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ENGLEWOOD CLIFFS PUBLIC SCHOOLS

January 11, 1969

AGREEMENT

For the July 1, 1969 - June 30, 1970 School Year

THIS BOOK DOES NOT CIRCULATE

between

The Board of Education, Borough of Englewood Cliffs

and

The Englewood Cliffs Education Association,

County of Bergen, New Jersey

Recognition:

THE Board of Education, by resolution dated 12/10/68, recognizes the Englewood Cliffs Education Association as the exclusive representative for purposes of collective negotiations concerning terms and conditions of employment of all Regular and Special Teachers, Librarians, Nurses, Psychologist, Guidance Counselor and Teacher Aides.

THE Englewood Cliffs Education Association recognizes that the Board of Education, as an agency of the state of New Jersey, is charged with the responsibility for determining local policies and operational procedures within the framework of existing law.

BOTH PARTIES recognize that development of policy in matters concerning salaries, fringe benefits, and other conditions of professional employment requires joint participation and consultation. The parties further recognize the agreements reached in this document and the policies established in the Board Policy Manual as the governing regulations and procedures for the district. Questions concerning these agreements or District Policy shall be subject to the Forum of the Faculty/Board Relations Committee or to established grievance procedure. The parties, finally, recognize that proposals for changes in or creation of policy in matters of professional employment may be presented for consideration by the Faculty/Board Relations Committee or any other faculty group appointed by the ECEA.

Article #1.

Health and Disability Insurance Benefits

- A. The Board shall assume full payment of premiums for employees in the State Health Insurance Plan; Blue Cross, Blue Shield and Major Medical Protection.
- B. The Board shall pay two-thirds of the cost of family membership in the State Health Insurance Plan.
- C. The bi-annual medical exam for employees shall include these evaluations and re-imburements:

<u>Examination</u>	<u>Board to pay up to</u>
General examination by physician	\$ 10
Complete Blood Count	5
Battery of 12 Chemistry Tests	12
Pap Smear for women	5
Vision & hearing examinations - done at school	_____
	\$ 32

(The physician's report shall certify that these evaluations have been made and that the teacher has no infectious or contagious disease or condition, or any other condition which is likely to endanger the health or safety of children. The findings of the tests shall be privileged information between physician and patient).

- D. The Board shall pay the full cost of premiums for Income Protection Insurance as now in force with benefits of
  - 66 2/3% of salary from termination of sick-leave benefits or after thirty days, whichever occurs later, for
  - Accident disability to age 65, and
  - Illness disability to five years.

Article #2.

Sabbatical Leave. Present policy shall be changed to include:

- A. Salary for the sabbatical year shall be two-thirds of that which would be paid were the teacher in regular service.
- B. No more than 4% of the staff shall be granted such leave in any given year.

Article #3

Additional Salaries for Outdoor Education and the Extended 8th Grade Trip. Certain Expenses and Provision of Equipment for Outdoor Education.

- A. Salaries: All regular camp and trip staff members from the Englewood Cliffs faculty shall receive an additional twenty-five dollars per day in recognition of the added student supervisory responsibility entailed in these special activities.
- B. Director's Salaries: The Directors (two for each activity) shall receive the additional daily salary plus one-hundred-seventy-five dollars for their services in planning, coordinating and directing these activities.
- C. Each member of the Outdoor Education staff shall be reimbursed in the amount of ten dollars toward costs of cleaning and repairing personal belongings.
- D. The Board of Education shall supply for all regular Outdoor Education staff members a sleeping bag and poncho, which shall be stored and kept for this purpose by the Board of Education. The Board shall also purchase or rent for the program, the necessary tents, mess kits and utensils.

Article #4.

Teachers' Salary Guide

- A. The Bachelor's Degree section shall include a starting salary of \$7,150 and twelve increments at the following percentages of increase on base:

Steps 2-5,	5%
Steps 6-10,	5 1/2%
Steps 11-13,	6%

- B. The Bachelor's plus 30 section shall begin ten percent above the B. A. and include 14 increments at the following percentages of base (\$7,150):

Steps 2-5,	5%
Steps 6-10,	5 1/2%
Steps 11-15,	6 1/2%

- C. The Master's Degree section shall begin fifteen percent above the B. A. and include 14 increments at the following percentages of base (\$7,150):

Steps 2-5,	5%
Steps 6-10,	5 1/2%
Steps 11-15,	6 1/2%

- D. The Master's plus 30 section shall begin at twenty percent above the B. A. and include 16 increments at the following percentages of base (\$7,150):

Steps 2-5,	5 1/2%
Steps 6-10,	6%
Steps 11-15,	6 1/2%
Step 16	(after 17 years of service), 6 1/2%
Step 17	(after 20 years of service), 6 1/2%

- E. All sections of the guide shall include a tenure schedule which shall be 5% (of base) higher than those described.

