

AGREEMENT

Between

THE PINELANDS REGIONAL BOARD OF EDUCATION

and

PINELANDS EDUCATION ASSOCIATION

July 1, 2008 - June 30, 2011

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Preamble

This Agreement is entered into this 1st day of July, 2008, by and between the Pinelands Regional Board of Education, hereinafter called the "Board", and the Pinelands Education Association, hereinafter called the "Association".

Article 1 Recognition

- A. The Board recognizes the Association as the exclusive bargaining agent for collective negotiations with respect to terms and conditions of employment for regularly employed teaching staff members, special services, staff, library/media specialists, school nurses, guidance counselors, secretaries, bookkeepers, accounting clerks, attendance officers, clerk typists, teacher aides, custodial staff, maintenance staff, and receiving personnel. Excluded from the bargaining unit are supervisors within the meaning of the Act, and confidential employees, cafeteria employees, bus drivers and per diem employees.
- B. References to male employees shall include female employees and vice versa.
- C. References to "support staff members" in this Agreement refer to secretaries, bookkeepers, accounting clerks, attendance officers, clerk typists and instructional aides.

Article 2 Negotiation of Successor Agreement

- A. Not later than 120 days prior to the budget election date, the Board agrees to initiate negotiations with the Association over a Successor Agreement in accordance with the procedure set forth herein. Good faith efforts will be made by both sides to reach a continuing agreement on salaries and other conditions of employment. Any agreement so negotiated shall apply to all members of the negotiating unit and shall be reduced to writing and signed by all parties.
- B. Negotiations shall commence with a meeting at a mutually satisfactory place within fifteen (15) days after receipt of a proposal, unless the Board and the Association mutually agree to an extension of time.
- C. The Board shall provide the Association with information in the possession of the Board which is required by the Association to carry out its duty to negotiate on behalf of the bargaining unit and to process grievances arising under this Agreement.
- D. Modification - 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.

- E. The Board agrees not to negotiate concerning said employees in the negotiating unit as defined in Article 1 of this Agreement, with any organization other than the Association for the duration of this Agreement.
- F. During the term of this Agreement neither party shall be required to negotiate with respect to any such matter whether or not covered by this Agreement and whether or not within the knowledge of contemplation of either or both of the parties at the time they negotiated or executed this Agreement.
- G. The Board agrees to meet and discuss any areas that may become negotiable during the successor Agreement.

Article 3
Grievance Procedure

A. Definitions

1. Grievance: A "grievance" is a claim by an employee or the Association based upon the interpretation, application or violation of this Agreement, policies or administrative decisions affecting terms and conditions of employment of bargaining unit members.
2. Aggrieved Person: An "aggrieved person" is the person or persons or the Association making the claim.
3. Party in Interest: A "party in interest" is the person or persons making the claim and any person including the Association or the Board, who might be required to take action or against whom action might be taken in order to resolve the claim.
4. Working Days: As in this article means the days on which the grievant normally expects work.
5. No reprisals of any kind shall be taken by the Board, its administrators, or the Association against any grievant or his representatives by reason of his participation in the grievance procedure.

B. Purpose

The purpose of this procedure is to secure, at the lowest possible level, resolution of grievances. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

C. Informal Discussions

Nothing herein contained shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with his/her immediate supervisor and having the grievance adjusted without the intervention of the Association.

D. Procedural Matters

1. Time Limits

- a. The number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.
- b. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved 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 limits shall be considered an abandonment of the specific grievance.
- c. Year-End Grievance. In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, and, if left unresolved until the beginning of the following school 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.

2. Form of Grievance

All grievances under Steps 2, 3, and 4 shall be in writing, shall specify the section or article of the contract, the Board policy or the administrative decisions of a "grievance" under A.1 above, the date of the violation, and the relief sought.

E. Procedure

A grievance to be considered under this procedure must be initiated by the grievant within twenty (20) working days from the time of its occurrence or the time when the aggrieved person became aware, or should have become aware of the alleged grievance.

Step 1: An employee shall discuss his grievance with his immediate supervisor in an attempt to resolve the matter informally. The supervisor shall attempt to adjust the matter and shall respond orally to the grievant within five (5) working days.

Step 2: If the grievance has not been settled through discussions with the immediate supervisor, the grievant shall present the grievance in writing under the provisions of D.1, D.2 and E1 above to the principal within ten (10) working days. The principal shall communicate his decision in writing to the grievant within ten (10) working days after he received the written grievance

Step 3: If the grievance is not settled to the resolution of the grievant at Step 2, the grievant may appeal the decision in writing to the Superintendent of Schools within ten (10) working days. The Superintendent shall respond in writing to the grievant within ten (10) working days.

Step 4: If the grievance is not resolved at Step 3, the grievant may request no later than ten (10) working days after receipt of the Superintendent's decision, a review by the Board. The request shall be submitted in writing through the Superintendent, and the Board shall render a decision in writing within one (1) week after their next regularly scheduled meeting if the Superintendent has received the grievance no later than five (5) working days prior to that meeting.

Step 5: If the grievance is not resolved at Step 4, and if the grievance is based upon the express, written terms of this Agreement, the Association may proceed to arbitration under PERC rules. Such an application must be made to PERC within twenty (20) calendar days from the date when the Board made its decision under Step 4 or from the date when the Board should have made its decision.

The arbitrator selected shall confer with the representatives of the Board and the Association and hold hearings promptly and shall issue his decision not later than twenty (20) days from the date of the close of the hearings, or, if oral hearing have been waived, then from the date of the final statements and proofs on the issues are submitted to him. 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, in his decision, shall be without the power or authorization to amend, modify, nullify, subtract or add to the provisions of this Agreement. His authority will be strictly limited to the issue or issues presented. The decision of the arbitrator shall be submitted in writing to the Board and the Association and shall be binding.

The costs for the services of the arbitrator, including per diem expenses, if any, and actual necessary travel, subsistence expenses and the cost of the hearing room shall be borne equally by the Board and the Association. Any other expenses shall be paid by the party incurring same.

F. Rights of Employee to Representation

1. Employee and Association - Any aggrieved person may be represented at all stages of the grievance procedure by himself, or at his option, by a representative(s) selected or approved by the Association. When an employee 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. Written Decisions - Decisions rendered at Step 2, 3 and 4 of the grievance procedure shall be in writing setting forth the decision and the reasons therefore and shall be transmitted promptly to all parties in interest and to the Association.
3. Separate Grievance File - All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file or any of the participants.
4. Forms - Forms for filing grievances, serving notices, taking appeals, making reports and recommendations, and other necessary documents shall be prepared jointly by the Superintendent and the Association.
5. 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 representatives, heretofore referred to in this Article.
6. Employees are required to carry out all administrative directives despite an alleged contract violation or the pendency of a grievance.
7. Work Rules - The Board may adopt and post or otherwise disseminate such rules and regulations as it may desire, provided that the same are not contrary to the specific provisions of this Agreement.
8. No Strike/No Lock Out
 - a. The Association covenants and agrees that during the term of this Agreement neither the Association nor any person acting in its behalf will cause, authorize, or support, nor will any of its members take part in any strike (i.e., the concerted failure to report for duty, or willful absence of any employee from his position, or stoppage of work or abstinence in whole or in part, from the full, faithful and proper performance of the employment), work stoppage, slowdown, walkout or other action against the school district. The Union agrees that such action would constitute a material breach of this Agreement.
 - b. The Association will actively discourage and will take whatever affirmative steps are necessary to prevent or terminate any strike, work stoppage, slowdown, walkout or other job action against the Board.
 - c. The School Board covenants and agrees that during the term of this Agreement neither the Board nor any of its agents will cause, authorize or support the locking out of the employees in this bargaining unit.

Article 4
Employee Rights and Privileges

- A. No employee shall be prevented from wearing pins or other identification of membership in the Association or its affiliates.
- B. Whenever an employee is required to appear before the Board of Education or any committee or member thereof concerning any matter which could adversely affect the continuation of that employee staff member in his/her office, position or employment or the salary of any increments pertaining thereto, then he/she shall be given prior written notice of the reason for such meeting or interview and shall be entitled to have a person of his/her own choosing present to advise and represent him/her during such meeting or interview.
- C. Employees shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health and safety.
- D. Employees shall not be required to correct District and State mandated standardized tests.
- E. No support staff member who has been continuously employed in the District in a unit position for three (3) years shall be disciplined, reduced in rank or reduced in compensation without just cause. Discipline shall be progressive, if warranted by the infraction. Disputes over this section are subject to the grievance procedure set forth in Article 3.
- F. Any employee shall not be criticized in the presence of a student, member of the public, or other member of the district's staff by any administrator.
- G. Employees shall be reimbursed at the current IRS rate for use of their personal automobiles in the performance of school business. Employees who are required to travel between buildings in the performance of their duty shall be compensated for gas mileage and wear and tear on vehicles at a flat rate of fifty dollars (\$50.00) per semester.
- H. Effective July 1, 2004, no employee, with the exception of Attendance Officer(s) shall be required to transport students either by vehicle or on foot to or from school or from sporting events or from building to building.

I. Custodial and Maintenance Staff

1. Shoes

The Board will reimburse each employee a maximum of \$100 per year for work shoes for the 2008-2009 term, \$125 for the 2009-2010, and \$125 for the 2010-2011 terms of this contract. The shoes shall be purchased by the employee and the employee shall provide a sales slip indicating the date of purchase, complete description of the shoe/boot and the price paid. Each employee should purchase a quality work shoe/boot that will afford proper protection.

