

Memorandum of Agreement Between
the Bedminster Board of Education
and the Bedminster Education Association
March 20, 2024

The Bedminster Board of Education (“Board”) and the Bedminster Education Association (“Association”) agree to the following terms for a successor collective negotiations agreement for the term of July 1, 2023 through June 30, 2027, subject to ratification and approval by the parties and development of a salary guide acceptable to both parties:

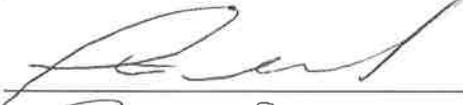
1. The parties agree to the six (6) unsigned “tentative agreements” previously agreed to through negotiations and attached hereto. For reference, the tentative agreements include changes to the following:
 - a. Article IX, Work Year and Work Day, Letter B;
 - b. Article IX, Work Year and Work Day, Letter M;
 - c. Article XIX, Work Year and Work Day, Instructional Aides, Letter A;
 - d. Article VI, Temporary Leaves of Absence, Letter A, Number 8;
 - e. Article XII, Retirement; and
 - f. Article IX, Letter J.
2. Article I, Letter A shall be revised to include “Behaviorist/BCBA” under “Certificated Personnel.”
3. Article IV, Letter H shall be revised so that all references to “\$30,000” shall be replaced with “\$35,000,” and all contract dates/years shall be updated accordingly.
4. The parties agree to the following increases in salary over the term of the Agreement, subject to the creation of salary guides for all staff that are acceptable to both parties, as follows:
 - i. Increase the 2023-2024 salary base for all members by 3.40% inclusive of step and increment cost over the 2022-2023 salary base.
 - ii. Increase the 2024-2025 salary base for all members by 3.30% inclusive of step and increment cost over the 2023-2024 salary base.
 - iii. Increase the 2025-2026 salary base for all members by 3.20% inclusive of step and increment cost over the 2024-2025 salary base.
 - iv. Increase the 2026-2027 salary base for all members by 3.20% inclusive of step and increment cost over the 2025-2026 salary base.
5. Salary increases for the current (2023-2024) school year shall be paid retroactively. Retroactive payments shall be issued within a reasonable amount of time following the full approval/ratification of the final salary guides by both parties.

6. Former "Schedule E" of the Agreement shall be replaced in its entirety with the new four-page Stipend Schedule language as attached hereto.
7. All other terms of the recently expired collective bargaining agreement shall remain in full force and effect unless otherwise modified by applicable law.

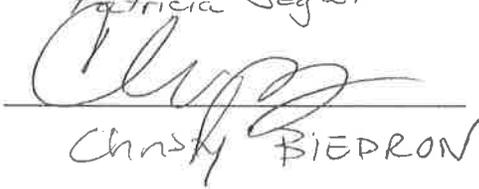
Bedminster Board of Education



JEFF REAVES.

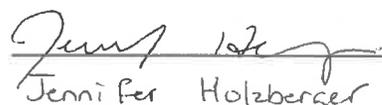


Patricia Segal



Christy BIERNON

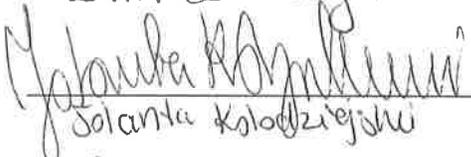
Bedminster Education Association



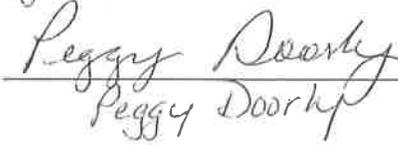
Jennifer Holzberger



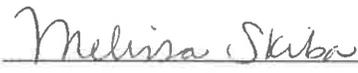
James Puglia



Solanta Kolodziejewski



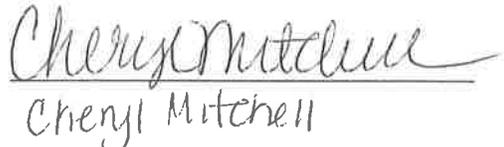
Peggy Doorhy



Melissa Skiba



NICOLE L. MANCINI



Cheryl Mitchell

**Stipends – Schedule A
Clubs and Advisors**

1. All club/advisor stipend positions, unless explicitly included in Stipends Schedule B or Schedule C, shall be paid a total stipend amount of \$850. The following non-exhaustive list includes examples of previously existing stipend positions that shall be covered by this Schedule A:

