

**AGREEMENT**

**BETWEEN**

**THE PITMAN BOARD OF EDUCATION**

**AND**

**THE PITMAN EDUCATION ASSOCIATION**

**2024-2028**

# Table of Contents

<b>AGREEMENT</b> .....	4
<b>DEFINITIONS</b> .....	4
<b>GENERAL</b> .....	4
<b>RECOGNITION</b> .....	5
<b>DURATION OF AGREEMENT</b> .....	6
<b>PROCEDURES FOR NEGOTIATIONS</b> .....	6
<b>GRIEVANCE PROCEDURE</b> .....	7
<b>FAIR DISMISSAL PROCEDURE</b> .....	9
<b>TEMPORARY LEAVES OF ABSENCE</b> .....	9
A. Bereavement Leave.....	9
B. Personal Business Leave.....	10
C. Family Illness Day .....	10
<b>SICK LEAVE</b> .....	10
<b>EXTENDED LEAVES OF ABSENCE</b> .....	12
A. Disability Leave.....	12
B. Child Care Leave .....	12
C. Sabbatical Leave .....	13
<b>OTHER LEAVES OF ABSENCE</b> .....	14
<b>WORK DAY</b> .....	15
A. Length of School Day .....	15
B. Check-In and Check-Out Procedures.....	15
C. Faculty and Other Meetings.....	15
D. Duty-Free Lunch Period.....	16
E. Professional Time .....	16
F. School Calendar .....	18
G. Vacation Schedule.....	19
H. Mileage .....	20
<b>VOLUNTARY AND INVOLUNTARY TRANSFERS</b> .....	20
<b>EMPLOYEE EVALUATION</b> .....	21
A. Teachers .....	21
B. Support Staff .....	24
<b>SALARIES</b> .....	24
1. Teachers .....	24

3. Salaries, Extra Service .....	24
4. Secretaries .....	25
5. Grounds Keepers, Messenger, Maintenance Personnel .....	25
6. Custodians:.....	26
7. Instructional Aides, Aide Interpreters .....	26
8. Office/Library/Lunch Aide – Schedule AE .....	27
9. Food Service – Schedule AF.....	27
<b>INSURANCE</b> .....	<b>28</b>
<b>TUITION REIMBURSEMENT</b> .....	<b>30</b>
<b>MISCELLANEOUS</b> .....	<b>31</b>
A. Payroll Deductions.....	31
B. Credit Union.....	31

## **AGREEMENT**

This Agreement is made and entered into by and between the Board of Education of Pitman in the County of Gloucester, State of New Jersey (hereinafter called the "Board") and the Pitman Education Association (hereinafter called the "Association") on this 23<sup>rd</sup> day of June 2023.

### **ARTICLE I**

#### **DEFINITIONS**

- A. The term "full and part time employee(s)" as used in the Agreement shall refer to any person included in the professional unit and/or the support unit as defined in Article III, A, B and C.
- B. The term "teacher" as used in the Agreement shall refer to all regularly assigned teachers in the professional unit as defined in Article III, A and B, Recognition.
- C. The term "support staff" as used in the Agreement shall refer to any person included in the support unit as defined in Article III, A and C, Recognition.
- D. The term "Board" as used in the Agreement shall mean the Board of Education of the Pitman School District, in the County of Gloucester, State of New Jersey.
- E. The term "Association" as used in this Agreement shall mean the Pitman Education Association.
- F. The terms "School District" and "Pitman Public Schools" as used in this Agreement shall mean the Pitman School District in the Borough of Pitman, County of Gloucester, State of New Jersey.
- G. The term "Superintendent" as used in this Agreement shall mean the Superintendent of Schools of the Pitman School District in the Borough of Pitman, County of Gloucester, State of New Jersey.
- H. The term "school year" as used in this Agreement shall mean the period of time from the first day of teachers' orientation, through the closing of the schools of the district as established by the official school calendar.
- I. The term "school days" as used in this Agreement shall mean all teacher and/or student days in the "school year" as defined in paragraph H of this Article.

### **ARTICLE II**

#### **GENERAL**

- A. This Agreement shall, by this reference to each individual's employee contract, be deemed to be part thereof.
- B. Employees have the right to join any lawful organization for their professional or economic improvement and for the advancement of public education.
- C. No change, revision, alteration, modification, of this Agreement in whole or in part, shall be valid unless the same is ratified by both the Board and the Association and endorsed in writing thereon.
- D. This Agreement shall be governed and construed according to the Constitution and Laws of the State of New Jersey.
- E. The Board and Association recognize that the Board has certain powers, discretion and duties that, under the Constitution and Laws of the State of New Jersey, particularly Title 18A, may not be

delegated, limited or abrogated by agreement with any party. Accordingly, if any provision of this Agreement, or any application to any employee covered hereby, shall be found contrary to law, such provision or application shall have effect only to the extent permitted by law, but all other provisions or applications of this Agreement shall continue in full force and effect.

**ARTICLE III  
RECOGNITION**

- A. The Pitman Board of Education, Pitman Borough, Gloucester County, hereafter known as the Board, hereby recognizes the Pitman Education Association, hereafter known as the Association, as the exclusive representative for collective negotiations concerning the terms and conditions of employment for all full-time and part-time professionally certified salaried teachers under contract of the professional unit as defined in paragraph B of this Article and the full-time and part-time support staff as defined in paragraph C of this Article; provided, however, that any individual members of a designated unit or group of members shall have the right at any time to present grievances to the Board. Full time for teachers is defined as thirty (30) or more hours per week and for support unit employees as less than thirty (30) per week.
  
- B. It is agreed that the following members of the professional staff of the Pitman Public Schools constitute what the parties hereto believe to be an appropriate "professional unit" (herein after referred to as teacher(s) for purposes of negotiating terms and conditions of employment as contemplated by the New Jersey Employer-Employee Relations Act:
  - Classroom Teachers
  - Guidance Counselors
  - Learning Disability Specialists
  - Nurses
  - Special Subject Teachers
  - Librarian/Media Specialists
  - Basic Skills Teachers
  - Social Workers
  - Speech Therapists
  - School Psychologist
  - Occupational Therapist
  
- C. It is agreed that the following members of the support staff of the Pitman Public Schools constitute what the parties hereto believe to be an appropriate "support unit" (herein after referred to as support staff) for purposes of negotiating terms and conditions of employment as per the New Jersey Employer-Employee Relations Act:
  - Secretaries
  - Educational Interpreters

Instructional Aides  
Interpreter Aides  
Library Aides  
Custodial Employees/Maintenance Employees (including messenger)  
Cafeteria Employees  
Non-Instructional Aides  
Educational Interpreters

D. It is agreed that the following positions shall not be included for the purposes of negotiating terms and conditions of employment:

Superintendent  
Business Administrator/Board Secretary  
Supervisor of Curriculum and Instruction  
Principals and Assistant Principals  
Supervisor of Special Services  
Director of Pupil Personnel Services  
Athletic Director  
Food Service Director  
Educational Facilities Manager  
IT Systems Administrator  
Secretaries to the Superintendent, Business Administrator/Board Secretary, and  
Supervisor of Curriculum and Instruction  
Computer Technician(s)

#### **ARTICLE IV DURATION OF AGREEMENT**

This Agreement shall be for the five-year period July 1, 2023 to June 30, 2028. Salary schedules shall be in force for the five-year period from July 1, 2023 to June 30, 2028.

#### **ARTICLE V PROCEDURES FOR NEGOTIATIONS**

- A. The parties agree to enter into collective negotiations over a successor Agreement in accordance with the New Jersey Employer-Employee Relations Act.
- B. For the duration of this agreement written requests for negotiations between the Board and the Association may be submitted by either party on the terms and conditions of employment of the employees represented by the Association. Such requests will specify the subject matter to be considered and will include the specific written proposal or proposals to be negotiated.

- C. No change, revision, alteration or modification of this Agreement in whole or in part shall be valid unless the same is ratified by both the Board and the Association and endorsed in writing thereon.
- D. Any agreements reached through the aforementioned negotiations procedure, subject to ratification by the parties, shall be reduced to writing and shall be signed by the properly designated officers of the Board and the Association. The Board shall provide a copy of this document for each employee.

**ARTICLE VI  
GRIEVANCE PROCEDURE**

A. General

- 1. A "grievance" shall mean a claim by the employee, or the Association, (herein after referred to as grievant) based upon the interpretation, application or violation of this Agreement, Board policies and administrative decisions concerning terms and conditions of employment. A non-renewal determination pertaining to a non-tenured teaching staff member does not constitute a grievance.
- 2. A grievance to be considered under this procedure must be initiated by the grievant within thirty (30) calendar days from the time of its occurrence.
- 3. The only grievances that may be arbitrated are any claims, or complaints based upon the violation, interpretation, or application of this Agreement.
- 4. Alleged violations of policies and administrative decisions concerning terms and conditions of employment may be grieved to the level of the Board of Education. The decision of the Board of Education shall be final.

B. Procedure

- 1. Time Factors
  - a. Failure of this procedure to communicate the decision on a grievance within the specified time limits shall permit the grievant or the Association to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.
  - b. It is understood the grievant shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board.
- 2. A grievance shall be discussed first with the principal of a specific building or a specific supervisor, when appropriate, in an attempt to resolve the matter at that level. The grievant may include an Association representative during these discussions.
- 3. If, as a result of the discussion, the matter is not resolved to the satisfaction of the grievant within five (5) school days, the grievance shall be initiated in writing to the principal or specific supervisor, when appropriate, stating:
  - a. The nature of the grievance.

- b. Article and section of Agreement allegedly violated, if applicable.
- c. The results of previous discussions.
- d. The remedy sought.

The principal or specific supervisor, shall communicate his or her decision to the grievant in writing within five (5) school days of receipt of the written grievance.

4. The grievant, no later than ten (10) school days after receipt of the principal's or specific supervisor's decision, may appeal that decision to the Superintendent of Schools. The appeal to the Superintendent must be made in writing, reciting the matter submitted to the principal or specific supervisor and shall contain verification that the grievant has notified the association that an appeal has been filed as specified above stating the dissatisfaction with decision previously rendered. The Superintendent shall communicate a decision in writing within ten (10) school days to the grievant and to the Association.
5. If the grievance is not resolved to the grievant's satisfaction no later than five (5) school days after receipt of the Superintendent's decision, the grievant may request a review by the Board of Education. The request shall be submitted in writing through the Superintendent of Schools who shall attach all related papers and forward the request to the Board of Education. The Board, or a committee thereof, shall review the grievance and shall hold a hearing with the grievant and association representative and the Board shall render a decision in writing and forward copies thereof to the grievant and the Association within forty-five (45) calendar days of receipt of the appeal. The referred-to hearing shall be held within a reasonable expeditious time after receipt of the appeal notice.
6. If the decision of the Board in situations when the claim or complaint is based upon the violation, interpretation, or application of this Agreement does not resolve the grievance to the satisfaction of the grievant, the grievant may submit his/her grievance to the Association, which may submit the grievance to arbitration. The Association shall so notify the Board and the Superintendent, in writing, within ten (10) school days of receipt of the Board's decision.
7. Arbitration Services
  - a. The following procedure will be used to secure the services of an arbitrator:
    - (1) If one or more grievances involve the same issue, either party may submit a demand for arbitration to the Public Employment Relations Commission.
    - (2) If two (2) or more grievances involving different kinds of issues are to be heard, the parties will make a joint submission for arbitration to the Public Employment Relations Commission.
  - b. The Arbitrator shall be limited to the issues submitted and shall consider nothing else. The Arbitrator can add nothing to, nor subtract anything from, the Agreement between the parties or any policy of the Board of Education. Only the Board and the grievant and their representatives shall be given copies of the



arbitrator's report of findings and recommendations. The decision of the arbitrator shall be submitted to the Board and the Association and shall be final and binding on both parties. This shall be accomplished within thirty (30) days of the completion of the arbitrator's hearings.

8. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as the maximum and every effort should be made to expedite the process.
9. In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, and, if left unresolved until the beginning of the following school year, could result in irreparable harm to the grievant, the time limits set forth herein shall be reduced to calendar days so that the grievance procedure may be exhausted prior to the end of the school year or as soon as possible thereafter as is practicable.

C. Costs

1. Each party will bear the total cost incurred by themselves, except the fees and expenses of the arbitrator will be shared by the two parties. Such costs will be shared equally.
2. If time is lost by any employee due to arbitration proceedings necessitating the retention of a substitute, the Board of Education will pay only the cost of the substitute. The time lost by the employee must be without pay.

