

4-0217  
02-08

The attached pages constitute all of the changes from the 1970-71 Master Agreement between Glen Ridge Board of Education and Glen Ridge Education Association. All other conditions in the previous Agreement shall remain in full force for the term of this Agreement.

1. **ARTICLE I. RECOGNITION**

2.           1.1. The Board recognizes the Association as the representative  
3. for collective negotiations concerning the term and conditions of  
4. employment for all members of the professional staff of the school district  
5. of the Borough of Glen Ridge except the following:

- 6.           A. Superintendent
- 7.           B. Assistant Superintendent
- 8.           C. Directors
- 9.           D. Any personnel having the power to hire, discharge  
              discipline, or to effectively recommend the same.
- 10.          E. Administrative Assistants (Added 3/30/71)
- 11.          F. Coordinators (Added 3/30/71)

12.           1.2. All rights and privileges granted to the Association under  
13. the terms and provisions of this Agreement are for the exclusive use of  
14. the Association.

1. ARTICLE VII. TEACHER EVALUATION

2. 7.1. Teachers have the right to adequate and constructive  
3. supervision by the Principals, Superintendent, Assistant Superintendent,  
4. Directors, and/or subject coordinators.

5. 7.2. Teachers must be punctual and responsible to their assign-  
6. ments throughout the school year, and when they are not, they are to be  
7. notified by their immediate supervisor.

8. 7.3. Teacher performance shall be evaluated in light of all  
9. evidence pertinent to the discharge of the teacher's professional  
10. responsibilities.

11. 7.4. Teachers shall also be evaluated in the discharge of the  
12. teacher's professional responsibilities in "extra-curricular activities"  
13. participated in by the teacher. Assignments to an "extra-curricular  
14. activity" is subject to renewal each year. Participation in "extra-  
15. curricular activities" as defined in this Agreement shall not constitute  
16. a valid basis for evaluating a teacher's performance defined in 7.3.

17. 7.5. All formal class visits and evaluation reports will be  
18. reviewed in a conference between the teacher and the person making the  
19. report. All such reports will be signed by the teacher to indicate that  
20. he has seen them and discussed them within seven (7) days of the classroom  
21. visit. Signing the report in no way indicates agreement with its contents.

22. 7.6. Teachers have the right to prepare comments in regard to  
23. class visit or observation report, and these comments shall be attached  
24. to all copies of the report.

25. 7.7. Upon request teachers may review the contents of their  
26. personal file and make copies of any part of it in the presence of the  
27. appropriate administrator or designee.

28. 7.8. In the absence of formal class visits and evaluation reports,  
29. or formal notification to the contrary by March 1 or formal entries into  
30. the personal file, a tenured teacher may assume that his performance is  
31. fully satisfactory and he is eligible for any and all benefits dependent  
32. on satisfactory performance.

33. 7.9. (Revised 3/30/71) A teacher shall be apprised by his  
34. immediate superior of any complaints regarding such teacher by any  
35. parent, student, or other person which does or may influence the  
36. evaluation of a teacher. The immediate supervisor shall meet with the  
37. teacher to attempt to resolve the matter informally.

38. 7.10. Every effort shall be made by the Administration and  
39. supervisory personnel to help the teacher if there is evidence of need  
40. for such assistance.

41. 7.11. Evidence of unsatisfactory performance shall be brought to  
42. the teacher's attention and the teacher shall be given sufficient time  
43. for improvement.

1. E. A serviceable desk, chair, and filing
2. cabinet for exclusive use of each teacher.
3. This equipment is not necessarily located
4. in the classroom.
  
5. F. Teacher manuals of all texts used by the
6. teachers, including a dictionary.
  
7. 19.10. Teachers shall be notified of their tentative
8. program schedule and level assignment for the ensuing year as soon as
9. the master schedule is prepared, or no later than June 1st. In addition,
10. they will be notified of any change in their tentative program, schedule,
11. and assignment level for the ensuing year, including the school to which
12. they will be assigned, as soon as administratively practicable.
  
13. 19.11. In the event it becomes necessary during the
14. school year to assign a teacher to an additional teaching period in
15. place of a study hall period, or in the event a teacher requests such
16. assignment, the administration shall discuss the change in advance with
17. the teacher. Such change shall be voluntary and confirmed in writing.
18. Copies of the change in assignment are to be forwarded to the Welfare
19. Committee.
  
20. 19.12 (Added 3/30/71) Meetings which take place after the
21. regular in-school workday and which require attendance shall not be called
22. on days immediately preceding any day teacher attendance is not required
23. at school. This provision does not apply to team planning sessions.
  
24. 19.13. (Added 3/30/71) The notice of and purpose for any
25. meeting shall be given to the teachers involved prior to the meetings,
26. except in cases of emergency.

