

4-0066

14-31

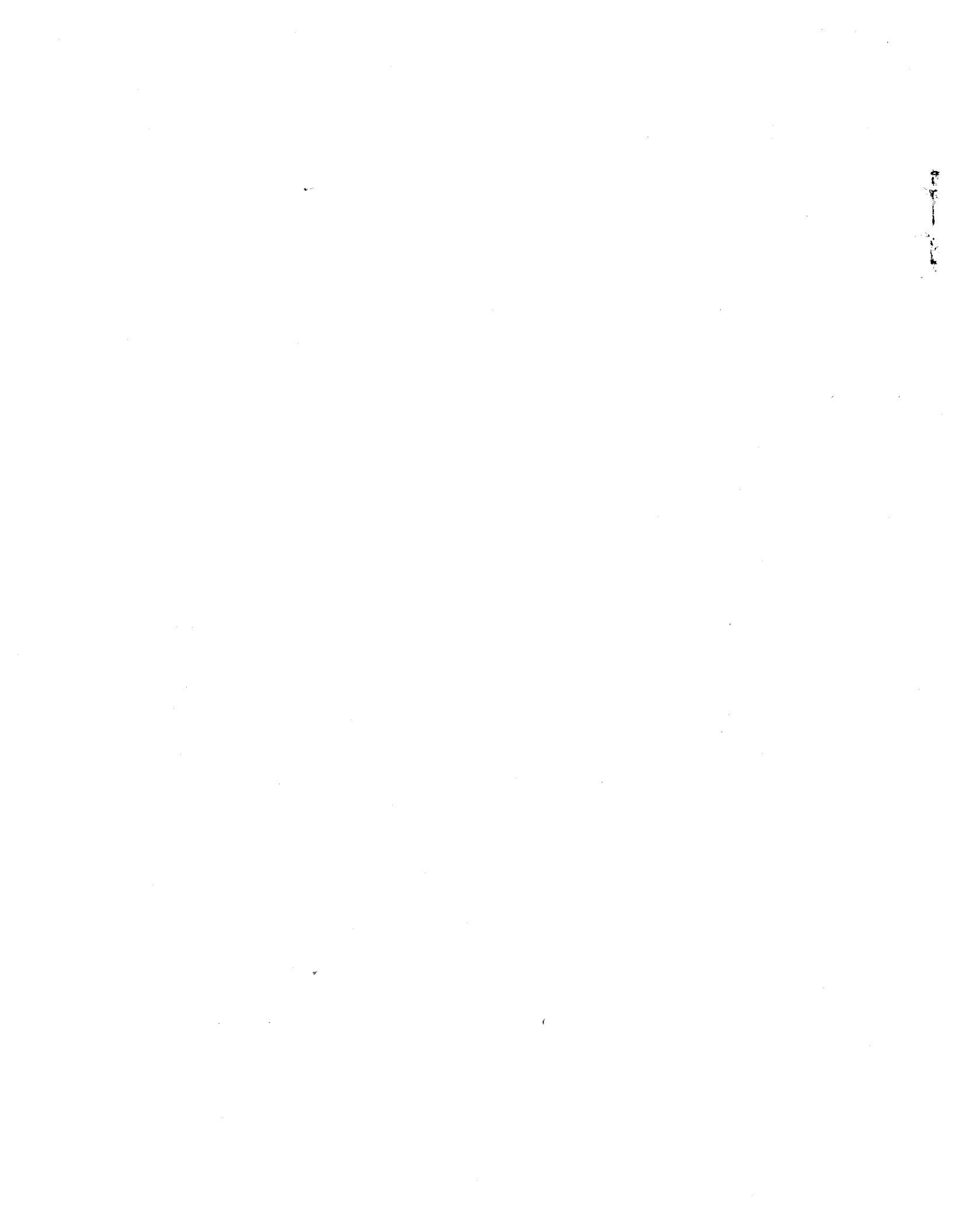
JULY 1, 1970

JUNE 30, 1972

**NOT CIRCULATE
BOOK DOES**

A G R E E M E N T

**BETWEEN THE
PEQUANNOCK TOWNSHIP
BOARD OF EDUCATION
AND THE
PEQUANNOCK TOWNSHIP
EDUCATION ASSOCIATION**



ARTICLE I
RECOGNITION STATEMENT

Pursuant to Chapter 303, Laws of the State of New Jersey, known as the Employer - Employee Relations Act of 1968, the Board hereby recognizes the Pequannock Township Education Association as the majority representative with all the exclusive rights granted by the laws of the State of New Jersey, for purposes of collective negotiations concerning the terms and conditions of employment for all certificated personnel under full-time contract with the Board, including

*Teachers Nurses
Librarians Special Services
Guidance Personnel*

*but excluding the Superintendent
Assistant Superintendent
Principals
Vice Principals
Director of Guidance
Coordinators
Department Chairmen*

ARTICLE II
GRIEVANCE PROCEDURE

A. DECLARATION OF PURPOSE

It is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to grievances of teachers through procedures under which they may present grievances free from coercion, interference, restraint, discrimination or reprisal.

B. DEFINITION

A "Grievance" shall mean an appeal by a member of the negotiating unit as defined in Article I, concerning the application, interpretation or violation of policies, this agreement, or administrative decisions affecting him, except, that the term "Grievance" and the procedure relative thereto, shall not be deemed applicable in the following instance:

A complaint by any certificated personnel occasioned by appointment to or lack of appointment to, retention in or lack of retention in any position for which tenure is either not possible or not required.

