

AGREEMENT

Between

Haddonfield BOARD OF EDUCATION, HADDONFIELD, NEW JERSEY

AND

HADDONFIELD EDUCATION ASSOCIATION

✓ July 1, 1980 - June 30, 1982

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ARTICLE I

PARTIES

A. This Agreement is entered into this 29th day of June 1980, between the Board of Education of the Borough of Haddonfield, hereinafter referred to as the "Board" and the Haddonfield Education Association, hereinafter referred to as the "Association".

## ARTICLE II

### RECOGNITION

A. The Haddonfield Board of Education hereby recognizes the Haddonfield Education Association as the exclusive and sole representative, in accordance with Chapter 123 of Public Laws 1974, for all certified personnel in a unit which includes teachers, librarians, guidance counselors, nurses, and members of the Child Study Team; but excludes superintendent, assistant superintendent, principals, assistant principals, administrative assistants, coordinators, and department heads.

B. Unless otherwise indicated, the term "teachers" when used hereinafter in this Agreement, shall refer to all employees in the unit as above defined, and references to male teachers shall include female teachers.

## ARTICLE III

### RIGHTS AND RESPONSIBILITIES OF THE BOARD

A. Except as otherwise expressly limited by the provisions of this Agreement, the Board shall retain sole jurisdiction and authority over matters of policy and shall retain the right, in accordance with applicable laws and regulations to:

1. Direct employees of the school district.
2. Hire, promote, transfer, assign, and retain employees in positions within the school district, and to suspend, demote, discharge, or take over disciplinary action against employees.
3. Relieve employees from duties because of incompetency or for other legitimate reasons.
4. Maintain the efficiency of the school district operations entrusted to them.
5. Determine the methods, means and personnel by which such operations are conducted.
6. Take whatever other actions may be necessary to carry out the mission of the school district.

B. This Agreement constitutes Board policy for the term of said Agreement, and the Board shall carry out the commitments contained herein and give them full force and effect as Board policy.

ARTICLE IV

NON-DISCRIMINATION

A. The Board and the Association will not discriminate against any person because of race, creed, national origin, sex, religious persuasion, membership or non-membership in the Association.



ARTICLE V

TEACHER RIGHTS

A. Whenever any teaching staff member is required to appear before the Board or any committee or member thereof concerning any matter which could adversely affect the continuation of that teaching staff member in his office, position or employment or the salary or any increments pertaining thereto, then he shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a person of his own choosing present to advise and represent him during such meeting or interview.

B. In the event that the aforesaid meeting or interview results in the certification of any charges against a tenured teacher to the Commissioner of Education, the Board may suspend the person against whom such charge is made, with or without pay. However, if the determination of the charge by the Commissioner of Education is not made within one hundred and twenty (120) calendar days after certification of the charges, excluding all delays which are granted at the request of such person, then the full salary (except for said 120 days) of such person shall be paid beginning on the one hundred twenty-first day until such determination is made. Should the charge be dismissed, the person shall be reinstated immediately with full pay from the first day of such suspension. Should the charge be dismissed and the suspension be continued during an appeal therefrom, then the full pay or salary of such person shall continue until the determination of the appeal. However, the Board of Education shall deduct from said full pay or salary any sums received by such

employee or officers by way of pay or salary from any substituted employment assumed during such period of suspension. Should the charge be sustained on the original hearing or an appeal therefrom, and should such person appeal from the same, then the suspension may be continued unless and until such determination is reversed, in which event he shall be reinstated immediately with full pay as of the time of suspension.

ARTICLE VI

STATUTORY SAVINGS CLAUSE

A. Nothing contained herein shall be construed to deny or restrict to any teacher such rights as he may have under New Jersey School Laws or other applicable laws and regulations.

ARTICLE VII

GENERAL SAVINGS CLAUSE

A. Except as this Agreement shall otherwise provide, all terms and conditions of employment applicable on the signing date of this Agreement to employees covered by this Agreement as established by the rules, regulations and/or policies of the Board in force on said date, shall continue to be so applicable during the term of this Agreement.

B. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by said parties.

ARTICLE VIII

JUST-CAUSE PROVISION

A. No teacher shall be disciplined without just cause. Any such action asserted by the Board or any agent or representative thereof shall be subject to the grievance procedure herein set forth.

B. The Board expressly reserves all of its rights regarding non-renewal of non-tenure teachers to the fullest extent permitted by law, any provision in this Agreement to the contrary notwithstanding.

ARTICLE IX

NO SANCTIONS

A. In consideration of this Agreement, the Board and the Association shall refrain from actions normally associated with the terms "strike" or "sanctions".