1. ARTICLE XXIV. TEACHER AND ASSOCIATION RIGHTS

2.           24.1. The Association shall be allowed to use school buildings  
3. and rooms for meeting purposes subject to the usual and normal conditions  
4. affecting such use as set forth by Board policy for organizations with  
5. educational affiliations.

6.           24.2. The Association shall have the right, through a member  
7. of the executive committee, to distribute by means of teacher mail-boxes  
8. and bulletin boards, any announcements, notices, letters, brochures  
9. and other written or printed materials that it wishes to pass on to  
10. teachers provided that such distribution does not interfere with the  
11. normal routine and responsibilities of teachers and is signed by the  
12. appropriate officer of the Association. Building principals shall be  
13. given a copy of all materials distributed.

14.           24.3. The Board agrees, upon written request of the Association,  
15. to release to the Association Welfare Committee, information available  
16. to the Board concerning the financial resources of the district, tenta-  
17. tive budgetary allocation and other pertinent information as will assist  
18. the Association to develop accurate and informed proposals concerning  
19. salary, working conditions, and all other terms and conditions of pro-  
20. fessional employment of teachers.

21.           24.4. Alleged breaches of discipline shall be promptly reported  
22. to the offending teacher and the Association Welfare Committee. The  
23. Association will use its best efforts to correct breaches of professional  
24. behavior by any teachers.

25.           24.5. Nothing contained herein shall be construed to deny or  
26. restrict to any teacher rights he may have under the New Jersey School  
27. Laws or other applicable laws and regulations. The rights, granted to  
28. teachers hereunder shall be deemed to be in addition to those provided  
29. elsewhere.

30.           24.6. It is the responsibility of the Association, its members  
31. and its representatives, to carry out administrative directions re-  
32. garding Board policies and administrative regulations, subject to the  
33. understanding that the grievance procedure shall be available, if it  
34. is felt any such directive or policy is in conflict with the express  
35. terms of this Agreement. Neither the Association nor its representatives  
36. shall assume Board, administrative or supervisory authority.

37.           24.7. (Added 3/30/71) No criticism by a supervisor, administrator,  
38. or Board member of a teacher shall be made in the presence of students,  
39. parents, or at public gatherings. Nor shall any criticism by a teacher  
40. of a supervisor, administrator, or Board member be made in the presence of  
41. students, parents, or at a public gathering. Nothing in this paragraph  
42. shall be construed to interfere with the appearance of teachers, super-  
43. visors, administrators, or Board members at public hearings involving  
44. the Glen Ridge School District.

1. 24.8. (Added 3/30/71) All orientation programs for new  
2. teachers shall be sponsored by the Board. The Association will be  
3. apprised of the schedule of such events and any space of time will  
4. be granted to the Association to present programs of its choosing.

5. 24.9. (Added 3/30/71) Whenever, except at initial conferences  
6. related to routine evaluation procedures, any teacher is required  
7. to appear before the Superintendent or his designee concerning any  
8. matter which could adversely affect the continuation of that teacher  
9. in his office, position, or employment or the salary or any increments  
10. pertaining thereto, then he shall be given prior written notice of the  
11. reasons for such meeting or interview. At all subsequent meetings or  
12. interviews with the Superintendent or his designee or at any appearance  
13. before the Board or any committee, member, representative or agent  
14. thereof, such teacher shall be entitled to have a representative from  
15. the Association present to advise and represent him during such meeting  
16. or interview. Any suspension of any teacher pending charges shall be  
17. with pay.

1. ARTICLE XXVIII. PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT

2. 28.1. (Revised 3/30/71) The Board agrees to pay twenty-five (25)  
3. dollars per credit for Board approved graduate courses. All applications  
4. for approval must be in the Superintendent's office by September 10th for  
5. fall, spring and summer terms. Later requests will be considered if  
6. funds are available. Payment is made after submission of an official  
7. transcript indicating satisfactory completion of the work.

9. 28.2. (Revised 3/30/71) Within the financial limitations of  
10. the budget the Board agrees to continue the School Improvement Fellowship  
11. program.

12. 28.3. (Revised 3/30/71) The Board, within budget limitations, will  
13. pay the reasonable expenses, including fees, meals, lodging, and/or trans-  
14. portation incurred by teachers who attend local and out of town workshops,  
15. seminars, conferences or other professional improvement sessions at the  
16. request and/or with advance approval of their immediate supervisor and  
17. the Superintendent.

18. 28.4. (Added 3/30/70) Teachers must notify the Board of Education,  
19. through the Superintendent, in writing, of any anticipated changes in salary  
20. level by November 1 of the year preceeding the contract in which that level  
21. change becomes effective. It will be coupled with only one change in Step  
22. during the first contract.