.

#### **Section 8**

Any grievances not advanced to the next Step by the Administrator and/or Association within the time limit in that Step shall be deemed abandoned. Time limits may be extended by mutual agreement of the District and the Association in writing; then the new date shall prevail.

#### **Section 9**

The District shall not be required to pay back wages prior to the date a written grievance is filed.

- A. All claims for back wages shall be limited to the amount of wages that the Administrator would otherwise have earned, less any unemployment or other compensation that he/she may have received from any source during the period of back pay. Such Administrator shall have the burden of showing that he/she was actively seeking employment during such time.

5. The reassignment of a seniority Administrator during the term of his individual contract of employment pursuant to Article IV, Section 6, Paragraph A, subparagraphs 1, 2 and 3.

### **Section 15**

An individual Administrator shall have the right at any time to present his/her own grievance to the Director of Human Resources or his/her designee, and to have the grievance fully adjusted without the intervention of the Association or its representatives, as long as the adjustment is not inconsistent with the terms of this Agreement and the Association has been given the opportunity to be present at such adjustment.

## **ARTICLE VI**

### **LEAVES**

#### **Section 1 Sick Leave**

- A. All full-time Administrators shall be entitled to sick leave accumulated at the rate of eighteen (18) days per school year.
- B. All sick leave accumulated by Administrators prior to the effective date of this Agreement shall be credited to the Administrator's sick bank and unused sick leave at the end of each school year shall be credited, but in no event may sick leave accumulate beyond a maximum of 225 days.
- C. Sick days may be utilized by the Administrator for illness in the immediate family. The immediate family shall be defined as father, mother, spouse, sister, brother, father-in-law, mother-in-law, grandparents or children. Up to 18 days may be used each year for family illness. This provision is not to be used in conjunction with the Family Medical Leave Act.
- D. In the event of absence by a member of the Northville Association of School Administrators (NASA) for illness in excess of three (3) consecutive work days, the District may require that the employee submit a written medical notice from their doctor certifying the employee's illness. The cost of providing such written notice will be the responsibility of the employee.
- E. The School District may, at its expense, require a Administrator to take a physical or mental examination from a School District appointed physician to determine whether involuntary sick leave is warranted.



condition commenced, the probable duration of the condition, the appropriate medical facts regarding the condition, and a statement that the employee either is needed to care for the person or is unable to perform the functions of his/her position.

The District at its expense, may designate a second health care provider to provide a second opinion.

Upon return to work, the District may require a written notification from the health care provider certifying that the employee is able to resume work. When both spouses are employed by the Northville Public Schools, the combined amount of leave for birth, adoption, foster placement or illness of a parent will be limited to twelve (12) weeks in any 12 month period. Entitlement for child care ends after the child reaches age one (1) year or twelve (12) months after the adoption or placement.

In the event that an employee will require intermittent or reduced leave under the terms of the Family and Medical Leave Act, the District will work with the employee to arrange a mutually agreeable leave schedule according to the provisions of Section 102B and Section 108C of the Family and Medical Leave Act of 1993. The decision of the District will be final.

If an employee's leave ends within two (2) weeks of the end of a semester, the District may require the employee to delay his/her return until the beginning of the next semester. The decision will be made by the Board of Education and not subject to appeal.

Upon the employee's return from leave, he/she will be restored either; to the position of employment previously held or an equivalent position with equivalent employment benefits, pay and other terms and conditions of employment. Assignment of the employee will be the decision of the Board.

Health benefits will be continued during the leave under the same conditions and at the same level as if the employee were employed.

The District, at its sole option, may require the employee to use accrued paid sick leave prior to beginning an unpaid leave under the Family and Medical Leave Act. No employee will be required to draw their personal accrued sick bank below a total of twenty (20) days.

### **Section 3 - Bereavement/Business Days**

Leaves of absence with pay not chargeable against the Administrator's sick leave allowance shall be granted for the following reasons:

reserves the right to change the insurance carrier as long as the basic liability benefits are provided in any new policy issued by the subsequent carrier.

