

THIS DOES NOT  
CIRCULATE

Board of Education of Millville  
Millville, New Jersey

A G R E E M E N T

Between:

Board of Education of Millville

and

Millville Teachers Association

Effective Date: July 1, 1973, through  
June 30, 1976

Agreement Date: November 13, 1973

LIBRARY  
Institute of Management and  
Labor Relations

SEP 22 1978

RUTGERS UNIVERSITY

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## PREAMBLE

This Agreement entered into this 30th day of June 1973, by and between the Board of Education of Millville, hereinafter called the "Board", and the Millville Teachers Association, hereinafter called the "Association".

WHEREAS, the Board and the Association recognize and declare that providing a quality education for the students of the Millville Public Schools is their primary aim,

WHEREAS, the Board has an obligation, pursuant to Chapter 303, Public Laws 1968 to negotiate with the Association as the representative of employees hereinafter designated with respect to the terms and conditions of employment, and

WHEREAS, the parties have reached certain understanding which they desire to confirm in this Agreement, be it

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

## Recognition Agreement

1:1 Pursuant to Chapter 303, Laws of 1968, State of New Jersey, known as "New Jersey Employer-Employee Relations Act", the Millville Board of Education recognizes the Millville Teachers Association as the exclusive representative for the purpose of collective negotiations concerning the terms and conditions of employment for all full time certificated personnel under contract to the Millville Board of Education included herein:

Classroom teachers  
Librarians  
Nurses  
Special teachers in the fields of Art, Reading, Music,  
and Physical Education  
Learning Disability Specialists  
Reading Specialists  
Speech Therapists  
Visiting Teachers and Social Workers  
Department Chairmen

but excluding:

Superintendent  
Assistant Superintendent  
Business Manager  
Principals  
Assistant Principals

and all other employees of the Millville Public Schools not enumerated in the unit described in the inclusion set forth above.

1:2 Unless otherwise indicated, the term "teacher" when used hereinafter in this Agreement, shall refer to all certificated employees represented by the Association in the negotiating unit as above defined, and reference to employees shall be deemed to include both the male and the female, except when the context clearly limits the intent to one sex, and words used in the singular shall include words in the plural as the text so requires.

## Negotiation of Successor Agreement

- 2:1 Deadline Date
- 2:1.1 The parties agree to enter into collective negotiation over a successor Agreement in accordance with Chapter 303, Public Law 1968 in a good-faith effort to reach agreement on matters concerning the terms and conditions of teachers' employment. Such negotiations shall begin not later than October 30 of the calendar year preceding the calendar year in which this Agreement expires. The Association shall furnish to the Board at such time, all of its proposals, at the first meeting.
- 2:2 Any agreement so negotiated shall be submitted for ratification by the Association and approval by the Board. If ratified and approved it shall be signed by the parties.
- 2:3 Nothing in Chapter 303 shall be construed to annul or modify, or to preclude the renewal or continuation of any agreement heretofore entered into between any public employer and any employee organization, nor any provision of Chapter 303 shall annul or modify any statute or statutes of this State.
- 2:4 The Board agrees that representatives designated or selected by public employees for the purpose of collective negotiation by the majority of the employees in a unit appropriate for such purposes or by the majority of the employees voting in an election conducted by the commission as authorized by Chapter 303 shall be the exclusive representatives for collective negotiation concerning the terms and conditions of employment of the employees in such unit. Nothing herein shall be construed to prevent any official from meeting with an employee organization for the purpose of hearing the views and requests of its members so long as (a) the majority representative is informed of the meeting; (b) any changes covered by the agreement or modifications in terms and conditions of employment are made only through negotiation with the majority representative and (c) a minority organization shall not present or process grievances.

- 2:5 This Agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiation. During the term of the Agreement, neither party shall be required to negotiate with respect to any such matter whether or not covered by this Agreement and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this Agreement.
- 2:6 This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

ARTICLE 3

Grievance Procedure

*Amended  
3.1.15*

- 3:1 A "grievance" shall mean a complaint by a teacher or teachers that there has been a personal loss, or injury because of a violation, misinterpretation or inequitable application of Board policy, this Agreement or an administrative decision affecting teacher (s). A grievance to be considered under this procedure must be initiated by the teacher within fifteen school days from the time when the teacher(s) knew or should have known of its occurrence.
- 3:2 PURPOSE The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to grievances. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.
- 3:3 PROCEDURE
  - 3:3.1 Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved teacher 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.
  - 3:3.2 It is understood that teachers shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance and any effect thereof shall have been fully determined.

### 3:3.3 Extension of time

Where evidence of hardship would result from compliance with the time regulations set forth in the above levels, a written request for an extension of time at any one of the levels in this Grievance Procedure shall be recognized. The period of extension of time shall be limited to fifteen (15) school days.

### 3:4 LEVEL ONE

Any teacher who has a grievance shall discuss it first with his principal or immediate superior in an attempt to resolve the matter informally at that level.

### 3:5 LEVEL TWO

If, as the result of the discussion, the matter is not resolved to the satisfaction of the grievant within five (5) school days, he shall set forth his grievance in writing to the principal specifying the nature of the grievance and the resolution sought. The principal shall communicate his decision in writing to the grievant within five (5) school days of receipt of the written grievance.

### 3:6 LEVEL THREE

The grievant, no later than five (5) school days after receipt of the principal's decision may appeal the principal's decision to the Superintendent of Schools. The appeal to the Superintendent must be made in writing, reciting the matter submitted to the principal as specified above and his or her dissatisfaction with decisions previously rendered. The Superintendent shall attempt to resolve the matter as quickly as possible, but within a period not to exceed ten (10) school days. The Superintendent shall communicate his decision in writing to the teacher and the principal.

### 3:7 LEVEL FOUR

If the grievance is not resolved to the teacher's satisfaction, he, no later than five (5) school days after receipt of the Superintendent's decision, 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,

at the option of the Board, hold a hearing with the teacher. The Board shall render a decision in writing within thirty (30) calendar days of receipt of the grievance by the Board.

3:8 LEVEL FIVE

No claim by a teacher shall constitute a grievable matter beyond level four or be processed beyond level four, if it pertains to:

- 3:8.1 Any matter for which a method of review is prescribed by law, or any rule or regulation of the State Commissioner of Education, or any matter which according to law is either beyond the scope of Board authority or limited to action of the Board alone.
- 3:8.2 Dismissal or failure to renew the contract of a non-tenure teacher.
- 3:8.3 A complaint by a certificated personnel occasioned by appointment to or lack of appointment to, retention in or lack of retention in any position for which tenure is either not possible or not required.
- 3:8.4 If the employee is dissatisfied with the decision of the Board of Education and only if the grievance pertains to a violation of this agreement between the Board and the Association, the employee may request the appointment of an arbitrator. Such request to be made known to the Superintendent by certified mail, receipt returnable no later than 15 days after the decision, in writing, of the Board.
- 3:8.5 A teacher, in order to process his grievance beyond level four, must have his request for such action accompanied by the written recommendation for such action by the Association, who shall represent the grievant at the arbitration level.
- 3:8.6 Such request can be honored only if the grievant or grievants and the organization representing them, waive the right, if any, in writing of said grievant or grievants and the organization representing them to submit the underlying dispute to any other administrative or judicial tribunal except for the purpose of enforcing the arbitrators award.