COMPLAINTS AND GRIEVANCE PROCEDURE

A. Complaints: A teacher with a complaint shall first discuss it with his immediate superior, with the objective of resolving the matter informally. If the complaint is not settled within five (5) school days and involves a matter subject to the Grievance Procedure, it may be reduced to writing and considered a grievance subject to the grievance provisions of this Agreement.

B. Definition of Grievance: A grievance is a dispute or difference between the Board and the Association, or the teachers represented by it, with respect to the interpretation, application, or violation of policies, this Agreement, and administrative decisions effecting the teachers.

C. Time Limits:

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at such level should be considered a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

2. All grievances shall be presented as soon as possible after the occurrence upon which based, but in no event later than fifteen (15) school days. All such grievances not so presented shall be deemed to have been abandoned, and shall not be entitled to consideration by the Party to whom presented.

3. All grievances shall be presented at the First Level, shall be in writing on grievance forms provided for the purpose, and shall set forth the provisions of this Agreement, Board Policy, or administrative decisions upon which the grievance is based.

4. Grievance decisions and any appeals to a higher level of grievance procedure shall be in writing and made on the aforementioned grievance forms.

5. In the event a grievance is filed at such time that it cannot be processed through all the steps of this grievance procedure by the end of the school year, and, if left unsolved, could in the opinion of the Association or the Board, result in irreparable harm, the time limits set forth therein shall, at the request of either party, be reduced as much as practicable, so that the grievance procedure may be exhausted by the end of the school year; however, the party upon whom the request is made shall have the right to reply on the time limits in this Agreement.

D. Procedure:

1. Level One:

- a. Within five (5) school days after a grievance is submitted by the Association it shall be discussed in a meeting between the Association's Professional Rights and Responsibilities Representative for that building and the principal.
- b. If the grievance is not settled within fifteen (15) school days after it is discussed in the meeting with the building principal, the Association may appeal it to Level Two within five (5) school days after the decision at Level One or twenty school days after the grievance was submitted for discussion, whichever is sooner.



2. Level Two:

- a. A grievance submitted to Level Two shall be discussed within five (5) school days of receipt of the grievance form, by the chairman of the Association's Professional Rights and Responsibilities Committee and the superintendent of schools or his designee.
- b. If the grievance is not settled within ten (10) school days after it is discussed with the superintendent or his designee, the Association may appeal it to Level Three within ten (10) school days after the decision at Level Two or twenty (20) school days after the grievance was presented in discussion at this step, whichever is sooner.

3. Level Three:

- a. A grievance submitted to Level Three shall be discussed within ten (10) school days of receipt of the grievance form by a committee appointed by the president of the Association and a committee appointed by the president of the Board. The respective committee shall include the chairman of the Association's Professional Rights and Responsibilities Committee and the Superintendent of Schools.
- b. A decision shall be made by the Board within ten (10) school days after the grievance was discussed at this step.

4. Level Four:

- a. If the grievance is not resolved at Level Three of the grievance procedure, and if there is a State Department of Education method of review or State Department of Education appeal for the grievance which is prescribed by law or by any rule, regulation, or any decision of the State Commissioner of Education or the State Board of Education, then the Association may proceed with such method of State Department of Education review or appeal.
- b. If the grievance is not resolved at Level Three and if there is no method of review or appeal prescribed as set forth above, then a grievance with respect to the interpretation or application of provisions of this Agreement may, within fifteen (15) school days following a decision at Level Three, be submitted to binding arbitration under the voluntary arbitration rules of the American Arbitration Association. If, in the opinion of either party, the grievance submitted is not arbitrable under the terms of this Agreement, then the arbitrator shall first rule if the grievance is arbitrable, and if it is not, shall dismiss it. The arbitrator shall not have the jurisdiction or authority to add to, detract from or alter in any way the provisions of the

Agreement. In the event of arbitration, the costs of the arbitrator's services shall be shared by each of the parties and each of the parties shall bear his own costs.

## ARTICLE XI

### TEACHER ASSIGNMENTS

A. Except in unusual circumstances requiring later assignment, notice of assignment to teachers, whose employment has continued from the prior year, shall be given not later than the third week in August. Such notice shall include class and/or subject, building and room. Such notice shall not preclude a change in assignment of a teacher.

B. Nontenure Teacher Offer of Assignment:

1. On or before April 30 in each year, every board of education in this State shall give to each nontenure teaching staff member continuously employed by it since the preceding September 30 either

- a. A written offer of a contract for employment for the next succeeding year providing for at least the same terms and conditions of employment but with such increases in salary as may be required by law or policies of the board of education, or
- b. A written notice that such employment will not be offered.

2. Should any board of education fail to give to any non-tenure teaching staff member either an offer of contract for employment for the next succeeding year or a notice that such employment will not be offered, all within the time and in the manner provided by this act, then said board of education shall be deemed to have offered to that teaching staff member continued employment for the next succeeding school year upon the same terms

and conditions but with such increases in salary as may be required by law or policies of the Board of Education.

