

AGREEMENT  
BETWEEN  
THE ALLOWAY TOWNSHIP BOARD OF EDUCATION  
SALEM COUNTY, NEW JERSEY  
AND  
THE ALLOWAY EDUCATION ASSOCIATION

2003-2004

2004-2005

2005-2006

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## **PREAMBLE**

The Agreement entered into this 27th day of May 2003, by and between the Alloway Township Board of Education, the Township of Alloway, Salem County, New Jersey, hereinafter called the “Board”, and the Alloway Education Association, hereinafter called the “Association”.

## **ARTICLE 1: RECOGNITION**

- A. The Board hereby recognizes the Alloway Education Association as the exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for all teachers, school nurses, LDT-C, social workers, guidance counselors, and psychologists employed on a full or part-time basis in positions that require certification or licensure.
- B. Unless otherwise indicated, the term “teacher(s)” and “employee(s)”, when used hereinafter in this Agreement, shall refer to all employees represented by the Association as defined in Article 1, Section A, and references made to teacher(s) shall include those of either sex.

## **ARTICLE 2: NEGOTIATION PROCEDURE**

- A. The parties named herein agree to enter into collective negotiations over a successor agreement in accordance with Chapter 123, Public Laws of 1974, in good faith effort to reach agreement on all matters concerning the terms and conditions of teachers’ employment. Such negotiations shall begin no later than prescribed by New Jersey

State Law. Any agreement so negotiated and approved by a majority of the entire body of each party shall apply to all teachers, be reduced to writing, and signed by the President and Secretary of each party.

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

### **ARTICLE 3: GRIEVANCE PROCEDURE**

WRITTEN POLICY SETTING FORTH PROCEDURES TO BE FOLLOWED FOR THE PRESENTATIONS, CONSIDERATIONS, AND RESOLUTION OF GRIEVANCES AND PROPOSALS OF EMPLOYEES.

- B. Any individual teachers or group of teachers employed by the Alloway Township Board of Education shall have the right to appeal the application of policies and administrative decisions affecting them or to submit proposals for consideration through clearly defined administrative channels.
- C. A grievance to be considered under this procedure must be initiated by the employee within thirty (30) calendar days of its occurrence.
- D. It is understood that teachers 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.
- E. Failure at any step of this procedure to communicate the decision of a grievance within the specified time limits shall permit the aggrieved teacher 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

limit shall be deemed to be acceptance of the decision rendered at that step.

F. Purpose: The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems, which may from time to time arise affecting teachers. Both parties agree these proceedings will be kept informal and confidential.

G. With respect to such grievances or proposals, said teachers shall be assured freedom from restraint, interference, coercion, discrimination, or reprisal in presenting such appeals or proposals. Such teachers shall have the right to present their own grievances or proposals, or designate representatives of the Alloway Education Association to appear with or for them at any step in this procedure.

G. Procedure:

Level I: Any teacher or group of teachers having a grievance or proposal shall first discuss it with the Principal or Assistant Principal in an attempt to resolve the matter informally at that level.

Level II: If, as a result of this discussion, the matter is not resolved to the satisfaction of the teacher(s) within ten (10) school days, he or they shall set forth the grievance in writing to the Superintendent. Said grievance shall specify the section of the Agreement violated, the issue in dispute, all dates (dates of occurrence, filing, prior decisions and appeals), the disposition desired, and other pertinent data required to process the grievance. The Superintendent shall communicate his decision to the teacher(s) in writing within ten (10) school days of receipt of the written grievance and shall supply the Board with copies of such correspondence.

Level III: If the teacher is dissatisfied with the disposition of the grievance by the Superintendent, the grievance may be transmitted to the Board within five (5) school days after the Superintendent has communicated his decision. The Board, within thirty (30) calendar days, shall hold a hearing with the teacher. The Board shall render a decision within twenty (20) calendar days of the hearing. The Board, through the Superintendent, shall communicate its decision in writing to the Association. If the teacher is not satisfied with the disposition of his grievance by the Board, the teacher may, within five (5) school days, request in writing that the grievance be submitted to arbitration by the Association. If the Association elects to submit the grievance to arbitration, it shall do so within fifteen (15) school days of receipt of the Board's decision and provide notification of the Association's submission of the

grievance to arbitration to the Superintendent.

