

AGREEMENT

between

MATAWAN-ABERDEEN REGIONAL BOARD OF EDUCATION

and

MATAWAN-ABERDEEN REGIONAL EDUCATION ASSOCIATION

July 1, 2021 through June 30, 2024

TABLE OF CONTENTS

	PREAMBLE	4
ARTICLE I	RECOGNITION	5
ARTICLE II	NEGOTIATION PROCEDURE	5
ARTICLE III	GRIEVANCE PROCEDURE	6
ARTICLE IV	TEACHER RIGHTS	8
ARTICLE V	ASSOCIATION RIGHTS AND PRIVILEGES.....	9
ARTICLE VI	TEACHING HOURS AND TEACHING LOAD	10
ARTICLE VII	TEACHER FACILITES	14
ARTICLE VIII	SPECIALISTS.....	14
ARTICLE IX	TEACHER EMPLOYMENT.....	16
ARTICLE X	SALARIES	16
ARTICLE XI	TEACHER ASSIGNMENT.....	17
ARTICLE XII	TEACHER EVALUATION	18
ARTICLE XIII	EMPLOYEE BENEFITS	20
ARTICLE XIV	SUBSTITUTES.....	20
ARTICLE XV	PROFESSIONAL RELATIONS COMMITTEE	20
ARTICLE XVI	MAINTENANCE OF CLASSROOM CONTROLAND DISCIPLINE	20
ARTICLE XVII	INSURANCE PROTECTION	21
ARTICLE XVIII	DEDUCTIONS FROM SALARY.....	23
ARTICLE XIX	MISCELLANEOUS PROVISIONS	24
ARTICLE XX	TERMINAL LEAVE.....	25
ARTICLE XXI	ABSENCE AND FORFEITURE OF SALARY	26
ARTICLE XXII	LEAVE OF ABSENCE	31
ARTICLE XXIII	SABBATICAL LEAVE	33
ARTICLE XXIV	TUITION REIMBURSEMENT.....	34
ARTICLE XXV	MANAGEMENT RIGHTS CLAUSE.....	35
ARTICLE XXVI	NO REPRISAL CLAUSE	36
ARTICLE XXVII	DURATION OF AGREEMENT	37
APPENDIX A	Premium Sharing Contribution Table.....	38

SCHEDULE A-1 2021-202241
SCHEDULE A-1 2022-202342
SCHEDULE A-1 2023-202443
SCHEDULE A-1 HALF STEP 2021-202244
SCHEDULE A-1 HALF STEP 2022-202345
SCHEDULE A-1 HALF STEP 2023-202446
SCHEDULE A-2 2021-202447

PREAMBLE

This Agreement entered into on June 28, 2022 , by and between the BOARD OF EDUCATION OF THE MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT, Monmouth County, New Jersey., hereinafter called the “Board”, and the MATAWAN-ABERDEEN REGIONAL EDUCATION ASSOCIATION, hereinafter called the “Association.”

WITNESSETH:

Whereas, the Board has an obligation, pursuant to Chapter 123, Public Laws, 1974 to negotiate with the Association as the representatives of employees hereinafter designated with respect to the terms and conditions of employment, and

Whereas, the parties have reached certain understanding which they desire to confirm in this Agreement,

In consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I
RECOGNITION

A. The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for all certified personnel whether under contract, on leave, on a per diem basis, employed or to be employed by the Board, including:

classroom teachers, nurses, librarians, guidance counselors, department chairmen, social workers, learning disability specialists, resource teachers, remedial teachers, school psychologists, behaviorists, athletic trainers, occupational therapists, speech language specialists, speech language pathologists, substance abuse coordinators and teacher coaches but excluding: administrative positions, department supervisors, clerical and custodial workers, and substitutes.

B. Unless otherwise indicated, the term “teachers”, when used hereinafter in this Agreement, shall refer to all professional employees represented by the Association in the negotiating unit as above defined, and reference to male teachers shall include female teachers.

ARTICLE II
NEGOTIATION PROCEDURE

A. The parties agree to enter into collective negotiations over a successor agreement, provided the Association still represents a majority of the employees in the bargaining unit, in accordance with Chapter 123, Public Laws 1974. These negotiations shall be in a good-faith effort to reach agreement on all matters concerning the terms and conditions of teachers’ employment. Such negotiations shall begin not later than January 1 of the calendar year in which this Agreement expires. Any agreement so negotiated shall apply to all teachers in the bargaining unit, shall be reduced to writing, and shall be signed by the Board and by the Association.

B. During the negotiations, the Board, through its negotiating committee, and the Association, through its negotiating committee, shall present relevant data and exchange points of view.

C. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party. Either side may invite one or more consultants or spokesmen to attend and participate in any negotiating session.

D. The Board agrees not to negotiate concerning any employee in the negotiating unit as defined in Article I of this Agreement, in violation of Chapter 123 of the Public Laws of 1974 or any rules or regulations promulgated pursuant thereto.

ARTICLE III
GRIEVANCE PROCEDURE

A. DEFINITIONS

Grievance - A "grievance" shall mean a Complaint by an employee alleging a violation, misinterpretation or inequitable application of any provision of this Agreement, Board Policy, or Board and/or administrative practice which adversely affects the terms and conditions of employment, except that the term, "grievance", shall not apply to:

- (1) Any rule or regulation of the State Department of Education having the force and effect of law.
- (2) Any rule or regulation of the State Commissioner of Education having the force and effect of law.
- (3) Any matter which, according to law, is beyond the scope of Board authority.
- (4) Any matter which, according to law, is exclusively within the discretion of the Board.

Grievant - Grievant shall mean an employee believing to have been or to be aggrieved.

Employee - An employee shall mean an employee within the negotiating unit.

Immediate Superior - The principal or such person acting as the principal in the latter's absence.

B. PRINCIPLES

- (1) A grievance to be considered under this procedure shall be presented by the grievant or his/her representative not later than twenty (20) calendar days following its occurrence or the time when he/she should have known about it. The number of days allotted at each step of the grievance procedure is to be considered as a maximum time limit. Every attempt should be made to resolve grievances as quickly as possible. A grievance which occurs near the end of the school year shall be presented on or before June 30th of the school year in which it occurred.
- (2) A grievant may present and process his/her grievance personally or through the Association. Should the grievant want to process his/her grievance personally, he/she may do so; however, the Association shall be notified and shall have the right to have its own representative present at all proceedings.
- (3) No reprisals shall be taken by the Board or Administration against any employee because he/she utilizes the grievance procedure.
- (4) Should a grievance result from action taken by the Superintendent or the Board, a grievant may present his/her grievance initially at STEP THREE of the grievance procedure.

- (5) Forms developed jointly by the Board and the Association will be used for the filing of grievances.

C. PROCEDURE

STEP ONE:

- (a) A grievant may initially discuss the matter identified as a grievance with the immediate Superior in an attempt to settle the grievance informally. This is not intended to extend the time limitation as set forth in Section B, sub-section 1.

STEP TWO:

- (a) A grievant or the Association shall file a grievance in writing by presenting the written grievance to the Immediate Superior and forwarding copies to the Superintendent and the Association.
- (b) The grievant and/or the Association and the Immediate Superior shall meet in an attempt to resolve the grievance not later than seven (7) calendar days following the date on which it is filed.
- (c) The Immediate Superior shall communicate his/her decision in writing to the grievant not later than seven (7) calendar days following the meeting between the grievant and the Immediate Superior. A copy of the written decision shall also be forwarded, at the same time, to the Superintendent and the Association.

STEP THREE:

- (a) If the grievance has not been resolved at STEP TWO of the procedure, the grievant and/or the Association may request a meeting of his/her grievance by the Superintendent or his/her designated representative. This shall be done not later than seven (7) calendar days following the Immediate Superior's written decision.
- (b) The grievant and/or the Association and Superintendent or his/her designated representative shall meet in an attempt to resolve the grievance not later than seven (7) calendar days following the date on which the meeting was requested.
- (c) The Superintendent or his/her designated representative shall communicate his/her decision in writing to the grievant not later than thirty (30) calendar days following the meeting. A copy of the written decision shall also be forwarded, at the same time, to the Association.

STEP FOUR

- (a) In the event the grievant is dissatisfied with the determination of the Superintendent or his/her designated representative's written decision, and in the further event the

grievance involves the interpretation of application of this Agreement, the matter may be submitted to binding Arbitration. The grievant shall request in writing that the Association submit his/her grievance to Arbitration. If the Association decides the grievance is meritorious, it may submit the grievance to Arbitration. A Request for Arbitration and application to secure a list of Arbitrators through the New Jersey Public Employment Relations Commission ("NJ PERC") shall be made in writing within fifteen (15) school days following the written determination of the Superintendent or his/her designated representative. The parties shall then be bound by the rules and procedures of the NJ PERC in the selection of an Arbitrator. Failure to request Arbitration and make said application to the NJ PERC within the above period of time shall constitute an absolute bar to such Arbitration unless the Superintendent and the Association shall mutually agree upon, in writing, a longer time period within which to assert such a demand.

- (b) The Superintendent may also request Arbitration concerning any dispute regarding the interpretation or application of this Agreement. The time limits applicable to the Association are also applicable to the Superintendent.
- (c) The Arbitrator shall have no power or authority to add to, subtract from, change, or modify any of the terms of this Agreement.
- (d) The Arbitrator so selected shall confer with the Superintendent and the Association and hold hearings promptly, and the Arbitrator shall issue his/her written decision not later than twenty (20) calendar days from the close of hearings, or, if oral hearings have been waived, then from the date that the final statements and proofs are submitted to him/her. The Arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning, and conclusions on the issue submitted. The decision of the Arbitrator shall be submitted to the Superintendent and the Association and shall be final and binding on both parties.
- (e) The costs for the services of the Arbitrator, including per diem expenses, if any, and the cost of the hearing room, if any, shall be borne equally between the parties. Any other expenses incurred shall be paid by the party incurring the expense.

ARTICLE IV

TEACHER RIGHTS

A. Pursuant to Chapter 123, Public Laws 1974, the Board hereby agrees that every employee of the Board shall have the right to freely organize, join, and support the Association and its affiliates for the purpose of engaging in collective negotiations. The Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Chapter 123, Public Laws, 1974, or other laws of New Jersey or the Constitutions of New Jersey and the United States; that it shall not discriminate

against any teacher with respect to terms and conditions of employment by reason of his membership in the Association and its affiliates, his participation in any activities of the Association and its affiliates, his participation in collective negotiations with the Board, or his institution of any grievance, complaint or proceeding under this Agreement.

B. The Association agrees that teachers have professional and statutory obligations. The Association will undertake during the life of this Agreement that the Association will not condone violation of any such obligation by an employee in the bargaining unit.

C. Whenever any teacher is required to appear before the Superintendent, the Board, or any committee or member thereof concerning any matter which could adversely affect the continuation of that teacher in his office, position or employment or the salary or any increments pertaining thereto, then he shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association present to advise him and represent him during such meeting or interview.