## **ARTICLE VII**

### **FAIR DISMISSAL PROCEDURE**

- A. A dismissed or non-renewed support staff member, who has at least two (2) years of employment in the School District may, within ten (10) working days after receiving notice of termination or non-renewal and the reasons therefore in writing, request an appearance with a committee of the Board in order to make a presentation as to why the Board should reverse its decision. The appearance will be scheduled within 30 days following the Board's decision. The support staff member may have a representative present.
- B. The Board shall advise the support staff member in writing of its decision within three (3) working days following the next regularly scheduled Board meeting.

## **ARTICLE VIII**

### **TEMPORARY LEAVES OF ABSENCE**

- A. Bereavement Leave
  1. All Full-Time and Part-Time employees under contract with the Board shall be entitled to time off with pay from service in the event of death in his or her immediate family as follows:

- a. Up to five (5) days leave in event of a death in the employee's immediate family. Immediate family shall mean (1) husband or wife, (2) father, mother, brother, sister, son, daughter or other persons who have assumed comparable roles. One of five days may be utilized to address family business related to the death up to one year after the occurrence.
  - b. Up to three days leave in event of a death of brother-in-law, sister-in-law, mother-in-law, father-in-law, grandchild, grandparent, aunt, uncle, niece or nephew.
  - c. An employee may be granted one (1) day in the event of the death of a close personal friend. Denial is not arbitrable.
2. Each case must be documented in writing and presented to the Superintendent of Schools, either before or after the period of leave.
  3. In emergencies, additional bereavement leave time may be granted at the discretion of the Superintendent.
- B. Personal Business Leave
1. Personal days shall be granted during a school year for one's personal business that cannot be conducted outside the realm of the normal working day as follows:  
 Full-Time Employees up to three (3) personal days  
 Part-Time Employees up to three (3) personal days.  
 Unused personal days per year will be converted to sick leave days.
  2. Personal leave ordinarily is not granted immediately before or after a holiday or school closing. However, the Superintendent may, at his/her discretion, grant such a request for a proper reason.
  3. Application for such leave shall be made to the employee's principal/supervisor at least five (5) school days before such leave is to begin using the electronic system for making application. One of the three (3) days is designated as an "emergency" day for which no pre-approval is required.
  4. No more than ten percent (10%) of teachers may be granted leave on the same day.
- C. Family Illness Day
- Full-time employees are permitted two (2) days per year for illness of spouse, child, or parent of employee. One unused family illness day can be carried over to the next school year for a maximum of three (3) days.
- Part-time employees are permitted one (1) day per year for illness of spouse, child, or parent of employee. Family illness days can be carried over for a maximum of two (2) days.

**ARTICLE IX  
SICK LEAVE**

- A. All employees employed by the Board of Education shall be entitled to the sick leave benefits hereinafter stated for personal illness, physical disability or medical appointments. Medical appointments are limited to those which cannot be scheduled other than during the normal school day. Requests to use sick leave for medical appointments shall be made at least three (3) days prior to the appointment to the building principal or immediate supervisor except in the case of an emergency.
- B. The annual sick leave allowance for employees shall be ten (10) days for ten-month employees and twelve (12) days for twelve-month employees at full pay with no maximum on the cumulative number of unused days. Medical verification may be required.
- C. Sick leave time will be granted according to applicable state statute.
- D. Sick leave may be extended beyond the limitations noted above in special instances. These special instances will require case studies to be presented by the employee or their principals and/or immediate supervisors to the Superintendent of Schools and the Board of Education.
- E. Sick leave allowance during the year of service for employees whose employment is subsequent to the beginning of the school year and for those who terminate their services prior to the expiration of such year shall be pro-rated according to the ratio that the number of days of possible service bears to the total number of days of service during the contract year.
- F. For any absence not covered by the foregoing sick leave agreement, and not otherwise covered by bereavement leave or personal leave agreements, or if medical verification from an attending physician is not submitted when requested, payroll deductions will be made according to the following schedule:
  - 1. One day's salary is defined as:
    - a. 1/200 of Annual Salary - Teachers and 10 Month Support Staff
    - b. 1/240 of Annual Salary - 12 Month Support Staff
    - c. 1/260 of Annual Salary – 12 Month Maintenance Staff
- G. Upon retirement, Full-time employees will be paid for unused accumulated sick days in accordance with the following:
  - 1. The retirement must be under the Teacher's Pension and Annuity Fund for the Full-time teacher(s) and the Public Employees Retirement System for the Full-time support staff.
  - 2. The employee must have been employed at least twenty (20) years in the district;
  - 3. Full-Time Teachers
    - a. Full-Time teachers will be paid at \$50.00 per day for the contract years subject to the following caps:
      - 1. Full Time Teachers who have accrued more than \$15,000 in sick days as of June 30, 2008 shall be paid at \$50.00 per day.
      - 2. Full Time Teachers who have accrued between \$10,000 and \$15,000 in sick days at \$50.00 per day as of June 30, 2008 shall have their sick leave reimbursement capped at \$15,000 based upon \$50.00 per day

3. Full-Time Teachers who have accrued less than \$10,000 in sick days at \$50.00 per day as of June 30, 2008 shall have their sick leave reimbursement capped at \$10,000 based upon \$50.00 per day.
4. Full-Time Support Staff
  - a. Support staff working greater than or equal to 29.5 hours per week will be paid at \$40.00 per day for the contract years subject to the following caps:
    1. Full-Time Support Staff who have accrued more than \$8,000 in sick days as of June 30, 2008, shall be paid at \$40.00 per day.
    2. Support Staff working greater than or equal to 29.5 hours per week who have accrued less than \$8,000 in sick days at \$40.00 per day as of June 30, 2008, shall have their sick leave reimbursement capped at \$8,000 based upon \$40.00 per day.
5. Official notice must be submitted to the Superintendent by January 30 in order to be guaranteed compensation in the subsequent fiscal year.
6. If an employee dies in service, payment of all sick days shall be made to the spouse, if any, or the estate at the rate as defined in G. 3 or G. 4.
7. Part-Time Employees do not receive reimbursement for accumulated sick leave.

**ARTICLE X**  
**EXTENDED LEAVES OF ABSENCE**

**A. Disability Leave**

1. An employee with at least three (3) years of service in the district, who anticipates a disability shall notify the Superintendent in writing of the anticipated commencement of the disability as soon as the employee is aware of it.
  - a) In the case of pregnancy, the employee shall inform the Superintendent of the anticipated delivery date.
  - b) No later than 90 days prior to the anticipated delivery date, the employee shall request either a leave of absence while she is disabled, for which accumulated sick leave may be utilized, or an unpaid leave of absence for child care as provided for in B1 below.
2. The Board reserves the right to regulate the termination dates of anticipated disability leaves in order to preserve educational continuity. When this occurs, the employee who is placed on an involuntary unpaid leave shall be entitled to all sick leave and insurance benefits during the period of actual disability, according to the terms of this agreement, the rules of the insurance carrier, and the provisions of The Family Leave Act (1993). However, time spent on an unpaid leave shall not be counted for accrual of any benefit.
3. Unpaid leaves of absence shall be granted in compliance with the Family Medical Leave Act (1993) and the New Jersey Family Leave Act.

**B. Child Care Leave**

1. The Board may grant voluntary unpaid leaves of absence for the purpose of childcare to employees who fulfill the requirements set below. Approval is conditioned upon adequate staffing as determined by the Board.
2. Childcare leave is available to employees with three or more years of service in the district.
3. Such leave generally will be for one-half or one full school year at the request of the employee and the approval of the Board. Extensions may be granted at the complete discretion of the Board.
4. To avoid unnecessary interruptions in instruction, child care leaves shall generally commence on either September 1 or the first day of the second semester, and shall terminate on September 1 or the last day of the first semester following the leave.
5. An employee desiring an unpaid leave shall apply no less than 90 calendar days before the anticipated delivery date of the child. In the case of an adoption, notice shall be given to the Superintendent when application for the adoption is made. In such cases, application shall be made for a specific leave period as soon as the employee is informed of the custody date.
6. Upon return from leave, there is no guarantee that the employee will be assigned to the same class and/or building to which he/she was assigned prior to commencing the leave.
7. The employees may continue to participate in the District's medical insurance programs at their own expense when said leave extends beyond the period covered by benefits.

C. Sabbatical Leave

1. Sabbatical leave for teachers is provided for under the following regulations. Sabbatical leave may be granted by the Board for the purpose of study, a teaching scholarship and/or graduate fellowship.
2. Applicants must have completed a minimum of seven consecutive years of teaching experience in the Pitman School District before being eligible for sabbatical leave.
3. No teacher shall be given such leave of absence more often than once every seven (7) years.
4. No more than two (2) teachers are to be absent on sabbatical leave. If, however, a candidate approved for sabbatical leave prefers to limit his or her leave to one semester, another teacher may be granted a sabbatical leave for a period not to exceed one semester.
5. Applications shall be made in writing to the Superintendent on or before November 15 of the school year preceding the school year for which the leave is sought. All applications for sabbatical leave shall be notified of the Board's final decision on or before January 31 of the school year preceding the school year for which sabbatical leave has been requested.

6. A criteria committee of three (3) teachers and three (3) Board members, or their designees, shall establish the criteria for the selection of teachers for the granting of sabbatical leave if two or more teachers apply at one time. Upon the verification of the eligibility of the applicants by the Superintendent, the Board shall have the responsibility of granting leaves on the basis of the criteria developed by the committee.
7. In the event that the teacher is on sabbatical leave for one semester, he/she shall receive full salary for that period. In the event that the teacher is on sabbatical leave for the entire school year, he/she shall receive one-half (1/2) of his or her annual salary. Payment shall be made in accordance with the normal pay days in the District. In no event shall a sabbatical leave exceed two (2) semesters.
8. A teacher who accepts a sabbatical leave of absence must sign a letter of intent to return to the Pitman School System for two years of active service. Such a person is assured reemployment (subject to provisions of the law dealing with seniority and reductions in force) and upon return, the teacher shall be placed on the appropriate step on the salary schedule which he or she would have achieved had he or she remained actively employed in the system during the period of his or her absence.
9. A teacher who accepts a sabbatical leave shall sign a promissory note for the salary he or she is to receive while on leave. Upon his or her return to active professional service, the amount of the note shall be reduced by fifty percent (50%) for each year of professional service. Two (2) years of professional service in the Pitman School District following a sabbatical leave shall cancel the promissory note.
10. No sick or personal leave time shall accrue during the period the teacher is absent from service; however, unused sick leave time shall be restored without loss when the teacher returns to regular teaching duties.
11. The tuition reimbursement provisions of Article XVII shall not apply to teacher(s) while on sabbatical leave.
12. Denial is not arbitrable.

**ARTICLE XI**  
**OTHER LEAVES OF ABSENCE**

- A. Any employee may apply for an unpaid leave of absence for a period of one (1) year (maximum) for the following reasons: service in the Peace Corps, VISTA or Teacher Corps, for teaching fellowships, scholarships, military service, prolonged illness, temporary transfer of spouse and similar activities as approved by the Board.
- B. The Board may grant an extension or renewal of such leave upon written application for the same.
- C. An employee on extended leave will not be given credit on the salary guide for the time spent "on leave" nor will time spent on extended leave count toward accumulation of credit toward sabbatical leave time. Upon returning, the employee will be restored to the same position of the salary guide that he or she occupied at the start of the leave period.

- D. Sick or personal leave time may not be accumulated during the period of extended leave; however, previously unused sick leave time will be restored when the employee returns to active status.
- E. The employee, as specified above, shall be given professional consideration in filling vacancies that may occur after he or she notifies the Board that he or she desires to return to active service.

**ARTICLE XII**  
**WORK DAY**

A. Length of School Day

- 1. The total work day shall consist of no more than seven and one half (7 1/2) consecutive hours for teachers.
- 2. The secretarial work day during the school year shall consist of no more than seven (7) hours not including one (1) hour for lunch. The secretarial work day during the summer months shall consist of no more than six (6) hours not including one (1) hour for lunch.
- 3. The custodial, maintenance, and messenger work day for the twelve-month period shall consist of eight (8) hours not including one half (1/2) hour for lunch. Time worked in excess of forty (40) hours per week shall be paid at one and one-half (1-1/2) times the employee's regular hourly rate (salary divided by 2080 hours). There shall also be a minimum of one (1) hour pay for call-in. Custodial or maintenance personnel who work in excess of forty (40) hours per week are eligible for the overtime rate of pay only if they have worked the regular workday preceding and following the overtime hours, unless illness can be verified by the school medical inspector or other licensed medical personnel.
- 4. Full time library and instructional aides will work a minimum of seven (7) hours per day not to include a 30-minute lunch.
- 5. Teachers may leave 10 minutes after student dismissal on days prior to school closings including Fridays and days preceding holidays.
- 6. The length of a work day will be decreased by 15 minutes on full day Professional Development days to 7 hours 15 minutes.