3. If the teaching staff member desires to accept such employment he shall notify the Board of Education of such acceptance, in writing, on or before June 1, in which event such employment shall continue as provided for herein. In the absence of such notice of acceptance the provisions of this article shall no longer be applicable.

## ARTICLE XII

### PROMOTIONS, TRANSFERS AND ASSIGNMENTS

A. Within the thirty (30) day period prior to October 1, and again within the thirty (30) day period prior to March 1, a teacher may file with the superintendent of schools up to two requests for promotion, transfer or reassignment. These requests shall be in accordance with rules established by the superintendent.

B. A teacher may file with the superintendent of schools a request for transfer, reassignment or promotion for openings which may occur during the summer recess. This shall be done by May 1. The superintendent shall review any requests which are on file prior to recommending a promotion, reassignment or transfer to the Board of Education to fill an opening occurring during the summer recess. Nothing herein shall limit the superintendent in his recommendations to the Board of Education.

C. The superintendent shall review requests which are on file prior to recommending promotions, transfers or assignments to the Board of Education, but nothing herein shall limit the superintendent in his recommendations to the Board. Normally, a teacher's agreement shall be obtained but the Board shall not be limited in its right to promote, transfer, or assign teachers in the school system.

D. In the unusual circumstances when the teacher's consent cannot be obtained, any involuntary transfer or new assignment may be reviewed and considered through Level Three of the grievance procedure.

E. For the purpose of this Article, the term "promotion" shall refer to positions outside the bargaining unit.

F. The Superintendent shall endeavor to post notices of vacancies within the district.

## ARTICLE XIII

### TEACHER EVALUATION

All Teachers shall be evaluated and written reports of such evaluations shall be filed with the superintendent of schools.

#### A. General Criteria:

1. Open Evaluation. All monitoring or observation of the work performance of a teacher shall be conducted openly and with full knowledge of the teacher. The use of eavesdropping, tape recorders and other electronic devices shall not be used in observation of the teacher's classroom performance without the knowledge of the teacher.

Evaluation by Supervisors. Both department heads and school principals may conduct classroom observations and fill out evaluation reports. They may meet separately or together with the teacher who has been observed. If conflicting reports between a department head and a principal cannot be resolved, they may be settled by the Superintendent of Schools.

3. Copies of Evaluations. A teacher shall be given a copy of any class visit or evaluation report prepared by his evaluators. No such report shall be submitted to the Superintendent placed in the teacher's file, or otherwise acted upon without prior conference with the teacher. No teacher shall be required to sign a blank or incomplete evaluation form. A teacher's signature on an evaluation form will show that he has received a copy of it but does not necessarily show that he is in agreement with it.

4. Conferences. A teacher shall be given an opportunity to discuss an evaluation in a conference with his supervisor to



be held normally within ten (10) full school days of the observation.

- a. If a teacher is dissatisfied with an interim evaluation (i.e. classroom observation and/or antedotal record), the teacher may request a review of the evaluation by the supervisor's immediate superior.
- b. If a teacher is dissatisfied with his final evaluation, the teacher shall, upon request, be granted a conference with the supervisor's immediate superior. Where the Superintendent of Schools is not the supervisor's immediate superior, the Superintendent of Schools may be included in the review and/or conference, if requested by the teacher and/or supervisor.

5. Final Evaluations. Each teacher shall receive a written summary of his performance for the year each June prior to the close of school. This evaluation shall be a summary of previous evaluations and shall evaluate the teacher's performance in relation to his teaching duties both in and outside of the classroom. In general, no information should appear in this final summary that has not appeared in some previous written evaluation or in some conference between the teacher and his supervisors.

B. Evaluation Procedure:

1. Written reports shall be prepared by the teacher's supervisor for all pre-announced classroom observations.

2. Observations that are to result in a written evaluation shall be conducted for the entire class period whenever possible.

3. Non-tenure teachers should be notified in advance when they are to be observed initially during their first year of employment. Advance notification need not be given for subsequent observations but consideration should be given to those teachers who are observed under extenuating circumstances.

4. Parental complaints or other complaints that may have a bearing on the evaluation of a teacher should be brought to the attention of the teacher by his supervisor or principal and investigated before any action is taken.

5. A minimum of three (3) observations shall be conducted for non-tenure teachers followed by written reports and conferences. These observations shall be conducted during instructional periods with each occurring on separate days.

6. A teacher may request additional classroom observations and the supervisor may conduct additional observations as the need is felt.

C. Personnel Records:

1. File. A teacher shall have the right, upon request, to review the contents of his personnel file.

2. Derogatory Material.

a. A teacher will be notified of derogatory material.

b. If teacher wants to review material, he will certify he has seen it.

c. Teacher may within fourteen (14) days prepare written response to material and have it attached to derogatory material.