#### H. Meetings and Hearings

All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representative, heretofore referred to in this Article.

#### Arbitration

1. If within ninety (90) days of submission to PERC an arbitrator has not been assigned, then in the alternative, the process will allow for the use of the American Arbitration Association (AAA). A request shall be made to the AAA to submit a roster of persons qualified to function as an arbitrator in the dispute in question. Thereafter the parties shall be bound by the rules of the AAA.
2. The arbitrator shall be limited to the issues submitted to him and shall consider nothing else. He can add nothing to, or subtract anything from, the Agreement between the parties. The recommendations of the arbitrator shall be final and binding. Only the Board, the aggrieved, and his representatives shall be given copies of the arbitrator's report of the findings and recommendations. This shall be accomplished within thirty (30) calendar days of the completion of the arbitrator's hearings.

#### I. Cost:

1. Each party shall bear the total cost incurred by themselves.
2. The fees and expenses of the arbitrator are only the costs which shall be shared equally.
3. If time is lost by any teacher due to arbitration proceedings necessitating the retention of a substitute, the Board of Education shall pay only the cost of the substitute. In the case that the grievant prevails, the grievant (and representative, if applicable) shall not be charged a day's wages to attend the arbitration hearing.

#### J. Rights of Employee to Representation

Any aggrieved person may be represented at all steps of the grievance procedure, by himself, or at his option, by a representative selected or approved by the Association. The Association has a requirement to act when the issue is larger and/or affects more than the individual grievant. The Association shall have the right to be present and to state its view at all stages

of the grievance procedure.

#### **ARTICLE 4: TEACHER RIGHTS**

- A. Whenever any teacher is required to appear before the Board or any committee or member thereof concerning any matter which could adversely affect the continuation of that teacher in his office, position or employment or the salary or any increments pertaining thereto, then he shall be entitled to have a representative of the Association present to advise him and represent him during such meeting or interview.
- B. The teacher has the responsibility to determine grades within grading policy of the Alloway Township School District based upon his professional judgment of available criteria pertinent to any given subject area or activity to which he is responsible. The district wide grading policy shall be established at the sole discretion of the School District. Teachers must be able to verify all grades. Grades are subject to review and modification by the Superintendent.

#### **ARTICLE 5: ASSOCIATION RIGHTS AND PRIVILEGES**

- A. Whenever any representative of the Association or any teacher is mutually scheduled by the parties to participate during working hours in negotiations, grievance procedures, conferences, or meetings, he shall suffer no loss of pay.
- B. The Association and its representatives shall have the right to use the school building at all reasonable hours for meetings. The Superintendent's approval for such use shall be granted, having been given 24 hour notification, and providing that there is no conflict with facility use.
- C. The Association shall have the use of a bulletin board in the faculty lounge. The Association may also utilize adequate space on the bulletin board in the central office for Association notices.
- D. The Association shall have the right to use school facilities and equipment at reasonable

times. When such equipment is not otherwise in use is the only condition thereof. The items are to be used for educational purposes with the approval of the Superintendent. The Association shall supply its own paper for the copier, typewriters, etc.

- E. The Association shall have the right to use the intra-school mail facilities and school mailboxes as it deems necessary and without the approval of the Superintendent or other members of the administration.
- F. The rights and privileges of the Association and its representatives as set forth in this Agreement shall be granted only to the Association as the exclusive representatives of the teachers and to no other organizations.
- G. The Board shall submit an updated scattergram at the beginning of each school year to the Association President. The scattergram shall include name, step and salary, minimally.

