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THIS BOOK DOES
NOT CIRCULATE

AGREEMENT

between

RANOCAS VALLEY REGIONAL HIGH SCHOOL

and

**THE TEACHERS ASSOCIATION OF
RANOCAS VALLEY REGIONAL HIGH SCHOOL**

*Burlington County
July 1, 1974 - June 30, 1975*

Dated June 19, 1974

LIBRARY
Institute of Management and
Labor Relations

1975

RUTGERS UNIVERSITY

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CONTRACT

THIS AGREEMENT, made this 19th day of June, 1974, Between RANCOCAS VALLEY REGIONAL HIGH SCHOOL, a body politic and corporate of the State of New Jersey, with its principal place of business in Mount Holly, County of Burlington and State of New Jersey, party of the first part and, THE TEACHERS ASSOCIATION OF RANCOCAS VALLEY REGIONAL HIGH SCHOOL, a non-profit corporation of the State of New Jersey, also situate in Mount Holly, aforesaid, party of the second part, WITNESSETH:

The parties do hereby enter into this contract pursuant to the provisions of Chapter 303 of the Public Laws of 1968.

ARTICLE I.

RECOGNITION OF UNIT

The Board of Education of Rancocas Valley Regional High School has heretofore recognized and does hereby confirm its recognition of The Teachers Association of Rancocas Valley Regional High School, a non-profit corporation of the State of New Jersey, as the Representative for the purposes of collective negotiation by the following groups of employees of the Rancocas Valley Regional High School:

- 1) Classroom teachers
- 2) Nurses
- 3) Guidance Counsellors
- 4) Librarians
- 5) School Psychologist
- 6) Department Chairman
- 7) Social Worker
- 8) Learning Disabilities Specialist

ARTICLE II.

GRIEVANCE PROCEDURE

The parties hereto agree to resolve grievances affecting the employees of the party of the first part, who are represented for the purposes of collective negotiation by the party of the second part, as follows:

A. DEFINITION A grievance shall mean a complaint by an employee as defined in Article I of this Agreement, that there has been a violation, misinterpretation, or inequitable application of any of the provisions of this Agreement, or established Board Policies, affecting said employee or group of employees. A grievance shall not apply to any matter to which (a) a method of review is prescribed by Law, or any rule or regulation of the New Jersey State Commissioner of Education; (b) a complaint of a non-tenure teacher which arises by reason of his not being re-employed.

B. PROCEDURE Step I. The aggrieved teacher shall submit his grievance to the Principal of Rancocas Valley Regional High School within 30 calendar days of the occurrence in an attempt to resolve the grievance informally at that level.

Step II. The Principal's disposition of the grievance may be appealed to the Superintendent of Rancocas Valley Regional High School. This appeal shall be submitted in written form, shall completely state the grievance, and shall state the Principal's disposition of the grievance. The Principal's disposition of the grievance must be made within 14 calendar days following the submission of the grievance. The Superintendent shall inform the aggrieved teacher, in writing, of the Superintendent's disposition of the grievance within 14 days of the Superintendent's receipt of the appeal.

Step III. The Superintendent's disposition of the grievance may be appealed to the Board of Education of Rancocas Valley Regional High School.

This appeal must be submitted within 14 calendar days of the teacher's receipt of the Superintendent's written disposition of the grievance. The appeal shall be submitted with all pertinent data, in writing to the President of the Rancocas Valley Regional High School Board of Education. The Board of Education shall meet with the Aggrieved teacher within 14

calendar days of the Board President's receipt of the aggrieved teacher's appeal.

The President of the Board of Education shall notify the aggrieved teacher, in writing, of the Board of Education's disposition of the grievance within 14 calendar days after the hearing of the aggrieved teacher's appeal.

The Teachers Association of Rancocas Valley Regional High School may provide two representatives for the aggrieved employee as defined in this contract for the procedure set forth in Step II and Step III of this Agreement. The time limits stated in Steps II and III may be extended when necessary and when mutually agreed upon by the parties to this Agreement. A request for such an extension shall be made in writing addressed to the President of the Teachers Association of Rancocas Valley Regional High School and to the Superintendent of Rancocas Valley Regional High School.

It is further agreed between the parties to extend invitation for presentation of binding arbitration by the authorities in the field.

ARTICLE III.

SALARY SCHEDULE

It is further agreed between the parties hereto that the Salary Schedule annexed hereto and made a part hereof and marked Exhibit "A-1" is hereby adopted for the School year 1974-75, for the employees represented for the purposes of collective negotiation by the party of the second part, excepting non-degree Nurses, whose Schedule is annexed as Exhibit "A-2".

ARTICLE IV.