D. No teacher shall be prevented from wearing regular membership pins or other identification of membership in the Association or its affiliates of the size normally used as tie tacks, lapel pins, or charms on bracelets.

E. No employee shall be disciplined, reprimanded, reduced in rank or compensation without just cause. Any such action asserted by the Board, or any agent or representative thereof, shall be subject to the grievance procedure, provided however, that no disciplinary action for which a statutory form of relief is provided, including, but not limited to tenure charges, increment withholdings, and non-renewal of non-tenured teachers shall be subject to these provisions.

ARTICLE V

ASSOCIATION RIGHTS AND PRIVILEGES

A. The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings. The business administrator shall be notified in advance of the time and place of all such meetings. If the room requested is occupied, other arrangements must be made. No approval shall be required.

B. The Association shall have the right to use school facilities and equipment; including computers, copy 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 reasonable cost of all materials and supplies incident to such use.

C. The Association shall have, in each school building, the exclusive use of a bulletin board in each faculty lounge and teachers' dining room. The Association shall also be assigned

adequate space on the bulletin board in the central office for Association notices. Copies of all materials to be posted on such bulletin boards shall be given to the building principal, but no approval shall be required.

D. The Association shall have the right to use the inter-school mail facilities, school mail boxes, and District e-mails as it deems necessary and without the approval of building principals or other members of the administration.

E. The Association shall be granted permission to speak at all orientation programs for new teachers.

F. The Association president shall be released from two teaching periods per day to attend to Association affairs. In the event the president of the Association is an elementary school teacher for whom no free period is scheduled, the president shall designate an alternate secondary teacher to be released on the same basis as above.

G. (1) All officers and building representatives of the Association shall be relieved of all non-teaching duties. Any increase in the duty cycle for other members of the bargaining unit resulting from this provision is permissible.

(2) The number of building representatives shall not be increased beyond the present level which is as follows:

High School	2	Lloyd Road	1
Middle School	2	Cliffwood	1
Cambridge Park	1	Strathmore	1
Ravine Drive	1		

ARTICLE VI

TEACHING HOURS AND TEACHING LOAD

A. Scheduling within the workday shall be at the discretion of the Board provided that in no case shall the amount of preparation time and lunch time be diminished as set forth in the contract.

(1) Preschool Elementary Teachers

(a) The workday for Preschool teachers shall be six (6) hours and fifty-five (55) minutes. No Preschool teacher shall be scheduled to report for duty less than five (5) minutes prior to the start of the Preschool students' day. No Preschool teacher shall be dismissed earlier than ten (10) minutes after the end of the Preschool students' school day. The instructional minutes at the Preschool level shall be comprised of six (6) hours of a comprehensive educational component in accordance with New Jersey law which is defined as the time students are engaged

with a certified teacher during the course of the day which is inclusive of student arrival and dismissal time.

(b) Preschool teachers shall be provided one (1) four (4) hour session for students that will be scheduled one (1) day per month per school year to allow time for data monitoring purposes. The scheduling of the four (4) hour session workday per month shall be at the discretion of the administration and reflected on the school calendar.

(c) Preschool teachers shall have five (5) forty-five (45) minute preparation periods per week. Preschool teachers shall have a daily, duty free lunch period of forty-five (45) minutes. These forty-five (45) minutes are included in the six (6) hours of a comprehensive educational component as referenced in “(a)” above. On all four and one-half (4 and ½ hour) work days, Preschool teachers shall be provided a duty free lunch period of twenty-seven (27) minutes.

(2) Elementary-School Teachers

(a) The in-school work day for elementary school teachers shall be six (6) hours and forty-five (45) minutes. Effective July 1, 2022, the in-school workday for elementary teachers shall consist of two hundred forty (240) instructional minutes, one (1) forty (40) minute duty free lunch, and one (1) forty (40) minute preparation period. An additional preparation period shall be included per week. It is further provided that no teacher shall be scheduled to report for duty less than (5) minutes prior to the pupils’ school day, nor will teachers be dismissed earlier than ten (10) minutes after the pupils’ school day, which is included in the six (6) hour and forty-five (45) minutes.

(b) Elementary school teachers shall have six (6) forty minute preparation periods per week.

(c) Elementary school teachers shall be provided a daily duty free lunch period of forty (40) minutes. The Superintendent and the Association shall meet to discuss and consider possible ways to provide elementary school teachers with breaks on half days.

(d) K-3 school, and Grade 4 and Grade 5 homeroom teachers shall be assigned fifteen (15) minutes of AM duty per day and not more than four (4) twenty minute PM duties per week. This duty shall be limited to the supervision of students upon their arrival and dismissal from school and during homeroom. Non-homeroom elementary school teachers shall be assigned ten (10) minutes of AM duty per day and not more than fifteen (15) minutes of PM duty. This duty shall be limited to the supervision of students upon their arrival and dismissal from school. Elementary school teachers, not assigned six (6) instructional periods per day, may be assigned an administrative assignment consisting of lunch/recess duty, classroom coverage, office coverage, project period or detention duty. This duty assignment shall be implemented uniformly throughout the district. A flex time option will be offered. With the consent of the staff member, a non-instructional administrative assignment may be scheduled prior to or after the teacher workday if a commensurate adjustment is made to that teacher’s workday. Examples of this assignment include but are not limited to AM detention and before or after school homework club.

(3) Middle School Teachers

(a) The in-school work day for middle school teachers shall be six (6) hours and fifty-four (54) minutes. It is further provided that no teacher shall be scheduled to report for duty less than ten (10) minutes prior to the pupils' school day, nor will teachers be dismissed earlier than ten (10) minutes after the pupils' school day, which is included in the six (6) hour and fifty-four (54) minutes.

(b) Effective July 1, 2022, the middle school teacher workday shall consist of a maximum of two hundred twenty-two (222) instructional minutes, one (1) seventy-four (74) minute preparation block or two (2) thirty-seven (37) minute preparation periods, a thirty-seven (37) minute duty free lunch period and a thirty-seven (37) minute non-instructional duty. This duty shall be limited to hall duty, office coverage, study halls, vocational homeroom, student arrival and dismissal, breakfast duty, lunch duty (which will not be assigned (2) years in a row unless requested by the staff member), supervision in the library and computer labs, IEP and I&RS meetings, and collaborative planning. Teachers on study hall duty will provide non-instructional support to students who need assistance. This support includes guidance and directions towards educational resources. A flex time option will be offered. With the consent of the staff member, a non-instructional administrative assignment may be scheduled prior to or after the teacher workday if a commensurate adjustment is made to that teacher's workday. Examples of this assignment include but are not limited to AM detention and before or after school homework club. The remaining time in the workday shall consist of tour passing time between blocks, and non-contact time to be utilized before and after the pupils' school day. Middle school teachers assigned AM/PM bus/hall duty shall receive an additional twenty-eight (28) minutes of preparation time per day. Middle school teachers who have four (4) or more course preparations, based on the course number, shall have one (1) less duty period per day.

(c) Middle School teachers shall have a responsibility to help ensure the safety of students during passing time.

(4) High School Teachers

a. The in-school workday for high school teachers shall be seven (7) hours and three (3) minutes. It is further provided that no teacher shall be scheduled to report for duty less than ten (10) minutes prior to the pupils' school day, nor will teachers be dismissed earlier than four (4) minutes after the pupils' school day, which is included in the seven(7) hours and three (3) minutes.

b. Effective July 1, 2022, the high school teacher workday shall consist of two hundred thirty-five (235) instructional minutes, one (1) forty-seven (47) minute period of duty per day, one (1) forty-seven (47) minute duty free lunch period and one (1) forty-seven (47) minute preparation period. This duty period shall be limited to hall duty, office coverage, study hall, vocational homeroom, student arrival and dismissal, breakfast duty, lunch duty (which will not be assigned two (2) years in a row unless requested by the staff member), supervision in the library and computer labs, IEP and I&RS meetings, and collaborative planning. A flex time option will be offered. With the consent of the staff member, a non-instructional administrative

assignment may be scheduled prior to or after the teacher workday if a commensurate adjustment is made to that teacher's workday. Examples of this assignment include but are not limited to AM detention and before or after school homework club. The remaining time in the workday consists of passing time, a five (5) minute homeroom period, and non-contact time to be utilized before and after the pupils' school day. High school teachers who have four (4) or more course preparations, based on the course number, shall have one (1) less duty period per week.

c. High School teachers shall have a responsibility to help ensure the safety of students during passing time.

(5) In addition the teachers' normal workday, teachers may be required to attend professional meetings beyond the workday up to a maximum of sixteen (16) hours annually. The hours for such professional meetings shall be no more than eight (8) in each semester. Whenever possible, except in cases of an emergency, teachers will be given forty-eight (48) hours notice along with an agenda covering the purpose of such meetings. Teachers are also required to complete an additional fifteen (15) hours of professional development within the District, including activities addressing State and Federally-mandated trainings, State-mandated teacher evaluation requirements, new District initiatives, and teacher-directed Professional Learning Community ("PLC") activities. These thirty (30) hours do not include professional development days organized by the District. Effective July 1, 2018, each year of this agreement, the Board will provide two (2) hours of Wellness Education. One (1) of the two (2) hours will be utilized from the professional meetings. The other hour will be utilized from the teachers fifteen (15) professional development hours.

B. The Board agrees that it should establish reasonable hours and loads in each level of the school system and shall endeavor to do so with the understanding that the administration will have the right in emergencies to go beyond the limits it established and will notify the Association of the reasons therefore.

C. (1) The teacher work year shall consist of 187 days.

(2) Effective July 1, 2015, for all Preschool through and including Grade 8 schools in the District, a four (4) hour session for students will be scheduled at the end of the 1st Marking Period, and a four (4) hour session for students will be scheduled at the end of the 2nd Marking Period. The remainder of the workday shall be used for self-directed teacher grading and record keeping.

(3) Make-up days due to schools closing on account of inclement weather shall be scheduled as full school days before June 1. Make-up days shall be scheduled as half-days after June 1. In years when February vacation is included in the calendar, the first three (3) make-up days shall be scheduled during the February vacation. The next two (2) make-up days if needed, shall be scheduled in June. Any additional make-up days which may be needed shall be scheduled before June.

D. At the discretion of the Board, the non-teaching duty period may be used as an alternate instructional period, but shall not be used as a regularly scheduled classroom period, or

for compensatory education purposes, and shall not be solely used to reduce the number of teaching positions within the District. This period shall be subject to the supervision and direction of the Administration.

E. Effective July 1, 2015, at the discretion of the Board, at the middle and high school, two (2) parent teacher conferences may be scheduled in the evening during the normal school year for a duration of not more than three (3) hours per evening. At the discretion of the Board, at the preschool and all elementary schools two (2) parent teacher conferences may be scheduled in the evening during the normal school year for a duration of not more than three (3) and one-half (1/2) hours per evening. On the days of such evening conferences, afternoon schedules will be suspended after four (4) hours of work.