(see schedule, next page)

RULES, REGULATIONS, AND PROCEDURES

Chapter Three: SCHOOL ORGANIZATION

3. E CERTIFIED PERSONNEL. Employment and Working Conditions 1969-197'

1. Teacher Salary Schedule - Salary checks shall be issued on the fifteenth and last day of each month. If these are not school days checks shall be issued on the last preceding school day.

Step	B. A.		B. A. + 30	
	<u>Non-Tenure</u>	<u>Tenure</u>	<u>Non-Tenure</u>	<u>Tenure</u>
1.	7150	---	7865	---
2.	7508	---	8223	---
3.	7866	---	8581	---
4.	8224	8582	8939	9297
5.	8582	8940	9297	9655
6.	8975	9333	9690	10048
7.	9368	9726	10083	10441
8.	9761	10119	10476	10834
9.	10154	10512	10869	11227
10.	10547	10905	11262	11620
11.	10976	11334	11727	12085
12.	11405	11763	12192	12550
13.	11834	12192	12657	13015
14.	---	---	13122	13480
15.	---	---	13587	13945

	M. A.		M. A. + 30	
	<u>Non-Tenure</u>	<u>Tenure</u>	<u>Non-Tenure</u>	<u>Tenure</u>
1.	8223	---	8580	---
2.	8581	---	8973	---
3.	8939	---	9366	---
4.	9297	9655	9759	10152
5.	9655	10013	10152	10545
6.	10048	10406	10581	10974
7.	10441	10799	11010	11403
8.	10834	11192	11439	11832
9.	11227	11585	11868	12261
10.	11620	11978	12297	12690
11.	12085	12443	12762	13155
12.	12550	12908	13227	13620
13.	13015	13373	13692	14085
14.	13480	13838	14157	14550
15.	13945	14303	14622	15015
16.		(after seventeen years of service)	15087	15480
17.		(after twenty years of service)	15552	15945

Article #5.

Salary and Eleven Month Contract for Coordinators.

The extra responsibilities of coordinators shall be recognized through extra pay which will be provided according to the following ratio:

The coordinators shall work under an 11 month contract. The additional month of employment shall be subject to the conditions set forth in Article 6, Section C, Procedure 4 of this agreement. Pay shall be determined according to step on salary schedule, plus a stipend, plus 10% of this total for the 11th month, to be paid in 24 installments (to satisfy pension regulations). Coordinators' stipend represents a differential of 3% the first year, with a 1/2% increment each year up to 6 increments for a total of 6% (of the current salary step of the coordinator).

Example: 1st year Coordinator, 10th step on MA non-tenure schedule.

Base salary (hypothetical)	\$10, 240
stipend ratio	<u>.03</u>
	\$10, 547
eleventh month ratio	<u>1.10</u>

Coordinator salary, eleven month contract \$11, 602

Coordinators may request that their contract be written to include the 10% additional salary as supplemental summer salary not subject to twelve month payroll procedures. In all other respects, conditions of employment shall remain the same.

Article #6.

Summer Employment for Teachers

Teachers may apply, if they wish, for assignment to any of three types of summer employment. Two of these, Summer-School teaching and Summer Workshops, offer opportunities for part-time work and salary, allowing for more leisure time or graduate study. The third type offers opportunity for a month of full-time summer work at full salary.

(Continued on next page)

- A. Summer School Teacher. Any teacher may apply to the Director of the Summer School for a position on the Summer School staff. The positions carry responsibility for two class sessions daily for five weeks. Salaries shall be determined by this Summer School Salary Schedule:

<u>Teaching Experience</u>	<u>BA Degree</u>	<u>MA Degree</u>	<u>MA+, 30</u>
1 yr.	\$580	\$640	\$700
2 yrs.	610	670	730
3 yrs. or more	640	700	760

(Contracts for Summer School faculty will be offered as soon as possible, not later than June 1.)

