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NOT CIRCULATE

Monmouth County

SPRING LAKE HEIGHTS BOARD OF EDUCATION
SPRING LAKE HEIGHTS TEACHERS ASSOCIATION

AGREEMENT

1977-78 and 1978-79

LIBRARY
Institute of Management and
Labor Relations

MAY 18 1977

RUTGERS UNIVERSITY

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ARTICLE I

RECOGNITION

The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning the terms and conditions of employment for all teachers.

Unless otherwise indicated, the term "teachers," when used hereinafter in this agreement, shall refer to all represented by the Association in the negotiating unit as above defined.

ARTICLE II

NEGOTIATION PROCEDURE

A. The parties agree to enter into collective negotiations in accordance with Chapter 123, Public Laws of 1974 in good faith efforts to reach agreement on all matters concerning the terms and conditions of employment. Such negotiations shall begin on October 1, or as soon thereafter as practicable, but not later than October 15, or at such times as are provided by law or regulation, of the calendar year preceding the calendar year in which this Agreement expires or as per P.E.R.C. rules and regulations. Any agreement so negotiated shall apply to all the duly certificated members of the appropriate unit, be reduced to writing, be signed by the authorized representatives of the Board and the Association and be adopted by the Board.

B. During negotiation, facts, opinions, proposals and counterproposals will be exchanged freely by the parties thereto. Any information mentioned in connection with same will be provided by the Board of Education and/or the Teachers Association.

C. Neither party shall have control over the selection of the negotiating representatives of the other party. Either party may call upon professional advisors to serve as consultants during any period or phase of the negotiations.

D. This Agreement incorporates the entire understanding of the parties hereto on all matters which were 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 this Agreement was negotiated or executed.

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

ARTICLE III

GRIEVANCE PROCEDURE

A. Definitions

1. A "grievance" is a claim by a teacher or the Association based upon the interpretation, application, or violation of the provisions of this Agreement, except that the arbitration provisions of Level III shall only apply to interpretations of the language of this contract and not to policies or administrative decisions.
2. An "aggrieved person" is a person or persons who is/are a member(s) of the appropriate unit and making the claim.
3. A "party in interest" is a person making the claim, and any person(s) or the Association who might be required to take action or against whom action might be taken in order to resolve the claim.

B. Purpose

1. 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 because of interpretations of Board policies, administrative decisions and interpretation of the language of this agreement, except that the arbitration provisions provided at Level III here shall only apply to interpretations of the language of the contract and not to administrative actions and decisions, Board policies or the terms and conditions of employment, or anything other than interpretations of the language of the contract.
2. Nothing herein contained shall be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the Administration, and having the grievance adjusted without intervention by the Association, provided the adjustment is not inconsistent with the terms of this Agreement.

C. Procedure

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level shall be considered as a maximum and every effort shall be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.
2. In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure before the end of the school year, and if left unresolved until the beginning of the following year could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.

LEVEL I

3. A teacher with a grievance shall discuss it first with her/his Principal or immediate superior, either directly or through the Association's representative, within 30 days of the occurrence of the event, situation or incident which gave rise to the grievance, with the objective of resolving the matter informally at this level.

LEVEL II

4. If the aggrieved person is not satisfied with the disposition of her/his grievance at Level I, or if no decision has been rendered within 5 school days after presentation of the grievance, he/she may file the grievance in writing with the Chairperson of the Association's Negotiations Committee within 5 school days after the decision at Level I or 10 days after the grievance was first presented at Level I, whichever is sooner. Within 5 school days after receiving the written grievance, but no later than 10 days, the Chairperson of the Negotiations Committee shall refer it to the Administrative Principal.

LEVEL III

5. If the aggrieved person is not satisfied with the disposition of her/his grievance at Level II, or if no decision has been rendered within 10 school days after the grievance was delivered to the Administrative Principal, he/she may, within 5 school days after a decision by the Administrative Principal, or 15 school days after the grievance was delivered to the Administrative Principal, whichever is sooner, request in writing that the Chairperson of the Negotiations Committee submit his/her grievance to the Board of Education.

