

**AGREEMENT BETWEEN**

**THE CALIFON BOARD OF EDUCATION**

**AND**

**THE CALIFON EDUCATION ASSOCIATION**

COVERING THE PERIOD

JULY 1, 2012

THROUGH

JUNE 30, 2015

## **PREAMBLE**

1. This Agreement entered into this first day of **July, 2012 through the 30<sup>th</sup> day of June, 2015** by the Board of Education of the Borough of Califon, hereinafter referred to as the “Board” and the Califon Education Association, hereinafter referred to as the “Association.”
2. Whereas the parties have reached a certain understanding which they desire to confirm in this Agreement, be it resolved in consideration of the following mutual covenants, it is hereby agreed as follows:

## **ARTICLE I** **RECOGNITION**

### **A. Unit**

The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning grievances and terms and conditions of employment for all certificated teachers under contract to the Board.

### **B. Definition of Teacher**

Unless otherwise indicated, the term “teacher,” when used hereinafter in this Agreement, shall refer to all professional certificated employees represented by the Association in the negotiating unit as above defined.

## **ARTICLE II** **GRIEVANCE PROCEDURE**

### **A. Definitions**

#### **1. Grievance**

A “grievance” is a claim by a teacher or the Association based upon the interpretation, application, or violation of this Agreement, policies or administrative decision affecting terms and conditions of employment of a teacher or a group of teachers.

**2. Aggrieved Person**

An “aggrieved person” is the teacher or teachers or the Association making the claim.

**3. Party in Interest**

A “party in interest” is the teacher or teachers making the claim and any person including the Association or the Board, who might be required to take action or against whom action might be taken in order to resolve the claim.

**B. Purpose**

The purpose of this procedure is to secure, at the lowest possible level, equitable and/or mutually agreeable solutions to the problems which may from time-to-time arise affecting teachers. Both parties agree that proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

**C. Procedure**

**1. Time Limits**

The number of days indicated at each level is to be considered as a maximum and every effort should be made to expedite the process. The time limits specified may however be extended by mutual agreement.

**2. Year-end Grievances**

In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year and, if left unresolved until the beginning of the following school year, could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.

**3. Level One – Chief School Administrator or Superintendent**

A teacher or group of teachers with a grievance shall, within 60 days of the date the teacher knew or should have known of the occurrence giving rise to the grievance, first discuss it

with the Chief School Administrator or Superintendent, either directly or through the Association's designated representative with the objective of resolving the matter informally.

**4. Level Two – Board of Education**

If the aggrieved person is not satisfied with the disposition of his/her grievance at Level One, or if no decision has been rendered within five (5) school days after the presentation of the grievance, he/she may file the grievance in writing. The written grievance must have attached all documents supporting the grievance and must specify the following:

- The date of the occurrence giving rise to the grievance,
- The date the grievance is filed,
- The nature of the grievance,
- The specific provisions of the contract or specific board policies allegedly violated or the specific changes in the terms or conditions of employment alleged,
- The remedy being sought.

The written grievance may be filed with the Association within five (5) school days after the decision at Level One, or within ten (10) school days after the grievance was presented to the Chief School Administrator or Superintendent, whichever is sooner. If the grievance is submitted to the Association, the Association shall refer the written grievance with all supporting documentation to the Board of Education within five (5) school days of receipt. The Board of Education shall then have five (5) school days after the next regularly scheduled board meeting to respond in writing to the aggrieved person.

**5. Level Three – Arbitration**

- a. If the aggrieved person is not satisfied with the disposition of his/her grievance at Level Two, or if no decision has been rendered within five (5) school days of the next regularly scheduled board meeting, he/she may, within five (5) school days after a decision by the Board of Education, or fifteen (15) school days after the grievance was delivered to the Board, whichever is sooner, request in writing that the Association submit its grievance to arbitration.
- b. The arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this agreement. The decision of the arbitrator shall be binding to the Board and the Association.

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

**D. Rights of Teachers to Representation**

**1. Teacher Association**

Any aggrieved person may be represented at all stages of the grievance procedure by him/herself or, at his/her option, by a representative selected or approved by the Association. When a teacher is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the grievance procedure.