F. Effective July 1, 2022, teachers in all District buildings are required to attend one (1) Back to School Night. In exchange for the required attendance at this one (1) Back to School Night, the Board agrees to schedule a four (4) hour workday during the course of each school year,

G. Effective July 1, 2022, all teachers' (Preschool, Elementary, Middle, High School) 1st workday of school year is designated as ½ of the day for room set-up/preparation and ½ of the day for Professional Development. The Professional Development shall be coordinated and scheduled by the District's administration.

ARTICLE VII

TEACHER FACILITIES

A. An air conditioning unit will be installed in each faculty room.

ARTICLE VIII

SPECIALISTS

A. The Board recognizes that the teaching loads of specialist teachers should be educationally optimal and will endeavor to meet this obligation within the limits of its available resources.

B. Occupational Therapists, Speech Language Specialists, Speech Language Pathologists, Guidance Counselors (including Substance Abuse Coordinators ("SAC")), Child Study Team Members and Behaviorists:

1. The length of the workdays including lunch and preps, for occupational therapists, speech language specialists, speech language pathologists, guidance counselors (including

SACs), child study team members and behaviorists will be the same as all other teachers based on the building they are assigned.

a. Occupational therapists, speech language specialists, speech language pathologists, guidance counselors (including SACs), child study team members and behaviorists working at the Preschool shall work six (6) hours and fifty-five (55) minutes.

b. Occupational therapists, speech language specialists, speech language pathologists, guidance counselors, (including SACs), child study team members and behaviorists working at the elementary schools shall work six (6) hours and forty-five (45) minutes.

c. Occupational therapists, speech language specialists, speech language pathologists, guidance counselors (including SACs), child study team members and behaviorists working at the middle school shall work six (6) hours and fifty-four (54) minutes.

d. Occupational therapists, speech language specialists, speech language pathologists, guidance counselors (including SACs), child study team members and behaviorists working at the high school shall work seven (7) hours and three (3) minutes.

2. All occupational therapists, speech language specialists, speech language pathologists, guidance counselors (including SACs), child study team members and behaviorists shall be exempt from all duty assignments so they may attend to professional responsibilities.

3. With the consent of the occupational therapist, speech language specialist, speech language pathologist, guidance counselor (including SACs), child study team member and behaviorist, a flex schedule may be implemented. If a flex schedule is implemented, the professional responsibilities time referenced above shall remain a part of the workday.

4. All occupational therapists, speech language specialists, and speech language pathologists shall be required to have 200 minutes of case management/testing/Special Education Medicaid Initiative (SEMI) time built into their weekly (5 day) schedules. Should the work week be shorter than five (5) days, the amount of time shall be calculated using the number of days in the week multiplied by forty (40).

5. Should an occupational therapist, speech language specialist, speech language pathologist, guidance counselor (including SACs), child study team member or behaviorist miss a prep to attend an IEP meeting or for the purpose of making up missed instruction, he/she shall be paid at the negotiated overload rate listed in Article XIV. It is understood that compensation for missing a prep will be provided as long as there is no availability to make up the missed prep in the occupational therapist's, speech language specialist's, speech language pathologist's, guidance counselor's (including SAC's), child study team member's or behaviorist's schedule during the week in which the prep was missed.

C. The following titles shall be paid \$50.00 per hour for all work performed during the District's Extended School Year ("ESY") programming:

ESY Teachers
Child Study Team Members
Behaviorists
Physical Therapists
Occupational Therapists
Speech Language Specialists
Speech Language Pathologists

ARTICLE IX

TEACHER EMPLOYMENT

A. Teachers shall be notified of their contract and salary status for the ensuing year no later than May 15th.

B. Regarding Board decisions on employee non-renewals, upon request, non-renewed employees shall be entitled to receive a statement of reasons for the non-renewal and hearing before the Board of Education. Regarding Board decisions on terminations, upon request, terminated employees shall be entitled to receive a statement of reasons for the termination.

ARTICLE X

SALARIES

A. (1) The salaries of all teachers, nurses, and Child Study Team members covered by this Agreement are set forth in Schedule A-1 which is attached hereto and made a part hereof.

(2) Salary guide column changes, based upon newly earned degrees or credits shall be effective on February 1 of each calendar year, where full documentation is submitted to the administration by January 15th of the same year. This shall in no way affect the practice of granting column change credit for September 15th payrolls which are fully documented by September 1 of each year.

(3) Effective July 1, 2022, the Athletic Trainer title is an eleven (11) month position, but salary payments will be paid over a twelve (12) month period. The calculation for computing the athletic trainer's salary will be as follows: Schedule A-1 Salary divided by 10 multiplied by 11.

B. EXTRA-CURRICULAR COMPENSATION:

Compensation for extra-curricular activities shall be made in a check separate from the regular payroll checks. Compensation rates and schedules shall be listed as Schedule A-2.

Stipends for seasonal sports/activities (those lasting less than the entire school year) shall be paid in two (2) equal installments. The first (1st) installment shall be paid halfway through the sport/activity, and the second (2nd) installment shall be paid at the conclusion of the sport/activity.

C. The mileage allowance paid to employees shall be in accordance with applicable State law.

D. PERFECT ATTENDANCE

Option #1: An employee is eligible for a perfect attendance monetary incentive if the employee has perfect attendance in any school year (i.e., not absent for a single day of the defined number of days in the work year). The employee shall receive a payment of \$550.00. Such payment shall be made in the 1st pay period of the following school year after perfect attendance is achieved.

Option #2: An employee is eligible for a perfect attendance monetary incentive if the employee uses no sick, personal, family illness days, or any other leave of absence in any school year. However, an employee is allowed to use one (1) bereavement leave for a maximum of five (5) days and still be eligible to receive the perfect attendance monetary incentive. The employee shall receive a payment of \$450.00. Such payment shall be made in the 1st pay period of the following school year after perfect attendance is achieved.

ARTICLE XI

TEACHER ASSIGNMENT

A. All teachers shall be given written notice of their salary schedules, class and/or subject assignments, building assignments and room assignments for the forthcoming year not later than the day before the last day of school.

Assignments may be changed thereafter only for legitimate educational or operational reasons, such as an increase/decrease in enrollment, a late notification of a retirement or leave of absence, to meet statutory regulation, etc. When a change, in that assignment is necessary, the administration shall immediately notify the teacher and the Association in writing of the change and the reasons for that change. A teacher who is reassigned shall be provided with proper training (Reading Workshop, Writer's Workshop, training regarding the implementation of new curriculum, review of safety procedures in shops, labs, home economics,

etc.) if necessary. Furthermore, teachers shall not be observed/evaluated in a course to which they have been reassigned for a period of at least thirty (30) calendar days.

B. When a new teacher is hired with the same certification and for the same position as a previously hired "replacement teacher," the new teacher will be considered the replacement teacher and the previously-hired teacher is now considered non-replacement.

ARTICLE XII

TEACHER EVALUATION

A. (1) All monitoring or observation of the work performance of a teacher shall be conducted openly and with the full knowledge of the teacher. During a classroom or workplace observation/evaluation, whether formal or informal, no tape recorders, videotape equipment, computers, telephones, or any other device with video or audio recording capability shall be used to record the staff members without their permission.

(2) The teacher shall be notified of any pre-observation conference, when applicable, no fewer than two (2) school days prior to the conference, and the observation shall occur within seven (7) days of the initial notification. A pre-conference and observation shall not occur on the same school day. A teacher shall be given a copy of any class observation report, including the performance rating, prepared by his/her evaluators no later than ten (10) school days following the class visit and at least one (1) school day before any post-observation conference. Announced observations shall be conducted during a mutually agreed upon time by the observing administrator and the staff member being observed.

If a report cannot be completed within this time frame, the teacher shall be notified by the evaluator, and the report should be completed no later than five (5) school days after the due date. No observation report shall be submitted to central office, placed in the teacher's file, or otherwise acted upon until ten (10) school days following the post-observation conference with the teacher. No teacher shall be required to sign a blank or incomplete observation form. In the event a teacher wishes to attach any comments to the observation form, such comments must be submitted no later than ten (10) school days following the conference and attached both physically and uploaded electronically. Specific suggestions as to measures which the employee might take to improve his/her performance in each of the areas wherein weaknesses have been indicated, citing specific domains and components/indications, shall be included in this report.

There shall be at least thirty (30) calendar days between the time one observation is completed, including the post-observation conference, and the submission of any responses and the start date of the subsequent observation.

(3) All teachers shall be provided training in the evaluation model being utilized. Teachers shall be provided with all materials being used in the formal and informal evaluation processes by the first work day of the school year. All materials include any criteria, forms

(electronic or non-electronic), or other documents. Teachers will be given prior notice of any changes during the course of the year.

(4) Any Corrective Action Plan (“CAP”) shall be developed collaboratively by the teaching staff member and his/her supervisor. The CAP must define the teacher’s responsibilities as well as the district’s and supervisors’/administrators’ responsibilities in helping the teacher address any identified deficiencies. The CAP shall be established for a period of not less than one (1) year in order to provide the individual teacher with sufficient time and resources to address the identified deficiency or deficiencies. Every teacher with a CAP shall be provided regular and continuous District support about his/her progress.

(5) No teaching staff member or teacher member of the School Improvement Panel (SCIP) shall be permitted to evaluate or participate in the evaluation in any way whatsoever, of any teacher or develop any CAP. No non-certificated staff member shall be permitted to evaluate, or participate in the evaluation process in any way whatsoever, of a teacher. Only duly certificated supervisors and/or duly certificated administrators shall be allowed to evaluate a teacher or develop a CAP.

(6) The duration and frequency of observations for teachers are governed by the current, applicable law set forth in the TEACHNJ Act, P.L. 2012, Ch. 26 and the standards set forth in “Achieve NJ”, the State’s educator evaluation and Support System.

B. (1) Except for recommendations which shall be sealed, a teacher has the right to examine his or her file at reasonable times and to attach comments as a part of the permanent record to any item with which he disagrees. Any comments with respect to a class visit or evaluation report will be made in accordance with Section A.2 of this Article. The principal or his representative shall be present at all such examinations of files.

(2) Copies of all items to be included in a teacher’s file, except for recommendations, shall be given to the teacher. All items to be included in a teacher’s file, except for recommendations, must be dated and initialed by both the principal and the teacher. The teacher’s initials do not necessarily signify agreement with the contents of the documents and the teacher shall be permitted to enter an explanation or contradiction to the material contained in the file.

C. (1) Any complaints regarding a teacher made to any member of the administration by any parent, student, or other person and of which a notation is placed in the file shall be promptly called to the attention of the teacher. The teacher shall be given an opportunity to respond to and/or rebut such complaint, and shall have the right to be represented by the Association at any other meetings of conferences regarding such complaint at which disciplinary action may be contemplated.