C. PROCEDURE

- 1. A grievance to be considered under this procedure must be initiated by the employee within 30 calendar days of its known occurrence. If the grievance is not filed within this time limit, the grievance shall be considered waived.*

Article II - continued

2. *In all stages of this procedure an employee affected by this agreement may:*
 - a. *act on his own behalf.*
 - b. *be represented by representatives of his own choosing.*
3.
 - a. *Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved employee to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be a waiver of further appeal of the decision.*
 - b. *It is understood that employees shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance and any effect thereof shall have been fully determined.*
 - c. *When a teacher is not represented by the Association in the processing of a grievance, the Association shall at the time of submission of the grievance to the Superintendent or at any later level, be notified by the Superintendent that the grievance is in existence and shall be notified of the result.*

LEVEL I

- A. *Any employee who has a grievance shall discuss it first with his Principal (or immediate superior or Department Head, if applicable) in an attempt to resolve the matter informally at that level.*

Article II - continued

B. *If, as a result of the discussion, the matter is not resolved to the satisfaction of the employee within 5 school days, he shall set forth his grievance in writing to the Principal specifying;*

- 1. the nature of the grievance,*
- 2. the results of previous discussions,*
- 3. the basis of his dissatisfaction with the determination,*
- 4. relief sought.*

The Principal shall communicate his decision in writing to the employee within 3 school days of receipt of the grievance.

LEVEL II

A. *The employee, no later than 5 school days after receipt of the Principal's decision, may appeal the Principal's decision to the Superintendent of Schools. The appeal to the Superintendent must be made in writing reciting the matter submitted to the Principal as specified above and his or her dissatisfaction with decisions previously rendered. The Superintendent shall meet with the concerned parties, and shall attempt to resolve the matter as quickly as possible but within a period not to exceed 10 school days. The Superintendent shall communicate his decision in writing to the employee and the Principal. Beyond Level II a grievance will not be processed if it applies to;*

- 1. Any matter for which a specific method of review is prescribed and which is directly applicable to grievance in point and expressly set forth by law or any specific rule or regulation of the State Commissioner of Education.*

Article II - continued

2. *A complaint of a non-tenure teacher which arises by reason of his not being re-employed.*
- B.
 1. *The Superintendent will, however, review with the non-tenure teacher the reasons for his/her not being re-employed. At this conference the teacher shall be entitled to representation of his choice. Said conference shall be held no later than 5 days after notification of employment termination.*
 2. *The Board of Education will affirm or deny the decision of the Superintendent.*

LEVEL III

- A. *If the grievance is not resolved to the employee's satisfaction, no later than 5 school days after receipt of the Superintendent's decision, he may request a review by the Board of Education. The request shall be submitted in writing through the Superintendent of Schools who shall attach all related papers and forward the request to the Board of Education.*
- B. *The Board, or a committee thereof, shall review the grievance, hold a hearing with the employee if requested, and render a decision in writing within 15 calendar days after the holding of the hearing. If a hearing is not requested, the Board shall render a decision within 15 calendar days of the receipt of the appeal.*
- C. *The Board's decision shall be final and shall be delivered through the Superintendent of Schools to all parties concerned.*

ARTICLE III
TEACHER'S SALARY GUIDE PROVISIONS-1970-71

The salaries of teachers covered by this agreement are set forth in Schedule "A" which is attached hereto and made a part hereof.

I. DEFINITION OF LEVELS OF PREPARATION

Level A: Bachelor's Degree: or for those with less than 4 years of preparation, 5 years of experience is preferable.

Level B: Bachelor's Degree +30 graduate credits.

Level C: Master's Degree + 30 graduate credits.

Full teaching certification should precede granting of salary column change for graduate credits.

II. SALARY GUIDE

III. INCREMENTS

Increments as indicated on the Salary Guide are not automatic or granted for years of service. Increments will be granted subject to the following provisions:

A. No increment will be granted without a record of satisfactory service as approved by the Superintendent of Schools.

B. In order to continue on the Salary Guide, each teacher will be required to participate in "Inservice Workshops". The total time of these workshops shall not exceed 10 hours per school year. Every effort will be made to conduct in-service training workshops on Mondays.

ARTICLE III - Continued

- C. *The Association shall provide the Superintendent by December 1 of each year with a list of all teachers who anticipate advancing to the next higher training level on the Salary Guide for the following school year.*
- D. *In order to move to a higher salary level, evidence in the form of an official transcript must be submitted to the office of the Superintendent not later than September 1st of the school year in which the adjustment is to be made. Notification may be given by February 1st of a change in training level with the salary to be pro-rated for the balance of the school year.*

IV. NEW TEACHERS

- A. *Teachers engaged to begin employment after June 30, 1970 shall be required to meet the following definition of LEVELS OF PREPARATION;*
LEVEL A: Same as Level A described in Item I.

LEVEL B: Bachelor's Degree plus 30 graduate credits in field covered by certificate in use. Sixteen graduate credits in Administration and Supervision or other areas of specialization approved by Superintendent will be acceptable toward a total of 30 graduate credits in this section.