6. In such cases only where a grievance or a portion of it concerns an interpretation of this contract, the issue of contract interpretation only may be subject to non-binding arbitration as follows:

(a) If the parties fail to resolve the grievance to the satisfaction of the aggrieved within 15 school days after the receipt thereof, a request may be made within 10 school days, by either party, to the American Arbitration Association for a list of arbitrators. The parties shall then be bound by the rules of procedure of the American Arbitration Association in the selection of the arbitrator as well as the proceedings under arbitration. The arbitrator's jurisdiction and the scope of his interest is specifically limited to interpretations of the meaning of this agreement and consideration of all other issues, including, but not limited to, Board of Education and administration policy and the terms and conditions of employment shall not be arbitrable under this contract or between these parties for other reason as long as this contract shall remain in

force and effect.

(b) The arbitrator so elected shall confer with the representatives of the Board and the Negotiations Committee and hold hearings promptly. The arbitrator's decision shall be in writing and shall set forth his findings of fact, reasoning, and conclusions on the issues submitted. The arbitrator shall be without pay or authority to make any award which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement. The award of the arbitrator shall be submitted to the Board and to the Association and shall be non-binding on either party and may not be enforced by any procedure in court or an administrative agency.

(c) The cost for the services of the arbitrator shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring same.

D. Rights of Teachers to Representation

1. The aggrieved party may be represented to all stages of the grievance procedure by himself/herself or, at his/her option, by a representative selected or approved by the Association. When a teacher is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the grievance procedure.

2. No reprisals of any kind shall be taken by the Board or any members of the Administration against any party in interest, any faculty representative, any member of the Association, or any other participant in the Grievance Procedure by reason of such participation.

E. Miscellaneous

1. If, in the judgment of the Association, a grievance arising out of the same transaction materially affects a group or class of teachers, the Negotiations Committee may submit such grievances in writing to the Administrative Principal directly and the processing of such grievance shall begin at Level II. The Negotiations Committee may process such grievance through all the remaining levels of the grievance procedure, except that nothing herein shall be construed to give either side the right to arbitration of these issues except with regard to the differences of interpretation of the contract and Level III shall not apply to any other issues including, but not limited to, Board and administration policy and the terms and conditions of employment.

2. Decisions which are rendered at Level I which are unsatisfactory to the aggrieved person and all decisions rendered at Levels II and III of the grievance procedure shall be in writing setting forth the decision and the reasons therefor and shall be transmitted promptly to all parties in interest and to the Chair-

person of the Negotiations Committee of the Association. Decisions rendered at Level III shall be in accordance with Paragraphs 5 (a, b and c) of this Article.

3. All documents, communications and records dealing with the processing of the grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants. Such files may be kept by the Administrative Principal and the Association.

4. Forms for filing grievances (supplied by the Association), serving notices, taking appeals, making reports and making recommendations, and other necessary documents shall be prepared jointly by the Administrative Principal and the Association and be given appropriate distribution so as to facilitate operation of the grievance procedure. Copies of all such forms may be supplied to all teachers at the orientation meeting prior to the opening of school in September.

5. 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 representatives, heretofore referred to in this Article.

6. A grievance procedure shall not be used as an instrument to create new policy.

ARTICLE IV

TEACHER RIGHTS

No teacher shall be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause. Any such action asserted by the Board, or any agent or representative thereof, shall not be made public but shall be subject to the grievance procedure herein set forth.

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/her office, position or employment or the salary or any increments pertaining thereto, then he/she shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association present to advise him/her and represent him/her during such meeting or interview. Any suspension of a teacher pending charges shall be with pay.

ARTICLE V

ASSOCIATION RIGHTS AND PRIVILEGES

Representatives of the Association, the New Jersey Education Association, and the National Education Association shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations and cleared with school calendar.

The Board shall grant one day's absence with pay to the President of the Association as requested during his/her term in office for official business.