ARTICLE XIII
EMPLOYEE BENEFITS

All employee benefits presently existing and unchanged by this Agreement shall remain in effect for the life of the Agreement.

ARTICLE XIV
SUBSTITUTES

A. Teachers shall not be required to substitute in periods in which they would otherwise be free except in emergencies, when they shall be paid at the rate of \$45 per period. If a block period is covered at the Middle School, the rate is \$90.00.

Teachers with long term overloads shall be compensated at the rate equal to one sixth (1/6) of that teacher's daily pay per period taught. Teachers with long term overloads shall receive compensation even when absent as long as said teachers continue to submit lesson plans, grade tests and perform other related classroom responsibilities. Therefore, these teachers will not be required to submit monthly vouchers.

ARTICLE XV
PROFESSIONAL RELATIONS COMMITTEE

A. A Professional Relations Committee shall be established composed of equal numbers of representatives of the Administration and the Association which may discuss any question of a professional nature which either party wishes to raise; whose decisions, when reached, shall be nonbinding but may give rise to recommendations to the Board or other appropriate bodies. In the event that a question remains unsettled after discussion, either party may inform the Board of the disagreement, its views and reasons, so long as the other party receives a copy of such communication. Members shall be selected by each party without veto by the other. A sub-committee of appropriate size shall be established for each school.

ARTICLE XVI
MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE

A. (1) A definition of the duties and responsibilities of all administrators, coordinators, supervisors and other personnel pertaining to student discipline shall be reduced to writing by the Superintendent and presented to each teacher at the start of each school year.

B. (1) An appropriate student disciplinary procedure shall be developed for each school building by its Faculty Advisory Board. Said procedure shall be submitted to the building faculty for approval and then to the building principal. The procedure shall be subject to the approval of the building principal and the Superintendent prior to its implementation.

(2) In the event the building and/or the Superintendent rejects the proposed procedure, the same will be returned to the Faculty Advisory Board which shall then resubmit the procedure along with any changes in the manner noted in B.1. above. The decision of the Superintendent on the resubmitted procedure shall be final.

ARTICLE XVII

INSURANCE PROTECTION

A. (1) Effective July 1, 2018, for all existing employees, the Board will continue to pay all premiums for full family coverage, including domestic partner, under the present plan. The Board shall provide the Horizon Direct Access 15 Plan for medical. Pursuant to Chapter 78 of the Laws of the State of New Jersey, the Board will collect all required health care contributions as defined therein using the Premium Sharing Charts found in Appendix A. This includes \$100.00 ER visitation on both the Direct 15 and Direct 15/25 Plans.

The Board shall establish a Section 125 Cafeteria Plan, pursuant to the rules and regulations of the Internal Revenue Service.

Employees who submit proof to the Board and the MAREA of substitute coverage shall be permitted to waive medical and prescription insurance coverage. The Board shall offer an incentive payment for a complete waiver of both medical and prescription coverage in the amount of twenty-five percent (25%) of the premium savings of the Plans, but not to exceed \$5,000.00 to the employee who can establish that he/she has already secured coverage. The calculation for computing the complete waiver will be as follows and will be based on the annual NJEHP premiums for medical/prescription insurance: (medical*25%).

Submission of proof and request to waive coverage must be completed on or before May 1 in the school year prior to the waiver. Payments for waiver shall be made in two (2) equal installments in January and June of the school year for which coverage was waived. Employees will have the right to opt in/out of the Section 125 Cafeteria Plan each year by following the established procedure.

In the event the Board seeks to change carriers during the course of the Agreement, the Board must provide equal to or better coverage for the benefit plan then in effect.

(2) The Horizon Direct Access 20/30 Plan shall be the base plan for all employees hired between July 1, 2018 and June 30, 2020. Employee premium sharing will be based upon the Premium Sharing Charts found in Appendix A. Pursuant to P.L. 2020, c.44 ("Chapter 44") of

the Law of the State of New Jersey, the New Jersey Educators Health Plan (“NJEHP”) shall be the base plan for all employees hired on or after July 1, 2020.

(3) Effective July 1, 2018, all existing employees who elect the Horizon Direct Access 20/30 plan or any plan at or below the premium cost of the Horizon Direct Access 20/30 plan will have their premium sharing based on the Premium Sharing Chart found in Appendix A.

(4.) All employees who elect the NJEHP shall have their contributions collected in accordance with Chapter 44.

B. Effective July 1, 2022, the Board will continue to pay all premiums to provide to each employee for the duration of this Agreement the New Jersey Dental Service Plan (known as the Delta Incentive Plan) family coverage, including domestic partner. The base plan for dental coverage shall be the Delta Dental Preferred Plan. The Delta Dental Preferred Plan maximum accumulated benefit shall be at least \$2000 of coverage per year and will have orthodontic coverage for up to 50% but not to exceed \$2000 for each employee and those who are covered under the Delta Dental Preferred Plan.

Employees shall have the option to buy up to the Delta Dental Premier Plan. If an employee chooses to buy up to the Delta Dental Premier Plan, the employee is solely responsible for the difference in costs between the Delta Dental Preferred Plan and the Delta Dental Premier Plan. This cost will be taken from the employee in equal installments over twenty (20) pay periods. The Delta Dental Premier Plan maximum accumulated benefit shall be \$2000 of coverage per year and no orthodontic coverage will be provided for this plan.

The dental cap for both the Delta Dental Preferred Plan and the Delta Dental Premier Plan shall be fixed at the rates in effect on June 30, 2024, which shall reflect the full actual costs to the Board of the benefit for each employee. As part of the Section 125 Cafeteria Plan, pursuant to the rules and regulations of the Internal Revenue Service, employees who submit proof to the Board and Matawan Aberdeen Regional Education Association of substitute coverage shall be permitted to waive dental insurance coverage in return for a \$100 payment. Submission of proof and request to waive coverage must be completed on or before May 1, in the school year prior to the waiver. Payments for waiver shall be made in two equal installments in January and June of the school year for which coverage was waived. Employees will have the right to opt in/out of the Section 125 Cafeteria Plan each year by following the established procedure. In the event the Board seeks to change carriers during the course of this agreement, the Board must provide equal to or better coverage for the benefit plan then in effect.

C. (1) The Board will pay up to the sum of \$200.00 per employee per annum for direct optical reimbursement for employees and their dependents.

(2) The Board will pay all premiums for full family coverage, including domestic partner, for mandatory generic prescription card with required co-payments of \$3.00 for generic drugs, \$10.00 for preferred drugs and \$5.00 for generic drugs and \$15 for preferred drugs for mail order. The Board shall provide the coverage through BeneCard. Major medical coverage of prescription co-pay amounts shall not be provided. In the event the Board seeks to change carriers during the course of the agreement, the Board must provide equal to or better coverage for the benefit plan then in effect.

D. Any employee on an authorized unpaid sick leave of absence shall continue to have his/her health benefits (medical, dental, prescription, and optical plans) premiums paid for by the Board while on such an authorized sick leave in accordance with Chapter 78, using the Premium Sharing Chart found in Appendix A.

E. Any employee who has opted into a section 125 Cafeteria Plan is allowed to carry over \$500.00 per year to a Section 125 Cafeteria Plan (effective January 1, 2016).

ARTICLE XVIII

DEDUCTIONS FROM SALARY

A. Membership Dues:

1. The Board agrees to deduct from the salaries of its employees dues for the Matawan Aberdeen Regional Education Association, the Monmouth County Education Association, the New Jersey Education Association, and the National Education Association, or any one of any combinations of such Associations.
2. Such deductions shall be made in compliance with N.J.S.A. 52:14-15.9 and N.J.A.C. 6A:23A-16-7. Said monies, together with records of any corrections, shall be transmitted to such person as may from time to time be designated by the MAREA by the fifteenth (15th) of each month following the monthly pay period in which deductions were made. The MAREA Treasurer shall disperse such monies to the appropriate association or associations. Employee authorizations shall be in writing using the appropriate form.
3. Each of the associations named in A.1 shall certify to the Board, in writing, the current rate of its membership dues. Any association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.
4. Additional authorization for dues deduction may be received after August 1 under rules established by the State Department of Education.

5. The filing of notice of an employee's withdrawal shall be prior to December 1 and become effective to halt deductions as of January 1 next succeeding the date on which notice of withdrawal is filed.
- B. Teachers shall have the right to have deductions made from their salaries upon written authorization for deposit in their account in the First Financial Credit Union.
- C. Payroll deductions for Tax Sheltered Annuity Programs shall be provided for those teachers expressing an interest in participating in such a program. No more than one (1) change may be made in this selection per school year. This deduction is in addition to the deduction permissible for participation in the Supplemental Annuity Plan of the T.P.A.F.

ARTICLE XIX

MISCELLANEOUS PROVISIONS

A. 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.

B. 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 provisions 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.

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

D. The Board agrees to furnish to the Association, in response to reasonable requests from time to time, all publicly available information concerning the financial resources of the District, including but not limited to: annual financial reports and audits, register of certificated personnel, tentative budgets when adopted, agendas and minutes of all Board meetings, school census data when available, and names and addresses of all teachers. It is understood that this paragraph does not require the Board or any of its representatives to deliver any document in the nature of a working paper.

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

F. The rights and privileges of the Association and its representatives, as set forth in this Agreement, shall be granted only to the Association for the life of the contract and for so long as it is the majority representative and to no other organization.

G. Copies of this Agreement shall be posted on the District's website within thirty (30) days after the Agreement is signed. If any employee wants a printed copy of this Agreement, that employee is permitted to print one (1) copy of the Agreement using District equipment and supplies.

H. Whenever any notice is required to be given by either of the parties to this Agreement to the other, pursuant to the provision(s) of this Agreement, either party shall do so by e-mail with a read receipt, facsimile, or lawyer service, or registered letter at the following addresses:

- (1) If by Association, to Board at Crest Way, Aberdeen, NJ 07747.
- (2) If by Board, to Association at Aberdeen Townsquare Shopping Center, 1075 B Highway 34, Aberdeen, NJ 07747.

I. Employees shall be permitted to submit claims to the Board for damage to personal property as a result of actions taken by others on school grounds against the employee's property. The Board agrees to review the employee's claim for such losses; and subject to the employee's verification as to the cause of the damage, the Board shall determine the appropriate level of reimbursement.

ARTICLE XX

TERMINAL LEAVE

A. Terminal leave shall be granted to all teachers with thirty (30) years of service in the District as of July 1, 2005 retiring after ten (10) years of continuous service in the Matawan-Aberdeen Regional School District in an amount equivalent to one-half (½) month's salary providing that said teachers meet the following conditions:

(1) That they are members of a New Jersey State Plan that provides a pension based on their school district employment.

(2) That they have applied for and received approval for retirement benefits from said plan.

