

AGREEMENT

between

PERTH AMBOY BOARD OF EDUCATION

and

PERTH AMBOY TEACHER AIDES ASSOCIATION/N.J.E.A.

July 1, 1990 - June 30, 1993

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ARTICLE I

RECOGNITION

The Board recognizes the Association as the exclusive representative for the purpose of collective negotiations with respect to the terms and conditions of employment of all regularly employed teacher, library, audio visual aides and bilingual aides, but excluding all aides employed in the Adult Continuing Education Program, lunch-time aides, temporary CETA aides, community agents, craft workers, managerial executives, confidential employees, professionals, supervisors within the meaning of the Act, and all other employees of the Board.

ARTICLE II

NEGOTIATION PROCEDURE

- A. The parties agree to commence negotiations in accordance with the requirements of Chapter 303 of the Laws of 1968 as amended and supplemented by Chapter 123 of the Laws of 1974.
- B. The agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.
- C. Proposed new rules or modifications of existing rules governing working conditions shall be negotiated with the Association before they are established.

ARTICLE III
GRIEVANCE PROCEDURE

A. Definition

A grievance is a claim by an individual employee or the Association based upon an alleged misinterpretations, misapplication or violation of this Agreement, Board policies, or Administrative decisions involving terms and conditions of employment. All grievances may be pursued through the Board of Education level, but only those concerning specific sections of the Agreement may proceed into arbitration. Failure of the grievant to appeal on adverse decision at any level within the prescribed time period shall waive the right of appeal within this grievance procedure. In addition, the following items shall be specifically excluded from the Grievance Procedure:

1. Any matter for which a method of review is provided for by law;
2. Any rule or regulation of the State Board of Education;
3. Any rule or regulation of the Public Employment Retirement System; or
4. Any matter which according to law is limited to action by the Board alone.

To be considered under this procedure a grievance must be initiated in writing by the aggrieved employee within

twenty-one (21) calendar days from the time that the employee knew or should have known of its occurrence, and failure to act shall constitute abandonment.

B. Procedure

1. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved to proceed to the new step. Failure at any step of the procedure to appeal a grievance to the next step within the specified time limit shall be deemed acceptance of the decision at that step.
2. Any employee who has a grievance shall discuss it first with his principal (or any supervisor if applicable) in an attempt to resolve the matter informally at that level.
3. If, as a result of the discussion, the matter is not resolved to the satisfaction of the employee, he shall initiate a grievance in writing to the principal (or the appropriate supervisor if no principal is in charge) within the twenty-one (21) calendar day period above specified, specifying:
 - (a) The nature of the grievance, specifying the section of the Agreement alleged to have been violated;

- (b) The nature and extent of injury, loss or inconvenience;
- (c) The results of previous discussions;
- (d) The reasons for dissatisfaction with decisions previously rendered; and
- (e) The specific remedy being sought.

The principal or supervisor shall communicate his decision to the employee in writing within ten (10) calendar days of receipt of the written grievance.

4. The appeal to the Superintendent or his designee shall be made in writing, reciting the matter submitted to the principal or supervisor as specified above and his dissatisfaction with decisions previously rendered. The Superintendent or his designee shall attempt to resolve the matter within a period not to exceed ten (10) calendar days, unless the matter comes to the Superintendent or his designee during his vacation period in which case the matter shall be resolved within five (5) days of return from vacation by the Superintendent or his designee. The decision by the Superintendent or his designee shall be communicated in writing to the employee and the principal or supervisor.
5. If the grievance is not resolved to the employee's satisfaction no later than five (5) calendar days after receipt of Superintendent's or his designee's decision,

he may request a review by the Board. The request shall be submitted in writing through the Board Secretary, who shall attach all related papers and forward the request to the Board within five (5) calendar days of receipt. The Board, or a committee thereof, shall review the grievance and shall, at the option of the Board, hold a hearing with the employee and render a decision in writing within thirty (30) calendar days of receipt of the said request from the Board Secretary.

6. If the decision of the Board does not resolve the grievance to the satisfaction of the employee, and the employee wishes review by a third party, he shall so notify the Board through the Board Secretary within ten (10) calendar days of receipt of the Board's decision.