LEVEL C: Master's Degree plus 30 graduate credits in field covered by certificate in use. Sixteen graduate credits in Administration and Supervision or other areas of specialization approved by Superintendent will be acceptable toward a total of 30 graduate credits in this section.

ARTICLE III - Continued

B: In general, new teachers appointed to fill vacancies will be placed on the Salary Guide where their qualifications warrant their being placed. However, the Superintendent will evaluate the candidate's qualifications and determine his proper place on the guide.

V. MILITARY SERVICE CREDIT

Teachers having served in the active military services of the United States after July 1, 1940, shall be advanced one step beyond their chronological place on the Guide for each year of service, but not more than 4 years of service will be credited.

VI. SERVICE INCREMENT

- A. All teachers starting their 21st year in this system shall receive a \$500 increase in salary above their then-attained 'step' and 'level', and*
- B. All teachers starting their 31st year in this system shall receive a second such \$500 increase.*

VII. SPECIAL PROVISIONS

- A. Teachers will be paid on the 15th and 30th of each month.*
- B. Teachers' pay checks for the final pay period in June will be available upon request at the Board of Education Office, 6 Center Street, or mailed to appointed address on June 30.*

ARTICLE III - Continued

- C. *When a pay day falls during or on a school holiday, vacation or week-end, teachers shall receive their pay on the last previous working day.*

ARTICLE IV TEMPORARY LEAVE OF ABSENCE

- A. *As of the beginning of the 1970-71 school year, teachers shall be entitled to non-accumulative leave of absence with full pay for the following reasons up to a maximum aggregate of five (5) days in any contract year:*
- 1. Marriage of employee or a member of immediate family.*
 - 2. Graduation exercises of the employee, his/her husband/wife or children.*
 - 3. Required appearance in court.*
 - 4. Past practices of the Board of Education relative to requests for leave time concerning religious holidays and ceremonies will remain unchanged.*
 - 5. As may be required to meet the beginning or ending dates of Institutes approved by the Board of Education.*
 - 6. Attendance of Association representatives at conferences and conventions of state and national organizations. (The combined total for all Association representatives shall not exceed three (3) man days).*
 - 7. Teachers shall be granted not more than 1 day of the 5 days herein provided for temporary leave without specifying the reason if they deem it to be of a personal nature. If, on any one day, requests for a temporary leave day of a personal nature exceed ten (10) percent in a building, or in the case of buildings in which there are fewer than*

ARTICLE IV - Continued

twenty teachers these requests exceed two (2) teachers; the Superintendent may deny or postpone, requests beyond the above limitations.

- 8. Teachers shall be granted not more than 3 days of the 5 days herein provided for serious illness of husband, wife, children, father, and mother. This also applies to any other direct relative residing in the same household.*
- 9. All leaves of absence referred to in Section "A" above are to be approved by the Superintendent of Schools and are subject to the following conditions:*
 - (a) At least twenty-four (24) hours notice shall be given in writing in requesting a personal day through the building principal to the Superintendent of Schools. Lacking such notice, the absence will be considered unauthorized and teacher's pay will be deducted at a daily rate of 1/200 of the annual salary. The Superintendent of Schools may waive such salary deduction in cases of extreme emergency.*
 - (b) Personal days shall not be granted the day immediately preceding or following a holiday or vacation or during the final week of the school session, except for court appearances.*
 - (c) The Superintendent of Schools, in the best educational interest of the school district, is empowered to deny any requests for the above days.*

ARTICLE IV - Continued

B. In addition to the five (5) days provided in Article 4, paragraph "A", teachers shall be granted up to 3 days leave of absence with full pay for each: death of husband, wife, children, father, mother or brothers and sisters, mother-in-law and father-in-law. One day will be granted for other directly-related relatives.

C. A regularly appointed teacher who is required to undergo military field training or to attend service school for a period of two (2) weeks or less during any school year shall be granted leave of absence with pay.

Whenever such military field training or attendance at service schools requires that the teacher remain for a longer period than the prescribed two (2) weeks, the teacher shall receive the difference between his pay and his total military pay for the total period of absence, provided that such additional time of training or service school attendance is not in excess of ONE (1) CALENDAR MONTH during any school year. Should any military field training or attendance at service schools in excess of that granted above be required in the same school year, military leave without pay for each additional period shall be granted.

D. Temporary leaves of absence shall be in addition to any sick leave to which the teacher is entitled.

ARTICLE V
EXTENDED LEAVES OF ABSENCE

- A. *Military leave without pay shall be granted to any teacher who is inducted or enlists in any branch of the armed forces of the United States for the period of said induction or initial enlistment.*
- B. *A tenure teacher shall notify the Superintendent of her pregnancy as soon as it is medically confirmed. Said teacher may request a maternity leave without pay and said leave shall be granted. The leave shall become effective four (4) months prior to the anticipated date of birth of the child and shall terminate six (6) months after the birth of the child. Return from maternity leave shall occur at the beginning of the school year where possible. A return from maternity leave during the school year will require the recommendation of the Superintendent of Schools.*
- C. *Any female tenure teacher adopting an infant child may receive similar leave which shall commence upon her receiving de facto custody of said infant, or earlier if necessary to fulfill the requirements for the adoption. No teacher on maternity leave shall, on the basis of said leave, be denied the opportunity to substitute in the Pequannock Township School District in the area of her certification or competence, provided she shall have the recommendation of the Superintendent of Schools.*
- D. *Other leave of absence without pay may be granted by the Board of Education upon the recommendation of the Superintendent of Schools.*

ARTICLE V - Continued

- E. Upon return from leave granted pursuant to Section A. of this Article, a teacher shall be considered as if he were actively employed by the Board during the leave and shall be placed on the salary schedule at the level he would have achieved if he had not been absent. A teacher shall receive increment credit for time spent on leave granted pursuant to Section B, C, or D of this Article contingent upon the teacher having served at least five months during the year in which leave was granted.

