

Contract no. 1642

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**AGREEMENT BETWEEN THE
MILLSTONE TOWNSHIP BOARD OF EDUCATION
AND THE
MILLSTONE TOWNSHIP TEACHERS'
(SECRETARIAL, CUSTODIAL/MAINTENANCE, CLASSROOM AIDES)
ASSOCIATION
FOR THE SCHOOL YEARS
1991-92, 1992-93, AND 1993-94**

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PREAMBLE

This agreement entered into this fifteenth day of June 1992 by and between the Board of Education of Millstone Township, hereinafter called the "Board" and the Millstone Township Teachers'-(Secretarial, Custodial/Maintenance, Classroom Aides) Association, hereinafter called the "Association"

WITNESSETH

WHEREAS, the parties have reached certain understandings which they desire to confirm in this Agreement, be it

RESOLVED, in consideration of the mutual covenants, it is hereby agreed as follows:

ARTICLE I
RECOGNITION

- 1.1 The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiations concerning grievances and terms and conditions of employment for: secretary to the principal, secretary to Dir. of Curriculum, secretary child study team, general elementary school secretary, classroom aides*, custodial and maintenance personnel, excluding custodial supervisor and any other position not above mentioned.
- 1.2 Unless otherwise indicated, the term "employees" when used hereinafter in this Agreement, shall refer to all employees represented by the Association in the negotiating unit as above defined, and references to (employees of either sex are made for convenience only, and are intended to include employees of both sexes.)

- * aides three types
1) Instructional (classroom, special ed.)
2) Non Instructional (cafeteria, playground, office help)
3) Library

ARTICLE 11
NEGOTIATION PROCEDURE

- 2.1 The majority representative shall submit in writing a letter of intent to commence negotiations to the Board by October 1, prior to the commencement of negotiations in the school year in which this Agreement expires. This letter will be followed by a written proposal to the Board two (2) weeks prior to the commencement of negotiations.
- 2.2 Any Agreement so negotiated shall be reduced to writing. Ratification of the Agreement shall occur when it is approved by the constituencies of the Board, and the Association, by such voting majorities as may be required by law, or policy.
- 2.3 This Agreement shall not be modified in whole or in part except by an instrument in writing executed by both parties.

ARTICLE III
GRIEVANCE PROCEDURE

- 3.1 A grievance is a claim by an employee or the Association based upon the interpretation, application, or violation of this agreement, policies, or administrative decisions affecting the negotiated terms and conditions of an employee or a group of employees. It is the intention of the Association and the Board to set forth the procedure for the processing and determination of any and all claims permitted by law to be subject to the negotiated grievance procedure, and both shall be governed by these negotiated terms.
- 3.2 An "aggrieved person" is the person, persons or Association making the claim.
- 3.3 Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step, and as a waiver of any further right of appeal.
- 3.4 It is understood that employees shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance and any effect thereof shall have been fully determined.
- 3.5 In order for a grievance to be processed under this procedure, the grievance must be initiated within ten(10) working days of the occurrence. The grievance form, Exhibit A, shall be utilized.
- 3.6 Level One - Principal or Supervisor
- The aggrieved person shall first discuss the grievance with his principal or immediate supervisor (as designated by superintendent), with the objective of resolving the matter informally.

3.7 Level Two - (Principal or Supervisor as designated by Superintendent)

If the grievance is not resolved to the satisfaction of the aggrieved person, or if no response has been given by the principal or immediate supervisor within five (5) working days after the informal discussion, then the aggrieved person shall file the grievance in writing with his principal or immediate supervisor within five (5) working days after the principal or immediate supervisor's response or ten(10) working days after the informal discussion, whichever is sooner. At all levels of the grievance procedure commencing with Level Two, the grievance shall be in writing and shall contain the following information: a) articles, policies, and administrative decisions allegedly misinterpreted, misapplied, or violated. b) specific nature of the grievance and date of occurrence. c) remedy sought. d) date and results of previous discussion e) reasons for dissatisfaction with previous decision

3.8 Level Three - Superintendent

If the aggrieved person is not satisfied with the disposition of his grievance at Level Two, or if no decision has been rendered within five (5) working days after the presentation of the grievance at Level Two, he may file the grievance in writing to the Superintendent within five (5) working days after the decision at Level Two or ten(10) working days after the grievance was presented, whichever is sooner.