2. Work Jackets

The Board shall provide employees with two (2) work jackets. These jackets shall be purchased by the District with a maximum cost of \$25 per jacket. Added to the regular distribution of jackets, all employees in custodial and maintenance shall receive one (1) winter jacket. The employee may choose to purchase a pair of coveralls and apply the cost of the winter jacket to the cost of the coveralls. There is a distribution of one (1) winter jacket every three years. Replacement jackets will be provided when they are demonstrated to be no longer wearable due to damage or normal wear and tear.

3. Safety Glasses

The Board will provide all maintenance employees with safety glasses and will require that these glasses be worn at all times. The safety glasses may be of either the prescription or non-prescription type. Safety glasses will be replaced if prescription must be modified or if broken/damaged during the course of the workday, unless damage is due to carelessness.

4. Tee Shirts

For each of the three years of this Agreement, the Board will provide each employee with summer tee-shirts at Board expense.

Article 5

Association Rights and Privileges

- A. Whenever representatives of the Association are mutually scheduled by the parties hereto to participate during working hours in conferences, meetings or in negotiations respecting the Collective Bargaining Agreement, they will suffer no loss in pay.
- B. Representatives of the 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.

- C. The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings. The principal of the building in question shall be notified one week in advance of the time and place of Association meetings which require the use of school facilities which are normally available to be used by other in-school or out-of-school groups. Notification can be waived by the Superintendent. The Principal of the building in question shall be notified in advance of the time and place of all other Association general membership meetings.
- D. All orientation programs for new staff shall provide a time at the end of the compulsory part of the program where the Association officers will be introduced and will be permitted to conduct an Association orientation program.
- E. The Association shall have the right to use school facilities and equipment, including typewriters, mimeographing machines, other duplicating equipment, calculating machines and all types of audio-visual equipment at reasonable times, when such equipment is not otherwise in use. The Association shall pay for the cost of all materials and supplies incident to such use.
- F. The Association shall have the right to use the inter-school mail facilities and school mailboxes as it deems necessary and without the approval of the building principals or other members of the administration. The Association shall notify the Superintendent in writing of the names of its officers (and one additional employee on each floor who shall have access to school mailboxes).
- G. The Board will provide for a reasonable amount of bulletin board space for use by the Association. These bulletin boards will be located where employees covered by this contract frequent, with the exception of classrooms.
- H. The Superintendent shall inform the Association of the names and job titles of all new unit employees. New employees shall be given information which allows them to meet on a voluntary basis with Association representatives.
- I. Any unit member who attends the annual N.J.E.A. Convention may do so without loss of compensation pursuant to the terms of N.J.S.A. 18A:31.2.
- J. The rights and privileges granted herein will be granted to the Association exclusively.
- K. Board meeting agendas and minutes shall be made available to the Association President on the day before the regularly scheduled monthly Board meeting.

Article 6
Association Payroll Dues Deduction and Agency Fee

1. **Determination of Fee**

Prior to the beginning of each academic 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 the academic year. The agency fee to be paid by non-members will be determined by the Association in accordance with the law.

2. **Deduction and Transmission of Fee**

- a. **Notification** - Once during each academic year the Association will submit to the Board a list of those employees who have not become members of the Association for the then current academic year. The Board will deduct from the salaries of such employees, in accordance with b. below.
- b. **Payroll Deduction Schedule** - The Board will deduct the agency fee from the paychecks paid to each employee on the aforesaid list during the remainder of the academic year in question.
- c. **Termination of Employment** - If any employee terminates his or her employment with the Board before the Association has received the full amount of the agency fee to which it is entitled under this Article, the Board will deduct the unpaid portion of the fee from the last paycheck paid to said employee during the academic year in question.
- d. Employees who leave during the work year, whether they voluntarily pay dues or are agency fee payers, shall be treated identically with regard to the payment of dues/fees. Upon termination of employment, the disbursing officer shall deduct any remaining amount owed under the terms of statute for the current year.
- e. **Mechanics** - The mechanics for the deduction of agency fees and the transmission of such fees to the Association will, as nearly as possible, be the same as those used for the deduction and transmission of regular membership dues to the Association.
- f. **New Employees** - Representatives of the Association shall receive, upon request, a written list of names, job titles and dates of employment of any new employees.

3. **Indemnification**

The Association shall indemnify and hold the Board harmless against any and all claims, demands, suits and other forms of liability that may arise out of, or by reason of any action taken or not taken by the board in conformance with this provision.

Article 7
Evaluation of Employees

- A. **Open Evaluations**
All monitoring or observation of the work performance of an employee shall be conducted and with full knowledge of the employee. The use of eavesdropping, public address systems and similar surveillance devices shall be strictly prohibited.
- B. **Definitions**
"Evaluation" shall mean a written evaluation prepared by the member of the administrative or supervisory staff who observed the performance of an employee.
"Annual evaluation" shall mean an annual, written summary of the performance of an employee and shall include all previous observations and evaluations for that year.
- C. **Evaluation by Certificated Supervisors**
Employees shall be evaluated only by persons certificated by the New Jersey State Board of Examiners to supervise instruction.
- D. **Copies of Evaluation**
An employee shall be given a copy of the district-approved evaluation form prepared by his/her evaluators at least one (1) day before any conference to discuss it. No such report shall be submitted to the central office, placed in the employee's file, or otherwise acted upon without prior conference with the employee. No employee shall be required to sign a blank or incomplete evaluation form. A district-approved evaluation form shall be presented to an employee no later than five (5) working days following the observation. The employee shall sign a copy of the district-approved evaluation form, acknowledging its receipt, and return it to his/her evaluator no later than five (5) working days following its receipt by the employee.
- E. **Employee Response**
All employee evaluations will be reduced to writing on the district employee evaluation report form. The employee may respond to the evaluation with a written response within fifteen (15) days of the post evaluation conference.
- G. **Additional Observation**
Any employee shall have the right to make a request in writing for one additional observation of his/her work for the purpose of personal improvement of performance.
- H. Copies of job descriptions, observations and evaluation form and prepared evaluation criteria shall be given to each unit employee at the beginning of each year.

Article 8
Personnel Records

- A. **File**
An employee shall have the right, upon request, to review the contents of his/her personnel file and to receive copies at his/her expense of any documents contained therein. An employee shall be entitled to have representative(s) of the Association accompany his/her during such review.
- B. **Derogatory Material**
No material derogatory to an employee's conduct, service, character, or personality or any material which could have an adverse effect on an employee's status shall be placed in his/her personnel file unless the employee has had an opportunity to review the material. The employee shall acknowledge that he/she has had the opportunity to review such material by affixing his/her signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The failure of the employee to affix his or her signature to said material after review may not preclude that material from being placed into the employee's file. The employee shall also have the right to submit a written answer to such material within ten (10) working days and his answer shall be reviewed by the Superintendent or his designee and attached to the file copy.
- C. **No Separate File**
Except for personal references, and other similar documents used in the hiring process, the Board shall not establish any separate personnel file which is not available for the employee's inspection.
- D. **Termination of Employment**
Any evaluation of an employee upon termination of his/her employment shall be concluded prior to any recommendation for severance.

Article 9
Employee Work Day

- A. **Teachers**
- 1a. The workday for full-time teaching staff members shall be seven (7) hours and fifteen (15) minutes inclusive of a duty-free lunch of twenty-five (25) minutes. Work performed pursuant to "coaches' salaries" and "extra curricular honoraria" and assigned meetings shall not be computed within this time.

- b. Commencing with July 1, 1999 the middle school and high school shall both utilize a seven (7) period per day instructional schedule. Effective July 1, 2000, each instructional period in both facilities shall increase by two (2) minutes per period. No teacher shall be assigned more than three classes in a row, where administratively feasible.
 - c. No teacher shall be required to have more than three preparations, where administratively feasible.
 - d. Traveling Teachers -Where administratively feasible, teachers who are assigned to more than one school shall begin their day in one school and travel to the other where they will end their day. No teacher shall be required to travel back and forth between schools. Traveling teachers must be allowed thirty minutes to travel which will be designated as their duty period. This time shall not encroach on either the teacher's lunch or unassigned period.
2. During each regular school day, full-time classroom teachers shall receive one (1) unassigned period in addition to the lunch period.
 3. Employees may be required to attend three (3) after-school meetings per month. One meeting shall not exceed one (1) hour and ten (10) minutes after departure of regular-run student buses and two (2) meetings not to exceed forty (40) minutes after departure of regular-run student buses.
 - 4a. A list of teachers who are willing to forfeit their unassigned period to do class coverages which occur during another teacher's absence shall be established by the building administrator in each building. These people shall be used first to cover classes if it is necessary to call a teacher from an unassigned period. If involuntary assignment is necessary, the administration shall rotate such assignment among teachers who have unassigned period during the period when the coverage is required.
 - b. Effective July 1, 2007, a teacher who covers a class during his/her unassigned period shall be compensated at the rate of \$35 per period.
 - c. Effective July 1, 2007, non-grant, non-stipend after school activities will be compensated at \$35 per hour.
 - 5a. At least seventy percent (70%) of classroom teachers shall be assigned no more than five (5) teaching period per full work day. If administratively possible, this percentage will be higher.
 - b. Effective July 1, 2007, all employees teaching a sixth period in the junior high or high school shall be compensated as follows:

<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>
\$1,500	\$1,700	\$1,700

The administration shall make every reasonable effort to insure that sixth (6th) class teaching assignments are "rotated" between and among the

teaching staff members of each department. While this may require adjustments to curricular teaching assignments, every reasonable effort will be made to insure that no teachers teaches a sixth (6th) class assignment more than two years in a row. The 2000-2001 school year shall serve as Year One for this determination.