This payment shall be made to the individual's 403(b) plan.

B. The payment for unused sick leave earned in the district shall be granted to all teachers retiring after ten (10) years of continuous service in the Matawan-Aberdeen Regional

School District in the amount of fifty-five (\$55.00) dollars per day. This payment shall be made to the individual's 403(b) plan.

C. In the event an employee with at least ten (10) years of continuous service in the Matawan-Aberdeen Regional School District dies while employed by the Board, his/her estate shall receive a) terminal leave payments in an amount in accordance with the provisions of Section A of this Article and b) payment for unused sick leave in accordance with the provisions of Section B of this Article.

ARTICLE XXI

ABSENCE AND FORFEITURE OF SALARY

A. NON-PROMOTION IN SALARY BECAUSE OF ABSENCE

A member of the teaching staff who has been absent from school during the previous school year, whether such absence has been excused or not, shall be given credit on the guide for the year in question in accordance with the following schedule:

- (1) Absences up to and including sixty (60) days - full credit.
- (2) Absences between sixty one (61) days and one hundred twenty (120) days - half step credit.
- (3) Absences in excess of one hundred twenty (120) days - no credit.

B. APPROVED REASONS FOR ABSENCE

Teachers shall attend their duties faithfully and shall not be absent therefrom except for personal illness or for other good and sufficient reasons authorized by these Board rules and regulations, or approved by the Superintendent or the Board. Teachers absent from school duty shall forfeit full per diem salary during such absence as hereinafter provided.

C. SICK LEAVE

(1) Sick leave is hereby defined to mean the absence from his or her post of duty, of any person covered by N.J.S.A. 18A:30-2 because of personal disability due to illness of injury or because he or she has been excluded from school by the school district's medical authorities on account of a contagious disease or of being quarantined for such a disease in his or her immediate household (N.J.S.A. 18A:30-1).

(2) A teacher absent from school because of personal illness shall suffer no deduction of pay for each of the first ten (10) days of absence in any school year.

(3) If any teacher utilizes less than ten (10) days of sick leave in any school year, the number of days not utilized that year shall be accumulated to be used for additional sick leave if needed in subsequent years.

(4) Teachers shall be given a written accounting of their accumulated sick leave days no later than September 15th of each school year.

D. SICK LEAVE BANK

In accordance with N.J.S.A. 18A:30-10, the Matawan-Aberdeen Regional Board of Education (“Board”) and the Matawan Aberdeen Regional Education Association (“MAREA”) agreed to the establishment of a Sick Leave Bank (“SLB”). Sick leave drawn from the SLB shall be treated for all purposes as if it were accrued sick leave time of the employee who receives it. No employee shall be required to participate in the SLB. The SLB shall operate under the following provisions as mutually agreed upon by the Board and the MAREA:

1. Review Committee

A Review Committee shall be established by the Board and the MAREA. The Review Committee shall be comprised of six (6) members. The following members shall comprise the Review Committee:

- a. School Business Administrator
- b. Two (2) School Administrators
- c. Three (3) members of the MAREA

Should an MAREA member on the Review Committee request days from the SLB, he/she will be prohibited from any discussions regarding the approval/denial of the same application for usage. Rather, an MAREA Executive Board member shall be chosen by majority of the MAREA Executive Board members. This alternate member shall have the same authority to review and approve/deny any applications for usage of the SLB as all other members of the Review Committee.

The Review committee shall receive a regular update on the number of days in the SLB not less than every two (2) months (excluding summer break).

The Review Committee is responsible for reviewing and approving or denying SLB requests. All approvals or denials of SLB requests must be voted upon by a majority of the full membership of the Review Committee. In other words, at a minimum, four (4) votes are required to approve or deny all SLB requests.

Only an employee who has exhausted or will exhaust his/her accumulated sick and personal days as a result of a prolonged absence caused by a catastrophic illness or injury will be given consideration for use of the SLB.

As part of its review, the Review Committee will take into account the frequency of intermittent use of sick days over the course of employment by the employee making the request. If an individual employee’s request for usage of the SLB is denied, that individual

employee retains the right to appeal the decision to the Review Committee, provided he/she presents new and germane information that was not included in the initial request.

Should the Review Committee deny the same request again, the employee will have exhausted his/her final opportunity for receiving days from the SLB for the catastrophic illness or injury for which the days were requested.

Said employee will retain no rights to take legal action. As such, legal action of any kind (including, but not limited to the filing of grievances or any other form of litigation), against the Board of Education (or any of its members individually), MAREA (or any of its members individually), the Administration, or Review Committee members is strictly prohibited.

The Review Committee is responsible for developing an SLB donation and request form. Said forms shall be distributed to employees at the following times:

1. Beginning of the year (September 1st through September 10th)
2. Upon hire, if after September 10th
3. When the SLB fall below fifty (50) days

An individual employee is required to donate to the SLB in order to receive/use donated days from the SLB. The maximum donation to the SLB is one (1) day per school year by each employee who participates in the SLB. If the number of sick leave days available in the SLB ever falls below fifty (50) days (even if the total days available fall below fifty (50) on multiple occasions), each and every time the number falls below fifty (50) days, individual donors may donate one (1) additional day.

The SLB shall never exceed 600 donated days. In order to be eligible to donate to the SLB, a donor must retain a minimum of nine (9) sick leave days after donating to the SLB. All donor contributions shall be voluntary. All contributions will be deducted from the employee's accumulated sick leave total or from the current year's allotment of personal days. Any days donated shall not be refunded if unused by the end of the year. All donors have been advised, understand, and agree that when sick leave days are donated to the SLB, the sick leave days will be lost for use by the donor in subsequent years. Any sick leave days remaining in the SLB upon completion of the school year shall be used during the following school year.

Each request for usage of the SLB shall be limited to ninety (90) work days. Nothing shall prohibit an employee from making additional requests for more days.

An individual employee shall provide a written request for participation in the SLB on the donation and request form ("DRF"). Such DRF shall be provided to the employee by the Superintendent's office. All written requests shall be simultaneously provided on the DRF provided to the Superintendent and the School Business Administrator.

An individual employee's request for usage of the SLB shall include medical verification from a physician regarding the nature and anticipated duration of the personal disability due to the catastrophic illness or injury. If an individual employee is incapable of making

and/or completing the written request for participation in the SLB, a family member or other responsible adult is allowed to make the request on the individual employee's behalf. The name of the family member or other responsible adult(s), and all necessary contact information, shall be provided on the written request from submitted to the Superintendent and School Business Administrator.

All documentation submitted by the individual employee, or by a family member or responsible adult, shall become part of the individual employee's permanent, confidential, medical file. Such documentation shall only be viewable by members of the Review Committee, and, if necessary, the Board-approved, District physician. Verification of continued personal disability due to catastrophic illness or injury may be required at reasonable intervals by either or both the Board of Education and/or the Review Committee.

The Review Committee shall render all decisions within thirty (30) calendar days from the date of the written request. A completed written request shall contain all components necessary for the Review Committee to render its decision.

If one (1) or more components of a written request is/are missing or incomplete, then the Review Committee shall render its decision within thirty (30) calendar days of the date of the corrected and completed written request. All decisions regarding a completed written request are strictly within the authority and discretion of the Review Committee.

E. ON THE JOB INJURY

(1) Whenever any full time employee of the Matawan-Aberdeen Regional School District is absent from his post of duty as a result of personal injury caused by an accident arising out of and in the course of his employment, such employee shall receive his full salary or wages for the period of such absence for up to one (1) calendar year without having such absence charged to the annual sick leave or the accumulated sick leave.

(2) Any amount of salary or wages paid or payable to the employee pursuant to this policy shall be reduced by the amount of any worker's compensation award made for temporary disability. Salary or wage payments provided by the section shall be made for absence during the waiting period and during the period the employee received or was eligible to receive a temporary disability benefit under Chapter 15 of Title 34 of the Revised Statute.

F. ABSENCE FOR DEATH OF RELATIVE

In case of the death of a parent, stepparent, brother, brother-in-law, step-brother, sister, sister-in-law step-sister, husband, wife, domestic partner, child, stepchild father-in-law, mother-in-law, son-in-law, daughter-in-law, grandfather, grandmother, grandchild, uncle, aunt, nephew, niece, and cousin or a relative who is a member of the immediate household of a teacher, the teacher, shall be excused, without loss of pay provided the absence does not exceed five (5) consecutive school days.

G. ABSENCE BY REASON OF QUARANTINE
OR COURT ORDER

A teacher absent from school by reason of quarantine by the Board of Health, or in compliance with the requirements of a subpoena shall not suffer deductions in pay for such absence. The Association agrees that this rule does not apply to subpoenas for attendance at arbitration proceedings. Any employee absent because of a subpoena to appear at a legal proceeding shall suffer no deductions in pay except where the relevant employee is himself/herself a person in interest, either directly or on behalf of another person or organization representing the subpoenaed person in an action against the Board.

H. ABSENCE FOR APPEARANCE BEFORE OR SELECTIVE
SERVICE OFFICIALS

No pay shall be deducted for absence for appearance before military or selective service officials concerning draft or enlistment. Such leave will be in addition to sick leave. One (1) day only is to be allowed.

I. ABSENCE IN CASE OF SERIOUS FAMILY ILLNESS / RELIGIOUS
OBSERVANCE DAYS

In case of absence because of illness of a parent, brother, sister, husband, wife, domestic partner, child, mother-in-law, father-in-law, or a relative who is a member of the immediate household of the teacher, or in the case of religious observance days, the teacher may be excused without loss of pay, provided the absences do not exceed three (3) days in any school year. Note: The total number of days taken for serious family illness and/or religious observance shall not exceed three (3) days in total per school year. For example, an employee can take 2 serious family illness days and 1 religious observance day, 2 religious observance days and 1 serious family illness day, 3 serious family illness days, or 3 religious observance days.

J. PERSONAL DAYS

Teachers shall enjoy two undesignated personal days per year. They shall suffer no loss of pay and no approval shall be required. These days shall be non-accumulative as personal days.

Teachers shall give their principal at least one (1) day's notice. The building principal, in his discretion, may waive the notice requirement in the event of an emergency.

No more than five (5) teachers in an elementary or middle school or ten (10) teachers in the high school may be out on any one day without the prior approval of the principal and the Superintendent.

Any unused undesignated personal days shall be added on to the individual's accumulated sick leave.

K. REPORT OF ABSENCE

A teacher who is absent from duty because of personal illness, death in the family, quarantine, appearance before military or selective service officials, or in compliance with the requirements of a court, shall notify the principal as early as possible, and notification shall be given in advance where possible. A teacher who is absent from duty for any other reason shall first secure permission from the Superintendent through the principal. The teacher shall, in reporting absence for personal illness, communicate to the principal the probable duration of the illness.

A teacher who has been absent for two (2) days or more shall, before the end of the school day prior to the return, notify the principal of his expected return.

