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AGREEMENT

between

WOODSTOWN-PILESGROVE
REGIONAL BOARD OF
EDUCATION

and

WOODSTOWN-PILESGROVE
REGIONAL EDUCATION
ASSOCIATION

X July 1, 1985 to June 30, 1988

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ARTICLE I

RECOGNITION

- A. The Board of Education of the Woodstown-Pilesgrove Regional School District recognizes the Woodstown-Pilesgrove Regional Education Association as the exclusive representative for the bargaining unit consisting of classroom teachers, nurses, guidance counselors, librarians, teachers of special classes, secretaries, clerk-typists, classroom aides and clerk aides, but excluding the Superintendent, Assistant Superintendent, Director of Special Education Services, School Business Administrator, Principals, Assistant Principals, Secretary to the Superintendent and secretaries to the Board Secretary/Business Administrator.
- B. Unless otherwise indicated, the term, "employees," when used as a generally descriptive term in accordance with provision A above, hereinafter in this Agreement, shall refer to all members of the negotiating unit, and references to male employees shall include female employees.
- C. The term "teachers" shall refer specifically to classroom teachers, nurses, guidance counselors, librarians, and teachers of special classes.
- D. The term "clerical staff" shall refer specifically to secretaries, clerk-typists, and aides included in Section A above.

ARTICLE II

NEGOTIATION PROCEDURE

- A. The parties agree to enter into collective negotiations in accordance with Chapter 123, Public Laws of 1974, in a good-faith effort to reach agreement. Such negotiations begin no later than one hundred and twenty (120) days before the required budget submission date of the Board. Any Agreement so negotiated shall apply to all employees, be reduced to writing, be adopted by the Association first and then the Board, and signed by the delegated representatives of the Board and the Association.
- B. During negotiation, the Board and the Association shall present relevant data, exchange points of view, and make proposals and counterproposals. The Board shall make available for inspection by the Association such financial records, data and information of the Woodstown-Pilesgrove Regional School District as is available to any member of the public by statutory regulation. This inspection shall be made by appointment with the Superintendent or his designee.

- C. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party. The parties mutually pledge that their representatives shall be clothed with all necessary power and authority to make proposals, consider proposals, and make counterproposals in the course of negotiations.
- D. Negotiations Sessions
1. Any agreement that is mutually agreeable to both parties shall be adopted by the Association and the Board.
 2. Should a mutually acceptable amendment to this Agreement be negotiated by the parties, it shall be reduced to writing, be adopted by the Association and the Board and signed by the Association and the Board.
- E. The Board agrees not to Negotiate concerning said employees in the negotiating unit as defined in Article I with any organization other than the Association for the duration of this Agreement.
- F. 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.

ARTICLE III

GRIEVANCE PROCEDURE

A. Definitions

1. A grievance is defined as a violation, misapplication, or misinterpretation of this Agreement, policies, administrative decisions, or state statutes or regulations affecting the terms and conditions of employment of employees in this bargaining unit.
2. A "grievant" is an employee who files a grievance.
3. "Day" means a school day, when school is in session, or a work day during summer and vacation periods.
4. "Representative" is a person or agent designated to represent either party in the grievance procedure.
5. "Party in interest" is a person, agent or agency with an interest in the grievance.

B. Procedures

1. Grievances shall be adjudicated according to the terms of this Agreement.
2. Formal grievances shall be filed in writing.
3. Communications and decisions concerning formal grievances shall be in writing.
4. Nothing herein precludes mutual extension of time limits of the grievance procedure.
5. Parties in interest shall be permitted representatives limited to three (3) persons at all levels of the procedures.
6. Failure by a grievant to process a grievance within the specified time limits shall render the grievance as settled in favor of the Board, except as provided hereafter.
7. Failure to issue a decision within the specified time limit shall render the grievance settled in favor of the grievant, except as provided hereafter.
8. When a written grievance is filed under C-2a below, a copy will be submitted to the Superintendent. If, at the expiration of the time limits provided herein, there is no response from the other side, a five date notice will be given, at the expiration of which, in the continued absence of a response, the grievance will be resolved in accordance with the terms of sections 6 & 7 above.
 - a. For clerical staff grievances, failure to issue a decision within the specified time limit shall render the grievance settled in favor of the grievant. This provision will not be applicable in any grievance in which the remedy demanded exceeds the authority of the administrator who fails to respond within the time limits.
9. A class grievance is a formal grievance by the Association on behalf of (or by) two (2) or more affected employees. Such class grievance may be filed at Level III, but within ten (10) days of the occurrence. If the affected employees are under the direction of one principal, then the grievance must be initiated at the principal's level.

C. Processing

1. Level I - Informal Grievances

A grievant shall discuss informally with his immediate supervisor any alleged misinterpretation of this Agreement, within ten (10) days of such occurrence, in order to resolve the grievances. Failure to resolve the grievance shall advance it to Level II.

2. Level II - Formal Grievances

- a. A grievant shall file a formal grievance within twenty (20) days of the occurrence, and shall specify the clause of the Agreement, the nature of the grievance, and the remedy.
- b. The immediate supervisor shall hold a hearing promptly within five (5) days of receipt of the formal grievance, and shall render his decision within five (5) days after the hearing.

3. Level III - Appeals to the Superintendent

- a. Within five (5) days of the decision at Level II, the grievant may request an appeal to the Superintendent. The appeal shall include all materials previously submitted.
- b. The Superintendent shall establish a hearing within ten (10) days following such request, and notify the grievant at least five (5) days prior to the hearing date.
- c. Within five (5) days of the said hearing, the Superintendent shall notify the parties in interest of his decision.

4. Level IV - Appeals to the Board

Grievances appealed to the Board shall be processed as in Level III, except that the Board will establish a hearing within thirty (30) days.

5. Level V - Arbitration

- a. Within ten (10) days of the decision of the Board, the Association may request arbitration of the grievance by filing notice with the Superintendent.
- b. The Board and the Association shall request a list of arbitrators from the American Arbitration Association.
- c. Within five (5) days of receipt of such list, an arbitrator shall be selected by alternately striking names from the list, the Association striking first. If the arbitrator is unable to serve, a new list shall be requested, and the process repeated.
- d. The arbitrator shall establish rules for the hearing, except as provided herein.
- e. The arbitrator shall first rule on the arbitrability of the grievance, if so requested by either party.

- f. The arbitrator shall have no power to add to, subtract from or alter the language of the Agreement. He shall have no power to make an award inconsistent with law. He shall rule only on the interpretation of the clause of the Agreement.
- g. The arbitrator's decision shall be binding on all parties, except that if his decision requires legislative action, such decision shall be effective only if such legislation is enacted.
- h. The cost of the services of the arbitrator shall be shared equally by the parties in interest.
- i. Only grievances pertaining to violation of this Agreement may be processed to arbitration.