#### **ARTICLE 6: TEACHING HOURS/TEACHING LOAD**

- A. 1. As professionals teachers are expected to devote to their assignments the time necessary to meet their responsibilities, but they shall not be required to “clock in or clock out” by hours and minutes. Teachers shall indicate their presence in the school facility by signing their initials in the appropriate column of the faculty “sign-in” roster.
- 2. The teacher’s day shall be six hours (6) and forty (40) minutes long. This includes ten (10) minutes of non-instructional time at the beginning of the workday and ten (10) minutes of non-instructional time at the end of the workday. This also includes a duty-free lunch period of twenty-five (25) minutes.
- 3. Teachers shall be provided preparation time according to the following:
  - a) Teachers assigned to Pre-K and kindergarten shall receive a minimum of 180 minutes, excluding AM and PM homeroom, per week. These preparation periods shall not be less than thirty (30) minutes in length and one of these periods shall occur on at least 4 of 5 days.

- b) Teachers in grades 1-8 shall be granted conference/preparation periods weekly based on the number of specials. These periods shall be not less than forty-five (45) minutes in length. In no event, shall a teacher receive less than four (4) such periods in any five day, full-day week. Conference/preparation periods shall not be reduced except because of reduction - in force of special teachers or scheduling necessitated by the hiring of additional classroom teachers.
  - c) All other teachers shall receive a minimum of 150 minutes per week. These preparation periods shall not be less than thirty (30) minutes in length and one of these periods shall occur on at least 4 out of 5 days.
  - d) Teachers in grades 1-8 shall be paid \$20 per lost preparation period if the total for the week falls below the scheduled amount; all other teachers shall be so paid if their total falls below the minimum number of minutes provided in paragraph (a) & (c) above.
4. In addition to A-2., there shall be a faculty meeting on the first Monday of each month. If the first Monday of the month is a school holiday or a snow or other weather related absence, the faculty meeting shall occur on the second Monday of the month. All faculty meetings shall start no later than fifteen (15) minutes after student dismissal and last no more than sixty (60) minutes, except as provided hereinbelow. These meetings may be used for information dissemination, professional development, including but not limited to in-service activities, curriculum review and revision, and other professional tasks as determined by the Superintendent. At the discretion of the Superintendent, when matters of an urgent nature warrant, additional faculty meetings may be called. At the discretion of the Superintendent,

during the months of October through May, except the month of December, the faculty meeting shall be extended for an additional sixty (60) minutes for a one hundred twenty (120) minute faculty and/or professional development meeting. The Superintendent shall give at least two (2) weeks notice to teachers of the scheduled date(s) for extended faculty meetings. To the extent consistent with applicable federal and New Jersey statutes and New Jersey Department of Education and Salem County Superintendent regulations and policies, teachers shall receive credit toward their New Jersey Department of Education continuing education requirements for attendance at professional development meetings as set forth hereinabove.

B. Teachers may leave the school grounds during their scheduled duty-free lunch period upon notification of the office.

C. The work year for teachers shall consist of 184 days as follows:

180 days for pupil instruction

1 day for opening activities for teachers

3 days for in-service instruction or, at the Superintendent's discretion, six "extended days" which commence after student dismissal and extend no later than 5:00 p.m., or some combination of full in-service days and extended days, with each full day being equivalent to two (2) extended days. These days shall be scheduled in the staff calendar at the beginning of the school year, but may be rescheduled by the Superintendent as needed with five (5) working days notice to the affected staff of the revised date.

#### **ARTICLE 7: TEACHER EMPLOYMENT**

A. Teachers shall be notified in writing of their contract and salary status for the ensuing year

by May 15.

- B. 1. Any vacancy during the school year shall be posted on the counter in the main office and on the bulletin board in the teachers' room for a ten (10) working day period after the vacancy is known to the Superintendent.
2. Any vacancy occurring after the last teacher day shall be posted on the counter in the main office and on the bulletin board in the teachers' room for a ten (10) day period after the vacancy is known to the Superintendent. Notification will also be made by a person-to-person telephone call to one of the Alloway Education Association Officers.
3. The AEA President shall be notified in writing of any vacancy.

#### **ARTICLE 8: TEACHER ASSIGNMENT**

The Superintendent will notify teachers of their class and/or subject assignment by the last day of the current school year, except where fiscal, educational or staffing changes require assignment to be made over the summer recess. The Superintendent shall give notice to new teachers as soon as possible.

