

AGREEMENT
BETWEEN

MAURICE RIVER TOWNSHIP
BOARD OF EDUCATION

AND

MAURICE RIVER TOWNSHIP
TEACHERS' ASSOCIATION

JULY 1, 2021 – JUNE 30, 2024

PREAMBLE

THIS AGREEMENT entered into the 13th day of December, 2022, by and between the BOARD OF EDUCATION OF MAURICE RIVER TOWNSHIP, hereinafter called the "Board", and the MAURICE RIVER TOWNSHIP TEACHERS' ASSOCIATION, hereinafter called the "Association."

WHEREAS, the Board has an obligation, pursuant to Chapter 123, Public Law 1974, to negotiate with the Association as the representative of employees hereinafter designated with respect to the terms and condition of employment, and

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

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

ARTICLE I. RECOGNITION

1.1. Unit

The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning grievances and terms and conditions of employment for all teachers employed by the Board, whether under contract, on leave or on a per diem basis, but excluding administrators, office personnel, cafeteria staff, maintenance staff, bus drivers, substitute teachers and part-time employees other than teachers.

1.2. Definition of Teacher

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

ARTICLE 2. MANAGEMENT RIGHTS

2.1. Reservation of Rights and Responsibilities

The Board, on its own behalf and on behalf of the students and 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 applicable laws and regulations of the State of New Jersey, including, but without limiting the generality of the foregoing, the right:

- a) To the executive management and administrative control of the school system, its properties and facilities, and the in-school activities of its employees;
- b) To hire all employees, and subject to applicable provisions of law, to determine their qualifications, the conditions of their continued employment, their discipline or dismissal, and to promote or transfer all such employees, or to refrain from any such activities;
- c) To establish, modify or delete grades, courses of instruction, curriculum, special programs, and to provide or refrain from providing for athletic, recreational, extra-curricular, and social events for students, all as deemed necessary or advisable by the Board.

2.2 Educational Authority

Nothing contained herein shall be construed or considered to deny or restrict the Board of any of its rights, responsibilities and/or authority under the laws, rules and regulations of the State of New Jersey or of the United States, or any local rule, regulation or policy as it pertains to education.

2.3. Managerial Prerogative

The parties expressly recognize that it is the right of the Board to create, amend, or delete specific positions, including, but not limited to, extra-curricular positions.

ARTICLE 3. ASSOCIATION RIGHTS AND PRIVILEGES

3.1. Release Time for Meetings

Whenever any officer or designated representative of the Association who has been so identified to the Chief School Administrator is mutually scheduled by the parties to participate during that teacher's scheduled working hours, in joint negotiations meetings, or in official steps of the grievance proceedings, such teacher shall not suffer any loss in pay for the hours so spent.

3.2. Use of School Buildings

The Association and its representative shall have the right to use the school building at all reasonable hours for meetings. The Chief School Administrator shall be notified in writing at least 48 hours prior to the requested use time. Use shall be permitted with prior approval of the Chief School Administrator or his/her designee for scheduling purposes and which approval shall not be unreasonably withheld. Reasonable time for use shall be defined as the time between the hours of 8:00 am to 8:00 pm.

3.3. Use of School Equipment

The Association shall have the right to use school facilities and equipment, including typewriters, duplicating equipment, computers, calculators and audio-visual equipment at reasonable times, when such equipment is otherwise not in use. It is understood that said equipment shall not be misused.

3.4. Bulletin Boards

The Association shall have the exclusive use of a bulletin board in the faculty lounge. The Association shall also be assigned adequate space on the bulletin board in the central office for Association notices.

3.5. Mail Facilities and Mailboxes

The Association shall have the right to use the inter school mail facilities and school mailboxes as it deems necessary and without the approval of the Chief School Administrator or other members of the administration.

3.6. Notification of Hiring

The Association president will be notified in writing by the Board Secretary of the hiring and salary of persons covered by this Agreement.

3.7. Teacher-Administration Liaison

The Association's representatives shall meet with the Chief School Administrator during the school year to review and discuss current school programs and practices and the administration of this Agreement. Meetings may be monthly. Other meetings may be arranged when deemed necessary by the Association or the Chief School Administrator.