#### **Section 4      Medical Insurance**

- A.     The School District agrees to provide coverage for administrators and their immediate families under the Blue Cross-Blue Shield MVFII with Master Medical (Option IV) Prescription Drug rider and First Aide Emergency rider (FAERC) Health Alliance Plan and Community Blue-P.P.O. Employees may continue the Voluntary Sterilization Rider (VST). Employees may continue the Voluntary Abortion Rider (XVA2) provided they pay the premium through voluntary payroll deduction.

Effective July 1, 2000 all newly hired administrators will be offered only the option of Blue Cross Blue Shield Community Blue PPO or Health Alliance Plan (HAP).

- B.     The Board will provide the Prescription Drug Program with a \$10.00 generic and \$20.00 brand name co-pay with Rider PDCM and PCD for Blue Cross.
- C.     The master medical hospitalization for BCBS MVFII with Master Medical (Option IV) deductibles will be \$100.00 for individual coverage and \$200.00 for full family. All other medical coverage will remain the same as defined in the 1997-98 level of benefits of all insurance coverage. All members with master medical hospitalization for BCBS MVFII with Master Medical (Option VI) will be grandfathered for the length of this contract.
- D.     Administrators covered by the District Health Alliance Plan (H.A.P.) and Community Blue P.P.O. will contribute one fourth of one percent (.0025) of their annual salary to offset the cost of Board provided health insurance through payroll deduction. Association Members covered by the BCBS MVFII with Master Medical (Option IV) Prescription Drug rider and First Aide Emergency rider will contribute one half of one percent (.005) of their annual salary.

#### **Section 5      Term Life Insurance**

The School District agrees to pay the premiums for full-time Administrators to provide term life insurance in the face amount of two times their individual annual salary. The School District shall select the carrier.

**Section 9      Tuition Reimbursement**

- A. Administrators will be fully reimbursed for actual tuition expenses paid but not to exceed twelve hundred (\$1,200) in each school year (July 1 to June 30). Credits reimbursable must be in a degree program or have the approval of the Superintendent of Schools prior to taking the course.
- B. To be eligible for reimbursement, an Administrator must have completed one-half year of employment and must continue in the employ of the School District for a minimum of one-half year following completion of the course for which tuition is requested.
- C. Upon completion of the course for which tuition is requested, the Administrator shall fill out an application for reimbursement on a form provided by the District, showing, among other things, appropriate verification indicating satisfactory completion of the course, a tuition receipt and the Superintendent's written approval if the course is non-degree or undergraduate credit.

**Section 10      Retirement Pay**

- A. Any Administrator who retires after five (5) years of active service to the Northville Public Schools shall be eligible to receive a payment in accord with the schedule established herewith providing the Administrator notifies the District in writing of his/her intention to retire no later than ninety (90) days before the last scheduled work day for the current school year. The 90 day notice will be waived if illness forces an Administrator to retire.
- B. Unless otherwise agreed upon by the parties, the retirement payment shall be based upon the per diem salary received by the Administrator in the last year in which he/she actively worked during the entire contractual year. The payout will be at sixty percent (60%) of the per diem times fifty percent (50%) of the accumulated unused sick days.
- C. Retirement shall be defined as discontinuance of employment with the School District and submission of proof to the effect that the Administrator will actually receive retirement benefits from the Michigan School Employee Retirement Fund, or the period commencing on the first day of the month following the month of his/her termination.

**Section 11      Extra Credit Pay**

Administrators shall receive an additional \$1,250 above their salary step if they have thirty (30) or more hours beyond the Master's Degree from a recognized and accredited university towards an Educational Specialist degree. Administrators with a Ph.D. or Ed.D. in Education from a recognized and accredited university shall receive \$2,250

## **Section 16 Termination Pay**

Termination pay shall be paid upon an administrator qualifying under each and every condition listed below:

- A. The Administrator must have completed (in a NASA bargaining unit position) four (4) or more uninterrupted and continuous school years of service, which is all deemed to have been satisfactory by the Superintendent of Schools, immediately preceding the date of termination.
- B. Except in the case of a layoff occurring after the commencement of the Administrator's work year, or unless otherwise agreed in writing by the Superintendent of Schools, the Administrator's termination becomes effective after completion of his/her work year and he/she actually resigns and severs his/her employment with the District within ten (10) calendar days from the last day of actual work. In the case of all layoffs, the administrator must actually resign and sever his/her employment within ten (10) calendar days from the last day of actual work unless this time period is extended by the Superintendent of Schools in writing.
- C. The administrator must not be able to qualify for or otherwise be entitled to any retirement pay under Section 10 above.

