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1971-1972

THIS BOOK DOES  
NOT CIRCULATE

AGREEMENT

This Agreement entered into this <sup>7th</sup> day of <sup>May</sup> 1971, by and between the Board of Education of the Borough of Norwood, County of Bergen, hereinafter called the "Board", and the Norwood Teachers Association, Norwood, Bergen County, New Jersey, hereinafter called the "Association".

WITNESSETH:

In consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I - RECOGNITION

- a. The Board hereby recognizes the Association as the exclusive representative for collective negotiation for all employees of the Board who have been certified by the Association as members thereof in good standing, and certified by the State Board of Education, in the following Unit, including those who are on tenure, on probation, and on interim but not per diem appointments:
- Teachers
  - Guidance Counselors
  - Nurses
  - Librarians
- b. The Administrative Principal of the Board is hereby specifically excluded from the aforesaid negotiation Unit.
- c. This recognition shall not impair the rights of any employee or group of employees under Section 19 of Article I of the New Jersey Constitution or under any laws of the State of New Jersey in such case made and provided.

ARTICLE II - SALARIES AND ADDITIONAL COMPENSATION

- a. The salaries of all employees covered by this Agreement, with the exception of the School Nurse, are set forth in Schedule A, which is attached hereto and made a part hereof.

- b. The salary of the School Nurse is as set forth in Schedule A which is attached hereto and made part hereof.
- c. All teachers who are contracted by resolution of the Board of Education to participate in certain after-school activities as hereinafter described, shall receive an annual additional compensation, in addition to the teacher's regular salary for services as a teacher, in accordance with the following schedule:

<u>Activity</u>	<u>Annual Additional Compensation</u>
Band	\$300.00
Cheerleading	\$250.00
Chorus	\$300.00
Intramurals	\$350.00
Interscholastic	\$250.00

Either the teacher or the Board may discontinue said contracted assignments to the after-school activities as aforesaid, with the discontinuance becoming effective as of the beginning of the calendar school year, and with said annual additional compensation also becoming inoperative as of the date of said discontinuance.

ARTICLE III - TEACHER AIDES

- a. Teachers shall, except as otherwise hereinafter provided, have a duty-free lunch period as long as the students' lunch period. The teachers shall be relieved of direct supervision of the lunchroom and playground during his/her lunch period. The Board shall engage teacher aides for direct supervision of the lunchroom and playgrounds during the lunch period, but the teachers shall be available for assistance and consultation with the teacher aides. In the event any question, matter or problem arises during their lunch period. The assignment and scheduling of the teachers for their duty shall be determined by the Administrative Principal. In the event that such teacher aides are unavailable or absent, the

teachers shall perform such duties as assigned and directed by the Administrative Principal without any additional compensation for such work. The Association agrees to include the Aides in an orientation program at the beginning of the school year, to meet with the Aides from time to time during the school year to render advice and discuss matters concerning the lunchroom and playground supervision by the Aides.

b. The customary and usual regular work in connection with teachers' duties, such as but not limited to, dittoing or inscribing instructional materials, typing of instructional materials, maintaining personnel records, inventory, collecting of money, shall be understood to remain the sole and absolute obligation and duty of the teachers, but the Board agrees, in an effort to aid the teachers in the performance of their regular duties, to employ a clerical aide on a three half-days per week, for clerical work for the entire instructional staff. The clerical aide shall be responsible to the Administrative Principal who shall determine the duties, activity, and assignment of the clerical aide.

#### ARTICLE IV - INSURANCE PROTECTION

a. The Board will pay the full premium for each employee under the New Jersey State Benefit Plan for the following:

Blue Cross-Blue Shield  
Rider J  
Major Medical

b. The Board will, upon written request of the employee, pay the full premium for the employee's immediate family for the above-mentioned insurance protection, provided that the Board's insurance carrier and the employee's insurance carrier are the same company, in which event the premium for the immediate

family will not be paid by the Board. The employee shall file with the Board an affidavit to this effect with his or her request for coverage.

c. Teachers are responsible for providing the Board's Secretary with required forms and data within the ten work days of their effective starting date of employment.

#### ARTICLE V - NEGOTIATION OF SUCCESSOR AGREEMENT

a. Collective negotiations shall be entered into by the parties hereto in good faith and in accordance with Chapter 23, Title 29, Laws of 1968, and the supplements and the minutes thereto. The Board will receive a complete proposal from the Association no later than November 1, 1971. Collective negotiations shall be completed no later than December 1, 1971.

b. The contract shall be in writing and duly signed and approved by the Board and the Teachers Association.

c. This agreement shall not be modified in whole or in part by the parties hereto except by an instrument in writing duly approved by both parties.