LONGEVITY PROVISIONS

The following policy regarding longevity is hereby adopted and made a part of this Agreement:

A \$500.00 longevity increase will be granted to every teacher who has been (a) under tenure for five years, and (b) at the top step of the Salary Schedule for five years.

An additional \$500.00 longevity will be granted at the beginning of every sixth year thereafter.

ARTICLE V.

ISSUING CONTRACTS

Provided the School Budget has been approved and adopted by the voters, all employees of the party of the first part represented by the party of the second part shall receive no later than April 1st a written contract of employment for the 1974-75 school year, which must be accepted and executed by the employee within fifteen days thereafter.

ARTICLE VI.

HOSPITALIZATION PAYMENTS

The party of the first part agrees to provide for all of its employees a major medical and a basic Health and Accident Insurance Plan and to pay on account of the premium thereof, the sum set forth in Exhibit "B" annexed.

ARTICLE VII.

NOTIFICATION OF DEGREES AND CREDITS

All employees of the party of the first part who anticipate an award of a higher degree or additional credits that will cause a change in his position of the Salary Guide, must notify the Superintendent of the Rancocas Valley Regional High School, in writing, on or before December 1st preceding the award.

ARTICLE VIII.

LEAVE POLICY

Association members will be entitled to the following non accumulative leave of absence with full pay during each School Year 1973-74 and 1974-75):

1. Death in Immediate Family. A maximum of 3 days per year will be allowed for death in the immediate family. Immediate family shall consist of parent, child, spouse, brother, sister, grandchild, spouse's parent, or relative in the employee's home.
2. Serious Illness of Spouse or Child. A maximum of 2 days per year will be allowed for serious illness of spouse or child. Serious illness is considered to be one requiring hospitalization, and/or major surgery. When possible, request for this leave should be made 24 hours in advance of the date requested.
3. Personal Business. A maximum of 2 days per School Year will be allowed for the transaction of personal business that cannot be conducted at a time other than the school day. Such leave shall, except as specifically approved by the Superintendent, not be preceding or succeeding a holiday. An employee, when applying for such leave, shall, except in case of emergency, file a request at least 2 days in advance.
4. Religious Leave. Up to 2 days per School Year will be granted for the observance of Jewish Religious Holidays. The teacher making such request will notify the Superintendent at least 3 days in advance. The teacher will be responsible for the payment of the substitute fee.
5. Personal business days are not accruable from one school year to another.

ARTICLE IX.

SPECIAL LEAVE OF ABSENCE

Special leave(s) of absence may be requested in writing addressed to the Superintendent of Schools. Such leave may be granted with or without full salary, or with partial salary, and the determination for such leave and reimbursement, if any, shall reside with the Board. Only tenure personnel shall be considered for such leave, and those personnel granted such leave shall contract with the Board for one year following such leave, or reimburse the Board for any financial benefits paid during the term of such leave.

ARTICLE X.

EXTRA-CURRICULAR ACTIVITIES

It is further agreed between the parties hereto that fees for extra-curricular activities for the year 1973-74 will be in accordance with Schedule C annexed hereto, which fees will be binding on all parties hereto for a period of five years from the school year 1972-73 to the school year 1977-78.

It is further agreed between the parties hereto that the following procedure will be followed relative to the consideration of new positions to be added:

- A. A teacher who feels the need to seek consideration for a new position will compile all data to present to the Principal and Superintendent.
- B. The Superintendent will then present this request and information to the Board of Education for study.
- C. The Board of Education and Superintendent will then give said teacher their reply to the request as soon as reasonable time for study has elapsed.

ARTICLE XI.

SUMMER SCHOOL FEES

It is further agreed between the parties hereto that fees for summer school will be in accordance with the following schedule:

Fee Schedule

<u>Step</u>	<u>Fee</u>
1	725
2	750
3	775
4	800
5	825

ARTICLE XII.

INSTRUCTIONAL LIAISON COUNCIL

A committee comprised of one or more members of the Board of Education of Rancocas Valley Regional High School, the Superintendent of said school, or his nominee who shall act as Chairman, three members of the administrative staff chosen by the Superintendent of Schools and three representatives of the Teachers Association of Rancocas Valley Regional High School or their alternates chosen by said Association shall meet on three occasions during the school year in October, January and April respectively. Initiation may be made by either party in writing requesting a date(s) convenient to both parties and such letter of initiation shall suggest agenda items of mutual concern for discussion.

This Committee is advisory in nature. All reports of the Committee shall be forwarded to the Board who may accept, reject or send back a report for further study. In the event a report is rejected or returned, it shall not be resubmitted without substantial modification. It is also understood that any disposition by the Board concerning this matter, by commission or omission, shall not be grievable.

ARTICLE XIII.