3:8.7 within ten (10) school days after such written notice of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator. The following procedure will be used to secure the services of an arbitrator.

- a. A joint request shall be made to the American Arbitration Association, to submit a roster of persons qualified to function as arbitrator in the dispute in question.
- b. If the parties are unable to agree upon a mutually satisfactory arbitrator from the list submitted, they will request the American Arbitration Association to submit a second list.
- c. If the parties are unable to agree, within ten (10) school days of the initial request for arbitration, upon a mutually satisfactory arbitrator from the second submitted list, the American Arbitration Association may be requested by either party to designate an arbitrator. The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He can add nothing to, nor subtract anything from the agreement between the parties or any policy of the Board. The findings of the arbitrator shall be binding upon the parties.

### 3:9 Cost of Arbitration

- 3:9.1 Each party shall bear the total cost incurred by themselves.
- 3:9.2 The fees and expenses of the arbitrator are the only costs which shall be shared by the two parties and such costs will be shared equally.
- 3:9.3 Where grievance proceedings are mutually scheduled by the parties during school time, persons proper to be present shall suffer no loss in pay.

### 3:10 Miscellaneous

- 3:10.1 Commencing with Level Two of the Grievance Procedure the grievant may be represented by a representative selected or appointed by the Association. The Association shall be apprised of all formal grievances commencing with Level Two. Such appraisal shall be made by both parties submitting carbon/xerox copies of the documents submitted pertaining to the grievance in question. Such submission shall take place as follows:
  - a. Grievant shall submit such copies simultaneously to the recipient designated in the Grievance Procedure and to the Association's president.
- 3:10.2 Forms for filing grievances are attached herewith.

## ARTICLE 4

## Rights of the Parties

- 4:1 Pursuant to Chapter 303, Public Laws 1968, public employees included in the negotiating unit have, and shall be protected in the exercise of, the right, freely and without fear of penalty or reprisal, to form, join, and assist any employee organization or refrain from any such activity. As a duly selected body exercising governmental powers under cover of the law of the State of New Jersey, the Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Chapter 303, Public Laws 1968, or other laws of New Jersey, or the Constitution of New Jersey and the United States.
- 4:2 Unless a just cause appears no teacher shall be disciplined.
- 4:3 Representatives of the Association shall be permitted to transact official association business on school property at all reasonable times provided that this shall not interfere with or interrupt normal school operations and that approval has been granted by the appropriate administrator. Such approval shall not be withheld unreasonably.
- 4:4 The Association or its representatives shall have the right to use school facilities at all reasonable hours for official purposes, provided approval has been granted by the appropriate administrator, which approval shall not be withheld unreasonably.
- 4:5 The Association shall have, in each school building, the exclusive use of a bulletin board in each faculty lounge. The Association shall also be assigned adequate space on the bulletin board in the school building office for Association meeting notices provided copies are presented in advance for posting to the appropriate administrator.
- 4:6 The Association shall have the right to reasonable use of the school mailboxes and the inter-school mail facilities, provided appropriate approval has been given, which approval shall not be withheld unreasonably.
- 4:7 Referring paragraphs 4:4, 5, and 6, the official stamp of the Association shall appear on all posted items.

4:8 Required Meetings or Hearings:

4:8.1 Whenever any teacher is required to appear before the Board of any committee, or any member thereof concerning any matter which could adversely affect the continuation of that teacher in his office, position or employment or the salary or any increments pertaining thereto, then he shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association present to advise him and represent him during such meeting or interview. If by mutual consent of the parties hearings are held during school hours persons proper to be present shall suffer no loss in pay.

4:9 Criticism of Teachers:

4:9.1 Any question or criticism by a supervisor, administrator, or board member of a teacher and his instructional methodology shall be made in confidence and not in the presence of students, parents, or other public gatherings, unless public disclosure is required by law. The Association agrees that its members and officers will accord similar treatment to board members, administrators and supervisors concerning their educational functions.

4:10 Association Identification:

4:10.1 No teacher shall be prevented from wearing pins or other identification of membership in the Association or its affiliates provided such pins are in good taste.

4:11 Information:

4:11.1 The Board agrees to make available to the Association in response to reasonable requests from time to time available information concerning the educational program and the financial resources of the district, that are a matter of public record. The Board shall make such information available within a reasonable amount of time following such request.

4:12 Leave for Association President:

4:12.1 The Board may grant full leave without pay to the president of the Association during his term in office according to a schedule submitted by the president prior to the beginning of each school year.

4:13 Exclusive Rights:

- 4:13.1 The rights and privileges of the Association and its representatives as set forth in this Agreement shall be granted only to the Association as the exclusive representative of the teachers, and to no other similiar teachers organization.

## ARTICLE 5

### Time Requirements

- 5:1 As a professional, a teacher is expected to devote to his work the time necessary to accomplish the task at hand. The Association agrees that a teacher's day is not necessarily coterminous with that of a pupil's. However, it shall be no less than that which is established for the pupils. The school day for teachers shall not exceed seven (7) hours and thirty-five (35) minutes in the secondary schools and seven (7) hours and forty-five (45) minutes in the elementary school consecutively, except where as a part of their professional responsibility, teachers are required to attend department and other professional staff meetings designed to provide meaningful professional growth or clarify school business in general.
- 5:1.1 Teachers may be required to remain after the end of the time set forth in 5:1 without additional compensation for the purpose of attending faculty or other professional meetings three (3) times each month. Such meetings shall begin no later than fifteen (15) minutes following the end of the pupil day and shall run for no more than sixty (60) minutes, if additional time is needed, students shall be dismissed early. Teachers shall not be required to clock in and out by hours and minutes but shall indicate their arrival and their departure from the building by initialing the appropriate column of the faculty sign in/sign out roster. Such roster shall be accessable.
- 5:2 Teachers may leave the building during their scheduled duty free lunch periods provided they have notified the school office and initialed the appropriate column in the faculty sign in/sign out roster.
- 5:3 In general and except under emergency conditions required attendance at faculty meetings will not occur on Fridays or days preceeding a holiday.
- 5:4 Elementary Class room Teachers shall be granted preparation time during the time a specialist in the fields of Art, Music, Physical Education, or Library Sciences is in charge of their class. Nothing herein shall be construed to require the school district to substitute for these special area personnel in the event of their absence for sick or personal reasons or their utilization for other duties under emergency conditions.