3.9 Level Four -Board

If the aggrieved person is not satisfied with the disposition of his grievance at Level Three, or if no decision has been rendered within ten (10) working days after the grievance was delivered to the Superintendent, he may, within five (5) working days after the decision by the Superintendent or fifteen (15) working days after the grievance was delivered to the Superintendent, whichever is sooner, file the grievance in writing to the Board

of Education. The Board or a committee thereof shall review the grievance and may, at its discretion, hold a hearing with the employee and render a decision in writing within thirty (30) working days of receipt of the grievance by the Board.

3.10 Level Five - Arbitration

a) If the aggrieved person is not satisfied with the disposition of his grievance at Level Four or if no decision has been rendered within thirty (30) working days after the grievance was delivered to the Board, he may, within five (5) working days after a decision by the Board, or thirty-five (35) working days after the grievance was delivered to the Board, whichever is sooner, request in writing that the Association submit the grievance to arbitration. If the Association determines that the grievance is meritorious, it may submit the grievance to arbitration within five (5) working days after receipt of a request by the aggrieved person.

3.11 The parties shall use the Public Employment Relations Commission and be bound by its rules and procedures in the selection of the arbitrator.

3.12 Such determinations the arbitrator shall make shall be nonbinding except as the final step with respect to disputes involving reprimands and discipline and shall be limited to violations of the express, written terms of the locally negotiated agreement.

3.13 The arbitrator shall be limited to the issues submitted to him and shall not add to, subtract from, or modify the terms of the agreement. The only grievances which may be arbitrated are those alleging that there has been a violation of the express, written terms of the locally negotiated agreement. His/her findings shall be returned to the Board and the Association within thirty (30) days after the hearing or the submission of final briefs.

3.14 Each party shall pay its own costs for arbitration preparation. The parties shall share equally the fees and expenses, if any, of the arbitrator.

3.15 All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personal file of any of the participants.

3.16 The phrase * "working days" as it appears in Article Three (3) of this Agreement shall not be construed to include Christmas recess, spring recess, or the summer recess for ten (10) month employees and Christmas recess, spring recess for twelve (12) employees.

* working days are days employees are expected to report to work.

ARTICLE IV
EMPLOYEE RIGHTS

- 4.1 Complaints by any Supervisor or Administrator concerning an employee shall be made in confidence except to the extent that the complaint may be communicated to other supervisors, administrators, or the Board of Education, as is reasonably necessary to effectuate Board of Education policies and procedures.
- 4.2 An employee shall receive a copy of any complaint or criticism prior to its being placed in his/her personnel file. Said employee shall have the right to meet with the supervisor or administrator and that if such a request is not made within five (5) working days of delivery of the complaint to the employee, then the employee shall waive his right to that meeting (although the employee would still be permitted to prepare a response which will be placed in his or her personnel file). Employee shall sign all correspondence verifying that he/she received a copy of complaint.
- 4.3 Employees may have access to their personnel files (with 24 hour prior request, during normal central office hours, and in presence of a confidential secretary) and that employee evaluations shall be conducted and maintained in accord with Board of Education policies and procedures.

ARTICLE V
ASSOCIATION RIGHT AND PRIVILEGES

- 5.1 The Association and its representatives shall have the right to use school buildings at all reasonable hours for Association meetings provided that the Superintendent grants approval.

ARTICLE VI
EMPLOYEE WORK YEAR

- 6.1 Full time Custodians and Maintenance personnel who are employed in district will receive two (2) weeks/year vacation during the first five (5) years. Three (3) weeks/year vacation thereafter until twenty (20) years. Four (4) weeks/year- twenty (20) years or more. Reference to years of employment in this Article shall not be construed as an implied promise or contract of continued employment and that the term of employment for any particular employee is not the subject of Article VI, but instead controlled by the entire Contract document.
- b) Secretaries employed in district will receive holidays as approved by the Board and two (2) weeks/year vacation during the first five (5) years. Three (3) weeks/year vacation thereafter until twenty (20) years. Four (4) weeks/year- twenty (20) years or more. Reference to years of employment in this Article shall not be construed as an implied promise or contract of continued employment and that the term of employment for any particular employee is not the subject of Article VI, but instead controlled by the entire Contract document.
- c) Part time employees (less than four (4) hours/day, less than twenty (20)/week) shall receive no paid holidays during school year and shall receive no vacation.
- d) Classroom Aides employed in district shall work in accordance with days determined in their individual contractual agreement and have no vacation.
- 6.2 Twelve month employees will be paid for twelve (12) holidays, throughout the year. Such holidays to be determined by the Board annually. Hourly employees will not have paid holidays or vacation days.
- 6.3 Ten month employees hired by contract to work school year, will work from beginning of school calendar year as determined by Board until June 30th of the following year.

