
ARTICLE III: UNION REPRESENTATION

1. The Board will not discriminate against or show preferential treatment toward any teacher because of race, sex, color, national origin, creed, union activity, membership or non-membership in the Association.
2. The Board shall continue its policy of treating the Professional Staff, i.e., Religious and Lay, equitably in regard to their conditions or professional services.
 - a. Grievances under this section may be filed by the Association only.
3. The members of the Association shall designate one of their members as delegate for purposes of liaison among faculty members and between members of the Association and the School Administration in matters pertaining to the administration and application of this contract and other matters of mutual concern.
 - a. A meeting with the Association delegate and the School Administration shall be scheduled once each month.
4. The Association delegate or his designee may consult with any member of the staff or administration of the School privately, in the faculty room or otherwise designated area as long as such consultation does not interfere with the School's schedule in operation. He cannot use facilities other than those specified without permission of the principal. He cannot call meetings on the school premises without the approval of the principal. A meeting approved by the principal must be held after the school day terminates and attendance at such meetings cannot interfere with the school activities. Notice of such a meeting must be given twenty-four (24) hours in advance or as soon as possible.
 - a. The School agrees that there are times when the representative of the Association needs additional time to conduct business of the Association. Time should be mutually agreed upon by the principal and the

Association representative. The representative's absence shall be treated as any other excused absence and substitutes shall be assigned accordingly.

5. School membership meetings may be held on school premises outside the school day with the permission of the principal. Notice of such meetings shall be given twenty-four (24) hours in advance or as soon as possible.
 - a. The Administrations shall provide an Association bulletin board in a place mutually agreed to by the Administration and the Association delegate, upon which the Association may display Association business which is accessible to all members of the Association.
6. The Association shall have the right to place Association material in mailboxes of all teachers. Placement will be made by the authorized representative of the Association or their designees. Materials other than official releases of the Association or their affiliates, when so placed, shall bear the name of some responsible representative of the Association.
7. The Association shall receive a copy of the Master Roster of the entire teaching staff as soon as possible. The Master Roster will include the following information:
 - a. Teacher's Name
 - b. Subject and Grade Level
 - c. Days of Week the Teacher has Class
 - d. Room Number
 - e. Service Period Assignment
 - f. Homeroom Assignment
 - g. Number of students per class
8. Any teacher who is elected or appointed to a full time position with the Association or an organization with which it is affiliated, will, upon proper application, be granted a leave of absence not to exceed one (1) year. If such teacher has a

minimum of ten (10) years of service to the School, upon proper application by the teacher, renewal will be granted. If such teacher has less than ten years of service, such leave may be renewed upon the mutual written agreement of the School and the teacher.

Any teacher granted such leave of absence shall be paid no salary, but may retain all insurance, pension, and other benefits in conformity with the contract or benefit plan requirements; provided that the teacher pays all amounts (including all sums normally paid by the school) as billed, necessary, or required under any such insurance, pension or other benefit plan.

Any teacher granted a leave of absence shall continue to accrue seniority and shall advance on the salary schedule as if he/she were in regular service. Upon return to active teaching, the teacher should be placed in the assignment that they left, if possible, or in an equivalent assignment. No more than one (1) teacher shall be granted leave under this section any given time.