ARTICLE VI

SICK LEAVE AND INSURANCE

- A. Teachers shall be entitled to sick leave with pay in accordance with the laws of the State of New Jersey then and there in full force and effect.
- B. A physician's certificate may be requested by the Superintendent when sick leave is claimed after five consecutive working days absence.
- C. Any employee who exceeds his or her accumulated sick leave shall have his pay reduced $1/200$ of his yearly salary for each day's absence.
- D. The Board agrees to provide and pay for individual coverage in the New Jersey Public and School Employees Health Benefits Pro-

ARTICLE VI - *Continued*

gram. This program consists of New Jersey Blue Cross Plan, New Jersey Blue Shield Plan, Rider J and Major Medical coverage. This coverage will be provided for members of the negotiating unit as defined in Article I.

- E. The Board reserves the right to transfer the health insurance coverage to other companies, but agrees that if this is done the coverage shall be equal to or better than that presently existing. The insurance carrier will provide teachers with detailed information of the insurance plan.*

- F. No insurance payments shall be made for an employee after the effective date of his resignation.*

- G. For the school year 1971-72 the Board will pay full cost for supplying hospitalization (Blue Cross, Blue Shield, Rider J and Major Medical, Family Plan) to members of the unit and their dependents.*

ARTICLE VII

EMPLOYMENT RESPONSIBILITIES

A. *As professionals, teachers are expected to devote to their assignments the time and effort necessary to meet their responsibilities.*

1. *Teachers may be required to attend, without additional compensation, faculty or other professional meetings which may be convened after student dismissal time.*
2. *Teachers will actively participate in the meetings and activities of the School Parents' Group of the individual school to which they are assigned.*
3. *Teachers will participate, without additional compensation, in the supervisions at school-sponsored programs for which they are directly responsible.*

ARTICLE VIII
TEACHER RIGHTS

- A. *The private and personal life of any teacher is not within the appropriate concern or attention of the Board, except insofar as it affects his teaching and his relations with students.*
- B. *Pursuant to Chapter 303, Public Laws 1968, public employees included in the negotiating unit have, and shall be protected in the exercise of, the right, freely and without fear of penalty or reprisal, to form, join, and assist any employee organization or refrain from any such activity. As a duly selected body exercising governmental powers under cover of law of the State of New Jersey, the Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Chapter 303, Public Laws 1968, or other laws of New Jersey, or the Constitution of New Jersey and the United States.*
- C. *Whenever any teacher is required to appear before the Board or committee or member thereof concerning any matter which could adversely affect the continuation of that teacher, in his office, position, or employment or the salary or any increments pertaining to, then he shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a person of his own choosing to advise and represent him during such meeting or interview.*

ARTICLE VIII - Continued

- D. *The teacher shall maintain the exclusive right and responsibility to determine grades within the grading policy of the Pequannock Township School District based upon his professional judgment of available criteria pertinent to any given subject area or activity for which he is responsible. No grade shall be changed without knowledge of the teacher. Person making the change will give reasons for change and assume all responsibility thereof.*
- E. *No teacher shall be prevented from wearing an official pin or insignia identifying membership in the Association or its affiliates. No teacher, during the discharge of her responsibilities as a teacher, shall wear paraphernalia which can be construed as campaign material reflecting issues relating to the Pequannock Township Board of Education or to the administration of its schools.*

ARTICLE IX ASSOCIATION RIGHTS AND PRIVILEGES

- A. *Representatives of the Association, the New Jersey Education Association, and the National Education 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 and that the administration has been duly notified and approval has been secured.*
- B. *The Association and its representatives shall have use of the school buildings at reasonable times. However, the request for such use must be submitted to the building principal 24 hours*

ARTICLE IX - Continued

- in advance of this time, so that the building principal will have ample time to honor the request. The building principal will make every effort in good faith to accommodate the Association's request for meetings in an emergency.*
- C. *The Association shall have in each school building the exclusive use of a bulletin board in each faculty lounge. Copies of all materials to be posted on such bulletin board shall be given to the building principal. It is expected that teachers will exercise good professional judgment in the selection of materials to be posted.*
- D. *The Association agrees that Association officers and committees will not perform Association business during the school day exclusive of lunch time and other granted released time.*
- E. *The Association agrees that posters or announcements pertaining to Association affairs will not be posted on bulletin boards in any area accessible to the public or the students unless such have first been approved by the principal.*
- F. *The Board agrees to make available to the Association, in response to reasonable requests from time to time, that information which is in the public domain, and other materials and information deemed necessary and feasible by the Superintendent for the construction of sound proposals and practices.*
- G. *State and national representatives will first report to the principal and secure permission before visiting the school or meeting with individual teachers during normal school hours.*

ARTICLE X
SCHOOL CALENDAR

The Superintendent of Schools shall draw up a school calendar to recommend to the Board of Education after consultation with the Association, and as he sees fit, other individuals and organizations within and outside the school community.