ARTICLE XIV

TEACHER RESPONSIBILITY

A. The teachers shall maintain the primary right and responsibility to determine grades and other evaluations of students within the grading policies of the Haddonfield School District based upon his professional judgment of available criteria pertinent to any given subject area or activity to which he is responsible. No grade or evaluation shall be changed without the knowledge of teacher.

B. Teachers shall not be compelled to participate in overnight trips.

ARTICLE XV

CHANGE IN BOARD POLICY

A. A copy of any proposed Board policy introduced at first reading shall be distributed to the Association as soon as possible, but not later than the Monday following the meeting when such policy is introduced.

ARTICLE XVI

PROFESSIONAL DEVELOPMENT

A. Teachers and non-degree certified nurses shall be reimbursed for tuition expenses in accordance with the following provisions:

1. Courses for which tuition refund is requested by an applicant must be in his area of teaching or closely related to it as determined and recommended by his department head or coordinator, principal and superintendent.

2. Each course proposal shall have written approval by the superintendent prior to registration.

3. Courses must be taken on the campus of an accredited educational institution or at the extension center of such an institution. Correspondence courses are not eligible.

4. During the regular school year a maximum of three (3) college credits per semester are eligible for approval; during the summer a maximum of nine (9) college credits are eligible for approval.

5. Any full time teacher or certificated nurse under contract to the Haddonfield Board of Education is eligible to apply under these provisions provided he has completed at least one (1) semester service in the Haddonfield School System immediately prior to registration.

6. Approved tuition expense will be reimbursed up to the following maximum amounts per fiscal year. Unused tuition benefits are not transferable to another fiscal year.

- a. For undergraduate courses, \$100; except that for undergraduate courses completed by a non-degree certified nurse to meet the requirements of an appropriate bachelor's degree, the maximum cost shall be \$350.
- b. For graduate courses other than those for which the applicant is matriculated as a doctoral degree candidate, \$350.
- c. For graduate courses for which the applicant is matriculated for the doctoral degree, \$400.

7. Upon successful completion of the approved course(s) an official transcript shall be presented to the superintendent, on the basis of which reimbursement shall be made.

8. The decision of the superintendent shall be final with respect to the approval of courses for which reimbursement is requested and for the number of credits eligible for approval.

## ARTICLE XVII

### LIAISON COMMITTEE

The Liaison Committee shall be a link between the professional staff and the Board of Education. It shall be composed of teachers and administrators who shall be concerned with the development and interpretation of policy and the implementation of policy. It is recognized that the Board of Education has the ultimate responsibility for the adoption of policy and that the Liaison Committee is advisory in nature. The Liaison Committee may also serve as a sounding board for issues and concerns of both the professional staff and the Board of Education.

The Superintendent of Schools and the President of H.E.A. shall jointly confer to determine the agenda of committee meetings and the times when the committee shall meet.

The committee shall be composed of all members of the administrative staff, the president of H.E.A., two teachers from the High School, two teachers from the middle school, one teacher from each of the district's elementary schools, and one department head.

## ARTICLE XVIII

### LEAVES OF ABSENCE

Teachers may receive the following non-cumulative leaves of absence, in addition to sick leave, with pay each year.

#### A. Personal Leave of Absence

Up to a total of three (3) days per year may be allowed for absence of a personal nature. These include but are not limited to:

1. A legal proceeding which is compelled by law.
2. Marriage of employee or marriage in immediate family.
3. Personal business which cannot be handled outside of school hours.

Application for approval of leave of absence shall be made by the teacher to the Superintendent through the teacher's building principal, or in the case of the Child Study Team, through the Director of Pupil Services. In unusual circumstances, where an absence requested is for highly personal reasons, the application may omit the nature of the absence requested and the teacher may submit any required information directly to the Superintendent. Notwithstanding the above stated requirements for approval, the Board shall permit one of the three days allowed for absence of a personal nature to be taken without stating reasons in order for the absence to be approved. However, a request for the approval of the absence must nevertheless be made. In the opinion of the Board, should there be evidence that the privilege of not giving reasons is being abused, this provision will be revoked. Days not used shall be credited as sick leave days, providing no more than thirty (30) such days be credited as sick leave for each teacher.



B. Religious Holidays

Up to three (3) days leave of absence per year may be allowed on the religious holidays observed by the teacher's professed religion. Prior application shall be made to the superintendent through the teacher's building principal.

C. Death

In the event of death in a member of the teacher's immediate family, as defined in D1 below, the teacher shall be allowed a leave of absence of three (3) days. One day shall be granted in the event of death of a teacher's friend or relative outside the teacher's immediate family as defined below. Any extension of the leave of absence shall be determined by the superintendent of schools in light of the circumstances.