Arts & Crafts - Grade 2	Arts & Crafts - Grades 2 & 3	Arts & Crafts - Grade 3
Chess Club – Beginners	Chess Club	Math Counts Grades 6-8
Parade	Ski Club Advisor	Ski Club Monitor
Computer Club - Grade 2	Computer Club - Grade 3	Computer Club - Grades 2 & 3
Computer Club - Grades 4-8	Conflict Mediation Advisor	Conflict Mediation Lead Advisor
Cooking Club Session I	Cooking Club Session II	Environmental Club Grades 4-8
LEGO Club Grades 1 & 2	LEGO Club Grades 3 & 4	Literacy Magazine Advisor
Literacy Club (Middle)	Writers' Workshop Session	Stokes Coordinator
Open Gym Grades 4&5	Science Club - Grade 1	Science Club - Grade 2
Science Club - Grade 3	Sports Club Grade 3	Sports Club Grade 4-5
Science Club – Grade 4	Storytime Grade 1	Storytime Kindergarten
Drama Club Supervisor (Middle)	Behind the Scenes Advisor	Behind the Scenes Assistant
Drama Club Director (Primary Grade 2)	Drama Club Director (Primary) Grade 3	Drama Club Supervisor (Primary) Grade 2
Drama Club Supervisor (Primary) Grade 3	School Newspaper	Graduation Music & Ceremony
8 th Grade Trip Coordinator		

2. All stipend positions covered by this Schedule A shall run ten (10) hours in order to qualify for the full stipend amount subject to the approval of the building principal and/or Superintendent. -
3. If fewer than ten (10) hours are conducted, the stipend amount shall be prorated accordingly.

**Stipends – Schedule B1
Head Coach Positions and Middle School Drama**

1. All positions in Schedule B1 shall each be paid a total stipend amount of \$3,500.
2. The following non-exhaustive list includes examples of previously existing stipend positions that shall be covered by this Schedule B1:

Baseball Head Coach – Boys	Basketball Head Coach - Boys
Basketball Head Coach – Girls	Cheerleading Coach
Field Hockey Head Coach	Lacrosse Head Coach
Soccer Head Coach	Softball Head Coach
Drama Club Director (Middle) - Grades 5-8	Robotics Club Head Coach
Odyssey of the Mind Head Coach	Track and Field Head Coach

3. All staff appointed to stipend positions covered by this Schedule B1 shall perform the duties of the position for the entire season in order to qualify for the full stipend amount. If the appointed staff member serves in the role for less than the entire season, the stipend amount shall be prorated accordingly.

**Stipends – Schedule B2
Assistant Coach Positions**

1. All assistant coaching positions shall each be paid a total stipend amount of \$2,300. The following non-exhaustive list includes examples of previously existing stipend positions that shall be covered by this Schedule B2:

Baseball Assistant Coach – Boys	Basketball Assistant Coach – Boys
Basketball Assistant Coach – Girls	Field Hockey Assistant Coach
Lacrosse Assistant Coach	Soccer Assistant Coach
Robotics Club Assistant Coach	Softball Assistant Coach

2. Assistant Coaches shall be responsible for assisting the Head Coach with all students on the team, regardless as to the grade level of the students (I.e., all grades 6 through 8).
3. All staff appointed to stipend positions covered by this Schedule B2 shall perform the duties of the position for the entire season in order to qualify for the full stipend amount. If the appointed staff member serves in the role for less than the entire season, the stipend amount shall be prorated accordingly.

Stipends – Schedule C

Miscellaneous Positions and Chaperones

1. The following stipend positions shall be paid at the listed rates contingent on the assigned staff member serving in the position for the requisite length of time/number of sessions. Staff who serve in the position for less than the designated time shall receive a prorated stipend accordingly:

<u>Position</u>	<u># of Sessions</u>	<u>Stipend Amount</u>
a. Scenery Art Club	15 sessions	\$1,250
b. Inst. Music (B/A School)	80 sessions	\$4,900
c. Chorus (Before/After School)	80 sessions	\$4,900
d. Athletic Coordinator	Full Year	\$5,200
e. Homework & CRC Advisor	80 sessions	\$3,400
f. Team Leader Grades 5&6	80 sessions	\$3,650
g. Team Leader Grades 7&8	80 sessions	\$3,650
h. Community Service Advisor Grade 8	Full Year	\$1,725
i. Community Service Advisor Grades 7	Full Year	\$1,725
j. Community Service Advisor Grade 6	January-June	\$850
k. Student Council Advisor	Full year	\$1,100
l. Yearbook Advisor	Full Year	\$1,200

