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AGREEMENT

between

The Hoboken Board of Education

and

The Hoboken School Employees Association

July 1, 2011 through June 30, 2014



**HOBOKEN SCHOOL EMPLOYEES
ASSOCIATION**

HSEA - HCEA - NJEA - NEA



President	Joe Vitale
Vice-President	Gary White
Treasurer	Vinnie Johnson

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1.0 PREAMBLE

- 1.1** This agreement entered into by and between the Board of Education of the City of Hoboken, New Jersey, hereinafter referred to as the "Board" and the Hoboken School Employees Association, hereinafter referred to as the "Association" has as its purposes:
- 1.1.1** the promotion of harmonious relations between the Board and the Association;
- 1.1.2** the establishment of an equitable and peaceful procedure for the resolution of differences;
- 1.1.3** the establishment of rates of pay, hours of work, and other conditions of employment.
- 1.2** The Board will neither change nor modify any provision of this agreement without first successfully negotiating same with the Association, except where the changed or modified provision is a non-negotiable topic. In such cases, the procedures of the Public Employment Relations Commission will be followed.
- 1.3** This agreement shall be in effect from **July 1, 2011**, until **June 30, 2014**.
- 1.4** Except as herein set forth, all terms and conditions now in effect as regular employer/employee practices shall continue to be in effect for the duration of this contract.

2.0 RECOGNITION

2.1 The Board recognizes the Association as the sole exclusive bargaining agent for the purpose of establishing salaries, wages, hours and other conditions of employment for all its full-time and regular part-time custodians, maintenance employees, security employees, classroom aides and bus aides. The Association is granted permission to use a school building for meeting of the Association, subject to prior approval by the administration.

2.2 For the purpose of this contract, "full time employee" shall mean a person employed directly by the Board for more than three consecutive months and who is regularly employed at least 29.5 hours per week. "Regular part time employee" shall mean a person employed directly by the Board for more than three consecutive months and who is regularly employed at least 20 hours per week.

2.3 For the purpose of this contract an employee who is regularly employed less than 20 hours per week shall be considered a part time employee. Their salaries, wages, hours, and other conditions of employment are outside the scope of this agreement.

3.0 UNION SECURITY

3.1 The Board agrees to deduct the Association dues twice each month from the pay of those employees who individually request in writing that such deductions be made. The amounts to be deducted

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shall be certified to the Board by the Treasurer of the Association and the aggregate deductions of all employees shall be remitted, together with an itemized statement to the Treasurer, by the tenth day of the month following the month in which the deductions are made. The authorization shall be irrevocable during the term of this agreement except as provided by the New Jersey Statutes. The Association agrees to indemnify and hold the Board harmless against any and all claims, demands, suits and other forms of liability, including liability for reasonable counsel fees and other legal costs and expenses, which may arise out of, or by reason of, any action taken or not taken by the Board in complying with this provision.

3.2 Representatives of the Association not employed by the Board shall be permitted to visit with the employees during work hours at their work stations after obtaining permission from the Superintendent or his/her designee for the purpose of discussing Association matters, provided that the operations of the District are not affected. Permission for such visits shall not be unreasonably withheld.

3.3 Only representatives duly certified by the Association shall be recognized by the Board as authorized spokesmen or spokeswoman for the Association.

3.4 The Hoboken School Employees Association President shall receive four (4) hours weekly to attend to matters of Association business with Association members. These matters will be conducted within the confines of the school system.

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3.5 Bulletin Boards will be allowed at each work location for use by the Association for purposes of posting notices and information of a non-controversial nature. The Board or its designee shall determine the location and size of said board, but the entire cost of the board shall be borne by the Association.

4.0 SALARIES AND OTHER PAYMENTS

4.1 Effective July 1, 1991, Schedule A shall be the only salary guide. In addition, employees shall be paid the differentials indicated by this section. In the event that the new salary per Schedule A plus all applicable differentials, except for the differential in paragraph 4.2 below, is less than their scheduled salary under the prior contract, they will be continued to be paid at the prior rate for as long as this condition exists.