D. Serious Illness in Immediate Family

In the event of serious illness in the teacher's immediate family, as defined below, the teacher shall be allowed a leave of up to three (3) days.

1. Immediate Family. "Immediate Family" shall include father, mother, father-in-law, mother-in-law, spouse, child, brother, sister, or any member of the immediate household.

E. Extended Leaves

Extended leaves of absence without pay may be granted by the Board of Education. All extended leaves of absence and renewals thereof shall be requested and granted in writing.

F. Maternity Leave

1. Within twenty-one (21) days after an employee receives medical confirmation of her pregnancy, the employee shall

give written notice thereof and the anticipated delivery date to the School District.

2. Subject to Paragraph 7 of this Article, said employee may continue in her employment while pregnant for such period of time as she may determine in consultation with her physician so long as she is ready, willing and able to fulfill her responsibilities and obligations.

3. A pregnant employee, at any time after the notice aforesaid to the District, but at least sixty (60) days prior to the leave-starting time, may request in writing unpaid maternity leave, stating:

- a. Proposed leave starting date;
- b. Approximate delivery date;
- c. Proposed date of anticipated first day return to work; and
- d. Accompanying said Notice with signed current statement of her physician, supportive of her request and confirming the anticipated delivery date.

4. The District shall grant unpaid maternity leave starting on the date as requested, subject only to adjustment to an earlier date, which adjustment shall not exceed more than seven (7) days from the requested date.

5. The District shall grant unpaid maternity leave terminating on the date as requested, provided that the "return" date is the first teaching date of the Fall or Spring term.

Subject to Paragraphs 8 and 12 of this Article, the employee shall have the option to select either the first teaching date of the Fall or Spring term as her return to work date and she shall be bound by such selection. In no event shall the leave exceed twelve (12) months.

- a. Physical readiness to return to work shall be evidenced either by current statement of the employee's physician or as a result of District examination as hereafter noted.

6. At least sixty (60) days before the return date of the leave granted aforesaid, employee shall confirm in writing her intention to return to work on said date and in default thereof, the District may undertake immediate steps to procure and obligate itself to another candidate for the position.

7. The District may require, at its option, a pregnant employee to either submit to medical examination or to submit a current certification from her physician as to her ability to continue to work and after termination of the pregnancy as to her ability to return to work.

8. The Board shall not be required to continue the leave of absence of a non-tenure teacher beyond the school year for which she was hired, or to offer tenure or a new contract to a non-tenure teacher.

9. There is no legal or policy requirement that the District grant any leave for the purpose of child care.

10. Upon return to work, the Board shall endeavor to assign the employee to the same building, class, room and grade

she had before such leave. However, in no event shall this provision constitute a guarantee of such assignment nor shall the Board have any contractual or legal obligation to make such assignment.

11. If the teacher works at least one semester, i.e., September through January or February through June, in the school year she shall be granted fifty (50%) percent of the normal increment for the following year and move 1/2 step on the salary guide. If the teacher works less than a semester in the school year, she will not advance on the salary guide nor receive any increment for the following year.

12. In the event that a teacher's pregnancy terminates under abnormal conditions prior to the expiration of the leave which has been granted, or prior to the inception of the leave which may have been requested, said teacher may apply for early reinstatement by filing a written request therefore with the Superintendent accompanied by a physician's certificate that she is medically and emotionally able to resume or to continue to perform her duties. Said request shall be granted unless the Board has employed a replacement to cover for the period of the requested leave.

## ARTICLE XIX

### PAY

#### A. Salaries

The salary guide for teachers covered by this Agreement is set forth in Schedule "A", which is attached hereto and made a part hereof.

1. Teachers who complete degree requirements or credits which change their salary status during the spring or summer shall be placed on the appropriate level of the salary guide in September. Teachers who complete degree requirements or credits which change their salary status during the fall semester shall be placed on the appropriate level of the salary guide in February of that year.

2. Teachers employed on a ten (10) month basis shall be paid in twenty (20) equal semi-monthly installments.

a. Teachers may individually elect to have ten percent (10%) of their monthly salary deducted from their pay. These funds shall be paid according to the following schedule:

(1) Total amount on July 15th.

(2) Two (2) equal installments on July 15th and August 15th.

3. All members of the Child Study Team shall be employed on a ten (10) month basis and shall be paid in accordance with the appropriate annual rate as set forth in the salary guide.

4. When a pay day falls on or during a school holiday, vacation, or weekend, teachers shall receive their pay checks on the last previous working day.

5. Teachers shall receive their final check on the last working day in June.

B. Summer Vacation Curriculum Planning

A teacher who is assigned to the development of curriculum during the summer vacation period shall be paid on the basis of the number of days of work represented by the assignment, as determined by the superintendent. Each such day shall be paid at the rate of one two hundredths of his annual salary.