The following procedure will be used to secure the services of an arbitrator:

The Grievant or his representative shall, within the ten (10) calendar day period, as defined, request the Public Employment Relations Commission to submit a roster of persons qualified to act as an arbitrator of the dispute in question. Thereafter, the parties shall abide by the Rules and Regulations of the Public Employment Relations Commission for the selection of an arbitrator.

The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He may neither add nor subtract anything from the Agreement between the parties or any policy of the Board of Education. His award shall be binding upon the parties. Only the Board and the aggrieved and his representatives shall be given copies of the arbitrator's decision. This shall be accomplished within thirty (30) calendar days of the completion of the arbitration hearings.

Rights of Employees to Representation

When an employee is not represented by the Association in the processing of a grievance, the Association shall at the time of submission of the grievance to the Superintendent be notified that the grievance is in process, have the right to be present, to present its position in writing at all hearing sessions held concerning the grievance and receive a copy of all decisions rendered.

The Board and the Association agree that no reprisals of any kind shall be taken by themselves or any member of the administration or the negotiating unit against any participants in the grievance procedure by reason of such participation.

Grievances arising from the written or verbal directive of any supervisor or administrator above the rank of principal may be first discussed with or submitted to the Superintendent.

Meetings and hearings held under this Grievance Procedure shall generally be conducted on non-school time. Persons proper to be present are defined as all necessary parties.

Costs

Each party will bear the total cost incurred by themselves. The fees and expenses of the arbitrator are the only costs which will be shared by the two parties and such costs will be shared equally.

ARTICLE IV
EMPLOYEE'S RIGHTS

- A. Pursuant to Chapter 123 of the Laws of 1974, the Board and the Association hereby agree that all employees covered by this Agreement shall have the right freely to organize, join and support the Association and its affiliates for the purpose of engaging in collective negotiations to the extent permitted by law, or to refrain from so doing.

- B. No employee shall be disciplined or reprimanded without just cause. A year-end nonrenewal or a reduction in force during the year must proceed to the Commissioner of Education and cannot proceed to arbitration. A dismissal for cause during the year other than a reduction in force may proceed to arbitration.

- C. Any employee required to appear before the Board or any committee or member thereof concerning any matters which could adversely affect the continuation of that person in employment or the salary or any increments pertaining thereto, may request written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association present to advise him and represent him during such meeting, or interview if he so desires.

- D. The Board and the Association agree that there shall be no discrimination in the enforcement of the terms of this Agreement.

ARTICLE V

EMPLOYMENT

- A. 1. The Board shall continue its present insurance coverage which includes dependents (to wit: Hospitalization Medical Service, Major Medical and Dental) and amount of payment made on behalf of the employees.
 - (a) Effective July 1, 1984, benefits shall be coordinated so as to permit spouses who both work for the District to be reimbursed for expenses under the other's policy whenever their own policy limit is exceeded.
 - (b) Major Medical Lifetime Maximum Coverage shall be Two Million Dollars.
 - (c) Effective January 1, 1991, the annual deductible amount shall be \$200.00 for single coverage and \$400.00 for group coverage.
2. The Board shall provide eye examination and eyeglass insurance.
3. By September 30 of each year of this Agreement, the Board shall arrange to provide an open enrollment period, permitting individual employees the option to buy additional group life insurance without cost to the Board, in accordance with the rules and regulations of the Board's life insurance carrier. The same opportunity shall exist for retired employees of the

Board, in accordance with the life insurance carrier's rules and regulations concerning retired employees.

4. The Board agrees to change the "Amount of Basic Life Insurance" as outlined on page 5 of the current Group Insurance Plan booklet to read as follows:

Plan A (Non-contributory)	\$2,500.00
Plan B (Contributory)	\$10,000.00

All certificated and non-certificated employees eligible to participate.

5. The Board agrees to make the following changes in the current Health Insurance Coverage:

(a) Increase Vision Benefits to:

Examinations (1 per 12 months)	\$35.00
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Lenses (per pair, 1 per 12 months)

Single Vision \$35.00 (effective 7/01/90)

Bifocal

Single: \$ 45.00 (effective 7/01/90)

\$ 60.00 (effective 7/01/91)

Double: \$ 90.00 (effective 7/01/90)

\$120.00 (effective 7/01/91)

- B. The Board shall pay the premium for \$1.00 co-pay Prescription Drug Plan for employees and their dependents.
- C. Mandatory second surgical opinion shall be required for a minimum of 15 elective surgical procedures as provided by the benefits carrier.
- D. The regular work day for all Association personnel shall be as follows: (1) In the High School, aides will report to work with teachers and will be dismissed with teachers. (2) In the elementary schools, aides will report to work with teachers and work ten (10) minutes after teachers are dismissed. (3) Library aides will work seven (7) hours. (4) Bus aides will work a schedule established by the pick-up and delivery of their assigned pupils.