#### ARTICLE VI - GRIEVANCE PROCEDURE

The grievance procedure shall be as set forth in Schedule A which is attached hereto and made part hereof.

#### ARTICLE VII - SICK LEAVE

a. The teachers shall be entitled to eleven (11) sick leave days each school year. Unused sick leave days shall be accumulated from year to year with no maximum limit.

b. A master list of accumulated sick leave of all employees covered by this contract shall be forwarded by the Board's Secretary to the Association by September 30, 1971.

ARTICLE VIII - TEMPORARY LEAVE OF ABSENCE

a. Employees shall be entitled to the following categories of accumulative leaves of absence with full pay each year:

- i. Four (4) days leave of absence for personal business, household or family matters or absence during school hours. A written request for Administrative Principal for said leave must be made before taking said leave (except in an emergency) and the applicant for such leave shall be required to state the reason for taking same.
- ii. Other leaves of absence with pay may be granted by the Board, in its sole and absolute discretion, for good reason. The decision of the Board on such leave shall be final and conclusive upon the parties and the employee.
- iii. Leave granted under the above sections shall be in addition to any sick leave in which the employee is entitled as set forth in the agreement.

ARTICLE IX - GENERAL PROVISIONS

- a. This Agreement is subject to the laws of the State of New Jersey and the decisions, rules and regulations of the State Board of Education and the decisions of the State Education Council.
- b. There shall be no reprisals of any kind taken against any employee by reason of his or her membership in the Association.
- c. The Association agrees to take no action that shall be the provision or will be contrary to the laws of the State of New Jersey pertaining to picketing, work stoppage or intimidation, and to take any other collective action to disable or impede the State Board of Education in the discharge of its statutory duties, and to bring the same before the courts.



SCHEDULE B

School Nurse

The salary of the school nurse for the school year 1970-1972 shall be \$9,500.00 with a ten-month contract.

**SCHEDULE "A"**

<u>Credited Years of Experience</u>	<u>BA</u>	<u>BA+16</u>	<u>MA</u>	<u>MA+16</u>	<u>6 Years</u>
1	8,250	8,750	9,250	9,750	10,250
2	8,550	9,050	9,650	10,150	10,650
3	8,850	9,350	10,050	10,550	11,050
4	9,150	9,650	10,450	10,950	11,450
5	9,450	9,950	10,850	11,350	11,850
6	9,750	10,250	11,250	11,750	12,250
7	10,050	10,550	11,650	12,150	12,650
8	10,450	10,950	12,150	12,650	13,150
9	10,850	11,350	12,650	13,150	13,650
10	11,250	11,750	13,150	13,650	14,150
11	11,650	12,150	13,650	14,150	14,650
12	12,150	12,650	14,250	14,750	15,250
13	12,650	13,150	14,850	15,350	15,850
14		13,650	15,450	15,950	16,450





2. In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.

3. Level I. A teacher with a grievance shall first discuss it with his immediate superior with the objective of resolving the matter informally.

Level II. If the aggrieved person is not satisfied with the disposition of his grievance at Level I, a grievance may be filed with the District Administrator within five school days after the decision is made at Level I. The District Administrator shall render a written decision within ten school days after receiving the written grievance.

Level III. If the aggrieved person is not satisfied with the disposition of his grievance at Level II, a grievance may be filed with the Board of Education within five school days after the District Administrator's decision. The Board of Education shall make a written decision on the grievance within one calendar month after receipt of the grievance.

Level IV. If the aggrieved person is not satisfied with the disposition of his grievance at Level III, he shall have the right to request advisory arbitration. A written request for advisory arbitration shall be filed with the Board of Education no later than 20 days following the Board of Education's decision. Failure to file within said time period shall constitute a bar to such advisory arbitration, unless the aggrieved person and the Board of Education shall mutually agree upon a shorter time within which to assert a request for advisory arbitration.

The Board of Education and the aggrieved will each nominate one advisor. A third member, who shall be the chairman, shall be selected by the advisors named by the Board of Education and the aggrieved party.

The authority of the advisory board shall be advisory only and shall be limited solely to the interpretation of the agreement to which this procedure is annexed and shall have no authority to add to, subtract from, or modify any of said provisions, nor shall the advisory board have the authority to substitute its judgment as to the degree or discipline.



and the run on or removals therefrom, and shall be conducted  
privately by all parties in interest and to the satisfaction

2. All meetings and hearings under this procedure shall be  
held during the school day and shall not be confidential,  
and shall include only such parties in interest and their  
or selected representatives heretofore referred to in the