6. General Provisions

- a. No prejudice will attend any employee by reason of the utilization of participation in the grievance procedure.
- b. The filing or pendency of any grievance shall not impede the normal management and operation of the schools.
- c. All records of grievance processing shall be filed separately.
- d. Parties in interest will cooperate in investigating and providing pertinent information concerning a grievance being processed.

ARTICLE IV

PROBLEM SOLVING PROCEDURE

- A. Employees may submit problems, in writing, not of a contractual nature, to their immediate superior. If they are not satisfied with the solution provided by their immediate superior, they may appeal the problem to the Superintendent.
- B. The Superintendent's decision will be final and binding.
- C. All of the problems submitted in this procedure will be in writing and all of the answers given to the employee will be in writing.

ARTICLE V

WORK YEAR

- A. The teacher work year shall consist of one hundred and eighty-three (183) pupil days and one hundred and eighty-six (186) teacher days. One (1) teacher day shall be utilized for orientation and two (2) teacher days shall be utilized for inservice activity.
- B. All new teachers must report for a special orientation day for new staff members only.
- C. In the event that it becomes necessary to add pupil days to an adopted calendar, the Association shall be given the opportunity to make recommendations as to how this should be done.

All ten (10) month clerical staff will be required to work two hundred (200) days, excluding holidays. All twelve (12) month employees will be required to work two hundred and forty (240) days, except for Saturdays, Sundays, rotating holidays and earned vacation time. All other days between July 1 and June 30 are considered work days.

If a clerical employee is requested to work on a holiday, the employee will receive holiday pay (a day's pay) plus an extra day's pay.

Due to the variation in school calendars from year to year, and the nature of the position, the clerical staff holidays shall conform to that of the teaching staff with the exception of Christmas and Easter recesses, which will be determined by the building principal and approved by the Superintendent.

When normal teacher and/or student attendance is excused for safety or emergency reasons, the attendance of clerical staff may be excused at the discretion of the building principal.

ARTICLE VI

SALARIES

- A. Salary payments will be as follows:
 - 1. Any regular, annual or school year teacher who is under contract in any of the categories listed in the recognized bargaining unit and who is employed only a portion of each day shall have his salary prorated in accordance with this schedule. Salary increments shall be by action of the Board of Education and shall be based upon approved service. Any increments or adjustments may be withheld in accordance with New Jersey Law. Except for any increments or adjustments withheld in accordance with the legal authority of the Board, all employees covered by

this guide will be placed on their proper step for the school year in which Schedules "A", "B", "C" and "D" are applicable.

2. Teachers employed on a twelve (12) month basis shall be paid in twelve (12) monthly installments.
3. Teachers employed on a ten (10) month basis shall be paid in ten (10) monthly installments.
4. Teachers employed on a ten (10) month basis may individually elect to have a portion of their monthly salary deducted so that they may have a summer plan. The deducted funds shall be paid to the teacher at the end of June or in equal amounts on or about the 15th of the months of July and August. Any teacher may have an amount of his choosing deducted from his pay and deposited for him in the Salem County School Employee's Federal Credit Union. Monthly payments will be made on or about the fifteenth (15th) of the month. When a pay day falls on or during a school holiday, vacation or weekend, teachers shall receive their paychecks on the last previous working day.
5. Teachers shall receive their final checks on the last working day in June or upon completion of the check-out conditions for the year.

6. Extended Service Increments

An additional six hundred \$600 will be paid to those who have completed fifteen (15) years of teaching, the last 10 of which shall have been in this district. A further increment of five hundred (\$500) dollars will be paid after twenty (20) years of teaching, the last fifteen (15) of which will have been in this district. For teachers who have completed twenty-five (25) years of teaching, of which the last twenty (20) years will have been in this district, the extended service increment will be five hundred (\$500) dollars. Teachers with thirty (30) years teaching, the last twenty-five (25) of which will have been in the district, will be paid an extended service increment of five hundred (\$500) dollars.

- a. Teachers with thirty-five (35) years of teaching service, the last thirty (30) of which will have been in the district will be paid an additional five hundred (\$500) dollars.
- b. Effective September 1, 1986, teachers must have successfully completed not less than three (3) semester hours of post graduate courses which must have been approved by the Superintendent, within the five (5) years immediately preceding the completion of years of service specified above to qualify for the extended service increments provided herein. (Article VI A 7)

7. Teachers who retire immediately for service under the rules of TPAF (not vesting benefits) and who have not less than ten (10) years of service in Woodstown-Pilesgrove will be compensated for 1/2 of their accumulated sick leave days, after the first fifty (50) days, which shall be deductible, at the rate of twenty-five (\$25) dollars per day.

Teachers who claim this payment must notify the Board of their intent to retire by December 1 of their final year of service if they retire at the end of the school year, or not less than seven (7) months in advance of their retirement date if they retire at any other time. If, due to unusual circumstances, notice is given less than seven (7) months in advance, payment may be made twelve (12) months after the receipt of notice. In the event that a teacher, having met all the requirements herein, dies before receiving payment, payment will be made to the teacher's estate.

Payment will be made in any of the following schedules, at the option of the teacher.

1. Full payment on or about July 1
2. Full payment on or about January 1
3. Half on each date.

This provision will expire on June 30, 1988.

8. Professional Development and Educational Improvement

The Board and the Association affirm that continued intellectual growth on behalf of its employees is vital to the progressive development of the educational program.

- a. The contractual agreement to pay teachers an ongoing additional sum of \$10 per credits earned prior to July 1, 1975, and \$15 per credits earned prior to July 1, 1976, shall be continued. Tuition for all credits earned after July 1, 1977, shall be reimbursed up to and including \$600 per fiscal year. On a per credit basis no more than \$45 per credit will be reimbursed by the Board of Education with the appropriate approval and submission of the necessary documentation and proof of payment. The parties agree that if the graduate credit cost at Glassboro State College is increased for all graduate hours then the amount of that increase will be incorporated as the maximum per credit payment under this Agreement. Any cost beyond the established limit will not be reimbursed.
- b. Payment for additional credits earned after July 1, 1977, shall be subject to the following conditions.

1. A maximum of 12 credits per employee will be reimbursed in any fiscal year, providing such credits were earned during that fiscal year.
 2. Payments will be made within 45 days after the teacher submits official transcripts or letters of completion to the Superintendent of Schools and providing that the teacher has earned a grade of B or better or a grade of passing in pass/fail courses.
 3. Payment may be withheld for courses taken to satisfy emergency or provisional certification requirement, or for courses taken to pursue any degree not related to the Educational profession, or for courses paid for by any other public or private funding or for courses taken while on sabbatical or other extended leave of absence.
 4. To be eligible for reimbursement, employees must notify the Superintendent and receive his approval prior to enrolling in the post graduate courses.
- c. The Association agrees to cooperate in arranging inservice courses, workshops, conference visits to industries of neighboring school systems, and programs designed to improve the quality of education. Such activities shall be coordinated through the "Educational Liaison and District Wide Educational Council". Final approval will rest with the Superintendent of Schools. Such decision shall not be subject to binding arbitration.
- d. The Board will reimburse clerical staff for college or other courses related to their duties in Woodstown-Pilesgrove, subject to the prior approval of the Superintendent, up to a limit of \$250 for any member in any year, upon presentation of evidence of successful completion of such courses.

