

**Agreement Between
BOARD OF EDUCATION
OF THE BOROUGH OF RIDGEFIELD
and
RIDGEFIELD EDUCATION
ASSOCIATION
July 1, 2008 thru June 30, 2011**

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PREAMBLE

This Agreement entered into by and between the Board of Education of the Borough of Ridgefield, New Jersey, hereinafter called the "Board", and the Ridgefield Education Association, hereinafter called the "Association", encompasses the agreement reached by the parties after negotiations in accordance with Chapter 123 of the Laws of the State of New Jersey as amended.

**ARTICLE 1
RECOGNITION**

The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning grievances and terms and conditions of employment for the following personnel under contract and on an annual basis:

- A. All certificated full-time and regular part-time teaching staff members, excluding supervisors and administrators.
- B. All other persons, positions and units not specifically defined above are excluded.
- C. Under this Contract, the term "teachers" as used throughout shall refer to all teaching staff.

ARTICLE 2
NEGOTIATION PROCEDURE

The parties agree to enter into collective negotiation over a successor agreement in accordance with Chapter 123, Public Laws 1974, in good-faith effort to reach agreement on terms and conditions of teacher employment. Such negotiations shall be conducted according to the time guidelines promulgated by P.E.R.C. Any agreement or amendment to the Agreement so negotiated shall apply to all teachers, be reduced to writing and signed by the Board and the Association. No agreement is binding until ratified by the Association and approved by the Board at a regular convened public meeting.

**ARTICLE 3
GRIEVANCE PROCEDURES**

I. DEFINITIONS

- A. A "grievance is a claim based upon an event or condition which affects terms and conditions of employment of a teacher or group of teachers, and/or the interpretation, meaning, or application of any of the provisions of the Agreement.
- B. An "aggrieved person" is the person or persons making the claim.
- C. A "party in interest" is the person or persons making the claim, and any person who might be required to take action, or against whom action may be taken in order to resolve the claim.

II. PURPOSE

- A. The purpose of this procedure is to secure, at the lowest possible level, solutions to the problems which may from time to time arise affecting the terms and conditions of employment of teachers. Both parties agree these proceedings will be kept as informal and confidential as may be appropriate at any level of procedure.
- B. Nothing herein contained shall be construed as limiting the right of any teacher to discuss informally with any appropriate member of the administration situations, which may lead to a grievance. The situation may be adjusted without intervention of the Association provided the adjustment is not inconsistent with terms of this Agreement.

II. PROCEDURE

- A. A grievance must be filed within fifteen (15) school days of its occurrence. Past related incidents may be presented to support the initiated grievance.
- B. Since it is important that a grievance be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum, and every effort should be made to expedite the process. The time limit specified may, however, be extended or reduced by mutual consent.
- C. In general, three levels of discussion are provided in the communication channel. First, with specific school principal; second, with the Superintendent of Schools; and third, with the Board.
- D. Grievances at all levels stating the contractual violations and/or the specific terms and conditions of employment which affected the grievant shall be submitted in writing to the interested parties. Prior to filing any grievance, the Association shall notify in writing those employees who are or may be affected.
- E. Level 1: Discussions at this level will be between the individual School Principal and the staff member, or the Professional Committee of the Association representing the individual or group. Failure to resolve questions at this level within ten (10) school days would permit the aggrieved party to take the grievance to the second level within five (5) school days.

- F. Level 2: Discussions at this level will be between the Superintendent of Schools and the staff member, or the Professional Committee of the Association representing the individual or group. Failure to resolve questions at this level within ten (10) school days would permit the aggrieved party to take the grievance to the third level within five (5) school days.
- G. Level 3: Discussions at this level will be between the Board, the Superintendent of Schools and the staff member, or Professional Committee of the Association representing the individual or group. The Board shall render its decision within twenty (20) school days from the receipt of the grievance.
- H. Advisory arbitration shall be the final step in the grievance procedure and the parties shall petition P.E.R.C. for an advisory arbitrator. There shall be a maximum of three (3) such arbitrations per contract year. Excluded from advisory arbitration are the following:
 - A. Issues in dispute listed under NJSA 34: 13A-29
 - B. Any educational matters excluded by law from arbitration
- I. Any step may be bypassed by mutual consent of the parties involved. If at any step, authority is lacking to satisfy the grievance, that step shall be automatically bypassed. However, parties at all steps will be notified that a grievance is being filed.
- J. If a decision has been rendered at any level, the grievance becomes null and void if the aggrieved party or his representatives do not appeal to the next higher level within the stipulated number of days.
- K. All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated selected representatives, heretofore referred to in this Article.
- L. The grievance must be hand delivered to the Principal, Superintendent, or Business Administrator in proper order. The receipt must be written acknowledgment of its delivery, with time and date duly noted.
- M. Whenever a grievance is originally filed, the Superintendent of Schools shall receive a copy of the grievance immediately so that he may be fully informed of its nature. The one filing the grievance shall be responsible for a copy being delivered to the Superintendent.

IV. REPRESENTATION

Any party in interest may be represented at all stages of the grievance procedure by himself, and/or at his/her option, by a representative selected or approved by the Association. When a teacher is not represented by the Association, the Association shall have the right to be present and to state its views at all steps of the grievance procedures unless the aggrieved party objects.

ARTICLE 4
RIGHTS OF THE BOARD OF EDUCATION

- A. The Association recognizes the Board as the public agency charged by the New Jersey State Legislature under the mandate of the Constitution, with the management in the school district of the Borough of Ridgefield of a thorough and efficient system of free public schools.
- B. The Board hereby retains and reserves unto itself, without limitations other than those expressly set forth by law and by the terms of this Agreement, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and Constitution of the State of New Jersey.

ARTICLE 5
RIGHTS OF THE ASSOCIATION

- A. The Board agrees to make available, from time to time, upon written request and reasonable notice by the Association, all available public information.
- B. Whenever any representative of the Association or any teacher participates during work hours in negotiation, grievance procedures, conferences or meetings requested by the Board or mutually convened, he shall suffer no loss in pay.
- C. The Association and its representatives shall have the right to use school buildings, subject to the approval of the building principal.
- D. The rights and privileges of the Association and its representatives, as set forth in this Agreement, shall be granted only the Association as the exclusive representative of the teachers, and to no other teacher organizations.

ARTICLE 6
SCHOOL CALENDAR

- A. The Board recognizes the desirability of discussions on the matter of the school calendar between the Association and the administration. All suggestions will receive consideration, but the Board retains the right of final approval of the school calendar.
- B. The normal in-school work year shall be completed between September 1 and June 30. The work year shall include 185 days with pupils in attendance, plus one day for workshops, plus one day prior to the opening of school, plus one day following the close of school. In the event that schools are closed for emergency days, these days shall not be made up, except as made necessary to meet state mandates.
- C. All single sessions at the close of the school year shall be granted on a system-wide basis.
- D. On Back to School Night there shall be a single session day. All teachers shall be required to attend Back to School Night at each school where the teacher has an assignment. If a teacher has multiple schools they shall attend Back to School night at each school. This is limited to two (2) nights for Back to School Night during each school year of the contract. These teachers who attend more than one Back to School Night shall receive one half (½) day off for each Back to School Night attended.