**E. Miscellaneous**

**1. Group Grievances**

If, in the judgment of the Association, a grievance affects a group or class of teachers, the Association may submit such grievance in writing to the Chief School Administrator or Superintendent and the normal grievance procedure shall be followed.

**2. Written Decisions**

Decisions rendered at every level shall be submitted in writing. The reasons for those decisions shall be transmitted in writing to the aggrieved person or group at his/her or its request.

**3. Separate Grievance File**

All documents, communications, and records pertaining to the grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants. No material derogatory to an employee's conduct, service, character, or personality, including reprimands, shall be placed in his/her personnel file unless the teacher has had an opportunity to review such material. The teacher shall affix his/her signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher shall also have the right to submit a written answer to such materials, and his/her answer shall be reviewed by the Superintendent or his/her designee and attached to the file copy.

**4. Forms**

Forms for filing grievances, serving notices, taking appeals, making reports and recommendations, and other necessary documents shall be prepared jointly by the Chief School Administrator or Superintendent and the Association and given appropriate distribution so as to facilitate operation of the grievance procedure.

**5. Meetings and Hearings**

All meetings and hearings under this procedure shall be conducted privately and shall include only such parties in interest and their designated or selected representative, heretofore referred in this article.

**ARTICLE III**  
**TEACHER RIGHTS**

**A. Released Time for Meetings**

Whenever any representative of the Association or any teacher participates during working hours in negotiations, grievance proceedings, or in conferences or meetings approved by the Chief School Administrator or Superintendent, he/she shall suffer no loss in pay.

**B. Use of School Building**

Upon prior approval of the Chief School Administrator or Superintendent, the Association, and its representatives may have the right to use the school building at all reasonable hours for meetings.

**C. Use of School Equipment**

Upon prior approval of the Chief School Administrator or Superintendent, the Association may have the right to use school facilities and equipment, including duplicating machines, and all types of audio-visual equipment, at reasonable times when such equipment is not otherwise in use. The Association shall pay for the actual cost of all materials and supplies incidental to such use, and for any repairs necessitated as a result thereof.

**ARTICLE IV**  
**SICK LEAVE**

**A. Accumulative**

All teachers employed shall be entitled to ten (10) sick leave days each school year, as per Title 18A:30-2. Unused sick leave days shall be accumulated from year-to-year with no maximum limit.

**B. Notification of Accumulation**

Teachers shall be given a written notice of accumulated sick leave no later than June 30<sup>th</sup> of each year.

**C. Credit for Unused Sick Leave**

Upon retirement, and proper request, a teacher may receive compensation for unused sick leave which has been accumulated during employment by the Board. Compensation for unused sick leave will be calculated at the rate of \$65.00 per day or the prevailing substitute teacher rate of pay per diem, whichever is higher, for each accumulated day. The total compensation will be paid in equal installments over a three year period. The installments will be paid annually at the time of September salary payments. Written notice of retirement must be received by the Board prior to the last scheduled Board meeting for the month of December preceding the September in which payment is requested to begin. Payments will be made to a beneficiary specified by the teacher.

**ARTICLE V**  
**TEMPORARY LEAVE OF ABSENCE**

**A. Types of Leave**

Teachers shall be entitled to the following temporary non-accumulative leaves of absence with full pay for each:

**1. Personal**

- Three (3) days leave of absence for personal, legal, business, household, or family matters which require absence during school hours. Any unused personal days shall be allowed to transfer into accumulated sick days.
- Application to the Chief School Administrator or Superintendent or superintendent for personal leave shall be made in writing at least two (2) days before taking such leave (except in the case of emergencies) and the applicant for such leave shall not be required to state the reason for taking such leave other than he/she is taking it under this section. Personal days may not be used during the last week of school.
- The Chief School Administrator or Superintendent or superintendent shall use his/her discretion in approving or disapproving the request when the number of requests exceeds two teachers requesting leave for the same day. When the request is denied, the reason for denial shall be written on the form and returned to the applicant.

**2. Legal**

A teacher shall not suffer loss of pay due to time necessary for court appearances in legal proceedings on behalf of the Board.

**3. Death**

In case of death of a parent, wife, husband, child, brother, sister, grandparent, grandchild, mother-in-law, father-in-law, or any relative who lives in the home of the teacher at the time of death or any relative for whom the teacher has prime responsibility for making final arrangements, such teacher shall be excused for a period not to exceed five (5) consecutive work days following the death.