9. Initial Employment

Initial hiring guide placement for new teachers to be hired for 1980-81 school year (and thereafter) shall be negotiable between the prospective new hire and the Board, provided that such salary shall not be above what would be the normal step placement based on experience, etc., and shall entitle the teacher to normal step progression thereafter.

- A - Nondegree
- B - Bachelor Degree
- C - Bachelor Degree plus thirty (30) graduate credits
- D - Master's Degree
- E - Master's Degree plus thirty (30) graduate credits

For categories C, D and E, all credits beyond the stated degree shall be at the post graduate level and be given by institutions approved by the New Jersey State Board of Education. Transcripts, an official diploma, or notification of grades bearing an official and proper college seal shall be submitted to the Superintendent of Schools, who will evaluate the credits for Board of Education approval.

B. Clerical Staff Salaries

1. All employees covered by this Salary Schedule D shall be construed to be on duty for the calendar year, twelve (12) months unless otherwise scheduled. The working year for ten (10) month staff members shall be construed as 200 days. The working year for eleven (11) month staff members shall be construed as 220 days. The working year for twelve (12) month staff members shall be construed as 240 days, less earned vacation.

A work day is defined as a day in which the employee is scheduled for work at the place of employee assignment or on approved vacation.

Salary for 240 work days, less vacation, will be computed on approved salary guide in accordance with classification.

2. An employee covered by this Salary Schedule will advance only one (1) step per contract year.
3. Transfers from one position to another shall be given full credit for all years of experience presently held at the time of transfer.
4. Initial placement on scale may be negotiated on the basis of training and experience as approved by the Superintendent for new clerical staff employees.
5. Any regular, annual or school year clerical employee who is under contract in any of the categories listed in the recognized bargaining unit and who is employed only a portion of each day shall have his salary prorated in accordance with this schedule. Salary increments shall be by action of the Board of Education and shall be based upon approved service. Any increments or adjustments may be withheld in accordance with New Jersey School Law Title 18A:29-14. A member of the bargaining unit whose increment or adjustment is withheld may use the appeal procedure in New Jersey School Law Title 18A:29-14 or may grieve the action in accordance with the grievance procedure in this Agreement.

6. Service increment shall apply at:

- After 15 years - \$300
- After 20 years - \$300 additional
- After 25 years - \$400 additional
- After 30 years - \$400 additional
- After 35 years - \$400 additional

7. Clerical staff members who retire immediately for service under the rules of PERS (not vesting benefits) and who have not less than ten (10) years service in Woodstown-Pilesgrove will be compensated for 1/2 of their accumulated sick leave days, after the first fifty (50) days, which shall be deductible, at the rate of fifteen (\$15) dollars per day.

Clerical staff members who claim this payment must notify the Board of their intent to retire by December 1 of their final year of service if they retire at the end of the school year, or not less than seven (7) months in advance of their retirement date if they retire at any other time. If, due to unusual circumstances, notice is given less than seven (7) months in advance, payment may be made twelve (12) months after the receipt of notice. In the event that a clerical staff member, having met all the requirements herein, dies before receiving payment, payment will be made to the clerical staff estate.

Payment will be made in any of the following schedules, at the option of the clerical staff member:

1. Full payment on or about July 1
2. Full payment on or about January 1
3. Half on each date.

This provision will expire on June 30, 1988.

C. Extracurricular Salaries

1. A one hundred (\$100) dollar increment may be withheld yearly in accordance with the provisions of the contract in Article VI, A., para. 1, but may be exceeded until the maximum is reached at the discretion of the Board of Education upon the recommendation of head coach, athletic director, and high school principal to the Superintendent of Schools.
2. Full adjustment to guide shall be made upon issuance of annual contract except as provided in (A) above.

3. Any teacher who has been employed in the Woodstown-Pilegrve Regional School District in any position listed shall receive credit for each year of such service if he or she is hired for any other position listed in the same athletic or extracurricular category.

Ticket takers, sellers, scorekeepers, timekeepers will be paid \$26.00/activity for 1985-86 through 1987-88.

SCHEDULE A

1985-86

<u>STEP</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
1	18,500	18,500	19,300	20,200	21,200
2	18,500	19,200	20,000	20,900	21,900
3	18,750	19,900	20,700	21,600	22,600
4	19,525	20,675	21,475	22,375	23,375
5	20,325	21,475	22,275	23,175	24,175
6	21,200	22,350	23,150	24,050	25,050
7	22,250	23,400	24,200	25,100	26,100
8	23,450	24,600	25,400	26,300	27,300
9	24,650	25,800	26,600	27,500	28,500
10	25,950	27,100	27,900	28,800	29,800
11	27,450	28,600	29,400	30,300	31,300

STEP
84-85

STEP
85-86

STEP
86-87

STEP
87-88

1	1	2	2
2	1	2	2
3	1	2	2
4	1	2	2
5	1	2	3
6	2	3	4
7	3	4	5
8	4	5	6
9	5	6	7
10	6	7	8
11	7	8	9
12	8	9	10
13	9	10	11
14	10	11	11
15	11	11	11
16	11	11	11

SCHEDULE A

1986-87

<u>STEP</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
1	18,500	19,000	19,800	20,700	21,700
2	18,500	19,500	20,300	21,200	22,200
3	19,150	20,300	21,100	22,000	23,000
4	20,000	21,150	21,950	22,850	23,850
5	20,825	22,000	22,800	23,700	24,700
6	21,850	23,000	23,800	24,700	25,700
7	23,075	24,225	25,025	25,925	26,925
8	24,325	25,475	26,275	27,175	28,175
9	25,725	26,875	27,675	28,575	29,575
10	27,125	28,275	29,075	29,975	30,975
11	29,150	30,300	31,100	32,000	33,000

SCHEDULE A
1987-88

<u>STEP</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
1	18,500	19,600	20,400	21,300	22,300
2	19,050	20,200	21,000	21,900	22,900
3	19,800	20,950	21,750	22,650	23,650
4	20,775	21,925	22,725	23,625	24,625
5	21,750	22,900	23,700	24,600	25,600
6	22,825	23,975	24,775	25,675	26,675
7	24,025	25,175	25,975	26,875	27,875
8	25,475	26,625	27,425	28,325	29,325
9	26,975	28,125	28,925	29,825	30,825
10	28,625	29,775	30,575	31,475	32,475
11	31,150	32,300	33,100	34,000	35,000