4.2 All employees assigned to the regular night shift shall receive a differential of \$1,000 per year over and above their regular salaries. This differential shall be pro rata for days actually worked. For regular shifts extending after 4:00 p.m., there will be a differential of \$125 per hour after 4:00 p.m. per year pro rated for days actually worked.

4.3 One employee in each building shall be designated as the Head Custodian. This employee shall receive the appropriate annual differential from Schedule A over and above all other compensation. There shall be a minimum of one (1) head custodian assigned per building.

4.4 Employees may be designated as Skilled Laborers.

Any employee so designated shall be paid from the Skilled Laborer salary guide of Schedule A.

4.5 All employees possessing a Black Seal, but not qualifying for designation under Sections 4.3 or 4.4 above shall be paid from the Engineer Guide.

4.6 Employees with perfect attendance from July 1 to December 31 shall receive a perfect attendance bonus of \$250.00 payable in January. Employees with perfect attendance from January 1 to June 30 shall receive a perfect attendance bonus of \$250.00 payable in July. Employees with perfect attendance for the full work year (July 1 through June 30) shall receive an additional bonus of \$100.00 payable in July. Absences due to a job related injury that are approved by a physician designated by the Board shall not be considered to be absences for the purposes of this paragraph.

4.7 Employees working out of job title requiring higher pay shall receive the greater sum for the period temporarily assigned.

5.0 WORK SHEETS

5.1 There shall be four (4) regular work shifts and three special work shifts for Engineers. Initially the hours of these shifts shall be as follows:

- 7:00 a.m. to 4:00 p.m. (Morning Shift)
- 9:00 a.m. to 6:00 p.m. (Day Shift)
- 3:00 p.m. to 12:00 a.m. (Night Shift)
- 11:00 a.m. to 8:00 p.m. or Noon to 9:00 p.m. (Mid-day Shift) *
- 6:00 am. to 3:00 p.m. (Engineer Shift)
- 7:00 a.m. to 4:00 p.m. (Engineer Shift)
- 3:00 p.m. to 12:00 an. (Engineer Shift)

* Employees assigned to a mid-day shift shall receive a shift differential in accordance with Article 4.2 effective upon their attainment of a Black Seal license. Only employees hired after July 1, 2002, and volunteers may be assigned to a mid-day shift.

5.1.1 One employee in each building who possesses a valid Black Seal shall be designated as the Engineer. Only the Engineer may be assigned to the Engineer Shift in each building at any time.

5.1.2 All Custodial and Maintenance employees hired after July 1, 1989, must obtain a Black Seal within one year of hire, and will be allowed two opportunities to do so. The Board shall provide classes for Black Seal for all Custodial and Maintenance employees for these attempts at no cost to the employee. Effective July 1, 2012, Custodial or Maintenance employees who have failed to obtain a Black Seal within one year of hire

shall be subject to dismissal or non-renewal at the discretion of the Board.

5.1.3 In the event that the Engineer is absent, any other employee with a Black Seal may be assigned as the Engineer for the duration of the absence.

5.2

5.2.1

Bus Aides and Security shall work the school calendar plus any additional in-service days scheduled by the Administration (a total of 184 days). Security workers shall work an eight hour shift (including a one-hour lunch) as assigned by the Superintendent or his designee. Bus aides shall report to work 30 minutes prior to student arrival and depart from work no earlier than 30 minutes after student departure. Their shifts shall be three (3) consecutive morning hours between 6:00AM and 10:00AM and three (3) consecutive afternoon hours between 1:00PM and 5:00PM.

5.2.2

Effective July 1, 2012, the Board may opt to hire 12-month Security Guards in addition to 10-month security guards. The salary guide for 12-month Security Guards will reflect salaries calculated by adding 20% to the salaries earned by 10 month security guards. 12 month Security guards will be eligible for the same vacation, holidays, and other contractual benefits as any other 12 month employee covered by the collective bargaining agreement.

5.3 In the event that the Superintendent deems changes in shift assignments to be necessary, volunteers for the changes will be solicited and honored. If there are insufficient volunteers for the changes, involuntary assignments will be made in reverse order of seniority of those possessing the qualifications to perform the work.