ARTICLE XI
TEACHING HOURS, TEACHING LOAD
& CLASS SIZE

- A. *Teachers shall indicate their presence for duty by placing their initials in the appropriate column of the faculty 'sign-in' roster.*
- B. *Teachers in the high school shall have a daily duty-free lunch period. Teachers in the elementary schools will be assured a duty-free lunch period as provided by the Rules and Regulations of the State Department of Education, Section No. 28, paragraph 2.*
- C. *Teachers may leave the building without requesting permission during their scheduled duty-free lunch period if they sign in and out.*
- D. *At the beginning of each school year the Principal in each building will reserve a day for faculty meetings, and this day will not be deviated from except in case of emergency as determined by the Principal.*
- E. *Unless required by emergency or necessity faculty meetings shall not be called on Fridays or on any day immediately preceding any holiday.*

ARTICLE XI - Continued

F. It is recognized by the Board that pupil-teacher ratio is an important aspect of an effective educational program. The Board agrees to continue its effort to keep class sizes at an acceptable number as dictated by the financial condition of the district, the building facilities available, the availability of qualified teachers, and the best interest of the district as being administratively feasible and educationally sound. The Board recognizes the class size recommendations of the State Department of Education and takes them into consideration in their planning. However, this will not hinder the flexibility of the School District in establishing class size involving team teaching, large group instruction, etc.

ARTICLE XII

TEACHER EMPLOYMENT AND ASSIGNMENT

- A. Each presently employed teacher shall be placed on his proper step of his salary schedule as of the beginning of the 1970-71 school year. Nothing in this clause can be construed to mean that the Board has waived either the right to grant an extra increment or to withhold an increment.
- B.1. All teachers shall be given notification of their salary schedules, tentative class or subject assignment, building assignment and room assignment for the forthcoming year as soon as firm scheduling permits. Every effort will be made to notify the teacher before the close of the school year. In the event of a change in assignment the teacher will be notified of such change as soon as possible to allow the teacher to prepare for the assignment.

ARTICLE XII - Continued

- B.2. Within one calendar week prior to issuance of contracts, teachers not being re-employed in the district shall be so notified.*
- C. As a matter of professional courtesy, all teachers will notify the Board of their intent within fifteen (15) calendar days after receiving their notification of their contract and salary status.*
- D. Assignment shall be made at the discretion of the Administration and within the area of teacher competency, teaching certificate or their major or minor field of study.*
- E. Schedules of teachers who are assigned to more than one school shall be arranged so that no such teacher shall be required to engage in an unreasonable amount of inter-school travel. Such teachers shall be notified of any changes in their schedule as soon as practicable.*
- F. A teacher may apply for any vacant administrative or supervisory position at any time. Such application shall be in writing, addressed to the Superintendent of Schools. Applications will be considered should such vacancy occur either during the school year or during the summer. This application must be renewed annually.*
- G. In filling promotional vacancies to administrative or supervisory positions, the Board*

ARTICLE XII - Continued

shall consider the professional qualifications, background, attainments and other relevant factors, including service in the school district, of all applicants from within the school district, as well as applicants outside the school district. The parties recognize, however, that the filling of vacancies at the supervisory and administrative levels and the filling of newly created supervisory and administrative positions is a prerogative of the Board and the decision of the Board with respect to such matters shall be final.

ARTICLE XIII TEACHER EVALUATION

- A. The present evaluation program is being studied for the purpose of revision. Until such revision is accomplished, the present practices of the administration in carrying out the policy of the Board in reference to the evaluation of teachers shall continue, and shall not be changed without prior notification to the Association.*
- B. An evaluative conference shall be held with each non-tenure teacher at least twice each year by the building principal, vice principal, or supervisor of secondary education, no later than December 1 and March 1 of the school year.*
- C. An evaluative conference shall be held with tenure teachers at least once each year by the building principal, vice principal, or supervisor of secondary education.*

ARTICLE XIII - Continued

- D. *At such conference the teacher shall be prepared to discuss with his building principal, vice principal, or supervisor of secondary education his strengths and weaknesses, and means by which strengths can be continued and weaknesses improved.*
- E. *All monitoring or observation of the work performance of a teacher shall be conducted openly and with full knowledge of the teacher. Closed-circuit television, public address or audio systems, and similar devices shall be used only with the full knowledge of the teacher. There shall be no monitoring of the lounges and workrooms.*
- F. *The Evaluation Procedure shall be uniform in all schools.*
- G. *The teacher shall be given a copy of the Classroom Observation form.*
- H. *The teacher shall initial the observer's copy of the Classroom Observation form to indicate she has seen it.*
- I. *The teacher shall have the right to supply the observer with a written reply to the observation.*
- J. *Teachers shall be evaluated only by persons certified by the New Jersey State Board of Examiners to supervise instruction.*
- K. *Evaluators will be encouraged to place in the file information of a positive nature indicating special competencies, performances, or contributions of an academic, professional, or civic nature. All positive material received from and signed by responsible sources concerning a teacher's conduct, service, or character may be placed in the teacher's file.*

ARTICLE XIII - Continued

Every effort will be made to provide the teacher with a copy of all positive communications in regard to his/her work.