The Association shall have the right to use the interschool mail facilities and school mail boxes as it deems necessary and without the approval of building principals or other members of the administration.

ARTICLE VI

PAYMENT FOR CO-CURRICULAR SERVICES

No payment will be made to any teacher for co-curricular services as long as these duties are fairly shared by the entire faculty. The trip which the Eighth Grade takes each year, however, shall be considered a special case and though the Board recognizes no obligation under the law to pay the teachers for this service, it will do so at the rate of \$50.00 per teacher for trip.

Additional compensation shall be paid to certified teachers occupying the following positions:

A. Cheerleading Advisor	\$300.00
B. Coach: Interscholastic	
1. Basketball, per team	250.00 250.00
2. Soccer, per team	250.00 250.00
3. Baseball	250.00
4. Softball	250.00
C. Coach: Intramural, \$125.00 per sport	
1. Basketball, girls	125.00
2. Basketball, boys	125.00
3. Track	125.00
4. Soccer	125.00
D. Head Teacher	300.00
E. Noon Duty, per teacher	500.00 500.00
F. Faculty Advisor for Yearbook	100.00
G. Faculty Advisor for Newspaper	100.00
H. Faculty Advisor for Safety Patrol	100.00
I. Band Director	100.00
J. Choral Director	100.00

ARTICLE VII

SALARIES

The salaries of all teachers covered by this Agreement are set forth in Schedules A and B which are attached hereto and made a part hereof.

1. Teachers may individually elect to have ten (10) percent of their monthly salary deducted from their pay. These funds shall be paid to the teacher on the final pay day in June.
2. When a pay day falls on or during a school holiday, vacation or weekend, teachers shall receive their pay checks on the last previous working day.
3. Teachers shall receive their final checks on the last working day in June provided all records and reports are properly completed and submitted to the Principal.
4. It is understood and agreed that these salary guides apply to all classroom teachers in this system and the steps on the guides are determined in accordance with policies adopted by the Board of Education heretofore. Teachers are entitled to a position on the guides on a basis of service in the Spring Lake Heights School System, plus whatever experience and military service advantages are allowed them by the Board of Education on an individual basis. The terms B.A. and M.A. are intended to embrace the degrees in arts or sciences if the degree makes the teacher eligible for certification in accordance with the regulations of the State Department of Education. These guides are adopted and are binding upon the Board of Education and the Teachers' Association until June 30, 1979.

SCHEDULE A

1977-78 GUIDE

	<u>B. A.</u>	<u>B. A. +10</u>	<u>B. A. +20</u>	<u>B. A. +30</u>	<u>M. A.</u>	<u>M. A. +15</u>
1.	10,273	10,373	10,473	10,673	10,773	10,973
2.	10,738	10,838	10,938	11,138	11,238	11,438
3.	11,203	11,303	11,403	11,603	11,703	11,903
4.	11,669	11,769	11,869	12,069	12,169	12,369
5.	12,134	12,234	12,334	12,534	12,634	12,834
6.	12,600	12,700	12,800	13,000	13,100	13,300
7.	13,166	13,266	13,366	13,566	13,666	13,866
8.	13,684	13,784	13,884	14,084	14,184	14,384
9.	14,200	14,300	14,400	14,600	14,700	14,900
10.	14,718	14,818	14,918	15,118	15,318	15,418
11.	15,235	15,335	15,435	15,635	15,735	15,935
12.	15,751	15,851	15,951	16,151	16,251	16,451
13.	16,370	16,470	16,570	16,770	16,870	17,071
14.	16,939	17,039	17,139	17,339	17,439	17,639
15.	17,508	17,608	17,708	17,908	18,008	18,208
16.	17,733	17,833	17,933	18,133	18,233	18,433