5.4 The Superintendent may change the hours of these shifts or implement new shifts with 90 days notice to the Association subject to the following limitations:

5.4.1 A work shift shall consist of the same nine continuous hours for five consecutive days and will include one hour for lunch.

5.4.2 Shifts shall not start before 6:00 A.M. nor end after midnight.

5.4.3 Shift changes must be approved by a majority vote of a Shift Committee. This committee shall consist of two (2) members appointed by the Association and three (3) members appointed by the Board President. This committee shall evaluate the need for a change in the hours of a shift or for new shifts and approve or disapprove the request.

5.5 Only employees hired on or after July 1, 1991, may be assigned to work Saturdays or Sundays as part of their regular work shift.

5.6 No unit member may be scheduled to work alone with the exception of a building Engineer. No unit member may work on weekends without the prior approval of the Superintendent or his designee.

5.7

5.7.1 On snow or other inclement weather days, employees shall report to work for their regular shift, unless the Director of Facilities instructs them to report at a different time. Employees will be released at the scheduled end time of their regular shift, or when the Director of Facilities determines that their work is complete.

5.7.2 On summer Fridays all shifts will end at 2:00 p.m. A unit member must be scheduled in the building until all students (including Pre-K and wrap around) have been dismissed.

5.7.3 On workdays preceding holidays, when students are dismissed at 1:00 p.m., unit personnel will be dismissed at 2:00 p.m. When no students are in attendance on workdays preceding holidays, unit personnel will work an abbreviated (four hour) workday. A unit member must be scheduled in the building until all students (including Pre-K and wrap around) have been dismissed.

5.8

In every event those employees except as otherwise provided shall enjoy a one hour lunch period, to be scheduled as closely to mid-shift as can be arranged. In the event that an employee cannot enjoy his/her lunch hour, he/she shall be compensated at the rate of time and one half for the lunch hour worked. An employee must have the approval of the Superintendent or his/her designee to work through the lunch hour.

5.9 The Board shall have discretion to make promotions, demotions, school transfers of more than three (3) months and duty changes, provided that this discretion shall not be exercised in an arbitrary or unreasonable manner and that seniority, qualifications, ability to perform and past performances shall be factors to be considered by the Board in the exercise of its discretion.

5.10 All unit personnel assigned to a particular building shall report to and be evaluated by the Building Principal. Employees assigned district wide shall report to and be evaluated by the Director of Facilities. All employees are subject to evaluation by the Director of Facilities.

6.0 INSURANCE

6.1 The Board agrees to continue full family insurance coverage for all eligible unit members including basic medical and hospitalization, major medical, dental, optical, and prescription coverages. The coverage will be as follows:

- a. For all covered unit employees, the dental benefit period maximum will remain \$2000 and orthodonture coverage will remain \$1000.
- b. For medical, hospitalization, major medical and prescription coverage, the board will provide coverage pursuant to the New Jersey School Employees Health Benefits Program in effect as of that date. In consideration of the extra costs to the employees due to the

change in prescription coverage, the Board will provide each unit member with payments of \$750 on or before 9/15/2011, \$500 on or before 9/15/2012, and \$250 on or before 2/15/2014. There is no expectation that these payments will continue beyond the life of this agreement.

6.2 c. Optical Coverage will remain as current. Effective with employees hired after June 30, 2009, eligible unit employees will receive full family medical coverage only under a basic medical POS plan (Horizon Direct Access or its equivalent). All other coverages will be the same as existing employees.

6.3 The Board will establish an IRS Section 125 Cafeteria Plan to allow full-time employees to waive health coverage in return for a cash payment of \$4,000 annually (or the option of a \$4,000 Section 125 credit), and to allow full-time employees to waive prescription coverage in return for a cash payment of \$1,000 annually (or the option of a \$1,000 Section 125 credit). Employees must opt for coverage waivers in writing annually prior to June 30th for the succeeding coverage year, and must submit proof of alternate coverage. Life altering events which result in loss of alternate coverage will allow full time employees to return to the Board plan with seamless coverage.