B. Check-In and Check-Out Procedures

All employees shall indicate their presence for duty by a check-in and check-out procedure. The Superintendent of Schools shall establish such a procedure in consultation with the Building Principal.

C. Faculty and Other Meetings

- 1. Teachers may be required to remain after the end of the regular school day (see Article XII A.1) without additional compensation, for the purpose of attending faculty or other professional meetings two (2) days each month. Such meetings shall begin promptly after most students have exited the building and shall last for no more than sixty (60) minutes unless an emergency involving the health and safety of students and teachers occurs.

2. Meetings which take place after the regular school day and which require teacher attendance shall not be held on Fridays, or any day immediately preceding a holiday, or other days upon which teacher attendance is not required at school, except in cases of emergency.
3. The notice of an agenda for any meeting shall be given to the teachers involved at least two (2) days prior to the meeting, except in an emergency. Teachers shall have the opportunity to suggest items for the agenda.
4. Such meetings shall be mandatory for all teachers except for coaches when an athletic contest for which they are the coach has been scheduled in conflict with a meeting time.
5. Back to School Night will be a maximum of 2 hours at the high school and a maximum of 1.5 hours at the middle school and elementary schools.
6. During the week of parent/teacher conferences, elementary teachers shall return on one evening for the purpose of meeting with parents. Teachers with scheduled evening conferences are permitted to leave at the end of the pupil day. Conference week will be scheduled in November and the evening conferences will not be scheduled the day prior to a school closing.

In the event a teacher receives no requests for evening conferences, the teacher shall not be required to return for evening conferences and shall leave at the end of the normal contractual day.

Part-time teachers who elect to participate in a parent conference that extends beyond their contracted work day must have the additional time approved by the appropriate principal. If approved, these teachers will be compensated at the instructional rate.

Junior High/High School teachers will return for one (1) two (2) hour evening event to be used for parent/teacher conference or an open house scheduled in November. The day of the event will operate on an early dismissal schedule with participating staff leaving at student dismissal.

D. Duty-Free Lunch Period

There shall be a duty-free lunch period of not less than thirty (30) consecutive minutes for all teachers unless the lunch period for students is less than thirty (30) minutes, in which case the teacher lunch period will be the same as the students. Teacher who voluntarily perform lunch duty coverage in lieu of a portion of their duty-free lunch will be reimbursed \$25.00 for each period of coverage.

E. Professional Time

The Board recognizes that it is desirable for teachers to have professional time during the school day in order to prepare for classes and to meet professional obligations such as assisting students, conferencing with colleagues, parents, and/or administrators, evaluating student assignments, etc. At the same time, however, the Board prioritizes the efficient and effective instruction of students. Also recognizing that differences exist in the amount of preparation time necessary for teachers at different levels and in different areas, professional time will be provided as follows:

1. a. Teachers at the Jr. Sr. High School who daily teach three (3) eighty-



five-minute instructional segments, shall have eighty-five minutes of professional time daily. Teachers who volunteer for a 30-minute lunch duty will be paid \$2,000 beginning September 1, 2001, for lunch supervision, each school year for the duration of the contract. If more teachers volunteer than are needed, the principal will assign accordingly. Assignment and non-assignment are not grievable.

- b. Teachers at the high school who are teaching academic courses offered by the Social Studies, English, Mathematics, and Foreign Language departments, shall be assigned twenty-five (25) teaching periods and five (5) periods of duty assignment weekly. Additionally, for one of the semesters of the school year, all high school teachers shall be assigned five (5) periods of duty assignments weekly. This additional one semester duty shall be in effect during the 1997-98 school year and shall continue only if the same daily schedule (9 periods) is maintained.
- c. The implementation of the 6<sup>th</sup> teaching period for high school academic teachers identified in XII.E.1.b shall be as follows: Beginning with the 2002-2003 school year academic teachers as specified above shall be assigned thirty (30) teaching periods per week, when required or assigned, and shall be compensated with a payment of \$2,315. The above stipend shall be paid 50% in the last pay in January and 50% in the last pay in June. The assignment of a 6<sup>th</sup> teaching period is in lieu of the full year duty period. Additionally, for one of the semesters of the school year, all high school teachers shall be assigned five (5) periods of duty assignments weekly. This additional one semester duty shall be in effect during the 1997-98 school year and shall continue only if the same daily schedule (9 periods) is maintained.
- d. Other high school teachers shall be assigned thirty (30) teaching periods per week. Additionally, for one of the semesters of the school year, all high school teachers shall be assigned five (5) periods of duty assignments weekly. This additional one semester duty shall be in effect during the 1997-98 school year and shall continue only if the same daily schedule (9 periods) is maintained.
- e. Special Education Teachers at the High School shall teach 25 teaching periods per week and five (5) periods of special education duty. Additionally, for one of the semesters of the school year, all high school teachers shall be assigned five (5) periods of duty assignments weekly. This additional one semester duty shall be in effect during the 1997-98 school year and shall continue only if the same daily schedule (9 periods) is maintained.
- f. Science teachers at the High School shall teach 25 teaching periods per week plus labs and duties not to exceed 30 teaching periods per week. Additionally, for one of the semesters of the school year shall be assigned five (5) periods of duty assignments weekly. This additional one semester duty shall be in effect

during the 1997-98 school year and shall continue only if the same daily schedule (9 periods) is maintained.

- g. Elementary Teachers shall receive forty (40) consecutive minutes of professional time daily.
2. The respective principals may, if circumstances warrant, occasionally request that a teacher substitute for another or monitor students during this professional time. The teacher will be compensated at a rate of \$40.00 for each period they substitute during this professional time.
3. Itinerant teachers will receive a minimum of twenty minutes when their teaching schedule requires travel to another building.

#### F. School Calendar

1. Prior to April 1, a representative of the Association has the right to consult with the Superintendent of Schools concerning the school calendar for the next succeeding year. However, the adoption of the calendar is the responsibility of the Board and shall not be grievable. The Teacher School Calendar shall contain a maximum of 186 days. The aforementioned days are not to include two additional days prior to the September opening of school required for employees new to the Pitman Public Schools.
2. All contracts for ten-month employees shall be from September 1 to June 30 of each year.
3. School offices shall be closed during vacations and holidays in conformance with the school calendar.
4.
  - a. Members of the custodial, maintenance and messenger force shall receive twelve (12) paid holidays per year. Holiday schedule shall be distributed no later than June 1. At the discretion of the Business Administrator, the custodial and maintenance staff may be released early the day prior to the holiday. The decision of the Business Administrator is final and not subject to the grievance procedure. They also shall be entitled to attend at least one professional workshop or conference at the expense of the Board with pay. Prior permission must be granted by the immediate supervisor and a certificate of attendance must be provided upon return to work.
  - b. In the event of an emergency closing, custodial and maintenance personnel shall report to work unless the Superintendent deems otherwise.
5. Cafeterias shall be closed during vacations and holidays in conformance with the school calendar. Cafeteria staff shall be entitled to attend at least one professional workshop or conference at the expense of the Board with pay. The work year shall be one hundred eighty (180) days. Prior notice must be given to the immediate supervisor and a certificate of attendance must be provided upon return to work.
6. Employees paid on an hourly basis, excluding cafeteria workers, shall work in conformance with student days. If the administration requests employees to work

additional days, they shall be paid at the hourly rate. The employee may submit a request to the Superintendent for equivalent compensation time in lieu of payment for additional work days. If granted, compensation time must be taken in the fiscal year it is granted and is not cumulative.

7. All cafeteria, Instructional and Library Aides will be required to attend two (2) 4-hour training sessions. If these days or times fall outside the realm of the work day, cafeteria, Instructional and Library Aides will be compensated at their hourly rate. Dates to be determined at the discretion of the administration. Notice of required in-service shall be granted two weeks in advance of trainings.
8. Instructional Aides who are assigned to perform the duties of a substitute teacher will be compensated \$50 per substitute assignment in addition to their individual per diem rate. Substitute Certification is required.

G. Vacation Schedule

1. General

- a. Employees classified as twelve (12) month employees are entitled to an annual paid vacation.
- b. If services are terminated by the employee during or at the conclusion of the first year, said employee shall not be entitled to any vacation.
- c. Vacation time is not cumulative and there shall be no vacation pay in lieu of taking the actual vacation period.
- d. Vacation requests shall be approved in accordance with the work schedule. All vacations are subject to the final approval of the Superintendent of Schools. Generally, vacations shall be taken during the summer months.
  - (1) Maintenance and custodial employees may take vacation during winter and summer months with Superintendent's approval.
  - (2) Starting in 2015-2016, up to eight (8) unused vacation days may be carried over into the next contract year.

2. Full-Time 12 month Secretarial, Custodial, Maintenance and Messenger staff are entitled to vacation time as follows:

- |    |                        |         |
|----|------------------------|---------|
| a. | After 1 - 4 years      | 10 days |
| b. | After 5 - 9 years      | 15 days |
| c. | After 10 or more years | 20 days |

3. Part-Time 12 month Secretarial, Custodial, Maintenance and Messenger staff are entitled to vacation time as follows:

- |    |                  |         |
|----|------------------|---------|
| a. | After 1-4 years  | 5 days  |
| b. | 5-9 years        | 10 days |
| c. | 10 or more years | 15 days |

H. Mileage

Employees who are obligated to travel will be reimbursed in accordance with Board Policy and the amount allowed under based on the guidelines established by the Federal Office of Management and Budget.

**ARTICLE XIII**

**VOLUNTARY AND INVOLUNTARY TRANSFERS**

A. General

The Board and the Association recognize that changes in grade assignments, changes in subject assignments and transfers between schools will be necessary. Decisions affecting employees in regard to voluntary transfers and reassignments shall rest with the Board. The decision of the Board as to filling of all vacancies shall be final.

B. Notification of Vacancies

1. All vacancies shall be emailed to all staff. At all times, a notice shall be posted in each school. All employees may submit their applications in writing to the Superintendent within ten (10) school days of the public notice. The Superintendent, or a designee, shall acknowledge in writing the receipt of all such applications and shall grant each candidate an interview.
2. In addition, employees who wish to apply for positions which may be filled during the summer shall submit their name, address and telephone number to the Superintendent prior to the end of the contract year. The Superintendent, or a designee, shall notify such employees of any vacancy in a position for which they wish to apply and shall be granted an interview if the applicant so requests.
3. Each employee applicant from within the school system shall receive written notification from an Administrator when a selection has been made.
4. Starting in 2015-2016, all instructional aides returning to the Pitman School District after one or more years of service shall receive notice of employment for the next contract year on or before June 30.

C. Notification of Voluntary Assignment

As soon as practical, but no later than June 30, the Superintendent shall notify all employees who have been reassigned or transferred. Change made after the last day of school shall be followed by notification to the employee by certified mail to his or her address.

D. Notification of Involuntary Assignment

Notice of an involuntary transfers or reassignments shall be given to employees as soon as practical.

E. Meeting and Appeal

An involuntary transfer or reassignment shall be made only after a meeting between the employee involved and their immediate supervisor at which time the reason for the change shall be provided. In the event that an employee objects to the transfer or reassignment after this meeting, the

employee may request a meeting with the Superintendent which shall be granted. The employee may, at his or her option, have an Association representative present at such meeting.

F. Teacher Assignments

All teachers returning to the Pitman School District after one or more years of service shall receive notice of their tentative grade-level or subject assignments and building assignments for the next contract year on or before June 30.

G. Support Staff who volunteer shall be assigned to additional hours beyond the normal work schedule on a rotating basis. Assignments shall be made by the Business Administrator or designee.

H. Instructional aides shall be notified at least two (2) days prior to a building transfer.

I. Teachers who are required to move rooms will receive one (1) paid day to pack their room if notified after June 1<sup>st</sup>. Teachers will receive one (1) paid day to unpack their room prior to school opening in September. Compensation for these days will be the instructional rate and must be approved by the Superintendent or his/her designee.