If a sixth period teaching assignment is required in the junior high or high school for scheduling purposes, the number of teaching assignments as described herein shall not exceed four (4) in any one discipline.

- c. The term "classroom teachers" when used in a. and c. of this subsection is defined to mean those unit members who are regularly assigned to instruct pupils. This term does not include guidance counselors, school nurses, library/media specialists or special services personnel.
- d. Nothing in this subsection affects the assignment of duty periods to classroom teachers.
- e. It is understood by the parties that any change from the current scheduling approach (most particularly the absence of double period) may require redrafting of the language in a. above. In any event, both the percentage of commitments and the average five (5) teaching period per full work day shall be maintained.
- f. During the duration of this agreement, the administration will make every effort to eliminate home room, bus duty, hall duty, bathroom duty, etc. for all staff teaching a 6th class teaching assignment.

B. Instructional Aides

1. During the employee work year, the normal workday for full-time instructional aides shall be seven (7) hours or eight (8) hours inclusive of a duty-free lunch of twenty-five minutes.
2. B.1 shall not preclude the assignment of overtime work. Overtime shall be distributed as equitably as possible subject to the needs of the District and all employees shall be expected to work a reasonable amount of overtime, when needed.
3. During the employee work year, full-time instructional aides shall receive a ten (10) minute break in the morning and a ten (10) minute break in the afternoon.

C. Secretaries, Clerk Typists and Accounting Clerks

1. Between September 1 and June 30, the normal workday for full-time secretaries, clerk typists and accounting clerks shall be eight (8) hours inclusive of a thirty (30) minute duty-free lunch period.
2. The provisions of B2. Above shall apply to secretaries, clerk typists and accounting clerks.

3. Between September 1 and June 30, full-time secretaries, clerk typists and accounting clerks shall receive a ten (10) minute break in the morning and a ten (10) minute break in the afternoon.
4. Summer working hours shall begin the last week in June through August 24th each year. The twelve month employees will work a four-day work week consisting of eight (8) hours each day inclusive of a duty-free lunch period of thirty (30) minutes.
5. Definition of "Overtime" - Time and one-half (1 ½) at the rate of the employee's regular rate of pay shall be paid when the employee's hours exceed forty (40) hours in any calendar week or eight (8) hours in any day.

D. Custodial and Maintenance Staff

1. Employee contracts for individuals covered under this Agreement shall be limited to a period not to exceed one (1) calendar year commencing with the date of employment through the next ensuing June 30th. Successor contracts shall stipulate July 1 through June 30th next ensuing.
2. The normal work week for an employee shall consist of five (5) consecutive days of eight (8) hours each, inclusive of lunch.
3. As a general rule, there shall be two work shifts each day with a shift from 7:00 am to 3:00 pm and a shift from 3:00 pm to 11:00 pm, Monday through Friday. Additionally, the Board reserves the right to assign custodians or maintenance staff to a Tuesday through Saturday shift which shall have shift hours of 3:00 pm to 11:00 pm Tuesday through Friday and Custodians 7:00 am to 3:00 pm on Saturday or Maintenance 9:00 am to 5:00 pm on Saturday.
 - a. Coffee Break - Ten (10) minutes per each half shift generally at mid point, but as scheduled by the supervisor.
 - b. Clean-Up Time - To return equipment and supplies. Not intended for personal hygiene unless inordinate job requirement. The decision for clean-up shall rest with the supervisor or foreman.
4. One and one-half (1 ½) times the straight time hourly rate shall be paid an employee for all hours s/he works in excess of forty (40) hours in any one week. Also, one and one-half (1 ½) times the straight time hourly rate shall be paid an employee for all hours s/he works in excess of eight (8) hours in any work day.
5. Any employee called from home (1) after completing his/her regular eight (8) hour work day, or (2) on an unscheduled work day shall be paid a minimum of four (4) hours at the rate of one and one-half times his/her straight time rate
6. When overtime is required, not less than one (1) custodian shall be assigned, providing that a maintenance staff member or other district employee is present when overtime includes "evening" hours. Said person shall remain in the building until it has been secured and the custodian has

- completed an outside security check of the building.
7. Overtime shall be assigned by the Supervisor of Buildings & Grounds who will insure that the overtime assignment does not jeopardize the safety of the custodian or other non-district employees in the facility.
 8. When administratively possible, the district will seek to have a maintenance person on every night.
- E. All employee shall be able to leave the building during the duty-free lunch period.

Article 10
Employee Work Year

A. Vacations

1. Twelve (12) Month Non-Certified Personnel
The Board shall provide for ten (10) vacation days per annum through the first three years of employment (July 1st through June 30th). These days may be applied as they accrue at the rate of the one (1) day per month through and including ten (10) full days per year.
2. The application of vacation time as identified above commences on the first day of the month following the first full month of employment.
3. Beginning with the fourth (4th) full year of employment, the Board shall provide fifteen (15) days vacation per annum which shall accrue at the rate of one and one-quarter (1 1/4) days per month.
4. After ten (10) years of employment, the Board shall provide twenty (20) days vacation per annum which shall accrue at the rate of one and two-thirds (1 2/3) days per month.
5. Vacation time may be accumulated to a maximum of twenty (20) days above the continuing accrual and will only be entitled as a result of written authorization from the Superintendent.

B. Length of Work Year - Teachers, Secretaries, Aides, Clerk Typists, Accounting Clerks and Attendance Officers on Ten-Month Contracts

The work year shall not exceed one hundred and eighty-five (185) days for employees except for new employees who may be required to attend an additional two (2) days for orientation. The school calendar shall reflect a half work day for staff on the Wednesday before Thanksgiving Day and the day prior to the onset of the Winter Break, only when Christmas Day is a Wednesday, Thursday or Friday and school is in session that week.

C. Prior to November 15th the Association shall supply to the Superintendent its recommendations regarding the school calendar for the following school year. The Superintendent will supply the Association with a draft proposed school calendar by January 15th. The Superintendent will meet with representatives of the Association at their request during the month of February to discuss Association concerns with the draft-proposed calendar. The Board shall act upon the school year calendar in March or April. The Superintendent will meet with representatives of the Association at their request during the month of May to explain the adopted calendar.

D. Custodial and Maintenance Staff

Provided that they appear in the annual school calendar, approved by the Board of Education as days when school is not in session for all employees, the following shall be considered as paid holidays: New Year's Eve Day, New Year's Day, Martin Luther King's Birthday, Lincoln's Birthday, Washington's Birthday (Lincoln's/Washington's Birthday days off shall be Monday and Tuesday whenever the Board establishes a calendar containing an energy saving week), Good Friday *, Memorial Day, Independence Day, Labor Day, Columbus Day, Election Day, Veterans' Day, Thanksgiving Day, and Thanksgiving Friday, Christmas Eve or the day after Christmas, and Christmas Day.

* During the annual "spring vacation break", each member of the Custodial Association shall be granted not more than one additional day off at the discretion of the district's Supervisor of Buildings & Grounds based upon his assessment of required work completion.

Holidays falling on Saturday or Sunday will have either the previous Friday or the following Monday provided as days off. This proviso is in effect only during times when school would not be in session.

Article 11
Salaries

- A. Salaries for all staff for each year of this Agreement are set forth in the Appendixes. The attached guide for all staff, except Instructional Aides, shall represent salaries effective July 1, 2008 through June 30, 2011 and reflect 4.3%, 4.4%, and 4.5% increases for the 2008-09, 2009-2010, 2010-2011 school years respectively.
- B. Salaries for Instructional Aides are set forth in the Appendixes, which shall represent salaries with increases of 5.3%, 5.4%, and 5.5% for the 2008-2009, 2009-2010, 2010-2011 school years respectively.
- C. The Athletic Trainer will be paid for summer work on a per diem rate basis.

- D. Coaches' salaries for each year of this agreement are set forth in the Appendixes and reflect 4.3%, 4.4%, and 4.5% increases for the 2008-09, 2009-2010, 2010-2011 school years respectively.
- E. Honoraria for student activities for each year of this Agreement are set forth in the Appendixes and reflect 4.3%, 4.4%, and 4.5% increases for the 2008-09, 2009-2010, 2010-2011 school years respectively.
- F. Employees may elect to have up to the statutory maximum percentage of their salary deducted from their pay and transmitted to their designated Credit Union , an IRA or tax shelter.
- G. When a payday falls on or during a school holiday, vacation or weekend, employees shall receive their paychecks on the last previous working day.
- H. All ten-month employees shall receive their final pay not later than five (5) working days following the employee's last working day in June.
- I. The normal salary check will not contain supplement compensation, such as coaching, honoraria, after-school activities, homebound instruction. The compensation will be issued by a separate check collectively. Coaches will be paid according to the following schedule.