SALARY SCHEDULE B

1985-86

Position	1	2	3	4	5
Athletic Director	1,710	1,810	1,910	2,010	2,060
Football Head	1,455	1,555	1,655	1,805	2,005
Football Asst.	1,020	1,120	1,220	1,320	1,420
Cross Country	955	1,055	1,155	1,305	1,505
Basketball Head	1,255	1,355	1,455	1,605	1,805
Basketball Asst.	920	1,020	1,120	1,220	1,320
Tennis Head	955	1,055	1,155	1,305	1,505
Baseball Head	1,055	1,155	1,255	1,405	1,605
Baseball Asst.	920	1,020	1,120	1,220	1,320
Track Head	1,055	1,155	1,255	1,405	1,605
Track Asst.	920	1,020	1,120	1,220	1,320
Hockey Head	1,255	1,355	1,455	1,605	1,805
Hockey Asst.	920	1,020	1,120	1,220	1,320
Intramural Head	955	1,055	1,155	1,305	
Intramural Asst.	800	900	1,000		
Softball Head	1,055	1,155	1,255	1,405	1,605
Softball Asst.	920	1,020	1,120	1,220	1,320
Golf	705	805	905	1,005	
Soccer Head	1,055	1,155	1,255	1,405	1,605
Soccer Asst.	920	1,020	1,120	1,220	1,320
Wrestling Head	1,055	1,155	1,255	1,405	1,605
Wrestling Asst.	920	1,020	1,120	1,220	1,320
Swimming Head	1,055	1,155	1,255	1,405	1,605
Swimming Asst.	920	1,020	1,120	1,220	1,320

SALARY SCHEDULE B

1986-87

Position	1	2	3	4	5
Athletic Director	1,800	1,900	2,000	2,100	2,140
Football Head	1,535	1,635	1,735	1,885	2,085
Football Asst.	990	1,090	1,190	1,290	1,490
Cross Country	1,035	1,135	1,235	1,385	1,585
Basketball Head	1,335	1,435	1,535	1,685	1,885
Basketball Asst.	990	1,090	1,190	1,290	1,390
Tennis Head	1,035	1,135	1,235	1,385	1,585
Baseball Head	1,135	1,235	1,335	1,485	1,685
Baseball Asst.	990	1,090	1,190	1,290	1,390
Track Head	1,135	1,235	1,335	1,485	1,685
Track Asst.	990	1,090	1,190	1,290	1,390
Hockey Head	1,335	1,435	1,535	1,685	1,885
Hockey Asst.	990	1,090	1,190	1,290	1,390
Intramural Head	985	1,085	1,185	1,285	1,385
Intramural Asst.	870	970	1,070		
Softball Head	1,135	1,235	1,335	1,485	1,685
Softball Asst.	990	1,090	1,190	1,290	1,390
Golf	805	905	1,005	1,105	
Soccer Head	1,135	1,235	1,335	1,485	1,685
Soccer Asst.	990	1,090	1,190	1,290	1,390
Wrestling Head	1,135	1,235	1,335	1,485	1,685
Wrestling Asst.	990	1,090	1,190	1,290	1,390
Swimming Head	1,135	1,235	1,335	1,485	1,685
Swimming Asst.	990	1,090	1,190	1,290	1,390

SALARY SCHEDULE B

1987-88

Position	1	2	3	4	5
Athletic Director	1,900	2,000	2,100	2,200	2,240
Football Head	1,785	1,885	1,985	2,085	2,185
Football Asst.	1,165	1,265	1,365	1,465	1,565
Cross Country	1,285	1,385	1,485	1,585	1,685
Basketball Head	1,585	1,685	1,785	1,885	1,985
Basketball Asst.	1,065	1,165	1,265	1,365	1,465
Tennis Head	1,285	1,385	1,485	1,585	1,685
Baseball Head	1,385	1,485	1,585	1,685	1,785
Baseball Asst.	1,065	1,165	1,265	1,365	1,465
Track Head	1,385	1,485	1,585	1,685	1,785
Track Asst.	1,065	1,165	1,265	1,365	1,465
Hockey Head	1,585	1,685	1,785	1,885	1,985
Hockey Asst.	1,065	1,165	1,265	1,365	1,465
Intramural Head	1,085	1,185	1,285	1,385	1,485
Intramural Asst.	945	1,045	1,145		
Softball Head	1,385	1,485	1,585	1,685	1,785
Softball Asst.	1,065	1,165	1,265	1,365	1,465
Golf	870	970	1,070	1,170	1,270
Soccer Head	1,385	1,485	1,585	1,685	1,785
Soccer Asst.	1,065	1,165	1,265	1,365	1,465
Wrestling Head	1,385	1,485	1,585	1,685	1,785
Wrestling Asst.	1,065	1,165	1,265	1,365	1,465
Swimming Head	1,385	1,485	1,585	1,685	1,785
Swimming Asst.	1,065	1,165	1,265	1,365	1,465

SALARY SCHEDULE C

1985-86

POSITION	1	2	3	4
<u>High School</u>				
Cheerleader Adv.	870	970	1,070	1,170
Cheerleader Asst.	760	860	960	1,060
Band Director and Major.	1,170	1,270	1,370	1,470
Drama Adv.	760	860	960	
Yearbook Adv.	810	910	1,010	
Newspaper Adv.	810	910	1,010	
Student Council Adv.	760	860		
Senior Class Adv.	800	900		
Junior Class Adv.	800	900		
Sophomore Class Adv.	700			
Freshman Class Adv.	700			
Student Store Adv.	750			
Music Director	350			
Choreographer	200			
Set Director	350			
<u>Middle School</u>				
Yearbook	250			
Student Government	250			
Newspaper	250			
Drama Advisor	450			
Music Director	350			
Choreographer	200			
Set Director	350			
<u>Chairpersons</u>				
Grade Chairman (WMS/MSS)	870			
Dept. Chairman (WHS)	870	970	1,070	1,170
<u>AVA</u>				
High School (Grades 9-12)	5 Day Comp. *			
Middle School (Grades 5-8)	640			
Shoemaker School (Grades K-4)	640			

* The five-day compensatory time indicated for the High School AVA position applies only to the incumbent in that position. Once this incumbent vacates that position, the payment for the High School AVA position shall revert to \$640.00 per year for any person assuming that position. This agreement will affect the person holding the position in the future. This Agreement will not constitute a guarantee on the part of the Board to continue the current AVA person from year to year in this position.