**4. Good Cause**

Other leaves of absence with pay may be granted by the Board for good reason.



**ARTICLE VI**  
**EXTENDED LEAVES OF ABSENCE**

**A. Maternity Leave**

**1. Definition**

The term “maternity leave” does not refer to an involuntary absence from work solely while a teacher is physically disabled from work during or following pregnancy. The term “maternity leave” refers to a voluntary absence from work to prepare for the birth of a child or to care for the child after its birth. A pregnant teacher who wishes to request maternity leave may either:

- a. Request a maternity leave beginning before birth, while she is still physically able to work, and ending after its birth. (By choosing to leave work before she is physically disabled, the teacher forfeits the use of sick leave during the subsequent period of disability); or
- b. Work until she becomes physically disabled, use her sick leave during the period of disability, and use maternity leave to care for the child after she has recovered from a pregnancy-related disability;

A teacher shall be considered temporarily disabled for a period of four (4) weeks before the expected due date of the child and four (4) weeks following the delivery of the child. During this period, the teacher may use all or any part of her annual and accumulated sick leave to receive full pay and benefits without having to produce a physician’s certificate that she is disabled. The teacher shall deliver to the Chief School Administrator or Superintendent a physician’s certificate stating the expected delivery date of the child.

**2. Procedure**

As a condition to receiving maternity leave, a pregnant teacher must inform the Chief School Administrator or Superintendent of the dates on which she wishes her maternity leave to begin and end as soon as is reasonably possible.

**B. Other Child Rearing Leaves of Absence**

Any teacher who is the father of a child, or any teacher who has adopted a child six (6) years of age or under, or any teacher who has adopted an older child where special circumstances require the teacher's attention, may request an extended leave of absence for child rearing purposes.

1. If both parents are teachers in this school system, only one spouse may apply for child rearing or maternity leave;
2. As a condition of receiving child rearing leave, the parent must inform the Chief School Administrator or Superintendent of the facts and of the anticipated date of birth or adoption as soon as it is known or medically confirmed, together with any revisions of the date which may later come to the parent's knowledge;
3. As a condition of receiving child rearing leave, the parent must inform the Chief School Administrator or Superintendent of the dates on which he/she wishes the leave to begin and end as soon as is reasonably possible, but in no event less than four (4) months in advance of the anticipated date of birth or adoption. The Board recognizes the value of the professional judgment of teachers working in concert with the Chief School Administrator or Superintendent in scheduling such leaves.

**C. Military Leave**

Military leave without pay shall be granted to teachers qualified under the provisions of N.J.S.A. 18A:6-33 in the manner and to the extent set forth in that statute.

**D. Public Service Leave**

Teachers holding political offices specified in N.J.S.A. 18A:6-8.1 and 18A:6-8.2 shall receive leave of absence in the manner and to the extent set forth in those statutes.

**E. Good Cause**

Other leaves of absence without pay may be granted by the Board for good reason.

**F. Extensions**

All extension of leaves shall be applied for and answered with reasons in writing.

**ARTICLE VII**  
**HEALTH CARE COVERAGE**

**A. Health Insurance Coverage**

The Board shall pay the premium for each teacher who wishes to participate in health insurance coverage, carrier to be determined by the Board, which shall be equal to or better than the New Jersey School Employees' Health Benefits Program. The Board shall pay one hundred percent (100%) of the premium for the teacher. Health insurance premiums for dependents shall be paid by the Board with a teacher contributing ten percent (10%) of dependent medical coverage.

**B. Prescription Drug Coverage**

The Board shall pay 100% of the premium for individual or family coverage for prescription drug insurance under the New Jersey School Employees' Health Benefits Program. Employees will pay fifty percent (50%) of the increase in dependent Rx coverage beginning January 1, 2002. The policy shall have a co-pay structure of \$3.00 for generic drugs and \$10.00 for name brand drugs. If the carrier selected by the Board has a higher co-pay structure than what is shown in this paragraph, the Board will reimburse employees for the difference. Requests for reimbursement shall be submitted in December and June of each year. The total of all payments for prescription co-pay reimbursements shall not exceed \$5,000 per school year for the duration of this contract. Health insurance provided by another carrier must be equal to or better than coverage by the current carrier.