ARTICLE 7
TEACHING HOURS AND TEACHING LOAD

- A. As professionals, teachers are expected to devote to their assignments the time necessary to meet their responsibilities. Teachers shall be required to sign in and shall be required to sign out if leaving the building prior to the end of the regular day. All such sign in and out procedures shall be in the main office.
- B. Every effort will be made to keep teaching loads within reasonable limits, and to minimize the changing of teaching stations.
- C.
 - 1. Teachers shall have a duty free lunch period of at least the same length as the students.
 - 2. Teachers in building having closed lunch periods shall notify the office before leaving the building.
- D. Teachers may be required to remain at the end of the regular workday without additional compensation, for the purpose of attending faculty or other professional meetings. Such meetings shall begin as soon as possible after the student dismissal time, preferably within ten minutes. The administrative staff member convening the meeting is expected to use good judgment in the number of meetings called and the length of such meetings.
- E. Classroom teachers shall, in addition to their lunch period, have daily preparation time during which they shall not be assigned any other duties. This preparation time shall be as follows:
 - 1a. Elementary K - 8 -- 180 minutes per week, which shall be both a minimum and a maximum. In the event there are no special teachers, the teachers are still entitled to 180 minutes per week.
 - 1b. Teachers in Kindergarten through grade 2 shall be given one day to conduct parent-teacher conferences. The conferences may be conducted during regular school hours or in the evening arranged by the teacher. A substitute teacher will be provided on this day to continue the educational program for the students.
 - 2. High School 9 - 12 -- Two periods per day.
 - 3. All 7th and 8th grade teachers receive a 43-minute prep. daily.
- F. Teachers grades 3 - 6 shall have one 43-minute lunch duty per week or morning duty three days per week.
 - 1. Except for the teachers currently teaching 7th and 8th grade - these teachers shall not have the same duties currently existing for K - 6 for as long as the teach 7th and 8th grade.
 - 2. During the term of this Contract, new hires for 7th and 8th grade grades as of 6/30/2008 shall have the same duty assignment as K - 6 teachers.
- G. Exceptions to Sections "A", "B", "C", "D" and "E" above may be made only in cases of emergency. The Association shall be notified in each such instance.
- H. Teacher participation in field trips, which extend beyond the teacher's in-school workday, and overnight or weekend trips, shall be voluntary. Those teachers participating in overnight field trips shall be compensated according to Schedule F.
- I.
 - 1. Elementary teachers shall be at their assigned building and/or room at least 17

- minutes before the beginning of the student day.
2. Except as otherwise provided for in Article 7 D, High School teachers shall be at their assigned building or room at least 10 minutes before the start of the student day and shall remain at least 7 minutes after the student day.

**ARTICLE 8
EARLY RETIREMENT**

- A. Personnel covered by this Contract who retire or otherwise leave the school district will be entitled to compensation for unused sick leave and personal leave pursuant to the following procedure and schedule:
1. If the retirement or resignation is to be during the duration of this Contract, the personnel involved must have completed fifteen (15) years of service in the Ridgefield School District by the end of the 2008-2009 school year.
 2. In order to receive the compensation for this Article (8), the personnel seeking compensation must give written notification of one's intention to retire or resign from the District to the Superintendent of Schools by October 30 in the school year prior to the school year in which the retirement or resignation from the District is to take effect.
 3. Compensation shall be as follows:
 - a. The rate of one half ($\frac{1}{2}$) of the personnel's per diem base salary during the individual's final year salary (computed at $\frac{1}{200}$ of the annual base salary) times the number accumulated sick days and personal days to the personnel's credit on October 30 pursuant to A-2.
 - b. Notwithstanding anything to the contrary in this Article (8), no personnel who retires or resigns from the District shall be entitled to receive under the Article more than Ten Thousand Dollars (\$10,000.00) nor shall the District's total financial obligation hereunder exceed Fifty Thousand Dollars (\$50,000.00) in any one fiscal year (July - June). In the event that under this Article (8) the District's liability, if not for the Fifty Thousand (\$50,000.00) maximum cap, would exceed Fifty Thousand (\$50,000.00) each personnel retirement or resignation shall be proportionally reduced so that the District liability does not exceed Fifty Thousand Dollars (\$50,000.00).

ARTICLE 9
NON-TEACHING ASSIGNMENTS

- A. Whenever possible, based on the recommendations of the administration, clerical duties shall not be assigned to the teachers.
- B. All homeroom teachers of grades K through 12 shall be required to submit daily homeroom attendance on the form provided by the District.
- C. A teacher shall never be assigned to the disciplinary supervision of children outside of this classroom. For example detention hall, lunch duty, etc. Notwithstanding anything to the contrary in this Contract including Article 9-C, two (2) high school teachers shall be assigned to supervisory duties after school for one-half hour after the last student class period on every day that school is in session. Assignments shall be made by the Principal on an equitable and rotating basis.
- D. All teachers shall keep a daily plan book. Teachers will turn in their plan books to the Superintendent or his designee on a regularly scheduled basis. These plans shall be written one week in advance (completed by Friday for the following week). These plans shall include:
 - 1. Statement of the unit topic.
 - 2. Instructional objective(s) that include(s) student outcome(s).
 - 3. Each instructional objective must be related to the cumulative progress indicators of the New Jersey Core Curriculum Content Standards.
 - 4. Procedures, activities, and/or techniques to be used to meet the instructional objectives.
 - 5. Instructional materials to be used including pages in the text, which the lesson covers.
 - 6. Means of assessing the achievement of the objective(s).
 - 7. Homework assignments, if appropriate.
- E. The District will provide copies of the NJ Core Curriculum Standard.
- F. Teachers will have the discretion to modify the time and delivery of any lesson plan to reflect individual circumstances.
- G. Each teacher shall be responsible for providing specific plans for a substitute so that a meaningful program can be followed.
- H. Course of Study Work, under the jurisdiction of the Superintendent and/or his designee, done by teachers during the summer vacation shall be paid at the rate in Schedule H.

**ARTICLE 10
TEACHER EMPLOYMENT**

- A. The Board agrees to hire for every regular teaching assignment only certified teachers holding certificates issued by the New Jersey Board of Examiners.
- B. Each teacher presently employed shall be placed on the proper step of the salary schedule at the beginning of this contract year. The entrance level salary is to be negotiated between the job applicant and the Superintendent of Schools. However, a new employee must be placed in the proper column corresponding to the appropriate degree level.
- C. A maximum credit of four years may be granted for military service or alternative civilian service required by the Selective Service System.
- D. Previously accumulated unused sick leave days shall be restored to all returning teachers who return to the district within two (2) calendar years from the date of leaving the Board. In the event a teacher leaves the Board in June of any year in order to obtain the credits in this sub-paragraph, the said teacher must return to the employ of the Board by the first school day in September following the second consecutive June measured from the June when said teacher left the employ of the Board.
- E. If a salary agreement has been reached for the ensuing years, teachers shall be notified of their contract and salary status for the ensuing year in accordance with the date established by NJ State Statutes, provided said teachers have been employed since the beginning of the school year.
- F. Teachers shall give sixty (60) days notice of intent to leave the school system.

ARTICLE 11
SALARIES

- A. The salaries of all teachers covered by the Agreement are set forth in Schedules "A-1", "A-2", "A-3", "H-1", "H-2" and "H-3" which are attached hereto and made a part hereof.
- B. The salaries of all teachers and coaches for extra service positions covered by this Agreement are set forth in Schedule D which is attached hereto and made part hereof.
- C. Teachers may elect to have a portion of their salaries deducted from their pay and deposited to accounts in the Paragon Federal Credit Union and/or tax sheltered annuity plan in effect at the time of the signing of the Contract.
- D. When a payday falls on, or during a school holiday, vacation or weekend, teachers shall receive their paychecks on the last previous working day.
- E. All teachers shall be paid semi-monthly for the term of their contracts.
- F. Teachers will receive the first paycheck following the summer recess on the fifteenth of September or on the last working day before September 15th if the latter falls on a weekend or holiday.
- G. The Board emphasizes that increments as outlined in this guide are not automatic. Advancements on the schedule will be subject to the Principal's recommendation and the approval of the Superintendent and the Board.
- H. Teachers shall have the option to participate in a summer savings plan pursuant to N.J.S.A. 18A:29-3.
- I. Effective July 1, 2008, any teacher employed in the Ridgefield Public School District ("District") for the period of time set forth below shall receive longevity increments above the salary guide as follows:
 - 15-19 years of service in the District - \$1,300
 - 20-24 years of service in the District - \$1,600
 - 25 or more years of service in the District - \$2,050

ARTICLE 12
TEACHER ASSIGNMENTS

- A.
 - 1. All teachers shall be given written notice of their salary schedules, class and /or subject assignment for the forthcoming year not later than the end of the school year.
 - 2. The Superintendent shall give notice of assignments to new teachers as soon as practicable and, except in emergency, no later than August 1.
 - 3. In the event that changes in such schedules, class and/or subject assignments are proposed after the end of the school year, the Principal shall explain such changes to the teacher, and give notice as soon as practicable.

- B Schedules of teachers who are assigned to more than one school shall be arranged so that no such teacher shall be required to engage in an unreasonable amount of interschool travel. Such teachers shall be informed of any changes in their schedules as soon as practicable.