## ARTICLE XIV EMPLOYEE EVALUATION

A. Teachers

1. Teacher evaluations will be consistent with the New Jersey law and relevant regulations.

2. Teacher observations

a. An observation report for a teacher shall be made available for review within fifteen (15) work days following an observation. A post-observation conference between the teacher and the observer shall also be held to discuss the content of the report (in case of any teacher or certificated staff member who has a Corrective Action Plan (CAP) in place, the goals of the CAP must be discussed during each post-observation conference). Copies of the report shall be provided to both the observer and the teacher, and an additional signed copy will be placed in the teacher's personnel file; an electronic copy of the observation report will be retained as part of the teacher's electronic evaluation portfolio.

b. A teacher shall have the opportunity to respond to the written observation by the evaluator within ten (10) work days. This reply shall be signed by the teacher, and forwarded to the evaluator. The evaluator shall sign this document, and return a copy to the teacher. A copy will also be placed in the teacher's personnel file.

c. For tenured teachers who have received no ratings that indicate either *partially effective* or *ineffective* performance for a particular observation, an in-person post-observation conference may be replaced by an electronic post-observation (i.e. feedback via electronic means) for that particular observation.

- d. Observations shall be considered on an individual basis (i.e. an observer may only formally evaluate a single teacher's practice, even if multiple teachers are co-teaching a lesson). Upon arrival for a planned observation, whether announced or unannounced, the evaluator shall make the evaluatee aware of their intention to perform an evaluation.
  - e. Teachers will be formally observed at least one time per semester.
  - f. Subsequent observations shall not be conducted prior to the completion of the post-observation conference from a previous observation.
3. Summative evaluation of teachers
- a. An Annual Summative Conference shall be held before the end of the school year to review the teacher's performance in relation to:
    - i. The teacher's job description and evaluation rubric, including the evaluation of observations and practice based on the teacher practice instrument;
    - ii. A summary of available indicators of student progress and growth (such as Student Growth Objectives (SGO) and, when applicable, median Student Growth Percentiles (mSGP));
    - iii. Progress toward meeting goals as set in the teacher's Professional Development Plan, or when applicable, his/her Corrective Action Plan;
    - iv. The teacher's summative evaluation rating, if available;
    - v. The teacher's preliminary Annual Performance Report;
    - vi. The teacher's Professional Development Plan for the following year, or when applicable, Corrective Action Plan.
  - b. An Annual Performance Report/Summative Evaluation Report shall be prepared by a certified supervisor(s) who participated in the teacher's observations. The report shall include:
    - i. The teacher's summative rating or available data; if the summative evaluation rating is not available by the end of the school year, it shall be updated when the rating becomes available.
    - ii. The teacher's score on the teacher practice instrument;
    - iii. A summary of available indicators of student progress and growth (such as Student Growth Objectives (SGO) and, when applicable, median Student Growth Percentiles (mSGP));
  - c. The Annual Performance Report/Summative evaluation Report must be signed by the teacher and the principal/supervisor or designee with five (5) work days of review. Copies of the report shall be available to both the principal/supervisor or designee and the teacher, and a signed copy will be placed in the teacher's personnel file; an electronic copy of the observation report will be retained as part of the teacher's electronic evaluation portfolio.

- d. The teacher may, within ten (10) working days of the signing of the Annual Performance Report, submit performance data not previously included in the report; an electronic copy of this data will be retained as part of the teacher’s electronic evaluation portfolio, and a copy attached to the signed APR in the teacher’s personnel file.
  - e. A Corrective Action Plan (CAP) shall be developed for all teachers rated “Ineffective” or “Partially Effective”, per the conditions set forth in NJAC 6A:10-2.5.
    - i. If the teacher’s summative evaluation rating is finalized *by the end of the school year* and a CAP is warranted, then the CAP must be developed prior to September 15<sup>th</sup> of the following school year. The teacher and supervisor may also elect to develop the CAP as part of the annual evaluation conference at the end of the year. If a teacher’s summative rating is *not* finalized and is pending mSGP data, but all other evaluation scores indicate a preliminary rating of “ineffective” or “partially effective”, a CAP shall be developed and implemented prior to September 15<sup>th</sup> of the following school year.
    - ii. Teachers with a CAP must receive a mid-year evaluation. The progress of each teacher in meeting the goals of the CAP must be discussed during each post-observation conference, and all data and evidence of that progress must be documented in the teacher’s personnel file.
    - iii. Teachers with a CAP may elect to have a representative of the Association present while developing the CAP and in any meeting at which the CAP is discussed throughout the school year in which it is effective.
4. Individual Professional Development Plans (PDP)
- a. Annually, a teacher and their supervisor shall create an individual PDP, effective for one year. Each PDP must incorporate goals related to:
    - i. One area derived from the results of observations and evidence in the teacher’s summative evaluation;
    - ii. Additional areas, as appropriate, aligned to (a) the teacher’s role as a member of a collaborative professional learning community (PLC) and (b) any school and/or district improvement goals; and
    - iii. Any requirement for professional development stipulated elsewhere in statute or regulation.
  - b. For teachers new to the district, a PDP must be created within 30 instructional days of the teacher’s assignment.
5. On or before May 15 of each year, the Board shall give to each non-tenured teacher a written offer of a contract for the next year or a written notice that such employment shall not be offered, per NJSA 18A:27-10.

B. Support Staff

1. All support staff members shall be evaluated annually by their immediate supervisor and a conference shall be held to discuss elements of the evaluation.
  - a. All support staff members will receive two copies of the evaluation. One copy shall be signed and returned to the evaluator to be placed into the support staff member's personnel file.
  - b. A support staff member shall have the opportunity to respond to the written evaluation within ten (10) work days of receipt of the evaluation. This reply shall be in duplicated, signed by the support staff member. The evaluator shall sign the copies and return one to the support staff member. One copy will be attached to the evaluation in the support staff member's personnel file.

**ARTICLE XV  
SALARIES**

A. Salaries

1. Teachers

- a. Effective July 1, 2023, the salary guide for teachers covered by this agreement is shown in Schedule "A" whose total dollar amount shall not exceed 3.2% of that paid through Schedule E in 2022-2023.
- b. Effective July 1, 2024, the salary guide for teachers covered by this agreement is shown in Schedule "B" whose total dollar amount shall not exceed 3.4% of that paid through Schedule A in 2023-2024.
- c. Effective July 1, 2025, the salary guide for teachers covered by this agreement is shown in Schedule "C" whose total dollar amount shall not exceed 3.4% of that paid through Schedule B in 2024-2025.
- d. Effective July 1, 2026, the salary guide for teachers covered by this agreement is shown in Schedule "D" whose total dollar amount shall not exceed 3.6% of that paid through Schedule C in 2025-2026.
- e. Effective July 1, 2027, the salary guide for teachers covered by this agreement is shown in Schedule "E" whose total dollar amount shall not exceed 3.6% of that paid through Schedule D in 2026-2027.
- f. Placement on the salary guides A, B, C, D, and E shall be determined by the number of years of experience recognized by the Board (Schedule "AG"), graduate and district in-service credits earned, and advanced degree(s) earned.

3. Salaries, Extra Service

- a. Effective July 1, 2023, the salary guide for extra service covered by this agreement is shown in Schedule "F" whose total dollar amount shall not exceed 1% of that paid through Schedule E in 2022-2023.



- b. Effective July 1, 2024, the salary guide for extra service covered by this agreement is shown in Schedule "G" whose total dollar amount shall not exceed .5% of that paid through Schedule F in 2023-2024.
- c. Effective July 1, 2025, the salary guide for extra service covered by this agreement is shown in Schedule "H" whose total dollar amount shall not exceed .5% of that paid through Schedule G in 2024-2025.
- d. Effective July 1, 2026, the salary guide for extra service covered by this agreement is shown in Schedule "I" whose total dollar amount shall not exceed .5% of that paid through Schedule H in 2025-2026.
- e. Effective July 1, 2027, the salary guide for extra service covered by this agreement is shown in Schedule "J" whose total dollar amount shall not exceed .5% of that paid through Schedule I in 2026-2027.
- f. All supplemental wages shall be taxed at the employee's individual tax rate. Supplemental wages include: all extra service contracts, medical waivers, homebound instruction, and other monies not specified in Schedules A-D F-U. All supplemental wages for extra-curricular/co-curricular stipends will be paid in a separate pay line at the employee's individual tax rate. Payment dates for extracurricular/co-curricular stipends will be paid on the date listed in their individual extra-services contract.

4. Secretaries

- a. Effective July 1, 2023, the salary guide for secretaries covered by this agreement is shown in Schedule "K" whose total dollar amount shall not exceed 3.2% of that paid through Schedule I in 2022-2023.
- b. Effective July 1, 2024, the salary guide for secretaries covered by this agreement is shown in Schedule "L" whose total dollar amount shall not exceed 3.4% of that paid through Schedule "K" in 2023-2024.
- c. Effective July 1, 2025, the salary guide for secretaries covered by this agreement is shown in Schedule "M" whose total dollar amount shall not exceed 3.4% of that paid through Schedule "L" in 2024-2025.
- d. Effective July 1, 2026, the salary guide for secretaries covered by this agreement is shown in Schedule "N" whose total dollar amount shall not exceed 3.6% of that paid through Schedule "M" in 2025-2026.
- e. Effective July 1, 2027, the salary guide for secretaries covered by this agreement is shown in Schedule "O" whose total dollar amount shall not exceed 3.6% of that paid through Schedule "N" in 2026-2027.

5. Grounds Keepers, Messenger, Maintenance Personnel

- a. Effective July 1, 2023, the salary guide for maintenance covered by this agreement is shown in Schedule "P" whose total dollar amount shall not exceed 3.2% of that paid through Schedule M in 2022-2023.

- b. Effective July 1, 2024, the salary guide for maintenance covered by this agreement is shown in Schedule "Q" whose total dollar amount shall not exceed 3.4% of that paid through Schedule "P" in 2023-2024.
  - c. Effective July 1, 2025, the salary guide for maintenance covered by this agreement is shown in Schedule "R" whose total dollar amount shall not exceed 3.4% of that paid through Schedule "Q" in 2024-2025.
  - d. Effective July 1, 2026, the salary guide for maintenance covered by this agreement is shown in Schedule "S" whose total dollar amount shall not exceed 3.6% of that paid through Schedule "R" in 2025-2026.
  - e. Effective July 1, 2027, the salary guide for maintenance covered by this agreement is shown in Schedule "T" whose total dollar amount shall not exceed 3.6% of that paid through Schedule "S" in 2026-2027.
6. Custodians:
- a. Effective July 1, 2023, the salary guide for custodians covered by this agreement is shown in Schedule "U" whose total dollar amount shall not exceed 3.2% of that paid through Schedule Q in 2022-2023.
  - b. Effective July 1, 2024, the salary guide for custodians covered by this agreement is shown in Schedule "V" whose total dollar amount shall not exceed 3.4% of that paid through Schedule "U" in 2023-2024.
  - c. Effective July 1, 2025, the salary guide for custodians covered by this agreement is shown in Schedule "W" whose total dollar amount shall not exceed 3.4% of that paid through Schedule "V" in 2024-2025.
  - d. Effective July 1, 2026, the salary guide for custodians covered by this agreement is shown in Schedule "X" whose total dollar amount shall not exceed 3.6% of that paid through Schedule "W" in 2025-2026.
  - e. Effective July 1, 2027, the salary guide for custodians covered by this agreement is shown in Schedule "Y" whose total dollar amount shall not exceed 3.6% of that paid through Schedule "X" in 2026-2027.
7. Instructional Aides, Aide Interpreters
- a. Effective July 1, 2023, their salaries shall be listed in Schedule "Z" whose total dollar amount shall not exceed 7.11% paid through Schedule T in 2022-2023.
  - b. Effective July 1, 2024, their salaries shall be listed in Schedule "AA" whose total dollar amount shall not exceed 4.4% paid through Schedule "Z" in 2023-2024
  - c. Effective July 1, 2025, their salaries shall be listed in Schedule "AB" whose total dollar amount shall not exceed 4.4% paid through Schedule "AA" in 2024-2025
  - d. Effective July 1, 2026, their salaries shall be listed in Schedule "AC" whose total dollar amount shall not exceed 4.6% paid through Schedule "AB" in 2025-2026

- e. Effective July 1, 2027, their salaries shall be listed in Schedule “AD” whose total dollar amount shall not exceed 4.6% paid through Schedule “AC” 2026-2027
8. Office/Library/Lunch Aide – Schedule AE
- a. Effective July 1, 2023, all salaries shall increase by an average of 7.11% for the 2023-2024 school year.
  - b. Effective July 1, 2024, all salaries shall increase by an average of 4.4% for the 2024-2025 school year.
  - c. Effective July 1, 2025, all salaries shall increase by an average of 4.4% for the 2025-2026 school year.
  - d. Effective July 1, 2026, all salaries shall increase by an average of 4.6% for the 2026-2027 school year.
  - e. Effective July 1, 2027, all salaries shall increase by an average of 4.6% for the 2027-2028 school year.
9. Food Service – Schedule AF
- a. Effective July 1, 2023, all salaries shall increase by an average of 3.2% for the 2023-2024 school year.
  - d. Effective July 1, 2024, all salaries shall increase by an average of 3.4% for the 2024-2025 school year.
  - e. Effective July 1, 2025, all salaries shall increase by an average of 3.4% for the 2025-2026 school year.
  - f. Effective July 1, 2026, all salaries shall increase by an average of 3.6% for the 2026-2027 school year.
  - g. Effective July 1, 2027, all salaries shall increase by an average of 3.6% for the 2027-2028 school year.
- \*\*Mandated minimum wage requirements have also been applied and are inclusive of increases.
10. All Support Staff shall be awarded a Three hundred and fifty-dollar (\$350.00) service increment for each fifteen (15) consecutive years of service in the Pitman School district to be paid in a separate check at the end of the fifteenth, thirtieth, forty-fifth, etc. year. Approved leaves of absences shall not sever continuity.
11. Teachers who work at least ninety (90) student days or the equivalent of two marking periods shall receive one (1) full year's credit for the purpose of receiving a step increment on the salary guide. Teachers who work less than ninety (90) student days per year shall not receive a step increment and shall be placed on the same step at which they were paid in the last year employed and shall be paid in accordance with the rate of pay as specified for that step on the teachers' guide in effect for that contract.
12. All other employees must work at least half of their contract year in order to receive a pay increment.