Provided the past practice of summer hours continues for other district employees, normal summer work hours for twelve (12) month aides will be six (6) hours worked between the hours of 8:30 A.M. and 3:00 P.M., with one-half hour for lunch.

The present practice regarding lunch and half days will be continued.

Aides who work fifteen (15) minutes longer than the above-designated times shall be paid overtime at their regular hourly rate for up to forty hours and at one-half times their hourly rate after forty hours.

- E. Employees will receive the sum of not more than \$410.00 in 1990-1991, \$445.00 in 1991-1992, and \$485.00 in 1992-1993, for the school year, in repayment of tuition for courses so long as the following conditions are met:
1. Leading to an Associate degree in subject areas related to public education;
 2. Having prior approval of the Superintendent; and
 3. Receipt of transcript with a grade of "C" or better.
- F. On days when the schools are closed early due to inclement weather, employees shall be allowed to leave when the Principal leaves, unless there are extenuating circumstances.
- G. A stipend of \$434.00 in 1990-1991, \$475.00 in 1991-1992, and \$520.00 in 1992-1993 shall be paid to any employee who obtains an Aides certificate (30 credits). A stipend of \$884.28 in 1990-1991, \$965.00 in 1991-1992, and \$1,055.00 in 1992-1993 shall be paid to an employee who obtains an Aides Associate degree (60 credits).

- H. 1. The Board will reimburse all employees for unused sick leave upon retirement from the Board's employ through the Public Employee's Retirement System. After July 1, 1990, 50% of unused accumulated sick leave to a maximum of \$11,000. After July 1, 1991, 50% of unused accumulated sick leave, with a minimum of 50 days, to a maximum of \$12,000. After July 1, 1992, 50% of unused accumulated sick leave, with a minimum of 100 days, to a maximum of \$15,000.
2. Retirees may elect to receive their lump sum payment for reimbursement of accumulated sick leave up to seven (7) months after their effective date of retirement, provided that the employee has retired at the conclusion of the school year. Employees retiring at any time other than the conclusion of the school year will receive their lump sum payment one (1) month after the effective date of their retirement. Employees retiring at other than the conclusion of the school year will have their sick day credit for their last year of employment adjusted to the percentage of the whole year they are actually employed prior to their effective date of retirement.
3. Employees applying for a deferred retirement will be eligible to receive compensation for unused sick days in accordance with the provisions as described above which are also in effect at the time employment terminates.

Payment will be rendered to the employee on the date he is eligible to receive pension payments as certified by the Public Employee's Retirement System. It is the responsibility of the employee to provide proof of pension certification to the Board of Education office in order to receive compensation.

4. Benefits payable under this section shall accrue to the estate of an employee who dies during his employment; provided the employee has worked twenty (20) years or more in the Perth Amboy school system.
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- I. The Board shall provide 4/5 and the Association shall provide 1/5 of the annual costs of enrollment of unit members in a mutually-acceptable Employee Assistance Program. Participation in the program by district employees shall be completely voluntary and strictly confidential.

ARTICLE VI

LEAVES OF ABSENCE

A. Personal Leave Days

1. All employees are entitled to up to three (3) personal leave days, two (2) of which may accumulate as sick leave if not used, up to a maximum of fifteen (15), with prior approval of the Superintendent of Schools, subject to the following restrictions:
 - (a) Except in the event of an emergency making such notice impossible, at least 72 hours notice, and more if possible, shall be given.
 - (b) Such leaves shall not be granted on the first day of school in September nor on the last day of school in June or immediately prior to or after any scheduled vacation period or school holiday.
 - (c) Employees shall be entitled to personal days in their initial year of hire as follows:

If hired prior to October 1st	- three days
If hired between October 1st and April 1st	- two days
If hired after April 1st	- one day
 - (d) Such leave days will be used for personal business normally unable to be completed after normal working hours and will not be used for additional vacations, holidays, or a concerted activity.