7.0 OVERTIME AND HOLIDAYS

- 7.1 Overtime shall be distributed as equally as possible among employees with the same classification and within the same school. Overtime will commence after forty hours worked in one week. As of July 1, 2006, if an engineer or maintenance employee works **custodial** overtime, the overtime will be paid at a rate of 1.5 times the hourly rate of a custodian on the same step as the employee working said overtime.
- 7.2 Two-thousand eighty (2080) hours shall be the hourly factor when computing overtime and shall be divided into the annual base salary to get the hourly regular rate.
- 7.3 Holidays are defined in Schedule B. An employee assigned to work on one of the days defined in Schedule B shall receive two times their regular hourly rate of pay, with the exception that days during the winter break other than Christmas Eve, Christmas Day, New Year's Eve and New Year's Day will be paid at standard overtime rates (time-and-a-half). As per past practice, when a paid holiday falls on a day when school is in session, unit employees eligible for the holiday will be given an alternate day off.
- 7.4 Employees working scheduled shifts on municipal election days shall not thereby receive any supplement to their salaries, if the public schools are closed on said day, employees will work abbreviated 5 hour shifts as determined by the Superintendent in consultation with the Association

in a manner that ensures full coverage of all polling places located within the public schools.

- 7.5 Overtime will not be paid for stipended duties.
- 7.6 Any employee who is requested to and returns to work after his/her regularly scheduled shift during the same day shall be guaranteed a minimum of three hours at the overtime rate. This article shall be construed to protect the employee who completes his/her regular shift and has gone home and is directed to return to work for an emergency or other reason.

8.0 LEAVES OF ABSENCE

- 8.1 Twelve month employees with less than five (5) years of service shall receive ten (10) days per year of sick leave. Twelve month employees with five (5) years and one day of service shall receive fifteen (15) days per year of sick leave. Ten month employees shall receive ten (10) days per year of sick leave.
- 8.2 All unused sick leave shall be cumulative from year to year, as permitted by law.
- 8.3 A doctor's certificate may be required by the Board in the following cases:
- 8.3.1 Personal illness of five (5) or more consecutive days.

8.3.2 Sicknesses over extended periods of time. In such cases the date the employee is anticipated to return to work should be furnished.

8.3.3 Frequent or patterned absences.

8.4 Sick Leave necessitated because of an accident or illness related to work shall be as set forth under New Jersey Statutes.

8.5 Effective July 1, 2012, all ten- and twelve-month employees shall be entitled to three (3) personal days per year. Personal days are not to be added to the start or end of a holiday or recess period, nor used consecutively. Any unused personal days will accumulate as sick leave, where allowable by law. When convenient, an employee shall give prior notice to the Director of Facilities. Upon an employee's return, documentation of personal days must be submitted on the Board approved form in accordance with the Board's absence recording procedure. This is not to be interpreted to imply that a reason for a personal day is required.

8.6 Employees shall be allowed up to seven (7) calendar days of bereavement leave per occasion in the event of an employee's spouse, child, parent, grandparent, grandchild, brother, sister, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, and any other member of the immediate household. Employees may request additional bereavement leave days from the Director of Facilities or Superintendent, which may be approved on a case-by-case basis. Such days shall commence with the first absence, which shall be either the day of the death or the day

immediately following the death. One day of leave (the day of the funeral) shall be granted for the death of an aunt or uncle. Special requests for attendance at a funeral outside the immediate family as defined may be made to the Superintendent for his consideration and approval. Special requests for absences due to serious illness of a member of the immediate family may be made to the Superintendent for his consideration and approval. All ten and twelve month employees are eligible for bereavement leave as defined.

8.7 Any employee who is absent and has no accumulated sick leave shall be docked one full day's pay for each day of absence.

8.8 A record of sick time shall be given to all employees by the Board in January and July.

8.9 An employee who elects to retire under one of the plans for the P.E.R.S./N.J.T.P.A.F. shall be granted the cash value for 50% of all unused accumulated personal illness days. Payments shall be made in one lump-sum payment in the final salary check issued in the retirement year. The maximum sick bank pay-out for employees hired after January 1, 1999, shall be \$15,000.