SCHEDULE B

1978-79 GUIDE

	<u>B. A.</u>	<u>B. A. +10</u>	<u>B. A. +20</u>	<u>B. A. +30</u>	<u>M. A.</u>	<u>M. A. +15</u>
1.	11,185	11,285	11,385	11,585	11,685	11,885
2.	11,671	11,771	11,871	12,071	12,171	12,271
3.	12,157	12,257	12,357	12,557	12,657	12,857
4.	12,644	12,744	12,844	13,044	13,144	13,344
5.	13,130	13,230	13,330	13,530	13,630	13,830
6.	13,617	13,717	13,817	14,017	14,117	14,317
7.	14,258	14,358	14,458	14,658	14,758	14,958
8.	14,800	14,900	15,000	15,200	15,300	15,500
9.	15,339	15,439	15,539	15,739	15,839	16,039
10.	15,880	15,980	16,080	16,280	16,380	16,580
11.	16,421	16,521	16,621	16,821	16,921	17,121
12.	16,960	17,060	17,160	17,360	17,460	17,660
13.	17,657	17,757	17,857	18,057	18,157	18,357
14.	18,251	18,351	18,451	18,651	18,751	18,951
15.	18,846	18,946	19,046	19,246	19,346	19,546
16.	19,071	19,171	19,271	19,471	19,571	19,771

ARTICLE VIII

TENURE TEACHERS EVALUATION

A tenure teacher shall be given a copy of an evaluation report prepared by his evaluators no later than April 1.

Any complaints regarding a tenure teacher made to any member of the administration by any parent, student, or other person which are used in any manner in evaluating the teacher shall be promptly investigated and called to the attention of the teacher. The teacher shall be given an opportunity to respond to and/or rebut such complaint.

1. Prior to any annual evaluation report, the Principal of a tenure teacher shall have had appropriate communication, including but not limited to all steps in Section 2 below, with said teacher regarding her/his performance as a teacher.

2. Supervisory reports shall be presented to the Board periodically in accordance with the following procedures:

- A. Such reports shall be issued in the name of the Principal based upon a compilation of reports and observations.
- B. Such reports shall be addressed to the teacher.
- C. Such reports shall be written in narrative form and shall include, when pertinent:
 - (1) Strengths of the teacher as evidenced during the period since the previous report.
 - (2) Weakness of the teacher as evidenced during the period since the previous report.
 - (3) Specific suggestions as to the measures which the teacher might take to improve his/her performance in each of the areas wherein weaknesses have been indicated.

ARTICLE IX

NON-TENURE TEACHER EVALUATION

A. Supervisory reports of a non-tenure teacher shall be in narrative form and shall cover the following:

1. A non-tenure teacher's ability and/or performance in various categories, such as
 - a. Preparation
 - b. Delivery of material
 - c. Classroom discipline
 - d. Appearance
2. The report will also outline any suggested measures which the teacher should take to improve his/her performance in areas wherein weaknesses have been indicated.

B. This report is to be provided for a non-tenure teacher at least three (3) times a year: the first not later than November 1, the second not later than January 1, and the last not later than March 1.

C. A non-tenure teacher shall be given a copy of such report at a conference between the Supervisor and teacher and shall have the right to discuss such rating or evaluation with the Supervisor and append their comments before it is placed in his/her personnel file.

1. A copy of these reports shall be presented to the Board after each evaluation period.

ARTICLE X

SICK LEAVE

All teachers employed shall be entitled to twelve (12) sick leave days each school year as of the first official day.

Unused sick leave days shall be accumulated from year to year with no maximum limit.

Teachers shall be notified of the status of their accumulated sick leave at the end of each school year.

If a teacher is absent for four (4) consecutive days or more, he/she shall be obliged to submit a certificate from a licensed physician describing the nature of the illness and whether or not the disease is communicable upon returning to work.