#### **ARTICLE 9: TEACHER SALARY**

- A. Teachers employed on a ten-month basis shall be paid in twenty equal semimonthly installments on the 15<sup>th</sup> and 30<sup>th</sup> of each month. June, school ending prior to June 15<sup>th</sup>, each teacher will receive final installment for the year, providing all work is completed to the satisfaction of the Superintendent, on the last working day.

EXCEPTION: June, school extending beyond the 15<sup>th</sup> of the month. The nineteenth installment will be paid on the 15<sup>th</sup> of the month and the twentieth installment will be paid on the last day worked, providing all work is completed to the satisfaction of the Superintendent.

- B. When payday falls on or during a school holiday, vacation or weekend, teachers shall receive their paychecks on the last previous working day.
- C. Employees may individually elect to have monies deducted from their pay to be placed in the Salem County School Employees Federal Credit Union or other institution authorized by the Board of Education.
- D. Ten-month employees must be employed five (5) months in a contract year to progress to the next vertical step of the salary guide.
- E. The Board of Education shall make available Direct Deposit with no cost to the employee. The funds will be posted to an account of the employee's choice by the 15<sup>th</sup> and 30<sup>th</sup> of each month respectively. In the instance of February, by the 15<sup>th</sup> and the last day of the month.

**ARTICLE 10: EVENING SCHOOL, SUMMER SCHOOL,  
HOME TEACHING AND FEDERAL PROGRAMS**

- A. Teachers of the Alloway Township School District shall have priority for employment in Federally Funded Programs, Evening Schools, Summer Schools and in providing home instruction.
- B. Such employment does not entitle the teacher to greater seniority or any advancement on the pay scale.
- C. Posting of these positions shall be as stated in Article 7B.

**ARTICLE 11: INSTRUCTIONAL COUNCIL**

- A. A joint Instructional Council shall be established as soon as possible after the effective date of this agreement. It shall consist of:

1. Three representatives appointed by the Board.
  2. Three representatives appointed by the Association.
  3. One representative appointed by the Citizen Advisory Council.
- B. The Instructional Council shall meet as necessary during the school year. A minimum of two (2) meetings shall be held during the school year. The Instructional Council shall advise the Board and the Association on such matters as teaching techniques, curriculum improvement, extra-curricular programs, in-service teaching, pupil testing and evaluation, philosophy, and educational goals of the District, teacher recruitment, research and experimentation, educational specifications for buildings and other related matters regarding the effective operation of the Alloway Township School District.
- C. The Instructional Council shall establish its own rules of procedure and shall provide a rotating Chairperson who shall be responsible for the arrangement and the conduct in the meetings.
- D. In addition to the representatives listed in A1-A3 above, either the Board or the Association shall have the right to have a fourth member present for a meeting provided that notice be given to the other party five (5) working days prior to the meeting. In turn, the other party shall have the option of adding a fourth person from their side, in order to keep the number of representatives equal.

#### **ARTICLE 12: TEACHER ABSENCE**

- A. All teachers employed shall be entitled to ten sick days each school year as of the first official day of said school year, whether or not the teacher reports on that day. Unused sick days shall be accumulated from year-to-year with no maximum limit.

- B. Two personal days, in addition to sick leave days, shall be granted. Teachers will notify the Superintendent in advance when these days are to be taken. The reasons for these personal days need not be disclosed. Unused personal days are accumulative as accumulated sick leave.
- C. Upon retirement in order to collect a pension, the Board will pay teachers thirty-five dollars (\$35.00) per day for each day of unused accumulated sick leave, to a maximum of five thousand dollars (\$5,000.00).
- D. Upon leaving the Alloway School District before retirement, the Board shall pay teachers at the following rate for each day of unused accumulated sick leave:
  - 15-24 years of Alloway service \$30.00 per day
  - 25 plus years of Alloway service \$35.00 per dayto a maximum of \$5,000.00.
- E. With respect to eligibility to be paid for unused accumulated sick leave under Article 12C or 12D, in the event of a teacher's death prior to receiving payment, payment shall be made to the teacher's estate.