ARTICLE 4. TEACHER RIGHTS AND RESPONSIBILITIES

4.1. Right to Organize and Other Concerted Actions

In accordance with the existing laws, the Board hereby agrees that every employee of the Board shall have the right to freely organize, join, and support the organization or Association and its affiliates for the purpose of engaging in collective negotiations and other concerned activities for mutual aid and protection. As a duly selected body exercising governmental power under color of the law of the State of New Jersey, the Board undertakes and agrees that it shall not directly or indirectly discourage, deprive or coerce any teacher in the enjoyment of any rights conferred by *Chapter 123, Public Laws 1975* or other laws of New Jersey or the Constitution of New Jersey and the United States; that it shall not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of said teacher's membership in the Association and its affiliates, said teacher's participation in any activities of the Association and its affiliates or collective negotiations with the Board, or said teacher's institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment. The Association agrees and recognizes that all unit members shall have the right to refrain from participation in any or all of the activities set forth in this paragraph. The Association will not discriminate against any unit member that exercises that right.

4.2. Reservation of Rights

Nothing contained herein shall be construed to deny or restrict to any teacher such rights as said teacher may have under New Jersey School laws or any other applicable laws and regulations. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.

4:3. Religious or Political Activities

Teachers shall be entitled to full rights of citizenship and no religious or political activities of any teacher or lack thereof shall be grounds for any discipline or discrimination with respect to professional employment of such teacher, providing said activities do not violate any local, state or federal law.

4:4. Just Cause

No teacher shall be discharged, disciplined, reprimanded, reduced in rank or compensation, or deprived of any professional advantage, without just cause. Any such action asserted by the Board, or any agent or representative thereof, shall be subject to the grievance procedure herein set forth.

4:5. Right to Notice and Representation

Whenever any teacher is required to appear before any administrator or supervisor, Board or any committee, member, representative or agent thereof, concerning any matter which could adversely affect the continuation of the teacher in said teacher's office, position or employment or the salary or any increments pertaining thereto, then said teacher shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have representative(s) of the Association present to advise and represent said teacher during such meeting or interview. This section shall not apply to the initial conference following a classroom observation.

4:6. Identification of Association Membership

No teacher shall be prevented from wearing pins or other identification of membership in the Association or its affiliates.

4:7. Notification of Contract

Teachers shall be notified of their contract for the ensuing year no later than the date so established by New Jersey law.

4:8. Written Notice of Class, Subjects and Room Stations

All teachers shall be given a written notice of their class and/or subject stations, building and room stations for the forthcoming year as soon as practicable. A list of said schedules and stations shall be simultaneously sent to the Association.

4:9. Unsafe and Hazardous Conditions

The Board of Education shall maintain all buildings and facilities under its control as per New Jersey Department of Education standards and in accordance with all applicable building codes.

4:10. Use of Reasonable Force

As specified in *N.J.S.A. 18A:6-1*, a teacher may, within the scope of such employment, use and apply such amount of force as is reasonable and necessary to quell a disturbance threatening the teacher's person; physical injury to others; to obtain possession of weapons or other dangerous objects upon the person or within the control of the pupil; for the purpose of self-defense; and for the protection of persons or property.

4:11. Reimbursement of Defense Costs

Whenever any action is brought by the Board against a teacher before the Commissioner of Education of the State of New Jersey which may affect the teacher's employment or salary status, the Board shall reimburse the teacher for the cost of this defense if the action is dismissed or results in a final decision in favor of the teacher.

4:12. Assault Upon a Teacher

4:12.1. Legal and Other Assistance

The Board shall give full support including legal and other assistance for any assault upon the teacher while acting in the discharge of the teacher's duties.

4:12.2. Absences

When absence arises out of or from such assault or injury, the teacher shall be entitled to full salary and other benefits for the period of such absence less any monetary sum awarded by worker's compensation but shall not forfeit any sick leave or personal leave.

4:12.3. Reimbursement of Damaged Property

The Board shall reimburse a teacher for the reasonable cost of any clothing or personal property damaged or destroyed as a result of an assault suffered by a teacher while the teacher was acting in the discharge of the teacher's duties within the scope of the teacher's employment.

4:13. Complaint Procedure

4:13.1. Mandatory Procedure

Any complaints regarding a teacher made to any member of the administration by any parent, student, or other person which may influence an evaluation of a teacher shall be processed according to the following procedure.

4:13.2. Meeting with Chief School Administrator or Immediate Supervisor

The Chief School Administrator or immediate supervisor shall meet with the teacher to apprise the teacher of the full nature of the complaint and they shall attempt to resolve the matter informally.

4:13.3. Appeal of Discipline

If a teacher is disciplined as a result of such a complaint, the teacher shall have the option, to the extent provided by law, to appeal that discipline either through the parties' grievance procedure, or through an appropriate state agency.

