

A G R E E M E N T

between the

BEDMINSTER TOWNSHIP BOARD OF EDUCATION

SOMERSET COUNTY, NEW JERSEY

and the

BEDMINSTER EDUCATION ASSOCIATION

July 1, 2004 – June 30, 2007

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ARTICLE I

RECOGNITION

- A. The Board hereby recognizes the Bedminster Education Association as the exclusive and sole representative for collective negotiations for all certificated professional personnel under contract including:

Classroom Teachers
Special Subject Teachers
Special Education Teachers
Librarian
School Social Worker
Psychologist
School Nurse
Guidance Counselor(s)
Learning Disabilities Teacher Consultant (LDTC)
Speech Language Therapist

but excluding:

Superintendent
Board Secretary and Board Administrative Assistant(s)
Principal
Asst. Principal/Supervisor
Director of Student Services
Curriculum Technology Specialist
Clerical Staff/ Secretaries
Operations Manager
Custodial & Maintenance Staff
Substitute Teachers
Teacher Interns

The term employee shall refer to all members of the bargaining unit. Where a personal pronoun is used in this agreement, it is understood to include both genders.

ARTICLE II

NEGOTIATION PROCEDURE

- A. The parties agree to enter into collective negotiations over a successor Agreement in accordance with Chapter 123, Public Laws of 1974, in a good-faith effort to reach Agreement. Such professional negotiations shall comply with the calendar dates prescribed by the Public Employee Relations Commission (PERC).
- B. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party. The parties mutually pledge that their representatives shall be clothed with all necessary power and authority to make proposals, consider proposals, and make counter-proposals in the course of negotiations. It is recognized, however, that the representatives do not have the power of ratification.
- C. This Agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiation. During the term of this Agreement neither party shall be required to negotiate with respect to any such matter whether or not covered by this Agreement and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this Agreement.
- D. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.
- E. The Board of Education retains all rights which it has not specifically conceded by the Agreement it has reached with the Bedminster Education Association.

ARTICLE III

GRIEVANCES

- A. The Board and members of the staff who are the Board's contractual employees, shall follow specific procedures for resolving disagreements that may arise, recognizing the limiting factors of public employment.
- B. A "grievance" is a claim by an employee, or the Association, based upon the interpretation, application, or violation of this Agreement affecting an employee, or a group of employees, employed by the Bedminster Board of Education.
- C. Procedure for Processing Grievances
 - 1. Any individual employee(s) under contract to the Bedminster Township Board of Education shall have the right to appeal the application of policies and administrative decisions affecting him (them) through recognized channels. In presenting his (their) grievances the employee(s) shall be assured freedom from prejudicial action in presenting an appeal. He (they) shall have the right to present his (their) own appeal or to designate representatives of his (their) own choosing to appear with him (them) at any step of the appeal.
 - 2. Appeal Procedure
 - a. The employee(s) with a grievance shall discuss it first with the Superintendent.
 - b. If, as a result of these discussions, the matter is not resolved, said employee(s) shall set forth his complaint in writing, fully outlining the grounds upon which the grievance is based, to the Superintendent. The Superintendent, or, in his absence, someone designated by him, shall communicate his decision in writing to the employee within ten (10) days of the receipt of the complaint.
 - c. If the grievance is not settled after decision by the Superintendent, the matter may be referred to the Professional Committee of the Bedminster Education Association for evaluation or the employee may appeal directly to the Board of Education.
 - d. If the Professional Committee of the Bedminster Education Association determines the grievance is without merit, it will so advise the employee, and said employee shall have the right to appeal directly to the Board of Education. Such appeals must be in writing stating the full grounds upon which the grievance is based, including specific reference to the portion of the Agreement that is in question. If the grievance has merit, it may be heard at a Grievance Intervention Meeting, upon mutual agreement of the BEA and the Board of Education. If a Grievance Intervention Meeting is not held, then the process continues as per Article III C. 2 f.
 - e. Grievance Intervention Meeting consisting of the BEA Grievance Committee (2 members), 2 Board members, Grievant, and Superintendent. The participants of this meeting will make a recommendation based on a consensus within 15 days. The recommendation is then sent to the entire Board and the Association for approval. In the

case of lack of agreement or approval by the Board of Education and BEA, the issue reverts back to the grievance process. It is understood that this meeting is confidential and that any formal minutes must be agreed upon by both parties.

- f. The Board, or at its discretion, a committee of the Board, will hear the appeal and the Board will render its written decision within forty (40) days of its receipt of the appeal.
- g. Consultants may be called in by either party to the grievance at any time during the procedure to assist in clarifying the issues.
- h. To protect the best interest of the children of the Township and the school system, grievances should be, insofar as possible, resolved privately.

3. Advisory Arbitration

- a. If the decision of the Board or its committee does not resolve the grievance and the employee wishes review by an arbitrator he shall so notify the Board through the Superintendent within fifteen (15) days of receipt of the Board's decision. Such request for arbitration will not be honored unless the grievant has obtained the consent of the Association and such consent bears the Agreement by the Association to pay its share of the cost of arbitration as hereinafter set forth.
- b. The only grievances which may be arbitrated are those based upon an allegation that there has been a violation of the express written terms of the locally negotiated Agreement. The arbitrator shall have no authority to rule on grievance which concern the interpretation, application, or alleged violation of policies and administrative decisions affecting terms and conditions of employment, or of statutes and regulations setting terms and conditions of employment.
- c. The arbitrator will be appointed in accordance with the rules of the Public Employment Relations Commission (PERC).
- d. Decision by Arbitrator. The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He can add nothing to nor subtract anything from the Agreement between the parties or any policy of the Board of Education. The recommendation of the arbitrator shall be advisory. Only the Board and the aggrieved party and his representative shall be given copies of the arbitrator's report of findings, reasons and recommendations. This shall be accomplished within thirty (30) school days of the completion of the arbitrator's hearings.

- e. Costs of Arbitration. Each party will bear the total cost incurred by themselves.

The fees and expenses of the arbitrator are the only costs which will be shared by the two parties and such costs will be borne equally.

4. Decisions

- a. The Board, having reached a judgment, will make its decision a part of the minutes and notify the appellant.
- b. If the employee fails to meet the timelines of Section 5 for the initiation or appeal of the grievance the matter shall be considered closed by both parties.

5. Grievance Timeline

<u>Event</u>	<u>Elapsed Time</u>
Initiation (written)	Within 30 business ¹ days of event occurrence. The Superintendent has 10 school days to respond.
Appeal to Board of Education	Within 30 business days of receipt of written decision of Superintendent.
Written decision by Board	Within 40 business days of appeal by the Board of Education.
Request for arbitrator review notification in writing	Within 10 business days of Board of Education decision, written notification of intent to request arbitration.
Request for PERC roster	Within 3 business days of review notification
Discussion between aggrieved party and/or his representative, of arbitrators' recommendations if requested by Board of Education	Within 30 business days receipt of written request from Board of Education.