L. EXAMINATION

The school physician shall examine all cases of absence for personal illness upon the request of the Superintendent or the Board unless the teacher prefers to arrange for an examination by the teacher's personal physician. If the absence because of personal illness exceeds seven (7) days in a calendar month, certification of such illness by the school physician or by the teacher's personal physician may be required.

ARTICLE XXII
LEAVE OF ABSENCE

A. APPROVED REASONS FOR LEAVE OF ABSENCE:

Leaves of absence shall be granted only for the following reasons:

- (1) Personal illness including on-the-job injury.
- (2) Death in the immediate family as defined in Article XXI, Section E.
- (3) Death of relative as defined in Article XXI, Section E.
- (4) Quarantine or court subpoena.
- (5) Maternity/Paternity.
- (6) Personal business.

B. LEAVE OF ABSENCE FOR PERSONAL ILLNESS

Leave of absence for personal illness may be granted a teacher by the Board. A leave of absence shall not be granted because of personal illness unless the applicant submits the form prescribed by the Board, signed by a regularly licensed Doctor of Medicine, which in all cases shall give such information as will satisfy the Board that the absence is necessary. In case of mouth ailments, the certificate may be signed by a Doctor of Dental Science or Doctor of Dental Surgery.

C. MATERNITY/PATERNITY LEAVE

(1) The Board shall grant leaves of absence for medical reasons associated with pregnancy and birth to pregnant teachers on the same terms and conditions governing leaves of absence for other illness or medical disabilities as set forth in N.J.S.A. 18A:30-1 et seq. and the rules, regulations and policy statements and this Agreement.

(2) It is recognized that a teacher's maternity leave application involves both a disability phase and a child care phase. The disability phase is that period of time, both pre-natal and post-natal, during which a physician certifies inability to work. The child care phase is that period of time selected by the teacher which follows the disability phase during which time the teacher voluntarily suspends her teaching career to care for the newborn child. The child care leave shall also be available to an adoptive parent or the father of a newborn infant.

(a) **DISABILITY PHASE:** Any tenured or non-tenured teacher seeking a leave of absence on the basis of medical reasons associated with pregnancy or birth shall apply to the Board. At the time of application, which shall be made upon sixty (60) days' notice to the Board, the teacher shall specify in writing, the date on which she wishes to commence leave and the date on which she wishes to return to work after the birth. The Board shall require any teacher to produce a certificate from a physician in support of the requested leave dates. Where medical opinion is supportive of the leave dates requested, such request shall be granted by the Board. It is understood that the disability period as certified jointly by the teacher's and the Board's physicians may be treated as compensable sick leave time at the option of the teacher.

(b) **CHILD CARE PHASE:** Where the requested leave dates are beyond the period of disability associated with pregnancy and is for child care purposes as defined above, the tenured teacher shall be granted, at his/her discretion, a leave for up to the balance of the school year in which the birth or adoption occurred and the entire following school year. Any further extensions of child care leave shall be discretionary with the Board.

The Board need not grant or extend the leave of absence of any non-tenured teacher beyond the end of the Contract school year in which the leave is obtained.

(3) A teacher returning from pregnancy leave of absence shall be entitled to all benefits to which teachers returning from other types of sick or disability leave would be entitled. Nothing contained herein shall be construed to require the Board to grant tenure to any non-tenured employee who would not otherwise have been granted tenure or to offer a new contract for a new school year to any non-tenured employee who would not have been otherwise offered such a contract.

(4) No tenured or non-tenured teacher shall be barred from returning to work after the birth of her child solely on the ground that there has not been a stated or prescribed lapse of time between that birth and her desired date of return, except as is provided herein. Nothing contained in this article shall be construed to preclude the Board from requiring any teacher, after birth of her child, to produce a certificate from her physician showing that she is physically capable of resuming her duties.

D. LEAVE OF ABSENCE FOR OTHER REASONS

Leave of absence with pay will be granted only for reasons specifically mentioned in this Agreement. A leave of absence with full loss of pay shall be granted for any other emergency or urgent reason upon written application to the building principal. For the protection of the employee and for proper payroll accounting and audit, every absence must be accounted for in writing.

E. LEAVE OF ABSENCE FOR MILITARY OR NAVAL SERVICE

Leave of absence shall be granted for entry into military or naval service in accordance with N.J.S.A. 18A:6-33.

ARTICLE XXIII

SABBATICAL LEAVE

A. Sabbatical leave for a full year shall be granted to one (1) teacher per year.

B. A teacher, in order to be eligible for a sabbatical leave, shall have been employed in the school district for a minimum of seven (7) years at the time the requested leave is to commence.

C. A sabbatical leave shall be granted only for a reasonable educational purpose. The teacher shall present a report upon completion of the sabbatical.

D. A teacher on sabbatical leave shall receive one half of the salary which the teacher would have received had he remained in the district.

E. The teacher will submit an application in writing on forms provided. The application shall be filed with the Superintendent on or before March 15th of the school year preceding the school year in which the sabbatical leave is to commence. The sabbatical leave shall be granted on the basis of seniority in the school district. A staff member shall be precluded from taking a second sabbatical leave if another applicant has not previously been granted such a leave.

F. Subject to limitations provided by law, pension and insurance payments will be deducted from the salary of the teacher while he is on leave, based on one hundred (100%) percent of his contractual salary; and health benefits for the year will be paid as if the teacher were not on leave.

G. Salary payments will be made on the same basis as the regular staff. Payments will not be made in advance.

H. Sick leave shall not accrue while on leave.

I. In the event of serious and/or lengthy illness which prevents the start or completion of the sabbatical program, the teacher will apply for normal sick leave, and/or other leave, if necessary, at which time the Board's sabbatical salary contribution shall cease.

J. A teacher who is granted a sabbatical leave shall, upon completion of the sabbatical leave, either return to the district or shall reimburse the Board for all salary received while on leave.

K. Credit on the salary guide shall be earned by the teacher while on sabbatical leave.

ARTICLE XXIV

TUITION REIMBURSEMENT

A. Effective July 1, 2014, teachers will be reimbursed for job or certificate related graduate courses taken and successfully completed. The maximum reimbursement per employee shall be the cost of a three (3) credit graduate course at Rutgers, the State University. Effective July 1, 2014, and continuing for the life of the successor collective bargaining agreements, the total tuition reimbursement is \$85,000.00. The parties have developed a procedure and formula for the equitable distribution of the tuition reimbursement pool of money.

B. In order for a board of education to provide to an employee tuition assistance for coursework taken at an institution of higher education of additional compensation upon the acquisition of additional academic credits or completion of a degree program at an institution of higher education:

(1) The institution shall be a duly authorized institution of higher education as defined section 3 of PL,1986, c.87 (C.18A:3-15.3);

(2) The employee shall obtain approval from the superintendent of schools prior to enrollment in any course for which tuition assistance is sought. In the event that the superintendent denies the approval, the employee may appeal the denial to the board of education.

(3) The tuition assistance or additional compensation shall be provided only for a course or degree related to the employee's current or future job responsibilities.

C. Actual reimbursement will follow within sixty (60) days of submission of transcript and tuition payment receipts, provided a grade of B or better is attained. In the case of a pass-fail grading system, pass is acceptable.

D. In order to avoid a duplication of benefits from public funds those courses taken under the Veterans Benefit Act, National Science Foundation Grants, NDEA grants or other public scholarship and aids shall not apply.

E. Procedure for Tuition Reimbursement

- The total amount allotted to tuition reimbursement shall be divided equally among all applicants for tuition reimbursement.
- Teachers enrolled in courses during the summer, fall and spring semesters must submit their reimbursement form on or before January 15 of the current school year,
- Teachers, who may enroll in any courses that begin in May &/or June that will conclude before June 30, must also submit their request for reimbursement on or before January 15.
- These deadlines are firm and will not be waived.
- The Board shall confirm the amounts to be paid with the Association no later than February 1.
- Actual reimbursement for summer and fall courses shall be made on or about March 1st when the official transcript and tuition payment receipts have been submitted and provided a grade of B or better is attained. In the case of a pass-fail grading system, pass is acceptable. Actual reimbursement for the spring courses shall be made within sixty (60) days of submission of official transcript and tuition payment receipts provided a grade of B or better is attained. In the case of a pass-fail grading system, pass is acceptable.

Tuition will only be reimbursed for courses taken from a duly authorized institution of higher learning licensed by the Commission of Higher Education or an out of state institution by the appropriate accrediting body recognized by the Council on Postsecondary Education or the United States Department of Education.

ARTICLE XXV

MANAGEMENT RIGHTS CLAUSE

A. The Board, on its own behalf and on the behalf of the electors of the District, hereby retains and reserves unto itself, without limitations, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of New Jersey, and of the United States, including but without limiting the generality of the foregoing, the right:

(1) To the executive management and administrative control of the school system and its properties and facilities, and the activities of its employees while said employees are engaged in the performance of their duties.

(2) To hire all employees and subject to the provisions of the law, to determine their qualifications, and the conditions for their continued employment, or their dismissal or

demotion; and to promote, and transfer all such employees, to relieve employees from duty because of lack of work or other legitimate reasons. Where the Board has adopted procedures in the above areas, the Board will follow said procedures.

(a) The Board of Education shall have full discretion regarding salary guide placement of new hires.

(3) To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational, and social events for students, all as deemed necessary or advisable by the Board.

(4) To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature. Where the Board has adopted procedures in the above areas, the Board will follow said procedures.

(5) To determine class schedules, the hours of instruction, and the duties, responsibilities, and assignments of teachers and other employees with respect thereto.

(6) To take whatever action maybe, necessary to carry out the mission of the school district in situations of emergency.

B. The exercise of the foregoing powers, rights, authorities, duties, and responsibilities by the Board, the adoption of policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and expressed terms of this Agreement and then only to the extent such specific and expressed terms hereof are in conformance with the Constitution and laws of the State of New Jersey, and the Constitution and laws of the United States.

C. Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the New Jersey School Laws or any other national, state, county, or local laws or regulations as they pertain to education.

ARTICLE XXVI

NO REPRISAL CLAUSE

A. The Board and the Association mutually agree that there shall be no reprisals of any by either party against any member of the Board, administrator, teacher, parent, student, substitute teacher, or any other employee of the Board or other persons as a result of any action taken by any party of individual during the course of the negotiation process.

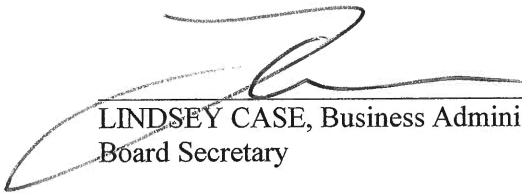
ARTICLE XXVII
DURATION OF AGREEMENT

- A. This Agreement shall be effective as of July 1, 2021 and shall continue in effect until June 30, 2024.
- B. The terms of this Agreement are retroactive to July 1, 2021, except as specified otherwise.
- C. This Agreement shall not be extended orally and it is expressly understood that it shall expire at midnight on June 30, 2024.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their respective Presidents, attested by their respective Secretaries, and their corporate seals to be placed hereon, all on the day and year first above written.