13. Teachers performing homebound instruction will be paid at the rate of \$60 per hour in 23/24, \$64 per hour in 24/25, \$68 per hour in 25/26, \$72 per hour in 26/27, and \$75 per hour in 27/28. Teacher performing supplemental instruction, curriculum work or providing professional service beyond the normal school day or school year shall be paid at the rate of \$40 per hour in 23/24, \$44 per hour in 24/25, \$49 per hour in 25/26, \$53 per hour in 26/27, and \$57 per hour in 27/28.
14. A custodian in charge of a building shall receive seven hundred fifty dollars (\$750.00) per year.
15. A custodian/maintenance employee in possession of a Black Seal license shall receive an additional five hundred fifty dollars (\$550.00) annually. The BOE shall reimburse each employee the cost of the renewal fee to maintain their Black Seal License.
16. Unit members employed on a twelve (12) month basis shall be paid in twenty-four (24) equal installments on the 15th and 30th of each month. If a payday falls on a weekend or district holiday, employees shall be paid the last district business day preceding the weekend or district holiday.

Unit members employed on a ten (10) month basis shall be paid in twenty (20) equal installments on the 15th and 30th of each month. If a payday falls on a weekend or on a district holiday, employees shall be paid the last district business day preceding the weekend or district holiday.

Prior to July 1, a representative of the Association has the right to consult with the Business Administrator concerning the schedule of paydays for the next succeeding year. However, establishing the schedule of paydays is the responsibility of the Business Administrator and shall not be grievable. A schedule of paydays shall be provided to each employee at the beginning of each school year.

## **ARTICLE XVI**

### **INSURANCE**

- A.
  1. The entire Annual medical/prescription/dental insurance premium for individual, employee/spouse, parent/children and/or family coverage will be paid by the Board for each full-time employee, employed on or before June 30, 1997, who remains in the employment of the Board for the full school year, notwithstanding any law (e.g. - P.L. 2011, Chapter 78) to the contrary. Such coverage shall be equal to the existing coverage but purchased at the best possible cost to the Board. For new employees medical, prescription, and dental insurance coverage shall commence as per the rules governing the plan, notwithstanding any law (e.g. - P.L. 2011, Chapter 78) to the contrary.
  2. Changes to Coverage and Plans

- a. As of July 1, 2008, Traditional Plan terminates. The PPO Plan becomes the only plan.
  - b. July 1, 2023 to June 30, 2028.
    1. PPO Plan office co-pay as follows:  
\$10 primary/ \$30 specialist
    2. Starting in 2015-2016, Emergency Room co-pay increases to \$100 and outpatient surgical copay increases to \$ 100. The Board will reimburse employees \$ 50 per ER visit and \$ 100 per outpatient surgery. Total reimbursement amounts no to exceed \$ 32,600 per year.
    3. Starting in 2017-2018, inpatient hospital copay increases to \$ 100/day for a maximum of 5 days. The Board will reimburse employees \$ 100 per day for a maximum of 5 days. Total reimbursement amounts not to exceed \$65,300. Reimbursements will be made quarterly.
    4. Prescription mail order included in the Medical Plan will be \$10 co-pay for a 3-month supply. All other prescription purchases as per rules governing the plan.
- B. An employee with no immediate family dependents shall be eligible for individual employee coverage only. The Board will pay for single-only medical coverage in the PPO Program for the first three years of employment (new teachers) only, employed after July 1, 1997, with all current employees maintained at full coverage. Affected employees can choose extended coverage by paying the difference through payroll deductions for the PPO Plan only.
- C. There shall be a voluntary health insurance waiver plan for employees. In order to waive insurance, the Board shall require an employee to provide proof of coverage (i.e. a copy of the medical insurance card or letter from a medical insurance provider) before an employee may waive such insurance. Employees who waive shall be entitled to the following reimbursement:
- |                             |             |
|-----------------------------|-------------|
| • Single                    | \$ 2,500.00 |
| • Member/Partner/Child(ren) | \$ 3,500.00 |
| • Family                    | \$ 5,000.00 |
- Employees must apply each year during open enrollment period. 50% of the amount will be paid on the second pay in December, 50% on the second pay in June. All waivers and extra-curricular/co-curricular stipends will be paid in a separate pay line at the employee's individual tax rate. Payment dates for extracurricular/co-curricular stipends will be paid on the date listed in their individual extra-services contract.
- D. Beginning July 1, 1995 those employees who retired from Pitman School District on or after June 30, 1969 and prior to July 1, 1993 who had accrued fifteen (15) consecutive years of active service in the Pitman School District shall contribute \$25.00 per month co-pay to the hospitalization insurance premium for individual coverage, the balance of which shall be paid by the Board. Employees in this group who had twenty-five (25) years of service or more at retirement must enroll in the New Jersey State Health Benefits Plan as provided by law.

- E. The Board will provide Four Hundred Fifty Dollars (\$450.00) beginning July 1, 2007 school year to be applied to the cost of an employee/family dental insurance plan for each participating employee who remains in the employment of the Board for the full school year. Employees through the Board payroll deduction plan shall pay the rest of the insurance premiums, if any. Such a payroll deduction plan will be provided based on the following conditions:
1. A minimum employee enrollment of thirty per cent (30%) shall be required for initiating payroll deductions for a specific plan.
  2. One (1) dental program shall be designated for payroll deductions.
  3. Enrollment shall be open for three (3) weeks in June of each year and closed thereafter except for new employee appointments throughout the school year.
- F. If an active employee dies the Board will continue to pay the hospital insurance premium for family, spouse and/or child coverage for a period of four months following the death.

## **ARTICLE XVII TUITION REIMBURSEMENT**

- A. Professional growth is a continuing responsibility of the teachers. The Superintendent and Board may require training in certain skills when instructional changes occur in the district.
- B. The Board will reimburse Full Time Teachers for a maximum of nine (9) graduate level credits per contract year successfully completed with a minimum grade of B or a grade of Pass in a binary grading system subject to the aggregate Tuition Reimbursement Cap of \$45,000.

The teacher must be a full-time employee of the Board.

In order to qualify for reimbursement, the course must be directly related to the teacher's job responsibilities. Maximum reimbursement shall be up to one hundred percent (100%) of the Rowan University rate for graduate tuition.

A Teacher must complete one additional contract year if reimbursement is received; otherwise, teacher(s) will be required to reimburse the district the full amount paid unless the teacher loses employment due to a Reduction in Force.

A Non-Tenured teacher who voluntarily leaves the employment of the district prior to attaining tenure shall return to the district the total amount of tuition reimbursement prior to voluntary separation.

Reimbursement shall be paid no later than the last teacher's day in the month of June. If the requests for the reimbursement in any contract year (23/24, 24/25, 25/26, 26/27, 27/28) total

greater than the aggregate dollar amount allotted for that year for all reimbursement requests, the reimbursement shall be prorated to an equal dollar per credit amount.

To be eligible for reimbursement, prior to registering for the course, the employee must submit an Application for Reimbursement to the Superintendent and obtain the Superintendent's approval that the course is eligible for reimbursement. To obtain reimbursement, the employee must submit an official transcript which contains a grade of pass in a pass/fail situation or a grade of B or better in the approved course.

- C. Full time support staff may apply for reimbursement for college course work, if there is a valid and compelling need by the district to have the employee receive this training. Decisions regarding reimbursement will be at the sole discretion of the Superintendent. If payment is made to full time support staff, the full-time support staff shall complete one additional contract year. If the full-time support staff voluntarily leaves the employment of the district prior to the completing one additional year, the full-time support staff will reimburse the district the full amount of tuition reimbursement paid out during the prior year.

## **ARTICLE XVIII MISCELLANEOUS**

### **A. Payroll Deductions**

The Board shall provide a payroll deduction plan for employee participation in tax sheltered annuity programs providing the following conditions are met:

- 1. A minimum employment enrollment of ten (10) shall be required for initiating payroll deductions for a specific plan.
- 2. The total number of different annuity programs for which simultaneous payroll deductions shall be made shall not exceed three (3).

### **B. Credit Union**

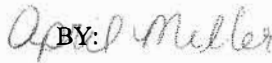
- 1. An employee desiring to have deductions made from his/her salary for payment to a credit union shall submit a written authorization therefore to the Board Secretary setting forth the amount of said deduction therein and designating the name of the credit union to which the deduction shall be forwarded. Upon receipt of the aforesaid written authorization, the Board Secretary shall withhold the amount indicated and forward it to the treasurer of the designated credit union.
- 2. The credit union designated must be one where the membership is limited to public employees and which is organized under the laws of the State of New Jersey or the United States.
- 3. The employee's written authorization may be withdrawn upon filing notice of such withdrawal with the Board Secretary.
- 4. Each authorization submitted by an employee to the Board Secretary shall

recite: Neither the Board nor the Board Secretary shall have any liability to any person as a result of withholding salary pursuant to the authorization referred to herein.

- C. Uniforms will be provided to custodians, maintenance, and messenger employees and shall be worn during regular work hours. The uniform style and type shall be selected jointly by Association and Board representatives. The Business Administrator shall have final approval.
- D. Raincoat and Rubber pull on boots will be provided to custodians. The style and type shall be selected by the Business Administrator. Maintenance and Grounds employees will receive a one-hundred fifty (\$150) work boot allowance for the purchase of one pair of boots each year. The boots will be purchased by the business office via Purchase Order.
- E. No employee will be disciplined, reprimanded, reduced in rank or compensation without just cause. It is further assumed that constructive feedback or help offered an employee is both a duty and responsibility laid upon the principal and/or supervisory staff by the School Board and the superintendent in order to help in the professional growth and competence of the teacher involved. This action, when necessary, must not be interpreted as discipline or reprimand.
- F. Staff of field trips or school-sponsored events will receive meal reimbursement according to Federal Daily Reimbursement Guidelines. Trips that last more than 12 hours will be considered a full day for reimbursement for out of pocket expenses only.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals this 23rd day of June 2023.