### **ARTICLE 13: TEACHER EVALUATION**

- A. Teachers shall be evaluated by persons certified by the New Jersey Board of Examiners to Supervise Instruction.
  - 1. The number of said evaluations shall be at least three times for non-tenure teachers and at least one time for tenure teachers during the school year.
  - 2. The teacher shall be given a copy of any formal class visit or evaluation report prepared by the evaluator(s). No teacher shall be required to sign a

blank or incomplete form nor be prevented from making written comments concerning his formal report.

3. There will be no verbal comments relating to the evaluation during the above-mentioned evaluation. A private conference concerning the evaluation shall be held within four school days, except in cases of emergency. A copy of the written evaluation shall be given to the teacher within fifteen (15) working days from the date of the conference.

- B. A teacher shall have the right, upon request, to review the contents of his own personnel folder.

#### **ARTICLE 14: TEACHER FACILITIES**

- A. Each school shall have the following facilities:

1. A serviceable desk and chair for the exclusive use of each teacher.
2. Copies, exclusively for the teacher's use, of all text used in each of the courses he is to teach.
3. A complete dictionary in all classrooms (equivalent to Webster's New Collegiate Dictionary).
4. Adequate books, paper, pencils, pens, chalk, erasers, and other such materials required in daily teaching responsibility.
5. A petty cash fund shall be established for use in purchasing incidental supplies for classroom instructional use. The teacher shall be reimbursed upon presentation of a paid receipt for such expenditures to the Superintendent to the amount of seventy-five dollars (\$75.00) per school year.

6. A file cabinet shall be provided exclusively for teachers' use.

### **ARTICLE 15: TEMPORARY LEAVES OF ABSENCE**

#### A. Bereavement Leave

1. Teachers shall be allowed five (5) consecutive working days leave of absence due to the death of a parent, husband, wife, son (step-son) and/or daughter (step-daughter), three (3) consecutive working days for brother, sister, brother-in-law, sister-in-law, father-in-law, mother-in-law, daughter-in-law, son-in-law, grandfather and/or grandmother, and grandchild. No more than three (3) additional days without pay shall be granted per occurrence.
2. Leaves taken pursuant to Section A shall be in addition to any sick leave or personal days to which the teacher is entitled.

#### B. Other Leaves

1. Time for the purpose of visiting other schools or attending meetings or conferences of an educational nature when the Superintendent recommends it.
2. Time necessary for appearances in any legal proceeding connected with the teacher's employment or with the school system if the teacher is required by law to attend.
3. Time necessary for persons called into temporary active duty of any unit of the United States Reserves or the State National Guard, on days when school is in session.
4. Other leaves of absence with pay may be granted by the Board for good reason.
5. Leaves taken pursuant to Article 15B shall be in addition to any sick leave or personal days to which the teacher is entitled.

6. Any leave granted other than as provided under this Article 15B1 through 15B4 shall be without pay.

C. Sabbatical Leave

1. A sabbatical year may be granted, after seven consecutive years employment with the Alloway School District, for rest, travel, or research. This leave is without compensation.

2. Upon return from sabbatical leave, a teacher shall be placed on the salary schedule at the level which he/she would have achieved had he/she remained actively employed in the system during the period of his/her absence and he/she shall be credited with all other benefits for which he/she would have been entitled during the period of his/her leave and continuing thereafter upon his/her return.

D. Leaves in accordance with the Family Leave Act shall be granted upon presentation of information supporting the request.

**ARTICLE 16: HEALTH PROGRAM**

A. The Board shall provide a medical benefits program to include hospitalization, medical-surgical and Major Medical for all teachers and dependents, and a prescription plan. Teachers newly hired after the 1994-1995 year, shall be insured only individually. A teacher who is covered individually may elect to pay the additional cost for Parent/Child, Husband/Wife (couple) or Family coverage. Upon attaining tenure, said teachers shall be eligible for Parent/Child, Husband/Wife (couple) or Family coverage. In addition, employees hired after July 1, 1997, shall be placed in the Employer's PPO/HMO and may voluntarily transfer to a

traditional plan after achieving tenure. Employees shall not be responsible for the payment of the premium differences between the PPO/HMO and the traditional plan.