**C. Dental Insurance Coverage**

The Board shall pay one hundred percent (100%) of the premium for individual or full family coverage in the New Jersey State Dental Program, including a rider for child orthodontic. Dental insurance provided by another carrier must be equal to or better than the coverage by the current carrier.

**D. Section 125 Plan**

The Board shall maintain a Section 125 Plan for all Association members covered by this Contract. The Board shall be responsible for the Section 125 Plan set-up and maintenance fees.

1. A premium only plan (POP) will be made available through payroll deduction for all employees for the amount of their contribution toward medical program premiums. All contributions made through this program are done on a pre-tax basis for federal purposes in accordance with Section 125 laws.
2. A health flexible spending account plan will be made available through payroll deduction for any annually contracted teacher who wishes to direct an annual amount not to exceed Fifteen Hundred Dollars (\$1,500) paid over a monthly basis toward uninsured medical/dental expenses. The Board will develop a form for an annual selection for any interested teacher. The annual selection made by the teacher cannot be modified during the year. The plan will include a grace period of six (6) weeks. The teacher will be responsible for filing for reimbursement for eligible expenses through a third-party administrator up to the annual amount specified by the teacher. Any funds left over at the end of each calendar year (December 31<sup>st</sup>), will be returned to the Board. The Board will be responsible for the cost of the third party administrator. The Board shall have the right to select the third party administrator. All contributions made through this program are done on a pre-tax basis for federal purposes in accordance with Section 125 laws.
3. A dependent care flexible spending account plan will be made available through payroll deduction for any annually contracted teacher who wishes to direct an annual amount not to exceed Fifteen Hundred Dollars (\$1,500) paid over a monthly basis toward elder/dependent care expenses and/or an amount not to exceed that permitted by Section 125 laws. The Board will develop a form for an annual selection for any interested teacher. The annual selection made by the teacher cannot be modified during the year. The teacher will be responsible for filing for reimbursement for eligible expenses through a third party administrator up to the annual amount specified by the teacher. Any funds left over at the end of the calendar year (December 31<sup>st</sup>) will be returned to the Board. The Board will be responsible for the cost of the third party administrator. The Board shall have the right to select the third party administrator. All contributions made through this program are done on a pre-tax basis for federal purposes in accordance with Section 125 laws.

**E. Benefits Waiver Plan**

A benefits waiver plan will be made available to any teacher in good standing who desires to waive their medical and/or dental benefits on an annual basis in exchange for an annual cash incentive as set forth hereafter.

1. The Board shall provide a form for all eligible teachers to complete on an annual basis to select their insurance coverage or to waive their right to coverage.
2. Teachers shall communicate, in writing, their intention to participate in the program to the school business administrator no later than June 15<sup>th</sup> for the forthcoming school year and no later than December 15<sup>th</sup> for the last six (6) months of the school year.
3. The annual cash incentive will be paid in two (2) installments. One half of the annual reimbursement amounts shall be issued by the first paycheck issued to employees in February for the July 1<sup>st</sup> through December 31<sup>st</sup> period, and the remaining one-half shall be issued to participating employees by July 15<sup>th</sup> for the January 1<sup>st</sup> through June 30<sup>th</sup> period.
4. The annual cash incentive is fully taxable and subject to all required withholding taxes.
5. A teacher will be permitted to re-enroll in the respective group insurance plans every January 1<sup>st</sup> or immediately if the teacher provides proof of a life status change.
6. The parties agree to meet prior to the 2014-15 school year to consider increasing plan limits under this article. Plan limits shall be changed only by mutual consent of the parties.

F. **Optical Coverage**

The Board shall pay up to \$50.00 per year for employees only for optical services.

**ARTICLE VIII**

**TEACHERS' MEETINGS**

A. **Faculty**

The Chief School Administrator or Superintendent shall notify the faculty of any meeting to be held, at which attendance is required, at least twenty-four (24) hours in advance, except in emergencies. There will be a maximum of 18 after school faculty meetings of a one hour duration per year with no more than two (2) per month, but only one in December and June.