**ARTICLE 13
PROMOTIONS**

- A. A promotional position is one involving additional responsibility and compensation.
- B. Notice of vacancies for promotions, extra service positions and/or newly created positions shall be posted in various schools at the direction of the Superintendent. These posted notices shall include a deadline date, not less than five (5) work days from the date of posting, for the receipt of applications for such positions.
- C. No position shall be filled until all appropriately submitted applications have been considered.

**ARTICLE 14
TEACHER EVALUATIONS**

- A.
 - 1. All monitoring or observations of work performances of the teacher shall be conducted openly and with the full knowledge of the teacher.
 - 2. Teachers shall be evaluated only by persons appointed by the Superintendent and certified by the New Jersey Board of Examiners to supervise instruction.
- B.
 - 1. The term "evaluation" shall be construed to mean a written evaluation prepared by the administrator of a teaching staff member's total performance, including but not limited to the staff member's observed performance during the instructional process.
 - 2. The term "observation" shall be construed to mean a visitation to a classroom by an administrator or staff member who holds an appropriate certificate for the supervision of instruction, for the purpose of observing a teaching staff member's performance of the instructional process.
 - 3. When an observation is constructed, the teacher shall provide the observer with the lesson place in his/her plan book at the time of the observation that is directly related to the lesson being observed.
 - 4. Each observation shall be followed within a reasonable period of time by a conference between the administrative or supervisory staff member and the teaching staff member. It is further agreed that both parties to such a conference will sign the written observation report and retain a copy for his/her records.
 - 5. Any teacher who wishes to respond in writing to his/her evaluation or observation shall have five (5) school days in which to do so. Such response shall be attached to the evaluation or observation and made part of the teacher's personnel file.
 - 6. A teacher shall have the right, upon written request, to review the contents of his/her personnel file, and to be able to copy the contents.
 - 7a. No material derogatory to a teacher's conduct, service, character, or personality shall be placed in his/her personnel file unless the teacher has had a opportunity to review such material.
 - 7b. The teacher shall have the right to submit a written answer to such material, and his/her answer shall be reviewed by the Superintendent, or his/her designee, and attached to the file copy.
 - 8. Although the Board agrees to protect the confidentiality of personnel references, academic credentials, and other similar documents, it shall not establish any separate personnel file, which is not available for the teacher's inspection.
- C. Any complaints regarding a teacher made to any member of the administration by any parent, student, or other person that can be used in any manner in evaluating a teacher, shall be promptly investigated and called to the attention of the teacher. The teacher shall be given an opportunity to respond to and/or refute such complaint. The teacher shall have the right to be represented by the Association or anyone designated to be a representative at any meetings or conferences regarding such complaint unless such meeting or conferences are before the Board or committee consisting of the Board members.

**ARTICLE 15
FAIR DISMISSAL**

Non-tenured teachers shall be notified in accordance with NJ State Statutes when their contracts are not to be renewed.

ARTICLE 16
TEACHER/ADMINISTRATOR LIAISON

- A. The Association's representative shall meet with the Superintendent and his representatives at least five (5) times during the school year to review and discuss current school problems and practices in the administration of this Agreement. With reference to the five meetings, they shall include at least one meeting per semester in the evening at which a member or members of the Board shall be present.
- B. The Superintendent and the Association President shall meet before September 30 of each year to set dates for the five meetings.
- C.
 - 1. Prior to each meeting the participants jointly shall prepare an agenda that will be given to each member of the Board.
 - 2. At the meeting the Secretary will take notes of the proceedings. The notes will be shared with the participants and once agreed to will be distributed to each member of the Board and to the participants.
- D. The agenda shall include a topic to communicate to parents, students, and citizens the positive developments of the Ridgefield School system including but not limited to support for the school budget and of the magnet school program and its importance to the District and the school budget.

**ARTICLE 17
SICK LEAVE**

- A. All teachers employed shall be entitled to ten (10) sick leave days each school year as of the first official school day of the said year whether or not they report for duty on that day. Unused sick leave days shall be accumulated from year to year with no maximum limit.
- B. Non-accumulative additional sick leave benefits shall be allowed to teachers under tenure who have accumulated sick leave days under Section "A" of this Article according to the following schedule:
 - 1. When an employee's sick leave benefits have expired, after a continuous illness of one calendar month, one-half of the number of accumulated days at the beginning of the illness shall be added to the employee's sick leave credit.
 - 2. If the illness continues beyond this period and all days are used, the employee shall receive two-thirds his salary for a period of time according to the length of his employment:

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| 3 to 5 years of employment | 20 additional days |
| 6 to 10 years of employment | 30 additional days |
| 11 to 15 years of employment | 40 additional days |
| Over 15 years of employment | 50 additional days |
- C. Teachers shall be given a written accounting of accumulated sick leave days no later than September 30 of each school year.

ARTICLE 18
TEMPORARY LEAVE OF ABSENCE

Absence for reasons other than personal illness:

- A. **Death in the immediate family:**
A period not to exceed three (3) school days will be granted with full pay upon the death of a member of the immediate family of an employee: such three days shall be taken consecutively. The term "immediate family" shall be defined as including: mother, father, sister, brother, husband, wife, children, mother-in-law, father-in-law or any other relative who is a member of the immediate household.
- B. **Death Of Others:**
A period not to exceed one (1) school day will be granted with full pay upon the death of a relative not included in the definition of the "immediate family".
- C. **Absence Because Of Quarantine:**
 - A. Employee absence because of exclusion from work for reasons of contagious disease within the household shall be treated the same that designated under the article entitled: " Sick Leave".
 - B. Absence because of exclusion from work for reasons of contagious disease within the school shall be paid in full with regular pay without deduction. Such absence shall not be deducted from the school days allowed for personal illness per year or the accumulated sick leave.
- D. **Absence For Jury Duty:**
Absence for jury duty shall not count in calculating absence limitations under other sections. The salary paid by the Ridgefield Public Schools during absence for jury duty shall be at the regular rate less the fee paid by the government for such jury duty.
- E. **Other Personal Absences:**
 - A. An employee shall be granted compensation for two (2) days for personal absence that is beyond the control of the employee.
NOTE: There shall not be additional, personal days granted whatsoever without loss of pay.
 - B. Personal days must be requested at least five (5) days in advance and decisions regarding the granting of compensation must be rendered three (3) days prior to the personal absence. In cases of emergency the Superintendent of Schools in his sole discretion may waive or shorten the notice requirements of this section.
 - C. Personal absence days may not be used on the day before or after a scheduled extended school closing of one day or more.
 - D. All unused personal days acquired under this contract shall be accumulated in a separate personal leave account from year to year.
- F. **All Other Absences:**
For all other absences, an employee's regular salary shall be reduced by 1/200th of his/her annual contractual salary for each day of absence.
NOTE: Employees who are absent must complete the required form immediately upon return to school stating the reason for the absence.

ARTICLE 19
EXTENDED LEAVE OF ABSENCE

- A. The Board will grant a full school year leave of absence without salary to a teacher under tenure who wishes to pursue graduate study.
- B. Upon completion of disability leave for pregnancy related reasons in accordance with State law, a teacher may apply for child rearing leave. A child rearing leave shall be applied for simultaneously with disability leave at the time that the pregnancy is medically confirmed. In order not to disturb the continuity of the educational process, all returns from discretionary child rearing leave shall be in September at the commencement of the new school year, or following September if a renewal has been requested.
- C. Any teacher adopting an infant child shall receive similar leave which shall commence upon receiving de facto custody of said infant, or earlier if necessary, to fulfill the requirements for the adoption.
- D. No teacher on maternity leave shall, on the basis of said leave, be denied the opportunity to substitute in the Ridgefield School District in the area of his/her certification or competence.
- E. A leave of absence without pay for up to one year shall be granted for the purpose of caring for sick member of the teacher's immediate family. Additional leave may be granted at the discretion of the Board. In all cases a medical certificate shall be required.
- F.
 - 1. Upon return from a leave granted under Section "A" of this Article, a teacher shall be considered as if he/she were actively employed by the Board during the leave and shall be placed on the salary schedule at the level he/she would have achieved if he/she had not been absent. A teacher shall not receive increment credit for time spent on leave granted to pursuant to Sections "A", "B", "C", "D" or "E" of this Article.
 - 2. All benefits to which a teacher was entitled at the time the leave of absence commenced, including unused accumulated sick leave and previous credits toward sabbatical eligibility, shall be restored upon return, and shall be assigned to the same teaching position which he/she held at the time said leave commenced if available or if not, to a substantially equivalent position.
- G. All original leaves (where applicable), extensions, renewals, or stated intention to return from leave shall be provided in writing prior to April 1st of the leave year and shall be answered in writing by April 30th of that year. Extensions or renewals of any discretionary leave provided for this Article shall be only for a full school year and the employee must return in September at the commencement of the next school year.

