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04-35

THIS BOOK IS  
NOT CIRCULATING

AGREEMENT  
BETWEEN THE  
BOARD OF EDUCATION OF WATERFORD TOWNSHIP  
THE COUNTY OF CAMDEN  
AND THE  
WATERFORD TOWNSHIP EDUCATION ASSOCIATION

1970-1971

## PREAMBLE

This Agreement entered into this 15th day of March 1970, by and between the Board of Education of Waterford Township, hereinafter called the "Board", and the Waterford Township Education Association, hereinafter called the "Association".

## I RECOGNITION

- A. The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for all professionally certified personnel employed full time by the Board, including: Teachers.

But excluding: administrative executive personnel, office and clerical personnel, maintenance and operating employees, non-professional personnel, janitors, library clerk, bus drivers, nurse, cafeteria helpers.

## II GRIEVANCE PROCEDURE

### A. Definition

1. A "grievance" is a claim by a teacher or the Association based upon the interpretation, application or violation of this agreement, policies or administrative decisions affecting a teacher or a group of teachers.

### B. Purpose

1. The purpose of this procedure is to secure solutions to the problems which may from time to time arise affecting teachers.

### C. Procedure

#### 1. Step 1

A teacher or teachers with a grievance shall first discuss it with the administrative principal, either directly or through the Association's representative, with the object of resolving the matter informally.

#### 2. Step 2

If a teacher does not receive a satisfactory solution toward this grievance, he may appeal to the Teachers Committee of the Board.

Step 3

If the teacher still wishes to appeal his grievance, he may take his problem to the entire Board of Education.

III TEACHERS' SIGN-IN PROCEDURE

- A. Teachers shall indicate their presence for duty each day by placing their initials in the appropriate column of the faculty sign-in roster. Teachers shall also place their initials in the appropriate column of the faculty sign-out roster at appropriate departure times.

IV SICK LEAVE

- A. Illness on part of employee
1. Time lost for illness will be subtracted from sick leave days due the employee. When sick leave days due are consumed, pay will no longer be received for days lost due to illness.
  2. Teachers shall be given a written accounting of accumulated sick leave days no later than September 15 of each school year."

V TEMPORARY LEAVES OF ABSENCE

- A. Teachers shall be eligible to receive two (2) days personal leave without loss of pay. Application should be made to the Administrative Principal three days in advance "except in cases of emergency" and be approved by the Administrative Principal. Teachers shall not be required to state reasons for such leaves.
- B. Personal leaves shall not be accumulative.
- C. School Observation
1. Teachers can be excused from their duties at the discretion of the administrative principal for the purpose of visiting other schools or attending meetings or conferences of an educational nature, with Board consent.
- D. Religious Holidays.
- Absence for the observance of legally established religious holidays fixed by the State Commissioner of Education shall

be allowed after a request in writing has been made to the administrative principal. A maximum of three (3) days per year will be permitted without loss of pay.

E. Death in Family

1. Teachers will be excused from duty with pay for a maximum of three (3) days. The family is defined as parents, husband, wife, children; brother and sister by blood relationship and mother-in-law and father-in-law.

VI NON-TEACHING DUTIES

- A. Teachers shall have a thirty (30) minute duty-free lunch period as prescribed by the State Department of Education
- B. Teachers shall not be required to supervise playground or lunches.
- C. One teacher shall be on call to assist in cases of emergency and discipline problems. It is not the intent that the on-call teacher be physically present in the lunch or playground area.

VII TEACHER EVALUATIONS

- A. A teacher shall have a right to see copies of all evaluation reports prior to their entry into the teacher's personnel file. A teacher shall be required to initial such report but this initialing does not indicate agreement with such evaluation; in the event the teacher refuses to initial the evaluation report, his supervisor will so note this on the report and enter it into his file. A copy of the evaluation report shall be furnished each teacher. A teacher may have a letter of explanation or rebuttal placed in his file in answer to any evaluation report included therein.
- B. All monitoring or observation of the work performance of a teacher shall be conducted openly and with full knowledge of the teacher.
- C. Teachers shall be evaluated by the administrative principal of Waterford Township or other properly qualified person designated by the Board.
- D. A conference shall be held no later than seven days after any class visit.