B. **Association Right To Speak**

An Association representative may speak to the teachers during faculty meetings for up to five (5) minutes upon the request of the representative.

## **ARTICLE IX**

### **SALARY**

#### **A. Salary Schedule**

1. The salaries of all teachers covered by this Agreement are set forth in the salary Schedule, which is attached hereto and made a part hereof. For the duration of this contract any teacher acquiring (25) twenty-five years of service within the district shall receive a \$250 per year bonus upon the beginning of the academic year.

#### **B. Horizontal Movement**

1. When a teacher anticipates moving horizontally on the salary guide for the next school year, the teacher must notify the Board before December 20<sup>th</sup> of the preceding school year.
2. Courses shall have been given at an accredited institution of higher education or shall have been approved in advance by the Chief School Administrator or Superintendent.
3. Courses shall be those offered for the attainment of a graduate degree or those specifically related to a teacher's assigned duties whether or not the employee has matriculated. If courses lead toward a degree, that degree must contribute to the teacher's performance in this school district.
4. Course credit cannot be allowed on the salary guide unless the Board has previously approved the course registration.
5. Course credit will be given on the salary guide only for the successful completion of the course, which shall be demonstrated by an earned grade of "B" or better on a transcript submitted directly to the school district by the institution in which the course was taken.

#### **C. Pay Dates**

Regular semi-monthly paychecks shall be issued on the fifteenth (15<sup>th</sup>) and thirtieth (30<sup>th</sup>) of each month, September through June of the contract year. In instances where said regular payment dates fall on a weekend or on a date when school is not in session, payment shall be made on the Friday preceding the weekend or on the last working day preceding the school recess.

**D. Stipends and Other Compensation**

**1. Evening Concerts**

Compensation will be issued at \$40.00 per attendance at an evening concert when attendance is in a supervisory capacity. Only by appointment of the Chief School Administrator or Superintendent will compensation be issued.

**2. Overnight Trips**

Compensation will be issued in the amount of \$200.00 per night for teachers attending overnight trips in a supervisory capacity. Should a staff member attend only a portion of the overnight trip, the stipend will be prorated accordingly.

**ARTICLE X**

**TEACHER OBSERVATION AND EVALUATION**

- A. The Association shall be consulted prior to a vote to implement any change in teacher evaluation criteria or procedures and be given an opportunity to address the Board of Education prior to Board approval of new evaluation criteria and/or procedures for certificated personnel.
- B. Observance and evaluation of the work performance of a teacher shall be conducted openly and in accordance with Board policy.
- C. The teacher shall receive the observation report prepared by his/her evaluator within ten (10) school days of such observation. The teacher shall receive the observation and/or evaluation report at least one (1) day before any conference to discuss same. Said conference shall be held with the evaluator. No such report shall be placed in the teacher's file, or otherwise acted upon without prior conference with the teacher. No teacher shall be required to sign a blank or incomplete form. Every observation and evaluation form will provide sufficient space for optional response by the teacher.
- D. In accordance with state law, non-tenured teachers will be observed and evaluated not less than three (3) times a year, based on a full year's employment.

- E. Tenured teachers shall be evaluated not less than once a year. All observations of tenured teachers, including the observation report, will be completed by May 15<sup>th</sup>. The final written evaluation, however, will be completed no later than June 7<sup>th</sup>.
- F. A teacher shall have the right to review annually the contents of his/her personnel file and to receive, at the Board's expense, a hard copy or at the discretion of the Board of Education, an electronic version. A teacher shall be entitled to have a representative of the Association accompany him/her during such review. At least once every year, a teacher shall have the right to indicate those documents and/or other materials in his/her file which he/she believes to be obsolete or otherwise objectionable to retain. Said documents shall be reviewed by the Superintendent or his/her designee and if, in fact, in his/her opinion they are obsolete or otherwise objectionable to retain, they shall be destroyed after the Board has been informed and votes to approve.
- G. No material derogatory to a teacher's conduct, service, character, or personality, including reprimands, shall be placed in his/her personnel file unless the teacher has had an opportunity to review such material. The teacher shall affix his/her signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher shall also have the right to submit a written answer to such materials, and his/her answer shall be reviewed by the Superintendent or his/her designee and attached to the file copy.
- H. The parties agree to meet to discuss updating Article X whenever new legislation is signed into law impacting the Collective Bargaining Agreement between the parties.