C. Home Teaching and Bedside Instruction Pay

A teacher who is assigned to and performs home teaching or bedside instruction shall be paid \$7.00 an hour for instruction.

D. Extra Pay for Non-Athletic Activities

1. A teacher who is assigned to and performs an assignment on Schedule "B" shall receive an extra payment at the annual amount shown.

2. The amount shown on Schedule "B" shall be paid in two (2) equal payments made in December and June.

E. Interscholastic and Intramural Coaches' Salaries

1. Interscholastic coaches will be paid per Schedule "C".
2. Payment for intramurals will be \$355.00.

3. Coaches will be paid in two (2) equal installments  
as follows:

Fall Sports                      11/15 - 12/15

Winter Sports                    2/15 - 3/15

Spring Sports                    5/15 - 6/15

a. The final payment is not made until approved by  
the Athletic Director.

F. Membership in Curricula Related Associations

The Board of Education will pay all fees for approved  
activities necessary for student participation.

ARTICLE XX

REIMBURSEMENT FOR MILEAGE

A. A teacher who, with advance approval of the superintendent, uses his automobile in the performance of his duties shall be reimbursed at the rate of \$0.17 per mile.



## ARTICLE XXI

### INSURANCE

A. The Board shall provide a policy of insurance for basic hospitalization, surgical, and major medical insurance for teachers and dependents. The Board shall pay the premium cost for the insurance for each teacher who shall apply for and be covered by such insurance and one hundred (100%) percent of the premium cost for dependents for whom the teacher shall apply and who are covered by such insurance.

1. The Board shall not pay the premium cost for insurance for a teacher or dependents if the same or equivalent coverage is provided through another employer of the teacher or an employer of the spouse. The provisions of the policy provided by the insurance carriers shall apply.

B. Effective July 1980, the Board shall contribute to a dental plan, providing coverage in the maximum amount of \$15,000.00 per year. The insurance company which shall provide this coverage shall be mutually selected by the Board and the Association. It is the intent of this paragraph B that if a dental plan can be obtained for less than the sums referred to herein, then the Board shall have no obligation to pay any sums beyond what the actual cost of said plan is.

C. Effective July 1, 1981, the Board shall contribute to a prescription drug program, providing coverage in the maximum amount of \$6,000.00 per year. The insurance company which shall provide this coverage shall be mutually selected by the Board and the Association.

It is the intent of this paragraph C that if a prescription drug program can be obtained for less than the sum referred herein, then the Board shall have no obligation to pay any sums beyond what the actual cost of said plan is.

ARTICLE XXII

RULES FOR MAKING CHANGES

A. Neither party hereto shall press any proposal to change, modify, or add to the provisions of this Agreement, except in accordance with the procedure set forth in the article entitled "Termination and Negotiation Procedure" hereof; provided the foregoing is not intended to prevent the Association or the Board, under proper circumstances, from requesting the other to consider a modification of an effective provision of this Agreement. In such cases the Party making such request will be afforded a reasonable opportunity to present and discuss the reasons for such request. The Party to whom such request is made shall have the right to refuse such request and to rely upon the provisions of this Agreement during the whole of its term.

B. In the event that no formal requests are submitted in the course of the school year, the Parties will meet informally three (3) times per year - fall, winter and spring. These meetings are not intended to bypass the first paragraph of this article or the grievance procedure.

ARTICLE XXIII  
REDUCTION IN STAFF

A. Definition

Reduction in Staff refers to those instances where the Board of Education takes action resulting in a decrease in the total number of teachers within the school system.

B. Dismissals

Dismissals resulting from any such reduction in staff shall not be made by reason of residence, age, sex, marriage, race, religion, or political affiliation.

1. Dismissals of tenured teachers shall be made on the basis of seniority according to standards established by the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:28-10.

2. Reduction in Staff would apply first to non-tenured teachers so long as the available tenured teachers are properly certified in a given subject matter or level where positions exist.

C. Recall

1. If any tenured teacher is dismissed as a result of a reduction in Staff, such teacher shall be placed on a preferred eligible list for reemployment in order of seniority and the Board in filling teaching vacancies shall comply with the provisions of N.J.S.A. 18A:28-12.

2. Any non-tenured teacher dismissed by reason of a reduction in Staff will be placed on a list kept by the Superintendent and shall be considered in filling any future vacancies in which the teacher is properly certified.

D. Notice

The Board shall give the Association prior written notice and the right for consultation before any reduction in Staff is implemented. Said written notice shall be given to the Association ninety (90) days prior to the implementation of any reduction in staff and shall include specifically the number of affected teachers. As soon as possible when the names of the affected teachers are known, this information shall also be given to the Association. Every effort shall be made by the Board to place the affected teachers within the school system, where vacancies do exist and where the teachers are properly certified.