- L. All information related to a teacher's evaluation shall be considered as privileged information and be treated confidentially.*
- M. Any complaint regarding a teacher made to any member of the administration by any parent, student, or other person which is used in any manner in evaluating a teacher shall be promptly investigated and called to the attention of the teacher.*
- N. Implementation of the revised evaluation procedure and instrument shall be commenced no later than September 1, 1970.*

ARTICLE XIV

MISCELLANEOUS PROVISIONS

- A. If any provision of this Agreement or any application of this agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.*
- B. The Association recognizes that the Board may not by agreement delegate authority and responsibility which by law are imposed upon and lodged with the Board. It is understood by all parties that, under the rulings of the courts of New Jersey and the State Commissioner of Education, the Board is forbidden to waive any rights or powers granted it by law.*

ARTICLE XIV - Continued

- C. *The Board agrees to make available to members of the Unit an opportunity to join a Tax-Sheltered Annuity Program.*
- D. *The Board agrees to make available to members of the Unit a Salary Savings Deduction Plan.*
- E. *It is understood that teachers shall continue to serve under the direction of the Superintendent of Schools and in accordance with the Board and administrative policies, rules, and regulations including those set forth in the Board-approved Building Regulations Manual, provided that the provisions of this agreement shall supersede and prevail over any conflicting provisions.*
- F. *This Agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiation. During the term of this Agreement neither party shall be required to negotiate with respect to any such matter whether or not covered by this Agreement and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this Agreement. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.*
- G. *Copies of this Agreement shall be reproduced at the expense of the Board and the Association within thirty (30) days after the Agreement is signed and presented to all teachers now employed and hereafter*

ARTICLE XIV - Continued

employed. Whenever any notice is required to be given by either of the parties of this Agreement to the other, pursuant to the provision (s) of this Agreement, either party shall do so by telegram or registered letter at the following addresses:

- 1. If by Association, to Board at the office of the Superintendent of Schools.*
- 2. If by Board, to Association at the school address of the Association President (summer address during July and August).*

ARTICLE XV

DEDUCTIONS FROM SALARY AND OFFICIAL FORMS

A. It is further agreed between the parties hereto that for the purpose of establishing official relationships between the Board and the Association, the following forms be and the same are hereby adopted as the Official Forms for that purpose and for the purpose of authorizing deductions from salary as provided by the Statute in such case made and provided.

FORM #1

DEDUCTION FROM SALARY

THE BOARD AGREES TO DEDUCT FROM THE SALARIES OF ITS TEACHERS DUES FOR THE PEQUANNOCK TOWNSHIP EDUCATION ASSOCIATION, THE MORRIS COUNTY EDUCATION ASSOCIATION, THE NEW JERSEY EDUCATION ASSOCIATION OR THE NATIONAL EDUCATION ASSOCIATION, OR ANY ONE OR ANY COMBINATION OF SUCH ASSOCIATIONS AS SAID TEACHERS INDIVIDUALLY AND VOLUNTARILY AUTHORIZE THE BOARD TO DEDUCT. SUCH DEDUCTIONS SHALL BE MADE IN COMPLI-

ARTICLE XV - Continued

ANCE WITH CHAPTER 310, PUBLIC LAWS OF 1967 (NJS 52:14 - 15.9 E) AND UNDER RULES ESTABLISHED BY THE STATE DEPARTMENT OF EDUCATION. SAID MONIES TOGETHER WITH RECORDS OF ANY CORRECTIONS SHALL BE TRANSMITTED TO THE TREASURER OF THE PEQUANNOCK TOWNSHIP EDUCATION ASSOCIATION BY THE 15TH OF EACH MONTH FOLLOWING THE MONTHLY PAY PERIOD IN WHICH DEDUCTIONS WERE MADE. THE ASSOCIATION TREASURER SHALL DISBURSE SUCH MONIES TO THE APPROPRIATE ASSOCIATION OR ASSOCIATIONS. TEACHER AUTHORIZATIONS SHALL BE IN WRITING IN THE FORM SET FORTH BELOW:

FORM #2
AUTHORIZATION
TO DEDUCT ASSOCIATION
MEMBERSHIP DUES

NAME _____ SOC. SEC. NO. _____

SCHOOL BUILDING _____

DISTRICT _____

TO: DISBURSING OFFICER, PEQUANNOCK TOWNSHIP BOARD OF EDUCATION

I HEREBY REQUEST AND AUTHORIZE THE ABOVE-NAMED DISBURSING OFFICER TO DEDUCT FROM MY EARNINGS AN AMOUNT SUFFICIENT TO PROVIDE FOR THE PAYMENT OF THOSE YEARLY MEMBERSHIP DUES AS CERTIFIED BY THE ORGANIZATIONS INDICATED IN EQUAL MONTHLY PAYMENTS FOR ALL OR PART OF THE CURRENT SCHOOL YEAR AND FOR SUCCEEDING SCHOOL YEARS. I UNDERSTAND THAT DISBURSING OFFICER WILL DISCONTINUE SUCH DEDUCTIONS ONLY IF I FILE SUCH NOTICE OF WITHDRAWAL AS OF THE JANUARY 1 NEXT SUCCEEDING THE DATE ON WHICH NOTICE OF WITHDRAWAL IS FILED. I ALSO AGREE THAT UPON TERMINATION OF EMPLOYMENT, THE DISBURSING OFFICER SHALL DEDUCT ANY REMAINING AMOUNT DUE FOR THAT

ARTICLE XV - Continued

CURRENT SCHOOL YEAR. I HEREBY WAIVE ALL RIGHT AND CLAIM FOR SAID MONIES SO DEDUCTED AND TRANSMITTED IN ACCORDANCE WITH THIS AUTHORIZATION, AND RELIEVE THE GOVERNING BOARD AND ALL OF ITS OFFICERS FROM ANY LIABILITY THEREFOR.