## **ARTICLE XI**

### **TEACHER/STUDENT HOURS**

#### **A. Hours**

1. Regular teacher hours shall be seven hours and five minutes.
2. Regular student hours shall be six hours and forty minutes.

#### **B. Lunch Period**

The teacher shall be entitled to a thirty (30) minute duty-free lunch period, except when the students' lunch period is less than thirty (30) minutes, in which case the teacher's lunch period shall be the same duration as the students. Teachers may leave the building without requesting



permission during their scheduled duty-free period, but shall inform the Chief School Administrator or Superintendent when they will not be in the building.

**C. Calendar**

The school calendar shall consist of 184 working days for certified staff members, of which 181 days will be days of student attendance. Two days will be dedicated to in-service training and the third day for in-service will be on the day before the students return to school. The day before the Thanksgiving recess and the winter recess shall be early dismissal days. The last (2) two student days of the year shall also be an early dismissal days.

**D. Preparation Time**

The teacher shall have not less than six uninterrupted (44) forty-four minute preparation periods per week.

**ARTICLE XII**  
**MISCELLANEOUS**

- A. Any article contained herein that is contrary to Title 18A or contrary to board policy shall be declared null and void.
- B. The Association shall promptly receive a copy of any policy changes as they occur.
- C. Upon approval of the Board of Education and the Association, each Association member shall receive a copy of the Agreement via email whenever a new one is negotiated.
- D. The Association Secretary shall promptly receive via email a copy of the minutes of each public Board meeting after said minutes have been approved by the Board.
- E. In order to permit freedom of access both during and outside of regular school hours, all teachers shall be issued the necessary keys upon request.
- F. The Board recognizes the value of the professional judgment of teachers working in concert with the Chief School Administrator or Superintendent in such matters as textbook evaluation, curriculum revision, and other educational matters. Final judgment upon the recommendations in those areas is reserved for the Board.

**ARTICLE XIII**

## IN-SERVICE CREDITS

- A. Any tenured teacher who earns additional semester credits in courses which are approved in advance by the Board shall be reimbursed for tuition upon satisfactorily completing the course.
- B. A non-tenured teacher will be reimbursed immediately for approved courses completed and passed prior to February 1<sup>st</sup>. Courses completed and passed after February 1<sup>st</sup> will be reimbursed by September 15<sup>th</sup> of the next contract year only if the teacher is employed by the Board at that time.
- C. The reimbursement for matriculated graduate credits shall not exceed eight thousand dollars (\$8,000) for the entire staff in each year of the contract. Reimbursement for non-matriculated credits shall not exceed four thousand dollars (\$4,000) for the entire staff in each year of the contract. Reimbursement shall be at actual cost and not exceed the in-state rate per credit prevailing at Rutgers University. Should approvals be sought for courses that would exceed the limits set herein, the sole determinant shall be the date on which the request was submitted to the Chief School Administrator or Superintendent for approval by the Board.
- D. Continuing Education Units (CEUs)  
Teachers must comply with current State Mandated Requirements for Professional Development. The Board shall pay the cost of Chief School Administrator or Superintendent approved professional development for teachers.

## ARTICLE XIV

### AGENCY SHOP PROVISION

#### A. Purpose of Fee

If an employee does not become a member of the Association during any membership year (i.e., September 1 to August 31) which is covered in whole or in part by this Agreement, said employee will be required to pay a representation fee to the Association for the membership year. The purpose of this fee will be to offset the employee's per capita cost of services rendered by the Association as majority representative.

#### B. Amount of Fee/Notification

At the onset of each membership year, the Association will notify the Board in writing of the amount of the regular membership dues, initiation fees, and assessments charged by the

Association to its own members for that membership year. The representation fee to be paid by nonmembers/fee-payers will be determined in accordance with procedures required by law.

**C. Deduction and Transmission of Fee**

- **Notification**

The Board shall submit to the Association a list of all employees in the bargaining unit as of September 30<sup>th</sup> of each year. Prior to October 15<sup>th</sup>, the Association shall provide the Board with the names of those employees who are required to pay the representation fee.