- 5:5 The teachers in school work year shall not be in excess of one-hundred-eighty-seven (187) school days; required attendance for the 1973-76 school years, five (5) days of which are days of which are designated as snow days and shall be eliminated from required attendance if unused. Teachers newly employed may be required to attend an extra four (4) days for orientation.
- 5:6 The individual teaching contract for non-tenure personnel shall contain a thirty (30) day notice clause in the event of termination by either of the parties.

#### ARTICLE 6

##### Class Size

- 6:1 The number of students to be taught in a particular class is determined in part by the adequacy of the physical facilities and the nature of the course offered. It is realized that class sizes as specified by the New Jersey State Department of Education represent desirable goals.

#### ARTICLE 7

##### Special Services

- 7:1 It is recognized that particular special services are necessary in order to provide a balanced education program. Such services will be provided so as to meet State requirements, unless an exception is granted by the state.

#### ARTICLE 8

##### Extra Curricular Activities

- 8:1 The Board and the Association agree that the extra curricular activities listed in Schedule B are educationally worthwhile. Therefore the Association agrees that for the salary considerations set forth herein the Board, in the absence of sufficient applications to fill all positions, may assign faculty members to fill said positions. Further that the refusal of a faculty member to accept the assignment by the Board shall constitute a breach of this Agreement and the

employment contract of the individual teacher, thereby subjecting the individual to disciplinary action by the Board up to and including discharge.

8:2 Salary:

Salaries for extra curricular activities shall be compensated in accordance with the rate of pay set forth in Appendix B attached herewith.

8:3 Applications for the vacant positions in the extra curricular matrix shall be open to all certificated personnel employed in the Millville Public Schools.

8:4 Coaches who use their own automobiles in the performance of their duties, including scouting, shall be reimbursed for all such travel at the rate of thirteen (13) cents per mile.

8:5 Half credit for experience shall be given when employing staff members for vacancies occurring in positions covered by Schedule B providing such prior experience shall have been in the field as the new assignments herein covered.

8:6 Individuals may not assume duties under this contract unless employed in writing.

8:7 The Board reserves the right to delete positions from or add positions to the Schedule B Matrix or to transfer personnel from one school to another where such transfer is indicated.

## ARTICLE 9

### Non-Teaching Duties

9:1 The Millville teachers shall not be required to perform the following duties:

a. Cafeteria supervision, traffic direction and playground supervision at lunchtime shall not be required by teachers in the elementary school. In addition teachers at the High School and Jr. High School shall not be required to supervise traffic direction in the parking lot. ✓

b. Collection of money from students except as prescribed in the Staff Guide.

9:2 The Board and the Association acknowledge that a teacher's primary responsibility is to teach and the Board will endeavor to substitute professional assignments for non-teaching duties in progressive stages. The Board intent shall not constitute a subject for grievance.

9:3 Transporting Students:

9:3.1 Teachers shall not be required to drive students. A teacher may do so voluntarily, however, with the advance written approval of his principal or immediate supervisor. Compensation shall be at the rate of thirteen (13) cents per mile for the use of his own automobile. Nurses and social workers will continue to transport students at the discretion of the Administration and will be paid approved mileage.

## ARTICLE 10

### Salaries

10:1 Salary Schedule

10:1.1 Salaries of all teachers covered by this Agreement are as set forth in Schedule A which is attached hereto and made a part hereof.

10:2 Method of Payment

10:2.1 Each teacher employed on a ten (10) month basis shall be paid in twenty (20) semi-monthly installments.

10:2.2 Teachers may individually elect to have ten (10) percent of their monthly salary deducted from their pay. These funds shall be paid to the teacher on the final payday in June.

10:3 Payday shall be scheduled on the Friday on or before the 15th and 30th of each month.

10:4 Teachers shall receive their final checks on the last working day in June.

10:5 Teachers who may be required to use their own automobiles in the performance of their duties, including home instruction, and teachers who are assigned to more than one (1) school per day shall be reimbursed for all such travel at the rate of thirteen (13) cents per mile for all driving done between/among schools.

- 10:6 The hourly rate for basic instruction shall be set at six (6) dollars per hour.
- 10:7 The Board agrees to deduct Socialization dues pursuant to law and the Commissioner's Rules and Regulations, and to deduct for payroll savings plans pursuant to State Regulations appropriate thereto.

## ARTICLE 11

### Professional Development

- 11:1 The Board recognizes that it shares with its professional staff responsibility for the upgrading and updating of educational performance and attitudes. The Board and the Association support the principle of continuing training of the professional staff and the improvement of instruction.
- 11:2 To work toward the end stated above, the Board agrees to implement the following at the beginning of the 1973-74 school year:
- 11:2.1 To pay the full cost of six (6) credits, in any one school year, taken beyond the Bachelor's degree, with approval of the Superintendent. A school year for credit purposes shall be defined as the period between September 1st and August 31st.
- 11:2.2 To pay the reasonable expenses (including fees, meals, lodging and/or transportation) incurred by teachers who attend workshops, seminars, conferences, in-service training sessions or other such sessions with the approval of the Superintendent and the Board where policy so requires.

## ARTICLE 12

### Assignments, Re-Assignments, and Transfers

- 12:1 Assignments:
- 12:1.1 Teachers presently employed shall be given notice of tentative class and/or subject assignments and building assignments for the forthcoming year not later than the last pupil day in June.



- 12:1.2 Prior to April 30th of each year, non-tenure teachers shall receive notification of the board's intention to renew or not to renew their contracts for the ensuing year. Such notice will be issued in writing by the office of the Superintendent.
- 12:1.3 Teachers shall return perforated contracts, signed or unsigned, to the Board no later than after the contracts have been issued to the teachers.
- 12:1.4 The Superintendent shall make every effort to assign all newly approved personnel to their specific positions within that school area and/or grade level for which the Board has approved the teacher. The Superintendent shall give notice of assignments to new teachers as soon as practicable.
- 12:2 Teacher Transfer and/or Reassignment - Voluntary
- 12:2.1 During the school year, the Superintendent shall post, in all school buildings, notification of vacancies and job requirements for positions as they occur. Copies of all job postings will be sent to the Association President on a twelve (12) month basis. Such notification shall be given to the Association President 15 days prior to the deadline date.
- 12:2.2 Teacher requests for re-assignments shall be submitted in writing, via the principal, to the Superintendent of schools.
- 12:2.3 In the determination of requests for voluntary reassignment and/or transfer, the wishes of the individual teacher will be honored to the extent that the transfer does not conflict with the instructional requirements and best interests of the school system. It will be the policy of the Board to make all transfers within the system effective September 1, in order to avoid disrupting existing classes. However, if it is practical to effect transfers during the school year without excessive disruption of the school system, transfers shall be made at any time upon the recommendation of the Superintendent and approval of the Board. If interim appointments are deemed to be necessary for the well being of the school system, such interim appointees shall not have prior consideration for the position the following September 1.
- 12:2.4 In the event that emergencies arise to bring about changes in schedules, class and/or subject assignment or building assignments after the last payday in June, any teacher affected shall be notified promptly in writing and, upon the request of the teacher, the changes shall be reviewed between the Superintendent or his representative and the teacher affected.