2. Staff who ~~are assigned to~~ chaperone trips during normal work hours shall not receive any additional compensation beyond their normal pay.
3. Staff members who chaperone on-site duties, ceremonies, dances, concerts, etc., that take place or extend beyond contract hours, shall be compensated at the rate of \$40 per hour, which amount shall be prorated based on half-hour intervals.
4. Staff members who chaperone off-site trips and events that take place or extend beyond contract hours shall be compensated at the rate of \$50 per hour, which amount shall be prorated based on half-hour intervals.
5. Staff members who ^{perform} ~~are assigned~~ an overnight assignment shall receive a \$400 stipend for each overnight of the assignment in lieu of the hour rate provided in Section 3 above. For example, a staff member who chaperones students on a field trip that lasts 3 days and 2 nights shall receive a stipend of \$800 and not receive any additional hourly stipend.
6. Certificated staff who perform Curriculum Development assignments requiring certificated personnel as identified by the Board, shall be compensated at the rate of \$60 per hour for such services.

7. Certificated staff who perform Home Instruction or other "Direct Education-Related" assignments, such as ESY, Summer Child Study Team, Nursing services, or other summer work requiring certificated personnel as identified by the Board, shall be compensated at \$65 per hour for such services.
8. Paraprofessionals who perform summer work assignments shall be paid \$22 per hour for such services.
9. Compensatory Time for Stipend Work
 - a. There shall be a maximum distribution of one (1) comp day per year per teacher if they are assigned an extra compensation duty/assignment of equal or greater time.
 - b. Each teacher shall be able to earn one (1) comp day for each school year and may carry over that one day into the following year but will lose it if not used by the end of that following year. However, no individual can earn another comp day in the following year if they have not used the accumulated comp day from the previous year.
 - c. If a teacher elects to get paid for that comp day in lieu of time off and at the pay rate the day was earned, the teacher must notify the Board office no later than May 15 of the expiration year.
 - d. Use of the comp day is limited to the provisions for personal days found in Article 6.A.1 and may be used in conjunction with personal days provided use abides by the provisions found in Article 6.A.1.
 - e. Kindergarten Orientation shall be compensated at the "Direct Education-Related" rate identified above (Schedule C.7) for three hours or a comp day at 6.75 hours in recognition of the teacher's early return from summer break.

10. Process for creation of new stipend activities:

Staff seeking to create and implement new stipend activities shall submit a proposal to the Superintendent (or designee). The proposal shall include a rationale for the new activity, an estimated number of sessions, duration and timing during which the activity will take place, and grade levels for the activity. Proposals will be considered twice per year and must be submitted by either May 1st or December 1st. Any approved activity's stipend will align with current stipends for similar activities within the current agreement. If the Superintendent approves, the proposal will be forwarded to the Board of Education for final approval.

Bedminster Board of Education and the Bedminster Education Association Tentative Agreements

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1. **Article XII, Retirement, Page 24**

An employee considering resignation for the purpose of retirement, with the exception of an emergency resignation, shall notify the Superintendent and Board Secretary at least (60) sixty days prior to their anticipated retirement, should the retirement take place during the school year, or sixty (60) days prior if the retirement is effective at the end of the school year. The intentions of the employee shall not be made public until the employee formally notifies the Board of Education of his effective date of retirement.

Upon retirement from the district, an employee shall receive one (1) day's pay for each accumulated sick day at the base pay for per diem substitute teachers. In the event of an employee's death, the unused accumulated sick day pay will go to his/her estate. Effective January 1, 2013, all employees hired on or after January 1, 2013, upon retirement from the district shall be capped at \$15,000 in reimbursement for unused accumulated sick leave.

Teaching staff members who provide the Board with at least one (1) calendar year's notice of their retirement from an official State pension system (TPAF/PERS) with an effective retirement date of June 30/July 1, and who have at least a ninety percent (90%) or better attendance rate for their final year of employment, will be paid a one-time, non-pensionable bonus of three thousand dollars (\$3,000) that should be payable within 60 days' of their retirement.

The above contract changes are hereby accepted and agreed to by both parties Negotiating Committees to be presented to their respective memberships for ratification and incorporated into the contract.