ARTICLE XI

TEMPORARY LEAVES OF ABSENCE

Teachers shall be entitled to the following temporary non-accumulative leave of absence with full pay each school year:

1. Three (3) days leave of absence for personal reasons. Application to the teacher's Principal or other immediate superior for personal leave shall be made at least seven (7) days before taking such leave (except in the case of an emergency) and the applicant for such leave shall not be required to state the reason for taking such leave other than that he/she is taking it under this section. This leave cannot be taken the day before or the day after a school holiday.
2. Up to two (2) days for the purpose of visiting other schools or attending meetings or conferences of an educational nature if the Board approves.
3. Up to two (2) days for one (1) representative of the Association to attend conferences and conventions of state and national affiliated organizations.
4. Time necessary for appearances in any legal proceeding connected with teacher's employment or with the school system. In any other legal proceeding, if the teacher is required by law to attend, there shall be granted by the Principal up to a maximum of two days.
5. (A) Up to five (5) days at any time in the event of death of a member of the teacher's immediate family. The term immediate family shall include the following: wife, husband, father, mother, child, brother, sister or a relative who at the time of death has been a member of the teacher's household.

(B) Death other than the immediate family, one (1) day shall be granted.
6. Up to two (2) days in case of serious illness in immediate family.
7. Other leaves of absence with pay may be granted by the Board for good reasons.

Leaves taken pursuant to Section A above shall be in addition to any sick leave to which the teacher is entitled. "

8. Where requests are made for a leave of absence without pay for reasons not contemplated within the paragraphs listed aforesaid, they may be granted within the discretion of the Board of Education on the following terms:

(A) If the application for leave is made in an emergency it shall be submitted

at once through the Principal to the Board of Education in writing and the duration of the proposed leave of absence shall be contained in the written application;

(B) If the leave of absence is granted by the Board of Education it shall be on the condition that the person obtaining such leave shall notify the Board of Education at least 30 days before the expiration of the leave of absence of his/her intention to return or not. Failure to comply with this notice requirement shall be construed as an indication by the teacher of his/her resignation and the Board shall consider his/her position open and may seek and employ a replacement;

(C) Where leave is obtained on an annual basis not under emergency circumstances the application for such leave shall be made prior to April 1st in writing as aforesaid;

(D) A teacher granted annual leave in accordance herewith must notify the Board in writing of his/her intention to return or resign prior to April 1st of the following year. Failure to comply with this section shall be construed by the Board as a resignation on the part of the teacher and the Board shall be free to seek a replacement and fill the vacancy.

9. Maternity Leave.

The Board shall grant maternity leave without pay to any teacher upon request subject to the following stipulations and limitations:

(a) The teachers shall make reasonable application for such leave to the Board of Education, giving consideration to the probable length of the leave and the importance of finding an adequate substitute.

(b) Any teacher granted maternity leave without pay 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 absence and receive full pay and benefits for the same.

(c) Any teacher granted maternity leave shall at her request be restored to the exact same teaching position, subject area, and grade level vacated at the commencement of said leave.

(d) No teacher shall be required to leave work because of pregnancy at any specific time prior to expected childbirth nor be prevented from returning to work after childbirth solely on the ground that there has not been a time lapse of specific duration between childbirth and the desired date of return.

(e) The Board shall not remove any teacher from her duties during pregnancy unless the teacher cannot produce a certificate from her physician that

she is medically able to continue teaching.

(f) The Board shall not discriminate against any person in violation of N.J.S.A. 10:5-1, et seq., The Law Against Discrimination, nor in violation of the Constitutions of the State of New Jersey and of the United States.

Any teacher who does not elect to take a maternity leave may continue to perform her duties as long as physically able to do so and will be entitled to return to her duties when her physician certifies that she is physically able to do so.

It is understood and agreed that maternity leave will not be extended beyond a reasonable time because of that occasion and is not intended to include sabbatical or parental care. No maternity leave shall extend more than one year from the date of its inception without the approval of the Board of Education. It is agreed that if maternity leave begins before January 1st of the current school year, teachers shall be expected to resume duties upon the reopening of school the following September unless the Board shall extend maternity leave beyond that time. In the event maternity leave begins after the first of the year, the teacher shall be expected to return no later than the second September after the commencement of maternity leave.