¹ business days are defined as days on which central administrative offices are open.

ARTICLE IV

SALARIES

- A. The salaries of all employees covered by this Agreement are set forth in Schedules A, B, or C which are attached hereto and made a part hereof.
- B. Salaries shall be paid semi-monthly on the 15th and 30th, each salary payment being paid in arrears.

When a payday falls on or during a school vacation, holiday or weekend, employees shall receive their paychecks on the last previous working day.

The employees may choose between 10 month or 12 month pay periods. The Board must be advised of the employee's choice by June 1 of the previous school year.

Administration of Salaries - Employees

- A. Full adjustment shall be made for any degree upon proof of fulfillment of requirements for such degree before September 1 of any school year. Only personnel actually holding degrees will be eligible for placement on the appropriate degree scales.

Personnel earning extra credits will remain on scale for degree actually held. Employees eligible for equivalency consideration under the State Minimum Salary Law shall receive the salary determined as above or at the State Minimum.

Full adjustment will be made for Employees who have earned 15 credits beyond the bachelor's degree, 30 credits beyond the bachelor's degree, 15 credits beyond the master's degree, 30 credits beyond the masters' degree, and 45 credits beyond the master's degree upon submission of official college transcripts before September 1 of any school year.

Adjustment on the salary guide shall be made for the February payroll upon completion of a master's degree or doctorate degree, which is completed by December 31st, provided the Business Administrator is so notified by the end of the 1st school day of January.

- B. Yearly salary increments are awarded as evidence of professional competence. Before promotion to a higher step on the salary scale, each employee's record will be thoroughly reviewed in regard to professional qualifications. It is the desire of the Bedminster Township Board of Education to attract and hold only the employees well qualified in the performance of their duties, able to work constructively with fellow employees, parents and the community, interested in opportunities for self-improvement and proud of their profession. The Board reserves the right to withhold an increment.
- C. Salary credit will not be given for any course for which the attendance requirements or other requirements are substantially less rigorous than those prevailing in standard university and college academic programs.

- D. Any employee desiring to improve his professional standing by taking courses approved by the Superintendent and the Board of Education will be compensated, upon successful completion of such course with at least a "B" average, at the course cost as found at The State University. In cases of a Pass/Fail course, he will secure a letter from the instructor that the work completed was equivalent to a "B". If texts are not available in the school library they will be purchased by the Board. They remain the property of the Board and will be placed in the Library by the employees upon completion of the course. Under no circumstances will payment be made for books and laboratory fees which in total are in excess of 33% of the tuition for a course. Any course other than a course taken to satisfy degree requirements must be adjudged by the Superintendent and the Board of Education as beneficial in increasing the employee's individual competence in his current or projected teaching assignment in the Bedminster Township School System. The cost of supplies, transportation, registration fees, transcripts, graduation fees are not reimbursable by the Board. The maximum number of credit hours per fiscal year is twelve (12), subject to an annual cap for contract year 2004 – 2005: \$25,000, for contract year 2005 – 2006: \$30,000, and for contract year 2006 – 2007: \$30,000.

There will be no salary credit reimbursement for the courses taken; however, any member of the staff who is receiving course reimbursement under previous contractual arrangements will continue to have that reimbursement. To be eligible for assistance under this plan an employee must:

1. Have requested and received prior to commencing a course, the Superintendent's and the Board of Education's approval for the course. Salary credit will not be given for any course for which the attendance requirements or other requirements are substantially less rigorous than those prevailing in standard university and college academic programs. No employees will be given credit for guide movement, at any level, for any on-line or distance learning courses in excess of 6 cumulative earned credit hours, unless earned at a NJ college or University.
2. Application for a course shall be made in writing to the Superintendent no less than one week before the next regular Board of Education meeting. No reimbursement will be made for course work not receiving approval prior to its being undertaken. If the approved course is closed or cancelled and there is no scheduled Board meeting prior to the first course meeting of the semester, the Superintendent shall have the right to approve an alternate course.

- E. The cost of any graduate or undergraduate course that an employee is required to take by the Board shall be fully reimbursed by the Board.

F. Continuing Education

1. One in-service day shall be used annually for meeting state continuing education requirements, with an annual in-service cost cap of \$2,500 (two thousand five hundred dollars). A minimum of five (5) hours of credit shall be granted for each such in-service day.

Full adjustment on the salary guide shall be made for all professional development hours earned in compliance with the NJ Continuing Education Plan as follows: Each five (5)

hours of in-district in-service training shall count as 1/2 (one-half) credit toward horizontal movement on the guide.

2. Any teacher who has earned National Board Certification, while in the employ of the Bedminster Board of Education, shall receive \$1,500 annually, added to their salary base. The teacher who earns their National Board Certification will submit proof of certification to the Superintendent prior to December 15th of the school year to receive prorated payment beginning the following February 1, or prior to May 15 to receive prorated payment beginning the following September 1. Any teacher new to the district with a National Board Certification will receive a prorated adjustment to the salary, commencing on February 1 or September 1, whichever comes 1st, following their employment by the Bedminster Board of Education.

G. Tuition Payment Methodology

All classes/courses will be processed as they have been in the past with the exception of an additional notation (see below) on the same form submitted for approval.

No tuition reimbursement for any courses taken throughout the fiscal year will be provided until the end of the fiscal year (June 30). Reimbursement requests must be submitted by May 15 or no reimbursement will be made. Reimbursements for courses that are still underway as of May 15th will be held pending submission of final grades/transcript showing acceptable completion. The formula will not be retroactively adjusted for dropped courses or unacceptable grades that are reported subsequent to the close of the fiscal year. At the close of the fiscal year (June 30) reimbursement checks will be distributed as soon as reasonably possible (approximately two weeks from the close of the books).

Reimbursements will be calculated as follows:

If the total tuition expense for the year is less than or equal to \$25,000*, then the total amount requested for tuition costs will be reimbursed.

If the total tuition expense for the year exceeds \$25,000*, then the employee will not be reimbursed for the total costs incurred for the class. Instead, the following formula will be applied:

$$\text{Amount of Reimbursement} = \frac{(\$25,000* \times 100\%)}{\text{Total District Tuition}} \times \text{Individual Tuition Reimbursement Request}$$

The parties agree that, if either party so requests, they will meet to review and discuss alternatives before the start of the next fiscal cycle.