- (e) Each employee taking a personal leave day shall sign the following certificate:

I hereby certify that the following date(s) were used for personal business which I was unable to conduct after normal working hours. I did not use this (these) day(s) as an additional vacation, holiday or for any concerted activity.

DATE(S) _____

Signature

Date

- (f) The immediate supervisor shall be notified of the request for personal leave at the time said request is made to the Superintendent's Office.

B. Absence on Account of Illness

1. Employees of the Perth Amboy Board of Education with twenty (20) years or less of cumulative employment shall be allowed full pay while on sick leave during a school year, or shall accumulate a maximum of unused sick leave, in any year, as follows:
 - (a) Ten month employees: ten days
 - (b) Twelve month employees: twelve days
2. Employees employed for more than twenty (20) years by the Board of Education shall be allowed full pay while on sick leave, or shall accumulate a maximum of unused sick leave, in any year, as follows:
 - (a) Ten month employees: fifteen days

(b) Twelve month employees: eighteen days,
fifteen of which are
cumulative.

C. Maternity Leave

1. Any female employee, upon becoming aware of a pregnancy shall, during the fourth month of pregnancy, report same in writing to the Superintendent of Schools and also state the expected date of birth.
2. Any pregnant employee may apply to the Board of Education for a disability leave of absence. The disability leave dates shall be supported by a physician's certificate which shall allow for the use of accumulated sick days during the period of twenty (20) work days before and twenty (20) work days after the date of birth.
3. A pregnant employee may request disability leave for more than twenty (20) work days before and/or after the anticipated date of birth upon presentation of and approval by the district's Medical Officer of the attending physician's certificate supporting said specific further disability and related complications.
4. Said employee need not apply for a maternity leave of absence but may apply for a maternity leave of absence without pay at her own discretion. This leave will not be denied by the Board upon proof of pregnancy.

An initial leave request must be from the date of commencement until the end of the current school year. A subsequent extension for all of the following school year may be requested and granted. In all such instances, however, a leave and/or extension of a leave must end with the conclusion of a school year and the employee must return to work at the commencement of the following school year.

Any employee who is on an original maternity leave or an extension of an original maternity leave may apply for and obtain a second maternity leave if shee becomes pregnant during her leave of absence. No extensions of this second leave shall be granted.

5. A pregnant employee not applying for a maternity leave of absence who continues to work shall upon the sixth month present a certificate of physical fitness from a doctor. A new certificate shall be submitted the beginning of the seventh month and every two weeks thereafter until the ninth month, at which time a certificate shall be submitted weekly.
6. An employee on maternity leave, upon request to the Board, may be reinstated at any time during the period of her leave provided that a suitable vacancy exists.

7. All seniority rights shall be maintained during the period of maternity leave.
8. The Superintendent of Schools shall not remove any employee from her duties during her pregnancy, or prevent her from resuming her duties, as the case may be, except on one of the following basis:
 - (a) The Superintendent has found that her work performance has noticeably declined by reason of the pregnancy, but before relieving her of her duties, the Superintendent shall give said employee an opportunity to be heard on the matter;
 - (b) Any other just cause; or
 - (c) The pregnant employee cannot produce a certificate from her physician that she is medically able to continue working.
9. In the event the Superintendent feels that she cannot continue working or that she is not yet ready to come back to work, the Superintendent shall select a physician from a list of physicians submitted to the Superintendent by the Association, fifty (50%) percent of whom are on the staff of Raritan Bay Medical Center, to determine if she can continue to work or return to work. The medical opinion of this physician shall be conclusive and binding on the issue of medical capacity to continue or resume working.

10. Any employee who adopts an infant shall be eligible for a maternity leave if he/she so requests on the same basis maternity leaves are granted for naturally born children. This provision can only apply to one member of a family.

11. Absence on Account of Death in the Immediate Family

In the case of death of a member of the immediate family (immediate family as here used means parent, brothers, sisters, own children, husband or wife, grandparents and grandchildren of any employee, mother-in-law, father-in-law, son-in-law, daughter-in-law, or the death of any person who has lived in the home of the employee for 30 days preceding death, as a member of the household) such employee shall be excused, without loss of pay, for a period not exceeding one calendar week. This allowance shall not extend beyond the seventh day following the date of death. In case of the death of aunts, uncles, brothers-in-law, sisters-in-law, nieces, or nephews of any employee, such employee shall be excused without loss of pay for a period not to exceed two (2) school days, provided the two (2) days come within five (5) days following the date of death.