ARTICLE 5. GRIEVANCE PROCEDURE

5:1. Grievance

A grievance shall mean a claimed breach, misinterpretation, or misapplication of the terms of this Agreement, board policies, and administrative decisions affecting employees' terms and conditions of employment.

5:2. Grievant

A grievant is the person or persons of the Association making the claim.

5:3. Party in Interest

A party in interest is the person or persons making the claim, any person selected or approved by either the Association or the Board, or any person including the Association or the Board who might be required to take action or against whom action might be taken in order to resolve the claim.

5:4. Purpose

The purpose of this procedure is to secure at the lowest possible level, solutions to the problems which may from time to time arise affecting the employees covered by

this Agreement. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

5.5. Procedure

5.5.1. Time Limits

Since it is important that grievances be processed as rapidly as possible; the number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

5.5.2. Effect of End of School Year

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

5.5.3. Initial Filing

Any grievance must be filed within twenty-two (22) school days of its occurrence.

5.5.4. Grievance Form

All grievances shall be in writing and shall be filed using the approved grievance form attached hereto as *Schedule A*.

5.6. Level One - Immediate Supervisor

A grievant shall first discuss a grievance with the grievant's immediate supervisor, either directly or through the Association's designated representative, with the objective of resolving the matter informally.

5.7. Level Two - Chief School Administrator

If the grievant is not satisfied with the disposition of the grievance at Level One, or if no decision has been rendered within five (5) school days after the presentation of the grievance, the grievant may file the grievance in writing with the Association. Within five (5) school days after receiving the written grievance, the Association may refer it to the Chief School Administrator.

5.8. Level Three – Board of Education

5.8.1. Submission to Board

If the grievant is not satisfied with the disposition of the grievance at Level Two, or if no decision has been rendered within five (5) school days after the presentation of the grievance, the grievant or the Association may file the grievance in writing with the Board.

5.8.2. Hearing

Within twenty (20) school days of receipt of the grievance, the Board, or a committee thereof, shall conduct a hearing. The Board, or a committee thereof, shall respond to the grievance within five (5) school days following the hearing. Board response shall be emailed to the Association President, the NJEA Representative (if any) and the Association Vice President/Grievance Chair. The Association must provide at the beginning of the school year contact information for the three noted individuals to be noticed.

5.9. Level Four – Arbitration

5.9.1. Submission to Arbitration

If the final decision reached by the Board is unacceptable to the grievant or the Association, the grievance may be submitted to arbitration within thirty (30) school days. If the grievance is not filed within the time limits specified within this procedure, the grievance shall be considered invalid.

5.9.2. Selection of Arbitrator

Within ten (10) school days after each such written notice of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain from said arbitrator a commitment to serve within the specified time, a request for a list of arbitrators may be made to the Public Employment Relations Commission by either party. The parties shall then be bound by the rules and procedures of the Public Employment Relations Commission in the selection of an arbitrator.

5:9.3. Binding Arbitration

The arbitrator so selected shall confer with the Board and the Association and hold hearings promptly and shall issue a decision not later than twenty (20) days from the date of the close on the issue have been submitted to him. The arbitrator shall have no power to alter, modify, add to, or subtract from the provisions of this Agreement. The arbitrator's authority shall be subject to New Jersey Statutes Annotated or any other national, state, county, district, or local laws. The arbitrator shall not usurp the functions of the Board or the proper exercise of its powers under the law and this Agreement. The decision of the arbitrator, if within the scope of the arbitrator's authority as above set forth, shall be final and binding.

5:9.4. Costs of Arbitration

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

5:10. Rights of Grievant

5:10.1. Representation

Any grievant may be represented at all stages of the grievance procedure by a representative selected or approved by the Association and the Association shall have the right to have a representative present, as an observer, at all stages of the grievance procedure.

5:10.2. Prohibition Against Reprisals

No reprisals of any kind shall be taken by the Board or by any member of the administration against any party in interest, any representative, any member of the Association, or any other participant in the grievance by reason of such participation.

5:11. Miscellaneous

All decisions rendered at Levels Two, Three, and Four of the Grievance Procedure shall be in writing, setting forth the decision and reasons therefore, and shall be transmitted promptly to all parties in interest and to the Association.

ARTICLE 6. SALARIES

6:1. Increases to Base Salary

The salaries of all teachers covered by this Agreement (2021-2024) are set forth in *Schedule B*.

Salary increases shall be as follows:

1. 2021-2022	3% added to base salary
2. 2022-2023	3% added to base salary
3. 2023-2024	3% added to base salary

All salary increases are inclusive of increment.