ARTICLE 20
EDUCATIONAL ASSISTANCE

- A. The Board shall provide a pool of \$25,000 08/09; \$30,000 09/10; and \$35,000 10/11 to be divided once annually amongst qualified tenured personnel. B. An applicant's reimbursement shall not exceed the cost of the graduate course.
- C. The maximum reimbursement per course will be the cost of a graduate course at Montclair State for that year.
- D. Reimbursement shall be given once per school year and shall be divided equally among all applicants (subject to the provisions of B and C above). A school year commences on July 1 and ends on June 30.
- E. Any unused funds will revert back to the Board of Education.
- F. The REA and Superintendent shall meet annually to agree upon the disbursement method and details and the REA will provide a disbursement report to the Superintendent of Schools.

ARTICLE 21
SABBATICAL LEAVE

- A. The summer sabbatical leave shall no longer be available once those currently participating shall finish their term.
- B. Sabbatical leave of absence may be granted to teachers of the Ridgefield Public Schools. Sabbatical leave is a plan designed to help maintain instructional service at the highest level of quality and efficiency. While satisfactory service is a prerequisite, it is a privilege granted to employees for their professional advancement so that they may better render educational services. Such improvement may be achieved by formal study, research, or travel.
- C. Administrative Procedures Pertaining to Sabbatical Leave
 1. Applicants must have seven (7) consecutive years of satisfactory service as full time teachers in the Ridgefield School District.
 2. A sabbatical leave may be granted for a period of one (1) academic year.
 3. No more than two (2) teachers may be granted sabbatical leave during one school year.
- D. Application for Leave
 1. A request for sabbatical leave must be made in writing no later than November 1 with action taken prior to December 1 of the year proceeding the school year for which the sabbatical is requested.
 2. The candidate and/or candidates to be recommended to the Board shall be selected by a committee composed of two professional staff members selected by the Association, two administrators and the Superintendent of Schools. When the committee does not approve an application for sabbatical leave, the applicant will be notified immediately in writing of the reasons for the rejection of his application.
 3. The Board reserves the right to reject any requests for sabbatical leaves of absence. If an application is rejected by the Board, the applicant will be informed immediately in writing of the reasons for the rejection of his/her application.
 4. As a condition of receiving approval of a sabbatical leave, the applicant shall file with the Secretary of the Board a written agreement stipulating the he/she will remain in the service of Ridgefield School District for at least two (2) years after the expiration of said leave.
- E. Forfeiture of Leave
 1. An employee on sabbatical leave shall furnish as many reports as the Superintendent deems necessary or reasonable to determine that the employee is fulfilling the agreement in regard to the requirements of the leave. If the Superintendent is convinced that a teacher on sabbatical leave is not fulfilling the purpose for which the leave was granted, he shall report this fact to the committee. The Board may terminate the sabbatical leave upon recommendation of the committee after giving the teacher an opportunity to be heard.
 2. A sabbatical leave, once granted, may not be terminated before the date of expiration except as provided herein or as otherwise agreed upon by the

Superintendent, the Board and the teacher on sabbatical leave.

F. Illness or Accident

Should the program of study or research being pursued by a teacher on sabbatical leave be interrupted by a serious accident or illness during such leave, this fact shall not constitute a breach of conditions of such leave, nor prejudice the teacher against receiving all rights and benefits provided for under the terms of sabbatical leave, providing the Superintendent is notified of such accident or illness by registered letter within fifteen (15) days of its occurrence.

G. Reinstatement

1. At the expiration of sabbatical leave, the teacher shall be reinstated in the position held by such teacher at the time such leave was granted unless he/she shall agree otherwise.
2. Presentation of written report to the Superintendent of Schools in which is stated the activities engaged in while on sabbatical leave and the subsequent benefits expected there from is required within thirty (30) days after the expiration of the leave.

H. Salary

1. The compensation for the teacher on a full year of sabbatical leave shall be one half ($\frac{1}{2}$) of the salary he/she would receive if on active status for the year in which the leave is effective.
2. Payment of salary to a staff member on sabbatical leave shall be made in accordance with the provisions of the Board for payment of salary to other members of the professional staff. Any teacher on summer sabbatical leave will be paid the proper amount at the beginning of the summer session.
3. During the period of sabbatical leave, all benefits enjoyed during regular service (increments, pensions, withdrawals, etc.) shall be continued with the exception of payments normally made under extra-service contracts.
4. In the event a person who has received sabbatical leave does not return to the District and remain in the District for two (2) years, the person so affected shall repay the District the compensation received by the person during the period of the sabbatical. The personnel's liability to the Board of such repayment shall be reduced by one-twentieth ($\frac{1}{20}$) for each month the person works for the District after returning from the sabbatical leave.

ARTICLE 22
INSURANCE PROTECTION

- A. The Board shall provide health-care insurance protection for school employees. The employee shall be entitled to any plan encompassing all provisions under the New Jersey State Health Benefit Plan, or equal or better than any other Health plan that provides like coverage. The Board medical plan shall include the State Health Plan Prescription Drug Plan.
- B. It shall be the policy of the Board to continue the payment of premiums on hospitalization and major medical insurance for a period of time after a leave of absence for illness has been approved by the Board. The said period of time shall be the maximum time, not to exceed six (6) months, which the State rules and regulations allow. The Board shall make a written inquiry from the State to determine the maximum time period allowable. The employee must submit a doctor's certificate to the Superintendent of Schools at the time the request for leave of absence is made.
- C. The Board shall consider continuation of hospitalization and major medical insurance payments for any other leave of absence on its individual merits and make a decision accordingly.
- D. The above policy shall not apply to requests for leaves of absence for maternity purposes. Payments will not be continued in maternity cases after the employee ceases to work.
- E. The latest available office copy of the health care insurance coverage provided under this Article which shall include a description of conditions and limits of coverages listed above shall be provided upon request to each teacher not later than November 1 of each new school year.
- F. The Board shall be solely responsible for determining the carrier for health insurance providing the carrier shall have the health benefits as agreed to between the Board and the Association.
- G. The Board will provide a family dental insurance plan with the insurance protection presently being provided for under this category. Effective July 1, 2008 and for each year of the Agreement, the employees shall contribute \$170 per year toward the dental premium.
- H. The Board currently has a vision insurance plan ("Plan") in place for administrators. Provided there is no additional cost to the Board and provided the Plan permits the same, any teacher may opt into the Plan at his/her sole cost and expense.

ARTICLE 23
SUBSTITUTES

- A. All teachers must call a designated person before 7:00 a.m. to report unavailability for the work day. It shall not be the responsibility of the unavailable teacher to arrange for a substitute.
- B. In those cases where regular substitutes are not available, regular teachers who volunteer may be used as substitutes during their no-teaching time. In the absence of volunteers, a teacher may be assigned to serve as a substitute. Volunteer and assigned teachers shall be paid for each substituting period at a rate agreed upon in this Contract.

**ARTICLE 24
DRESS CODE**

In order to create an atmosphere of respect for teachers and an environment conducive to discipline and learning the following rules are hereby established for the dress of teaching staff members in the performance of their professional duties:

- A. Female teaching staff members - dresses, skirt or pant suits, or skirts or pants with blouses or sweaters;
- B. Male teaching staff members - suits or slacks with or without jackets; male teaching staff members must wear a collared shirt, or sweater or shirt with jacket;
- C. The clothing and appearance of all teaching staff members shall be neat and clean;
- D. No clothing may be worn that constitutes a danger to health or safety to the wearer or to others, and no clothing may be worn that interferes with the instructional program;
- E. Physical education teachers may wear uniforms which are conducive to their subject area: dress shorts, sweat pants, jogging pants or warm up type pants and a collared shirt.
- F. During the term of this Agreement, the Building Principal or the teaching staff member's supervisor, as appropriate, shall determine whether a violation of the dress code has occurred and shall discuss the violation with the teaching staff member concerned. During the term of this contract, July 1, 2008, through June 30, 2011, where a single violation so warrants or violations reoccur, following disciplinary measures shall be undertaken by the Building Principal or supervisor:

First Offense - Letter of Reprimand

Second Offense - Letter of Reprimand

Third and Subsequent Offenses - Teaching staff member sent home and docked one day's pay.