- B. The prescription drug co-pay shall be \$20.00 brand name/\$10.00 generic and \$10.00 brand name/\$5.00 generic for mail order.
- C. The Board shall reimburse each employee under a section 125 plan to offset expenses as directed by the employee, for example dental/optical. For tenured employees this reimbursement shall be \$600.00 for the first year of the contract, \$650.00 for the second year of the contract, and \$700.00 for the third year of the contract. For non-tenured employees, this reimbursement shall be \$300.00 for the first year of the contract, \$325.00 for the second year of the contract, and \$350.00 for the third year of the contract.
- D. The Employer shall notify the Association a minimum of sixty (60) days in advance of any change in health carriers. Any change in health care coverage shall be equal to or greater than the existing coverage of the current Agreement.
- E. Any employee may elect to receive 25% of the insurance premium as payment for declining health care coverage, upon furnishing proof that they are covered under another health care plan. Such employees making this election shall be re-enrolled immediately in the health care plan of the employee's choice, as long as it is a plan provided by the Board, upon loss of this duplicate coverage, if one of the seven (7) life changing conditions as specified below occurs:

1. Death of spouse
2. Divorce
3. Change in number of dependents

4. A termination of employment
5. A reduction in hours of employment
6. Reduction of health insurance benefits by spouse's employer to eliminate dependent coverage
7. Cancellation of health insurance benefits by spouse

This 25% stipend shall be paid at the rate of the plan the employee was enrolled in or would be entitled to receive. Payment shall be made in 20 semi-monthly installments.

#### **ARTICLE 17: EDUCATIONAL IMPROVEMENT**

- A. A teacher shall be paid under the "Bachelor + 15" salary scale upon satisfactorily completing fifteen additional graduate credits above the "Bachelors' degree.
- B. A teacher shall be paid under the "Masters" degree salary scale upon receiving a "Masters" degree.
- C. A teacher currently with a Masters degree shall be paid under the "Masters + 15" salary scale upon satisfactorily completing fifteen graduate credits above the Masters degree.
- D. All additional credits mentioned in Sections A & C above in this Article must be in teacher-related fields.
- E. Exceptions to Section D of the Article must be approved by the Board.

#### **ARTICLE 18: TUITION REIMBURSEMENT**

- A. The Board will pay 75% of the cost of tuition up to six (6) credits per year, equal to the costs of graduate tuition credits at Rowan University. Payment will be made upon submission of a transcript showing successful completion of the course. Reimbursement for courses taken in the spring semester shall be provided only to employees who have been offered and who

have accepted a contract to teach in the Alloway School District for the coming school year. Tuition reimbursement is only available to teachers for graduate work taken after they have completed two full years and have begun their third year in the district. All courses must receive prior approval of the Superintendent, and must be related to the teacher's current position in the district.

- B. Tuition reimbursement shall have a district cap of \$8,000.00 per year.

**ARTICLE 19**  
**2003-2004 SALARY GUIDE**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>
1	36,096	36,880	38,000	38,785
2	36,880	37,664	38,784	39,569
3	37,695	38,479	39,599	40,384
4	38,541	39,325	40,445	41,230
5	39,287	40,071	41,191	41,976
6	40,233	41,017	42,137	42,922
7	41,180	41,964	43,084	43,869
8	41,927	42,711	43,831	44,616
9	42,774	43,558	44,678	45,463
10	43,620	44,404	45,524	46,309
11	44,466	45,250	46,370	47,155
12	45,314	46,098	47,218	48,003
13	46,220	47,004	48,124	48,909
14	47,067	47,851	48,971	49,756
15	48,034	48,818	49,938	50,723
16	48,941	49,725	50,845	51,630
17	49,849	50,633	51,753	52,538
18	50,755	51,539	52,659	53,444
19	51,563	52,347	53,467	54,252
20	52,550	53,334	54,454	55,239

Extended service increases will be provided to individuals who reached the last step of the salary guide by the 2002-2003 school year. These increases shall be equal to the negotiated total dollar increase between the next to last step of the existing salary guide and the last step of the negotiated salary guide for the following school year.