DEPARTMENT CHAIRMAN

It is agreed between the parties hereto that fees for Department Chairman for the 1974-75 school year will be as follows:

\$400	Base
25	Per Department Teacher
Maximum Salary \$700	
Assistant Salary 350	

ARTICLE XIV.

PARA PROFESSIONAL ASSISTANCE

1. Rancocas Valley Regional High School agrees to furnish the equipment including an electric typewriter for clerical assistance in the teachers' room and to hire a para-professional to perform such clerical services under the supervision of the Board of Education of Rancocas Valley Regional High School for a full day Monday through Friday inclusive during the school year and to furnish C.O.E. personnel clerical assistance for the same purpose for the remainder of the school day not served by the para-professional hereinbefore referred to.

2. It is further agreed between the parties hereto to continue the aides in 1974-75 for the purpose of corridor supervision or cafeteria supervision.

ARTICLE XV.

DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 1974, and shall continue in effect until June 30, 1975.

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

It is understood and agreed that the provisions of this contract have no bearing on any employees of Rancocas Valley Regional High School not in the negotiating unit as defined in Article I herein.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed by their respective Presidents, attested by their respective Secretaries and have hereunto affixed their respective corporate seals, the day and year first above written.

RANCOCAS VALLEY REGIONAL HIGH SCHOOL

Attest:

(Seal) _____ by: _____
Secretary President

THE TEACHERS ASSOCIATION OF
RANCOCAS VALLEY REGIONAL HIGH SCHOOL

Attest:

(Seal) _____ by: _____
Secretary President

Date: _____

EXHIBIT A-1
RANCOCAS VALLEY REGIONAL HIGH SCHOOL
Mount Holly, New Jersey

TEACHERS' SALARY GUIDE 1974-75

Step	B.S.	B.S. +15	Masters Degree (A)	Masters Degree (B)	Masters + 15	Masters + 30	Doctors Degree
1	8770 - 1.000	9033 - 1.030	9296 - 1.060	9472 - 1.080	9559 - 1.090	9822 - 1.120	10524-1.200
2	9121 - 1.040	9393 - 1.071	9665 - 1.102	9849 - 1.123	9941 - 1.1335	10217-1.165	10945-1.248
3	9472 - 1.080	9757 - 1.1125	10042 - 1.145	10226 - 1.166	10327 - 1.1775	10612- 1.210	11366-1.296
4	9822 - 1.120	10116 - 1.1535	10410 - 1.187	10612 - 1.210	10704 - 1.2205	10998- 1.254	11787-1.344
5	10349 - 1.180	10656 - 1.215	10963 - 1.250	11173 - 1.274	11278 - 1.286	11594 - 1.322	12418-1.416
6	10875 - 1.240	11200 - 1.277	11524 - 1.314	11743 - 1.339	11853 - 1.3515	12182- 1.389	13050-1.488
7	11401 - 1.300	11743 - 1.339	12085 - 1.378	12313 - 1.404	12427 - 1.417	12769- 1.456	13681-1.560
8	11927 - 1.360	12287 - 1.401	12646 - 1.442	12883 - 1.469	13002 - 1.4825	13357- 1.523	14313-1.632
9	12453 - 1.420	12826 - 1.4625	13199 - 1.505	13453 - 1.534	13572 - 1.5475	13944- 1.590	14944-1.704
10	12980 - 1.480	13370 - 1.5245	13760 - 1.569	14014 - 1.598	14150 - 1.6135	14541- 1.658	15576-1.776
11	13506 - 1.540	13909 - 1.586	14313 - 1.632	14585 - 1.663	14720 - 1.6785	15128- 1.725	16207-1.848
12	14032 - 1.600	14453 - 1.648	14874 - 1.696	15155 - 1.728	15295 - 1.744	15716- 1.792	16838-1.920
13	14558 - 1.660	14997 - 1.710	15432 - 1.760	15725 - 1.793	15869 - 1.8095	16303- 1.859	17470-1.992
14						16891- 1.926	18101-2.064

EXHIBIT A-2

1973-75

NURSES--NON-DEGREE

<u>STEP</u>	<u>1973-74</u>	<u>SALARY</u>	<u>1974-75</u>
1	\$ 6,550		\$ 6,963
2	6,950		7,388
3	7,350		7,813
4	7,750		8,238
5	8,150		8,663
6	8,550		9,089
7	8,950		9,514
8	9,350		9,939
9	9,750		10,364
10	10,150		10,789
11	10,550		11,215
12	10,950		11,640

The number of years in the school district does not coincide with the placement on the salary guide.