Unless otherwise agreed by the parties, the termination payment shall be 50% of the Administrator's per diem salary received in the last school year in which he/she actively worked for the entire contractual school year times 25% of his/her unused sick days.

## **Section 17 Salary Option**

A salary option in the amount of 8% of the individual's base salary including extra credit pay and longevity pay shall be paid to each administrator. The administrator shall have the option of taking this amount in salary or may elect to have all or a portion of the amount contributed to a tax sheltered annuity under section 403(b) of the internal revenue code of 1986 on a salary reduction basis in accordance with sub-section 403(b) (A) (ii) of the code.

## **Section 18 Vision Care Program**

The School District agrees to pay the premium for full-time Administrators and their immediate families to provide the District's vision care program. The School District shall select the carrier.

## **ARTICLE IX**

### **GENERAL**

#### **Section 1**

The District may, at its discretion, require that Administrators submit to physical and/or mental tests and examinations by a District appointed doctor, at the District's expense, when such tests and examinations are considered to be of value to the District in maintaining a capable work force, employee health and safety, etc. A copy of the doctor's report shall be given to the Administrator and he shall be given an opportunity to discuss it with the Superintendent or his/her designee. Time lost for the purpose of such examination shall be without loss of pay or sick leave earned.

#### **Section 2**

If any Article or Section of this Agreement or any Appendix thereto, shall be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section shall be restrained by such tribunal pending a final determination as to its validity, the remainder of this Agreement, and any Appendix thereto, or the application of such Article or Section to persons or circumstances other than those as to which it has been restrained shall not be affected thereby. Provided, however, the parties agree to bargain concerning any Article or Section held to be invalid.

#### **Section 3**

This Agreement supersedes and cancels all previous agreements, verbal or written or based on alleged past practices, between the District and the Association and constitute the entire Agreement between the parties. Any amendment or agreement supplemental hereto shall not be binding upon either party unless executed in writing by the parties hereto.

#### **Section 4**

The use of words referring to the male gender shall likewise be read to include the female gender.

#### **Section 5**

The parties acknowledge that during the negotiations which resulted in the Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the District and the

**ARTICLE X**

**TERMINATION**

**Section 1**

This Agreement shall become effective on July 1, 2004 and shall continue in full force and effect up to and including June 30, 2006.

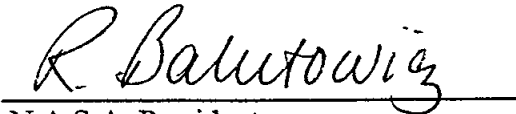
**Section 2      Notice to Modify, Amend or Terminate: Automatic Renewal**

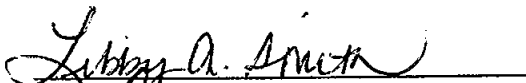
This Agreement shall continue in effect for a two (2) year period. Written notice by either party of their desire to modify, amend or to terminate this Agreement must be received at least 90 days prior to June 30, 2006. If such notice is given, this Agreement shall be open to modification, amendments or termination as such notice may indicate on July 1, 2006.

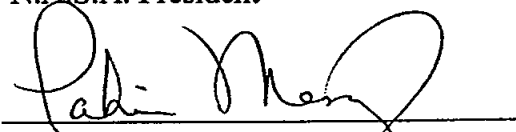
**NORTHVILLE PUBLIC SCHOOLS**

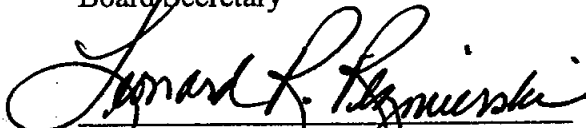
**NORTHVILLE ASSOCIATION OF  
SCHOOL ADMINISTRATORS**

  
Board President


  
N.A.S.A. President

  
Board Secretary

  
N.A.S.A. Secretary

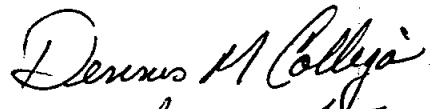
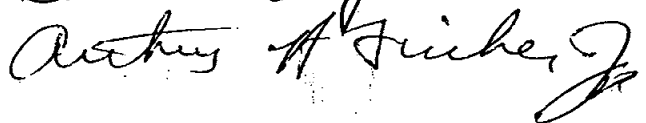
  