Retroactive pay shall be paid for 2021-2022.

All teachers will receive credit on the salary guide for all graduate level credits above a BA. Credits must be graduate level, however, do not have to lead necessarily to the next advanced degree.

There shall be no retroactive collection of chapters 78/44 premium contribution once agreed upon salary increases are processed.

6:1.1. Placement on Salary Scale

Each teacher shall be placed on his/her proper step of the salary scale as of the beginning of each school year.

6:1.2. Payment Installments

Teachers employed on a ten (10) month basis shall be paid in twenty (20) equal semi-monthly installments.

6:1.3. Alternate Pay Day

When a pay day falls on or during a school holiday, vacation, or weekend, teachers shall receive their pay checks on the last previous working day.

6:1.4. Part-time Teachers

Part-time teachers shall receive pro rata salary, in accordance with their schedules.

6.2. Extra-Curricular Activity

6.2.1. Compensation

Each teacher who participates in an extra-curricular activity as recommended by the Chief School Administrator and approved by the Board of Education shall be compensated as set forth in *Schedule C*. Compensation for existing extra-curricular activities shall reflect the current practice for the reporting process, student attendance, hiring, etc. Stipends are to be paid twice annually, December and June.

6.2.2. Additional Activities.

The Chief School Administrator shall have the option of implementing additional activities including up to a maximum of ten (10) additional positions per year at a stipend of \$320 per position. There shall be no duplication of academic programs or classroom instruction. Graduation shall remain as current practice.

The Board shall have the right to develop the appropriate job descriptions. All teachers being paid for extra-curricular activities shall be accountable to the Board of Education for said activities. All such activities shall be conducted after school hours.

6.2.3. Mentoring.

Mentors and Mentorees shall be provided with appropriate time during the school day to meet on a regular basis. Mentors selected by the Chief School Administrator shall be tenured staff members from the same field as the mentoree and shall have volunteered for the position following its posting. The Administration shall not seek information from mentors for use in evaluating the mentoree. Mentorees shall be responsible for payment to the mentor and said payment shall be administered through the School Business Office.

6.2.4. Summer School and Annually Appointed Positions.

Summer school and annually appointed positions, including clubs and stipend positions, will not be posted if it is the administration's intent to reappoint the person currently holding the position. Evaluations for annually appointed positions for people who will not be reappointed to such positions will be provided within 30 days of the end of the activity. The CSA will notify all employees within 30 days of the end of the activity of the intent to rehire or not to rehire the employee. Failure of the CSA to notify the employee will automatically entitle the employee to be rehired. The CSA will provide the reason(s) for non-rehiring in the instances where he/she elects not to rehire the employee. All new and open positions will be posted in the faculty lounge and emailed at least one week prior to positions being filled. New and open positions will be filled first by teachers who do not have other activities.

6.3. Longevity

6.3.1. Employees Completing 15 Years Of Service As Of June 30, 1996.

Employees completing 15 years of service as of June 30, 1996 shall remain in the existing longevity program as follows:

After fifteen (15) years of service within the district	\$340.00
After twenty (20) years of service within the district	\$907.00
After twenty-five (25) years of service within the district	\$907.00
After thirty (30) years of service within the district	\$907.00

6.3.2. All Other Employees.

All other employees shall be included in the new longevity program as follows:

Years of Service	Payment (Non-Cumulative)
After Five (5) years of service within the district	\$500.00
After Ten (10) years of service within the district	\$700.00
After fifteen (15) years of service within the district	\$900.00
After twenty (20) years of service within the district	\$1,100.00
After twenty-five (25) years of service within the district	\$1,300.00

6.3.3. Longevity Payments.

Longevity payments shall be paid in twenty (20) installments annually.

6.3.4. Additional Money for Longevity.

No additional money shall be allocated for longevity for the duration of this contract. Therefore, longevity shall remain as reflected in the contract of July 1, 2008 through June 30, 2012.

6.3.5. Home Liaison Teacher

The parties agree to creation of the position of Home Liaison Teacher. The Home Liaison Teacher shall receive a stipend of \$8,000.00 per year. The parties agree that the Board of Education shall develop a job description which shall be reviewed by the Association.

ARTICLE 7. BENEFITS

7.1. Health Insurance Protection

7.1.1. Health Benefit Plan

Provisions of the health-care insurance program, prescription plan and dental plan, shall be detailed in master policies and contracts agreed upon by the Board and the Association., and included herein by reference.