SALARY SCHEDULE C

1986-87

POSITION	1	2	3	4
<u>High School</u>				
Cheerleader Adv.	930	1,030	1,130	1,230
Cheerleader Asst.	810	910	1,010	1,110
Band Director and Major	1,230	1,330	1,430	1,530
Drama Adv.	790	890	990	
Yearbook Adv.	870	970	1,070	
Newspaper Adv.	870	970	1,070	
Student Council Adv.	820	920		
Senior Class Adv.	850	950		
Junior Class Adv.	850	950		
Sophomore Class Adv.	750			
Freshman Class Adv.	750			
Student Store Adv.	790			
Music Director	375			
Choreographer	225			
Set Director	375			
<u>Middle School</u>				
Yearbook	275			
Student Government	275			
Newspaper	275			
Drama Advisor	475			
Music Director	375			
Choreographer	225			
Set Director	375			
<u>Chairpersons:</u>				
Grade Chairman (WMS/MSS)	940			
Dept. Chairman (WHS)	940	1,040	1,140	1,240
<u>AVA</u>				
High School (Grades 9-12)	5 Day Comp. *			
Middle School (Grades 5-8)	680			
Shoemaker Sch. (Grades K-4)	680			

* The five-day compensatory time indicated for the High School AVA position applies only to the incumbent in that position. Once this incumbent vacates that position, the payment for the High School AVA position shall revert to \$680.00 per year for any person assuming that position. This Agreement will affect the person holding the position in the future. This Agreement will not constitute a guarantee on the part of the Board to continue the current AVA person from year to year in this position.

SALARY SCHEDULE C

1987-88

POSITION	1	2	3	4
<u>High School</u>				
Cheerleader Adv.	990	1,090	1,190	1,290
Cheerleader Asst.	860	960	1,060	1,160
Band Director and Major	1,300	1,400	1,500	1,600
Drama Adv.	850	950	1,050	
Yearbook Adv.	930	1,030	1,130	
Newspaper Adv.	930	1,030	1,130	
Student Council Adv.	880	980		
Senior Class Adv.	1,000			
Junior Class Adv.	900			
Sophomore Class Adv.	800			
Freshman Class Adv.	800			
Student Store Adv.	850			
Music Director	400			
Choreographer	250			
Set Director	400			
<u>Middle School</u>				
Yearbook	300			
Student Government	300			
Newspaper	300			
Drama Advisor	500			
Music Director	400			
Choreographer	250			
Set Director	400			
<u>Chairpersons</u>				
Grade Chairman (WMS/MSS)	1,020			
Dept. Chairman (WHS)	1,020	1,120	1,220	1,320
<u>AVA</u>				
High School School (Grades 9-12) 5 Day Comp. *				
Middle School (Grades 5-8)	740			
Shoemaker School (Grades K-4)	740			

* The five-day compensatory time indicated for the High School AVA position applies only to the incumbent in that position. Once this incumbent vacates that position the payment for the High School AVA position shall revert to \$740.00 per year for any person assuming that position. This Agreement will affect the person holding the position in the future. This Agreement will not constitute a guarantee on the part of the Board to continue the current AVA person from year to year in this position.

SCHEDULE D

SALARY GUIDE WOODSTOWN-PILESGROVE

July 1, 1985 - June 30, 1986

	Class I Secretarial		Class II Clerk - Typist		Class III Classroom Aide		Class IV Clerk - Aide	
	12 Month	10 Month	12 Month	10 Month	12 Month	10 Month	12 Month	10 Month
1	9,760	8,180	9,300	7,780	9,150	7,620	8,690	7,240
2	10,160	8,515	9,710	8,095	9,560	7,970	9,215	7,570
3	10,700	8,980	10,160	8,540	10,005	8,425	9,505	8,005
4	11,280	9,455	10,760	9,020	10,575	8,900	10,045	8,455
5	13,035	10,920	12,485	10,455	12,245	10,290	11,630	9,775
6	13,690	11,465	13,115	10,985	12,870	10,810	12,230	10,265
7	14,805	12,405	13,950	11,890	13,925	11,690	13,230	11,105
8	15,505	13,120	14,900	12,460	14,600	12,245	13,870	11,635
9	16,190	13,440	15,555	13,020	15,240	12,785	12,230	12,145
10	17,010	14,235	16,365	13,685	15,995	13,445	15,195	12,775

NOTE: Steps will be as follows:

84-85	85-86	86-87	87-88
1	2	3	4
2	3	4	5
3	4	5	6
6	5	6	7
7	6	7	8
9	7	8	9
10	8	9	10
11	9	10	10
12	10	10	10
13	10	10	10

SCHEDULE D

SALARY GUIDE WOODSTOWN-PILESGROVE

July 1, 1986 - June 30, 1987

	Class I Secretarial		Class II Clerk - Typist		Class III Classroom Aide		Class IV Clerk - Aide	
	12 Month	10 Month	12 Month	10 Month	12 Month	10 Month	12 Month	10 Month
1	10,090	8,440	9,585	8,000	9,435	7,860	8,965	7,465
2	10,490	8,800	9,965	8,350	9,800	8,170	9,310	7,760
3	10,925	9,155	10,390	8,705	10,200	8,570	9,910	8,140
4	11,515	9,660	10,930	9,185	10,765	9,065	10,230	8,610
5	12,220	10,240	11,650	9,770	11,450	9,640	10,880	9,155
6	14,000	11,730	13,405	11,230	13,150	11,055	12,495	10,500
7	14,895	12,475	14,270	11,950	14,005	11,760	13,305	11,170
8	15,915	13,335	14,995	12,785	14,970	12,570	14,220	11,940
9	16,885	14,290	16,225	13,565	16,270	13,335	15,455	12,670
10	18,015	15,075	17,330	14,490	16,935	14,240	16,090	13,530

SCHEDULE D

SALARY GUIDE WOODSTOWN-PILESGROVE

July 1, 1987 - June 30, 1988

	Class I Secretarial		Class II Clerk - Typist		Class III Classroom Aide		Class IV Clerk - Aide	
	12 Month	10 Month	12 Month	10 Month	12 Month	10 Month	12 Month	10 Month
1	10,570	8,825	10,040	8,385	9,890	8,235	9,400	7,825
2	10,970	9,190	10,420	8,700	10,270	8,550	9,760	8,125
3	11,400	9,525	10,830	9,070	10,680	8,920	10,150	8,475
4	11,880	9,955	11,350	9,470	11,200	9,320	10,770	8,855
5	12,530	10,510	11,890	9,995	11,715	9,860	11,130	9,370
6	13,620	11,420	12,990	10,895	12,770	10,745	12,130	10,210
7	15,190	12,730	14,550	12,180	14,270	11,995	13,555	11,395
8	16,380	13,720	15,700	13,145	15,405	12,935	14,635	12,290
9	17,665	14,800	16,650	14,190	16,620	13,950	15,785	13,255
10	19,060	15,950	18,335	15,330	17,920	15,065	17,025	14,310

ARTICLE VII

LEAVES OF ABSENCE

A. Except for personal disability or emergency situation, employees included in this Agreement shall be expected to work each designated workday unless excused under the following stipulations:

B. Leave With Full Pay:

1. For ten (10) month employees, allowance for personal illness or disability will be ten (10) days per year with the unused portion accumulated without limit. After five (5) years of service in the district, one (1) additional day per year will be added until a maximum of fifteen (15) days per year is reached.