8.10 In the event of death before retirement, but after ten (10) years of service, the deceased's estate shall receive a lump sum payment specified in paragraph 8.9 above.

8.11 When an employee is absent, the employee must call the Director of Facilities to report the absence.

9.0 SENIORITY

- 9.1 Seniority is defined as the employee's total length of service with the Board, beginning with his/her original date of hire including per diem time, provided such per diem time was immediately followed by appointment. In the event that two or more employees are hired by the Board on the same day, their seniority shall be based on the order that their names appear in the resolution of appointment.
- 9.2 Any employee who voluntarily leaves the service of the District for one (1) calendar year or more shall forfeit any and all seniority rights that he/she has accrued prior to the date of their being rehired by the Board.
- 9.3 All vacancies in permanent promotional positions shall be publicized by the Board or its designee who shall set forth the description of and the qualifications for the vacant position including salary where possible. These shall be publicized by posting a notice in each school as far in advance as practical. This will ordinarily be at least fifteen (15) school days before the final date when applications must be submitted and in no case less than ten (10) school days before such date. A copy of said notice shall be given to the Association President at the time of the posting. Employees who desire to apply for such vacancies shall submit their application in writing to the Superintendent's Office within the time limit specified in the notice.
- 9.4 In all cases of layoffs, recalls, shift assignments, and vacation schedules, employees with the greatest amount of seniority to their credit shall be given

preference, provided the employee has the ability to do the work assignment involved.

10.0 GRIEVANCE PROCEDURE

- 10.1 Any grievance or dispute which may arise between the parties pertaining to the application, meaning, or interpretation of this Agreement shall be settled as specified in this section of this Agreement.
- 10.2
- 10.2.1 A grievance shall be presented by an employee to the Director of Facilities or building Principal, as appropriate, at an informal hearing to be held within ten (10) working days of the occurrence of said grievance or condition or conditions giving rise thereto. A representative of the Association shall be present. A written answer to the grievance shall be made by the Director of Facilities or building Principal within five (5) working days of the hearing's conclusion to the grievant and copies of said answer shall be filed with the Director of Facilities' office and delivered to the Association.
- 10.2.3 If the grievance is not settled through the above proceedings, the Association shall have the right to submit said grievance to the Superintendent within ten (10) calendar days of the decision at the lower level. After the grievance has been submitted to the Superintendent, the Superintendent shall prepare a written answer to said grievance, which must be served upon the grievant and

the Association no later than seven (7) working days following the submission of said grievance to the Superintendent."

10.2.4 If the grievance is not settled by the above, the Association shall have the right to submit said grievance to the Board within ten (10) calendar days of the decision at the lower level. After the grievance has been submitted to the Board, the Board shall prepare a written answer to said grievance which must be served upon the grievant and the Association no later than seven (7) working days following the submission of said grievance to the Board.

10.2.5 If the disposition of the matter by the Board is not satisfactory to the grievant, then the Association shall have five (5) working days to proceed to the next step.

10.3 If the grievance is not settled by the procedures specified above, then the Association shall have the right to submit such grievance to arbitration, pursuant to the rules and regulations of the New Jersey Public Employment Relations Commission. The cost of the arbitrator shall be shared equally.

10.4 The Association President, or his/her authorized representative, may report an impending grievance to the Board in an effort to forestall its occurrence, provided however, that the grievance shall be processed if not resolved, pursuant to the various steps of the grievance procedure.

10.5 It is agreed that employees shall, during and not withstanding the dependency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board.

11.0 VACATIONS

11.1 Vacation with pay shall be granted to full-time employees hired by the Board as specified in Schedule C. Vacations shall be taken at times mutually agreed upon by the employee and the Board.

11.2 Two weeks notice must be given in order to receive vacation pay before leaving for vacation. Two (2) weeks notice must be given to the Superintendent or his/her designee in writing in order to leave for vacation.