- 12:3 Teacher Transfer and/or Reassignment - Involuntary
- 12:3.1 It is recognized that some transfers or reassignments of teachers may be made on an involuntary basis; notification of such transfers shall be made on an individual basis.
- 12:3.2 No involuntary transfers or reassignments shall be made after fifty days unless necessitated by an extreme emergency.
- 12:4 Under this article transfers shall be made at the recommendation of the superintendent and the approval of the Board. Such recommendation by the Board shall be deemed final and not subject to the arbitration provisions of Article 11, Section 1.

### ARTICLE 13

#### Teacher Evaluation

- 13:1 Supervisory reports are to be given to non-tenure teachers at least four (4) times each year and to tenure teachers at least once (1) each year. Such reports shall be two narrative and two form.
- 13:2 At least once each year each principal, or his designee of equal rank, shall have a conference with each teacher, at which time the evaluation of the teacher shall be reviewed. The teacher shall sign the evaluation to indicate that he has read it. Such signature shall not indicate concurrence with the contents of the evaluation. All such evaluations shall be maintained in the teacher's personnel file.
- 13:3 If any written notice or written reprimand is given to a teacher such notice or reprimand shall not be submitted to the central office, placed in the teacher's file or otherwise acted upon without a prior conference with the teacher involved and a signature acknowledgment by that teacher. The teacher shall have the right to submit a written answer to such material and this answer shall be attached to the file copy of the material in question.
- 13:4 The Board shall have the right to dismiss any teacher for just cause under provisions of Title 18A.

- 13:5 A teacher shall have the right, upon request, and reasonable notice to review the contents of his personnel file. A teacher shall be entitled to have a representative of the Association accompany him during such a review.
- 13:6 No material derogatory to a teacher's conduct, service, character or personality shall be placed in his personnel files unless the teacher has had an opportunity to review the material. The teacher shall acknowledge that he has had the opportunity to review such material by affixing his signature to a copy of the material with the express understanding that such signature in no way indicates agreement with the contents thereof.
- 13:7 Any complaints regarding a teacher made to any member of the Administration by any parent, student, or other person which are used in any manner in evaluating a teacher shall be promptly investigated and brought to the attention of the teacher. If after investigation an account of said complaint is to be placed in the teacher's file, the teacher shall be given an opportunity to respond to and/or refute such complaints and shall have the right to be represented by the Association at any meetings or conferences regarding such complaints.
- 13:8 However, should a teacher refuse to sign material referred to in this article, the principal shall invite the designated representative of the Millville Teachers Association (building representative) to witness the fact and the opportunity to affix his signature acknowledging that the opportunity was presented; and said building representative shall sign to indicate his knowledge of the circumstances.

#### ARTICLE 14

##### Educational Advisory Council

- 14:1 A joint Educational Advisory Council consisting of two members of the Board of Education, two Administrators appointed by the Superintendent, and four members of the Association appointed by the Association is hereby established. The council shall meet at least four (4) times a year and advise and consult the Board on such matters as school calendar, teaching hours and teaching load, class size, educational specialists, non-teaching duties, teachers employment, teacher assignment, teacher transfers, promotions, teacher evaluation, teacher

facilities, professional development and educational improvement, protection of teacher, students and property, maintenance of classroom control and discipline, personal and academic freedom, books and other instructional materials, teaching techniques, curriculum improvement, extra-curricular programs, in-service programs, pupil testing and evaluation, philosophy and educational specifications for buildings, teacher responsibilities, and other matters regarding the effective operation of the school district.

- 14:2 The Educational Advisory Council shall establish rules of procedure. The Council shall appoint its own chairman.
- 14:3 The Council shall meet by prepared agenda.
- 14:4 The Council shall be empowered by majority vote to form sub-committees to study and render reports to the Council concerning the topics suggested in 14:1 above.
- 14:5 The primary function of the Education Council is to recommend for Board consideration the establishment of policies and practices pertinent to the items suggested in 14:1 above. The Council in preparing its recommendation for Board consideration shall, at all times, avail itself of the most up-to-date research pertinent to such recommendations. In addition, it shall provide for minority reports if any, pertaining to its recommendations.
- 14:6 The Board of Education shall reply to the recommendations of the Council setting forth in writing their reaction to such recommendations within a reasonable period of time, as indicated by the nature of the recommendations.
- 14:7 All reports and recommendations outlined above in 14:5 shall be in writing.
- 14:8 Meetings shall generally be held during evening hours, usually beginning at seven-thirty p.m.
- 14:9 The Board, in order to establish this Council and to enable it to function adequately, agrees to budget \$300 annually to provide for expenditures related to the work of the Council.

## ARTICLE 15

## Leave of Absence

- 15:1 Sick Leave:
- 15:1.1 An employee is entitled to an annual leave of absence on account of personal illness for a period of fifteen (15) school days at full pay.
- 15:1.2 If any person requires in any school year less than this specified number of days of sick leave with pay allowed, a maximum of ten (10) days of such sick leave not utilized that year shall be accumulative to be used for additional sick leave as needed in subsequent years.
- 15:2 A maximum total allowance of five (5) days per year, which shall be deducted from the total of fifteen (15) days granted for sick leave under provision 15:1 shall be granted for a combination of the following reasons:
- 15:2.1 Death in the immediate family: Immediate family shall be considered grandparent, parent, brother, sister, husband, wife, child, or other relative living with the family.
- 15:2.2 Serious illness in the immediate family: Immediate family same as 15:2.1 above. Maximum days that may be used for this is three (3) days in any one year.
- 15:2.3 Personal Days: An employee is entitled to an annual leave of absence on account of the death of a relative, a wedding, a religious holiday, business or other justifiable personal reason for a period of two (2) school days at full pay. Such leave of absence must receive prior approval by the Superintendent upon the written application of the employee.
- 15:3 School Business: Permission may be granted by the Superintendent for teachers to attend meetings or conventions concerning school business and also to visit a designated school for not more than one (1) day each year without loss of pay.
- 15:4 Maternity:
- 15:4.1 Any regularly appointed teacher shall notify the Superintendent of her pregnancy as soon as it is medically confirmed and not later than five (5) months prior to the expected birth.