All teachers shall be enrolled in NJ Direct 15 of the SCHOOL EMPLOYEE HEALTH BENEFITS PLAN (SEHBP). Teachers shall be permitted to enroll in any other plan offered by SEHBP however, teachers electing do so shall be required to pay any and all premium costs above the premium cost for NJ Direct 15.

7.1.2. Coverage

For each teacher, who remains in the employ of the Board for the full year and who qualifies under the carriers' rules, the Board shall make payment of insurance premiums to provide insurance coverage for the full twelve (12) month period commencing September 1st and ending August 31st. When necessary, payment of premiums in behalf of the teacher shall be made retroactively to assure uninterrupted coverage and participation.

All employees shall be required to contribute towards the cost of health coverage that percent of salary as set forth in New Jersey Public Law 2011, c. 78.

7.1.3. Participation By Retired Employees

The Board will allow retired employees who were employed by the Board and listed on the agreed upon scattergram dated February 28, 2012, to remain part of the

group plan if such employees pay the premium. Employees hired by the Board on or after February 28, 2012, shall not be eligible for this benefit.

7:1.4. Description of Coverage and Benefits

The Board shall provide each teacher a description of the health-care insurance coverage provided under this article no later than the beginning of the school year, which shall include a clear description of the conditions and limits of coverage.

7:1.5. Family Benefits

All qualified unit members shall be eligible at unfixed rates for full family coverage. However, all employee and dependent co-payment amounts shall be borne solely by the unit member.

The parties acknowledge and agree that all co-pays and co-insurance will be as mandated by SEHBP. The current Patriot V primary care physician co-pay is \$10.00 and the cost for specialist co-pay is \$15.00; out-patient mental health is \$25.00 for a maximum of 20 visits and emergency room co-pay is \$50.00.

The parties acknowledge that the current Patriot X co-pays are \$15.00 for primary care physician; \$20.00 for specialist co-pay and emergency room co-pay is \$50.00.

7:1.6. Family Prescription Plan

All qualified unit members shall be eligible at unfixed rates for the family prescription plan. The co-pay for this prescription plan shall be \$10(generic)/\$20 (brand name). Mail in/mail-order shall be \$10(generic)/\$20(brand name). The prescription plan shall be a mandatory generic plan with the provision that should the participant's doctor prescribe a brand name drug, then in that event, a brand name drug shall be prescribed at no additional cost above the generic brand rate. This plan is commonly known as a MacB Plan.

7:1.7. Family Dental Plan

All qualified unit members shall; be eligible at unfixed rates for the family dental health plan.

7:1.8. Dual Health Insurance Coverage.

Those employees who have health insurance coverage through a spouse; other health insurance coverage; or who opt to not receive health insurance coverage as provided by the Board, shall receive a payment equal to fifty per cent (50%) of the cost to the Board of any particular coverage that the employee elects to opt out of, i.e., health benefits; prescription; dental plan. Should a change of life event occur, for example, death of spouse or divorce from spouse, or other life events as recognized by the health insurance carrier, then in that event, the employee shall be permitted to re-enroll in the Board's health insurance plan without penalty. There shall be no exclusions for pre-existing injuries or medical conditions and no cost to re-enroll to the individual. Employees shall be permitted to re-enroll during the annual open enrollment period.

This plan option will be in compliance with Section 125 of the Internal Revenue Code. Cash payments made pursuant to this plan are taxable to the employee electing cash in lieu of health and hospitalization insurance. This option is covered under the Maurice River Township Board of Education Cafeteria Plan and shall be effective only so long as a valid Cafeteria Plan is in effect.

This section shall be subject to the provisions of New Jersey Public Law 2011 c. 78.

7:2. Professional Improvement

The Board recognizes that it shares with its professional staff responsibility for the upgrading of educational performance and attitudes. To provide for the upgrading of performance by teachers, the Board agrees to pay actual tuition costs of courses taken by a teacher at an accredited colleges or universities up to six (6) credits per year, from July 1 to June 30, limited to the in-state rates in effect at Rowan State University at the time the course was taken.

7:2.1. Requirement of Tenure For Reimbursement

Non-tenured teachers who take courses shall be reimbursed on the following schedule: For courses taken during the first year of employment, the employee shall be reimbursed by December 1 of his/her second year of employment. Courses taken in second year shall be reimbursed by December 1 of year 3 of employment. Courses taken in the third year of employment shall be reimbursed by December 1 of the 4th year of employment. Courses taken in the 4th year of employment shall be reimbursed by the first day of employment in year 5.

7.2.2. Approval By Chief School Administrator

All courses must be approved in advance by the Chief School Administrator. In general, only courses leading to a graduate degree or courses relating to the teacher's field will be approved.