PITMAN BOARD OF EDUCATION

BY: 

April Miller  
PRESIDENT

PITMAN EDUCATION ASSOCIATION

BY: 

Anthony Cappello, President PEA  
REPRESENTATIVE



## SCHEDULE “A” 2023-2024

Step	BA	BA+30	MA	MA+15	MA+30	MA+45	MA+60
1	49,027	51,503	53,304	54,120	54,767	55,105	56,455
2	49,227	51,703	53,504	54,320	54,967	55,305	56,655
3	49,427	51,903	53,704	54,520	55,167	55,505	56,855
4	49,927	52,403	54,204	55,020	55,667	56,005	57,355
5	50,427	52,903	54,704	55,520	56,167	56,505	57,855
6	51,127	53,603	55,404	56,220	56,867	57,205	58,555
7	53,027	55,503	57,304	58,120	58,767	59,105	60,455
8	54,927	57,403	59,204	60,020	60,667	61,005	62,355
9-10	56,902	59,378	61,179	61,995	62,642	62,980	64,330
11	59,102	61,578	63,379	64,195	64,842	65,180	66,530
12	61,502	63,978	65,779	66,595	67,242	67,580	68,930
13	64,352	66,828	68,629	69,445	70,092	70,430	71,780
14	68,252	70,728	72,529	73,345	73,992	74,330	75,680
15	72,252	74,728	76,529	77,345	77,992	78,330	79,680
16	76,652	79,128	80,929	81,745	82,392	82,730	84,080
17	81,152	83,628	85,429	86,245	86,892	87,230	88,580
18	87,802	90,278	92,079	92,895	93,542	93,880	95,230

## SCHEDULE “B” 2024-2025

Step	BA	BA+30	MA	MA+15	MA+30	MA+45	MA+60
1	50,482	52,958	54,759	55,575	56,222	56,560	57,910
2	50,682	53,158	54,959	55,775	56,422	56,760	58,110
3	50,882	53,358	55,159	55,975	56,622	56,960	58,310
4	51,382	53,858	55,659	56,475	57,122	57,460	58,810
5	51,882	54,358	56,159	56,975	57,622	57,960	59,310
6	52,582	55,058	56,859	57,675	58,322	58,660	60,010
7	54,482	56,958	58,759	59,575	60,222	60,560	61,910
8	56,382	58,858	60,659	61,475	62,122	62,460	63,810
9	58,317	60,793	62,594	63,410	64,057	64,395	65,745
10-11	60,517	62,993	64,794	65,610	66,257	66,595	67,945
12	62,917	65,393	67,194	68,010	68,657	68,995	70,345
13	65,767	68,243	70,044	70,860	71,507	71,845	73,195
14	69,667	72,143	73,944	74,760	75,407	75,745	77,095
15	73,667	76,143	77,944	78,760	79,407	79,745	81,095
16	78,067	80,543	82,344	83,160	83,807	84,145	85,495
17	82,567	85,043	86,844	87,660	88,307	88,645	89,995
18	88,902	91,378	93,179	93,995	94,642	94,980	96,330

**SCHEDULE “C” 2025-2026**

<b>Step</b>	<b>BA</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>	<b>MA+45</b>	<b>MA+60</b>
<b>1</b>	53,697	56,173	57,974	58,790	59,437	59,775	61,125
<b>2</b>	53,897	56,373	58,174	58,990	59,637	59,975	61,325
<b>3</b>	54,097	56,573	58,374	59,190	59,837	60,175	61,525
<b>4</b>	54,597	57,073	58,874	59,690	60,337	60,675	62,025
<b>5</b>	55,097	57,573	59,374	60,190	60,837	61,175	62,525
<b>6</b>	55,797	58,273	60,074	60,890	61,537	61,875	63,225
<b>7</b>	56,997	59,473	61,274	62,090	62,737	63,075	64,425
<b>8</b>	58,797	61,273	63,074	63,890	64,537	64,875	66,225
<b>9</b>	60,702	63,178	64,979	65,795	66,442	66,780	68,130
<b>10</b>	62,702	65,178	66,979	67,795	68,442	68,780	70,130
<b>11-12</b>	65,102	67,578	69,379	70,195	70,842	71,180	72,530
<b>13</b>	67,902	70,378	72,179	72,995	73,642	73,980	75,330
<b>14</b>	71,402	73,878	75,679	76,495	77,142	77,480	78,830
<b>15</b>	75,402	77,878	79,679	80,495	81,142	81,480	82,830
<b>16</b>	79,802	82,278	84,079	84,895	85,542	85,880	87,230
<b>17</b>	84,302	86,778	88,579	89,395	90,042	90,380	91,730
<b>18</b>	90,102	92,578	94,379	95,195	95,842	96,180	97,530

**SCHEDULE “D” 2026-2027**

<b>Step</b>	<b>BA</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>	<b>MA+45</b>	<b>MA+60</b>
<b>1</b>	58,982	61,458	63,259	64,075	64,722	65,060	66,410
<b>2</b>	59,182	61,658	63,459	64,275	64,922	65,260	66,610
<b>3</b>	59,382	61,858	63,659	64,475	65,122	65,460	66,810
<b>4</b>	59,882	62,358	64,159	64,975	65,622	65,960	67,310
<b>5</b>	60,382	62,858	64,659	65,475	66,122	66,460	67,810
<b>6</b>	61,082	63,558	65,359	66,175	66,822	67,160	68,510
<b>7</b>	62,082	64,558	66,359	67,175	67,822	68,160	69,510
<b>8</b>	63,582	66,058	67,859	68,675	69,322	69,660	71,010
<b>9</b>	65,082	67,558	69,359	70,175	70,822	71,160	72,510
<b>10</b>	66,832	69,308	71,109	71,925	72,572	72,910	74,260
<b>11</b>	68,832	71,308	73,109	73,925	74,572	74,910	76,260
<b>12-13</b>	71,332	73,808	75,609	76,425	77,072	77,410	78,760
<b>14</b>	74,532	77,008	78,809	79,625	80,272	80,610	81,960
<b>15</b>	78,032	80,508	82,309	83,125	83,772	84,110	85,460
<b>16</b>	81,902	84,378	86,179	86,995	87,642	87,980	89,330
<b>17</b>	85,902	88,378	90,179	90,995	91,642	91,980	93,330
<b>18</b>	91,402	93,878	95,679	96,495	97,142	97,480	98,830

## SCHEDULE “E” 2027-2028

<b>Step</b>	<b>BA</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>	<b>MA+45</b>	<b>MA+60</b>
<b>1</b>	63,512	65,988	67,789	68,605	69,252	69,590	70,940
<b>2</b>	63,712	66,188	67,989	68,805	69,452	69,790	71,140
<b>3</b>	63,912	66,388	68,189	69,005	69,652	69,990	71,340
<b>4</b>	64,412	66,888	68,689	69,505	70,152	70,490	71,840
<b>5</b>	64,912	67,388	69,189	70,005	70,652	70,990	72,340
<b>6</b>	65,612	68,088	69,889	70,705	71,352	71,690	73,040
<b>7</b>	66,612	69,088	70,889	71,705	72,352	72,690	74,040
<b>8</b>	67,952	70,428	72,229	73,045	73,692	74,030	75,380
<b>9</b>	69,452	71,928	73,729	74,545	75,192	75,530	76,880
<b>10</b>	71,202	73,678	75,479	76,295	76,942	77,280	78,630
<b>11</b>	73,202	75,678	77,479	78,295	78,942	79,280	80,630
<b>12</b>	75,702	78,178	79,979	80,795	81,442	81,780	83,130
<b>13-14</b>	78,702	81,178	82,979	83,795	84,442	84,780	86,130
<b>15</b>	81,902	84,378	86,179	86,995	87,642	87,980	89,330
<b>16</b>	85,402	87,878	89,679	90,495	91,142	91,480	92,830
<b>17</b>	89,202	91,678	93,479	94,295	94,942	95,280	96,630
<b>18</b>	93,002	95,478	97,279	98,095	98,742	99,080	100,430

## EXTRA SERVICE CONTRACT

## SCHEDULE "F" 2023-2024

<b>EXTRA-SERVICE CONTRACTS</b>	<b>SCHEDULE F</b>	<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE F 2023-2024</b>
<b>ATHLETIC</b>	2023-2024	K-12 BSI Coordinator	3867
Hockey Head Coach	6769	Computer Coordinator	4586
Hockey Assistant Coach	5414	Marching Band Director	6479
Cross Country Coach	6149	Marching Band Ass't	3720
Boys Soccer Head Coach	6769	Marching Band Ass't	3720
Boys Soccer Ass't Coach	5414	Marching Band Percussion Instr.	774
Boys Soccer Freshman Coach	4609	Detention Proctor H.S	4256
Girls Soccer Head Coach	6769	Auditorium Manager H.S.	5375
Girls Soccer Ass't Coach	5414	Drama Advisor – Fall..	3867
Girls Soccer Freshman Coach	4609	Senior Class Advisor	2666
Girls Tennis Coach	6142	Senior Class Advisor	2666
Football Head Coach	7631	Junior Class Advisor	2697
Football Ass't Coach	5414	Junior Class Advisor	2697
Football Ass't Coach	5414	Sophomore Class Advisor	1360
Football Ass't Coach	5414	Sophomore Class Advisor	1360
Football Ass't Coach	5414	Freshman Class Advisor	1056
Cheerleading – Fall	3867	Freshman Class Advisor	1056
Cheerleading – Winter	3867	Student Council Advisor	2319
Boys Basketball Head Coach	6769	Year Book Advisor	5994
Boys Basketball Ass't Coach	5414	Yearbook Business manager	2564
Boys Basketball Freshman	4609	National Honor Society	1353
Swimming Head Coach	6769	National Art Honor Society	1239
Swimming Ass't Coach	5414	Musical/Play Director	3867
Weight Training – Fall	1569	Musical/Play Ass't Director	2318
Weight Training – Winter	1569	Musical/Play Set Builder	1738
Weight Training – Spring	1569	Choral Director H.S.	3867
Girls Basketball Head Coach	6769	Jazz Band Director	2702
Girls Basketball Ass't Coach	5414	Teen Arts Coordinator	1239
Girls Basketball Freshman	4609	Computer Club Advisor H.S.	1554
Wrestling Head Coach	6769	Content Coordinator(s)	6651
Wrestling Ass't Coach	5414	Literary Magazine Advisor	1353
Baseball Head Coach	6769	Fall Formal	1097
Baseball Ass't Coach	5414	Fall Formal	1097
Baseball Freshman Coach	4609	Saturday Attendance Make-up	
Golf Head Coach	6142	Key Club	1692
Boys Tennis Coach	6142	SADD	1371
Girls Softball Head Coach	6769	High School Department chair	2214
Girls Softball Ass't Coach	5414	+ \$50.00/each dept. member	
Girls Softball Freshman Coach	4609	BOE approved teacher in charge for regional/ statewide competitions/tryouts/ auditions not covered by extra-service contract -177/day	
Boys Track Head Coach	6769		
Boys Track Ass't Coach	5414		
Girls Track Head Coach	6769		
Girls Track Ass't Coach	5414		
Winter Track	6769		

<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE F 2023-2024</b>
Middle School Team Leader	2271
Middle School Team Leader	2271
Middle School Team Leader	2271
Middle School Team Leader	2271
Middle School Newspaper	1549
Middle School Student Council	1451
Middle School Ass't Student Council	1255
Middle School Memory Book	1549
Middle School Chorus	4256
Middle School Band	4256
Middle School Dance Coordinator	1304
Middle School Ass't Dance	970
Middle School Saturday Detention	718
Middle School Literary Club	1165
Middle School Mentor Club	1418
Field Hockey Middle School	2502
Floor Hockey Middle School	1353
Coed Volleyball Middle School	1353
Boys Basketball Middle School	1353
Girls Basketball Middle School	1353
Wrestling Middle School	1418
Masquers Advisor	4256
Masquers Ass't Advisor	1256
Safety Patrol Memorial	1158
Safety Patrol Kindle	1158
Safety Patrol Walls	1158
Middle School Detention Proctor	2849
Builder's Club	1270
Middle School 6 <sup>th</sup> Grade Class Advisor	871
Middle School 7 <sup>th</sup> Grade Class Advisor	871
Middle School 8 <sup>th</sup> Grade Class Advisor	871
BOE approved teacher in charge for regional/statewide competitions/tryouts/auditions not covered by extra-service contract	179/day