2. For twelve (12) month employees, allowance for personal illness or disability will be twelve (12) days per year with the unused portion accumulated without limit. After five (5) years of service in the district, one (1) additional day per year will be added until a maximum of fifteen (15) days per year is reached.

3. A physician's statement may be required for personal illness or disability.

4. Bereavement Leave

a. The Board will provide up to four (4) workdays leave for each death in the immediate family. The Superintendent shall determine the actual number of days granted in each circumstance.

(1) The immediate family shall consist of the employee's mother, father, sister, brother, son, daughter, spouse, mother-in-law, father-in-law, and grandparents.

(2) The workdays granted for bereavement leave shall be noncumulative.

(3) One (1) workday per year for the death of each relative other than the immediate family, as noted above or each close friend.

(4) The workday granted for bereavement leave shall be noncumulative.

5. Personal Business Days

Each employee may utilize up to two (2) work days per year for personal business reasons and shall not be required to state a specific reason for requesting same except in (2) below:

- (1) The Superintendent of Schools must be notified, on the appropriate district form, forty-eight (48) hours in advance of said leave.
- (2) If the Superintendent is not notified forty-eight (48) hours prior to said leave, then the leave may be taken only if an emergency exists that has been explained to the Superintendent.
- (3) Personal business leave days are not cumulative.
- (4) No more than five percent (5%) of the teachers in a given building may take personal business days on the same day and no more than one (1) member of the clerical staff may take personal leave on the same day.
- (5) No personal business days may be utilized on the days immediately preceding or following a holiday or vacation period.
- (6) Utilization of personal business days as of May 1 of each school year, up to and including the last day of school (until June 30 and during the week before the opening of school for clerical staff), shall be with the consent of the Superintendent or his designee and such consent must be received prior to utilizing personal days during this period of time.
- (7) Personal leave may only be taken for full days.

C. Limitations

1. Special consideration may be given particular problems of employees with extended years of service.

D. Rules Governing Absence

1. Employees are to notify their administrator or his delegate of pending absence. Such notification will be in accordance with the directions of the administrator.
2. After returning from absence, each employee will prepare an Absentee Record Form, completed accurately, and turn it in to the supervisor's office within three (3) school days. If an employee fails to turn in the Absentee Record Form within the required time period, the employee shall be docked five (\$5) dollars for the day's absence(s).
3. For absences that can be anticipated, advance arrangements are to be made.
4. Absence for professional business, conference, school visitations must be approved in advance.
5. The daily checking in and out are important parts of the employee accounting procedure. It is the responsibility of each employee

to check in by the designated time and check out, if permission is granted for leaving before the end of the normal workday. Requests to leave during or before the end of the workday are to be made to the supervisor.

E. Sabbatical Leave

1. After having taught seven (7) consecutive years in the Woodstown-Pilesgrove Regional School District, a teacher may receive leave for a year with half pay in accordance with the following provisions:
 - a. The leave will be for a regular and formalized program of education or travel or other program that may be approved by the Board of Education. All programs must be meaningful in terms of the present or future teaching assignment. The education shall be full-time residence program or its equivalent given by a recognized and approved institution. The travel shall be an extensive, planned itinerary.
 - b. Applications for leaves shall be filed with the Superintendent of Schools by March 1 immediately preceding the leave and shall be made on the forms provided by the Superintendent. The Board will examine the detailed request on the recommendation of the Superintendent.
 - c. All leaves must be approved by the Board of Education.
 - d. Leaves will be limited to one (1) per year and when more than one (1) applicant files for a given year, applications will be processed so that teachers with the longer number of consecutive years service in the district will be given primary consideration.
 - e. Teachers on leave in accordance with these policies shall not lose seniority, retirement, and tenure rights.
 - f. As part of the application for leave, the teacher will sign an agreement to return to serve for two (2) consecutive years in this school district immediately after leave.
 - g. Leaves shall be for an academic year from September 1 to the following June 30.

F. Child Rearing Leave

Teachers may apply for and may be granted child rearing leave for the balance of the school year during which the birth of the child occurs. Child rearing leave shall be without pay or benefits.

Teachers absent less than ninety (90) school days shall receive an increment the following year upon return and all benefits shall be restored.

- G. Time necessary for appearance in any legal proceeding arising out of the teacher's performance of his duties, providing that the teacher is not participating or assisting as an adversary to the Board, shall not result in loss of pay or personal leave.
- H. Other leaves subject to the terms dictated by the Board of Education may be applied for and approved in the sole discretion of the Board.

ARTICLE VIII

WORKDAY AND WORKLOAD

- A.
 1. Teachers shall indicate their presence for duty each day by signing their initials, as signed on the first day of each school year, on the designated line on the sign-in roster in accordance with the time schedule for teacher arrival set forth by the Board of Education for each building.
 2. Teachers shall be required to report for duty no earlier than twenty (20) minutes before the opening of the pupils' school day, and shall be required to remain no later than twenty (20) minutes after the close of the pupils' school day. On Fridays or on days preceding holidays or vacations, or Back-to-School Night, the teachers' day shall end at the close of the pupils' day.
 3. Teachers who fail to sign in for any reason by the designated time set forth by the Board of Education shall suffer a wage deduction for the amount of time elapsed from the designated sign-in time up to the actual sign-in time.
 4. Teachers shall not be required to indicate that they are leaving the school grounds at the end of the school day, unless they are leaving prior to the designated departure time and must have the express permission of the building principal or his designee.
 5. Teachers required to teach beyond their total regular school workday shall be compensated at an hourly rate of 1/7th of their daily rate (1/200th of their annual salary).
 6. A regular school workday is defined as being from the time a teacher is regularly scheduled to report for duty in the morning until the regularly scheduled time for leaving at the end of the workday as set forth by the Board of Education in accordance with 2 above.