7.2.3. Reimbursement Requirements

Teachers shall be reimbursed when:

- (a) They have completed the school year unless on approved leave;
- (b) They have documentation proving that they paid for the course.

7.2.4. Amount of Reimbursement

Teachers will receive 100% reimbursement for a final grade of "B" or better; 80% reimbursement for a final grade of "C" and no reimbursement if below a "C". A "satisfactory" or "pass" final grade in a "pass/fail" course shall be considered a "B" and entitle the recipient to 100% reimbursement.

The total reimbursement for all teachers shall not exceed NINE THOUSAND DOLLARS (\$9,000.00) per year for each year of this contract.

7.3. Professional Development and Educational Improvement

- a) Purpose: In our rapidly changing society, teachers must constantly review curricular content, teaching methods and materials, educational philosophy and goals, social changes, and other topics relating to education. The Board recognizes that it shares with its professional staff the responsibility for the upgrading and updating of teacher performance and methodology. The Board and the Associations support the principle of continuing training of teachers and the improvement of instruction. The parties further agree that each teacher should fulfill the obligation for professional improvement in ways which best serve her/his own problems, functions, interests and needs.
- b) The Professional Development Plan shall be developed by a Professional Development Committee and shall become District policy which shall then be incorporated into the contract by reference. The Professional Development Plan shall be subject to final approval by the Board of Education.

The Board agrees to implement the following commencing with 2003-2005 school year:

C. Programs:

1. In-service workshops, conferences, programs: In any given year, the Board will provide in-service professional development experiences that will assist the teacher in attaining the required one hundred (100) hours of continuing education. In-service programs shall be conducted during in-school teacher work day and work year if teacher attendance is required. If possible, all district in-service programs shall be eligible for continuing education credit.
2. Attendance at other programs: All programs conducted by the District outside the in-school teacher work day or work year (or during summer) shall be voluntary and compensated at the rate set forth in 8:7.1. Teachers will have the right to apply to attend professional development activities other than those approved by the State or County Standards Boards as part of the local professional development program. No denial of such a request shall be arbitrary or capricious.
3. Record keeping: The District will maintain a record of the number of hours of continuing education for each teacher and provide each teacher with an accounting of his/her accumulated hours each September. Any discrepancies between the District and the teacher's records should be noted within thirty (30) days of receipt of the Board records.

Unresolved disputes will be subject to the grievance procedure.

Should a teacher fail to attend a scheduled in-service, then in that event, it shall be the teacher's individual responsibility to satisfy the professional development hour credits which were the subject matter of the scheduled in-service missed.

7:4 Mileage Reimbursement

Teachers who may be required to use their own automobiles in the performance of their duties and/or teachers who are assigned to more than one (1) school per day shall be reimbursed for all such travel at the rate per New Jersey OMB circular.

7:5. Payroll Deductions

All members of the Association shall be eligible for membership in the Cumco Federal Credit Union. The Board agrees to deduct contributions from salaries as designated by each individual member of the Association, with said monies, together with the necessary records, to be forwarded semi-monthly to the above-named credit union.

7:5.1. Requests For Payroll Deductions

All payroll deduction requests are to be in writing and received in the Business Office thirty (30) days prior to the effective date of contribution. Employee shall advise payroll of appropriate deductions in writing.

7:5.2. Direct Deposits

Deductions shall be those in accord with Code. Direct deposit shall be available to staff and shall be net pay to staff's designated bank.

7:5.3. Limitation On Responsibility

The Business Office is responsible only for the deduction of monies and the transmittal of same. All statements and verification of accounts, loans or any other reporting such as income tax or other reports required by law or the Association, will be the responsibility of the Association or its members.

ARTICLE B. WORK YEAR, WORK HOURS AND WORK LOAD

8:1. In School Work Year

The in-school work year for teachers employed on a ten-month basis (other than new personnel who may be required to attend an additional one (1) day of orientation) shall not exceed one-hundred eighty-four (184) days.

8:1.1 Teacher Attendance Required

The in-school work year shall include days when pupils are in attendance, orientation days, and any other days on which teacher attendance is required.

8:1.2. Inclement Weather

Teacher attendance shall not be required whenever student attendance is not required due to inclement weather.

8:2. Work Day

A teachers' work day shall be defined as not more than six (6) hours and fifty-five (55) minutes which shall include a duty-free lunch period. Effective with the start of the 1997-1998 academic year, a teacher's instructional day shall be increased to six (6) hours and twenty (20) minutes.