* \$25,000	2004-2005
\$30,000	2005-2006
\$30,000	2006-2007

H. Senior Service Guide shall be as follows:

An additional increment of \$675 above the present salary for any employee who shall have a total of 10 years teaching experience in this district.

1. An additional increment of \$1350 above the present salary for any employee who shall have a total of 15 years teaching experience in this district.
2. An additional increment of \$2025 above the present salary for any employee who shall have a total of 20 years teaching experience in this district.
3. An additional increment of \$2700 above the present salary for any employee who shall have a total of 25 years teaching experience in this district.
4. An additional increment of \$3000 above the present salary for any employee who shall have a total of 30 years teaching experience in this district.

Maximum yearly senior service increment is: \$3000

This payment is to be exclusive of monies earned as academic credits or degrees, or for administrative effort. In event of guide change, this section will be separately reviewed.

The 10 years of experience in the district for the first increment are to be interpreted as the 10 consecutive years immediately preceding the year of eligibility.

ARTICLE V

SICK DAYS – ALL EMPLOYEES

- A. Upon application to the Board of Education, supplemental sick leave may be granted on a case-by-case basis.
- B. Employees beginning full-time employment after the school year has begun will be credited with allowable sick days at the rate of one (1) day for each month, or part thereof, remaining in the school year at the time their full-time employment begins.
- C. In the event of an employee's death, the unused accumulated sick day pay will go to his/her estate.

Employees

- A. All employees employed on the first day of school shall be entitled to ten (10) sick days each school year as of the first official day of said school year whether or not they report for duty on that day. Unused sick days shall be accumulated without limit.

ARTICLE VI

TEMPORARY LEAVES OF ABSENCE

- A. The Superintendent shall be notified of all temporary leaves of absence no less than two working days in advance. Employees shall be entitled to the following temporary non-accumulative leaves of absence with full pay each school year:
1. Two (2) days leave of absence for personal, legal, business, household or family matters which require absence during school hours. Application to the Superintendent for personal leave shall be made at least two (2) days before taking such leave (except in the case of emergencies) and the applicant for such leave shall not be required to state the reason for taking such leave (except during those days which immediately precede the beginning or immediately follow the close of the school year or of any school vacation or holiday) other than that he is taking it under this Section.
 2. In each school year, within the term of this Agreement, any personal leave day which an employee is entitled under paragraph 1 above that is not used will be converted to a sick day at the end of the school year and added to his accumulated sick days.
 3. Up to two (2) days, upon approval of the Superintendent, for visiting other schools or attending meetings or conference of any educational nature.
 4. One (1) day for one (1) representative of the Association to attend conferences and conventions of state and national affiliated organizations.
 5. Time necessary for appearances in any legal proceeding connected with the school system.
 6. An employee who is absent from school duties for jury duty for any court of New Jersey, any court of any other state, or any federal court, will receive their usual compensation from the school district for each day the employee is present for jury duty. In the event there is any jury compensation, excluding mileage and lodging, paid to the employee for their time on jury duty, the employee will be entitled to keep the jury duty compensation paid to him/her in addition to the school district paid usual compensation.
 7. In the event of death;
 - Up to 10 days, as needed for each occasion, of a spouse or child, or, subject to the Superintendent's approval, a member of the employee's immediate household, within one year of the death.
 - Up to 5 days of a primary parent or stepchild. These days need not be consecutive.
 - Up to 3 consecutive days of a stepparent, stepbrother, stepsister, son-in-law, daughter-in-law, mother-in-law, father-in-law, half-brother, half-sister, brother, sister, brother-in-law, sister-in-law, grandparent, grandchild.
 - Up to 1 day off - an aunt, uncle, niece, and nephew.

- Up to 1 day without pay or 1 sick day in the event of death of an employee's friend or relative not listed above.
8. A maximum of three (3) days in each year for serious family illness. A physician's certificate of serious illness is required.

A maximum of two days in each year for family illness.

Relatives in both serious family illness and family illness shall be defined as an employee's spouse, parent, step-parent, child, step-child, brother, sister, mother-in-law, father-in law, grandparent, grandchild, brother-in-law, sister-in-law, or any other member of the immediate household.

These days need not be consecutive.

9. Other leaves of absence with pay may be granted by the Board for good reason.
10. Leaves taken pursuant to Section A above shall be in addition to any sick leave to which the employee is entitled.

ARTICLE VII

EXTENDED LEAVES OF ABSENCE

- A. A leave of absence without pay of up to two (2) years may be granted to any employee who joins the Peace Corps, VISTA, National Teacher Corps, or serves as an exchange teacher or overseas teacher, and is a full-time participant in either of such program, or accepts a Fullbright Scholarship.
- B. A tenured employee may be granted a leave of absence without pay for up to one (1) year to teach in an accredited college or university.
- C. An employee shall notify in writing the Superintendent of impending parenthood as soon as it is confirmed. Accompanying this notification shall be physician's certificate of pregnancy, in accordance with law. The Board reserves the right to place on maternity leave an employee whose performance declines or becomes, in the opinion of the school physician, physically incapacitated.

An employee may request a childrearing leave without pay with benefits in accordance with the federal and state Family Leave Acts. An employee may request additional childrearing leave without pay and without benefits. All childrearing leaves granted under this provision shall terminate at the end of the current school year, at the option of the employee requesting such leave, except that leave for non-tenure employees will not extend beyond the period of the employee's contract. The word "childrearing" shall include leave due to adoption. Notification in writing sixty (60) days in advance of first day of leave is required as well as legal evidence of adoption.

- D. The Board may grant a leave of absence without pay to any employee to campaign for a candidate for a public office other than himself.
- E. Other leaves of absence without pay may be granted by the Board for good reason.
- F. All determination in connection with leaves of absences shall be made by the Board of Education.
- G. For leaves of absence of less than one school year, an employee may advance a full salary guide step if the employee works more than one day more than half of their employment year within one school year. For leaves of more than one school year, the Board will evaluate the leave in terms of its contribution to the employee's professional competence, unless already defined by law, such as for military service, and make a decision on the employee's Salary Guide advancement based on the evaluation.