- **Payroll Deduction Schedule**

The Board will deduct from the salaries of the employees referred to in Amendment 1 the full amount of the yearly representation fee in equal installments.

- The Association will provide information and documentation in accordance with the current statute.

**D. New Employees**

On or about the last day of September, the Board shall submit to the Association a list of all employees who began their employment in a bargaining unit position during the preceding thirty (30) day period. The list will include names, job titles, dates of employment, and places of assignment for all such employees. The Board will also notify the Association of any change in the status of an employee regarding transfer, leave of absence, return from leave, retirement, resignation, separation from employment, or death.

**ARTICLE XV**  
**DURATION OF AGREEMENT**

- A. This Agreement shall be effective as of July 1, 2012. All articles in this Agreement have been agreed upon and shall not be reopened for the duration of this contract.
- B. This Agreement represents the final and complete understanding and settlement by the parties of all bargainable issues.
- C. In witness whereof, the Association has caused this Agreement to be signed by its President and Secretary, and the Board has caused this Agreement to be signed by its President, attested by its Secretary, and its corporate seal to be placed hereon, on this \_\_\_\_\_ day of \_\_\_\_\_, in the year 2013.

**CALIFON EDUCATION ASSOCIATION**

**CALIFON BOARD OF EDUCATION**

\_\_\_\_\_  
President, Califon Education Association  
Ms. Leslie Weiss

\_\_\_\_\_  
President, Califon Board of Education  
Mr. Alfred Turello

\_\_\_\_\_  
Secretary, Califon Education Association  
Mrs. Linda Patterson

\_\_\_\_\_  
Secretary, Califon Board of Education  
Ms. Susan Schaffner



# SCHEDULE A

## CALIFON TEACHER SALARY GUIDE

**2012-2013**

Step	BA	BA+15	BA+30	BA+45/ MA	MA+15	MA+30/ PhD
<b>A 1</b>	45,887	47,111	48,335	48,947	50,171	51,395
<b>B 2-3</b>	46,387	47,611	48,835	49,447	50,671	51,895
<b>C 4-5</b>	47,608	48,832	50,056	50,668	51,892	53,116
<b>D 6</b>	48,833	50,057	51,281	51,893	53,117	54,341
<b>E 7</b>	50,058	51,282	52,506	53,118	54,342	55,566
<b>F 8</b>	51,283	52,507	53,731	54,343	55,567	56,791
<b>G 9</b>	52,508	53,732	54,956	55,568	56,792	58,016
<b>H 10</b>	53,833	55,057	56,281	56,893	58,117	59,341
<b>I 11</b>	55,158	56,382	57,606	58,218	59,442	60,666
<b>J 12</b>	56,483	57,707	58,931	59,543	60,767	61,991
<b>K 13</b>	57,808	59,032	60,256	60,868	62,092	63,316
<b>L 14</b>	59,133	60,357	61,581	62,193	63,417	64,641
<b>M 15</b>	60,458	61,682	62,906	63,518	64,742	65,966
<b>N 16</b>	61,783	63,007	64,231	64,843	66,067	67,291
<b>O 17</b>	63,208	64,432	65,656	66,268	67,492	68,716
<b>P 18</b>	64,843	66,067	67,291	67,903	69,127	70,351
<b>Q 19</b>	66,775	67,999	69,223	69,835	71,059	72,283

**2013-2014**

Step	BA	BA+15	BA+30	BA+45/ MA	MA+15	MA+30/ PhD
<b>AB 1-2</b>	47,460	48,684	49,908	50,520	51,744	52,968
<b>C 3-4</b>	47,963	49,187	50,411	51,023	52,247	53,471
<b>D 5-6</b>	49,190	50,414	51,638	52,250	53,474	54,698
<b>E 7</b>	50,420	51,644	52,868	53,480	54,704	55,928
<b>F 8</b>	51,645	52,869	54,093	54,705	55,929	57,153
<b>G 9</b>	52,870	54,094	55,318	55,930	57,154	58,378
<b>H 10</b>	54,195	55,419	56,643	57,255	58,479	59,703
<b>I 11</b>	55,520	56,744	57,968	58,580	59,804	61,028
<b>J 12</b>	56,845	58,069	59,293	59,905	61,129	62,353
<b>K13</b>	58,170	59,394	60,618	61,230	62,454	63,678
<b>L 14</b>	59,495	60,719	61,943	62,555	63,779	65,003
<b>M 15</b>	60,820	62,044	63,268	63,880	65,104	66,328
<b>N 16</b>	62,145	63,369	64,593	65,205	66,429	67,653
<b>O 17</b>	63,590	64,814	66,038	66,650	67,874	69,098
<b>P 18</b>	65,375	66,599	67,823	68,435	69,659	70,883
<b>Q 19</b>	67,275	68,499	69,723	70,335	71,559	72,783