E. Attrition

The Board shall give primary consideration to the use of attrition to accomplish any reduction in staffing, within the time designated by the Board to accomplish any reduction in staff.

F. Curriculum Change

If any element of the present curriculum offered during the normal school program is changed so that such program is offered outside the normal school day or on a separate tuition basis, the Board shall offer employment in such programs first to the existing members of the teaching staff who are properly certified for such program, before employment in such programs is offered to any person outside of the school system teaching staff.

G. Disputes

Any disputes with regard to a reduction in staffing shall be subject to consideration in the grievance procedure through Level Three, but shall not be subject to consideration in the grievance procedure at Level Four.

ARTICLE XXIV

MISCELLANEOUS PROVISIONS

A. Within thirty (30) days of the signing of this Agreement, it shall be submitted to a printer, the costs of which shall be shared by both the Board and the Association.

B. Within ten (10) days of receipt of this Agreement from the printer, it shall be distributed to the teachers.

ARTICLE XXV

TERMINATION AND NEGOTIATION PROCEDURE

A. This Agreement shall be effective as of July 1, 1980, and shall continue in effect until June 30, 1982. Either Party must give written notice not later than November 1, 1981 of any changes desired in the Agreement commencing July 1, 1982. The party giving written notice of any changes desired in this Agreement shall at the same time present such proposals as far as practicable in the language and form of the specific contract provisions which they propose for inclusion in the Agreement to effect such changes.

B. The parties agree to commence negotiations on any proposed changes not later than November 1, 1981.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized officers and representatives on the day and year first above written.

THE BOARD OF EDUCATION OF THE  
BOROUGH OF HADDONFIELD, IN THE  
COUNTY OF CAMDEN, NEW JERSEY

By *Lloyd W. Harbison*  
President

Attest:

*Ben Schellings*  
Secretary

(SEAL)

THE HADDONFIELD EDUCATION  
ASSOCIATION OF THE BOROUGH  
OF HADDONFIELD IN THE COUNTY  
OF CAMDEN, NEW JERSEY

By *Lee Castle*  
President

Attest:

*Mary D. Taylor*  
Secretary



SCHEDULE "A"

TEACHERS' SALARY SCALE

1980-81

<u>STEPS</u>	<u>BA</u>	<u>BA+15</u>	<u>BA+30</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>PHD</u>
1	11,784	12,055	12,325	12,867	13,138	13,408	13,517
2	12,184	12,455	12,725	13,267	13,538	13,808	13,917
3	12,617	12,888	13,158	13,700	13,971	14,241	14,350
4	13,050	13,321	13,592	14,133	14,404	14,675	15,054
5	13,483	13,754	14,025	14,566	14,837	15,108	15,487
6	13,917	14,187	14,458	15,000	15,270	15,541	15,920
7	14,458	14,729	15,000	15,541	15,866	16,083	16,462
8	14,891	15,162	15,433	15,974	16,245	16,516	16,895
9	15,379	15,649	15,920	16,407	16,678	16,949	17,328
10	15,974	16,245	16,516	17,003	17,274	17,545	17,924
11	16,516	16,787	17,057	17,545	17,815	18,086	18,465
12	17,003	17,274	17,545	18,086	18,357	18,628	19,007
13	17,490	17,761	18,032	18,573	18,844	19,115	19,494
14	18,032	18,303	18,573	19,169	19,440	19,711	20,090
15	18,519	18,790	19,061	19,711	19,981	20,252	20,631
16	19,007	19,277	19,548	20,198	20,469	20,739	21,119

Teachers who were at the top or off of the scale in 1979-80 will receive an increase in an amount equal to 8.3% of their 1979-80 salaries, exclusive of Service Credit for total teaching experience.

Service Credit for total teaching experience:

\$200 from the 17th through the 21st year of service.

\$300 from the 22nd through the 26th year of service.

\$400 from the 27th year and beyond.