11.3 Any employee covered by this Agreement and as part of the vacation allowance specified in Schedule C, may choose to take a winter vacation not to exceed ten (10) work days per year.

12.0 SAFETY AND HEALTH

12.1 The Board shall at all times maintain safe and healthful working conditions and shall provide all tools, devices, and other such things needed in the performance of the employees' duties.

12.2 The employees shall at all times observe and exercise the highest degree of care for their own safety and the safety of all persons in the school system.

12.3

12.3.1 All custodial employees covered by this Agreement shall receive a Clothing Allowance of \$750.00 per year, payable in two installments of \$375.00 each, due July 15 and January 15 of the school year.

12.3.2 Uniforms must be worn every day. A proper uniform consists of a light blue shirt with dark blue slacks and work shoes. Lack of proper uniform will result in the offending individual being sent home with loss of one day's pay. Head Custodians and district administrative staff will be responsible for uniform inspections.

13.0 GENERAL PROVISION

13.1 Should any portion of this Agreement be held unlawful and unenforceable by any Court of competent jurisdiction, the decision of such Court shall apply only to the specified portion of the Agreement affected by such decision, whereupon the parties agree to negotiate a substitute for the individual portion thereof.

14.0 DURATION

14.1 This agreement shall cover the period July 1, 2011, through and until June 30, 2014.

SCHEDULE A - SALARIES

	Engineer		
	2011-12	2012-13	2013-14
1	24,230	24,405	24,605
2	24,460	24,635	24,835
3	24,690	24,865	25,065
4	24,910	25,085	25,285
5	25,140	25,315	25,515
6	25,380	25,555	25,755
7	26,670	26,845	27,045
8	28,260	28,435	28,635
9	29,940	30,115	30,315
10	31,740	31,915	32,115
11	33,640	33,815	34,015
12	36,900	37,075	37,275
13	38,350	38,525	38,725
14	39,840	40,015	40,215
15	41,430	41,605	41,805
16	43,060	43,235	43,435
17	44,750	44,925	45,125
18	46,430	46,605	46,805
19	47,940	48,115	48,315
20	49,310	49,485	49,685
21	50,530	50,705	50,905
22	51,770	51,945	52,145
23	52,900	53,075	53,275
24	56,060	56,235	56,435
25	60,310	61,310	62,310

* Employees will remain on same step for 2011-12 and resume step advancement in 2012-13

Custodian	2011-12	2012-13	2013-14
	1	23,880	24,055
2	24,100	24,275	24,475
3	24,340	24,515	24,715
4	24,570	24,745	24,945
5	24,790	24,965	25,165
6	25,020	25,195	25,395
7	25,980	26,155	26,355
8	27,830	28,005	28,205
9	29,520	29,695	29,895
10	31,310	31,485	31,685
11	33,210	33,385	33,585
12	35,230	35,405	35,605
13	37,370	37,545	37,745
14	39,290	39,465	39,665
15	41,020	41,195	41,395
16	42,620	42,795	42,995
17	44,290	44,465	44,665
18	45,970	46,145	46,345
19	47,490	47,665	47,865
20	48,850	49,025	49,225
21	50,080	50,255	50,455
22	51,300	51,475	51,675
23	52,430	52,605	52,805
24	55,930	56,105	56,305
25	59,850	60,850	61,850

* Employees will remain on same step for 2011-12 and resume step advancement in 2012-13

Head Custodian	2011-12	2012-13	2013-14
	1	28,960	29,135
2	29,180	29,355	29,555
3	29,410	29,585	29,785
4	29,630	29,805	30,005
5	29,870	30,045	30,245
6	30,100	30,275	30,475
7	31,580	31,755	31,955
8	33,170	33,345	33,545
9	34,860	35,035	35,235
10	36,650	36,825	37,025
11	38,560	38,735	38,935
12	40,580	40,755	40,955
13	42,720	42,895	43,095
14	44,380	44,555	44,755
15	46,360	46,535	46,735
16	48,170	48,345	48,545
17	50,070	50,245	50,445
18	51,750	51,925	52,125
19	53,260	53,435	53,635
20	54,630	54,805	55,005
21	55,970	56,145	56,345
22	57,220	57,395	57,595
23	58,360	58,535	58,735
24	62,022	62,197	62,397
25	65,684	66,684	67,684