ARTICLE VIII

SABBATICAL LEAVES

- A. A sabbatical leave, upon approval of the Board, may be granted to a full-time teacher for study, for travel, or for other reasons of value to the school system, subject to the following conditions:
1. If there are sufficient qualified applicants, sabbatical leaves shall be granted to a maximum of one (1) teacher at any one time.
 2. Requests for sabbatical leave must be received by the Superintendent in writing no later than March 1, and action must be taken on all such requests no later than May 1 of the school year preceding the school year for which the sabbatical leave is requested.
 3. After ten years of experience within the district, a sabbatical leave of absence for one year may be taken at one-half of the salary of the applicant for the purpose of further study or travel covering at least 8 months of the year. If the sabbatical is for the purpose of completing study for an advanced degree, the period of experience within the district will be seven years instead of ten. Requests for leave and projected plans will be submitted for approval to the Superintendent before March 1 of the school year preceding the year of the requested leave. Documentary proof of how this time was used must be placed in the hands of the Superintendent one month before the beginning of the next school year.
 4. A teacher on sabbatical leave shall be paid by the Board at fifty (50%) percent of the salary rate which he would have received if he had remained on active duty.
 5. Upon return from sabbatical leave, a teacher shall be placed on the salary schedule at the level which he would have achieved had he remained actively employed in the system during the period of his absence.
 6. During the course of the Sabbatical Leave, quarterly reports will be submitted to the Superintendent on the progress of the leave. A final report will be submitted prior to the beginning of the school year in which the teacher returns (to school).
 7. The cost of study or travel is to be borne by the teacher.
 8. Completion of a sabbatical leave within the district shall impose an obligation upon the teacher to renew his contract, unless otherwise terminated by the Board of Education, for two academic years. This shall not apply in the event of the teacher's physical disability, or if otherwise waived by the Board of Education. In any other instance, if the teacher wishes to terminate his employment, he shall repay the Board of Education the uncompleted percentage of the two years times the salary he received during the sabbatical leave.
 9. Application shall be made upon a form prescribed by the Superintendent and shall clearly state the nature, purpose, professional benefits, and benefits to the school district of the proposed activity for which the sabbatical leave is requested.

In recommending the sabbatical leave of absence, the Superintendent shall give

consideration to the use to be made of the requested leave and to seniority in service within the Bedminster School District.

The granting of sabbatical leave shall be at the discretion of the Board based upon the recommendation of the Superintendent.

The principle criterion for judging any request for sabbatical leave is whether or not in the sole judgment of the Board, it will contribute to the improvement of the district's teaching service.

10. In the event that the program of study or travel being pursued by the teacher on sabbatical leave should be interrupted by serious accident or illness to the teacher, such an interruption shall not constitute a breach of conditions of such leave nor prejudice the teacher in receiving all rights and privileges provided for under the terms of the sabbatical leave provided that the Superintendent was notified of such accident or illness within ten (10) days of its occurrence and is subsequently furnished with satisfactory evidence thereof.
11. If the Superintendent shall become convinced that a teacher on sabbatical leave is not fulfilling the purpose of such leave of absence, he shall immediately report this fact to the Board. The Board may terminate the leave of absence as of the date of its abuse, after giving the teacher an opportunity to be heard.

ARTICLE IX

WORK YEAR AND WORK DAY

Employee

- A. Employee work days for the school years 2004-2007 184 employee days.

Student days for the school years 2004–2007 181 days.

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

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

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

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

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

Evening conferences will precede morning conferences whenever feasible.

Each employee shall be required to attend one (1) of two (2) Back to School nights per year. There shall be a shortened session for students on both days of Back to School nights. On the day when an employee is not attending Back to School night, the employee will be required to work the employee work day as defined by Article IX D.

- C. On Fridays and school days preceding holidays, the employees' workday shall end upon the departure of the last student bus. The employees' workday shall be a shortened session on the school day immediately preceding the Thanksgiving, and winter school closings. The last 2 student days in June will be a shortened session for students. The second to the last day the employees will be required to work the employee work day as defined by Article IX D.

- D. The 2004–2007 employee workday shall be 6 hours, 50 minutes.

- E. In 2004–2007, the pupil school day shall be 6 hours, 40 minutes.
- F. Full-time employees of departmentalized grades 5-8 shall not be required to teach more than a total of two (2) major subject areas (Full-time departmentalized: Reading/Language Arts, Science, Social Studies, Math, World Languages) per day.
- G. Notice of vacancies and promotional opportunities within the school district shall be posted on the bulletin board in the general office and in the faculty lounge. Employees interested in applying for any of these vacancies may indicate their interest in writing to the Superintendent within ten (10) days of posting.
- H. Summer employment opportunities shall be posted in the general office. Employees will be informed of vacancies and promotional opportunities, which may occur during the summer months, through a mailing by the administration.
- I. Employees shall be notified of subject, grade level, and room assignments for the forth coming year no later than June 1 when feasible.
- J. There shall be guaranteed six (6) preparation periods for full-time employees only in full instructional weeks and one guaranteed preparation period guaranteed per full-instructional day, assuming continuation of the present nine (9) period day.
- K. Employees having only six (6) preps per week who are required to provide coverage shall be compensated at the rate of \$35.00 (thirty-five dollars) per forty (40) minute period. No employee shall have less than six preps in a full week without compensation.
- L. All employees shall be entitled to a thirty (30) minute duty free lunch.
- M. Employees shall not be required to be in attendance before the beginning of, or remain after the end of the school day for more than three, scheduled forty (40) minute sessions per month. One of those meetings during the year may be up to 60 minutes long for the purpose of a speaker's presentation. The last school Monday of every month shall be reserved for BEA meetings. Any time beyond this for which employees are required to stay will be compensated according to their individual hourly rate, based on their salary. Back-to-school night and parent-teacher conferences are excluded from this provision.

ARTICLE X

INSURANCE PROTECTION

- A. The Board shall provide the health-care insurance protection, designated below. The Board shall pay the full premium for each employee employed twenty hours or more per week.
1. For each employee who remains in the employ of the Board for a full school year, the Board shall make payment of insurance premiums to provide insurance coverage for the full twelve (12) month period commencing September 1 and ending August 31; when necessary, premiums on behalf of the employee shall be made retroactively or prospectively to assure uninterrupted participation and coverage.
 2. The Board shall pay the premiums for a full family medical insurance plan which provides benefits that are at least equal to those currently provided under the New Jersey State Health Benefits Plan.
 3. The Board of Education agrees to assume the employee's dependents' medical coverage for the employees recognized by this contract.
 4. The Board shall provide administrative assistance to the employee(s) in the transitional process for continuance of health care insurance after retirement.
- B. The Board of Education will provide Dental coverage for all the employees employed 20 hours or more per week:
1. Premium will be paid by the Board of Education for the employee-only coverage. The dental benefit paid by the Board shall not exceed \$1000 (one thousand dollars) per employee annually.
- C. The Board of Education will provide disability insurance coverage for all the employees employed 20 hours or more per week, after three (3) years and one (1) day of employment.
1. Coverage will be underwritten by Washington National Insurance Company.
 2. Premium will be paid by the Board of Education for the employee coverage only.
 3. Benefits will be for all services under Plan I, Class B.
- D. The Board of Education shall provide coverage for all employees employed 20 hours or more per week for a prescription drug program:
1. Premium will be paid by the Board of Education for the employee only coverage.
 2. Plan to be selected shall have a co-payment of \$10/\$5/\$5 for brand/generic/mail order.
- E. If the carrier who underwrites the coverage as spelled out in paragraphs B and D is changed, the benefits offered by the new carrier shall be equal to or better than the existing benefits.

