

**AGREEMENT BETWEEN THE  
WASHINGTON TOWNSHIP BOARD OF EDUCATION  
and the  
DISTRICT AIDES**

**July 1, 2003 through June 30, 2007**

**1. HOURLY RATES**

**2003 - 2004**

<b>Step</b>	<b>Experience</b>	<b>Hourly Rate</b>
1	1	11.75
2	2	11.85
3	3	12.34
4	4	12.85
5	5	13.39
6	6	13.98
7	7-10	14.59
8	11-14	14.76
9	15-19	14.90
10	20+	15.18

Note: To be eligible for a year's credit on the salary guide, an aide must be under contract as of February 1<sup>st</sup>.

**2004 - 2005** – same percent as WTEA

**2005 - 2006** – same percent as WTEA

**2006 - 2007** – same percent as WTEA

Longevity: after 15 years -     \$.15 an hour  
                  after 20 years -     \$.20 an hour  
                  after 25 years -     \$.25 an hour

**2. SICK DAYS**

An aide will be allowed ten (10) days leave of absence for illness per school year, with full pay. Any aide whose contract becomes effective after September 30<sup>th</sup> shall receive sick leave proportionate to the number of months of the contract period for that year. A doctor's note may be required by the Superintendent of Schools if an aide uses a sick day before or after a holiday. The Superintendent may require a doctor's note after three (3) days of absence. All unused days sick leave are accumulated without limit from date of employment. For special cases such as retirement, resignation, or transfer, but not limited to these, employees shall receive sick leave proportionate to the number of months employment for that year. Working under contract one (1) day in a month shall constitute a month of employment for the above calculations.

After 10 consecutive years of employment in Washington Township Schools, aides shall be reimbursed for unused sick time as set forth below. This payment is reduced by 5% if notification is not received by January 10<sup>th</sup> of the school year preceding the year in which payment is made. To avoid any penalty, the employee may elect to receive payment in the year following retirement.

For retirement as defined in PERS or death, reimbursement shall be 90% of unused sick days accumulated after July 1990 up to a maximum of 182 days at the current substitute rate for that position.

### **3. PERSONAL DAYS**

An aide will be allowed three (3) days for personal business which cannot be transacted during contracted hours. The aide taking such leave will give ample advance notification whenever possible. A personal day may not be used before/after a vacation/holiday period except under the following conditions:

#### 1. Conditions

- a. birth of own child or grandchild
- b. immediate family weddings/grandchild
- c. high school/college graduation of own child/grandchild
- d. house closing
- e. court appearance
- f. family medical issue/illness
- g. religious holidays of your faith
- h. own child's field trip
- i. parent/teacher conference
- j. at the discretion of the immediate supervisor (the above is not an all inclusive list)

Consecutive personal days will not be granted before/after a vacation/holiday period.

Personal business leaves for aides shall not be cumulative, except hereinafter set forth.

Unused personal days can be accumulated and added to the employee's accumulated sick leave for a maximum of three (3) days sick leave at the rate of one (1) day for each unused personal day in the contract year.

### **4. INSURANCE COVERAGE**

The Board shall provide insurance coverage for all full-time employees and those working over 25 hours per week and their families in accordance with the district health benefits packages and payment schedules.

### **5. DEATH IN FAMILY**

An aide will be allowed leave of absence, for the purpose of bereavement, due to death in the immediate family (husband, wife, father, mother, child or other relative living with the family) for a period of three (3) days at full pay. At the discretion of the principal aides may be granted two (2) additional days. The leave of absence allowed for a close relative (brother, sister, in-law, grandparent, grandchild) not living with the family will be up to two (2) days; distant relative, one (1) day.

**6. WORK SCHEDULE**

Full time aides will be guaranteed a thirty-minute lunch period each day.

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Frankie Fox

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Date

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Sue Waskis

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Date

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James Harmon  
Chief Negotiator

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Date

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K. William Roehrich, President  
Washington Township Board of Education

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Date