MATAWAN-ABERDEEN REGIONAL BOARD OF EDUCATION

ATTEST:


LINDSEY CASE, Business Administrator/
Board Secretary

By: 
ANNETTE ASCOLI, Board President


Date: 06/28/2022

Date: 06/28/2022

MATAWAN-ABERDEEN REGIONAL EDUCATION ASSOCIATION

ATTEST:


SUSAN RIPPLE, Secretary

By: 
CASEY BARILKA, President

Date: 6/28/2022

Date: 6/28/2022

APPENDIX A
Premium Sharing Contribution Table

Direct 15 and Direct 15/25

Family Coverage		Parent Child/2 Adults		Single	
Salary	Percent	Salary	Percent	Salary	Percent
Under \$25,000	3.00%	Under \$25,000	3.50%	Under \$20,000	4.50%
\$25,000-\$29,999.99	4.00%	\$25,000-\$29,999.99	4.50%	\$20,000-\$24,999.99	5.50%
\$30,000-\$34,999.99	5.00%	\$30,000-\$34,999.99	6.00%	\$25,000-\$29,999.99	7.50%
\$35,000-\$39,999.99	6.00%	\$35,000-\$39,999.99	7.00%	\$30,000-\$34,999.99	10.00%
\$40,000-\$44,999.99	7.00%	\$40,000-\$44,999.99	8.00%	\$35,000-\$39,999.99	11.00%
\$45,000-\$49,999.99	9.00%	\$45,000-\$49,999.99	10.00%	\$40,000-\$44,999.99	12.00%
\$50,000-\$54,999.99	12.00%	\$50,000-\$54,999.99	15.00%	\$45,000-\$49,999.99	14.00%
\$55,000-\$59,999.99	14.00%	\$55,000-\$59,999.99	17.00%	\$50,000-\$54,999.99	20.00%
\$60,000-\$64,999.99	17.00%	\$60,000-\$64,999.99	21.00%	\$55,000-\$59,999.99	23.00%
\$65,000-\$69,999.99	19.00%	\$65,000-\$69,999.99	23.00%	\$60,000-\$64,999.99	27.00%
\$70,000-\$74,999.99	22.00%	\$70,000-\$74,999.99	26.00%	\$65,000-\$69,999.99	29.00%
\$75,000-\$79,999.99	23.00%	\$75,000-\$79,999.99	27.00%	\$70,000-\$74,999.99	32.00%
\$80,000-\$84,999.99	24.00%	\$80,000-\$84,999.99	28.00%	\$75,000-\$79,999.99	33.00%
\$85,000-\$89,999.99	26.00%	\$85,000-\$89,999.99	30.00%	\$80,000-\$84,999.99	34.00%
\$90,000-\$94,999.99	28.00%	\$90,000-\$94,999.99	30.00%	\$85,000-\$89,999.99	34.00%
\$95,000-\$99,999.99	29.00%	\$95,000-\$99,999.99	30.00%	\$90,000-\$94,999.99	34.00%
\$100,000 - \$109,999.99	32.00%	\$100,000 and Over	35.00%	\$95,000 and Over	35.00%
\$110,000 and Over	35.00%				

Premium Sharing Contribution Table					
Direct 20/30 and all Plans with Equal or Lesser Premiums than Direct 20/30					
Family Coverage		Parent Child/2 Adults		Single	
Salary	Percent	Salary	Percent	Salary	Percent
Under \$25,000	2.25%	Under \$25,000	2.63%	Under \$20,000	3.38%
\$25,000-\$29,999.99	3.00%	\$25,000-\$29,999.99	3.38%	\$20,000-\$24,999.99	4.13%
\$30,000-\$34,999.99	3.75%	\$30,000-\$34,999.99	4.50%	\$25,000-\$29,999.99	5.63%
\$35,000-\$39,999.99	4.50%	\$35,000-\$39,999.99	5.25%	\$30,000-\$34,999.99	7.50%
\$40,000-\$44,999.99	5.25%	\$40,000-\$44,999.99	6.00%	\$35,000-\$39,999.99	8.25%
\$45,000-\$49,999.99	6.75%	\$45,000-\$49,999.99	7.50%	\$40,000-\$44,999.99	9.00%
\$50,000-\$54,999.99	9.00%	\$50,000-\$54,999.99	11.25%	\$45,000-\$49,999.99	10.50%
\$55,000-\$59,999.99	10.50%	\$55,000-\$59,999.99	12.75%	\$50,000-\$54,999.99	15.00%
\$60,000-\$64,999.99	12.75%	\$60,000-\$64,999.99	15.75%	\$55,000-\$59,999.99	17.25%
\$65,000-\$69,999.99	14.25%	\$65,000-\$69,999.99	17.25%	\$60,000-\$64,999.99	20.25%
\$70,000-\$74,999.99	16.50%	\$70,000-\$74,999.99	19.50%	\$65,000-\$69,999.99	21.75%
\$75,000-\$79,999.99	17.25%	\$75,000-\$79,999.99	20.25%	\$70,000-\$74,999.99	24.00%
\$80,000-\$84,999.99	18.00%	\$80,000-\$84,999.99	21.00%	\$75,000-\$79,999.99	24.75%
\$85,000-\$89,999.99	19.50%	\$85,000-\$89,999.99	22.50%	\$80,000-\$84,999.99	25.50%
\$90,000-\$94,999.99	21.00%	\$90,000-\$94,999.99	22.50%	\$85,000-\$89,999.99	25.50%
\$95,000-\$99,999.99	21.75%	\$95,000-\$99,999.99	22.50%	\$90,000-\$94,999.99	25.50%
\$100,000 - \$109,999.99	24.00%	\$100,000 and Over	26.25%	\$95,000 and Over	26.25%
\$110,000 and Over	26.25%				

NJEHP

Family Coverage		Parent Child		2 Adults		Single	
Salary	Percent	Salary	Percent	Salary	Percent	Salary	Percent
Up to \$40,000	3.3%	Up to \$40,000	2.2%	Up to \$40,000	2.8%	Up to \$40,000	1.7%
\$40,001 to \$50,000	3.9%	\$40,001 to \$50,000	2.5%	\$40,001 to \$50,000	3.3%	\$40,001 to \$50,000	1.9%
\$50,001 to \$60,000	4.4%	\$50,001 to \$60,000	2.8%	\$50,001 to \$60,000	3.9%	\$50,001 to \$60,000	2.2%
\$60,001 to \$70,000	5.0%	\$60,001 to \$70,000	3.0%	\$60,001 to \$70,000	4.4%	\$60,001 to \$70,000	2.5%
\$70,001 to \$80,000	5.5%	\$70,001 to \$80,000	3.3%	\$70,001 to \$80,000	5.0%	\$70,001 to \$80,000	2.8%
\$80,001 to \$90,000	6.0%	\$80,001 to \$90,000	3.6%	\$80,001 to \$90,000	5.5%	\$80,001 to \$90,000	3.0%
\$90,001 to \$100,000	6.6%	\$90,001 to \$100,000	3.9%	\$90,001 to \$100,000	6.0%	\$90,001 to \$100,000	3.3%
\$100,001 to \$125,000	7.2%	\$100,001 to \$125,000	4.4%	\$100,001 to \$125,000	6.6%	\$100,001 to \$125,000	3.6%

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY SCHEDULE
2021-2022

STEP	B.A. C	BA+30 D	MA E	60 Credit MA MA+30 F	DOCT. G
1	52,435	57,285	59,485	61,785	66,285
2	52,735	57,585	59,785	62,085	66,585
3	53,035	57,885	60,085	62,385	66,885
4	53,535	58,385	60,585	62,885	67,385
5	54,285	59,135	61,335	63,635	68,135
6	56,125	60,975	63,175	65,475	69,975
7	57,965	62,815	65,015	67,315	71,815
8	60,215	65,065	67,265	69,565	74,065
9	62,490	67,640	69,540	71,840	76,340
10	64,990	69,840	72,040	74,340	78,840
11	67,640	72,490	74,690	76,990	81,490
12	72,640	77,490	79,690	81,990	86,490
13	78,225	83,075	85,275	87,575	92,075
14	85,325	90,225	92,375	94,725	99,225

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$950 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,650 per year.

(a) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(b) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service-program, shall suffer a loss of credit earned prior to July 1, 2011.

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY GUIDE
2022-2023

STEP	B.A. C	BA+30 D	MA E	60 Credit MA MA+30 F	DOCT. G
1	53,560	58,460	60,610	62,960	67,460
2	53,860	58,760	60,910	63,260	67,760
3	54,160	59,060	61,210	63,560	68,060
4	54,660	59,560	61,710	64,060	68,560
5	55,410	60,310	62,460	64,810	69,310
6	57,250	62,150	64,300	66,650	71,150
7	59,150	64,050	66,200	68,550	73,050
8	61,400	66,300	68,450	70,800	75,300
9	63,700	68,600	70,750	73,100	77,600
10	66,200	71,100	73,250	75,600	80,100
11	68,900	73,800	75,950	78,300	82,800
12	73,900	78,800	80,950	83,300	87,800
13	79,425	84,325	86,475	88,825	93,325
14	86,325	91,225	93,375	95,725	100,225

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$950 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,650 per year.

(a) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(b) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service-program, shall suffer a loss of credit earned prior to July 1, 2011.

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY GUIDE
2023-2024

STEP	B.A. C	BA+30 D	MA E	60 Credit MA MA+30 F	DOCT. G
1	55,125	60,025	62,175	64,525	69,025
2	55,425	60,325	62,475	64,825	69,325
3	55,725	60,625	62,775	65,125	69,625
4	56,225	61,125	63,275	65,625	70,125
5	56,975	61,875	64,025	66,375	70,875
6	58,675	63,575	65,725	68,075	72,575
7	60,575	65,475	67,625	69,975	74,475
8	62,825	67,725	69,875	72,225	76,725
9	65,125	70,025	72,175	74,525	79,025
10	67,625	72,525	74,675	77,025	81,525
11	70,325	75,225	77,375	79,725	84,225
12	75,325	80,225	82,375	84,725	89,225
13	80,825	85,725	87,875	90,225	94,725
14	87,325	92,225	94,375	96,725	101,225

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$950 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,650 per year.

(a) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(b) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service-program, shall suffer a loss of credit earned prior to July 1, 2011.