D. Aides who work 10 months shall be entitled to a bonus of \$350.00 in 1990-1991 and in 1991-1992, and \$400.00 in 1992-1993, for perfect attendance. Aides who work 12 months shall

be entitled to a bonus of \$420.00 in 1990-1991 and in 1991-1992, and \$480.00 in 1992-1993, for perfect attendance.

"Perfect attendance" shall mean that the employee has taken no sick or personal leave time during the school year; death in family days shall not count against perfect attendance.

ARTICLE VII

VACANCY PROCEDURES

In June of each school year the Superintendent of Schools shall post a listing of all vacancies then known for the ensuing school year. An aide may submit in writing a letter to the Superintendent indicating that he wishes to be considered for any of the vacancies posted or any other vacancy which may occur in the same or another school building. Such posting does not prohibit the Board from filling the vacancy by means of a new hire or determining that the vacancy need not be filled. A copy of all postings shall be mailed to the Association president.

ARTICLE VIII

HOLIDAYS

The days which shall be considered holidays for Association personnel shall be the school closing days as designated in the school calendar for the school term.

ARTICLE IX

VACATIONS

- A. All twelve (12) month employees covered by this Agreement shall receive three (3) weeks vacation upon completion of one year. Persons who have been employed for less than one (1) year shall receive prorated vacation days.

- B. Vacation schedules are subject to the approval of the Superintendent.

ARTICLE X

ASSOCIATION RIGHTS AND RESPONSIBILITIES

- A. The Board recognizes the rights, duties and responsibilities of the Association towards all unit employees in protecting their terms and conditions of employment.
- B. The Board agrees to furnish to the Association, in response to reasonable requests from time to time, all available public information that shall assist the Association in developing intelligent and accurate programs on behalf of the employees, and public information which may be necessary for the Association to process any grievance or complaint.
- C. Whenever any representative of the Association or any employee is scheduled by both parties to participate during working hours in meetings or conferences, he shall suffer no loss in pay. Meetings which continue after the regular work day or commence after the regular work day shall be attended without compensation.
- D. Representatives of the local, state and national Association shall be permitted to transact official Association business on school property at all reasonable times, in consultation with the Superintendent and upon approval by the building

Principal, provided the transaction of such business shall not interfere with the normal operation of the school.

- E. Subject to Board of Education policy and approval of the building Principal, the Association may use appropriate rooms for meetings, in a school building after school hours and until 4:00 P.M. Rooms may be used for evening meetings with prior permissions of the building Principal and the Business Office. Such permission shall not be unreasonably withheld. Any additional custodial costs incurred by use of such room or rooms shall be borne by the Association.
- F. The Association shall have the right to use inter-school mail facilities and the school mail boxes, with good judgment, except where it interferes with the orderly transmission of inter-school mail. A copy of all general distributions made by the Association through inter-school mail and school mail boxes shall be simultaneously provided to the building Principal and Superintendent.
- G. Within each building, bulletin board space shall be provided for the sole and exclusive use by the Association. Any notices including those from the Board of Education shall be displayed thereon. The Association shall provide the building Principal with a copy of its notices.

ARTICLE XI
BOARD RIGHTS

Except as specifically limited by the language of this Agreement and applicable statutes, the Board reserves the following rights:

- A. The right to direct employees of the school district.
- B. To hire, promote, transfer, assign, and retain employees in positions in the school district and to suspend, demote, discharge or take other disciplinary action against employees.
- C. To relieve employees of duty because of lack of work or for other legitimate reasons.
- D. To maintain efficiency of the school district operations entrusted to them.
- E. To determine the methods, means and personnel by which operations are to be conducted.
- F. To take whatever actions may be necessary to carry out the mission of the school district in situations of emergency.

ARTICLE XII

FULLY BARGAINED PROVISIONS

This Agreement represents and incorporates the complete and final understanding and settlement by the parties of all negotiable issues.

ARTICLE XIII
NO-STRIKE PLEDGE

The Association agrees that, during the term of this Agreement, the Association or any person acting in its behalf will not cause, authorize or support any strike.