**2014-2015**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>BA+45/MA</b>	<b>MA+15</b>	<b>MA+30/PhD</b>
<b>A 1</b>	47,659	48,884	50,109	50,724	51,949	53,174
<b>BC 2-3</b>	48,459	49,684	50,909	51,524	52,749	53,974
<b>D 4-5</b>	49,259	50,484	51,709	52,324	53,549	54,774
<b>E 6-7</b>	50,479	51,704	52,929	53,544	54,769	55,994
<b>F 8</b>	51,879	53,104	54,329	54,944	56,169	57,394
<b>G 9</b>	53,279	54,504	55,729	56,344	57,569	58,794
<b>H 10</b>	54,679	55,904	57,129	57,744	58,969	60,194
<b>I 11</b>	56,079	57,304	58,529	59,144	60,369	61,594
<b>J 12</b>	57,479	58,704	59,929	60,544	61,769	62,994
<b>K13</b>	58,804	60,029	61,254	61,869	63,094	64,319
<b>L 14</b>	60,129	61,354	62,579	63,194	64,419	65,644
<b>M 15</b>	61,479	62,704	63,929	64,544	65,769	66,994
<b>N 16</b>	62,829	64,054	65,279	65,894	67,119	68,344
<b>O 17</b>	64,329	65,554	66,779	67,394	68,619	69,844
<b>P 18</b>	66,079	67,304	68,529	69,144	70,369	71,594
<b>Q 19</b>	68,029	69,254	70,479	71,094	72,319	73,544

# APPENDIX A

## Califon Guide Movement Chart

BASE YEAR	YEAR 1	YEAR 2	YEAR 3
2011-12	2012-13	2013-14	2014-15
<b>STEP</b>	<b>STEP</b>	<b>STEP</b>	<b>STEP</b>
A 1-2	A 1	AB 1-2	A 1
B 3-4	B 2-3	C 3-4	BC 2-3
C 5	C 4-5	D 5-6	D 4-5
D 6	D 6	E 7	E 6-7
E 7	E 7	F 8	F 8
F 8	F 8	G 9	G 9
G 9	G 9	H 10	H 10
H 10	H 10	I 11	I 11
I 11	I 11	J 12	J 12
J 12	J 12	K 13	K 13
K 13	K 13	L 14	L 14
L 14	L 14	M 15	M 15
M 15	M 15	N 16	N 16
N 16	N 16	O 17	O 17
O 17	O 17	P 18	P 18
P 18	P 18	Q 19	Q 19
Q 19	Q 19		

*Read across to find your placement on next year's guide.*

## Califon Guide Movement Chart

BASE YEAR	YEAR 1	YEAR 2	YEAR 3
2011-12	2012-13	2013-2014	2014-2015
<b>STEP</b>	<b>STEP</b>	<b>STEP</b>	<b>STEP</b>
A 1-2	A 1		
B 3-4	B 2-3	AB 1-2	A 1
C 5	C 4-5	C 3-4	BC 2-3
D 6	D 6	D 5-6	D 4-5
E 7	E 7	E 7	E 6-7
F 8	F 8	F 8	F 8
G 9	G 9	G 9	G 9
H 10	H 10	H 10	H 10
I 11	I 11	I 11	I 11
J 12	J 12	J 12	J 12
K 13	K 13	K 13	K 13
L 14	L 14	L 14	L 14
M 15	M 15	M 15	M 15
N 16	N 16	N 16	N 16
O 17	O 17	O 17	O 17
P 18	P 18	P 18	P 18
Q 19	Q 19	Q 19	Q 19




*Follow the arrow to find your placement on next year's guide.*