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY GUIDE
2021-2022

STEP	B.A. C	BA+30 D	MA E	60 Credit MA MA+30 F	DOCT. G
1.5	52,585	57,435	59,635	61,935	66,435
2.5	52,885	57,735	59,935	62,235	66,735
3.5	53,285	58,135	60,335	62,635	67,135
4.5	53,910	58,760	60,960	63,260	67,760
5.5	55,205	60,055	62,255	64,555	69,055
6.5	57,045	61,895	64,095	66,395	70,895
7.5	59,090	63,940	66,140	68,440	72,940
8.5	61,353	66,203	68,403	70,703	75,203
9.5	63,740	68,590	70,790	73,090	77,590
10.5	66,315	71,165	73,365	75,665	80,165
11.5	70,140	74,990	77,190	79,490	83,990
12.5	75,433	80,283	82,483	84,783	89,283
13.5	81,775	86,650	88,825	91,150	95,650

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$950 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,650 per year.

(c) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(d) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service-program, shall suffer a loss of credit earned prior to July 1, 2011.

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY GUIDE
2022-2023

STEP	B.A. C	BA+30 D	MA E	60 Credit MA MA+30 F	DOCT. G
1.5	53,710	58,610	60,760	63,110	67,610
2.5	54,010	58,910	61,060	63,410	67,910
3.5	54,410	59,310	61,460	63,810	68,310
4.5	55,035	59,935	62,085	64,435	68,935
5.5	56,330	61,230	63,380	65,730	70,230
6.5	58,200	63,100	65,250	67,600	72,100
7.5	60,275	65,175	67,325	69,675	74,175
8.5	62,550	67,450	69,600	71,950	76,450
9.5	64,950	69,850	72,000	74,350	78,850
10.5	67,550	72,450	74,600	76,950	81,450
11.5	71,400	76,300	78,450	80,800	85,300
12.5	76,663	81,563	83,713	86,063	90,563
13.5	82,875	87,775	89,925	92,275	96,775

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$950 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,650 per year.

(e) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(f) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service-program, shall suffer a loss of credit earned prior to July 1, 2011.

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY GUIDE
2023-2024

STEP	B.A. C	BA+30 D	MA E	60 Credit MA MA+30 F	DOCT. G
1.5	55,275	60,175	62,325	64,675	69,175
2.5	55,575	60,475	62,625	64,975	69,475
3.5	55,975	60,875	63,025	65,375	69,875
4.5	56,600	61,500	63,650	66,000	70,500
5.5	57,825	62,725	64,875	67,225	71,725
6.5	59,625	64,525	66,675	69,025	73,525
7.5	61,700	66,600	68,750	71,100	75,600
8.5	63,975	68,875	71,025	73,375	77,875
9.5	66,375	71,275	73,425	75,775	80,275
10.5	68,975	73,875	76,025	78,375	82,875
11.5	72,825	77,725	79,875	82,225	86,725
12.5	78,075	82,975	85,125	87,475	91,975
13.5	84,075	88,975	91,125	93,475	97,975

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$950 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,650 per year.

(g) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(h) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service-program, shall suffer a loss of credit earned prior to July 1, 2011.

SCHEDULE A-2

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
EXTRA-CURRICULAR COMPENSATION
2021-2024

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>
Director of Athletics	12,230	13,250	14,250
Assistant Director of Athletics ¹	9,420	10,320	11,060
Associate Director of Athletics ²	9,230	10,080	10,930
Faculty Manager	7,180	8,170	9,120
Equipment Manager	5,540	6,130	6,770
Athletic Trainer*	12,540	13,430	14,340
Group I Sports			
A. Football, Basketball,			
Girls' Basketball	9,480	10,030	10,090
Assistants	6,400	7,000	7,290
B. Baseball, Track, Girls' Track,			
Softball, Wrestling, Soccer,			
Girls' Field Hockey,	6,920	7,860	8,460
Cheerleaders (per season)	3,440	3,900	4,260
Dance Team (per season)	3,440	3,900	4,260
Assistants	5,170	5,670	6,200
Cheerleaders (per season)	2,560	2,800	3,120
Group II Sports			
Boys' Cross Country,			
Girls' Cross Country			
Winter Track (Boys/Girls),	5,690	6,300	6,820
Assistants	4,740	5,270	5,920
Group III Sports			
Bowling (Boys/Girls), Golf			
Boys' Tennis, Girls' Tennis,			
Gymnastics	5,250	5,630	6,090
Assistants	4,670	5,080	5,600

Where paid ticket sellers are used, ticket sellers at all athletic events shall be paid at the rate of \$62.50 per game. Volunteers may be used at the discretion of the Board of Education.

¹ Three release periods

² One release period.

* The stipend shall include all hours for the Athletic Trainer position, night games under the lights, any tournament, and any work during the summer month of July.

INTRAMURAL ACTIVITY PROGRAM

Middle School

Bowling club	1045 each
Two Hand Touch (2)	1045 each
Softball (2)	1045 each
Winter Intramurals (4)	1045 each
Fall Intramurals (2)	1045 each
Spring Intramurals	1045 each
Special Olympics	
Fall	1045 each
Winter	1045 each
Spring	1045 each

Compensation for Non-Athletic Activity

Adult High School Coordinator	14300
Computer Equipment Manager	5330
Director of Music	1740
Local Professional Development Committee	1300
School Level Professional Development Com	
Capped at \$5,000 per school year	40/hr.
Mentoring Teachers - Alternate Route	940-1160
-Traditional Route	580-850
Educational Technology Support	12100
Special Classes Coordinator	4950
Head Nurse	4950

High School

Academic Challenge	1400
Afro-American Student Union	1320
Amnesty International	1320
ANIME Club	1400
Archery Club	1320
Art Club	1320
Ass't Band Director	3040
Assistant Guard	3930
Audio Visual Department	3350
Band Director	7300
Calculus Club-Math Honor Society	1320
Challenger Team	4670
Chamber Choir	4660
Chess Club	1400
Drama Coach	3330
Drill Instructor	3940
English Honor Society	1400
Environmental Club	1400

F.B.L.A.	1320
F.M.L.A.	1320
Food & Fashion	1320
Forensics	4260
Freshmen Class Advisor	1340
Guard Instructor	3940
Guitar Club	1320
History & Govt. Club (3)	2540*
Honor Society	1400
Honors Math Club - Math Comp. League	1320
Interact	1320
Investment Club	1320
Jazz Band Director	3040
Junior Class Advisor (2)	1740**
Junior Statesman of America	1320
Key Club	1500
Library Club	1400
Literary Journal	2020
Marching Band	1900
Mathematics Competitions League	1320
Math Honor Society	1320
Mind Over Matter Yoga & Meditation Club	1400
Mock Trial	1320
Model UN	1400
MRHS News	5420
MSG Varsity	1080
Peer Buddy	1830
Peer Leadership	4530
Assistants	2590
Pep Club	1320
Percussion	3920
Physics Club	1320
Radio Club	1320
Robotics Club	1320
SADD	1400
Safe Space Club	1260
Science National Honor Society	1400

* Full value of the stipend is the amount listed for one person or the stipend can be split evenly with up to 3 people.

** Full value of the stipend is the amount listed for one person or the stipend can be split evenly with up to 2 people.

Senior Class Advisor (2)	2200*
Sophomore Class Advisor	1400
Sound and Lighting Club	2020
Student Accounts	1400
Student Council	5020
Student Information System Coordinator	3800
Technical Resource	1780
Telecommunications	1320
Testing Coordinator	9180
TV Studio	5580
Winter Guard Assistant Director	1600
Winter Guard Director	1600
Women's Empowerment	1320
Woodworking Club	1320
Work Study	4600
World Language Club	1320
Yearbook & Business Manager	5430
High School	
Fall Drama	
Producer/Director	4920
Production Assistant	1490
Production Design/Construction	3340
Fall Drama: Production/Technical Director	1320
Spring Musical	
Choreographer	2970
Consultant	1490
Musical Director	3340
Producer/Director	6570
Production Assistant	1490
Production Design/Construction	4020
Technical Director	2580
Vocal Director	3340
Summer Production	
Choreographer (2)	2970
Director	5920
Director/Coordinator	6580
Musical Director	3340

* Full value of the stipend is the amount listed for one person or the stipend can be split evenly with up to 2 people.

Production Assistant	1490
Production Design/Construction	4020
Technical Director	2580
Vocal Director	3340
Coordinator of SPS	13140
Coordinator of Student Services	14300 ¹
Substance Awareness Coordinator	5750*
*Add'l compensation per negotiated agreement	
Department Chairpersons:	4950
(Mathematics, Science, Social Studies, Physical Ed./Health English, Foreign Language, Industrial and Vocational Arts, Fine Arts Special Education, EOC, Adult High School 1-5 in dept.	
Each add'l person	385
Summer work	40/hr
Physical Education Facilitator	2800
Middle School	
6 th Grade Class Advisor	1320
7 th Grade Class Advisor	1320
8 th Grade Class Advisor	1320
Academic Bowl Advisor - 6-8 Gr.	1320
Afro-American Student Union	1320
Art Club	1320
Ass't Band Director	1755
Audio Visual Department	2020
Band Director	3310
Builders Club	1400
Cheerleaders	1320
Chess Club	1320
Coordinator of Student Activities	14300 ²
Dulcimer Dynamos	1320
Environmental Club	1400
Junior National Honor Society	1320
Library Club	1400
Literary Club	1320
Literary/Art Magazine	2020
Math Club	1320
Multi-Cultural Club	1320
National Geographic Competition Advisor	1260
Peer Buddy	1830
Peer Leadership Asst	2590
School Newspaper	2020

¹ Three release periods

² Three release periods

Science Club	1260
Science Competition Team	1260
Speech & Debate	1130
Student Account Manager	1400
Student Organization	2020
Technical Resource	1780
Technology Club	1260
Vocal Chorus	2050
Willow Tree	1150
World Language Club	1320
Yearbook Advisor	4070
Unit Leaders - 1-7	4950
-each add'l person	385
Summer Work	40/hr
Theater Arts	
Choreographer	2930
Consultant	1490
Director	6100
Musical Director	3140
Production Assistant	1490
Production Design/Construction	2990
Technical Director	2580
Vocal Director	3130
Elementary Schools	
Administrative Assistant	1730
Book Room Manager	1130
Clubs	1130
Parent Resource Mgr.	1045
Peer Buddy	1830
Safety Patrol (One per Building)	1020
Technical Resource	1780

*Clubs shall meet on average of two (2) times per month for the duration of the length of the club.

Home Instruction:	\$45.00 per hour
Curriculum Writing:	\$35.00 per hour
Committee Work:	\$30.00 per hour
Freshman Academy Teachers:	\$40.00 per hour (with student contact)
Freshman Academy Teachers:	\$30.00 per hour (for preparation/non student contact)
Tutorial:	\$35.00 per hour
Sub-certified Athletic Trainer:	\$25.00 per hour
Graduation Chaperones:	\$25.00 per hour
Ticket Sellers:	\$62.50 per game
Crowd Control:	\$62.50 per game
Timekeepers:	\$62.50 per game
Detention:	\$25.00 per hour