Superintendent of Schools

  
N.A.S.A. Chief Negotiator

  
Assistant Superintendent  
Administrative Services

  
N.A.S.A. Negotiator

  
Director of Human Resources  
Chief Negotiator

**NORTHVILLE PUBLIC SCHOOLS  
Northville, Michigan**

**PROBATIONARY EMPLOYMENT CONTRACT**

**ONE YEAR**

This Agreement, made and entered into this 1st day of July, \_\_\_\_ by and between the Northville Public Schools, hereinafter called the "School District" and \_\_\_\_\_, hereinafter called the "Administrator".

WITNESSETH: It is agreed by and between the parties hereto as follows:

1. The School District hereby hires the Administrator and the Administrator agrees to work for the School District for a one (1) year term commencing on July 1, \_\_\_\_ and ending June 30, \_\_\_\_, subject to all the covenants and conditions of this Agreement and it is specifically agreed that future employment in succeeding years is not hereby granted. Provided, however, during the term of this Contract, an Administrator may be reassigned to the classroom as a teacher, and at a teacher's salary and fringe benefits, and the action of reassignment shall not be considered a breach of this Contract or the collective bargaining agreement.<sup>1</sup>
2. The School District agrees to employ the Administrator for the term set forth in Paragraph 1 above, provided, however, that the Administrator agrees that he/she shall not be deemed to be granted continuing tenure in such capacity by virtue of this Contract, nor shall failure of the School District to continue or reemploy such Administrator in any capacity other than a classroom teacher, be deemed a breach of this contract, or the collective bargaining agreement, nor shall it be deemed a discharge or demotion within the provisions of Act 4, Michigan Public Acts of 1937, Extra Session, as amended.
3. The Administrator agrees to serve the School District and to commence and perform his/her assigned duties as established by the Superintendent of Schools and to obey and fulfill the rules and regulations, as established by the Board of Education, the Superintendent and the Supervisors of the Administrator.
4. The Administrator agrees to maintain certification as a fully qualified Administrator under the laws of the State of Michigan and to abide by all policies adopted by the School District.
5. For the first year of service rendered by the Employee hereunder, the School District shall pay to the Employee an annual base salary in the amount of \_\_\_\_\_.
6. It is agreed that any agreement providing extra compensation for the Administrator performing extra duties has a non-tenure status and may be terminated without liability at any time during the term of this Agreement.
7. During the term of this contract an Administrator is subject to reassignment at the discretion of the Superintendent of Schools unless provided otherwise in any collective bargaining agreement in effect at the time of reassignment.

<sup>1</sup>The term "collective bargaining agreement", as used in this contract refers to any agreement between the Northville Association of School Administrators and the Northville Public Schools covering the Administrator's wages, hours and other terms and conditions of employment.

SENIORITY EMPLOYMENT CONTRACT

ONE YEAR

This Agreement, made and entered into this 1st day of July, \_\_\_\_ by and between the Northville Public Schools, hereinafter called the "School District" and \_\_\_\_\_, hereinafter called the "Administrator".

WITNESSETH: It is agreed by and between the parties hereto as follows:

1. The School District hereby hires the Administrator and the Administrator agrees to work for the School District for a one (1) year term commencing on July 1, \_\_\_\_ and ending June 30, \_\_\_\_ subject to all the covenants and conditions of this Agreement.
2. The School District agrees to employ the Administrator for the term set forth in Paragraph 1 above, provided, however, that the Administrator agrees that he/she shall not be deemed to be granted continuing tenure in such capacity by virtue of this Contract, nor shall failure of the School District to continue or reemploy such Administrator in any capacity other than a classroom teacher, be deemed a breach of this contract, or the collective bargaining agreement, nor shall it be deemed a discharge or demotion within the provisions of Act 4, Michigan Public Acts of 1937, Extra Session, as amended.
3. The Administrator agrees to serve the School District and to commence and perform his/her assigned duties as established by the Superintendent of Schools and to obey and fulfill the rules and regulations, as established by the Board of Education, the Superintendent and the Supervisors of the Administrator.
4. The Administrator agrees to maintain certification as a fully qualified Administrator under the laws of the State of Michigan and to abide by all policies adopted by the School District.
5. For the first year of service rendered by the Employee hereunder, the School District shall pay to the Employee an annual base salary in the amount of \_\_\_\_\_.
6. It is agreed that any agreement providing extra compensation for the Administrator performing extra duties has a non-tenure status and may be terminated without liability at any time during the term of this Agreement.
7. During the term of this contract an Administrator is subject to reassignment at the discretion of the Superintendent of Schools unless provided otherwise in any collective bargaining agreement in effect at the time of reassignment.