* Employees will remain on same step for 2011-12 and resume step advancement in 2012-13

Maintenance	2011-12	2012-13	2013-14
	1	28,530	28,705
2	28,750	28,925	29,125
3	28,990	29,165	29,365
4	29,220	29,395	29,595
5	29,440	29,615	29,815
6	29,670	29,845	30,045
7	31,170	31,345	31,545
8	32,750	32,925	33,125
9	34,440	34,615	34,815
10	36,240	36,415	36,615
11	38,140	38,315	38,515
12	40,160	40,335	40,535
13	42,290	42,465	42,665
14	44,760	44,935	45,135
15	46,520	46,695	46,895
16	48,340	48,515	48,715
17	49,610	49,785	49,985
18	51,300	51,475	51,675
19	52,810	52,985	53,185
20	54,170	54,345	54,545
21	55,500	55,675	55,875
22	56,760	56,935	57,135
23	57,890	58,065	58,265
24	61,060	61,235	61,435
25	65,220	66,220	67,220

* Employees will remain on same step for 2011-12 and resume step advancement in 2012-13

10-Month Security	2011-12	2012-13	2013-14
	1	22,330	22,505
2	22,660	22,835	23,035
3	22,950	23,125	23,325
4	23,690	23,865	24,065
5	24,430	24,605	24,805
6	25,160	25,335	25,535
7	25,900	26,075	26,275
8	26,630	26,805	27,005
9	27,370	27,545	27,745
10	28,480	28,655	28,855
11	31,930	32,105	32,305
12	36,850	37,850	38,850

12-Month Security	2011-12	2012-13	2013-14
	1	26,796	27,006
2	27,192	27,402	27,642
3	27,540	27,750	27,990
4	28,428	28,638	28,878
5	29,316	29,526	29,766
6	30,192	30,402	30,642
7	31,080	31,290	31,530
8	31,956	32,166	32,406
9	32,844	33,054	33,294
10	34,176	34,386	34,626
11	38,316	38,526	38,766
12	44,220	45,420	46,620

* Employees will remain on same step for 2011-12 and resume step advancement in 2012-13

Aides	2011-12	2012-13	2013-14
1	13,230	14,230	15,230
2	13,470	14,470	15,470
3	13,840	14,840	15,840
4	14,270	15,270	16,270
5	14,720	15,720	16,720
6	16,470	17,470	18,470
7	18,220	19,220	20,220

* Employees will remain on same step for 2011-12 and resume step advancement in 2012-13

LONGEVITY	
10 th year	\$300
15 th year	\$1200
20 th year	\$3000
25 th year	\$2000

SCHEDULE B - HOLIDAYS

Holidays are defined as follows:

- New Year's Eve
- New Year's Day
- Martin Luther King Day
- Presidents' Day
- Good Friday
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Winter Break as defined in school calendar
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- One day during NJEA Convention

Note: The above days are those as observed by the District, which may or may not coincide with the legal holiday.

SCHEDULE C - VACATIONS

Any full-time employee hired prior to July 1, 1992 will be allowed 5 weeks vacation

The following allowances of vacation shall apply to full-time employees hired between July 1, 1992 and June 30, 2006:

<u>Length of Service</u>	<u>Allowance</u>
Less than six months	1 week
Six months to four years	2 weeks
Five years to nine years	3 weeks
Ten years or more	4 weeks

The following allowances of vacation shall apply to full-time employees hired after July 1, 2006:

<u>Length of Service</u>	<u>Allowance</u>
Less than six months	none
Seven months to one year	1 week (prorated)
2 years to four years	2 weeks
Five years to nine years	3 weeks
Ten years or more	4 weeks

Attest:

151 Rose Marie Markle

Rose Marie Markle, President
Hoboken Board of Education

151 Joseph V. Viale

Joseph Viale, President
Hoboken School Employees Association