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ARTICLES OF AGREEMENT - JULY 1, 1985 TO JUNE 30, 1987

EWING TOWNSHIP BOARD OF EDUCATION

and

EWING TOWNSHIP SUPPLEMENTAL TEACHERS

Article I

RECOGNITION

The employer recognizes all Supplemental Teachers who have been appointed for a specific period of time and will be working a regular schedule as members of this group for the purpose of establishing salaries and other conditions of employment.

Article II

LEAVES OF ABSENCE

Leaves of absence with pay shall be provided as follows:

- A. Ten sick days per school year. Unused sick leave shall be accumulated from year to year. Notification of unused accumulated sick leave shall be provided to each employee yearly.
- B. Personal leave policy shall cover brief absences not chargeable to sick leave. During the first year of employment, one (1) day shall be allowed upon the completion of four (4) months of employment. (A maximum of two (2) days leave during any one (1) school year.) After completing one (1) year of employment, two (2) days shall be allowed for any of the reasons stated below. No unused days shall be accumulated.
  1. Illness in the immediate family. Immediate family shall be considered: father, mother, brother, sister, spouse, child, or any member of the immediate household.
  2. Death of a relative or close friend.
  3. Recognition of religious holidays. If personal leave days are exhausted because of observance of religious holidays, the employee may apply for additional personal leave due to an emergency.

4. Marriage of the employee or marriage in the family. Family shall be considered: father, mother, brother, sister, child, nephew, niece, brother-in-law, sister-in-law, father-in-law, and mother-in-law.
  5. Court subpoena.
  6. Personal legal business or family matters which cannot be handled outside of working hours.
  7. Any other emergency or urgent reason not covered in 1 through 6 above, if approved by the Superintendent of Schools.
- C. All requests for personal leave shall be submitted in writing on the proper form (in advance when possible) recommended by the supervisor and approved by the assistant superintendent. Requests for such leave on the day preceding or immediately following a vacation period will be honored only in unusual cases.
- D. Two (2) additional days leave may be granted for death in the immediate family (immediate family is considered the same as 1 above.)

### Article III

#### GRIEVANCE PROCEDURE

- A. Grievance procedures are means by which employees may appeal the interpretation, application or violation of this Agreement and administrative decisions effecting them.
- B. A grievant is a person or persons making the claim.

#### Procedure

- Step 1. The employee or representative of the employee shall take up the grievance or dispute with the employee's immediate supervisor within ten (10) working days of its occurrence. The supervisor shall respond to the grievance within three (3) working days.
- Step 2. If the grievance has not been settled, it shall be presented in writing by the employee or the employee's representative to the superintendent within (3) working days after the supervisor's response. The superintendent shall respond to the grievance in writing within three (3) days.

- Step 3. If the grievance has not been settled, it shall be presented by the employee or the employee's representative in writing to the Board of Education within three (3) days after the response of the superintendent. The Board of Education shall respond in writing within two (2) calendar weeks. The decision of the Board of Education shall be final and binding.

#### Article IV

##### MISCELLANEOUS PROVISIONS

- A. The Ewing Township Board of Education will offer health care and insurance plan to those teachers whose employment is the required 20 hours or more per week.
- B. The Ewing Township Board of Education will place the Supplemental Teachers in the appropriate pension fund with the option to purchase back service.
- C. The Ewing Township Board of Education will grant full pay for a maximum of three (3) snow days, should they occur during the years 1985-1986 and 1986-1987.
- D. The Ewing Township Board of Education will grant reimbursement for college courses taken if required by the Board of Education.

#### Article V

##### SALARY GUIDE

- A. An employee shall be paid at the rate of \$12.30 per hour for the 1985-1986 school year and this amount is to be increased to \$13.30 per hour for the 1986-1987 school year.

Article VI

DURATION OF AGREEMENT

This Agreement will be effective as of July 1, 1985 and shall continue to June 30, 1987.

EWING TOWNSHIP SUPPLEMENTAL TEACHERS

THE BOARD OF EDUCATION OF THE TOWNSHIP OF EWING, MERCER COUNTY

<u>Barbara P. Ingemi</u> Date <u>10/15/85</u>	<u>Mary W. Schmidt</u> Date <u>10-21-85</u>
Barbara P. Ingemi	Mary W. Schmidt, President

<u>Jocelyn M. Sickels</u> Date <u>10/15/85</u>	<u>J. Bruce Morgan</u> Date <u>10/21/85</u>
Jocelyn M. Sickels	J. Bruce Morgan, Business Administrator/ Board Secretary