I DESIGNATE THE PEQUANNOCK TOWNSHIP EDUCATION ASSOCIATION TO RECEIVE DUES AND DISTRIBUTE ACCORDING TO THE ORGANIZATION (S) INDICATED:

PEQUANNOCK TOWNSHIP EDUCATION ASSOCIATION
MORRIS COUNTY EDUCATION ASSOCIATION
NEW JERSEY EDUCATION ASSOCIATION
NATIONAL EDUCATION ASSOCIATION

- B. Each of the associations named above shall certify to the Board, in writing, the current rate of its membership dues. Any association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.*
- C. Additional authorizations for dues deduction may be received after August 1 under rules established by the State Department of Education.*
- D. The filing of notice of a teacher's withdrawal shall be prior to November 15 and become effective to halt deductions as of January 1 next succeeding the date on which notice of withdrawal is filed.*

ARTICLE XVI
STRIKES, SLOWDOWNS, STOPPAGES

- A. *It is agreed that the Association and/or its member-employees shall not call or engage in a strike, or threats thereof, or participate in any cessation of work, slowdown, work stoppage or interference of any kind with normal Board operations, providing that no reprisal or coercion shall take place regarding any members of the Pequannock Township Education Association negotiations team as a result of contract negotiations, and that no similar actions shall affect any Pequannock Township Education Association members during the duration of this contract.*

- B. *The Association shall not be liable for any strike, cessation of work, slowdown, work stoppage, or interference of any kind with normal Board operations unless the Association has officially authorized such strike, cessation of work, slowdown, work stoppage or interference of any kind with normal Board operations or participated in same.*

- C. *All of the aforementioned agreements on no-strike, no-reprisals shall be predicated on good-faith bargaining conducted by both parties.*

ARTICLE XVII
DURATION OF AGREEMENT

Dated March 5, 1970

This Agreement shall be effective as of July 1, 1970 and shall continue in effect until June 30, 1972, subject to the Association's right to negotiate over a successor agreement. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated. Any extension shall be mutually agreed upon in writing by the parties of the Agreement, and unless such extensions are agreed upon this contract shall expire on the date indicated herein.

The Board and the Association agree to begin negotiations over a successor Agreement no later than October 1, 1971.

The Board and the Association agree to negotiate salaries and compensation for extra-curricular activities and coaching, no later than October 1st, 1970

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their respective presidents, attested by their respective secretaries, and their corporate seals to be placed hereon, all on the day and year first above written.

PEQUANNOCK TOWNSHIP PEQUANNOCK TOWNSHIP
EDUCATION ASSOCIATION BOARD OF EDUCATION

By Joyce Smith
Its President

By J. Jacob
Its President

By Eileen M. Heary
Its Secretary

By John P. Walker
Its Secretary

**PEQUANNOCK TOWNSHIP PUBLIC SCHOOLS
SCHEDULE A**

**THERE IS HEREBY ESTABLISHED FOR THE
SCHOOL YEAR 1970-71 THE FOLLOWING WHICH
SHALL BE KNOWN AS THE "TEACHERS' SALARY
GUIDE, PEQUANNOCK TOWNSHIP BOARD OF ED-
UCATION, 1970-1971".**

STEP	LEVEL A	LEVEL B	LEVEL C
1	\$ 7,600	\$ 8,200	\$ 8,900
2	7,800	8,400	9,100
3	8,000	8,600	9,300
4	8,250	8,850	9,550
5	8,500	9,100	9,800
6	8,800	9,400	10,150
7	9,100	9,700	10,500
8	9,400	10,000	10,850
9	9,700	10,300	11,250
10	10,000	10,600	11,650
11	10,350	10,950	12,050
12	10,700	11,300	12,450
13	11,050	11,700	12,850
14	11,400	12,100	13,250
15	12,100	13,100	14,200

PEQUANNOCK TOWNSHIP PUBLIC SCHOOLS
SCHEDULE B

THERE IS HEREBY ESTABLISHED FOR THE SCHOOL YEAR 1970-71 THE FOLLOWING WHICH SHALL BE KNOWN AS THE COACHES' SALARY GUIDE, PEQUANNOCK TOWNSHIP BOARD OF EDUCATION, 1970-71

COACHING APPOINTMENTS

1. ALL COACHING APPOINTMENTS WILL BE DESIGNATED ANNUALLY BY THE SUPERINTENDENT OF SCHOOLS.
2. A FAVORABLE REPORT BY THE DIRECTOR OF ATHLETICS, HIGH SCHOOL PRINCIPAL, AND SUPERINTENDENT OF SCHOOLS, IS A PREREQUISITE TO THE GRANTING OF ALL INCREASES IN COACHING SALARIES AND REAPPOINTMENTS.
3. IN MAKING RECOMMENDATIONS, THE FACTORS CONSIDERED WILL INCLUDE:
 - ABILITY TO COACH
 - ABILITY TO MANAGE
 - ABILITY TO ORGANIZE
 - PROFESSIONAL IMPROVEMENT
 - STUDENT AND SCHOOL INTEREST
4. ALL INCREASES AND REAPPOINTMENTS WILL BE BASED ON MERITORIOUS SERVICE.