EXHIBIT C

BOYS ATHLETICS

5 YEAR SCHEDULE -- 1972-73; 1973-74; 1974-75; 1975-76; 1976-77

	Min. Fee	Step 1 (1,2)	Step 2 (1,4)	Step 3 (1,6)	Step 4 (1,8)	Step 5 (2,0)
Athletic Director	\$1000	\$1200	\$1400	\$1600	\$1800	\$2000
Athletic Timer	350	420	490	560	630	700
Equipment Manager	550	660	770	880	990	1100
Football						
Head	950	1140	1330	1520	1710	1900
#1 Class Asst. 150	750	900	1050	1200	1350	1500
#2 Class Asst. 120	600	720	840	960	1080	1200
Basketball						
Head	900	1080	1260	1440	1620	1800
Asst. 135	675	810	945	1080	1215	1350
Fresh. 120	600	720	840	960	1080	1200
Wrestling						
Head	900	1080	1260	1440	1620	1800
Asst.	675	810	945	1080	1215	1350
Fresh.	600	720	840	960	1080	1200
Baseball						
Head	600	720	840	960	1080	1200
Asst. 90	450	540	630	720	810	900
Fresh. 80	400	480	560	640	720	800

	<u>Min. Fee</u>	<u>Step 1 (1.2)</u>	<u>Step 2 (1.4)</u>	<u>Step 3 (1.6)</u>	<u>Step 4 (1.8)</u>	<u>Step 5 (2.0)</u>
Track						
Head	600	720	840	960	1080	1200
Asst. 90	450	540	630	720	810	900
Fresh. 80	400	480	560	640	720	800
and J.V.						
Soccer						
Head	500	600	700	800	900	1000
Asst.	300	360	420	480	540	600
Cross Country						
Head	400	480	560	640	720	800
Frsh.	300	360	420	480	540	600
Winter Track						
Head	300	360	420	480	540	600
Asst.	250	300	350	400	450	500
Golf						
Head	300	360	420	480	540	600
Tennis						
Spring	300	360	420	480	540	600
Fall	200	240	280	320	360	400

GIRLS ATHLETICS

	<u>Min. Fee</u>	<u>Step 1 (1.2)</u>	<u>Step 2 (1.4)</u>	<u>Step 3 (1.6)</u>	<u>Step 4 (1.8)</u>	<u>Step 5 (2.0)</u>
Basketball						
Head	\$400	\$480	\$560	\$640	\$720	\$800
Asst.	300	360	420	480	540	600
Asst.	300	360	420	480	540	600
Field Hockey						
Head	400	480	560	640	720	800
Asst.	300	360	420	480	540	600
Asst.	300	360	420	480	540	600
Softball						
Head	400	480	560	640	720	800
Asst.	300	360	420	480	540	600
Gymnastics						
Head	400	480	560	640	720	800
Asst.	300	360	420	480	540	600
La Crosse						
Head	400	480	560	640	720	800
Asst.	300	360	420	480	540	600
Track						
Head	400	480	560	640	720	800
Asst.	300	360	420	480	540	600
Hockey-August (2)	100	120	140	160	180	200
Cheerleading (2)	300	360	420	480	540	600
Tennis	300	360	420	480	540	600

BAND

	<u>Min. Fee</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
	\$500	\$600	\$700	\$800	\$900	\$1000
Band Director						
One Asst. and One	375	450	525	600	675	750
Color Guard Asst.						
Equipment, Drill and						
Attendance Super-	300	360	420	480	540	600
visor	100	120	140	160	180	200
Stage Band						
<u>OTHERS</u>						
Dramatics (2 Plays)	600	720	840	960	1080	1200
Backstage Stagecraft	250	300	350	400	450	500
Director Forensics	300	360	420	480	540	600
Asst. Forensics	\$10	per after school trip	--- \$20 Saturday plus mileage			
School Publicity	250	300	350	400	450	500
Yearbook Advisor	400	480	560	640	720	800
Trouble Shooting	300	360	420	480	540	600
School Newspaper	300	360	420	480	540	600
Student Council Advisor	300	360	420	480	540	600
Non-Class Dance Fees	\$10	per Chaperone per Dance				
Dance Chairman	\$10	per Dance				
After School Bus Super-	\$5	per day per Supervisor				
visor	\$4	per day				
After School Detention						

EXHIBIT "B"

1974-75

Major Medical and basic Health and Accident Insurance
Premiums to be paid by Rancocas Valley Regional
High School

Single Person	\$ 200.99
Parent & child or children	369.53
Husband & wife	526.56
Family	549.68
Single (over 65) person	89.49
Parent (over 65) & child or children	256.92
Husband & wife (one over 65)	303.79
Husband & wife (both over 65)	191.18
Family (one parent over 65)	439.51
Family (both parents over 65)	326.90