SCHEDULE "G" 2024-2025

<b>EXTRA-SERVICE CONTRACTS</b>	<b>SCHEDULE G</b>	<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE G</b>
<b>ATHLETIC</b>		K-12 BSI Coordinator	3887
Hockey Head Coach	6803	Computer Coordinator	4609
Hockey Assistant Coach	5441	Marching Band Director	6512
Cross Country Coach	6180	Marching Band Ass't	3738
Boys Soccer Head Coach	6803	Marching Band Ass't	3738
Boys Soccer Ass't Coach	5441	Marching Band Percussion Instr.	778
Boys Soccer Freshman Coach	4632	Detention Proctor H.S	4277
Girls Soccer Head Coach	6803	Auditorium Manager H.S.	5402
Girls Soccer Ass't Coach	5441	Drama Advisor – Fall.	3887
Girls Soccer Freshman Coach	4632	Senior Class Advisor	2680
Girls Tennis Coach	6173	Senior Class Advisor	2680
Football Head Coach	7669	Junior Class Advisor	2710
Football Ass't Coach	5441	Junior Class Advisor	2710
Football Ass't Coach	5441	Sophomore Class Advisor	1367
Football Ass't Coach	5441	Sophomore Class Advisor	1367
Football Ass't Coach	5441	Freshman Class Advisor	1062
Cheerleading – Fall	3887	Freshman Class Advisor	1062
Cheerleading – Winter	3887	Student Council Advisor	2331
Boys Basketball Head Coach	6803	Year Book Advisor	6024
Boys Basketball Ass't Coach	5441	Yearbook Business manager	2577
Boys Basketball Freshman	4632	National Honor Society	1360
Swimming Head Coach	6803	National Art Honor Society	1245
Swimming Ass't Coach	5441	Musical/Play Director	3887
Weight Training – Fall	1576	Musical/Play Ass't Director	2330
Weight Training – Winter	1576	Musical/Play Set Builder	1747
Weight Training – Spring	1576	Choral Director H.S.	3887
Girls Basketball Head Coach	6803	Jazz Band Director	2715
Girls Basketball Ass't Coach	5441	Teen Arts Coordinator	1245
Girls Basketball Freshman	4632	Computer Club Advisor H.S.	1562
Wresting Head Coach	6803	Content Coordinator(s)	6684
Wrestling Ass't Coach	5441	Literary Magazine Advisor	1360
Baseball Head Coach	6803	Fall Formal	1102
Baseball Ass't Coach	5441	Fall Formal	1102
Baseball Freshman Coach	4632	Saturday Attendance Make-up	0
Golf Head Coach	6173	Key Club	1700
Boys Tennis Coach	6173	SADD	1377
Girls Softball Head Coach	6803	High School Department chair	2225
Girls Softball Ass't Coach	5441	+\$50.00/each dept. member	
Girls Softball Freshman Coach	4632	BOE approved teacher in charge for regional/ statewide competitions/tryouts/ auditions not covered by extra-service contract -177/day	
Boys Track Head Coach	6803		
Boys Track Ass't Coach	5441		
Girls Track Head Coach	6803		
Girls Track Ass't Coach	5441		
Winter Track	6803		

<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE G</b>
Middle School Team Leader	2283
Middle School Team Leader	2283
Middle School Team Leader	2283
Middle School Team Leader	2283
Middle School Newspaper	1557
Middle School Student Council	1459
Middle School Ass't Student Council	1262
Middle School Memory Book	1557
Middle School Chorus	4277
Middle School Band	4277
Middle School Dance Coordinator	1310
Middle School Ass't Dance	974
Middle School Saturday Detention	722
Middle School Literary Club	1170
Middle School Mentor Club	1425
Field Hockey Middle School	2514
Floor Hockey Middle School	1360
Coed Volleyball Middle School	1360
Boys Basketball Middle School	1360
Girls Basketball Middle School	1360
Wrestling Middle School	1425
Masquers Advisor	4277
Masquers Ass't Advisor	1263
Safety Patrol Memorial	1164
Safety Patrol Kindle	1164
Safety Patrol Walls	1164
Middle School Detention Proctor	2863
Builder's Club	1276
Middle School 6 <sup>th</sup> Grade Class Advisor	875
Middle School 7 <sup>th</sup> Grade Class Advisor	875
Middle School 8 <sup>th</sup> Grade Class Advisor	875
BOE approved teacher in charge for regional/statewide competitions/tryouts/auditions not covered by extra-service contract	180/day

SCHEDULE "H" 2025-2026

<b>EXTRA-SERVICE CONTRACTS ATHLETIC</b>	<b>SCHEDULE H</b>	<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE H</b>
		K-12 BSI Coordinator	3906
Hockey Head Coach	6837	Computer Coordinator	4632
Hockey Assistant Coach	5468	Marching Band Director	6544
Cross Country Coach	6211	Marching Band Ass't	3757
Boys Soccer Head Coach	6837	Marching Band Ass't	3757
Boys Soccer Ass't Coach	5468	Marching Band Percussion Instr.	781
Boys Soccer Freshman Coach	4655	Detention Proctor H.S	4299
Girls Soccer Head Coach	6837	Auditorium Manager H.S.	5429
Girls Soccer Ass't Coach	5468	Drama Advisor – Fall.	3906
Girls Soccer Freshman Coach	4655	Senior Class Advisor	2693
Girls Tennis Coach	6203	Senior Class Advisor	2693
Football Head Coach	7707	Junior Class Advisor	2724
Football Ass't Coach	5468	Junior Class Advisor	2724
Football Ass't Coach	5468	Sophomore Class Advisor	1374
Football Ass't Coach	5468	Sophomore Class Advisor	1374
Football Ass't Coach	5468	Freshman Class Advisor	1067
Cheerleading – Fall	3906	Freshman Class Advisor	1067
Cheerleading – Winter	3906	Student Council Advisor	2342
Boys Basketball Head Coach	6837	Year Book Advisor	6054
Boys Basketball Ass't Coach	5468	Yearbook Business manager	2590
Boys Basketball Freshman	4655	National Honor Society	1367
Swimming Head Coach	6837	National Art Honor Society	1252
Swimming Ass't Coach	5468	Musical/Play Director	3906
Weight Training – Fall	1584	Musical/Play Ass't Director	2341
Weight Training – Winter	1584	Musical/Play Set Builder	1756
Weight Training – Spring	1584	Choral Director H.S.	3906
Girls Basketball Head Coach	6837	Jazz Band Director	2729
Girls Basketball Ass't Coach	5468	Teen Arts Coordinator	1252
Girls Basketball Freshman	4655	Computer Club Advisor H.S.	1570
Wresting Head Coach	6837	Content Coordinator(s)	6718
Wrestling Ass't Coach	5468	Literary Magazine Advisor	1367
Baseball Head Coach	6837	Fall Formal	1108
Baseball Ass't Coach	5468	Fall Formal	1108
Baseball Freshman Coach	4655	Saturday Attendance Make-up	0
Golf Head Coach	6203	Key Club	1709
Boys Tennis Coach	6203	SADD	1384
Girls Softball Head Coach	6837	High School Department chair	2236
Girls Softball Ass't Coach	5468	+\$50.00/each dept. member	
Girls Softball Freshman Coach	4655	BOE approved teacher in charge for regional/ statewide competitions/tryouts/ auditions not covered by extra-service contract -177/day	
Boys Track Head Coach	6837		
Boys Track Ass't Coach	5468		
Girls Track Head Coach	6837		
Girls Track Ass't Coach	5468		
Winter Track	6837		



<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE H</b>
Middle School Team Leader	2294
Middle School Team Leader	2294
Middle School Team Leader	2294
Middle School Team Leader	2294
Middle School Newspaper	1565
Middle School Student Council	1466
Middle School Ass't Student Council	1268
Middle School Memory Book	1565
Middle School Chorus	4299
Middle School Band	4299
Middle School Dance Coordinator	1317
Middle School Ass't Dance	979
Middle School Saturday Detention	725
Middle School Literary Club	1176
Middle School Mentor Club	1432
Field Hockey Middle School	2527
Floor Hockey Middle School	1367
Coed Volleyball Middle School	1367
Boys Basketball Middle School	1367
Girls Basketball Middle School	1367
Wrestling Middle School	1432
Masquers Advisor	4299
Masquers Ass't Advisor	1269
Safety Patrol Memorial	1170
Safety Patrol Kindle	1170
Safety Patrol Walls	1170
Middle School Detention Proctor	2878
Builder's Club	1282
Middle School 6 <sup>th</sup> Grade Class Advisor	879
Middle School 7 <sup>th</sup> Grade Class Advisor	879
Middle School 8 <sup>th</sup> Grade Class Advisor	879
BOE approved teacher in charge for regional/statewide competitions/tryouts/auditions not covered by extra-service contract	181/day

SCHEDULE "T" 2026-2027

<b>EXTRA-SERVICE CONTRACTS ATHLETIC</b>	<b>SCHEDULE I</b>	<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE I</b>
		K-12 BSI Coordinator	3926
Hockey Head Coach	6871	Computer Coordinator	4656
Hockey Assistant Coach	5495	Marching Band Director	6577
Cross Country Coach	6242	Marching Band Ass't	3776
Boys Soccer Head Coach	6871	Marching Band Ass't	3776
Boys Soccer Ass't Coach	5495	Marching Band Percussion Instr.	785
Boys Soccer Freshman Coach	4678	Detention Proctor H.S	4320
Girls Soccer Head Coach	6871	Auditorium Manager H.S.	5456
Girls Soccer Ass't Coach	5495	Drama Advisor – Fall.	3926
Girls Soccer Freshman Coach	4678	Senior Class Advisor	2707
Girls Tennis Coach	6234	Senior Class Advisor	2707
Football Head Coach	7746	Junior Class Advisor	2737
Football Ass't Coach	5495	Junior Class Advisor	2737
Football Ass't Coach	5495	Sophomore Class Advisor	1381
Football Ass't Coach	5495	Sophomore Class Advisor	1381
Football Ass't Coach	5495	Freshman Class Advisor	1072
Cheerleading – Fall	3926	Freshman Class Advisor	1072
Cheerleading – Winter	3926	Student Council Advisor	2354
Boys Basketball Head Coach	6871	Year Book Advisor	6085
Boys Basketball Ass't Coach	5495	Yearbook Business manager	2603
Boys Basketball Freshman	4678	National Honor Society	1374
Swimming Head Coach	6871	National Art Honor Society	1258
Swimming Ass't Coach	5495	Musical/Play Director	3926
Weight Training – Fall	1592	Musical/Play Ass't Director	2353
Weight Training – Winter	1592	Musical/Play Set Builder	1764
Weight Training – Spring	1592	Choral Director H.S.	3926
Girls Basketball Head Coach	6871	Jazz Band Director	2742
Girls Basketball Ass't Coach	5495	Teen Arts Coordinator	1258
Girls Basketball Freshman	4678	Computer Club Advisor H.S.	1578
Wrestling Head Coach	6871	Content Coordinator(s)	6751
Wrestling Ass't Coach	5495	Literary Magazine Advisor	1374
Baseball Head Coach	6871	Fall Formal	1113
Baseball Ass't Coach	5495	Fall Formal	1113
Baseball Freshman Coach	4678	Saturday Attendance Make-up	0
Golf Head Coach	6234	Key Club	1717
Boys Tennis Coach	6234	SADD	1391
Girls Softball Head Coach	6871	High School Department chair	2247
Girls Softball Ass't Coach	5495	+\$50.00/each dept. member	
Girls Softball Freshman Coach	4678	BOE approved teacher in charge for regional/ statewide competitions/tryouts/ auditions not covered by extra-service contract -177/day	
Boys Track Head Coach	6871		
Boys Track Ass't Coach	5495		
Girls Track Head Coach	6871		
Girls Track Ass't Coach	5495		
Winter Track	6871		

<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE I</b>
Middle School Team Leader	2306
Middle School Team Leader	2306
Middle School Team Leader	2306
Middle School Team Leader	2306
Middle School Newspaper	1573
Middle School Student Council	1473
Middle School Ass't Student Council	1274
Middle School Memory Book	1573
Middle School Chorus	4320
Middle School Band	4320
Middle School Dance Coordinator	1324
Middle School Ass't Dance	984
Middle School Saturday Detention	729
Middle School Literary Club	1182
Middle School Mentor Club	1439
Field Hockey Middle School	2539
Floor Hockey Middle School	1374
Coed Volleyball Middle School	1374
Boys Basketball Middle School	1374
Girls Basketball Middle School	1374
Wrestling Middle School	1439
Masquers Advisor	4320
Masquers Ass't Advisor	1275
Safety Patrol Memorial	1176
Safety Patrol Kindle	1176
Safety Patrol Walls	1176
Middle School Detention Proctor	2892
Builder's Club	1289
Middle School 6 <sup>th</sup> Grade Class Advisor	884
Middle School 7 <sup>th</sup> Grade Class Advisor	884
Middle School 8 <sup>th</sup> Grade Class Advisor	884
BOE approved teacher in charge for regional/statewide competitions/tryouts/auditions not covered by extra-service contract	181/day