ARTICLE XI

DEDUCTION FROM SALARY

The Board of Education shall, in accordance with the law, or employee authorization, make deductions from an employee's paycheck and remit the amounts deducted to the agent designated by the employees.

Deductions will routinely be made as required for federal income tax and social security; New Jersey income tax, unemployment assistance, and emergency transportation tax; and by the New Jersey Division of Pensions.

Deductions may also be made, provided they have been duly authorized by the employee in writing.

The Board will permit the remittance of funds for annuities and mutual funds only to those insurers and custodial accounts authorized by law and expressly approved by this Board. The Board will consider the approval of only those insurers and custodial accounts to which five or more employees of this district subscribe. An employee who wishes to pay into a tax sheltered annuity or mutual fund offered by a firm not approved by this Board for payroll deductions must make his or her payment individually.

No Board employee shall withhold or pay to another or purchase or have assigned, other than by court order, any compensation for the services rendered by an employee of this district.

ARTICLE XII

RETIREMENT

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

Upon retirement from the district, an employee shall receive one (1) day's pay for each accumulated sick day at the base pay for per diem substitute teachers.

ARTICLE XIII

PART-TIME EMPLOYEES

Part-time Employees

1. A part-time employee is defined as any employee whose regular employment is a fraction of full time employment. Part-time employment does not include compensation for any additional stipend or hourly work.
2. A part-time employee who is employed on a regular basis shall receive a proportional fraction of the salary step at which he/she is placed at the time of employment.
3. A part-time employee includes individuals who are employed on a regular basis but at a fraction of the regular workday/work week as defined in Article IX, Work Year and Work Day, D., or are employed to work a regular workday/work week but at a fraction of the work year as defined in Article IX.

a. Part-Time Employees with Reduced Work Day/Work Week (regardless of Date of Hire)

- 1) **Workday** – An individual employed on a regular basis at a proportional fraction of the workday shall have their workday prorated by the same proportional fraction applied to their salary step at the time of their employment. For an employee working $\frac{1}{2}$ of the normal work day or 2.5 days of the normal work week: e.g. $.5 \times$ length of day = proportional length of day, or $.5 \times 5$ work days during week = proportional length of workweek.
- 2) **Preparation Time** - A part-time employee who is employed on a regular basis shall receive an allocation of preparation time equal to the proportional fraction applied to their salary step at the time of their employment.
- 3) **Course Reimbursement** –
 - a) Works 20 hours or less per week - shall receive no course reimbursement.
 - b) Works more than 20 hours per week - shall receive course reimbursement equal to the proportional fraction of their salary step at which they were employed subject to the tuition payment methodology outlined in Article IV – Administration of Salaries/Section G.
- 4) **Insurance**
 - a. Works 20 hours or less per week - A part-time employee who is employed on a regular basis, twenty or less hours per week, shall receive no health, prescription, dental or disability insurance.
 - b. Works more than 20 hours per week - A part-time employee who is employed more than twenty hours per week shall receive health benefits, prescription, dental and disability insurance in accordance with the terms and conditions set

forth in Article X.

- 5) **Sick Leave Days** - A part-time employee who is employed on a regular basis at a proportional fraction of the workday shall receive the same number of sick leave days as a full-time employee with each sick leave day prorated at the same proportional fraction that was applied to the part-time employee's salary step at the time of their employment as outlined in Article VI.
- 6) **Temporary Leave** - A part-time employee who is employed on a regular basis shall receive an allocation of temporary leave equal to the proportional fraction applied to his/her salary step at the time of his/her employment as outlined in Article VI.
- 7) **Retirement – Sick Day Reimbursement** - Upon retirement from the district, a part-time employee shall receive one (1) day's pay for each accumulated sick day, reimbursed at the base pay per diem for substitute teachers, prorated at the proportional fraction applied to his/her salary step at the time of his/her employment.
- 8) **Parent Teacher Conferences** - All part-time employees shall be required to attend parent teacher conferences in a manner equal to that, which applies to full-time employees.

b. Part-Time Employees with Reduced Work Year

- 1) A part-time employee who is employed on a regular basis at a proportional fraction of the work year shall have their work year prorated by the same proportional fraction applied to their salary step at the time of his/her employment.
e.g. (.4 x 184 days = 73.6 days)
- 2) **Parent Teacher Conferences** - All part-time employees shall be required to attend parent teacher conferences in a manner equal to that, which applies to full-time employees.
- 3) **Sick Leave** - A part-time employee who is employed on a regular basis at a proportional fraction of the work year shall receive a proportional fraction of the sick leave days granted full-time employees, prorated at the same proportional fraction that was applied to the part-time employee's salary step at the time of their employment.
- 4) **Temporary Leave** - A part-time employees who is employed on a regular basis at a proportional fraction of the workday shall receive the same number of temporary leave days as a full-time employee with each temporary leave of absence day prorated at the same proportional fraction that was applied to the part-time employee's salary step at the time of their employment.

ARTICLE XIV

MANAGEMENT RIGHTS

The Board of Education, subject only to the express written provisions of this Agreement, reserves to itself all rights and responsibilities of management of the School District and full jurisdiction and authority to make and review policy, rules, regulations and practices in furtherance thereof. The exercise of the foregoing powers, rights, authority, duties and responsibilities, by the Board, the adoption of policies, use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Agreement and then only to the extent such specific and express 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.

ARTICLE XVI

EMPLOYEE RIGHTS

- A. Under the just cause provision - no employee shall be discharged, 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 herein set forth.
- B. Nothing contained herein shall be construed to deny or restrict any employee such rights as he/she may have under New Jersey Laws or other applicable laws and regulations.