Pay dates in A and B below will be whenever the normal salary check is distributed.

	Payment	Fall	Winter	Spring
A	1/3 Stipend	September 30 th	December 30 th	March 30 th
B	1/3 Stipend	October 30 th	January 30 th	April 30 th
C	1/3 Stipend	Awards Function	Awards Function	Awards Function

- J. The steps in the attached salary guide are not representative of actual years of experience.
- K. The Board shall reimburse all coaches for any reasonable expenses arising from scouting trips, clinics or other coaching related activity up to the maximum expenditure approved by the Superintendent in advance of the activity.
- L. An employee in any unit subgroup who is on the last numbered step of his/her guide in the last year of any Agreement shall only move to a new salary level for the first year of a Successor Agreement after the mutual ratification of an express, written agreement.

M. The Board shall provide written notification of reappointments and non-reappointments for all coaches and activity sponsors for Fall or Winter sports/activities by the last working day of the prior school year and for the spring sports/activities by September 30th.

N. Custodial and Maintenance Staff Salaries

1. Custodial and Maintenance staff overtime is calculated at the rate of one and one-half (1 1/2) times the Annual Contract Salary divided by 2080.
2. Foreman, shift and Black Seal premiums shall be included in the overtime computations.
3. The following premiums will be compensated as follows:

	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>
Black Seal	\$1,011	\$1,055	\$1,103
2 nd Shift-Custodian	\$1,298	\$1,355	\$1,416
2 nd Shift-Maintenance	\$1,122	\$1,171	\$1,224
Foreman	\$2,524	\$2,635	\$2,753

O. Longevity

1. A longevity increment of \$500.00 will be paid to each teaching staff member who has fifteen (15) or more full years actually worked in public schools under teacher certification. No teacher shall begin to receive their payment after June 30, 1998.

2. District Longevity

There shall be a district longevity stipend for full-time teaching staff and support staff completing full years of service to the District by June 30 as follows:

<u>4 Years</u>	<u>8 Years</u>	<u>12 Years</u>
\$225.00	\$600.00	\$1,000.00

Movement to or within District Longevity shall occur on July 1st following attainment of the requisite time needed to qualify for longevity. Work in a year (July 1 through June 30) qualifies as a "year" for longevity purposes when the employee has worked or been on an approved paid leave of absence (under the terms of this contract) for one-half of the scheduled work days for the employee's category plus one day during a year (July 1 through June 30). "Years" granted to an employee before July 1, 1993 shall be credited towards longevity even if they do not meet the definition in the preceding section.

3. Effective July 1, 2003, an additional annual longevity payment of \$500.00 will be made to all eligible P.E.A. staff who have accrued 20 years or more

of service with the school district. All other eligible P.E.A. staff shall receive this additional longevity payment at the commencement of their 21st contract with the school district.

4. All staff (professional and support) hired after July 1, 1998 shall not be eligible for any longevity payments.
5. Custodial and Maintenance Longevity

Effective July 1, 1998, all newly employed Custodial Association members shall NOT be eligible for longevity payments. Additionally, current personnel will be eligible for accumulative longevity payments up to a maximum of \$1,000 per year per the following schedule:

- at 4th consecutive school year contract -\$100
- at 7th consecutive school year contract - \$150
- at 10th consecutive school year contract -\$200
- at 13th consecutive school year contract - \$250
- at 16th consecutive school year contract - \$300

- P. Effective July 1, 1986, in order to be eligible for an increment, a full-time or daily-employed part-time employee must have worked and/or been on an approved leave of absence (under the terms of this contract) for one-half of the scheduled work days for the employee's category plus one day during the previous contract year.

- Q. Instructional Aides, Secretaries, Clerk Typists and Accounting Clerks
An employee promoted to a position in a higher salary level shall be placed on the first step within the new level which shall result in at least a eight percent (8%) increase in salary over the employee's current salary. If the employee is promoted to a position which requires more months during the work year or more hours during the work day, the employee's current salary shall be calculated at the relevant higher proportionate rate of pay before the eight percent (8.0%) minimum calculation is made.

- R. Replacement Compensation for Secretaries, Clerk Typists and Accounting Clerks
An employee who is assigned and assumes the duties of another employee who is absent for reasons other than vacation and who has not been replaced by a substitute shall receive twenty-five dollars (\$25.00) per day for each day worked. This clause shall also be effective when an employee is assigned and carries out the duties of a vacant position.

- S. Replacement Compensation for Custodial and Maintenance Staff .

1. Custodians replacing a foreman shall receive the appropriate foreman's premium rate pro-rated on a diem basis.
2. A maintenance foreman replacing the Supervisor of Buildings & Grounds

(due to absence and per direction of the Superintendent of Schools) shall receive an additional stipend equal to twenty percent (20%) of the Supervisor of Buildings & Grounds hourly rate.

Article 12

Seniority and Job Security - Secretaries, Clerk Typists, Aides, Bookkeepers and Accounting Clerks

- A. School District seniority is defined as service by an employee within a specific job title in the collective bargaining unit covered by this Agreement. An appointed employee shall lose all accumulated School District seniority only if the employee resigns or is discharged for cause, irrespective of whether the employee is subsequently rehired by the School District.
- B. New employees must have worked three (3) years in a bargaining unit position(s) prior to the application of the seniority protection in C. and D. below.
- C. In the event of a reduction in force, employees shall be laid off in the inverse order of seniority of all employees within the specific job title.
- D. In the event that within three (3) years from the date of an employee's layoff a vacancy occurs in the classification of the employee's specific job title, the employee shall be entitled to recall thereto in the order of specific job title seniority.
- E. Notice of recall to work shall be addressed to the employee's last address appearing on the records of the School District,. By certified mail, return receipt requested. Within one week from receipt of such notice of recall, the employee shall notify the Superintendent in writing, whether or not the employee desires to return to the work involved in the recall. If the employee fails to reply or indicates that he/she does not desire to return to such work, the employee shall forfeit all seniority and all right to recall. If the employee indicates that he/she desires to return to the work involved in the recall notice, then the employee shall report for such work within two (2) weeks from the date of receipt of the recall notice or within such period of time as is set forth in a written extension of time shall forfeit all seniority and all right to recall.
- F. **Custodial and Maintenance Staff Seniority**
 - 1. Seniority is defined for purposes of this Article as an employee's total length of continuous service as an employee of the Board in the employee category specifically covered by this Agreement.
 - 2. Each time a question as to seniority arises between two or more qualified employees having the same total length of continuous contractual service, those employees shall draw to determine seniority rank for the purpose in question.

3. In all cases of layoff, recall and vacation schedules, employees with the greatest amount of seniority shall be given preference. In the case of a layoff due to a reduction in the number of employees, the last employee hired shall be the first employee to be laid off. The Custodial and/or Maintenance Foreman shall be excluded from this seniority rule.
4. The Board shall maintain an accurate up-to-date seniority roster showing the date on which each employee's continuous contractual service began, his classification and pay rate, and a copy of same shall be made available to the Association representative.
5. The assignment of overtime duties will be offered to employees on the basis of rotation inasmuch as time frames will permit except for emergency situations.
6. Written job descriptions will be provided to employees. New positions or job titles must be negotiated.

Article 13
Assignments and Posting of Vacancies

- A. All teachers shall be given written notice of their class, subject, building and room assignment for the forthcoming year as near to July 15th as possible, but not later than September 1st.
- B. The parties recognize that changes in subject assignments and transfers between schools may be necessary. No transfer or change in assignment shall be made without a prior meeting between the Supervisor, a Principal, an Assistant Principal or the Superintendent and the affected teacher.
- C. When an involuntary change or reassignment to another building is to be made, the best interests of the educational program, a teacher's area of competence, major and minor field of study, length of service in the Pinelands Regional School District, length of service in the particular school building and other relevant factors, including among other things, state and/or federal laws, rules, regulations or administrative directives, shall be considered in determining said transfer or reassignment. This clause is not arbitrable.
- D.
 1. All notices for job opportunities within the negotiating unit shall be posted in all departmental work locations on the official bulletin board at least five (5) working days before the closing date for applications, except in emergencies.
 2. The Board shall provide the President of the Association a copy of each vacancy. During the period between the last day of school and the first day of school, the copy shall be mailed to the Association President's home address.

- E. 1. The Board shall adopt job descriptions for each support staff position (by job title, not location).
- 2. The Superintendent shall provide the Association with draft job descriptions before they are adopted by the Board. The Association may comment on the job description(s) in writing to the Superintendent.
- F. 1. Using the 2003-04 as the teaching assignment base, a teacher who meets "highly qualified" status in a subject area shall not be assigned to teach outside their "highly qualified" status.
- 2. Using the 2003-04 as the base year, those teachers who are pursuing "highly qualified" status in a given content area cannot be assigned to teach outside of that content area, providing course work is completed not later than July 1, 2005.
- G. When maintenance positions become available, the Supervisor of Buildings & Grounds shall recommend a custodial to fill the position, providing the custodian is the "most qualified" of those in the candidates' pool.