Board Policy 3216 Dress and Grooming shall be amended by the Board to be in accord with this Agreement.

ARTICLE 25
MISCELLANEOUS PROVISIONS

- A. This Agreement constitutes Board policy for the term of said Agreement, and the Board will carry out the commitments contained herein and give them full force and effect as Board policy. The Association agrees that it will also abide by this Agreement and will carry out its commitments.
- B. Unless otherwise provided by this Agreement, all terms and conditions of employment applicable on the effective date of this Agreement to employees covered by this Agreement shall continue to be applicable during the term of this Agreement.
- C. If any provisions of this Agreement or any application of this Agreement is held to be contrary to law, then such provision or application shall not be deemed valid, or subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- D. Any individual contract between the Board and an individual teacher heretofore or hereinafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement during this duration shall be controlling.
- E. Notwithstanding anything in this contract to the contrary, the parties agree as follows:
This Article 25, Section E, applies to all certified employees providing education and/or professional services during an extended school year (ESY) in accordance with FAPE. The ESY will take place between July 1 and August 15 and not exceed 30 days. 12 month employees will work the full ESY, not to exceed 30 days, between July 1 and August 15 and receive a salary.
ESY employees will abide by and receive all rights and privileges of the current Agreement with the following exceptions:
In exception to Article 11, Section A, 12 month employees will receive a salary in accordance to Schedule H (1.15x current guide position on schedule A) which is attached hereto and made a part hereof.
All other ESY employees will receive a stipend in accordance to Schedule I which is attached hereto and made a part hereof.
In exception to Article 11, Section F, the ESY employee will receive their 1st paycheck on July 15 or the last working day before July 15.
In exception to Article 17, Section A, the ESY employee working 3 weeks or more will receive one additional sick day for a total of 11 days.
- F. Two (2) copies of this Agreement shall be supplied at the expense of the Board after agreement with the Association on format within thirty (30) days after the Agreement is signed.
- G. Whenever any notice is required to be given by either party to this Agreement, either party shall do so by registered letter at the following addresses:
If by the Association to the Board at 555 Chestnut St., Ridgefield, NJ 07657
If by the Board to the Association at 555 Chestnut St., Ridgefield, NJ 07657

**ARTICLE 26
DURATION OF AGREEMENT**

This Agreement shall be in effect for the school years 2008-09, 2009-10 and 2010-11. Pay schedules will be detailed in Schedules A through I. This Agreement will be in full force and effect until a successor agreement has been completely negotiated.

It is understood by all parties that under the rulings of the Court of New Jersey and the State Commissioner of Education, the Board is forbidden to waive any rights or powers granted it by Law.

In witness whereof, the parties hereto have caused this Agreement to be signed by their corporate seals to be placed hereon, all on the day and year first above written.

RIDGEFIELD EDUCATION ASSOCIATION

By: _____
Tim O'Hara, President

By: _____
Vice President

RIDGEFIELD BOARD OF EDUCATION
RIDGEFIELD, NEW JERSEY

By: _____
John Ponticorvo, President

By: _____
Robert Davis, Interim Business Administrator

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Schedule A-1 10 Months

2008 - 2009

| step | BA | BA 15 | MA | MA 15 | MA 30 |
|------|-----------|-----------|-----------|-----------|-----------|
| 1 | \$ 43,186 | \$ 44,266 | \$ 45,338 | \$ 47,046 | \$ 49,470 |
| 2 | \$ 43,726 | \$ 44,806 | \$ 46,396 | \$ 48,230 | \$ 50,820 |
| 3 | \$ 44,266 | \$ 45,338 | \$ 47,431 | \$ 49,415 | \$ 52,169 |
| 4 | \$ 44,806 | \$ 46,302 | \$ 48,478 | \$ 50,599 | \$ 53,519 |
| 5 | \$ 45,346 | \$ 47,266 | \$ 49,525 | \$ 51,784 | \$ 54,869 |
| 6 | \$ 46,054 | \$ 48,230 | \$ 50,572 | \$ 52,968 | \$ 56,219 |
| 7 | \$ 46,936 | \$ 49,194 | \$ 51,619 | \$ 54,153 | \$ 57,569 |
| 8 | \$ 47,817 | \$ 50,159 | \$ 52,665 | \$ 55,337 | \$ 58,918 |
| 9 | \$ 48,699 | \$ 51,123 | \$ 53,712 | \$ 56,522 | \$ 60,268 |
| 10 | \$ 49,580 | \$ 52,087 | \$ 54,759 | \$ 57,706 | \$ 61,618 |
| 11 | \$ 51,453 | \$ 54,180 | \$ 56,963 | \$ 59,855 | \$ 64,263 |
| 12 | \$ 53,326 | \$ 56,274 | \$ 59,166 | \$ 62,004 | \$ 66,907 |
| 13 | \$ 55,200 | \$ 58,368 | \$ 61,370 | \$ 64,152 | \$ 69,552 |
| 14 | \$ 55,904 | \$ 59,292 | \$ 62,407 | \$ 65,132 | \$ 71,027 |
| 15 | \$ 62,295 | \$ 66,454 | \$ 68,741 | \$ 72,553 | \$ 77,087 |
| 16 | \$ 68,685 | \$ 73,616 | \$ 75,077 | \$ 78,189 | \$ 83,148 |
| 17 | \$ 77,772 | \$ 83,517 | \$ 83,699 | \$ 85,518 | \$ 90,008 |
| 18 | | | \$ 90,539 | \$ 94,064 | \$ 98,226 |

Schedule A-2 10 Months

2009 - 2010

| step | BA | BA 15 | MA | MA 15 | MA 30 |
|------|-----------|-----------|-----------|-----------|------------|
| 1 | \$ 44,018 | \$ 45,119 | \$ 46,211 | \$ 47,952 | \$ 50,423 |
| 2 | \$ 44,569 | \$ 45,669 | \$ 47,290 | \$ 49,160 | \$ 51,799 |
| 3 | \$ 45,119 | \$ 46,211 | \$ 48,345 | \$ 50,367 | \$ 53,175 |
| 4 | \$ 45,669 | \$ 47,194 | \$ 49,412 | \$ 51,574 | \$ 54,551 |
| 5 | \$ 46,219 | \$ 48,177 | \$ 50,479 | \$ 52,782 | \$ 55,926 |
| 6 | \$ 46,941 | \$ 49,160 | \$ 51,546 | \$ 53,989 | \$ 57,302 |
| 7 | \$ 47,840 | \$ 50,142 | \$ 52,613 | \$ 55,196 | \$ 58,678 |
| 8 | \$ 48,738 | \$ 51,125 | \$ 53,680 | \$ 56,404 | \$ 60,054 |
| 9 | \$ 49,637 | \$ 52,108 | \$ 54,747 | \$ 57,611 | \$ 61,430 |
| 10 | \$ 50,535 | \$ 53,090 | \$ 55,814 | \$ 58,818 | \$ 62,805 |
| 11 | \$ 52,445 | \$ 55,224 | \$ 58,060 | \$ 61,008 | \$ 65,501 |
| 12 | \$ 54,354 | \$ 57,358 | \$ 60,306 | \$ 63,198 | \$ 68,196 |
| 13 | \$ 56,263 | \$ 59,492 | \$ 62,553 | \$ 65,389 | \$ 70,892 |
| 14 | \$ 56,981 | \$ 60,434 | \$ 63,610 | \$ 66,387 | \$ 72,396 |
| 15 | \$ 63,495 | \$ 67,735 | \$ 70,065 | \$ 73,951 | \$ 78,573 |
| 16 | \$ 70,009 | \$ 75,035 | \$ 76,524 | \$ 79,696 | \$ 84,750 |
| 17 | \$ 80,105 | \$ 86,023 | \$ 85,312 | \$ 87,165 | \$ 91,742 |
| 18 | | | \$ 93,255 | \$ 96,886 | \$ 101,172 |