**ARTICLE 19**  
**2004-2005 SALARY GUIDE**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>
1	37,396	38,180	39,300	40,085
2	38,180	38,964	40,084	40,869
3	38,995	39,779	40,899	41,684
4	39,841	40,625	41,745	42,530
5	40,587	41,371	42,491	43,276
6	41,633	42,417	43,537	44,322
7	42,580	43,364	44,484	45,269
8	43,327	44,111	45,231	46,016
9	43,974	44,758	45,878	46,663
10	44,820	45,604	46,724	47,509
11	45,666	46,450	47,570	48,355
12	46,614	47,398	48,518	49,303
13	47,520	48,304	49,424	50,209
14	48,367	49,151	50,271	51,056
15	49,334	50,118	51,238	52,023
16	50,141	50,925	52,045	52,830
17	51,049	51,833	52,953	53,738
18	51,955	52,739	53,859	54,644
19	52,763	53,547	54,667	55,452
20 +	53,750	54,534	55,654	56,439

Extended service increases will be provided to individuals who reached the last step of the salary guide by the 2002-2003 school year. These increases shall be equal to the negotiated total dollar increase between the next to last step of the existing salary guide and the last step of the negotiated salary guide for the following school year.

**ARTICLE 19**  
**2005-2006 SALARY GUIDE**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>
1	38,796	39,580	40,700	41,485
2	39,580	40,364	41,484	42,269
3	40,395	41,179	42,299	43,084
4	41,241	42,025	43,145	43,930
5	41,987	42,771	43,891	44,676
6	43,033	43,817	44,937	45,722
7	43,980	44,764	45,884	46,669
8	44,727	45,511	46,631	47,416
9	45,374	46,158	47,278	48,063
10	46,120	46,904	48,024	48,809
11	46,966	47,750	48,870	49,655
12	48,114	48,898	50,018	50,803
13	49,020	49,804	50,924	51,709
14	49,867	50,651	51,771	52,556
15	50,834	51,618	52,738	53,523
16	51,641	52,425	53,545	54,330
17	52,349	53,133	54,253	55,038
18	53,255	54,039	55,159	55,944
19	54,063	54,847	55,967	56,752
20 +	55,150	55,934	57,054	57,839

Extended service increases will be provided to individuals who reached the last step of the salary guide by the 2002-2003 school year. These increases shall be equal to the negotiated total dollar increase between the next to last step of the existing salary guide and the last step of the negotiated salary guide for the following school year.

**EXTRA-CURRICULAR STIPENDS**

	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Gifted Program			
Coordinator	\$815.00	\$840.00	\$865.00
Art: Lower	945.00	970.00	995.00
Art: Upper	945.00	970.00	995.00
Drama: Lower	945.00	970.00	995.00
Drama: Upper	945.00	970.00	995.00
Intellectual: Lower	945.00	970.00	995.00
Intellectual: Upper	945.00	970.00	995.00
Leadership: Lower	945.00	970.00	995.00
Leadership: Upper	945.00	970.00	995.00
Psych Motor	945.00	970.00	995.00
Band/Chorus Director	945.00	970.00	995.00
Summer Band Camp	\$24.00hr/\$350max	\$24.00hr/\$350max	\$24.00/hr/\$350 max
Jazz Band Director	945.00	970.00	995.00
Science Club Coordinator	945.00	970.00	995.00
School Safety Patrol			
Advisor	615.00	640.00	665.00
Rogate Coordinator	370.00	395.00	420.00
Student Council Advisor	735.00	760.00	785.00
Field Hockey Coach	945.00	970.00	995.00
Band Front:			
High Flags	390.00	415.00	440.00
Swing Flags	390.00	415.00	440.00
Child Study Team			
Chairperson	1,850.00	1,875.00	1,900.00
Yearbook Advisor (2)	575.00	600.00	625.00
Science Fair Coordinator	540.00	565.00	590.00
8 <sup>th</sup> Grade Advisors (2)	685.00	710.00	735.00
Home Instruction	\$24.00 per hour	\$24.00 per hour	\$24.00 per hour
Attend workshops as required			
By Administrator	\$24.00 per hour	\$24.00 per hour	\$24.00 per hour
Give workshops as required			
By Administrator	\$24.00 per hour	\$24.00 per hour	\$24.00 per hour
Curriculum revision in summer			
Or after school hours	\$24.00 per hour	\$24.00 per hour	\$24.00 per hour