• 15:4.2 The Board shall not remove any teacher from her duties during pregnancy, except on any one of the following bases:

- a. Performance: Her teacher performance has substantially declined from the time immediately prior to her pregnancy.
- b. Physical Incapacity: Her physical condition or capacity is such that her health would be impaired if she were to continue teaching, and which physical incapacity shall be deemed to exist only if:
  1. the pregnant teacher fails to produce a certification from her physician that she is medically able to continue teaching, or
  2. the Board's physician and the teacher's physician agree that she cannot continue teaching, or
  3. following any difference of medical opinion between the Board's physician and the teacher's physician, the Board may request expert consultation in which case a third impartial physician, agreed upon by the teacher and the Board, shall be appointed to examine the teacher and whose medical opinion shall be conclusive and binding on the issue of medical capacity to continue teaching. The expense of any examination by an impartial third physician under this paragraph shall be shared equally by the teacher and the Board.
- c. Just Cause: Any other "just cause" as defined in N.J.S.A. Title 18A.

15:4.3 The Board shall grant maternity leaves of absence without pay to pregnant teachers under the following terms and conditions:

- a. Any tenured or non-tenured teacher seeking a leave of absence for pregnancy shall make application to the Board or its authorized agent at the time she notifies the Superintendent of her pregnancy. Said application shall set forth, in writing, the commencement date of the requested leave of absence and the date which she desires to return from said leave of absence. The Board shall grant such leave of absence with the requested commencement date, and date of return, which commencement date may be any time prior to birth.

- b. Any tenured or non-tenured teacher may return to work within the school year in which her leave begins, provided she shall have requested to do so in her application for a leave of absence and shall have specified the month when she desires to return. Any extension or reduction of the date of return within the same school year shall only be allowed at the discretion of the Board provided application is made following the original grant of the leave of absence but prior to the announced commencement date thereof. Such extension or reduction may be granted by the Board for an additional reasonable period of time for reasons associated with the pregnancy or birth or for other proper cause provided that such extension or reduction will not substantially interfere with administration of the school. Any tenure teacher granted a leave of absence with a return date during the same school year who wishes to extend said leave beyond the school year in which it commences shall be permitted to do so if she makes application at least three weeks prior to the commencement date of her leave of absence and subject to the provisions of Paragraph 3(d) of this Article.
- c. The Board shall not be required to extend the leave of non-tenure teachers beyond the school year for which they were hired. Non-tenure teachers wishing to return for the following school year shall be considered by the Board for re-employment for the following year.
- d. Any tenured teacher may return to work subsequent to the school year in which her leave begins, provided she shall have requested to do so in her application for a leave of absence. Any such teacher shall be permitted to return to work at the beginning of any of the two school years following the school year in which her leave commences, provided such teacher has given the Board written notice of her intention to do so not less than six (6) months prior to the beginning of the school year in which she wishes to return.

15:4.4 Except as otherwise provided in this Article, no tenure or non-tenure teacher shall be barred from returning to work after the birth of her child by any prescribed waiting period between the date of birth and the date of return to work; however, each such teacher shall be required to file, at least two weeks prior to the date of return or at the time of giving the required notice of intention to return, whichever is earlier, a certificate from her physician stating that she is physically capable

of resuming her full duties, provided that if the Board's physician is in disagreement, that conflict of medical opinion shall be resolved in the same manner as set forth in paragraph 2(b)(3) of this Article.

- 15:4.5 Any teacher granted a leave of absence under this Article shall be eligible for an increment in the following year (or in a subsequent year in which she actually returns from such leave) provided she has completed at least 90 days or more of service to the district in the year in which the leave commences.
- 15:5 The Board reserves the right to request a statement of health from said teacher's physician and further reserves the right to require the leave to start sooner or later should her condition (mental or physical) warrant this action.
- 15:6 In no case does she have the right to be re-instated without Board approval. A teacher under tenure may request a maternity leave without pay of not more than two (2) years from September of the year in which she requests the leave. If granted, she will return as a tenure teacher.

## ARTICLE 16

### Teacher Administration Liaison

- 16:1 Building Level Faculty Council
- 16:1.1 The Association shall appoint a Faculty Council for each school building which shall meet with the Principal at least once a month during the school year for the duration of the school year. Said Council shall consist of not more than one (1) member for every ten (10) teachers in the school building, but shall in no event have less than three (3) members.
- 16:2 Areas for Faculty Council Consideration:
- Areas for consideration by the Council shall include but not be limited to school building level discussions regarding:
- a. Administration of this agreement
  - b. Facilitation of programs and recommendations of the Educational Advisory Council established in Article 14 of this agreement
  - c. Revision and development of building policies and practices



16:3 Meetings with Superintendent:

The Association's representatives may meet with the Superintendent or his designee at least once a month during the school year to review and discuss current school problems and practices and the administration of this Agreement.

ARTICLE 17

Insurance

- 17:1 Commencing in 1973-74 the Board shall provide dependent coverage at the rate of 50% of the cost, Blue Cross, Blue Shield, Rider J and major medical coverage; 1974-75 75% of the cost; 1975-76 100% of the cost; for such staff who elect to have this coverage. For single staff members the Board shall provide at no cost to the teacher Blue Cross, Blue Shield, Rider J and major medical coverage, as provided by the N.J. State Health Benefits Plan.
- 17:2 For each teacher who remains in the employ of the Board for the full school year, the Board shall make payment of insurance premiums to provide insurance coverage for the full twelve (12) month period.
- 17:3 The Board shall provide to each teacher a description of the health-care insurance coverage provided under this Article, no later than the beginning of the 1973-74 school year, which shall include a clear description of conditions and limits of coverage as listed above.

ARTICLE 18

Departmental Chairmen

- 18:1 For Departmental Chairmen at the Senior High, Junior High and Rieck Avenue Schools, the Board and the Association agree to the following conditions:
- 18:1.1 Remuneration shall be at the rate of \$500 per department and \$25 per teacher in that department.
- 18:1.2 Department heads shall not write rating or evaluation reports regarding teachers nor shall they make written recommendations for employment or re-employment or continuing employment unless and until such department chairmen shall possess a valid current Supervisor's Certificate issued by the New Jersey State Board of Examiners.

- 18:1.3 Certification requirements as stated in Paragraph 18:1.2 shall not apply to present departmental chairmen who shall be given three (3) academic years to gain full certification as specified in Paragraph 18:1.2.

## ARTICLE 19

### Sabbatical Leave

- 19:1 Sabbatical leave: A teacher may be granted "sabbatical leave" under the following conditions:
- 19:1.1 Must have completed seven years' service in the school district, the last four (4) years must have been consecutive.
- 19:1.2 Shall be reimbursed at the rate of half salary for a full year or full salary for one-half year.
- 19:1.3 Requests for sabbatical leave must be received by the Superintendent in writing on such forms as designated by the Board no later than January 1 and action must be taken on all such requests no later than the third week in March of the school year preceding the school year for which the sabbatical leave is requested.
- 19:1.4 The teacher must be enrolled in an accredited college or university and be engaged in a formal program leading to an advanced degree leading to a specialization which is needed by the district.
- 19:1.5 The degree requirements must be completed during the period of sabbatical leave if the program is for work toward either a Master's Degree or a Certificate of Advanced Graduate Specialization. The above policy shall be waived for those persons engaged in a program leading to a Doctor's Degree.
- 19:1.6 Requests for sabbatical leave on a basis other than the criteria established herein shall be given consideration and nothing contained herein shall prohibit the Board from granting such leaves. However, such requests must contain significant rationale setting forth the value of such leave to the school district. Upon the recommendation of the Superintendent and the approval of the Board, such leave shall be granted.