Schedule A-3 10 Months

2010 - 2011

| step | BA | BA 15 | MA | MA 15 | MA 30 |
|------|-----------|-----------|-----------|-----------|------------|
| 1 | \$ 44,867 | \$ 45,989 | \$ 47,102 | \$ 48,877 | \$ 51,395 |
| 2 | \$ 45,428 | \$ 46,550 | \$ 48,201 | \$ 50,107 | \$ 52,797 |
| 3 | \$ 45,989 | \$ 47,102 | \$ 49,277 | \$ 51,338 | \$ 54,200 |
| 4 | \$ 46,550 | \$ 48,104 | \$ 50,365 | \$ 52,568 | \$ 55,602 |
| 5 | \$ 47,110 | \$ 49,106 | \$ 51,452 | \$ 53,799 | \$ 57,004 |
| 6 | \$ 47,846 | \$ 50,107 | \$ 52,540 | \$ 55,030 | \$ 58,407 |
| 7 | \$ 48,762 | \$ 51,109 | \$ 53,627 | \$ 56,260 | \$ 59,809 |
| 8 | \$ 49,678 | \$ 52,111 | \$ 54,715 | \$ 57,491 | \$ 61,211 |
| 9 | \$ 50,594 | \$ 53,112 | \$ 55,802 | \$ 58,722 | \$ 62,614 |
| 10 | \$ 51,510 | \$ 54,114 | \$ 56,890 | \$ 59,952 | \$ 64,016 |
| 11 | \$ 53,456 | \$ 56,289 | \$ 59,179 | \$ 62,184 | \$ 66,764 |
| 12 | \$ 55,402 | \$ 58,464 | \$ 61,469 | \$ 64,417 | \$ 69,511 |
| 13 | \$ 57,348 | \$ 60,639 | \$ 63,759 | \$ 66,649 | \$ 72,258 |
| 14 | \$ 58,079 | \$ 61,600 | \$ 64,836 | \$ 67,667 | \$ 73,791 |
| 15 | \$ 64,719 | \$ 69,040 | \$ 71,416 | \$ 75,377 | \$ 80,087 |
| 16 | \$ 71,359 | \$ 76,481 | \$ 77,999 | \$ 81,232 | \$ 86,384 |
| 17 | \$ 82,508 | \$ 88,603 | \$ 86,957 | \$ 88,846 | \$ 93,511 |
| 18 | | | \$ 96,053 | \$ 99,792 | \$ 104,208 |

Schedule H1 - Extended School Year

Schedule A1x1.15

2008 - 2009

| step | BA | BA 15 | MA | MA 15 | MA 30 |
|------|--------------|--------------|---------------|---------------|---------------|
| 1 | \$ 49,664.25 | \$ 50,905.85 | \$ 52,138.50 | \$ 54,102.60 | \$ 56,890.35 |
| 2 | \$ 50,285.05 | \$ 51,526.66 | \$ 53,354.97 | \$ 55,464.79 | \$ 58,442.61 |
| 3 | \$ 50,905.85 | \$ 52,138.50 | \$ 54,546.10 | \$ 56,826.99 | \$ 59,994.88 |
| 4 | \$ 51,526.66 | \$ 53,247.27 | \$ 55,749.90 | \$ 58,189.18 | \$ 61,547.15 |
| 5 | \$ 52,147.46 | \$ 54,356.03 | \$ 56,953.70 | \$ 59,551.38 | \$ 63,099.42 |
| 6 | \$ 52,962.15 | \$ 55,464.79 | \$ 58,157.50 | \$ 60,913.57 | \$ 64,651.69 |
| 7 | \$ 53,975.88 | \$ 56,573.56 | \$ 59,361.30 | \$ 62,275.77 | \$ 66,203.96 |
| 8 | \$ 54,989.61 | \$ 57,682.32 | \$ 60,565.11 | \$ 63,637.96 | \$ 67,756.23 |
| 9 | \$ 56,003.33 | \$ 58,791.08 | \$ 61,768.91 | \$ 65,000.16 | \$ 69,308.50 |
| 10 | \$ 57,017.06 | \$ 59,899.85 | \$ 62,972.71 | \$ 66,362.36 | \$ 70,860.77 |
| 11 | \$ 59,171.23 | \$ 62,307.45 | \$ 65,507.02 | \$ 68,833.31 | \$ 73,901.95 |
| 12 | \$ 61,325.40 | \$ 64,715.05 | \$ 68,041.34 | \$ 71,304.27 | \$ 76,943.13 |
| 13 | \$ 63,479.57 | \$ 67,122.65 | \$ 70,575.66 | \$ 73,775.23 | \$ 79,984.31 |
| 14 | \$ 64,289.28 | \$ 68,185.80 | \$ 71,768.05 | \$ 74,901.74 | \$ 81,681.03 |
| 15 | \$ 71,638.80 | \$ 76,422.33 | \$ 79,051.68 | \$ 83,436.05 | \$ 88,650.41 |
| 16 | \$ 78,988.32 | \$ 84,658.86 | \$ 86,339.11 | \$ 89,917.56 | \$ 95,619.78 |
| 17 | \$ 89,437.30 | \$ 96,044.55 | \$ 96,254.28 | \$ 98,345.14 | \$ 103,508.98 |
| 18 | | | \$ 104,120.08 | \$ 108,173.28 | \$ 112,959.40 |

Schedule H2 - Extended School Year

Schedule A1x1.15

2009 - 2010

| step | BA | BA 15 | MA | MA 15 | MA 30 |
|------|--------------|--------------|---------------|---------------|---------------|
| 1 | \$ 50,621.23 | \$ 51,886.76 | \$ 53,143.16 | \$ 55,145.10 | \$ 57,986.57 |
| 2 | \$ 51,254.00 | \$ 52,519.53 | \$ 54,383.07 | \$ 56,533.55 | \$ 59,568.75 |
| 3 | \$ 51,886.76 | \$ 53,143.16 | \$ 55,597.16 | \$ 57,921.99 | \$ 61,150.93 |
| 4 | \$ 52,519.53 | \$ 54,273.29 | \$ 56,824.15 | \$ 59,310.43 | \$ 62,733.11 |
| 5 | \$ 53,152.29 | \$ 55,403.42 | \$ 58,051.15 | \$ 60,698.88 | \$ 64,315.29 |
| 6 | \$ 53,982.69 | \$ 56,533.55 | \$ 59,278.15 | \$ 62,087.32 | \$ 65,897.47 |
| 7 | \$ 55,015.95 | \$ 57,663.68 | \$ 60,505.14 | \$ 63,475.77 | \$ 67,479.65 |
| 8 | \$ 56,049.21 | \$ 58,793.80 | \$ 61,732.14 | \$ 64,864.21 | \$ 69,061.83 |
| 9 | \$ 57,082.47 | \$ 59,923.93 | \$ 62,959.14 | \$ 66,252.65 | \$ 70,644.01 |
| 10 | \$ 58,115.73 | \$ 61,054.06 | \$ 64,186.13 | \$ 67,641.10 | \$ 72,226.19 |
| 11 | \$ 60,311.41 | \$ 63,508.05 | \$ 66,769.28 | \$ 70,159.67 | \$ 75,325.97 |
| 12 | \$ 62,507.08 | \$ 65,962.05 | \$ 69,352.43 | \$ 72,678.24 | \$ 78,425.75 |
| 13 | \$ 64,702.76 | \$ 68,416.04 | \$ 71,935.58 | \$ 75,196.81 | \$ 81,525.53 |
| 14 | \$ 65,528.08 | \$ 69,499.67 | \$ 73,150.96 | \$ 76,345.02 | \$ 83,254.95 |
| 15 | \$ 73,019.22 | \$ 77,894.91 | \$ 80,574.93 | \$ 85,043.78 | \$ 90,358.62 |
| 16 | \$ 80,510.35 | \$ 86,290.15 | \$ 88,002.78 | \$ 91,650.19 | \$ 97,462.28 |
| 17 | \$ 92,120.42 | \$ 98,925.89 | \$ 98,109.01 | \$ 100,240.16 | \$ 105,503.51 |
| 18 | | | \$ 107,243.68 | \$ 111,418.48 | \$ 116,348.18 |