ARTICLE XVII

ASSOCIATION RIGHTS AND PRIVILEGES

- A. The Association and its representatives shall have the right to use the school building at reasonable hours for meetings, excluding weekends and if a custodian is on duty. Approval shall be given by the Principal or the Superintendent.
- B. The Association and its representatives shall have access to the use of equipment such as photocopiers, fax machines and computers at reasonable times when such equipment is not otherwise in use.
- C. The proposed school calendar will be provided to the Association President or his designee, at least one week before it is adopted by the Board.
- D. The Board agrees to voluntarily furnish the Association with copies of agenda, minutes and new or revised policies within a week if requested.
- E. The Association President shall not be scheduled for any duties before, during or after school and shall not be called upon for coverages except in the case of an emergency and will be given other release time as administratively feasible
- F. The Association Vice President shall not be scheduled for any duties before or after school except in the case of an emergency and will be given other release time as administratively feasible.
- G. For purposes of E and F above, Homeroom shall not be considered a duty.
- H. Nothing contained herein shall be construed to deny or restrict to any employee such rights as they may have under New Jersey School Laws or other applicable state and federal laws, rules, and regulations. The rights granted to employees herein shall be in addition to those provided elsewhere.

The BEA will review with the Board of Education all letters required by the Elementary and Secondary Education Act that are to be sent home to parents.

The BEA will review school level data as reported by the Elementary and Secondary Education Act.

- I. The parties hereto recognize the existence of N.J.S.A. 18A:28-9 et seq and N.J.A.C. 6:3-5.1 with respect to reduction in force and agree to be governed by those statutes and any amendments thereto and the decisions of the Commissioner with respect to reduction in force.

The Board of Education shall maintain a seniority list of all tenured employees, copies of which will be given to the BEA by November 1st and at the time of a contemplated reduction in force.

ARTICLE XVIII

REPRESENTATION FEES

A. Purpose of Fee

If an employee does not become a member of the Bedminster Education Association during any membership year (i.e., September 1-June 30) which is covered in whole or in part by this Agreement, said employee will be required to pay a representation fee to the BEA for that membership year. The purpose of this fee will be to offset the employee's per capita cost of services rendered by the BEA as majority representative.

B. Amount of Fee/Notification

At the onset of each membership year, the BEA will notify the Board in writing of the amount of the regular membership dues charged by the BEA to its own members for that membership year. The representation fee to be paid by nonmembers will be 85% of the regular annual dues.

C. Deduction and Transmission of Fee

1. Notification will be given at the time a contract of employment has been approved and issued by the Bedminster Board of Education. The Board will submit to the BEA a list of all employees in the bargaining unit as of September 1st of each year and it will be updated with each new appointment, resignation, retirement, leave of absence, or return from leave. The representation fee will be automatically charged to any employee who is not on this list.

2. The Board will deduct from the salaries of the employees referred to in Section C.1 the full amount of the yearly representation fee in equal installments beginning with the first paycheck in September of each year.

3. Mechanic

The mechanics for the transmission of such fees to the BEA will be the same as those used for the transmission of regular membership dues to the BEA.

4. Changes

The BEA will notify the Board in writing of any changes in the list provided for in Paragraph C. 1 above, and/or the amount of the representation fee, and such changes will be reflected in any deductions made not more than one month after the Board received said notice.

ARTICLE XIX

DURATION OF AGREEMENT

- A. This Agreement shall be effective as of July 1, 2004 and shall continue in effect until June 30, 2007. This agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

- B. In witness whereof the Association has caused this Agreement to be signed by its President and Vice President and the Board has caused this Agreement to be signed by its President and Vice President and attested by its Secretary and its corporate seal to be placed hereon, all on the day and year first above written.

BEDMINSTER EDUCATION
ASSOCIATION

BEDMINSTER TOWNSHIP
BOARD OF EDUCATION

By: _____
President

By: _____
President

By: _____
Vice-President

By: _____
Vice-President

Attest:

Board Secretary

ADDENDUM

These items are for informational purposes only and are NOT actual provisions of the negotiated contract.

- A. Employees with seven or fewer scheduled preparations within the week will be called upon last to provide coverage.
- B. Employees will receive 2 "Get out of coverage free" cards for the school year.
- C. Employees will prioritize subjects and/or grades, which they would be most comfortable covering. Administration will consider employee requests when feasible.
- D. Provide two (2) staff development days in the summer (to be set in the annual calendar) for employees to attend on a voluntary basis, and for employees to be paid for attending on these days, at the per diem substitute rate.

SCHEDULE A

2004/2005 SALARY GUIDE
STEP/LEVEL

STEP	BA	BA +15	BA +30	MA	MA +15	MA +30	MA +45	PhD
5	38,938	41,444	42,094	42,743	43,241	43,738	44,174	44,611
6	39,344	41,871	42,530	43,190	43,697	44,195	44,641	45,077
7	39,750	42,307	42,967	43,636	44,144	44,651	45,098	45,544
8	40,562	43,170	43,850	44,529	45,047	45,565	46,021	46,468
9	41,576	44,245	44,945	45,646	46,173	46,701	47,168	47,635
10	43,433	46,224	46,955	47,675	48,233	48,792	49,279	49,766
11	45,291	48,203	48,964	49,715	50,293	50,872	51,379	51,887
12	47,148	50,182	50,963	51,755	52,364	52,962	53,490	54,018
13	49,319	52,485	53,318	54,140	54,769	55,398	55,956	56,504
14	51,592	54,911	55,773	56,636	57,296	57,955	58,534	59,112
15	53,967	57,438	58,341	59,244	59,934	60,624	61,223	61,832
16	56,453	60,086	61,030	61,974	62,694	63,415	64,044	64,683
17	59,051	62,847	63,841	64,825	65,576	66,337	66,997	67,657
18	61,771	65,739	66,774	67,809	68,600	69,392	70,082	70,772
19	64,612	68,763	69,849	70,924	71,757	72,578	73,299	74,030
20	67,932	72,298	73,440	74,572	75,439	76,306	77,071	77,826

SCHEDULE B

**2005/2006 SALARY GUIDE
STEP/LEVEL**

STEP	BA	BA +15	BA +30	MA	MA +15	MA +30	MA +45	PhD
5	39,709	42,265	42,927	43,590	44,097	44,604	45,049	45,494
6	40,123	42,700	43,372	44,045	44,562	45,070	45,525	45,970
7	40,537	43,145	43,817	44,500	45,018	45,535	45,991	46,446
8	41,365	44,024	44,718	45,411	45,939	46,467	46,932	47,388
9	42,400	45,121	45,835	46,549	47,088	47,626	48,102	48,578
10	44,293	47,139	47,885	48,619	49,188	49,758	50,254	50,751
11	46,187	49,157	49,934	50,699	51,289	51,879	52,397	52,914
12	48,081	51,175	51,972	52,780	53,400	54,011	54,549	55,087
13	50,296	53,525	54,373	55,212	55,853	56,495	57,064	57,623
14	52,614	55,998	56,878	57,757	58,430	59,103	59,693	60,283
15	55,036	58,575	59,496	60,417	61,121	61,825	62,435	63,056
16	57,571	61,276	62,238	63,201	63,936	64,670	65,312	65,964
17	60,220	64,091	65,105	66,109	66,875	67,651	68,324	68,996
18	62,994	67,040	68,096	69,152	69,959	70,766	71,470	72,173
19	65,892	70,124	71,232	72,329	73,177	74,016	74,750	75,495
20	69,277	73,729	74,894	76,049	76,933	77,817	78,597	79,367