- 19:1.7 Upon return from sabbatical leave, a teacher shall be placed on the salary schedule at the level which he would have achieved had he remained actively employed in the system during the period of his absence.
- 19:1.8 Any teacher granted a sabbatical leave of absence must agree in writing to continue working in the system for at least two (2) years following the sabbatical leave. If the total remission of service is not made by the teacher, the teacher shall agree, by signing a promissory note before being granted the leave, to remit to the Board the monetary amount equal to the time not served. Remission of the total amount expended by the Board shall be made at the rate of one-half (1/2) per year of service except in the case of death or total disability of the employee.
- 19:1.9 A report or summary of the sabbatical leave shall be submitted to the Superintendent of Schools and the Board upon the completion of the leave. Periodic progress reports of the sabbatical leave, as requested by the Board and the administration, shall be furnished by the individual during the leave period.

## ARTICLE 20

### Miscellaneous Provisions

- 20:1 Both parties recognize the desirability of continuous and uninterrupted operation of the instructional program during the normal school year, and the avoidance of disputes which threaten to interfere with such operation. Since the parties are establishing a comprehensive grievance procedure under which unresolved disputes may be settled, the parties have removed the basic cause of work interruptions during the period of this Agreement. The Association accordingly agrees, during the period of this Agreement, that it will not, nor will any person acting in its behalf cause, authorize, or support, nor will any of its members take part in, any strike (i.e. the concerted failure to report for duty, or willful absence from his position, or stoppage of work or abstinence in whole or in part, from the full, faithful and proper performance of the employee's duties of employment) for any purpose whatsoever.

- 20:1.1 The above is interpreted that: The Association may be held liable in damages for "wild cat" strikes, unless the association in writing immediately disavows the strike and notifies the strikers to return to work.
- 20:1.2 In the case of a strike the Board may apply for an injunction against the Association.
- 20:1.3 The Association agrees that any strike is a breach of contract and that such act removes all impediment from and permits the Board to dismiss or otherwise discipline employees taking part in that breach of contract.
- 20:2 The Millville School Board, on its own behalf and on behalf of the taxpayers of the district hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of New Jersey, and of the United States, including but without limiting the generality of the foregoing, the right:
- To exercise executive management and administrative control of the school system and its properties and facilities, and the activities of its employees.
- 20:2.1 To hire all employees and subject to the provisions of law, to determine their qualifications, and the conditions for their continued employment, or their dismissal or demotions; and to promote, and transfer all such employees;
- 20:2.2 To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students, all as deemed necessary or advisable by the Board;
- 20:2.3 To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature;
- 20:2.4 The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the State of New Jersey, and the Constitution and laws of the United States.

- 20:2.5 Nothing contained herein shall be considered to deny or restrict, the Board of its rights, responsibilities, and authority under the New Jersey School Laws or any other national, state, county, district, or local laws or regulations.
- 20:3 If any provision of this Agreement or any application of this Agreement to any employee or groups of employees is held to be contrary to law, then such provisions or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- 20:4 Nothing in this Agreement which changes pre-existing Board Policy, rules, or regulations shall operate retroactively, unless expressly so stated. The parties agree that teachers shall continue to serve under the direction of the Superintendent of Schools and in accordance with Board and Administrative Policies, Rules and Regulations provided that the provisions of this Agreement shall supersede and prevail over any conflicting provisions.
- 20:5 It is understood that, under the rulings of the courts of New Jersey and the State Commissioner of Education, the Board of Education is forbidden to waive any rights or powers granted it by law. Anything to the contrary notwithstanding, nothing contained in any section, paragraph or sub-section of this Agreement shall be interpreted in any manner or be so construed as to indicate that the Board has waived rights which are expressly required by the courts to be retained by the Board.
- 20:6 The Board and the Association agree that there shall be no discrimination and that all practices, procedures, and policies of the school system shall clearly exemplify that there is no discrimination in the hiring, training, assignment, promotion, transfer, or discipline of teachers or in the application or administration of this Agreement on the basis of race, creed, color, religion, national origin, sex, domicile, or marital status.

20:7 Copies of this Agreement shall be printed or mimeographed at the expense of the Board, and distributed to the members of the bargaining unit promptly.

20:8 Notices under this Agreement shall be given by either party to the other by telegram or registered letter as follows:

To the Board at:

To the Association at:

ARTICLE 21

Duration of Agreement

- 21:1 This agreement shall be in effect as of July 1, 1973 and shall continue in effect until June 30, 1976 in part subject to the Association's right to negotiate over a successor agreement as provided in Article 2.
- 21:2 In witness whereof, the parties hereto have caused this agreement to be signed by their respective Secretaries, all on the day and year first above written.
- 21:3 This agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

MILLVILLE TEACHER'S ASSOCIATION

by 

President

Attest:



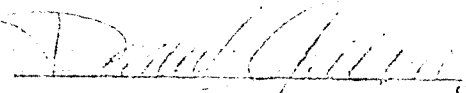
Secretary

MILLVILLE BOARD OF EDUCATION

by 

President

Attest:



Secretary

Signed: November 13, 1973

MILLVILLE PUBLIC SCHOOLS

Millville, New Jersey

School Year 1973 - 1974

sp	No Degree	Bachelors Degree	Bachelors + 30 cr.	Masters Degree	Masters + 30 cr.	Doctorate
	\$ 7,600	\$ 8,200	\$ 8,500	\$ 8,800	\$ 9,400	\$10,000
	7,900	8,500	8,800	9,100	9,700	10,300
	8,200	8,800	9,100	9,400	10,000	10,600
	8,500	9,100	9,400	9,700	10,300	10,900
	8,900	9,400	9,700	10,000	10,600	11,200
	9,300	9,800	10,100	10,400	11,000	11,600
	9,600	10,200	10,500	10,800	11,400	12,000
	9,900	10,500	10,800	11,100	11,700	12,300
	10,200	10,800	11,100	11,400	12,000	12,600
	10,500	11,100	11,400	11,700	12,300	12,900
	10,800	11,400	11,700	12,000	12,600	13,200
	11,100	11,700	12,000	12,300	12,900	13,500
	11,400	12,000	12,300	12,600	13,200	13,800
	11,700	12,300	12,600	12,900	13,500	14,100
	12,000	12,700	13,000	13,300	13,900	14,500
	12,400	13,100	13,400	13,700	14,300	14,900
	12,800	13,500	13,800	14,100	14,700	15,300