7. Teacher attendance is required, unless specifically excused by the principal or his/her designee, at staff meetings, departmental meetings, grade level meetings, and faculty meetings unless excessive meetings are scheduled. "Excessive," in this case, shall mean any month in which more than five (5) of the above are scheduled of all employees in a given building, excluding meetings necessary for the implementation of the "Thorough and Efficient" guideline. Every teacher shall, in addition to the above commitments, be required to attend one (1) Back-to-School Night each year.
8. Teacher attendance is required at Back-to-School Night. Employee attendance is requested at special programs such as musicals, plays, program reviews and P.T.A. meetings.
9. Parental conferences and student help are within the scope of regular duties.
10. Teachers shall not receive additional compensation for any of the activities noted in Sections 7, 8 and 9 cited above.
11. Teachers may request in writing from the building principal an excused early departure for:
 - a. Emergency dental and medical appointments which arise on the day that the request is made. Time will be charged to sick leave unless it falls within the last thirty (30) minutes prior to departure. Said time will not be deducted from sick leave.
 - b. Association and/or other educational meetings (local, county, state and national).
12. Teachers may request in writing from the Superintendent an excused early departure to attend early classes for graduate credit, certification and general educational improvement.
13. Teachers involved in unexcused early departure will be docked for the entire time involved.
14. Teachers who fail to sign in, are late or depart early without permission, will acknowledge said occurrence by signing a paper which contains the date, the amount of time involved, the reason for the occurrence, and the principal's signature.
 - a. A copy of this paper will be given to the teacher.
 - b. The principal or Superintendent may excuse for just cause any teacher involved in any of the above occurrences.
 - c. Denial of a request for excused early departure shall not constitute grounds for lodging a grievance.

- B. 1. In addition to the homeroom period, a secondary teacher shall not be assigned more than thirty (30) of the thirty-five (35) periods of the week or a similar ratio.
2. Teachers in grades 5 through 12 shall, in addition to their lunch period, have one (1) preparation - conference period per day.
3. Teachers in grades K through 12 shall have duty-free lunch period in conformance with State Board of Education rules.
4. Teachers in grades K through 4 shall have not less than one thirty (30) minute preparation - conference period per day.
5. In emergency situations (unusual, unforeseen, temporary situations) when the safety of pupils is involved, teachers may be given other assignments during the time described in B-3 and B-4 of this section.
6. When it becomes necessary to assign teachers to cover classes during their conference - preparation periods, they shall be compensated as follows:
- a. Given an amount of time at a later date, with the understanding that seven (7) class coverages will constitute one (1) full day, which cannot be taken after a holiday. Also, a compensatory day cannot be taken under this provision before a holiday unless the holiday is preceded by a half-day session; or
 - b. Eight dollars (\$8.00) for each class period covered.
 - c. This compensation shall not be paid if teachers are given assignments in emergency situations as described in subsection 5 above.
- C. The Association and Board of Education recognize that the preparation time scheduled during the regular school day should be used for the purpose of professional preparation: including such things as materials, lesson plans, etc., consulting with parents, school administrators and co-workers. As a professional, it is the responsibility of the teacher to accomplish these goals and to budget his time according to his best professional judgment.
- D. A normal work schedule of thirty-five (35) hours per week is established for all clerical staff employees. The regular workday shall consist of seven (7) hours.
- E. Clerical employees covered by this Agreement are compensated on a salary basis for a forty (40) hour week.

1. Overtime will be paid to clerical employees covered under this Agreement who work in excess of forty (40) hours per work week. The rate of overtime pay shall be calculated at 1-1/2 times the normal rate of pay. Said overtime shall be authorized by the building principal
2. Clerical employees may be required to work in excess of the normal thirty-five (35) hour schedule on certain occasions. Hours worked between the normal thirty-five (35) hour schedule and forty (40) hours per week may be credited as compensatory time as outlined below:
 - a. Compensatory time will be accrued on a time-for-time basis.
 - b. Use of accrued compensatory time shall be only with the approval of the Superintendent of Schools upon request of the employee.
 - c. Clerical employees may accumulate a maximum of five (5) days of compensatory time in any contract period. Compensatory time not used by a clerical employee during the contract period shall be considered waived by the employee, and the employee shall make no further claim on the Board for such waived time as either compensatory time off or payment at the overtime rate.

ARTICLE IX

TEACHER ASSIGNMENT

- A. 1. Tentative assignment of subjects to be taught in the high school or grade or class assignment in the elementary school for the ensuing academic year shall be given to the teachers no later than the closing of school in June.
2. In the event that it becomes necessary to change the assignments described in A-1 above, after August 1, the teacher affected shall be notified in writing and, upon the request of the teacher, the changes shall be promptly reviewed between the Superintendent and the teacher affected and at his option, a representative of the Association.
3. All assignments must be within the area of certification.

ARTICLE X

CLASS SIZE

- A. 1. 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 of facilities available, the availability of qualified teachers, and the best interests of the district, as deemed administratively feasible.
2. The capacity and adequacy of pupil facilities available in a teaching room or station shall be given consideration in the scheduling of pupils.

ARTICLE XI

HOME TEACHING AND OTHER PROGRAMS

- A. 1. All openings for positions listed in the bargaining unit in home or bedside instruction and in state, federal, or other projects operated by the Woodstown-Pilesgrove Regional School District shall be announced by the Superintendent and posted on teacher bulletin boards as they occur.
2. Teachers doing home teaching shall be paid 1/7th of their daily rate (1/200th of annual salary), "plus mileage at the current rate as approved by the Board of Education."
3. Teachers will be paid on the above basis only if home tutoring is performed outside the defined regular school day "plus mileage at the current rate as approved by the Board of Education."

ARTICLE XII

TEACHER EVALUATION

- A. 1. It is recognized by the Board that evaluation is an important aspect of personnel relations, and that evaluation procedures are necessary to aid in the improvement of instruction and its auxiliary services through increasing staff effectiveness, and to identify quality of service as it relates to administrative recommendations in connection with dismissal, reappointment, salary increments, transfer, and promotion.
2. A monitoring or observation of the work performance of staff members shall be conducted openly.

3. All professional personnel are to be evaluated by persons holding a supervisory certificate as issued by the State Department of Education.
- B.
1. An annual Evaluation Report is to be made for all professional personnel.
 2. The Evaluation Report is to be made by the appropriate administrator and a copy sent to the Superintendent, the teacher at his request, and a copy retained in the office of the person making the report.
 3. The Evaluation Report shall be the result of observations, official reports and other pertinent information and evidence. All Evaluation Reports shall include any strengths and weaknesses, and where indicated, shall include suggestions for improvement. Those being evaluated shall be made aware of the ratings and recommendations. The staff member shall acknowledge that he has had the opportunity to review any observation and Evaluation Reports by affixing his signature to the copies to be filed with the express understanding that such signatures in no way indicates agreement with the contents of the reports.
 4. The staff member shall have the right to submit a written answer to any observation or Evaluation Report and his answer shall be reviewed by the Superintendent and a copy attached to the file copy and a copy sent to the teacher.
- C.
1. Any complaints regarding a teacher made to any member of the administration or Board by any parent, student, or other person, which is to be put in the teacher's personnel file, shall be promptly investigated and called to the attention of the teacher. The teacher shall be given an opportunity to respond to and/or rebut such complaints and shall have the right to be represented at any meetings or conferences regarding such complaints.
- D.
1. The Association shall have the right to make suggestions and recommendations to the Superintendent in regard to an evaluative form.