SCHEDULE C

2006/2007 SALARY GUIDE STEP/LEVEL

STEP	BA	BA +15	BA +30	MA	MA +15	MA +30	MA +45	PhD
5	40,610	43,224	43,902	44,579	45,098	45,616	46,072	46,527
6	41,034	43,669	44,357	45,045	45,574	46,093	46,558	47,013
7	41,457	44,124	44,812	45,511	46,040	46,569	47,035	47,500
8	42,304	45,024	45,733	46,442	46,982	47,521	47,998	48,463
9	43,362	46,146	46,876	47,606	48,157	48,707	49,194	49,681
10	45,299	48,209	48,971	49,723	50,305	50,887	51,395	51,903
11	47,236	50,273	51,067	51,850	52,454	53,057	53,586	54,115
12	49,173	52,337	53,152	53,978	54,613	55,237	55,787	56,338
13	51,438	54,740	55,608	56,465	57,121	57,777	58,359	58,931
14	53,808	57,269	58,169	59,068	59,756	60,444	61,048	61,651
15	56,285	59,905	60,847	61,789	62,508	63,228	63,852	64,487
16	58,878	62,667	63,651	64,636	65,387	66,138	66,795	67,461
17	61,587	65,546	66,583	67,610	68,393	69,187	69,875	70,563
18	64,424	68,562	69,642	70,721	71,547	72,372	73,092	73,812
19	67,387	71,716	72,849	73,971	74,838	75,696	76,447	77,209
20	70,850	75,403	76,594	77,775	78,679	79,584	80,381	81,169

SCHEDULE D

STIPENDS

**BEDMINSTER SCHOOL
EXTRA-CURRICULAR ACTIVITIES
2004-2007**

All stipends for additional activities added to this list by the Board of Education will be negotiated by the Board and the Association. The agreement will be put in writing and signed by both parties.

Activity Title	Activity Type	Staff Member Name 2004-2005	Number of Positions	Number of Sessions	Stipend Amount 2004-2005	Stipend Amount 2005-2006	Stipend Amount 2006-2007
CLUBS & ADVISORS							
Arts & Crafts Club - Grade 2	Club		1	6	\$345.00	\$362.00	\$380.00
Arts & Crafts Grades 2 & 3	Club		1	6	\$345.00	\$362.00	\$380.00
Arts & Crafts Club - Grade 3	Club		1	6	\$345.00	\$362.00	\$380.00
Behind the Scenes Advisor	Club		2		\$478.00	\$501.00	\$525.00
Behind the Scenes Assistant	Club		2		\$285.00	\$299.00	\$314.00
Chess Club	Club		1	10	\$571.00	\$599.00	\$628.00
Community Service Advisor	Club		3		\$1,258.00	\$1,319.00	\$1,383.00
Computer Club - Grade 2	Club		1	6	\$170.00	\$178.00	\$187.00
Computer Club - Grade 3	Club		1	6	\$170.00	\$178.00	\$187.00
Computer Club - Grades 2 & 3	Club		1	6	\$170.00	\$178.00	\$187.00
Computer Club - Grades 4-8	Club		1	6	\$170.00	\$178.00	\$187.00
Conflict Mediation Advisor	Club		4		\$433.00	\$454.00	\$476.00
Conflict Mediation Lead Advisor	Club		1		\$478.00	\$501.00	\$525.00
Cooking Club Session I - Grade 3	Club		1	6	\$342.00	\$359.00	\$376.00
Cooking Club Session II - Grade 3	Club		1	6	\$342.00	\$359.00	\$376.00
Drama Club Director (Middle) - Grades 5-8	Club		1		\$2,195.00	\$2,301.00	\$2,413.00
Drama Club Director (Primary) - Grade 2 (Suggested 1/6-2/25)	Club		1		\$658.00	\$690.00	\$723.00
Drama Club Director (Primary) - Grade 3 (Suggested 9/30-11/12)	Club		1		\$658.00	\$690.00	\$723.00
Drama Club Supervisor (Middle) Grades 5-8	Club		1		\$329.00	\$345.00	\$362.00
Drama Club Supervisor (Primary) Grade 2	Club		1		\$165.00	\$173.00	\$181.00
Drama Club Supervisor (Primary) Grade 3	Club		1		\$165.00	\$173.00	\$181.00
Environmental Club Grades 4-8	Club		1	6	\$345.00	\$362.00	\$380.00
Graduation - Music and Program Coordinator (4 hrs)	Club		1		\$29.00/hr.	\$30.40	\$32.00
Graduation - Video Production (4-8 hrs.) (if needed)	Club		1		\$29.00/hr.	\$30.40	\$32.00

Activity Title	Activity Type	Staff Member Name 2004-2005	Number of Positions	Number of Sessions	Stipend Amount 2004-2005	Stipend Amount 2005-2006	Stipend Amount 2006-2007
Graduation night supervision (2 hrs)	Club		4		\$29.00/hr.	\$30.40	\$32.00
Homework & Computer Resource Center Advisor	Club		Max. 5 (to be split)	112 sessions @ \$21.35 per session	\$2,392.00	\$2,508.00	\$2,630.00
Literary Magazine Advisor	Club		2		\$574.00	\$602.00	\$631.00
Literacy Club - Middle School	Club		1	12	\$329.00	\$345.00	\$362.00
Math Counts	Club		1	36	\$790.00	\$828.00	\$868.00
Mentor Teacher	Club		As needed		Stipends based on State guidelines	Stipends based on State guidelines	Stipends based on State guidelines
Music - Before & After School Program	Club		1	200 sessions	\$7,549.00	\$7,915.00	\$8,299.00
Parades	Club		1		\$381.00	\$399.00	\$418.00
Report Card System Admin. (if needed)	Club		1		\$29.00/hr.	\$30.40	\$32.00
Science Club - Grade 2	Club		1	6	\$170.00	\$178.00	\$187.00
Science Club - Grade 3	Club		1	6	\$170.00	\$178.00	\$187.00
Science Club - Grades 2 & 3	Club		1	6	\$170.00	\$178.00	\$187.00
Ski Club Advisor	Club		2	8	\$461.00	\$483.00	\$506.00
Ski Club Assistant	Club		2	6 to 8	\$345.00	\$362.00	\$380.00
Sports Club - Grade 3	Club		1	6	\$170.00	\$178.00	\$187.00
Storytime Club - Grade 1	Club		1	3	\$94.00	\$99.00	\$104.00
Storytime Club - Kindergarten	Club		1	3	\$94.00	\$99.00	\$104.00
Student Council Advisor	Club		1		\$431.00	\$452.00	\$474.00
Student Council Lead Advisor	Club		1		\$478.00	\$501.00	\$525.00
Writer's Workshop	Club		1	36	\$790.00	\$828.00	\$868.00
Yearbook Advisor	Club		3		\$381.00	\$399.00	\$418.00
SPORTS							
Athletic Coordinator	Sports	D. Schantz	1		\$4,303.00	\$4,512.00	\$4,731.00
Baseball Assit. Coach - Boys	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Baseball Head Coach - Boys	Sports		1		\$2,627.00	\$2,754.00	\$2,888.00
Basketball Assist. Coach - Boys	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Basketball Assist. Coach - Girls	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Basketball Head Coach - Boys	Sports		1		\$2,627.00	\$2,754.00	\$2,888.00
Basketball Head Coach - Girls	Sports		1		\$2,627.00	\$2,754.00	\$2,888.00
Cheerleading Coach	Sports		1		\$2,018.00	\$2,116.00	\$2,219.00
Emergency/Safety Monitors During away interscholastic games	Sports		4		\$66.00/game	\$69.00	\$72.00
Emergency/Safety Monitors During home interscholastic games	Sports		4		\$40.00/game	\$42.00	\$44.00
Field Hockey Asst. Coach	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Field Hockey Head Coach	Sports		1		\$2,627.00	\$2,754.00	\$2,888.00
Gym Monitors during games	Sports		Max. 6		\$40/game	\$42.00	\$44.00