Article 14
Sick Leave

- A. 1. All twelve (12) month employees under contract shall be granted twelve (12) sick leave days per year.
- 2. All ten (10) month employees under contract shall be granted ten (10) sick leave days per year.
- B. Bargaining unit members newly employed after the beginning of any school year shall, at the time of employment, be credited with sick leave at the rate of one (1) day for each month or portion of a month remaining in the school year. Any portion of a month shall be considered as a full month.
- C. Sick leave days shall be accumulative throughout the course of employment in the District and may be used for illness in subsequent years.
- D. **Sick Leave Bank**
 - 1. The provisions of the Sick Leave Bank will be dictated by N.J.S.A. 18A:30-10 and 11.
 - 2. The sick leave days available to a employee from the Sick Leave Bank shall be days previously donated to the bank by the employees.
 - 3. A six (6) person committee will administer the Sick Leave Bank. The Committee will consist of: three (3) Association representatives and three (3) Board representatives.

4. No days may be drawn from the Bank without authorization of the Committee.
 5. The Committee will also establish standards and procedures for the operation of the Bank.
 6. New unit employees hired on July 1, 1994 and later will have one less personal day available in their first year of employment (July 1 through June 30) under Article 15A.1.
 7. Each September, the administration will advise the Association of the number of new staff hired in the district.
- E. Employees may be required to provide medical proof of illness upon the request of the Superintendent.
- F. Employees shall be given a written accounting of accumulated sick leave days not later than September 30th.
- G. The Board shall review any case where an employee has exceeded his/her accumulated personal illness days, and the Board may grant, on an individual case by case basis, up to an additional 10 days per year, which shall be provided at the employee's rate of pay, less appropriate substitute's pay, should the Board deem it appropriate.
- H. Payment for Unused Sick Leave Upon Retirement
1. Employees must be eligible for and actually retire under the auspices of the T.P.A.F. and P.E.R.S. system.
 2. In order to be eligible for said payment, the employee must give written notice of intention to retire by February 1st of the retiring year. Written notice after February 1st, payment for unused sick leave will be issued the following year. In cases of disability, certified for the purposes of retirement, the notice will be waived. The Board may waive the notice requirement in other cases at its own discretion. Such waiver or its denial is not grievable.
 3. In order to be eligible for said payment, the unused sick leave days of a retiring employee (defined in 4. below) shall be at least sixty percent (60%) of the available accumulated sick leave days (defined in 5. and 6. below). Effective July 1, 2002, the minimum required available sick time will be reduced from sixty percent (60%) to fifty percent (50%).
 4. "Unused sick leave days" is defined to mean a maximum of 180 sick leave days available to the employee at the time of retirement including converted unused personal leave days. Personal days converted to sick days will be

counted only as remaining sick time, and will not be used in determining the total available sick time credited to the employee.

5. "Available accumulated sick leave days" is defined to mean all sick leave days credited upon initial employment and those credited to the employee annually under the terms of Article 14 A. and B.
6. Employee absences of ten (10) consecutive days or more which have been certified by a physician at the time of the absence will be credited toward the percentage as determined in 3. above, but such days will not be compensated.
7. An employee who meets the terms of the above provisions shall be paid for all unused sick leave days at the following rates:

Professional Staff	\$130
Support Staff	\$105
8. Upon the death of an employee who has, at the time of death, met the terms of G3. above, the Board shall make the payment to a designated beneficiary or to no more than two (2) designated beneficiaries in equal payments. Beneficiaries shall be the same as those listed to receive pension death benefits.

Article 15
Temporary Leaves of Absence

A. Personal Leave

1. The Board shall provide three (3) non-accruing personal days per year to each employee for which no specific reason need be given. These personal days shall not be taken on days before or after holidays unless approved by the Superintendent. The number of personal leave days for new employees in the first year of employment is controlled by Article 14D5.
2. Requests for personal days under A.1 above must be filed with the Superintendent at least five (5) working days period to the day to be taken and must be approved by him/her. The notice provision will be waived in the event of an emergency. Emergency personal leave requests must include the specific reason for the request.
3. Unused personal leave day shall be converted each July 1st to sick leave days. Thereafter, these days are available for employee use under the terms of Article 14C, E and F and applicable statutes and regulations.

B. Legal

1. All employees shall be compensated at their full rate of pay for each day the employee's presence in court is required by subpoena as a witness. This benefit shall not apply if the employee(s) is a party to an action if that action is instituted by the Board against said employee or by an employee(s) against the Board of its agents.
2. Employees shall be compensated at their full rate of pay for each full day that the employee is required by the court to be in attendance on a jury.
3. The total combined compensation under the above shall not exceed ten (10) days during any school year, unless by special request from the court. If the court does specially request additional time, such request shall be viewed by the Board on a case-by-case basis.

C. Temporary Military

1. Employees assigned to participate in training exercises of official branches of the armed services shall receive full compensation during their absence from the District for a period not to exceed two (2) weeks per contract year of employment.
2. A certified copy of the order for active duty must accompany each request. It is expected that employees will advise their supervisor within three (3) working days of notification in order that the District may schedule to its requirements.
3. In the event that New Jersey's statutory requirements are altered to provide for employer pay less military compensation, said alteration shall be adopted as the controlling provision of this Agreement.

D. Death

1. The Board of Education shall provide for five (5) non-accruing days per incident for attendance services as a result of death in the immediate family (spouse, child, parents, parents-in-law, grandparents, grandchild, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law).
2. The Board of Education shall provide for three (3) non-accruing days per incident for attendance services as a result of death in the family (aunt, uncle, niece, nephew).

3. Two (2) additional days may be taken for death of a parent, spouse, child or sibling which shall be deducted from the employee's accumulated sick leave days.

Article 16
Insurance Coverage

A. Medical

1. Employees working twenty (20) hours or more per week on a regular basis shall be provided with group health insurance coverage for themselves at the Board's expense.
2. Each such employee may also enroll his/her spouse and dependent child(ren), under the State Health Benefits Plan definition of that term, in the group health insurance coverage.
3. Effective April 1, 2008, the Board paid-for plan shall be the NJ Direct 15 (PPO). The Board's maximum premium contribution toward insurance for those enrolled in single coverage shall be 100% of the single premium for the NJ Direct 10 plan. The Board's maximum premium contribution at all other enrollment levels for the NJ Direct 10, NJ Direct 15, or HMO plans shall not exceed 100% of the NJ Direct 15 premium at the relevant enrollment level. Employee contributions over the Board maximum shall be made through equal deductions spread over all pay periods.

B. Prescription Plan

The board shall contribute a maximum of three hundred dollars (\$300.00) average per unit employee to a family prescription plan.

C. Dental Plan

Effective July 1, 2008, the Board's contribution will be equal to 100% of the annual premium for the Horizon Dental Option Program.

D. Optical

Effective July 1, 1996, there shall be an optical plan covering eligible employees and eligible family members. An "eligible employee" is one who works 20 or more hours per week in a unit position. "Eligible family members" are those dependent family members as defined by the carrier's rules. The Board's maximum contribution toward any employee's optical plan shall be \$115.00 for each year of the Agreement.

E. Miscellaneous

1. Registration for the above insurance plans is the responsibility of the employee. Application for enrollment in the plans shall be made in the offices of the Superintendent.
2. The Board reserves the right to change insurance carriers at any time, and the Board shall maintain substantially similar benefits. In no case will the Board offer less coverage than presently exists.
3. Group benefits shall be provided only in accordance with the terms of each individual plan and its rules, regulations and procedures.
4. For each employee who remains in the employ of the Board for the full school year, the Board shall make payment of insurance premiums to provide insurance coverage for the full twelve (12) month period commencing September 1 and ending August 31.
5. The Board shall provide to each employee a description of the healthcare insurance coverage provided under this Article not later than October 1, each year which shall include a clear description of conditions and limits of coverage as listed above.
6. All employees will be enrolled in a pre-tax deduction which allows employees to pay medical and/or dental deductions in a pre-tax format (125 Plan).

F. Liability Insurance

1. All employees shall be provided, at Board expense, with a liability protection policy which will afford personal liability and legal expense protection for the employee in the amount of up to \$100,000 per employee per year and to an aggregate of \$1,000,000 per year as regards to actions to employee(s) in the course of their work.
2. The Board reserves the right to change carriers and shall endeavor to maintain a benefit level consistent with the above.

Article 17

FMLA / Child Rearing Leave

- A. Applications for child rearing leave shall be made by the employee to the Superintendent on forms provided by the board at least three (3) months prior to the anticipated birth of the child.

- B. Child rearing leave shall be granted to tenured employees or after three (3) years' employment for a period of six (6) months from the date of the child's birth (July and August are excluded in the calculation). Tenured staff, experiencing medical hardship conditions/circumstances may make a direct request to the Board for other non-paid personal leave.
- E. Any employee adopting a child shall be granted a child rearing leave in conformity with the provisions in B. above which shall commence upon the date such employee obtains custody of the child. Notice shall be given to the Superintendent at least sixty (60) days prior to the anticipated date of custody if possible, and if not, as soon as practicable.
- F. Upon return from a child rearing leave, all benefits to which the employee was entitled at the time of the commencement of leave, including unused accumulated sick leave, shall be restored.
- G. Consecutive leave under B/C above shall not be granted to any employee.
- H.
 1. If during the term of any leave under B or C an employee is employed full-time by another employer during any portion of the regular school day, he or she will be deemed to have terminated leave under said provisions and to have abandoned his or her position.
 2. Under this clause, an employee may accept part-time employment and may substitute in the Pinelands Regional School District.
 3. Employees may sub in other school districts. Employees wishing to sub in other school districts shall provide the Board with two phone numbers where they may be reached in the evening. The Board may call the employee before 11:00 p.m. of the evening preceding the next workday to inform the employee of the Pinelands substitute assignment. If no call is received by 11:00 p.m., the employee is free to substitute elsewhere.
- G. All employees shall receive the benefits of the FMLA. All tenured employees shall continue to receive benefits under Article 17B. and 17C.

