

MEMORANDUM OF AGREEMENT

WHEREAS, as to its Contract which expired on June 30, 2008, the Board of Education of the Borough of Ridgefield (the "Board") and the Ridgefield Education Association representing Secretaries have entered into negotiations as required by Law; and

WHEREAS, as a result of good faith negotiations between the respective negotiation committees of both sides, the Board and the Association have reached an Agreement as to a new contract and wish to memorialize said Agreement;

THEREFORE, the Board and the Association agree as follows:

1. Article 1 is omitted and the following language is hereby substituted:

ARTICLE I

RECOGNITION

1. Except as provided for in Article 1, Section 3, the Board hereby recognizes the Association as the exclusive representative for the purpose of collective negotiations with respect to the terms and conditions of employment for the following personnel; full-time secretarial and clerical personnel, ~~regardless where in the District they are assigned~~ who are steadily employed, or on leave, full time or part, provided they are not excluded per Article I (3.) hereinafter referred to as [Employees] or [Secretaries].

2. Those positions covered by Section 1 shall be entitled to all contractual benefits on a pro rata basis, except that any insurance benefits shall be granted only to those who work twenty (20) hours per week or more.

3. All other persons, positions and units not specifically defined in Section 1 are excluded. This exclusion includes the Executive Secretary to the Superintendent of Schools, the Office Manager/Executive Secretary to the Business Administrator, those part-time workers who work on an irregular infrequent basis. ~~and all secretarial and clerical personnel assigned on a regular basis to the Business Office.~~

2. Article 7 paragraph A is amended by changing the dates of 2005-2008 to 2008 to 2011.

3. Article 9 is amended as follows:

(i) By adding the following clarifying language regarding the 2 days which are listed as holidays for the N.J.E.A. convention: "In the event an Employee complies with the N.J.S.A. 18A:31-2 and provides the Board of Education Secretary with the required statutory proof of actual attendance at said convention within 5 business days of said attendance, then the said Employee shall be entitled to an additional holiday day for each day in attendance at the convention not to exceed two days for the school year in question".

(ii) by adding a new subsection 4 as follows:

4. "Employees shall be on holiday during the period known as the Christmas Recess provided the following conditions are satisfied; In addition to any other personnel who may be working or not working, at least one full time Employee shall report to work for a work day at the Board's office during every week day of the Christmas Recess at a normal day's pay. It shall be the Association's responsibility to designate and provide the Employee who shall report to work at the Board's office. The Association shall provide the name of the Employee or ^{alternate} ~~substitute~~ Employee at least 2 days prior to the Christmas Recess. Regardless of the normal designation of the job of said Employee, the Employee shall work under the direction of the Board Secretary or his or her designee.

In the event the Association fails to provide the coverage provided for in this section 4 for any period required, then in such event for future years, the Holiday period provided for during the Christmas Recess shall automatically be rescinded for all Employees."

Article 11 is amended as follows:

(i) Section 2 is omitted in its entirety.

(ii) Section 3 is renumbered to become section 2.

5. Article 13 is amended by adding the following:

New Section 8:

"The Board currently has a vision insurance plan ("Plan") in place for the Administrators. Provided there is no additional

cost to the Board and provided the Plan permits the same, any Employee may opt into the Plan at his/her sole cost and expense."

6. Article 14 is amended by adding the following ;

(i) new section G:

"This Agreement shall be retroactive to July 1, 2008 only for those Employees who are on the payroll as of the date the Board approves this Memorandum of Agreement."

7. Article 15 is amended by changing the dates of 2005-2008 to read "2008 thru 2011".

8. All other terms and conditions of the Agreement between the parties for the period of July 1, 2005 - June 30, 2008 not in conflict with this Memorandum of Agreement are hereby incorporated by reference as is fully set forth herein.

9. Negotiations for 2011/2012 year will begin 30 days following the school budget and Board elections for the 2010/2011 school year.

10. The Association shall cause this Memorandum of Agreement to be ratified as soon as possible. Once the Association has ratified this Memorandum of Agreement, the Board shall cause the Memorandum Agreement to be ratified as soon as possible. Because the Association wishes to have the terms and conditions of this Agreement affect the Christmas Recess scheduled to begin December 26th, 2008, once the parties ratify the same, all parties agree that this Memorandum of Agreement shall also act as the Amendment to the Contract of Agreement which expired on June 30th 2008 and that no further documentation

is required.

Agreed to and recommended by The Ridgefield Education Association's Secretarial Negotiations Committee dated December , 2008.