Activity Title	Activity Type	Staff Member Name 2004-2005	Number of Positions	Number of Sessions	Stipend Amount 2004-2005	Stipend Amount 2005-2006	Stipend Amount 2006-2007
Intramural Basketball Assistant (if needed)	Sports		1	6	\$655.00	\$687.00	\$720.00
Intramural Basketball Coach (if needed)	Sports		1	6	\$1,314.00	\$1,378.00	\$1,445.00
Intramural Field Hockey (if needed)	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Intramural Soccer (if needed)	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Intramural Softball (if needed)	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Lacrosse Assist. Coach	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Lacrosse Head Coach	Sports		1		\$2,627.00	\$2,754.00	\$2,888.00
Open Gym - Grades 4 & 5	Sports		1	6	\$165.00	\$173.00	\$181.00
Soccer Assist. Coach	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Soccer Head Coach	Sports		1		\$2,627.00	\$2,754.00	\$2,888.00
Softball Assist. Coach	Sports		1		\$1,576.00	\$1,652.00	\$1,732.00
Softball Head Coach	Sports		1		\$2,627.00	\$2,754.00	\$2,888.00
Track & Field Coach	Sports		1	6 plus Rotary Track Meet	\$328.00	\$344.00	\$361.00
CHAPERONES							
Concert Monitors	Chaperone		Max. 8		\$29.00/hr.	\$30.40	\$32.00
Grade 8 Trip – Chaperone	Chaperone		Max. 8		\$297.00	\$311.00	\$326.00
Late Bus or Parent Pick-up Duty	Chaperone		Max. 2		\$7.30/30 minutes	\$7.65/30 minutes	\$8.00/30 minutes
Science Fair Monitor (if needed)	Chaperone		Max. 3		\$29.00/hr.	\$30.40	\$32.00
Stokes – Chaperone	Chaperone		Max. 10		\$297.00	\$311.00	\$326.00
Stokes - NJ School of Conservation – Coordinator	Chaperone		1		\$464.00	\$487.00	\$511.00
OTHER STIPEND POSITIONS							
Board Newsletter Editor	Other		1	4 issues	\$1,045.00	\$1,096.00	\$1,149.00
School Newspaper	Other		1	36	\$790.00	\$828.00	\$868.00
Team Leader Grades 5 & 6	Other		1		\$3,135.00	\$3,287.00	\$3,446.00
Team Leader Grades 7 & 8	Other		1		\$3,135.00	\$3,287.00	\$3,446.00

A. For Stipend Related Duties Not Specified in Stipend Chart:

The parties agree to classify the categories for extra-curricula as follows and for the proscribed rates. Project descriptions with expected outcomes (including expected time commitment, guidelines on deliverables, due dates, etc.) will be defined by the Principal as part of the process and agreed to by the Bedminster Education Association teacher prior to the start of the activity:

1. Non Direct Education Related Activities: (e.g.. Chaperoning):

- \$29.00 per hour for 2004-05
- \$31.00 per hour for 2005-06
- \$33.00 per hour for 2006-07
- Or equivalent hours in compensatory time not to exceed an annual maximum of 6.75 hours.

These duties include work that does not require certificated personnel (e.g., library database updating, end of year checkout assistance). This list is not limited to these examples and should the Board require additional stipend titles, the Association will be notified.

2. Direct Education Related: (e.g., Curriculum Development):

- \$38.00 per hour for 2004-05
- \$40.00 per hour for 2005-06
- \$42.00 per hour for 2006-07
- Or equivalent hours in compensatory time not to exceed an annual maximum of 6.75 hours.

These duties include work that requires certificated personnel (e.g., home instruction). This list is not limited to these examples and should the Board require additional stipend titles, the Association will be notified.

3. Functions Supported by Outside Agencies

Any function/duty/responsibility that a Bedminster Education Association Member agrees to participate in that is sponsored by an outside agency (e.g., DARE), the compensation will be determined and agreed to between the Bedminster Education Association member and the Agency. The Board of Education and the Bedminster Education Association will not be involved in negotiating this compensation.

4. Compensatory Time for Stipend Work

- a. There shall be a maximum distribution of one (1) comp day per year per teacher if they are assigned an extra compensation duty/assignment of equal or greater time.
- b. Each teacher shall be able to earn one (1) comp day for each school year and may carry over that one day into the following year, but will lose it if not used by the end of that following year. However, no individual will be able to earn another comp day in that following year if they have not used the accumulated comp day from the previous year.
- c. If a teacher elects to get paid for that comp day in lieu of time off and at the rate of pay the day was earned, the teacher must notify the Board office no later than May 15 of the expiration year.
- d. Use of the comp day is limited to the provisions for personal days found in Article 6.A.1 and may be used in conjunction with personal days provided use abides by the provisions found in Article 6.A.1.
- e. Kindergarten Orientation shall be compensated at the hourly rate identified in the table above (Stipend section A.) for three hours or a comp day at 6.75 hours in recognition of the teacher's early return from summer break.