Article 18
Tuition Reimbursement

- A. The Board agrees to pay the full cost of tuition and other reasonable expenses incurred in connection with any courses, workshops, in-service training sessions or other such sessions which an employee is required by the administration to take.
- B.
 1. Effective July 1, 2007, the Board shall provide a pool of monies for tuition and fees reimbursement for graduate level courses for professional staff totaling \$40,000 per semester.

2. The Board agrees to reimburse support staff for the cost of tuition and fees for approved courses up to a maximum annual reimbursement of \$400.00 for support staff.
3. The deadline to request reimbursement for the first semester (summer and fall courses) shall be September 15th; and the deadline for second semester reimbursement shall be February 1st. In order to be eligible for reimbursement, any staff member must receive prior written approval of the course(s) by the Superintendent. An employee must gain a grade of "B" or better in a course. If the course is "Pass-Fail", the employee must pass. Reimbursement shall be made after the employee submits verifiable proof of completion of the course indicating the grade earned.

C. Custodial and Maintenance Staff

The Board will agree to pay the tuition and cost of course texts/materials which could enhance an employee's performance provided:

1. The course is approved by the Supervisor of Buildings & Grounds, and
2. The course is taken at Pinelands Regional High School

Article 19
Committees

- A. A committee of the Association shall meet as necessary with the Superintendent and such administrators as the Superintendent selects. These meetings shall in no way disrupt the educational program. Matters that pertain to grievances or negotiations shall not be subjects of these meetings.
- B. The Board and the Association agree to establish a committee to meet periodically to discuss areas of mutual concern. The make-up of the committee shall be flexible enough to include whatever persons shall be appropriate to the issues to be discussed. The purpose of this committee shall be to establish a vehicle for the Board and the Association to meet periodically and to keep open valuable lines of communication. Matters pertaining to grievances or negotiations shall not be subjects of these meetings.
- C. A joint Health & Safety Committee shall be established and consist of four members appointed by the Association President, four board members and the Superintendent. The Committee shall meet at least three times each year to discuss, review and implement programs and procedures in areas of concern to the parties. The purpose of the Committee is to reduce grievances pertaining to unsafe or hazardous conditions which may endanger personnel's health and safety. All staff issues and concerns relating to health and safety must be submitted to this Committee.

Article 20
Miscellaneous Provisions

- A. There shall be no discrimination by the Board or the Association against any employee on the basis of race, color, creed, sex, age, national origin, religious or political affiliation.
- B. Board Policy - This Agreement constitutes 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.
- C. Separability - If any provision of this 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.
- D. Compliance Between Contract and Master Agreement - Any individual contract between the Board and an individual employee, heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.
- E. Annually, the Superintendent will meet with the Association President to prepare a "Years of Experience" chart to be used to place new employees on the appropriate salary guide step.
- F. Printing - Copies of this Agreement shall be printed at the expense of the Board and the Association after agreement with the Association on format within thirty (30) days after the Agreement is signed. The Agreement shall be presented to all employees now employed or hereafter employed. The number of copies printed for the Association shall be equal to the number of unit employees plus fifty (50) copies.
- G. Notice - 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 telegram or certified letter at the following address:
1. If by Association, to Board at:
Pinelands Regional Board of Education
P.O. Box 248
Little Egg Harbor Township, NJ 08087
 2. If by Board, to Association at:
President, Pinelands Education Association


c/o Pinelands Regional School District
P.O. Box 248
Little Egg Harbor Township, NJ 08087

Article 21
Duration

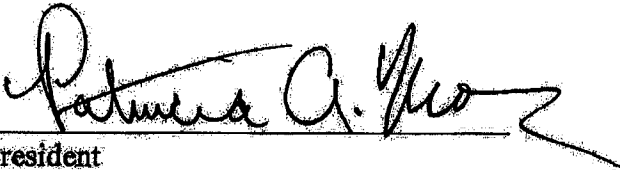
- A. This Agreement shall be effective as of July 1, 2008 and shall continue in effect until June 30, 2011. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated unless an extension is agreed to by both parties and expressed in writing prior to such a date.
- B. IN WITNESS THEREOF, the parties hereto have caused this Agreement to be signed by their respective presidents, attested by their respecting secretaries, and their corporate seals to be placed hereon, all on the date and year first above written.

**PINELANDS REGIONAL
BOARD OF EDUCATION**

**PINELANDS EDUCATION
ASSOCIATION**



President



President



Secretary



Secretary

**SIDEBAR AGREEMENT
BETWEEN
THE PINELANDS EDUCATION ASSOCIATION AND
THE PINELANDS REGIONAL BOARD OF EDUCATION**

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 the responsibility for the upgrading and updating of teacher performance and methodology. The Board and the Association support the principal 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.

The Board agrees to implement the following commencing with the 2001-2002 school year:

- B. **Professional Development Committee (Local Board)**
1. **Role of the Committee** - The Committee, as established by the Department of Education's regulations, shall be empowered to work in conjunction with the district superintendent, to assess in-service needs and professional development opportunities and to plan and implement professional development programs in accordance with the needs.
 2. The Professional Development Committee shall establish its own rules and procedures. The Committee will develop the appropriate forms needed to conduct its business and meet its responsibilities to the district and individuals. Said forms will include, but not be limited to application forms, payment requests and maintenance of individual training hours.
 3. Release time shall be provided for all members of the Local Professional Development Board to work on the professional development program and needs.
- C. **Programs**
1. **Professional Days** - The Board will pay the full cost of tuition and other reasonable expenses incurred with any workshops, seminars, conferences, in-service training sessions, or other such sessions which a teacher attends as part of his/her continuing education plan and/or is required and/or requested

to attend by the administration. Said expenses include, but are not limited to registration fees, transportation and materials.

2. In-Service Workshops, Conferences, Programs - The board may, at its discretion, consult with the Association on matters pertaining to in-service workshops, conferences, and programs designed to improve the quality of instruction within the school district.
 3. In any given year, the Board will provide 15 to 20 hours of in-service professional development experiences that will assist the teacher in attaining the required 100 hours of continuing education.
 4. In-Service programs shall be conducted during the teacher workday and work year when teacher attendance is required.
 5. All certified staff will have the opportunity to complete the in-district professional development workshops. Credit toward the 100-hour requirement will be awarded for seminars/workshops that are approved by the superintendent in consultation with the local professional development board. To receive credit the staff member must satisfactorily complete the seminar/workshop.
 6. Staff members who are serving as instructors for in-service seminars/workshops will receive a \$30.00 per hour stipend for the presentation as well as clock hours credited towards the 100-hour requirement. Staff member preparation time for each workshop will be included in the \$30.00 stipend. The teacher or presenter of the same or similar course or workshop shall count only once in a five-year cycle.
 7. Hours toward professional development requirements will be awarded as per state statute.
- D. Record Keeping - The District will maintain a record of the number of hours of continuing education for each employee and provide each with an account of accumulated hours each September. Any discrepancies between the district record and the employee's record should be noted within 30 days of receipt of the Board's records.
- E. Professional Improvement Plans - The development of the employee's Individual Improvement Plan (PIP) shall be recorded on the form provided for this purpose by the Professional Teaching Standards Board (PTSB). A copy of this form shall be kept in the employee's personnel file.

Mentors and Provisional Teachers

A. Mentors

1. All vacancies for mentoring positions shall be posted as early as the district is ware of its needs. The posting shall include the qualifications for the positions.
2. No employee shall be assigned to serve as a mentor if there are qualified volunteers available. If an employee is involuntarily assigned to a mentoring position, said employee shall not be involuntarily assigned again until all other qualified employees have been assigned.
3. No teacher shall serve as a mentor unless tenured by the district.
4. No teacher shall serve as a mentor to more than one (1) provisional/alternate route teacher simultaneously.
5. The Board shall provide training for all teachers who serve as mentors before the start of their assignments. Whenever possible, such training shall be scheduled during the regular work day. If training is scheduled for hours outside the regular work day, the teacher shall be compensated at \$23.00 per hour. The district shall pay all costs connected with said training, including travel to any out-of-district training site, meals, lodging and miscellaneous fees.
6. The administration will make every effort to insure that mentors and provisional teachers are assigned a common UCP in addition to a five class per day teaching schedule.
7. Any mentoring stipend provided by the State will be given to the mentor teacher. The mentoring fee of \$550.00 for traditional route candidates and \$1,000 for alternate route candidates will be deducted from the provisional teacher's paycheck and given to the mentor teacher at the end of the mentoring period.
8. The Board will reimburse the provisional teacher the appropriate mentoring fee he/she paid to mentor teacher upon his/her attainment of tenure in the district.