MILLSVILLE PUBLIC SCHOOLS

Millsville, New Jersey

School Year 1973 - 1974

Step	No Degree	Bachelors Degree	Bachelors + 30 cr.	Masters Degree	Masters + 30 cr.	Doctorate
	\$ 7,600	\$ 8,200	\$ 8,500	\$ 8,800	\$ 9,400	\$10,000
	7,900	8,500	8,800	9,100	9,700	10,300
	8,200	8,800	9,100	9,400	10,000	10,600
	8,500	9,100	9,400	9,700	10,300	10,900
	8,900	9,400	9,700	10,000	10,600	11,200
	9,300	9,800	10,100	10,400	11,000	11,600
	9,600	10,200	10,500	10,800	11,400	12,000
	9,900	10,500	10,800	11,100	11,700	12,300
	10,200	10,800	11,100	11,400	12,000	12,600
	10,500	11,100	11,400	11,700	12,300	12,900
	10,800	11,400	11,700	12,000	12,600	13,200
	11,100	11,700	12,000	12,300	12,900	13,500
	11,400	12,000	12,300	12,600	13,200	13,800
	11,700	12,300	12,600	12,900	13,500	14,100
	12,000	12,700	13,000	13,300	13,900	14,500
	12,400	13,100	13,400	13,700	14,300	14,900
	12,800	13,500	13,800	14,100	14,700	15,300

APPENDIX A  
MILLVILLE PUBLIC SCHOOLS  
Millville, New Jersey  
School Year 1974-1975

Step	No Degree	Bachelors Degree	Bachelors 130 cr.	Masters Degree	Masters + 30 cr.	Doctorate
1	\$8,100	\$8,700	\$9,000	\$9,300	\$9,900	\$10,500
2	8,400	9,000	9,300	9,600	10,200	10,800
3	8,700	9,300	9,600	9,900	10,500	11,100
4	9,000	9,600	9,900	10,200	10,800	11,400
5	9,300	9,900	10,200	10,500	11,100	11,700
6	9,700	10,200	10,500	10,800	11,400	12,000
7	10,100	10,600	10,900	11,200	11,800	12,400
8	10,400	11,000	11,300	11,600	12,200	12,800
9	10,700	11,300	11,600	11,900	12,500	13,100
10	11,000	11,600	11,900	12,200	12,800	13,400
11	11,300	11,900	12,200	12,500	13,100	13,700
12	11,600	12,200	12,500	12,800	13,400	14,000
13	11,900	12,600	12,900	13,200	13,800	14,400
14	12,200	13,000	13,300	13,600	14,200	14,800
15	12,600	13,400	13,700	14,000	14,600	15,200
16	13,000	13,800	14,100	14,400	15,000	15,600
17	13,400	14,200	14,500	14,800	15,400	16,000

## APPENDIX A

## MILLVILLE PUBLIC SCHOOLS

Millville, New Jersey

School Year 1975-1976

Step	No Degree	Bachelors Degree	Bachelors + 30 cr.	Masters Degree	Masters + 30 cr.	Doctorate
1	\$8,600	\$9,200	\$9,500	\$9,800	\$10,400	\$11,000
2	8,900	9,500	9,800	10,100	10,700	11,300
3	9,200	9,800	10,100	10,400	11,000	11,600
4	9,500	10,100	10,400	10,700	11,300	11,900
5	9,800	10,400	10,700	11,000	11,600	12,200
6	10,100	10,700	11,000	11,300	11,900	12,500
7	10,500	11,000	11,300	11,600	12,200	12,800
8	10,900	11,400	11,700	12,000	12,600	13,200
9	11,200	11,800	12,100	12,400	13,000	13,600
10	11,500	12,100	12,400	12,700	13,300	13,900
11	11,800	12,400	12,700	13,000	13,600	14,200
12	12,100	12,800	13,100	13,400	14,000	14,600
13	12,400	13,200	13,500	13,800	14,400	15,000
14	12,800	13,600	13,900	14,200	14,800	15,400
15	13,200	14,000	14,300	14,600	15,200	15,800
16	13,600	14,400	14,700	15,000	15,600	16,200
17	14,000	14,800	15,100	15,400	16,000	16,600

APPENDIX B

1973 - 1976 CO-CURRICULAR SALARY GUIDE AGREEMENT

ACTIVITY	Paid 72-73	73-74	74-75	75-76	Actual	Diff.
<u>HIGH SCHOOL</u>						
Football Head Coach	1000	1300- 1600	1300- 1700	1300- 1800	1100	+200
" Asst. "	800	600- 900	600- 950	600- 1000	900	+100
" Asst. "	700	600- 900	600- 950	600- 1000	900	+200
" Asst. "	600	600- 900	600- 950	600- 1000	800	+200
" " "	800	600- 900	600- 950	600- 1000	900	+100
" " "	500	600- 900	600- 950	600- 1000	700	+200
Basketball Head Coach	900	800- 1100	800- 1200	800- 1300	1100	+200
" Asst. "	400	500- 800	500- 850	500- 900	600	+200
Wrestling Head Coach	900	800- 1100	800- 1200	800- 1300	1100	+200
" Asst. "	600	500- 800	500- 850	500- 900	800	+200
Baseball Head Coach	1000	700- 1000	700- 1100	700- 1200	1000	0
" Asst. "	600	400- 700	400- 750	400- 800	700	+300
Soccer Head Coach	900	700- 1000	700- 1100	700- 1200	1000	+100
" Asst. "	400	400- 700	400- 750	400- 800	500	+100

APPENDIX B

1973 - 1976 CO-CURRICULAR SALARY GUIDE AGREEMENT

ACTIVITY	Paid				Actual	Diff.
	72-73	73-74	74-75	75-76		
Track Head Coach	700	700- 1000	700- 1100	700- 1200	800	+100
" Asst "	600	400- 700	400- 750	400- 800	700	+100
" Asst "	400	400- 700	400- 750	400- 800	500	+100
Gymnastics Head Coach	700	500- 800	500- 800	500- 825	800	+100
Cross Country Head Coach	800	500- 800	500- 825	500- 850	800	0
Intra-Sports Coord. (3 Season)	250	300- 500	300- 500	300- 500	300	+50
" " " ( " )	250	300- 500	300- 500	300- 500	300	+50
Golf Coach	450	250- 450	250- 450	250- 450	450	0
Swim Coach	450	250- 450	250- 450	250- 450	450	0
Equipment Manager	800	700- 1000	700- 1025	700- 1050	900	+100
Trainer	1300	1000- 1300	1000- 1350	1000- 1400	1300	0
<u>GIRLS SPORTS</u>						
Hockey Head Coach	700	500- 700	500- 725	500- 750	700	0
" Asst "	400	300- 500	300- 525	300- 550	500	+100
Basketball Head Coach	700	500- 700	500- 725	500- 750	700	0
" Asst. "	400	300- 500	300- 525	300- 550	500	+100