8:2.1. Work Day Prior To School Recess

The work day prior to Thanksgiving vacation, Christmas vacation, and Spring Recess shall not exceed four hours and fifty five minutes (4 hrs. & 55 min.).

8:2.2. Sign In

Teachers shall indicate their presence for duty by initialing the appropriate column of the faculty "sign in" roster. At the conclusion of the teacher's work day, the teacher shall initial the "sign out" roster in the appropriate column.

8:2.3. Leaving the Building During Duty Free Lunch Period

Teachers may leave the building without requesting permission during their schedule duty-free lunch periods. They shall inform the office or Chief School Administrator of their intent to leave.

8:3. Faculty Meetings

Teachers may be required to remain after the time set forth in Paragraph 8:2, above, without additional compensation for the purpose of attending faculty meetings. The Chief School Administrator or designee may schedule ten (10) after school meetings per year but not on Friday, the day before a holiday, the day before school vacations or on pay days. Any such meeting will last no longer than one (1) hour immediately following the end of the teachers' official work day. Forty-eight (48) actual hours' notice will be given except in case of an emergency.

8:3.1. Faculty Meetings/Workshops on Half Day Schedule

The Board retains the right to schedule faculty meetings/workshops on half-days or after the end of a pupil's half-day schedule. These meetings shall not be called on Fridays or the day before school vacations. Forty-eight (48) hours' notice will be given except in the case of an emergency.

8:4. Parent-Teacher Conferences

Teachers shall not be required to attend more than two (2) evening parent-teacher conferences and one (1) afternoon parent teacher conference scheduled no sooner than six (6) p.m. and running no later than eight-thirty (8:30) p.m. without additional compensation. Time schedules relating to parent-teacher conferences shall be strictly adhered to by both the Administration and teachers.

8:5. Back To School Night

Teachers shall attend Back-to-School Night for a maximum of one hour thirty minutes (1 hour 30 minutes) without additional compensation. Should teachers be required to attend Back-to-School Night for more than one hour thirty minutes (1 hour 30 minutes), then in that event, the Board and Association agree to negotiate compensatory time on an hour for hour exchange. Back-to-School Night shall be a one-half day school schedule.

8:6. Excluded Duties Beyond The Work Day

Teachers shall not be required to perform the following duties beyond the teachers' work day:

- a) keeping money collected from students overnight
- b) non-professional assignments such as supervising playgrounds, lunchrooms, and halls.
- c) keeping registers
- d) correcting annual or bi-annual district wide standardized tests used at the direction of the Board or the Administration with the exception of the Basic Skills Instructors administering entrance/exit tests, Child Study Team personnel administering individual tests and selected teachers administering kindergarten screening tests.

8:7. Summer School-Home Teaching

All openings for positions in the accredited summer school, home teaching, federal projects, and other programs shall be published by the Chief School Administrator to the teaching staff as soon as the vacancy becomes known. Published positions shall include both certificated and non-certificated positions.

8:7.1. Compensation

Compensation for certificated positions in Paragraph 8:7, above, for accredited summer school, home instruction, Federal projects, and other programs such as summer curriculum work and Kindergarten registration shall be as follows:

(a) 2021-2022	\$35.00 per hour
(b) 2022-2023	\$35.00 per hour
(c) 2023-2024	\$35.00 per hour

8.8. Prep Time

Certificated staff shall be guaranteed a minimum of two hundred (200) minutes per week of duty-free preparation time to be used at the sole discretion of the certificated staff member. A full preparation period shall be given on at least four (4) of five (5) days within a regular five (5) day work week.

The Administration shall have the right to utilize up to forty (40) minutes per week, on one (1) day during a normal five (5) day work week. During a shortened workweek of less than five (5) workdays, there shall be no Administrative usage of teacher preparation time. The Administration shall use such time only for the following purposes: Professional Learning Community (PLC) meetings, other professional development opportunities including, but not limited to the Marzano evaluation process and meetings with Administration, parents, or other staff persons.

The Administration shall create a monthly schedule for the usage of teacher preparation time. Such schedule shall be provided to the staff with at least one (1) week prior notice.

ARTICLE 9. EVALUATION

9.1. Guidelines

Teachers will be evaluated by the guidelines set down in the New Jersey Administrative Code, Education, Title 6, Teacher Evaluation Regulations.

9.2. Procedure

All observations shall be in accordance with New Jersey Statutes and Regulations.

9.3. Annual Performance Report

All annual performance reports shall be in accordance with New Jersey Law and Regulations.