Schedule H3 - Extended School Year

Schedule A1x1.15

2010 - 2011

| step | BA | BA 15 | MA | MA 15 | MA 30 |
|------|--------------|---------------|---------------|---------------|---------------|
| 1 | \$ 51,597.06 | \$ 52,886.99 | \$ 54,167.61 | \$ 56,208.14 | \$ 59,104.38 |
| 2 | \$ 52,242.03 | \$ 53,531.95 | \$ 55,431.42 | \$ 57,623.35 | \$ 60,717.06 |
| 3 | \$ 52,886.99 | \$ 54,167.61 | \$ 56,668.91 | \$ 59,038.56 | \$ 62,329.74 |
| 4 | \$ 53,531.95 | \$ 55,319.52 | \$ 57,919.56 | \$ 60,453.77 | \$ 63,942.42 |
| 5 | \$ 54,176.92 | \$ 56,471.44 | \$ 59,170.21 | \$ 61,868.98 | \$ 65,555.10 |
| 6 | \$ 55,023.32 | \$ 57,623.35 | \$ 60,420.86 | \$ 63,284.19 | \$ 67,167.78 |
| 7 | \$ 56,076.50 | \$ 58,775.27 | \$ 61,671.51 | \$ 64,699.40 | \$ 68,780.46 |
| 8 | \$ 57,129.67 | \$ 59,927.18 | \$ 62,922.16 | \$ 66,114.60 | \$ 70,393.14 |
| 9 | \$ 58,182.85 | \$ 61,079.09 | \$ 64,172.81 | \$ 67,529.81 | \$ 72,005.82 |
| 10 | \$ 59,236.03 | \$ 62,231.01 | \$ 65,423.46 | \$ 68,945.02 | \$ 73,618.50 |
| 11 | \$ 61,474.04 | \$ 64,732.31 | \$ 68,056.40 | \$ 71,512.14 | \$ 76,778.04 |
| 12 | \$ 63,712.04 | \$ 67,233.61 | \$ 70,689.35 | \$ 74,079.27 | \$ 79,937.57 |
| 13 | \$ 65,950.04 | \$ 69,734.91 | \$ 73,322.30 | \$ 76,646.39 | \$ 83,097.11 |
| 14 | \$ 66,791.27 | \$ 70,839.43 | \$ 74,561.10 | \$ 77,816.73 | \$ 84,859.87 |
| 15 | \$ 74,426.82 | \$ 79,396.50 | \$ 82,128.18 | \$ 86,683.18 | \$ 92,100.47 |
| 16 | \$ 82,062.36 | \$ 87,953.58 | \$ 89,699.22 | \$ 93,416.94 | \$ 99,341.07 |
| 17 | \$ 94,884.03 | \$ 101,893.67 | \$ 100,000.27 | \$ 102,172.50 | \$ 107,537.31 |
| 18 | | | \$ 110,461.00 | \$ 114,761.03 | \$ 119,838.63 |

Schedule I

| Period of work | Stipend |
|----------------|---|
| 1 Week | .025 x appropriate value schedule A guide |
| 2 Weeks | .050 x appropriate value schedule A guide |
| 3 Weeks | .075 x appropriate value schedule A guide |
| 4 Weeks | .100 x appropriate value schedule A guide |
| 5 Weeks | .125 x appropriate value schedule A guide |

**SCHEDULE B
SALARIES OF SPECIAL SERVICES PERSONNEL**

Guidance Counselors shall be placed on a ten (10) month Teacher Contract and shall be required to work one (1) week before and one (1) week after the regular teachers work year.

Compensation shall be with in accordance with Schedule I - Counselor's per diem rate.

Members of the Child Study Team employed prior to June 30, 1978 and teacher of educable classes employed prior to June 30, 1978 shall receive \$1,226.00 (1995-06 – 1996-97) differential above their appropriate step on the Teacher's Salary Guide.

It is expressly agreed that any different staff members assigned to the Child Study Team or Special Education classes not employed in those positions prior to June 30, 1978 shall not receive any differentials and shall only receive the salary according to Schedule "A".

Degree and certified teaching nurses shall be placed on their appropriate step of the Teacher's Salary Guide

**SCHEDULE C
SUBSTITUTE'S PAY**

- A. High School and Upper Elementary teachers who are assigned an extra period as substitutes: \$19.65.
- B. Teachers in self-contained classrooms who are assigned to cover their class when special teachers are absent: \$19.65.

**SCHEDULE E
ADDITIONAL COMPENSATION FOR HOME INSTRUCTION**

Hourly Rate: \$29.46

SCHEDULE F

Staff members who accompany students on overnight trips: \$95.87/day

**SCHEDULE G
SUMMER COURSE OF STUDY WORK**

Hourly Rate: \$29.46

SCHEDULE D

**Ridgefield Board of Education
Extra Service Positions/Guide
2008-2011**

| <u>Position</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> |
|---|---------------|---------------|---------------|
| Academic Decathlon -- Head Coach | \$4,743 | \$5,813 | \$6,330 |
| Academic Decathlon -- Assistant | \$3,207 | \$3,543 | \$3,827 |
| Assembly Program Coordinator -- SS | \$2,992 | \$3,174 | \$3,360 |
| Athletic Director -- K-12 Physical Ed. | \$10,256 | \$10,876 | \$15,089 |
| Audio Visual -- High School | \$2,685 | \$2,936 | \$3,169 |
| Audio Visual -- Elementary | \$1,418 | \$1,945 | \$2,095 |
| Band -- Director | \$5,774 | \$6,851 | \$7,404 |
| Band -- Assistant Director | \$3,722 | \$4,487 | \$4,808 |
| Band -- Advisor #1 | \$3,544 | \$3,903 | \$4,254 |
| Band -- Advisor #2 | \$3,544 | \$3,903 | \$4,254 |
| Band -- Advisor #3 | \$3,544 | \$3,903 | \$4,254 |
| Baseball -- Head Varsity | \$5,449 | \$6,552 | \$7,100 |
| Baseball -- Assistant #1 | \$3,577 | \$4,204 | \$4,516 |
| Baseball -- Assistant #2 | \$3,577 | \$4,204 | \$4,516 |
| Baseball -- Assistant #3 | \$3,577 | \$4,204 | \$4,516 |
| Basketball -- Head Varsity (Girls) | \$5,610 | \$6,687 | \$7,239 |
| Basketball -- Assistant #1 (Girls) | \$3,630 | \$4,398 | \$4,723 |
| Basketball -- Assistant #2 (Girls) | \$3,630 | \$4,398 | \$4,723 |
| Basketball -- Head Varsity (Boys) | \$5,610 | \$6,687 | \$7,239 |
| Basketball -- Assistant #1 (Boys) | \$3,630 | \$4,398 | \$4,723 |
| Basketball -- Assistant #2 (Boys) | \$3,630 | \$4,398 | \$4,723 |
| Basketball -- Junior School (Girls) | \$1,861 | \$2,243 | \$2,404 |
| Basketball -- Junior School (Boys) | \$1,861 | \$2,243 | \$2,404 |
| Bowling -- Coach | \$3,316 | \$3,659 | \$4,116 |
| Bloodborne Pathogen (trainer/record keeper) | \$1,497 | \$1,735 | \$1,953 |
| Cheerleader -- Advisor -- Fall | \$2,545 | \$3,112 | \$3,384 |
| Cheerleader -- Assistant -- Fall | \$1,564 | \$1,908 | \$2,023 |
| Cheerleader -- Winter | \$2,545 | \$3,017 | \$3,183 |
| Child Study Team -- Chair | \$6,471 | \$7,036 | \$7,596 |
| Class Advisor -- Grade 7 | \$1,882 | \$2,044 | \$2,212 |
| Class Advisor -- Grade 8 | \$2,167 | \$2,327 | \$2,497 |
| Class Advisor -- Grade 9 | \$2,167 | \$2,327 | \$2,497 |
| Class Advisor -- Grade 10 | \$2,167 | \$2,327 | \$2,497 |
| Class Advisor -- Grades 11 | \$2,167 | \$2,327 | \$2,497 |
| Class Advisor -- Grades 12 | \$2,167 | \$2,327 | \$2,497 |
| Color Guard -- Advisor | \$3,722 | \$4,487 | \$4,808 |
| Cross Country -- Head Coach | \$5,844 | \$6,493 | \$7,008 |
| Cross Country -- Asst. Coach | \$3,494 | \$4,080 | \$4,515 |
| Dean of Students - HS | \$7,285 | \$7,806 | \$8,330 |
| Dean of Students - SS | \$7,285 | \$7,806 | \$8,330 |
| Debate Club Advisor | \$1,429 | \$1,772 | \$2,115 |
| Dept. Chair -- Business/Fine Arts* | \$2,408 | \$2,846 | \$3,195 |
| Dept. Chair -- Music K-12* | \$6,471 | \$7,036 | \$7,596 |
| Dept. Chair -- English K-12* | \$6,471 | \$7,036 | \$7,596 |
| Dept. Chair -- Math K-12* | \$6,471 | \$7,036 | \$7,596 |
| Dept. Chair -- World Lang. K-12* | \$6,471 | \$7,036 | \$7,596 |
| Dept. Chair -- Social Studies K-12* | \$6,471 | \$7,036 | \$7,596 |
| Dept. Chair -- Science K-12* | \$6,471 | \$7,036 | \$7,596 |