ARTICLE XII

INSURANCE PROTECTION

The Board will pay full family coverage for State of New Jersey public and school employees "750 SERIES" health benefit program. Benefits shall be in accordance with the provisions of the New Jersey Blue Cross-Blue Shield Comprehensive-Expanded and Extended Benefit Rider Plans and the Prudential Insurance Company Major Medical Expense Coverage. Any change in said insurance carrier shall be negotiated and agreed upon by both parties.

ARTICLE XIII

DEDUCTIONS FROM SALARY

The Board agrees to deduct from the salaries of its teachers dues for the Spring Lake Heights Teachers' Association, the Monmouth County Education Association, the New Jersey Education Association, or any one or any combination of such associations as said teachers individually and voluntarily authorize the Board to deduct. Such deductions shall be made in compliance with N. J. S. A. 52:14-15. 9 under rules established by the State Department of Education. Said monies together with records of any corrections shall be transmitted to the Treasurer of the Spring Lake Heights Teachers' Association by the 15th of each month following the monthly pay period in which deductions were made. The Association Treasurer shall disburse such monies to the appropriate association or associations.

The Board agrees to deduct upon direction of the teacher amounts for purposes permitted by law, providing, however, that the total number of deductions requested by each teacher may not exceed the amounts which the Board is obliged to make, plus an amount equal to the total capacity of the computer equipment employed by the Board to prepare the change.

ARTICLE XIV

POSTING OF TEACHER OPENINGS

All openings for positions in the accredited summer school, home teaching, federal projects, and other programs (including non-teaching positions for which teachers may be qualified and eligible) shall be publicized by the Principal. Openings shall be publicized not later than the preceding March 1st and teachers shall be notified of the action taken not later than June 1st. Home teaching openings shall be posted as they occur.

ARTICLE XV

PROFESSIONAL DEVELOPMENT
AND EDUCATIONAL IMPROVEMENT

A. Purpose

In our rapidly changing society teachers must constantly review curricular content, teaching methods and materials, educational philosophy and goals, social change and other topics related to education. The Board recognizes that it shares with its professional staff responsibility for the upgrading and updating of teacher performance and attitudes. The Board and the Association support the principle of continuing training of teachers and the improvement of instruction. The parties further agree that each teacher should fulfill the obligation for professional improvement in ways that best serve his/her own problems, functions, interests and needs.

B. Programs

The Board agrees to implement the following at the beginning of the 1977-78 and 1978-79 school years:

Pay and expense for required training

To pay the cost of tuition and other reasonable expenses incurred in connection with any courses, workshops, seminars, conferences, or any training sessions which are relevant to the field of instruction in which the teacher is currently employed in this school district. No such costs or expenses may be paid for any course unless they have been first presented to the principal for Board approval of the offerings pursued by the teacher. The cost incurred shall not exceed Three Hundred Fifty (\$350.00) Dollars per teacher in any given year.

ARTICLE XVI

SCHOOL CALENDAR

The School Calendar shall be developed each year by the Board of Education after consultation with the Association and Administrative Principal. The decision of the Board in these areas shall be considered final.

ARTICLE XVII

MISCELLANEOUS PROVISIONS

Board Policy

This Agreement shall constitute a Board Policy for the term of said Agreement, and the Board shall carry out the commitments contained herein and give them full force and effect as Board Policy.

Separability

If any provision of the 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.

Compliance between This Agreement and Unattached Documents

Any individual contract between the Board and an individual teacher, heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of the Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.

Printing

Copies of the Agreement shall be printed at the expense of the Board within thirty (30) days after the Agreement is signed and presented to all teachers now employed, hereafter employed, or considered for employment by the Board.