BOARD OF EDUCATION  
HADDONFIELD, NEW JERSEY  
SCHEDULE "A"  
TEACHERS' SALARY SCALE  
1981 - 1982

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>BA+30</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>PH.D</u>
1.	12,350	12,644	12,936	13,522	13,815	14,107	14,225
2.	12,750	13,044	13,336	13,922	14,215	14,507	14,625
3.	13,183	13,476	13,768	14,355	14,648	14,940	15,058
4.	13,652	13,945	14,237	14,823	15,117	15,409	15,527
5.	14,120	14,413	14,707	15,292	15,585	15,878	16,288
6.	14,589	14,882	15,175	15,760	16,054	16,347	16,757
7.	15,058	15,350	15,644	16,230	16,522	16,815	17,225
8.	15,644	15,937	16,230	16,815	17,167	17,402	17,812
9.	16,112	16,405	16,699	17,284	17,577	17,870	18,280
10.	16,640	16,932	17,225	17,752	18,046	18,339	18,749
11.	17,284	17,577	17,870	18,397	18,690	18,984	19,394
12.	17,870	18,164	18,456	18,984	19,276	19,569	19,979
13.	18,397	18,690	18,984	19,569	19,862	20,155	20,566
14.	18,924	19,217	19,511	20,096	20,389	20,682	21,093
15.	19,511	19,804	20,096	20,741	21,034	21,327	21,737
16.	20,038	20,331	20,624	21,327	21,619	21,913	22,323

Teachers who are at the top or off of scale in 1980-81 will receive an increase in an amount equal to 8.2% of their 1980-81 salaries, exclusive of service credit for total teaching experience.

Service credit for total teaching experience:  
\$200 for 17th through 21st year of service  
\$300 for 22nd through 26th year of service  
\$400 from 27th year and beyond

BOARD OF EDUCATION  
HADDONFIELD, NEW JERSEY

SCHEDULE "E"

EXTRA PAY FOR NON-ATHLETIC ACTIVITIES

Audio Visual Coordinator	
High School	\$ 709
Middle/Central	325
Auditorium Supervisor	384
Distribution of School Supplies	547
General Treasurer of Student Activities and Transportation Coordinator for Field Trips	736
Independent Study Coordinator	162
Team Leaders - Middle School	601
American Abroad Coordinator and American Field Service - Foreign	) ) ) 433*
American Field Service Advisor (Domestic) *Salary may be prorated over 2 positions	) ) )
Cheerleader Advisor	650
Class Advisor	
Freshman Class	384
Sophomore Class	406
Junior Class	569
Senior Class	704
Cooperative Office Education (COE) Advisor	276
Debate Club Advisor	244
Drama	
Program Director	1467
Business Advisor	921
Folk Club Advisor	108
Health Careers Club Advisor	200
Interact Club Advisor	162

SCHEDULE "B"

EXTRA PAY FOR NON-ATHLETIC ACTIVITIES

JFK Special Olympics - Tournament of Champions Advisor	384
Music Activities	
Choral	
Elementary (3 positions)	108
Middle	108
High School	709
Concert Band	
Elementary (1 position)	217
Middle	217
High School	433
Marching Band	758
Music Director - Spring Musical (H.S.)	350
Orchestra	
High School	704
Middle School	217
String Instructor - Elementary and High School (1 position)	217
National Honor Society Advisor	379
Publications	
Haddon Higher	
Editorial Advisor	682
Business Advisor	466
Shield	
Editorial Advisor	980
Business Advisor	493
Synapse (Literary Magazine)	466
Safety Patrols (3 positions)	384
Student Council Advisor	
High School	655
Middle School	162

BOARD OF EDUCATION  
HADDONFIELD, NEW JERSEY

SCHEDULE "C"

COACHES' SCALE

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
<u>High School Interscholastic</u>				
<u>Football</u>				
Head Coach	1750	1900	2050	2200
1st Asst.	900	1020	1170	1350
Other Assts.	800	900	1100	1300
<u>Basketball</u>				
Head Coach	1450	1600	1750	1900
Assts.	750	900	1050	1200
<u>Wrestling</u>				
Head Coach	1450	1600	1750	1900
Assts.	750	900	1050	1200
<u>Baseball</u>				
Head Coach	1250	1400	1550	1700
Assts.	550	700	850	1000
<u>Track</u>				
Head Coach	1250	1400	1550	1700
Assts.	550	700	850	1000
<u>Soccer</u>				
Head Coach	700	850	1000	1150
Assts.	400	550	700	850
<u>Hockey</u>				
Head Coach	700	850	1000	1150
Assts.	400	550	700	850
<u>Softball</u>				
Head Coach	700	850	1000	1150
Assts.	400	550	700	850
<u>Cross Country</u>				
Head Coach	700	850	1000	1150
<u>Swimming</u>				
Head Coach	550	700	850	1000

SCHEDULE "C"

COACHES' SCALE

<u>Title</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
<u>Tennis</u>				
Head Coach	450	600	750	900
<u>Golf</u>				
Head Coach	350	500	650	800
<u>Bowling</u>				
Head Coach	300	400	550	700
Athletic Director	1450	1600	1750	1900
Business Manager	900	1050	1200	1350

Middle School Interscholastic

<u>All Sports</u>				
Head Coach	400	500	650	800
Assts.	300	350	400	450

Effective July 1, 1980 only those coaches who were at the top or off of the coaches' scale in 1979-80 will receive an increase in an amount equal to 8.3% of their 1979-80 salaries.