ARTICLE XIII

COST OF PRINTING

- A.
1. Copies of this Agreement shall be provided to the Board and the Association in as many copies as shall be mutually agreed upon. Costs of publication and distribution shall be borne equally by the parties to this Agreement.

ARTICLE XIV

HEALTH INSURANCE

- A. The Board of Education shall make available to employees in the bargaining unit, and be responsible for the payment of employee coverage and one hundred percent (100%) of the dependent coverage for each employee in the New Jersey Public and School Employee Health Benefits Plan.
- B. The Board will provide coverage under a one dollar (\$1.00) co-pay prescription plan at Board expense for each employee and his or her family where applicable.
- C.
 - 1. Starting September 1, 1982, the Board will contribute a maximum of \$15,315 toward the premiums of the Delta III A Dental Insurance Plan, or its equivalent, which will cover each individual teacher.
 - 2. Starting September 1, 1983, the Board will contribute an additional maximum payment of \$12,510 toward family coverage under the Delta III A Dental Insurance Plan, or its equivalent, for teachers.
 - 3. Starting July 1, 1985, the Board will contribute an additional \$5,500 toward the cost of coverage provided in Section C, paragraphs 1 & 2.
 - 4. Starting July 1, 1987, the Board will contribute an additional \$500 toward the cost of coverage provided in Section C, paragraphs 1 and 2.
- D.
 - 1. Starting July 1, 1985, the Board will reimburse each teacher for costs incurred for optical health care and/or medical and dental care to the teacher or members of his immediate family which are not reimbursable under insurance coverage provided herein, upon presentation of receipted bills and evidence that reimbursement has been claimed and denied under insurance provided herein, if appropriate, to a maximum of two hundred dollars (\$200) per year for each teacher. Bills must be submitted by June 30, and payment will be made by July 31.
 - 2. Starting in July, 1986, the maximum payment will be increased to three hundred dollars (\$300).
 - 3. Starting in July, 1987, the maximum payment will be increased to four hundred dollars (\$400).
- E. Starting in 1987-88, the Board will reimburse each clerical staff member for costs incurred for optical health care and/or medical and dental care to the staff member or members of her immediate family

under the conditions set forth in Section D above, to an annual limit of one hundred dollars (\$100) per staff member.

ARTICLE XV

PROFESSIONAL STAFFING

- A. The Board agrees with the Association that an adequate number of professional employees is desirable to the operation of an effective educational program. The Board agrees to continue its effort to provide an adequate number of qualified professional personnel as dictated by student enrollment, the financial condition of the district, the building facilities available, and the best interest of the school district.
- B. Teachers wishing to make recommendations to the Board concerning curriculum and additional professional personnel should make such recommendations through the administrative channels.

ARTICLE XVI

POSTING PROCEDURES

Any vacancy will be posted on the central bulletin board in each school building for a ten (10) day period after the vacancy is made known to the Superintendent, except that teaching vacancies which occur during the school year will be posted for five (5) days. Any employee who wishes to be considered for any said vacancy must contact the Superintendent's office in writing within the posting period noted above.

ARTICLE XVII

NO STRIKE CLAUSE

The Association agrees that it will not engage in any job action, sanction activities or other types of boycotts nor will it condone such activities on the part of its membership providing that the Board of Education continued to negotiate in good faith as determined by PERC procedures under Public Law 123 as amended.

ARTICLE XVIII

BOARD RIGHTS

The Board reserves to itself sole jurisdiction and authority over matters of policy and retains the right, subject only to the limitations imposed by the language of this Agreement, in accordance with applicable laws and regulation (a) to direct employees of the school district, (b) to hire, promote, transfer, assign, and retain employees in positions in the school district, and for just cause, to suspend, to demote, discharge or take other disciplinary action against employees, (c) to relieve employees from duty because of lack of work or for other legitimate reasons, (d) to maintain the efficiency of the school district operations entrusted to them, (e) to determine the methods, means and personnel by which such operations are to be conducted, and (f) to take whatever actions may be necessary to carry out the mission of the school district in situations of emergency.

ARTICLE XIX

STATUTORY SEPARABILITY

If any provision of this Agreement or any application of this Agreement to any employee or group of employees is declared illegal by any action or legal authority of recognized jurisdiction, 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.

ARTICLE XX

FULLY BARGAINED PROVISION

This Agreement incorporates the entire understanding of the parties on all matters which were the subject of negotiations.

ARTICLE XXI

SAVINGS CLAUSE

Unless otherwise provided in this Agreement, nothing contained herein shall be interpreted so as to eliminate, reduce or otherwise detract from any teacher benefit existing prior to its effective date. A benefit is herein defined to mean one that is tangible and measurable and existing for no less than three (3) years.

ARTICLE XXII

CLERICAL STAFF VACATIONS

- A. Annual vacations based on seniority shall be taken within the contract period at the discretion of the Superintendent of Schools. Members of the clerical staff who were employed on or before June 30, 1984 may bank a maximum of two (2) weeks accrued vacation time. Members employed on or after July 1, 1984 may bank a maximum of one (1) week accrued vacation time.
- B. Vacation schedules for all regular twelve (12) month clerical employees will be as follows:

<u>Years of Service</u>	<u>Vacations</u>
After 1 year	1 week
2 years to 9 years	2 weeks
Over 10 years	3 weeks

- C. Present clerical employees will continue to receive vacation rights that have been built up by them until they reach the number of years needed to conform to this provision.
- D. Whenever a legal holiday falls within the scheduled vacation period, the clerical employee will receive one (1) extra day of paid vacation or an additional day's pay rather than a vacation day.
- E. Future transfers from ten (10) month employment to twelve (12) month employment shall have such full-time in-district service credited toward vacation entitlement. (Example: Four (4) years of ten (10) month service = forty (40) months credit toward the above vacation "Years of Service.")

ARTICLE XXIII

JURY DUTY

All employees covered by this Agreement who are called on jury duty shall be paid for the time thus lost from regular school duties and the amount of payment shall be the difference between their regular pay and their jury duty pay.

ARTICLE XXIV

DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 1985, and shall continue in full force and effect until June 30, 1988. The parties agree that there will be no new negotiations on any matter for either party, during the life of this contract except those for a successor Agreement.

In witness hereof the Woodstown-Pilesgrove Regional Education Association and the Woodstown-Pilesgrove Regional Board of Education have signed this Agreement through action of these designated officers.

FOR THE WOODSTOWN-PILESGROVE REGIONAL EDUCATION ASSOCIATION

Roger M. Lawrence
President

Chairman, Negotiations Committee

Attest: *Willetta Mulhorn*
Willetta Mulhorn
Board Secretary

FOR THE BOARD OF EDUCATION OF THE WOODSTOWN-PILESGROVE REGIONAL SCHOOL DISTRICT

James Pope
President

Chairman, Negotiations Committee