SCHEDULE D

| <u>Position</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> |
|---------------------------------------|---------------|---------------|---------------|
| Desktop Publishing | \$4,744 | \$5,335 | \$5,926 |
| Elementary School Yearbook Advisor | \$3,344 | \$3,612 | \$3,898 |
| Environmental Club | \$1,890 | \$2,100 | \$2,310 |
| Football – Head Coach | \$6,436 | \$7,466 | \$8,071 |
| Football – Assistant #1 | \$4,362 | \$4,844 | \$5,067 |
| Football – Assistant #2 | \$4,362 | \$4,844 | \$5,067 |
| Football – Assistant #3 | \$4,362 | \$4,844 | \$5,067 |
| Football – Assistant #4 | \$4,362 | \$4,844 | \$5,067 |
| Football – Assistant #5 | \$4,362 | \$4,844 | \$5,067 |
| Football – Assistant #6 | \$4,362 | \$4,844 | \$5,067 |
| Founders Night PTA Play Director | \$2,390 | \$2,712 | \$3,040 |
| Golf – Coach | \$3,316 | \$3,659 | \$4,116 |
| Italian Honor Society | \$1,805 | \$2,128 | \$2,450 |
| Intergenerational Club | \$1,676 | \$1,975 | \$2,272 |
| Literary Magazine | \$3,514 | \$3,739 | \$3,978 |
| Math League Advisor | \$1,429 | \$1,772 | \$2,115 |
| National Honor Society | \$1,841 | \$2,170 | \$2,498 |
| Newspaper Advisor HS #1 | \$3,530 | \$3,756 | \$3,997 |
| Newspaper Advisor HS #2 | \$3,530 | \$3,756 | \$3,997 |
| Newspaper Advisor – Junior School | \$3,514 | \$3,739 | \$3,997 |
| Photography Club | \$1,890 | \$2,100 | \$2,310 |
| Right to Know | \$1,564 | \$1,813 | \$2,041 |
| Senior Play – Director | \$4,217 | \$4,684 | \$5,060 |
| Senior Play – Assistant Director | \$3,112 | \$3,398 | \$3,671 |
| Senior Play – Orchestra Director | \$3,112 | \$3,398 | \$3,671 |
| Senior Play – Choreographer | \$3,087 | \$3,398 | \$3,671 |
| Soccer – Head Varsity (Girls) | \$5,844 | \$6,493 | \$7,008 |
| Soccer – Assistant (Girls) | \$3,507 | \$4,273 | \$4,646 |
| Soccer – Head Varsity (Boys) | \$5,844 | \$6,493 | \$7,008 |
| Soccer – Assistant (Boys) | \$3,507 | \$4,273 | \$4,646 |
| Softball – Head Varsity | \$5,449 | \$6,552 | \$7,100 |
| Softball – Assistant #1 | \$3,577 | \$4,204 | \$4,516 |
| Softball – Assistant #2 | \$3,577 | \$4,204 | \$4,516 |
| Softball – Assistant #3 | \$3,577 | \$4,204 | \$4,516 |
| Spanish Honor Society | \$1,805 | \$2,128 | \$2,450 |
| Student Council Advisor #1 – SS | \$1,665 | \$1,852 | \$2,005 |
| Student Council Advisor #2 – SS | \$1,665 | \$1,852 | \$2,005 |
| Student Council Advisor – High School | \$2,327 | \$2,589 | \$2,793 |
| Technology Club | \$1,890 | \$2,100 | \$2,310 |
| Tennis – Head Varsity (Boys) | \$4,056 | \$4,408 | \$4,750 |
| Tennis – Assistant (Boys) | \$2,673 | \$2,954 | \$3,235 |
| Tennis – Head Varsity (Girls) | \$4,056 | \$4,408 | \$4,750 |
| Tennis – Assistant (Girls) | \$2,673 | \$2,954 | \$3,235 |
| Title IX Coordinator | \$6,123 | \$6,655 | \$7,187 |
| Track – Head Varsity (Boys) | \$5,449 | \$6,552 | \$7,100 |
| Track – Head Varsity (Girls) | \$5,449 | \$6,552 | \$7,100 |
| Track – Assistant #1 | \$3,577 | \$4,204 | \$4,517 |
| Track – Assistant #2 | \$3,577 | \$4,204 | \$4,517 |
| Track – Assistant #3 | \$3,577 | \$4,204 | \$4,517 |
| Track – Winter | \$2,545 | \$3,112 | \$3,329 |
| Track – Winter Assistant | \$2,290 | \$2,662 | \$3,031 |

SCHEDULE D

| <u>Position</u> | <u>Step 1</u> | <u>Step 2</u> | <u>Step 3</u> |
|--|---------------|---------------|---------------|
| Treasurer of School Activities | \$6,335 | \$7,091 | \$7,148 |
| Variety Show – Director | \$2,390 | \$2,712 | \$3,040 |
| Vocal – Musical – Elementary (gr. 3-6) | \$1,915 | \$2,406 | \$2,599 |
| Vocal – Musical – Elementary (gr. 7&8) | \$1,915 | \$2,406 | \$2,599 |
| Vocal – Musical – High School | \$1,915 | \$2,406 | \$2,599 |
| Volleyball – Head Varsity | \$5,844 | \$6,493 | \$7,008 |
| Volleyball – Assistant #1 | \$4,038 | \$4,315 | \$4,646 |
| Volleyball – Assistant #2 | \$4,038 | \$4,315 | \$4,646 |
| Volleyball – Junior School | \$2,328 | \$2,589 | \$2,847 |
| Weight Room – Summer | \$1,245 | \$1,346 | \$1,444 |
| Weight Room – Supervisor | \$8,756 | \$9,026 | \$9,302 |
| Wrestling – Head Varsity | \$5,610 | \$6,687 | \$7,239 |
| Wrestling – Assistant | \$3,612 | \$4,378 | \$4,699 |
| Yearbook – Business Advisor | \$3,498 | \$3,778 | \$4,077 |
| Yearbook – Layout Advisor | \$3,498 | \$3,778 | \$4,077 |
| Yearbook – Literary Advisor | \$3,498 | \$3,778 | \$4,077 |

* Department Chair Salaries will be paid in equal installments over the 10 month school year as per Article 11

Additional Yearly Appointments

| <u>Position</u> | <u>Flat Rate</u> |
|------------------------------------|--|
| Treasurer of Cafeteria Account | \$2,287 |
| Substance Abuse Coordinator | \$11,434 |
| Substitute Assigner | \$5,903 |
| District Assistantship | \$13,129 |
| Sat. Happening Director (10 month) | \$11,387 |
| Sat. Happening Billing | \$5,488 |
| Sat. Happening Cash Receipts | \$2,757 |
| Sat. Happening Registrar | \$572 (per session, total of 3 sessions) |
| Respite Coordinator | \$984 |
| Transition Program Coordinator | \$6,193 |
| OT/PT Billing Coordinator | \$3,282 |
| Robotics Club – Advisor | \$3,675 |