SCHEDULE B CONTINUED

POSITION (BOYS' SPORTS)	1	2	3	4	5
DIRECTOR OF ATHLETICS	\$ 700.00	800.00	900.00	1,000.00	1,100.00
HEAD - FOOTBALL	700.00	800.00	900.00	1,000.00	1,100.00
HEAD - BASKETBALL	700.00	800.00	900.00	1,000.00	1,100.00
HEAD - BASEBALL	500.00	600.00	700.00	800.00	900.00
HEAD - TRACK	500.00	600.00	700.00	800.00	900.00
HEAD - WRESTLING	500.00	600.00	700.00	800.00	900.00
HEAD - CROSS COUNTRY	400.00	450.00	500.00	550.00	600.00
HEAD - TENNIS	400.00	450.00	500.00	550.00	600.00
ASSISTANT - FOOTBALL	400.00	450.00	500.00	550.00	600.00
ASSISTANT - BASKETBALL	400.00	450.00	500.00	550.00	600.00
ASSISTANT - BASEBALL	300.00	350.00	400.00	450.00	500.00
ASSISTANT - TRACK	300.00	350.00	400.00	450.00	500.00
ASSISTANT - WRESTLING	300.00	350.00	400.00	450.00	500.00

SCHEDULE B - Continued

GIRLS' SPORTS	1	2	3
SOCCER	\$ 150.00	175.00	200.00
HOCKEY	150.00	175.00	200.00
BASKETBALL	150.00	175.00	200.00
SOFTBALL	150.00	175.00	200.00
TRACK	150.00	175.00	200.00
G.A.A.	250.00	300.00	350.00
CHEERLEADER- VARSITY	250.00	300.00	350.00
CHEERLEADER - J.V.	150.00	200.00	250.00

PEQUANNOCK VALLEY ATHLETICS

BOYS' SPORTS	1	2	3
BASKETBALL	\$ 300.00	400.00	500.00
BASEBALL	300.00	400.00	500.00

GIRLS' SPORTS			
TWIRLING	150.00	200.00	250.00
CHEERLEADING	150.00	200.00	250.00

C R E D I T F O R E X P E R I E N C E

1. FULL CREDIT FOR THE FIRST TWO YEARS OF COACHING EXPERIENCE IN AN EQUIVALENT POSITION IN ANOTHER SCHOOL SYSTEM.
2. HALF CREDIT FOR THE EQUIVALENT EXPERIENCE BEYOND TWO YEARS BUT NOT TO EXCEED A TOTAL OF EIGHT YEARS.
3. HALF CREDIT FOR AN ASSISTANT COACH MOVING UP TO HEAD COACH.

PEQUANNOCK TOWNSHIP PUBLIC SCHOOLS

SCHEDULE C

THERE IS HEREBY ESTABLISHED FOR THE SCHOOL YEAR 1970-71 THE FOLLOWING WHICH SHALL BE KNOWN AS THE EXTRA-CURRICULAR PAY GUIDE, PEQUANNOCK TOWNSHIP BOARD OF EDUCATION, 1970-71

EXTRA-CURRICULAR PAY GUIDE

SENIOR CLASS ADVISOR	\$ 300.00
CHESS CLUB ADVISOR	150.00
SENIOR PLAY ADVISOR	300.00
STUDENT COUNCIL ADVISOR	350.00
PANTHER PRESS ADVISOR	300.00
YEARBOOK CHIEF ADVISOR	800.00
YEARBOOK LITERARY ADVISOR	200.00
DIRECTOR OF MARCHING BAND AND WIND SYMPHONY	700.00
ASST. DIRECTOR OF MARCHING BAND AND CONCERT BAND	475.00
ASST. DIRECTOR OF MARCHING BAND (COLOR GUARD & MAJORETTES)	300.00
DIRECTOR OF STAGE BAND	300.00
VOCAL ACTIVITIES	500.00
DIRECTOR OF P.V. BAND & CADET BAND	600.00
DIRECTOR OF P.V. STRINGS AND HIGH SCHOOL STRINGS	300.00
DIRECTOR OF 7-8 CHORUS AND MIXED CHORUS	400.00
DIRECTOR OF 6TH GRADE CHORUS	250.00

THE ABOVE LIST IS NOT ALL INCLUSIVE. UPON THE ESTABLISHMENT OF PROPER CRITERIA AND THE ACCEPTANCE OF THE ACTIVITIES BY THE BOARD FOR COMPENSATION, ADDITIONAL ACTIVITIES MAY BE ADDED TO THE EXISTING LIST.

SCHEDULE D

NURSES' SALARIES

- A. EACH FULL-TIME NURSE WILL RECEIVE A \$500. INCREMENT FOR THE SCHOOL YEAR 1970 - 1971

- B. FULL-TIME NURSES WILL BE REMOVED FROM THE NEW JERSEY STATE SALARY GUIDE.