<sup>1</sup>The term "collective bargaining agreement", as used in this contract refers to any agreement between the Northville Association of School Administrators and the Northville Public Schools covering the Administrator's wages, hours and other terms and conditions of employment.



**NORTHVILLE PUBLIC SCHOOLS**  
**Northville, Michigan**

**SENIORITY EMPLOYMENT CONTRACT**

**TWO YEAR**

This Agreement, made and entered into this 1<sup>st</sup> day of July, \_\_\_\_\_ by and between the Northville Public Schools, hereinafter called the "School District" and \_\_\_\_\_ hereinafter called the "Administrator".

WITNESSETH: It is agreed by and between the parties hereto as follows:

1. The School District hereby hires the Administrator and the Administrator agrees to work for the School District for a two (2) year term commencing on July 1, \_\_\_\_ and ending June 30, \_\_\_\_ subject to all the covenants and conditions of this Agreement. Provided, however, failure of the School District to give the proper sixty (60) day notice of non-renewal as required by any collective bargaining agreement<sup>1</sup> in effect at the time, or as required by law, shall result in this Contract being extended an additional one year.
2. The School District agrees to employ the Administrator for the term set forth in Paragraph 1 above, provided, however, that the Administrator agrees that he/she shall not be deemed to be granted continuing tenure in such capacity by virtue of this Contract, nor shall failure of the School District to continue or reemploy such Administrator in any capacity other than a classroom teacher, be deemed a breach of this contract, or the collective bargaining agreement, nor shall it be deemed a discharge or demotion within the provisions of Act 4, Michigan Public Acts of 1937, Extra Session, as amended.
3. The Administrator agrees to serve the School District and to commence and perform his/her assigned duties as established by the Superintendent of Schools and to obey and fulfill the rules and regulations, as established by the Board of Education, the Superintendent and the Supervisors of the Administrator.
4. The Administrator agrees to maintain certification as a fully qualified Administrator under the laws of the State of Michigan and to abide by all policies adopted by the School District.
5. For the first year of service rendered by the Employee hereunder, the School district shall pay to the Employee an annual base salary in the amount of \_\_\_\_\_.
6. It is agreed that any agreement providing extra compensation for the Administrator performing extra duties has a non-tenure status and may be terminated without liability at any time during the term of this Agreement.
7. During the term of this contract an Administrator is subject to reassignment at the discretion of the Superintendent of Schools unless provided otherwise in any collective bargaining agreement in effect at the time of reassignment.

<sup>1</sup>The term "collective bargaining agreement", as used in this contract refers to any agreement between the Northville Association of School Administrators and the Northville Public Schools covering the Administrator's wages, hours and other terms and conditions of employment.

## APPENDIX C

### ADDITIONAL WORK DAYS

It is understood by the Northville Public School District and the Northville Association of School Administrators (NASA) that the increased work days are essential to conduct business related to: opening and closing school, hiring new staff, and to engage in staff development activities. Equal attention to the building management and professional growth functions must be maintained. Written requests for a deviation from this schedule must be approved by the Superintendent or his/her designee.

Building Administrators assigned to the K-12 program shall have up to a total of five (5) additional work days in any given calendar year which they may request approval to use. K-12 Building Administrators may use these days under the following terms and conditions:

The Administrator will submit a written request to the Superintendent clearly identifying the specific purpose of the additional work requested. Normally, such a request will be submitted not later than May 1.

The following are by way of example and do not represent a comprehensive list of duties and responsibilities for which a K-12 Building Administrator may request