SCHEDULE "J" 2027-2028

<b>EXTRA-SERVICE CONTRACTS</b>	<b>SCHEDULE J</b>	<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE J</b>
<b>ATHLETIC</b>		K-12 BSI Coordinator	3945
Hockey Head Coach	6905	Computer Coordinator	4679
Hockey Assistant Coach	5523	Marching Band Director	6610
Cross Country Coach	6273	Marching Band Ass't	3795
Boys Soccer Head Coach	6905	Marching Band Ass't	3795
Boys Soccer Ass't Coach	5523	Marching Band Percussion Instr.	789
Boys Soccer Freshman Coach	4701	Detention Proctor H.S	4342
Girls Soccer Head Coach	6905	Auditorium Manager H.S.	5484
Girls Soccer Ass't Coach	5523	Drama Advisor – Fall.	3945
Girls Soccer Freshman Coach	4701	Senior Class Advisor	2720
Girls Tennis Coach	6266	Senior Class Advisor	2720
Football Head Coach	7784	Junior Class Advisor	2751
Football Ass't Coach	5523	Junior Class Advisor	2751
Football Ass't Coach	5523	Sophomore Class Advisor	1388
Football Ass't Coach	5523	Sophomore Class Advisor	1388
Football Ass't Coach	5523	Freshman Class Advisor	1078
Cheerleading – Fall	3945	Freshman Class Advisor	1078
Cheerleading – Winter	3945	Student Council Advisor	2366
Boys Basketball Head Coach	6905	Year Book Advisor	6115
Boys Basketball Ass't Coach	5523	Yearbook Business manager	2616
Boys Basketball Freshman	4701	National Honor Society	1381
Swimming Head Coach	6905	National Art Honor Society	1264
Swimming Ass't Coach	5523	Musical/Play Director	3945
Weight Training – Fall	1600	Musical/Play Ass't Director	2365
Weight Training – Winter	1600	Musical/Play Set Builder	1773
Weight Training – Spring	1600	Choral Director H.S.	3945
Girls Basketball Head Coach	6905	Jazz Band Director	2756
Girls Basketball Ass't Coach	5523	Teen Arts Coordinator	1264
Girls Basketball Freshman	4701	Computer Club Advisor H.S.	1586
Wresting Head Coach	6905	Content Coordinator(s)	6785
Wrestling Ass't Coach	5523	Literary Magazine Advisor	1381
Baseball Head Coach	6905	Fall Formal	1119
Baseball Ass't Coach	5523	Fall Formal	1119
Baseball Freshman Coach	4701	Saturday Attendance Make-up	0
Golf Head Coach	6266	Key Club	1726
Boys Tennis Coach	6266	SADD	1398
Girls Softball Head Coach	6905	High School Department chair	2259
Girls Softball Ass't Coach	5523	+\$50.00/each dept. member	
Girls Softball Freshman Coach	4701	BOE approved teacher in charge for regional /statewide competitions/tryouts/ auditions not covered by extra-service contract – 177 days	
Boys Track Head Coach	6905		
Boys Track Ass't Coach	5523		
Girls Track Head Coach	6905		
Girls Track Ass't Coach	5523		
Winter Track	6905		

<b>EXTRA SERVICE CONTRACTS CO-CURRICULAR</b>	<b>SCHEDULE J</b>
Middle School Team Leader	2317
Middle School Team Leader	2317
Middle School Team Leader	2317
Middle School Team Leader	2317
Middle School Newspaper	1581
Middle School Student Council	1481
Middle School Ass't Student Council	1281
Middle School Memory Book	1581
Middle School Chorus	4342
Middle School Band	4342
Middle School Dance Coordinator	1330
Middle School Ass't Dance	989
Middle School Saturday Detention	733
Middle School Literary Club	1188
Middle School Mentor Club	1447
Field Hockey Middle School	2552
Floor Hockey Middle School	1381
Coed Volleyball Middle School	1381
Boys Basketball Middle School	1381
Girls Basketball Middle School	1381
Wrestling Middle School	1447
Masquers Advisor	4342
Masquers Ass't Advisor	1282
Safety Patrol Memorial	1182
Safety Patrol Kindle	1182
Safety Patrol Walls	1182
Middle School Detention Proctor	2907
Builder's Club	1295
Middle School 6 <sup>th</sup> Grade Class Advisor	888
Middle School 7 <sup>th</sup> Grade Class Advisor	888
Middle School 8 <sup>th</sup> Grade Class Advisor	888
BOE approved teacher in charge for regional/statewide competitions/tryouts/auditions not covered by extra-service contract	182/day

All supplemental wages for extra-curricular/co-curricular stipends will be paid in a separate pay line at the employee's individual tax rate. Payment dates for extracurricular/co-curricular stipends will be paid on the date listed in their individual extra-services contract.

**SECRETARY SALARY GUIDE  
SCHEDULE K – 2023-2024**

STEP	10 MONTH	12 MONTH
J	47,427	56,912
I	47,760	57,312
H	48,093	57,712
G	48,426	58,111
F	48,759	58,511
E	49,092	58,910
D	49,425	59,310
C	49,758	59,710
B	50,091	60,109
A	50,424	60,509

**SECRETARY SALARY GUIDE  
SCHEDULE L – 2024-2025**

STEP	10 MONTH	12 MONTH
J	49,027	58,832
I	49,360	59,232
H	49,693	59,632
G	50,026	60,031
F	50,359	60,431
E	50,692	60,830
D	51,025	61,230
C	51,358	61,630
B	51,691	62,029
A	52,024	62,429

**SECRETARY SALARY GUIDE  
SCHEDULE M – 2025-2026**

STEP	10 MONTH	12 MONTH
J	50,724	60,869
I	51,057	61,268
H	51,390	61,668
G	51,723	62,068
F	52,056	62,467
E	52,389	62,867
D	52,722	63,266
C	53,055	63,666
B	53,388	64,066
A	53,721	64,465

**SECRETARY SALARY GUIDE  
SCHEDULE N – 2026-2027**

STEP	10 MONTH	12 MONTH
J	52,587	63,104
I	52,920	63,504
H	53,253	63,904
G	53,586	64,303
F	53,919	64,703
E	54,252	65,102
D	54,585	65,502
C	54,918	65,902
B	55,251	66,301
A	55,584	66,701

**SECRETARY SALARY GUIDE  
SCHEDULE O – 2027-2028**

STEP	10 MONTH	12 MONTH
J	54,587	65,504
I	54,920	65,904
H	55,253	66,304
G	55,586	66,703
F	55,919	67,103
E	56,252	67,502
D	56,585	67,902
C	56,918	68,302
B	57,251	68,701
A	57,584	69,101

## MAINTENANCE SALARY GUIDE

### SCHEDULE P 2023-2024

STEP	SALARY
N	50,948
M	51,448
L	51,948
K	52,448
J	52,948
I	53,448
H	53,948
G	54,448
F	54,948
E	56,148
D	57,448
C	58,798
B	60,148
A	61,498
Career	62,998

### SCHEDULE Q 2024-2025

STEP	SALARY
N	52,740
M	53,240
L	53,740
K	54,240
J	54,740
I	55,240
H	55,740
G	56,240
F	56,740
E	57,940
D	59,240
C	60,590
B	61,940
A	63,290
Career	64,790

### SCHEDULE R 2025-2026

STEP	SALARY
N	54,600
M	55,100
L	55,600
K	56,100
J	56,600
I	57,100
H	57,600
G	58,100
F	58,600
E	59,800
D	61,100
C	62,450
B	63,800
A	65,150
Career	66,650

### SCHEDULE S 2026-2027

STEP	SALARY
N	56,655
M	57,155
L	57,655
K	58,155
J	58,655
I	59,155
H	59,655
G	60,155
F	60,655
E	61,855
D	63,155
C	64,505
B	65,855
A	67,205
Career	68,705

### SCHEDULE T 2027-2028

STEP	SALARY
N	58,790
M	59,290
L	59,790
K	60,290
J	60,790
I	61,290
H	61,790
G	62,290
F	62,790
E	63,990
D	65,290
C	66,640
B	67,990
A	69,340
Career	70,840

## CUSTODIAN SALARY, GUIDE

**SCHEDULE U – 2023-2024**

STEP	SALARY
O	37,046
N	37,246
M	37,446
L	37,646
K	37,846
J	39,146
I	40,446
H	41,846
G	43,346
F	44,861
E	46,461
D	48,361
C	50,261
B	52,161
A	54,361

**SCHEDULE V – 2024-2025**

STEP	SALARY
O	38,105
N	38,305
M	38,505
L	38,705
K	38,905
J	40,205
I	41,505
H	42,905
G	44,405
F	45,920
E	47,520
D	49,420
C	51,320
B	53,220
A	55,420

**SCHEDULE W – 2025-2026**

STEP	SALARY
O	39,190
N	39,390
M	39,590
L	39,790
K	39,990
J	41,290
I	42,590
H	43,990
G	45,490
F	47,005
E	48,605
D	50,505
C	52,405
B	54,305
A	56,505

**SCHEDULE X – 2026-2027**

STEP	SALARY
O	40,204
N	40,404
M	40,604
L	40,804
K	41,004
J	42,304
I	43,604
H	45,004
G	46,504
F	48,019
E	49,619
D	51,519
C	53,419
B	55,319
A	57,519

**SCHEDULE Y – 2027-2028**

STEP	SALARY
O	40,859
N	41,059
M	41,259
L	41,459
K	41,659
J	42,959
I	44,259
H	45,659
G	47,159
F	48,759
E	50,359
D	52,259
C	54,159
B	56,119
A	58,519



# INSTRUCTIONAL AIDE SALARY GUIDE

## SCHEDULE Z – 2023-2024

STEP	0 CREDIT	60 CREDIT	DEGREE
G	15.13	15.33	15.53
F	15.16	15.36	15.56
E	15.18	15.38	15.58
D	15.57	15.77	15.97
C	16.22	16.42	16.62
B	16.88	17.08	17.28
A	17.59	17.79	17.99

## SCHEDULE AA – 2024-2025

STEP	0 CREDIT	60 CREDIT	DEGREE
G	15.78	15.98	16.18
F	15.83	16.03	16.23
E	15.88	16.08	16.28
D	16.22	16.42	16.62
C	16.87	17.07	17.27
B	17.53	17.73	17.93
A	18.24	18.44	18.64

## SCHEDULE AB – 2025-2026

STEP	0 CREDIT	60 CREDIT	DEGREE
G	16.63	16.83	17.03
F	16.73	16.93	17.13
E	16.83	17.03	17.23
D	16.98	17.18	17.38
C	17.52	17.72	17.92
B	18.18	18.38	18.58
A	18.89	19.09	19.29

## SCHEDULE AC – 2026-2027

STEP	0 CREDIT	60 CREDIT	DEGREE
G	17.77	17.97	18.17
F	17.87	18.07	18.27
E	17.97	18.17	18.37
D	18.12	18.32	18.52
C	18.37	18.57	18.77
B	18.93	19.13	19.33
A	19.63	19.83	20.03

## SCHEDULE AD – 2027-2028

STEP	0 CREDIT	60 CREDIT	DEGREE
G	19.25	19.45	19.65
F	19.45	19.65	19.85
E	19.65	19.85	20.05
D	19.85	20.05	20.25
C	20.05	20.25	20.45
B	20.25	20.45	20.65
A	20.45	20.65	20.85

## OFFICE/LIBRARY/LUNCH AIDE GUIDES

### SCHEDULE AE

	Year 1 23/24	Year 2 24/25	Year 3 25/26	Year 4 26/27	Year 5 27/28
<b><u>Office Aides</u></b>					
Davenport	\$ 15.13	\$ 15.64	\$ 16.18	\$ 16.76	\$ 17.36
Rainey	\$ 15.13	\$ 15.64	\$ 16.18	\$ 16.76	\$ 17.36
Christinzio	\$ 15.95	\$ 16.49	\$ 17.05	\$ 17.67	\$ 18.30
<b><u>Library Aide</u></b>					
Franchi	\$ 17.99	\$ 18.60	\$ 19.23	\$ 19.93	\$ 20.64
Grady	\$ 17.99	\$ 18.60	\$ 19.23	\$ 19.93	\$ 20.64
<b><u>Lunch Aide</u></b>					
Hopkins	\$ 16.33	\$ 16.89	\$ 17.46	\$ 18.09	\$ 18.74

## FOOD SERVICE

### SCHEDULE AF

	Year 1 23/24	Year 2 24/25	Year 3 25/26	Year 4 26/27	Year 5 27/28
<b>Food Service</b>					
Carmichael, Victoria	\$15.13	\$15.64	\$16.18	\$16.76	\$17.36
DeSimine, Virginia	\$15.13	\$15.64	\$16.18	\$16.76	\$17.36
Downs, Mary	\$15.13	\$15.64	\$16.18	\$16.76	\$17.36
Georgette, Christina	\$23.39	\$24.18	\$25.00	\$25.90	\$26.83
Matteo, Elizabeth	\$15.42	\$15.94	\$16.48	\$17.08	\$17.69
Ricciardelli, Debra	\$15.13	\$15.64	\$16.18	\$16.76	\$17.36
Rumaker, Victoria	\$18.73	\$19.37	\$20.03	\$20.75	\$21.49
Somogy, Suzanne	\$20.62	\$21.32	\$22.05	\$22.84	\$23.66
Wintjen, Karen	\$15.13	\$15.64	\$16.18	\$16.76	\$17.36

## YEARS OF EXPERIENCE

### SCHEDULE AG

STEP	2024-2028
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15
16	16
17	17
18	18+