6.4

To be eligible for a salary increment and credit toward longevity payments, an employee must work ninety (90) days in the school year. This minimum employment requirement shall not be construed as creating an automatic entitlement to a salary increment or longevity payment, if the Board is not obligated by Statute or negotiated agreement to provide same.

ARTICLE VII
WORK DAY

- 7.1 A. Full time secretarial employees work day shall be for their regularly scheduled seven and one half (7 1/2) day, including lunch.
- B. Classroom Aides work day shall be assigned by their individual contract.
- C. Custodial and Maintenance full time employees work day shall be eight (8) hours, including lunch.
- D. Part time secretarial employees shall be assigned by their individual contract.
- 7.2 Full time employees shall have a daily thirty (30) minute duty free lunch period.
- 7.3 Except in a case of school emergencies, employees may leave the building without requesting permission during their scheduled duty free lunch periods. Employees must sign out and sign in and when leaving school grounds employees shall notify supervisor or main office.

ARTICLE VIII
USE OF PERSONAL VEHICLE

- 8.1 Employees who use their automobiles in the authorized performance of their duties shall be reimbursed at the rate of \$.25 per mile for such use, when using prescribed routes. Such reimbursement shall not be applicable for travel to or from any building of employment at the beginning or end of the work day.

ARTICLE IX
EMPLOYMENT

- 9.1 The Board of Education can negotiate the initial salary and each employee shall be paid on an established salary guide, with their qualifications and experience.
- 9.2 Previously accumulated sick days shall be restored to all returning employees on Board approved leaves, but no days shall be added for the period of the leave.
- 9.3 Nothing in this Article is to be interpreted as denying the Board's authority to refuse a contract, salary increment, or raise for unsatisfactory service as determined by the Board.
- 9.4 All new custodial/maintenance personnel shall serve a probationary period of sixty (60) days. At end of the period, the employee shall be evaluated and depending upon his/her evaluation will be;
- A. Given a contract
 - B. Relieved of his/her duties
 - C. Granted an additional thirty (30) day probationary period.
- at the discretion of the supervisor of custodians. The decision of the supervisor or administrator as exercised under this paragraph shall not be subject to the Article III grievance procedure.
- 9.5 Custodial / Maintenance personnel and Classroom Aides shall be employed on an annual contract basis. Renewal shall be a prerogative of the Board. It is not the intent of the Board to provide tenure status to any employee for whom tenure is not provided by law.

ARTICLE X
SALARIES

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

10.2 Employees employed on a twelve-month basis shall be paid in twenty-four (24) equal semi-monthly installments.

10.3 Salary rates shall be increased as follows:

1991-92	5% & 2% split year increase, inclusive of increment
1992-93	6.75% inclusive of increment
1993-94	6.75% inclusive of increment

These increases shall be distributed on mutually accepted salary guides. The 1991-92 split increase shall provide a 5% increase effective at the beginning of the work year and an additional 2% rate increase effective mid-way through that work year. Calculations shall account for the varied implementation required for both 10 and 12 month employees. All percentage figures are unit-wide rate increases allowing for mutually accepted distribution.

ARTICLE XI
OVERTIME

- 11.1 While an effort will be made to distribute overtime in an equitable fashion among qualified and available custodial and maintenance personnel, the final decision as to overtime assignments shall be solely within the discretion of the Supervisor or Administrator.
- 11.2 Vouchers for overtime must be submitted for payment by the last day of each month. They must be signed and approved by the supervisor or administrator. Payment shall be made by the 15th of the following month.
- 11.3 Overtime shall be paid at the rate of time and one half of the regular rate based on statute.

ARTICLE XII
SICK LEAVE

- 12.1 Except as otherwise stated in this Agreement, employees who are scheduled to report to work on the first day of school shall receive ten (10) sick days per school year (ten-month employees).
- 12.2 Twelve-month employees will receive twelve (12) sick days per contract year.
- 12.3 Unused sick days shall accumulate without limit.
- 12.4 A record of sick leave accumulation will be issued to each employee by October 15 of each school year.