P.E.A. PROFESSIONAL STAFF SALARY GUIDE

For Year Ended June 30, 2009

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA +30</u>	<u>DOC</u>
1	43,450	43,950	44,650	45,350	45,950	46,750
2	44,930	45,430	46,130	46,830	47,430	48,230
3	45,555	46,055	46,755	47,455	48,055	48,855
4	46,255	46,755	47,455	48,155	48,755	49,555
5	46,930	47,430	48,130	48,830	49,430	50,230
6	47,730	48,230	48,930	49,630	50,230	51,030
7	48,730	49,230	49,930	50,630	51,230	52,030
8	49,755	50,255	50,955	51,655	52,255	53,055
9	50,930	51,430	52,130	52,830	53,430	54,230
10	52,630	53,130	53,830	54,530	55,130	55,930
11	54,330	54,830	55,530	56,230	56,830	57,630
12	56,080	56,580	57,280	57,980	58,580	59,380
13	57,930	58,430	59,130	59,830	60,430	61,230
14	60,055	60,555	61,255	61,955	62,555	63,355
15	62,330	62,830	63,530	64,230	64,830	65,630
16	65,830	66,330	67,030	67,730	68,330	69,130
17	68,030	68,530	69,230	69,930	70,530	71,330
18	69,930	70,430	71,130	71,830	72,430	73,230
19	72,550	73,050	73,750	74,450	75,050	75,850
20	75,380	75,880	76,580	77,280	77,880	78,680
21	77,130	77,630	78,330	79,030	79,630	80,430

P.E.A. PROFESSIONAL STAFF SALARY GUIDE

For Year Ended June 30, 2010

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>DOC</u>
1	45,765	46,265	46,965	47,665	48,365	49,065
2	46,545	47,045	47,745	48,445	49,145	49,845
3	47,905	48,405	49,105	49,805	50,505	51,205
4	48,655	49,155	49,855	50,555	51,255	51,955
5	49,355	49,855	50,555	51,255	51,955	52,655
6	50,030	50,530	51,230	51,930	52,630	53,330
7	50,830	51,330	52,030	52,730	53,430	54,130
8	51,830	52,330	53,030	53,730	54,430	55,130
9	52,830	53,330	54,030	54,730	55,430	56,130
10	53,780	54,280	54,980	55,680	56,380	57,080
11	55,105	55,605	56,305	57,005	57,705	58,405
12	56,380	56,880	57,580	58,280	58,980	59,680
13	58,130	58,630	59,330	60,030	60,730	61,430
14	59,955	60,455	61,155	61,855	62,555	63,255
15	62,055	62,555	63,255	63,955	64,655	65,355
16	64,505	65,005	65,705	66,405	67,105	67,805
17	67,330	67,830	68,530	69,230	69,930	70,630
18	69,530	70,030	70,730	71,430	72,130	72,830
19	72,230	72,730	73,430	74,130	74,830	75,530
20	74,950	75,450	76,150	76,850	77,550	78,250
21	77,880	78,380	79,080	79,780	80,480	81,180

P.E.A. PROFESSIONAL STAFF SALARY GUIDE

For the Year Ended June 30, 2011

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>DOC</u>
1	47,851	48,351	49,051	49,751	50,451	51,151
2	47,951	48,451	49,151	49,851	50,551	51,251
3	48,051	48,551	49,251	49,951	50,651	51,351
4	49,905	50,405	51,105	51,805	52,505	53,205
5	50,655	51,155	51,855	52,555	53,255	53,955
6	51,480	51,980	52,680	53,380	54,080	54,780
7	52,280	52,780	53,480	54,180	54,880	55,580
8	53,236	53,736	54,436	55,136	55,836	56,536
9	54,280	54,780	55,480	56,180	56,880	57,580
10	55,380	55,880	56,580	57,280	57,980	58,680
11	56,655	57,155	57,855	58,555	59,255	59,955
12	58,005	58,505	59,205	59,905	60,605	61,305
13	59,380	59,880	60,580	61,280	61,980	62,680
14	61,230	61,730	62,430	63,130	63,830	64,530
15	63,105	63,605	64,305	65,005	65,705	66,405
16	65,405	65,905	66,605	67,305	68,005	68,705
17	67,880	68,380	69,080	69,780	70,480	71,180
18	70,805	71,305	72,005	72,705	73,405	74,105
19	73,030	73,530	74,230	74,930	75,630	76,330
20	75,780	76,280	76,980	77,680	78,380	79,080
21	78,750	79,250	79,950	80,650	81,350	82,050

SECRETARY SALARY GUIDE

For the contract period ending June 30, 2011

SECRETARY LEVEL I

<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	27,000	27,500	27,850
2	27,957	28,188	28,738
3	28,672	29,187	29,456
4	29,986	29,934	30,500
5	31,481	31,306	31,281
6	32,921	32,866	32,714
7	33,915	34,370	34,345
8	35,428	35,408	35,916
9	36,803	36,986	37,001
10	38,247	38,423	38,651
11	39,692	39,930	40,152
12	41,733	41,439	41,727
13	43,741	43,569	43,304
14	45,317	45,666	45,529
15		47,311	47,721
16			49,440

SECRETARY LEVEL II

<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	31,900	32,185	32,950
2	32,839	33,304	33,633
3	33,525	34,284	34,802
4	34,197	35,000	35,827
5	34,930	35,702	36,575
6	35,593	36,467	37,308
7	37,137	37,160	38,108
8	38,680	38,771	38,832
9	40,222	40,382	40,516
10	41,765	41,992	42,199
11	43,308	43,603	43,882
12	44,851	45,214	45,565
13	46,394	46,825	47,249
14	48,459	48,435	48,932
15	49,833	50,591	50,615
16	52,346	52,026	52,868
17	53,575	54,649	54,367
18		55,932	57,109
19			58,449

SECRETARY - 10 MONTH

<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	22,942	22,917	23,208
2	23,342	23,951	23,948
3	23,893	24,369	25,029
4	24,988	24,944	25,466
5	26,284	26,088	26,067
6	27,488	27,440	27,262
7	28,262	28,698	28,675
8	29,467	29,506	29,989
9	30,611	30,763	30,833
10	31,873	31,958	32,148
11	33,072	33,275	33,396
12	34,711	34,528	34,773
13	36,486	36,238	36,081
14	37,765	38,092	37,869
15	39,985	39,427	39,806
16		41,745	41,201
17			43,623

CUSTODIAL & MAINTENANCE SALARY GUIDE

For Contract Period ending June 30, 2011

Maintenance				Custodial			
<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	28,850	29,900	30,946	1	21,000	21,450	22,000
2	29,475	30,119	31,246	2	21,614	22,064	22,415
3	29,997	30,772	31,475	3	21,738	22,188	23,057
4	30,518	31,317	32,157	4	22,006	22,456	23,187
5	33,109	31,861	32,726	5	22,328	22,778	23,467
6	37,150	34,566	33,295	6	22,834	23,284	23,802
7	41,162	38,784	36,121	7	23,500	23,950	24,332
8	45,173	42,973	40,529	8	24,431	24,881	25,028
9	50,431	47,161	44,907	9	25,156	25,606	26,001
10	53,018	52,650	49,283	10	25,903	26,353	26,758
11		55,351	55,019	11	26,626	27,076	27,539
12			57,841	12	27,367	27,817	28,294
				13	28,520	28,970	29,069
				14	29,324	29,774	30,273
				15	31,647	32,097	31,114
				16	34,219	34,669	33,541
				17	36,523	36,973	36,229
				18	38,828	39,278	38,637
				19	40,785	40,950	41,045
				20	42,629	43,950	42,793
				21	44,358	46,950	45,928
				22	46,295	48,950	49,063
				23	49,940	51,020	53,320

Receiving

<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	35,367	36,823	38,380
2	35,467	36,923	38,480
3	35,572	37,028	38,585
4	35,676	37,137	38,694
5	35,780	37,246	38,808
6	35,884	37,354	38,922
7	35,989	37,463	39,035
8	36,093	37,572	39,149

OTHER SUPPORT STAFF SALARY GUIDE

For Contract Period ending June 30, 2011

Accounting Clerk

<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	31,000	32,000	33,000
2	31,531	32,364	33,440
3	31,701	32,918	33,820
4	31,809	33,096	34,400
5	32,603	33,209	34,585
6	33,744	34,038	34,703
7	34,885	35,229	35,569
8	36,025	36,420	36,814
9	37,166	37,610	38,059
10	38,234	38,802	39,303
11	39,455	39,917	40,548
12	42,236	41,191	41,713
13	44,693	44,095	43,044
14	46,950	46,659	46,079
15	48,619	49,015	48,759
16	50,333	50,759	51,221
17	52,046	52,548	53,043
18	53,760	54,336	54,912
19	55,475	56,126	56,781
20		57,916	58,652
			60,522

Attendance Officer

<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	33,000	34,000	34,500
2	33,652	34,452	35,530
3	34,647	35,133	36,002
4	35,534	36,172	36,714
5	36,421	37,097	37,800
6	38,114	38,023	38,767
7	39,808	39,791	39,734
8	41,502	41,560	41,582
9	43,197	43,328	43,430
10		45,098	45,278
11			47,127

Clerk/Typist - 12 Month

<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	22,900	23,300	23,800
2	23,231	23,908	24,349
3	24,816	24,253	24,983
4	26,193	25,908	25,344
5	27,112	27,345	27,074
6	27,873	28,305	28,576
7	30,049	29,100	29,578
8	32,225	31,371	30,409
9	33,028	33,642	32,783
10	33,832	34,481	35,156
11	34,635	35,320	36,032
12	35,439	36,159	36,910
13	36,244	36,998	37,786
14	38,468	37,839	38,663
15	39,931	40,161	39,542
16	40,776	41,688	41,968
17		42,570	43,564
18			44,486

Clerk/Typist - 10 Month

<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	22,000	22,500	23,000
2	22,617	22,968	23,513
3	23,659	23,613	24,002
4	24,571	24,700	24,675
5	25,118	25,652	25,812
6	25,593	26,223	26,806
7	26,069	26,719	27,403
8	26,545	27,216	27,922
9	28,240	27,713	28,440
10	30,022	29,483	28,960
11	31,835	31,343	30,810
12	33,736	33,236	32,753
13	35,410	35,220	34,732
14	35,828	36,968	36,805
15	36,350	37,405	38,631
16		37,949	39,088
17			39,657

OTHER SUPPORT STAFF SALARY GUIDE

For Contract Period ending June 30, 2011

Teacher Aide - 8 Hr.