SCHEDULE A

SALARY GUIDE

	<u>Non Degree</u>	<u>Bachelor's</u>	<u>Bachelor's plus 30</u>	<u>Master's</u>	<u>Master's plus 30</u>
1.	\$ 6,500.	\$6,900.	\$ 7,200.	\$ 7,500.	\$ 7,800.
2.	6,800.	7,200.	7,500.	7,800.	8,100.
3.	7,100.	7,500.	7,800.	8,100.	8,400.
4.	7,400.	7,800.	8,100.	8,400.	8,700.
5.	7,700.	8,100.	8,400.	8,700.	9,000.
6.	8,000.	8,400.	8,700.	9,000.	9,300.
7.	8,300.	8,700.	9,000.	9,300.	9,600.
8.	8,600.	9,000.	9,300.	9,600.	9,900.
9.	8,900.	9,350.	9,650.	9,950.	10,250.
10.	9,200.	9,700.	10,000.	10,300.	10,600.
11.	9,500.	10,050.	10,350.	10,650.	10,950.
12.	9,800.	10,400.	10,700.	11,000.	11,300.

Additional \$50. after 20 years in this District

Additional \$100. after 30 years in this District

Additional \$100. after 40 years in this District

SCHEDULE B

WATERFORD TOWNSHIP PUBLIC SCHOOLS

SCHOOL CALENDAR 1970-1971

Schools will be in session on days underlined

SEPTEMBER				
M	T	W	T	F
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>
<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>
<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>
<u>28</u>	<u>29</u>	<u>30</u>		

OCTOBER				
M	T	W	T	F
			<u>1</u>	<u>2</u>
<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>
<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>
<u>19</u>	<u>20</u>	<u>21</u>	<u>22</u>	<u>23</u>
<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>	<u>30</u>

NOVEMBER				
M	T	W	T	F
<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>
<u>16</u>	<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>
<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>
<u>30</u>				

DECEMBER				
M	T	W	T	F
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>
<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>
<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>
<u>28</u>	<u>29</u>	<u>30</u>	<u>31</u>	

JANUARY				
M	T	W	T	F
				<u>1</u>
<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>
<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>	<u>22</u>
<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>

Sept. 3-4	All Teachers Orientation
Sept. 7	Labor Day School Closed
Sept. 8	School Opens for all Students
Oct. 12	Columbus Day School Closed
Nov. 3	General Election School Closed
Nov. 5-6	N.J.E.A. Convention School Closed
Nov. 11	Veterans Day-School Closed
Nov. 25	Early Dismissal Thanksgiving Holidays Begin
Nov. 30	School Reopens
Dec. 23	Last day of school in Dec. - early dismissal
Jan. 4	School Reopens
Feb. 15	Presidents Day School Closed
Apr. 9	Good Friday-School Closed
Apr. 12-16	Spring Recess School Closed
Apr. 19	School Reopens
May 31	Memorial Day-School Closed
June 8	Election Day-School Closed
June 17	Early Dismissal Students last day
June 18 & 21	Teachers check out provided the minimum day requirement has been met.

FEBRUARY				
M	T	W	T	F
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>
<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>	<u>19</u>
<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>

MARCH				
M	T	W	T	F
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>
<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>	<u>19</u>
<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>
<u>29</u>	<u>30</u>	<u>31</u>		

APRIL				
M	T	W	T	F
			<u>1</u>	<u>2</u>
<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>
<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>
<u>19</u>	<u>20</u>	<u>21</u>	<u>22</u>	<u>23</u>
<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>	<u>30</u>

MAY				
M	T	W	T	F
<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>
<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>
<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>
<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>
<u>31</u>				

JUNE				
M	T	W	T	F
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</u>
<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</u>
<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>
<u>28</u>	<u>29</u>	<u>30</u>		

School Time

Atco School 8:30 a.m.-2:30 p.m.  
 Waterford #6 9:00 a.m.-3:00 p.m.

Early Dismissal Time

Atco School 12:30 p.m.  
 Waterford #6 1:00 p.m.

Number of Days

Month	Students	Teachers
September	17	19
October	21	21
November	15	15
December	17	17
January	20	20
February	19	19
March	23	23
April	16	16
May	20	20
June	12	14

RAS/dm  
3/70

Total Days 180 184