ARTICLE XIII
TEMPORARY LEAVES OF ABSENCE

- 13.1 All personal leaves are subject to the following conditions:
(Twelve Month) Custodians and Secretaries shall receive three (3) personal days for emergency, as approved by the Superintendent.
(Ten Month) Secretaries and Aides shall receive two(2) personal days for emergency, as approved by the Superintendent.

All personal leaves are subject to the following conditions:

- a. Personal leave shall be limited to urgent legal, family, or personal matter which necessitate the absence on a school day. Personal leave shall not be used for recreation, entertainment, other employment, or for matters which can be scheduled outside of school hours.
- b. Request for personal leave shall be filed with the Superintendent, or his designee at least three(3) school days in advance of the contemplated absence. The employee shall state the reason for the request.
- c. Personal days will not be granted on the first five days of school, or on days immediately preceding or following a holiday or a scheduled school recess.
- d. The Superintendent, or his designee, shall review each application and approve or disapprove the request.
- e. In an emergency, the Superintendent, or his designee upon being informed of the nature of the emergency, may waive all restrictions and authorize an emergency personal day, if satisfied that the restriction in b. or c. above impose an undue hardship.

- 13.2 All employees shall be allowed up to a maximum of five (5) consecutive calendar days for death in the immediate family to be used within five days of the funeral. The immediate family shall be defined as

husband, wife, mother, father, son,
daughter, brother, sister, and other members of the
immediate household. At the discretion of the
Superintendent, an additional two (2) consecutive
calendar days for death in the immediate family, as
defined above, may be granted.

ARTICLE XV

EXTENDED LEAVES OF ABSENCE

15.1 Disability Leaves

An employee who anticipates a disability shall notify his/her immediate supervisor in writing of the anticipated commencement of the disability as soon as the employee knows of it.

A. Maternity

1. Leave of absence for reasons of disability due to pregnancy may be granted upon application by the candidate.
2. An employee granted maternity leave without pay during the period of her disability, according to the provisions of this section, may at her discretion, elect to use all or any part of her accumulated sick leave during the period of such leave.

15.2 Childcare/Family Leave

1. Leave of absence for reasons of child care due the birth or adoption of a child may be granted for up to twelve (12) weeks in any twenty-four (24) month period upon application by the candidate.
2. Leave of absence for reasons of the serious illness or health condition of a family member of the employee may be granted for up to twelve (12) weeks in any twenty-four (24) month period in accordance with the terms of the Family Leave Act for eligible employees.
3. Any employee seeking a leave of absence for child care or family leave shall apply to the Board for said leave upon reasonable notice. At the time of the application, the employees shall specify in writing the date on which he/she wishes to commence leave and the date on which he/she wishes to return to work.
4. The provisions of this section shall be administered in accordance with the provisions of the Family Leave Act and application regulations.

ARTICLE XVI
INSURANCE

- 16.1 All benefits previously enjoyed by unit employees shall be continued in the contract at the same levels previously enjoyed; however, with respect to medical insurance, employees currently covered shall retain the current levels of benefits. The employees who become eligible in the future for medical benefit coverage, the Board shall pay single coverage premium rates as per the Teacher contract. Neither party waives litigation rights with respect to this future coverage provision. It is expressly understood that the employee currently in the library aide position, receiving single coverage, shall receive paid, full family coverage eligibility upon ratification of this memorandum.
- 16.2 All new employees effective July 1, 1991 eligible for medical benefits shall receive only single coverage paid by the Board of Education, but may pay for additional coverage, if desired.
- 16.3 Secretaries employed before 1988 have single coverage dental insurance.

ARTICLE XVII
DEDUCTIONS

17.1 Deduction from each employee's salary shall be in accordance with the New Jersey Statues for the following:

- 1) Pension
- 2) Contributory Insurance
- 3) Association Payroll Deduction
- 4) Washington National Insurance
- 5) Health Benefits
- 6) Tax sheltered Annuity

17.2 The business office will provide a list of all deductions from paychecks by the first pay period of each school year. This list should include all abbreviations and their meanings.

ARTICLE XVIII
REPRESENTATION FEES

18.1 A. Purpose of Fee:
 If an employee does not become a member of the Association during any membership year (ie from September 1 to the following August 31), which is covered in whole or in part by this Agreement, said employee will be required to pay a representation fee to the Association for that membership year. The purpose of this fee will be to offset the employee's per capita cost of service rendered by the Association as majority representative.