ARTICLE XIV

SEVERABILITY

If any section, subsection, paragraph, sentence, clause or phrase of this Agreement should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Agreement, which shall remain in full force and effect; and to this end the provisions of this Agreement are hereby declared to be severable.

ARTICLE XV
REPRESENTATION FEE

- A. The Board of Education agrees to deduct Agency fees for non-members of the Association in an amount equal to 85% of the annual membership dues.
- B. The Association agrees to provide to the Board of Education a copy of its "Demand and Return System" required under law.
- C. The Association agrees to save the Board of Education harmless and to relieve the Board of Education, and all its officers, or agents, from any liability for any transmission of funds from an employee to the Association in accordance with its obligations under this Article.

ARTICLE XVI
GENDER REFERENCES

References to "he" shall include references to both the male and female gender.

ARTICLE XVII

DURATION

This Agreement shall be in full force and effect retroactively from July 1, 1990 through June 30, 1993.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals at Perth Amboy, New Jersey, this 27th day of February 1991.

PERTH AMBOY TEACHER AIDES
ASSOCIATION/N.J.E.A.

By:

By:

PERTH AMBOY BOARD OF EDUCATION

By:

By:

SCHEDULE A

SALARIES - 1990-1991 SCHOOL YEAR

Classroom Aides assigned daily pursuant to the school calendar to the classroom only	\$13,675
Classroom Aides assigned daily pursuant to the school calendar who also serve as a school bus aide as part of their regular duties daily	\$18,200
Library Aide - Perth Amboy High School (10 months)	\$14,050
Library Aide - Perth Amboy High School (12 months)	\$16,865
Audio-Visual Aide - Perth Amboy High School (10 months)	\$18,505
* After 5 years of service in any of above categories, additional	\$ 405
* After 10 years of service in any of above categories, additional	\$ 815
* After 15 years of service in any of above categories, additional	\$ 2,460
* As defined in rules of Perth Amboy Board of Education.	

All advancements, including longevity and raises set forth in the salaries now in effect, and as the same may be adopted from time to time by the Board, shall not be considered automatic. Advancement shall require favorable reports covering competence, performance of duties assigned and record of attendance of each employee by the Superintendent and those charged with supervisory responsibility, approval by the Board.

SCHEDULE B

SALARIES - 1991-1992 SCHOOL YEAR

Classroom Aides assigned daily pursuant to the school calendar to the classroom only	\$14,865
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Classroom Aides assigned daily pursuant to the school calendar who also serve as a school bus aide as part of their regular duties daily	\$19,780
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Library Aide - Perth Amboy High School (10 months)	\$15,270
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Library Aide - Perth Amboy High School (12 months)	\$18,330
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Audio-Visual Aide - Perth Amboy High School (10 months)	\$20,115
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* After 5 years of service in any of above categories, additional	\$ 445
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* After 10 years of service in any of above categories, additional	\$ 885
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* After 15 years of service in any of above categories, additional	\$ 2,680
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* As defined in rules of Perth Amboy Board of Education.

All advancements, including longevity and raises set forth in the salaries now in effect, and as the same may be adopted from time to time by the Board, shall not be considered automatic. Advancement shall require favorable reports covering competence, performance of duties assigned and record of attendance of each employee by the Superintendent and those charged with supervisory responsibility, approval by the Board.

SCHEDULE C

SALARIES - 1992-1993 SCHOOL YEAR

Classroom Aides assigned daily pursuant to the school calendar to the classroom only	\$16,185
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Classroom Aides assigned daily pursuant to the school calendar who also serve as a school bus aide as part of their regular duties daily	\$21,540
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Library Aide - Perth Amboy High School (10 months)	\$16,630
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Library Aide - Perth Amboy High School (12 months)	\$19,960
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Audio-Visual Aide - Perth Amboy High School (10 months)	\$21,905
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* After 5 years of service in any of above categories, additional	\$ 485
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* After 10 years of service in any of above categories, additional	\$ 970
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* After 15 years of service in any of above categories, additional	\$ 2,935
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* As defined in rules of Perth Amboy Board of Education.

All advancements, including longevity and raises set forth in the salaries now in effect, and as the same may be adopted from time to time by the Board, shall not be considered automatic. Advancement shall require favorable reports covering competence, performance of duties assigned and record of attendance of each employee by the Superintendent and those charged with supervisory responsibility, approval by the Board.