Scoring-Holistic Wrtg			
Samples	\$24.00 per hour	\$24.00 per hour	\$24.00 per hour
Field Trips extending beyond			
6:00 p.m.	\$31.00 trip allowance	\$31.00 trip allowance	\$31.00 trip allowance
A Team Committee			
Member	\$24.00hr/\$575max	\$24.00hr/\$575max	\$24.00hr/\$575max
Technology/Computer District			
Coordinator	\$39.00 per hour	\$39.00 per hour	\$39.00 per hour
Attendance at professional			
relevant activities when			
directed by Administrator	\$24.00 per hour	\$24.00 per hour	\$24.00 per hour
not including school trips	not >\$120 day	not >\$120 day	not >\$120 day

## **ARTICLE 20: REPRESENTATION FEE**

1. Purpose of Fee - If an employee does not become a member of the Association during any membership year 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 services rendered by the Association as majority representative.
2. Amount of Fee/Notification - At the onset 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 Association shall provide to the Board evidence that the Association has a demand and return system in place.

### Deduction and Transmission of Fee

3. Notification - On or about September 15<sup>th</sup> of each year, the Board will submit to the Association a list of all employees in the bargaining unit. On or about January 1<sup>st</sup> of each year, the Association shall provide the Board with the names of those employees who are required to pay the representation fee.
4. Payroll Deduction Schedule - The board will deduct from the salaries of the employees referred to in Section 3 the full amount of the yearly representation fee in equal installments beginning with the first paycheck in February, following the January 1 provision by the Association to the Board of the names of those employees who are required to pay the representation fee.
5. Mechanics - Except as otherwise provided in this Article, the mechanics for the transmission of such fees to the Association will, as nearly as possible, be the same as those used for the transmission of regular membership dues to the Association.
6. Changes - The Association will notify the Board in writing of any changes in the list provided for in Paragraph 3 above, and/or the amount of the representation fee, and such changes will be reflected in any deductions made more than thirty (30) days after the Board received said notice.
7. The Association shall indemnify and hold the employer harmless against any and all claims, demands, suits and other forms of liability, including liability for reasonable counsel fees and other legal costs and expenses, that may arise out of, or by reason of any action taken or not taken by the Board in conformance with this provision.

## **ARTICLE 21: MISCELLANEOUS PROVISIONS**

- A. Copies of this agreement shall be reproduced at the expense of the Board within thirty days after it is signed and a copy thereof shall be provided to:
1. All teachers now employed.
  2. All teachers hereafter employed.
  3. All teachers considered for employment by the Board.
- B. Whenever any notice is required to be given by either of the parties to this agreement to the other pursuant to the provisions of this agreement, either party shall do so by certified mail, regular mail or hand delivery (but not by fax or E-mail) at the addresses listed below:
1. If by Association to the Board:  
Secretary, Alloway Township Board of Education  
Alloway Township School  
Cedar Street  
P.O. Box 327  
Alloway, New Jersey 08001
  2. If by the Board to the Association:  
President, Alloway Education Association  
Alloway Township School  
Cedar Street  
Alloway, New Jersey 08001

**ARTICLE 22: DURATION OF CONTRACT**

This agreement shall be effective July 1, 2003, and shall continue in effect until June 30, 2006. In witness whereof, the parties hereto have caused this agreement to be signed by their respective Presidents and attested by their respective Secretaries, all on this 30th day of June, 2003.

ALLOWAY BOARD OF EDUCATION

ALLOWAY EDUCATION ASSOCIATION

\_\_\_\_\_  
Joseph Dyer, Jr., President

\_\_\_\_\_  
Kathleen A. Hoglen, President

\_\_\_\_\_  
Rebecca S. Joyce  
School Business Administrator  
Board Secretary

\_\_\_\_\_  
Lorraine T. Pfeffer  
Secretary