APPENDIX B

1973 - 1976 CO-CURRICULAR SALARY GUIDE AGREEMENT

ACTIVITY	Paid 72-73	73-74	74-75	75-76	Actual	Diff.
Amis Head Coach	300	300- 600	300- 600	300- 625	400	+100
" Asst "	100	-	-	-	100	0
Overleader Coach	500	400- 700	400- 700	400- 725	600	+100
Ball Team Coach	200	200- 400	200- 400	200- 425	300	+100
<u>MISCELLANEOUS</u>						
Forensics & Debate Director	500	500- 800	500- 800	500- 825	600	+100
" Asst "	300	300- 500	300- 500	300- 500	400	+0
Dramatics Director	600	600- 900	600- 900	600- 925	700	+100
" Asst " Gr 10	200	300	300	325	300	+100
" Asst " Gr 11	200	300	300	325	300	+100
" Asst " Gr 12	200	300	300	325	300	+100
Dramatics Stage Craft	450	500- 800	500- 825	500- 850	600	+150
Publications: Tabler	600	500- 800	500- 800	500- 800	700	+100
" Torch	800	500- 800	500- 825	500- 850	800	0
Music: Band	800	500- 800	500- 850	500- 900	800	0
" : Orchestra & Vocal	800	500- 800	500- 850	500- 900	800	0

APPENDIX B

1973 - 1976 CO-CURRICULAR SALARY GUIDE AGREEMENT

ACTIVITY	Paid 72-73	73-74	74-75	75-76	Actual	Diff.
Senior Class Variety Show	200	200	200	225	200	0
Va & Pub. Add. System	600	600	625	650	600	0
Public Relations	300	300	325	350	300	0
Dep. of Admissions	500	500	500	525	500	0
Student Council Advisor	250	250	250	300	250	0
Class Advisor: Gr 10	100	150	150	200	150	+50
" " : Gr 11	250	300	300	325	300	+50
" " : Gr 12	250	350	350	375	350	+100
Senior Society	250	300	300	325	300	+50
Class Bus. Mgr.	250	-	-	-	-	-

JUNIOR HIGH SCHOOL

9th Gr Football Head Coach	850	600-900	600-950	600-1000	900	+50
" " Asst. "	550	350-550	350-575	350-600	550	0
" " " "	350	350-550	350-575	350-600	450	+100
" " " "	350	350-550	350-575	350-600	450	+100
8th Gr Basketball Head Coach	750	500-800	500-850	500-900	800	+50
" " Asst "	450	350-550	350-575	350-600	550	+100
8th Gr Baseball Head Coach	700	400-700	400-750	400-800	700	0
" Asst " "	300	300-600	300-625	300-650	400	+100

APPENDIX B

1973 - 1976 CO-CURRICULAR SALARY GUIDE AGREEMENT

ACTIVITY	1972-73	73-74	74-75	75-76	Actual	Diff.
Ch Gr Track Head Coach	700	400- 700	400- 750	400- 800	700	0
" " " Asst "	300	300- 600	300- 625	300- 650	400	\$100
Ch Gr Wrestling Head Coach	700	500- 800	500- 850	500- 900	800	\$100
" " " Asst "	500	350- 550	350- 575	350- 600	550	\$50
Ch-8th Gr Intra Football	300	200- 400	200- 400	200- 425	400	\$100
" " " " "	300	200- 400	200- 400	200- 425	300	0
" " " " "	200	200- 400	200- 400	200- 425	300	\$100
" " " " "	200	200- 400	200- 400	200- 425	100	-100
Ch-8th Gr Boys Winter Sports	300	200- 400	200- 400	200- 425	400	\$100
" " " " "	200	200- 400	200- 400	200- 425	300	\$100
" " " Spring "	300	200- 400	200- 400	200- 425	400	\$100
" " " " "	200	200- 400	200- 400	200- 425	300	\$100
Ch-8th Gr Sports Coord.	300	300- 500	300- 500	300- 525	400	\$100
Ch Gr Girls Intra (3 season)	1000	700- 1000	700- 1000	700- 1000	1000	0
" " " "	1000	700- 1000	700- 1000	700- 1000	1000	0



APPENDIX B:

1973 - 1976 CO-CURRICULAR SALARY GUIDE AGREEMENT

ACTIVITY	Paid 72-73	73-74	74-75	75-76	Actual	Diff.
7th-8th Gr Girls Intra (3 season)	600	600- 900	600- 900	600- 900	700	+100
" " " " "	600	600- 900	600- 900	600- 900	700	+100
7th Grade Soccer	700	400- 700	400- 725	400- 750	700	0
Equipment Manager	600	500- 800	500- 800	500- 800	700	+100
Dramatics Head Dir.	500	300- 500	300- 550	300- 600	500	0
" Asst "	200	200	200	225	200	0
Stage Craft	400	300- 500	300- 500	300- 500	500	+100
Publications	400	300- 500	300- 500	300- 500	500	+100
Local: Music	600	400- 700	400- 725	400- 750	700	+100
Instr	600	400- 700	400- 725	400- 750	700	+100
Accompanist	100	150	175	200	150	+50
Public Relations	300	300	300	300	300	0
AVA	400	400	400	400	400	0
<u>ELEMENTARY SCHOOLS</u>						
AVA: Bacon	100	100	100	100	100	0
" Culver	100	100	100	100	100	0
" Mt. Pleasant West	100	100	100	100	100	0
" Wood	100	100	100	100	100	0

APPENDIX B

1973 - 1976 CO-CURRICULAR SALARY GUIDE AGREEMENT

ACTIVITY	Paid 72-73	73-74	74-75	75-76	Actual	Diff.
Public Relations: Bacon	100	100	100	125	100	0
" " Culver	100	100	100	125	100	0
" " Mt. Pleasant West	100	100	100	125	100	0
" " Wood	100	100	100	125	100	0
<u>Ricek Ave</u>						
VA	300	300	300	300	300	0
Public Relations	150	150	150	175	150	0
Publications	100	100	100	125	100	0

APPENDIX C  
GRIEVANCE FORM

Date: \_\_\_\_\_

The undersigned grievant hereby submits the following grievance  
to \_\_\_\_\_

- (a) The nature of the grievance and the desired relief is as follows:
  
  
  
  
  
  
  
  
  
  
- (b) Previous discussions have resulted in the following disposition:
  
  
  
  
  
  
  
  
  
  
- (c) The grievant is dissatisfied with the previous decision in the following way:

\_\_\_\_\_  
Grievant