18.2 B. Amount of Fee

1. Notification

Prior to the beginning of each membership year, the Association will notify the Board, in writing, of the amount of the regular membership dues, initiation fees, and assessments charged by the Association to its own members for that membership year. The representation fee to be paid by non-members will be determined by the Association, in accordance with the laws of the state of New Jersey.

2. Legal Maximum

In order to adequately offset the per capita cost of services rendered by the Association as majority representative, the representative fee should be equal in amount to the regular membership dues, initiation fees and assessments charged by the Association to its own members, and the representation fee has been set at eighty five (85) % of the amount solely because that is the maximum amount presently allowed by law. If the law is changed in this regard, the amount of representation fee automatically will be increased to the maximum allowed of the Association membership year immediately following the effective date of the change.

C. Deduction and Transmission of Fee

18.2 1. Notification

Once during each membership year covered in whole or in part of this Agreement, the Association will submit to the Board, a list of those employees who have not become members of the Association for the then current membership year. The Board will deduct from the salaries of such employees, the full amount of the representation fee and promptly will transmit the amount so deducted to the Association.

D. Indemnification and Save Harmless Provision

1. Liability

The Association agrees to indemnify and hold the Board harmless against any liability which may arise by reason of any actions taken by the Board in complying with provision of the Article, provided that:

a. The Board gives the Association timely notice in writing of any claim, demand, suit, or other form of liability in regard to which it will seek to implement this paragraph; and

b. If the Association so requests in writing, the Board will surrender to it full responsibility for the defense of such claim, demand, suit, or other form of liability and will cooperate fully with the Association in gathering evidence, securing witnesses, and in all other aspects of said defense.

2. Exception

It is expressly understood that the above said liability will not apply to any claim, demand, suit, or other form of liability which may arise as a result of any type of willful misconduct by the Board or the Board's imperfect execution of the obligation imposed upon it by this Article.

ARTICLE XIX
MISCELLANEOUS PROVISIONS

- 19.1 The Board reserves to itself sole jurisdiction and authority over matters of policy and retains the right, subject only to the limitations imposed by the language of this Agreement, in accordance with applicable laws and regulations (1) to direct employees of the school district; (b) to hire, promote, transfer, assign, and retain employees in positions in the school district, and to suspend, demote, discharge, or take other disciplinary action against employees; (c) to relieve employees from duty because of lack of work or for other legitimate reasons; (d) to maintain efficiency of the school district operations entrusted to them; (e) to determine the methods, means and personnel by which such operations are to be conducted; and (f) to take whatever actions may be necessary to carry out the functions of the school district in situations of emergency.
- 19.2 If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- 19.3 This Agreement incorporates the entire understanding of the parties on all matters which or could have been the subject of negotiation. During the term of this Agreement neither party shall be required to negotiate with respect to any such matter whether or not covered by the Agreement and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this Agreement.
- 19.4 All benefits previously enjoyed by unit employees shall be continued in the contract, at the same level previously enjoyed.

ARTICLE XX
DURATION

This Agreement shall be effective as of July 1, 1991 and shall continue in effect until June 30, 1994. In witness whereof the parties hereto have caused this Agreement to be signed by president and secretary of the Association, and the Board has caused this Agreement to be signed by president and secretary and its corporate seal to be placed hereon at Millstone Township, Monmouth County, New Jersey

ASSOCIATION

BOARD OF EDUCATION

By *Dennis R. ...* *June 15, 1992*
PRESIDENT DATED

By *[Signature]* *6/17/92*
PRESIDENT DATED

By *Susan A. Burtis* *6/17/92*
SECRETARY DATED

By *Norm C. M. Johnson* *6-17-92*
SECRETARY DATED

June 12, 1992

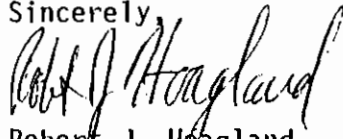
Mr. Ernest W. Donnelly
Superintendent
Millstone Township Schools
18 Schoolhouse Lane
Clarksburg, NJ 08510

Dear Mr. Donnelly:

The support staff of the Millstone Township Teachers' Association has voted to ratify the contract covering terms and conditions of employment and salary guides for Classroom Aides, Custodians/Maintenance, and Secretaries for the years 1991-1994.

It has been a pleasure to work with you and the Board of Education to come to an agreement that is of mutual benefit to all concerned.