Nancy Kleespie
Nancy Kleespie

Carl Scalanga
Carl Scalanga

Annette Grippa
Annette Grippa

Agreed to and recommended by the Ridgefield Board of Education's Negotiation's Committee:

Lea Turro
Lea Turro

Deborah L. Fugnitti
Deborah L. Fugnitti

Agreed to and Accepted by THE BOARD OF EDUCATION OF THE BOROUGH OF RIDGEFIELD:

By: John Ponticorvo
John Ponticorvo, President

Dated 12/18/08

THE RIDGEFIELD EDUCATION ASSOCIATION

By: Tim O'Hara
Tim O'Hara, President

Dated 12/18/2008

12/1/06

SCHEDULE A - PAGE 1

SECRETARIES

Step	2007-2008	2008-2009	2009-2010	2010/2011
1	\$32,000.00	\$32,100.00	\$32,803.20	\$33,400.20
2	\$33,120.00	\$33,200.00	\$33,452.03	\$34,116.33
3	\$34,061.00	\$35,130.01	\$34,091.03	\$34,830.67
4	\$35,672.97	\$36,000.37	\$36,002.06	\$36,103.51
5	\$36,000.00	\$37,072.44	\$37,130.28	\$38,047.63
6	\$38,000.00	\$38,100.00	\$38,000.28	\$38,000.28
7	\$39,336.17	\$39,002.05	\$39,777.31	\$40,000.28
8	\$41,101.00	\$41,300.01	\$41,107.52	\$41,400.01
9	\$42,107.00	\$42,300.00	\$42,000.75	\$42,000.00
10	\$43,012.72	\$43,000.78	\$44,101.01	\$44,000.00
11	\$45,130.16	\$45,304.06	\$46,000.00	\$46,000.00
12	\$46,719.03	\$48,002.63	\$47,202.98	\$47,000.00
13	\$48,304.30	\$48,000.00	\$48,000.00	\$48,000.00
14	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
15	\$51,700.00	\$52,000.00	\$52,000.00	\$52,000.00
16	\$52,000.00	\$52,000.00	\$54,173.63	\$54,000.00
17	\$56,000.00	\$56,000.00	\$56,000.00	\$56,000.00
18	\$57,301.00	\$57,301.00	\$57,301.00	\$57,301.00
19	\$60,100.00	\$60,100.00	\$60,100.00	\$60,100.00

SCHEDULE A PAGE 3

through and including the 24th year, shall receive in addition to its base pay, a \$1,000.00 stipend.

c. Any Employee employed in the Ridgely Public Schools employed for 25 years or more, shall receive in addition to its base pay, a \$1,300.00 stipend.

SCHEDULE A PAGE 2

1. For the initial implementation of this guide, initially an Employee shall be placed on the column for 2007-2008 on the step that corresponds to their base salary received in 2007-2008. For example, the transportation co-ordinator who received a base salary of \$57,301.00 in 2007-2008 will be at step 12 on the 2007-2008 column.

2. Commencing with 2008-2009 year, Employees are eligible to move diagonal on the guide for the appropriate years in question.

3. It is the intent of the Board of Education that for the term of this Contract all Employees shall receive a 4% increase in base pay for each applicable year. In the event the movement and placement on the guide does not grant such a 4% increase, the applicable adjustment will be made.

4. Secretarial pool [hourly] = \$11.79.

5. Longevity Increment:

a. Any Employee employed in the Ridgely Public Schools for a period of 14 years beginning in the 15th year through and including the 19th year, shall receive in addition to its base pay, a \$700.00 stipend.

b. Any Employee employed in the Ridgely Public Schools for a period of 20 years beginning in the 20th year

12/11/08

SCHEDULE A PAGE 4

BOARD OFFICE PERSONNEL

	2007-2008	2008-2009	2009-2010	2010-2011
TRANSPORTATION	\$57,301.00	\$39,842.24	\$39,842.46	\$40,041.67
DISTRIBUTION/TUITION	\$45,887.00	\$41,831.78	\$41,238.94	\$41,443.13
ACCOUNTS PAYABLE	\$39,447.00	\$42,467.80	\$42,888.24	\$42,888.84
ROLL	\$46,330.00	\$43,954.27	\$44,174.04	\$44,394.91
		\$46,916.44	\$46,146.01	\$46,376.74
		\$46,330.00	\$46,794.46	\$47,928.43
		\$48,480.43	\$48,978.36	\$48,271.43
		\$60,187.80	\$60,438.64	\$60,944.18
		\$61,944.17	\$62,303.88	\$62,727.23
		\$63,782.31	\$64,831.82	\$64,672.88
		\$66,643.88	\$66,922.11	\$68,482.73
		\$67,301.00	\$67,387.51	\$68,184.82
		\$68,807.13	\$68,906.16	\$69,896.71
		\$61,803.37	\$62,887.84	\$62,623.41
		\$63,852.64	\$64,171.91	\$64,616.23
		\$68,087.49	\$68,417.92	\$67,883.78
		\$68,400.66	\$68,742.66	\$68,431.89
		\$70,784.57	\$71,148.64	\$71,861.80
		\$73,272.36	\$73,638.74	\$74,378.97
		\$76,636.91	\$76,216.08	\$76,980.16

SCHEDULE A PAGE 5

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3. It is the intent of the Board of Education that for the term of this Contract all Employees shall receive a 4% increase in base pay for each applicable year. In the event the movement and placement on the guide does not grant such a 4% increase, the applicable adjustment will be made.
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through and including the 24th year, shall receive a \$1,000.00 stipend.

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