Date: _____

BOE Representatives

Date: _____

Association Representatives

Bedminster Board of Education and the Bedminster Education Association Tentative Agreements

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1. Article IX, Letter J, Page 20

Teachers who leave school grounds during their prep time will notify the building administrator or the administrator's designee before leaving. Teachers may be required to utilize a sign-in/out or swipe system when leaving and returning during the workday, which requirement will be imposed only if there is a sign-in/out or swipe system installed or otherwise implemented at the two most frequented entrances and exits utilized by staff.

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1. Article IX, Work Year and Work Day, Letter B, Page 19

B. On days that are designated by the administration for parent teacher conferences, the student school day will be a shortened session. A shortened session is defined as four (4) hours and 40 minutes. The Superintendent shall retain the right to flex the start of the student day. There shall be one (1) morning and two (2) evenings in the fall for parent teacher conferences.

On days when evening conferences are scheduled, a delayed opening will be scheduled for teachers who have evening conferences. All employees recognized by this agreement, ~~except Child Study Team Members (see next paragraph)~~, will be required to attend one full evening conference session. If an employee does not have evening conferences scheduled on one of the two evenings conference days, that employee will be required to work the employee work day as defined by Article IX D, on the day that the employee does not have evening conferences. **All employees are to be present for conferences. When parents do not attend conferences, staff will be responsible for professional obligations.**

~~Each Child Study Team Member will be present for one full evening conference session during the school year and each evening conference time will have a representative from the Child Study Team.~~

On the days of morning conferences all employees will report at the usual starting time. In the event parent teacher conferences fall during the week of the NJEA Convention, Wednesday will be reserved for morning conferences only.

~~The spring conferences shall be limited to one (1) morning and one (1) evening. The same employee attendance policy shall apply as noted in paragraph 2 of section B.~~

Evening conferences will precede morning conferences whenever feasible.

Each employee shall be required to attend one (1) of two (2) Back to School nights per year. **Employees must provide at least one week's written notice to their building administrator as to which of the two (2) Back to School night session days the employee will be working a shortened session schedule.** There shall be a shortened session for students on both days of Back to School nights. ~~On the day when an employee is not attending Back to School night, the employee will be required to work the employee work day as defined by Article IX D.~~

Each employee shall be required to work a full day schedule on the day of Back to School night.

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1. Article IX, Work Year and Work Day, Letter M, Page 20

M.

- a. Employees shall not be required to be in attendance before the beginning of, or remain after the end of the school day for more than two scheduled sixty (60) minute sessions per month. One of those meetings during the year may be up to seventy-five (75) minutes long for the purpose of a speaker's presentation. The last school Monday of every month shall be reserved for BEA meetings. Any time beyond this for which employees are required to stay will be compensated according to their individual hourly rate, based on their salary. Back-to-school night and parent-teacher conferences are excluded from this provision.
- b. **All clubs, sports, practices, games or events can be scheduled to begin after the conclusion of any after-school faculty and/or PLC meetings. Such events may be scheduled to take place during the monthly BEA meeting at the discretion of the staff member responsible for the event.**

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1. Article XIX, Work Year and Work Day, Instructional Aides, Letter A, Page 41

A. The work year for Instructional Aides shall be the in-school work year when teachers are in attendance. Instructional aides ~~are not~~ **may be** required to attend back to school nights or parent conferences **at the discretion of the Administration**. Instructional aides ~~shall~~ **may** also be required to attend professional development/in-service programs, **faculty meetings and PLCs.** ~~for certificated teaching staff members.~~ **Instructional Aides required to attend any such meetings will be compensated at their per diem rate, with a 1-hour minimum in compensation.**

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1. Article VI, Temporary Leaves of Absence, Letter A, Number 8, Page 15

8. A maximum of three (3) days in each year for serious family illness. ~~A physician's certificate of serious illness is required.~~ **Written medical verification of the family member's serious illness is required for family serious illness leave. Such verification may include a physician's note, doctor's office letter, hospital invoice, or other similar documentation confirming the family member's illness and dates of treatment.**

- A maximum of two days in each year for family illness.
- Relatives in both serious family illness and family illness shall be defined as an employee's spouse, parent, step-parent, child, step-child, brother, sister, mother-in-law, father-in law, grandparent, grandchild, brother-in-law, sister-in-law; or any other member of the immediate household.
- These days need not be consecutive.

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