Notice

Whenever any notice is required to be given by either of the parties to this Agreement to the other, pursuant to the provision(s) of the Agreement, either party shall do so by telegram or registered letter at the following addresses:

1. If by Association to Board:

Nicholas L. Gentile

Mr. Nicholas Gentile
912 Claridge Drive
Spring Lake Heights, N. J. 07762

2. If by Board to Association:

Mrs. Diane Osborn
Millstone Road
Clarksburg, N. J. 08510

ARTICLE XVIII

DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 1977 and shall continue in effect until June 30, 1979. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

IN WITNESS WHEREOF, The Association has caused this agreement to be signed by its President and attested by its Secretary, and the Board has caused this agreement to be signed by its President and attested by its Secretary, this day of , 1977.

ATTEST:

Doris K. Swerida
Doris K. Swerida, Secretary

SPRING LAKE HEIGHTS BOARD
OF EDUCATION

By: *Nicholas Gentile*
Nicholas Gentile, President

ATTEST:

Delores D'Esposito
Delores D'Esposito, Secretary

SPRING LAKE HEIGHTS TEACHERS
ASSOCIATION

By: *Diane Osborn*
Diane Osborn, President

ARTICLE XIX

SUBSTITUTES AND TEACHER AIDES

A. Substitutes

1. The Board will keep at all times an adequate list of substitute teachers who shall be provided with appropriate orientation and training by the administration to help them instruct the classes they cover.

2. Substitute's pay will be Twenty-Four (\$24.00) Dollars per day.

3. Starting on the eleventh consecutive teaching day in one class, the substitute will be paid Twenty-Eight (\$28.00) Dollars per day.

4. Starting on the sixteenth consecutive teaching day in one class, the substitute shall have assumed full responsibility and, therefore, shall be placed on the proper step of the teachers' salary guide.

AGREEMENT

In accordance with the provisions of Title 34, Chapter 13A-1 of Senate Bill No. 746 effective July 1, 1968, the Board of Education of the Borough of Spring Lake Heights and the Spring Lake Heights Teachers' Association, for themselves, their successors and assigns, hereby mutual agree as follows:

The Board of Education of the Borough of Spring Lake Heights, as a consequence of negotiations under laws stated heretofore, and the Spring Lake Heights Teachers' Association have negotiated a salary guide for the years 1977-78 and 1978-79, copies of which are a part of the within Agreement.

ATTEST:

Doris K. Syerida
Doris K. Syerida, Secretary

SPRING LAKE HEIGHTS BOARD OF
EDUCATION

By: *Nicholas Gentile*
Nicholas Gentile, President

ATTEST:

Delores D'Esposito
Delores D'Esposito, Secretary

SPRING LAKE HEIGHTS TEACHERS
ASSOCIATION

By: *Diane Osborn*
Diane Osborn, President

SALARY GUIDE 1976-77

Spring Lake Heights School
Spring Lake Heights, N. J.

	<u>N.D.</u>	<u>B.A.</u>	<u>B.A. 10</u>	<u>B.A. 20</u>	<u>B.A. 30</u>	<u>M.A.</u>	<u>M.A. 15</u>
1.	\$7,000	9,500	9,600	9,700	9,900	10,100	10,300
2.	"	9,950	10,050	10,150	10,350	10,550	10,750
3.	"	10,400	10,500	10,600	10,800	11,000	11,200
4.	"	10,850	10,950	11,050	11,250	11,450	11,650
5.	"	11,300	11,400	11,500	11,700	11,900	12,100
6.	"	11,750	11,850	11,950	12,150	12,350	12,550
7.	"	12,250	12,350	12,450	12,650	12,850	13,050
8.	"	12,750	12,850	12,950	13,150	13,350	13,550
9.	"	13,250	13,350	13,450	13,650	13,850	14,050
10.	"	13,750	13,850	13,950	14,150	14,350	14,550
11.	"	14,250	14,350	14,450	14,650	14,850	15,050
12.	"	14,750	14,850	14,950	15,150	15,350	15,550
13.	"	15,300	15,400	15,500	15,700	15,900	16,100
14.	"	15,850	15,950	16,050	16,250	16,450	16,650
15.	"	16,400	16,500	16,600	16,800	17,000	17,200
16.	14,166	16,625	16,725	16,825	17,025	17,250	17,450