Teacher Aide - 7 Hour				Teacher Aide - 8 Hr.			
<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>STEP</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
1	19,000	19,500	20,000	1	22,000	22,200	23,700
2	19,347	20,026	20,573	2	23,006	23,188	23,421
3	19,403	20,391	21,127	3	23,117	24,248	24,463
4	19,891	20,450	21,513	4	24,099	24,365	25,582
5	20,915	20,965	21,575	5	25,080	25,400	25,705
6	21,939	22,044	22,118	6	26,062	26,435	26,797
7	23,094	23,124	23,257	7	27,044	27,469	27,889
8	24,055	24,341	24,396	8	28,026	28,505	28,980
9	25,081	25,354	25,680	9	29,008	29,539	30,072
10	26,110	26,436	26,748	10	29,986	30,574	31,164
11	27,137	27,520	27,890	11	31,151	31,606	32,256
12	28,164	28,602	29,034	12	32,331	32,833	33,344
13	29,370	29,684	30,175				
14		30,956	31,317				
15			32,659				

ADVISOR STIPEND GUIDE

For contract period ending June 30, 2011

Category	Club	6/30/2009	6/30/2010	6/30/2011
Category A	Thesplan Society	3,896	4,067	4,250
Category B	H.S. SADD	3,246	3,389	3,541
	Student Government	3,246	3,389	3,541
	Webmaster	3,246	3,389	3,541
	Yearbook (H.S. Production)	3,246	3,389	3,541
Category C	Academic Competition	2,597	2,711	2,833
	Asst. Thesplan Society	2,597	2,711	2,833
	Choral (HS)	2,597	2,711	2,833
	Choral (JHS)	2,597	2,711	2,833
	Junior Class Advisor-1	2,597	2,711	2,833
	Junior Class Advisor-2	2,597	2,711	2,833
	Lighting Coordinator	2,597	2,711	2,833
	Mock Trial	2,597	2,711	2,833
	Pep Band	2,597	2,711	2,833
	Project Graduation	2,597	2,711	2,833
	School Banker	2,597	2,711	2,833
	School Store (HS)	2,597	2,711	2,833
	Senior Class Advisor-1	2,597	2,711	2,833
	Senior Class Advisor-2	2,597	2,711	2,833
	Video/TV Production Club (HS)	2,597	2,711	2,833
Category D	Asst. Pep Band	1,945	2,031	2,122
	Freshman Class	1,945	2,031	2,122
	HS Newspaper	1,945	2,031	2,122
	JHS SADD Club	1,945	2,031	2,122
	Math Club (HS)	1,945	2,031	2,122
	Sophomore Class Advisor-1	1,945	2,031	2,122

ADVISOR STIPEND GUIDE

For contract period ending June 30, 2011

Category	Club	6/30/2009	6/30/2010	6/30/2011
	Sophomore Class Advisor-2	1,945	2,031	2,122
	Yearbook (HS Business)	1,945	2,031	2,122
	Band Props	1,945	2,031	2,122
Category E	7th Grade Class	1,459	1,523	1,592
	8th Grade Class	1,459	1,523	1,592
	H.S. PRIDE Club	1,459	1,523	1,592
	Math Club (JHS)	1,459	1,523	1,592
	National Honor Society	1,459	1,523	1,592
	Yearbook (JHS)	1,459	1,523	1,592
Category F	Builders Club	1,297	1,354	1,415
	FOCLA Club	1,297	1,354	1,415
	French Club	1,297	1,354	1,415
	History Club	1,297	1,354	1,415
	HS Computer Club	1,297	1,354	1,415
	HS English Club	1,297	1,354	1,415
	HS Science Club	1,297	1,354	1,415
	Interact Club	1,297	1,354	1,415
	JHS Art Club	1,297	1,354	1,415
	JHS Computer Club	1,297	1,354	1,415
	JHS Foreign Language Club	1,297	1,354	1,415
	JHS Media Club	1,297	1,354	1,415
	JHS Newspaper	1,297	1,354	1,415
	JHS Pride Club	1,297	1,354	1,415
	JHS Science Club	1,297	1,354	1,415
	Junior National Honor Society	1,297	1,354	1,415

ADVISOR STIPEND GUIDE

For contract period ending June 30, 2011

Category	Club	6/30/2009	6/30/2010	6/30/2011
	Library/Media Club	1,297	1,354	1,415
	Russlan Club	1,297	1,354	1,415
	Spanish Club	1,297	1,354	1,415
	Stage Crew Club	1,297	1,354	1,415
	Unified Arts Club	1,297	1,354	1,415
	Habitat for Humanity	1,297	1,354	1,415
	FBLA (2)	1,297	1,354	1,415
	Radio Club	1,297	1,354	1,415
Category Other	Pinelands Experience Home	660	689	720
	Pinelands Experience-Asst	1,544	1,612	1,684
	Pinelands Experience-Primary	2,204	2,301	2,406
Volunteer	Volunteer Pool	1,144	1,195	1,249
	Character Counts			
	Dance Club			
	Economics Club			
	Psychology Club			
	Roller Hockey			
	Spanish NHS			
	English Club-JHS			
	FCCLA Club-JHS			
	French NHS			
	Random Acts of Kindness			
	Drama Club			

COACHES' STIPEND GUIDE
 For contract period ending June 30, 2011

Sport	Position	Type	6/30/2009	6/30/2010	06/30/11
Baseball	Freshman	Boys	4,603	4,805	5,017
	Head	Boys	7,021	7,330	7,652
	Assistant-1	Boys	4,760	4,970	5,189
	Assistant-2	Boys	4,760	4,970	5,189
	7/8 Head	Boys	4,150	4,333	4,523
	7/8 Asst	Boys	1,887	1,970	2,057
Basketball	Assistant	Boys	5,138	5,364	5,600
		Girls	5,138	5,364	5,600
	Freshman	Boys	4,964	5,182	5,410
		Girls	4,964	5,182	5,410
	Head	Boys	7,651	7,987	8,339
		Girls	7,651	7,987	8,339
	7/8 Head	Boys	4,400	4,594	4,796
		Girls	4,400	4,594	4,796
	7/8 Asst	Boys	1,887	1,970	2,057
		Girls	1,887	1,970	2,057
Bowling	Head	Boys	4,150	4,333	4,523
		Girls	4,150	4,333	4,523
Cheerleading-Fall	Assistant	Girls	1,878	1,960	2,046
	Head	Girls	5,639	5,888	6,147
Cheerleading-Winter	Assistant	Girls	1,878	1,960	2,046
	Head	Girls	5,639	5,888	6,147
	7/8 Head	Girls	1,631	1,702	1,777
Cross Country	Head	Boys	5,138	5,364	5,600
		Girls	5,138	5,364	5,600

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For contract period ending June 30, 2011					
Sport	Position	Type	6/30/2009	6/30/2010	06/30/11
	7/8 Head	Boys/Girls	4,150	4,333	4,523
Field Hockey	Assistant	Girls	4,760	4,970	5,189
	Head	Girls	7,021	7,330	7,652
	7/8 Head	Girls	4,150	4,333	4,523
	7/8 Asst	Girls	1,887	1,970	2,057
Football	Head	Boys	7,739	8,079	8,435
	Assistant-1	Boys	5,604	5,850	6,107
	Assistant-2	Boys	5,604	5,850	6,107
	Assistant-3	Boys	5,604	5,850	6,107
	Assistant-4	Boys	5,604	5,850	6,107
	Assistant-5	Boys	5,604	5,850	6,107
	Freshman-1	Boys	5,169	5,397	5,634
	Freshman-2	Boys	5,169	5,397	5,634
	7/8 Head	Boys	4,564	4,764	4,974
	7/8 Asst-1	Boys	1,887	1,970	2,057
	7/8 Asst-2	Boys	1,887	1,970	2,057
Golf	Assistant	Boys	2,232	2,330	2,433
	Head	Boys	4,150	4,333	4,523
Intramurals	Fall	Boys/Girls	3,130	3,267	3,411
	Spring	Boys/Girls	3,130	3,267	3,411
	Winter	Boys/Girls	3,130	3,267	3,411
Lacrosse	Assistant	Girls	4,760	4,970	5,189
	Head	Girls	7,021	7,330	7,652
Soccer	Assistant	Boys	4,760	4,970	5,189
		Girls	4,760	4,970	5,189
	Head	Boys	7,021	7,330	7,652
		Girls	7,021	7,330	7,652