- B. Summer Workshops. Any teacher may submit proposals for Summer Workshops. Projects designed to strengthen existing educational programs or to develop new approaches to learning may be of short-term (5 days) or long-term (2-4 weeks) duration. Workshop activity shall be based upon a five hour day and is reimbursed at the salary rate of 1/300 of annual salary, as determined by the current salary guide, subject to a minimum \$28 per day, maximum \$40 per day.

Contracts for Summer Workshops will be offered no later than June 1. The total number of participants may be limited by available funds. Selection will be made by the Board of Education on recommendation of the faculty and the superintendent.

- C. Eleven Month Contracts. Any teacher may apply for an eleven month contract which would provide for a month of full-time summer employment and offer a full month of salary.

Procedures for Eleven Month Contracts.

General: (see details in following section)

- Eleven-month teacher contracts shall be issued only to teachers who have requested them. No teacher shall be required to accept such contract.
- The contracts shall be awarded by Board selection on recommendation of the Superintendent after consultation with the faculty.
- The contract salary shall be one-tenth more than the regular salary for the coming school year.
- The summer employment to be covered by this contract shall be equivalent to a full month of teaching during the regular school year.

(continued on next page)

C. Eleven Month Contracts. (contd.)

Procedure 1. Requests for eleven month contract. Any teacher may apply by submitting a written proposal for a summer project. The proposal should be filed with the superintendent by March 15th and should include

- a. A brief statement of project purpose
- b. A brief description of the procedures or kinds of activities to be pursued and a calendar plan for the project.
- c. A complete list of any resources required including materials and services.
- d. The endorsement of any others working with the project, building principal and any coordinator directly concerned with project content, if any.

Proposals may be submitted by a teacher or by a project group. Though the Board of Education may encourage teachers and suggest projects to be done, no teacher may be required to accept an eleven month contract.

Procedure 2. Contract awards. The Board will offer eleven month contracts in April when all contracts are renewed. Selection, on recommendation of the superintendent after consultation with the faculty, will be based upon the merit of the proposal. Some proposal ingredients which might be expected to receive high priority:

- a. Summer school teaching and testing of new materials or methodology.
- b. Curriculum development and refinement.
- c. Planning innovative projects.
- d. Curriculum writing. Keeping curriculum materials up-to-date.
- e. Teacher training projects.
- f. Combinations of any of these.

In most cases, it is expected that these would be group projects rather than individual work plans.

Procedure 3. Salary. Eleven month contracts shall be for the amount of base salary regularly due the teacher for the school year commencing July 1st, plus 10%. Eleven month employees shall be paid in 24 equal installments on the 1st and 15th of each month.

Optionally, teachers may request that their contract be written to include the additional salary as supplemental salary not subject to twelve month payroll procedures. In all other respects, conditions of employment shall remain the same.



C. Eleven Month Contracts. (contd.)

Procedure 4. Time of employment. The additional month of employment shall commence no sooner than three days after the close of the regular school year and terminate no later than three days prior to the opening of the next school year. Within these limits, employment shall be equivalent to a month of in-school teaching service as performed during the regular year. It shall include, except in cases where the proposal clearly specifies differently:

- a. Regular daily hours
- b. A total of not less than 20 days of employment.
- c. A total of 130 hours. This is based upon a standard of 20 days, 8:30 A.M. - 3:00 P.M. including 1/2 hr. lun ch-time per day.

Examples: A project for curriculum development might be scheduled from mid-July to mid-August, 4 consecutive 5-day weeks, 8:30 A.M. - 3:00 P.M. with 1/2 hr. daily lun ch

or

A proposal including summer school teaching plus a planning project for team teaching might be scheduled for 5 weeks of mornings for summer school (4 hrs. daily) plus three of those weeks to include 1:30 P.M. - 3:30 P.M. on the project.

The total number of participants may be limited by available funds.

This agreement has been approved by a vote of each party.

Englewood Cliffs  
Education Association

Board of Education,  
Borough of Englewood Cliffs

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Julie Greeman, Co-Chairman  
Negotiations Committee

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Henry Lerner, Chairman  
Negotiations Committee

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Robert Simiele, Co-Chairman  
Negotiations Committee