Sincerely,



Robert J. Hoagland
Chief Negotiator, MTTA

MILLSTONE TOWNSHIP BOARD OF EDUCATION
Clarksburg, NJ 08510

ADDENDUM A
1 OF 2

GRIEVANCE FORM

Grievant's Name _____ Grievance No. _____

Work Location _____

Job Title and Grade _____

Immediate Supervisor _____

Description of Alleged Violation: _____

Date of Occurance of Alleged Violation _____

Remedy Sought: _____

I _____ of Level One Informal Discussion _____

Level One: I am not satisfied with the outcome at Level One and wish to proceed to Level Two.

Grievant's Signature _____ Date _____

Level Two: Principal or Supervisor

Date Received _____ Date Answered _____

Disposition Denied _____ Granted _____

Reason: _____

Principal or Supervisor's Signature _____ Date _____

Level Two: I am not satisfied with the outcome at Level Two and wish to proceed to Level Three.

Grievant's Signature _____ Date _____

MILLSTONE TOWNSHIP BOARD OF EDUCATION
Clarksburg, NJ 08510

ADDENDUM A
of 2

GRIEVANCE FORM

Level Three: Superintendent

Date Received: _____ Date Answered: _____

Disposition Denied _____ Granted _____

Reason: _____

Superintendent's Signature _____ Date _____

Level Three: I am not satisfied with the outcome of Level Three and wish to proceed to Level Four.

Grievant's Signature _____ Date _____

Level Four: School Board

Date Received _____ Board Hearing Date _____

Date Answered _____

Disposition: Denied _____ Granted _____

Reason _____

Level Four: I am not satisfied with the outcome at Level Four and wish to proceed to Level Five.

Grievant's Signature _____ Date _____

Level Five: The grievant is not satisfied with the outcome at Level Four and the Association wishes to proceed to arbitration.

Association Officer's Signature _____ Date _____

- _____ Grievant Copy
- _____ MTTA Copy
- _____ Administration Copy

ADDENDA B
MILLSTONE TOWNSHIP SCHOOL BOARD

SECRETARIAL SALARY GUIDES

STEP	1991-92	1992-93	1993-94
1	14,135	14,330	14,900
2	15,015	15,130	15,800
3	15,960	16,200	16,900
4	16,910	17,160	17,850
5	17,800	18,070	18,800
6	18,805	18,970	19,700
7	19,550	19,870	20,500
8	20,500	20,840	21,750
9	21,450	21,815	23,250
10	23,340	23,740	25,350

+ \$500 longevity
after 15 years,
(Step 16)

+ \$500 longevity
after 15 years,
(Step 16). On
Step 10, 2 or
more years +300

+ \$500
longevity
after 15
years
(Step 16)

AIDES SALARY GUIDES

STEP	1991-92	1992-93	1993-94
1	5.35	5.45	5.50
2	5.85	5.95	6.00
3	6.35	6.45	6.50
4	6.85	6.95	7.00
5	7.60	7.70	7.75
6	8.10	8.45	8.50
7	-----	-----	9.25

If on Step 6,
more than 1 yr.
+.25. 10 yrs
service, +.25

If on Step 6,
more than 2 yrs.
+.25

ADDENDA B
MILLSTONE TOWNSHIP SCHOOL BOARD

CUSTODIAL SALARY GUIDES

STEP	1991-92	1992-93	1993-94
1	15,635	15,860	16,050
2	16,365	16,600	16,850
3	17,120	17,370	17,620
4	17,995	18,265	18,515
5	18,875	19,165	19,425
6	19,760	20,070	20,370
7	20,825	21,160	21,550
8	21,755	22,000	22,500
9	22,855	23,235	23,540
10	23,925	24,330	24,675

+ \$1,000.
longevity after
Step 10

MAINTENANCE SALARY GUIDE

STEP	1991-92	1992-93	1993-94
1	17,785	18,010	18,200
2	18,515	18,750	19,000
3	19,270	19,520	19,770
4	20,145	20,415	20,665
5	21,025	21,315	21,575
6	21,910	22,220	22,520
7	22,975	23,310	23,700
8	23,905	24,150	24,650
9	25,005	25,385	25,690
10	26,075	26,480	26,825

* NO BLACK SEAL
-\$535

* NO BLACK
SEAL
- \$550

* NO BLACK
SEAL
- \$550

* Applicable to both Custodial and Maintenance guides

1