9.4. Contents of Personnel File

A teacher shall receive notice, with a copy of any and all material placed in said teacher's personnel file. Said teacher shall have the right to respond, in writing, to such

material, and such response shall be affixed to the material and placed in the personnel file.

ARTICLE 10. LEAVE

10:1. Sick Leave

Full-time teachers who are steadily employed by the Board and who are absent because of personal illness or quarantine shall be allowed sick leave with full pay for twelve (12) days in any school year. Part-time teacher shall have their sick days prorated in accordance with their schedules.

Part-time teacher sick days shall be pro-rated in accordance with NJSA 18A:30-2 and applicable case law.

10:1.1. Accumulation of Unused Sick Leave

If any such teacher requires in any school year less than the specified number of days sick leave with pay allowed, all days of such sick leave not utilized shall be accumulative to be used for additional sick leave as needed in subsequent years.

10:1.2. Absence Requiring Doctor's Certificate

Any teacher absent from school for three (3) or more days consecutively may be required, upon the discretion of the Chief School Administrator, to present a doctor's certificate stating that the teacher is able to resume teaching duties.

10:1.3. Written Accounting

Teachers shall be given a written accounting of accumulated sick leave days upon commencement of the school year.

10:1.4. Restoration Of Sick Leave Upon Return From Approved Leave

Previously accumulated unused sick leave days shall be restored to all teachers who are returning from an approved leave of absence.

10:1.5. Payment of Accumulated Unused Sick Leave Upon Retirement

Teaching staff members covered by this contract, after a minimum of ten (10) years of service with the Maurice River Township School District, and retiring under the rules of eligibility stated in the Teacher's Pension and Annuity Fund regulations, will be eligible and receive payment for unused accumulated sick leave in accordance with the following format:

- a) Payment for unused accumulated sick leave shall be at the rate of \$60.00 per day on a one-to-one basis.
- b) Payment for unused accumulated sick leave will be for a maximum of 180 days.
- c) Teachers may accumulate unlimited sick leave as provided for by statute. The above formula is for clarification as to the amount of payment teachers will be eligible to receive upon meeting these requirements;
- d) If a teacher dies while employed by the district, the estate of the deceased shall receive the unused sick leave reimbursement of the teacher in accordance with the above stated provisions.
- e) Upon election of the employee, payment numerated in a and b above may be taken over a 1, 2, or 3-year period.

10:2. Personal Leave

Full-time teachers shall be entitled to up to three (3) days leave of absence for personal, legal, business, household or family matters which requires absence during school hours. Part-time teachers shall receive a pro rata amount of days in accordance with their schedules. Applications for these personal days must be made to the Chief School Administrator or designee at least three (3) days before the taking of such leaves (except in the case of emergencies). Unused personal days shall be added to accumulated sick leave days.

10:3. Leave For Legal Proceedings

Time necessary for appearance in any legal proceedings connected with the teacher's employment or with the school system, except where the Board and teacher are adversaries, e.g., tenure hearing and PERC hearing.

10:4. Bereavement Leave

Up to five (5) days for absence due to death of mother, father, spouse, child or civil/domestic partner. Up to three (3) days for absence due to death of other family members. Other family members of the employee are defined as brother, sister, grandparents, mother-in-law, father-in-law, brother-in-law, sister-in-law, aunt, uncle, grandchildren, step relatives, to include step-parents and step-children and members of the employee's household. Proof of residency shall be provided for a member of the household. Employees will qualify for funeral pay only for lost time during the first fifteen (15) calendar days following the date of death, except in extenuating circumstances in the sole discretion of the Chief School Administrator. The employee shall be entitled to additional funeral leave as specified above should the employee suffer more than one death in the family in a school year.

One day bereavement leave for spouses' relatives/ any relative, noted in this section, Section 10:4. One day bereavement leave for nieces and nephews.

In the event of the death of a current employee of the Board, an employee shall be granted a one-half day bereavement leave to attend the viewing/funeral service; however, only if there is no viewing or service scheduled outside the normal school day.

10:5. Military Leave

Military leave without pay will be granted to any teacher who is drafted or enlists in any branch of the Armed Forces of the United States for the period of said service due to national emergency. Should a teacher be drafted or due to national emergency enlists, the employee will be given credit for all military experience up to four (4) years.

10:6. Child Rearing Leave

Child-rearing leave shall be granted to employees for an amount of time up to and including the balance of the school year during which the child is born. The employee may apply for an additional year of child-rearing leave. Application for child rearing leave shall be made if at all possible at least three (3) months prior to the anticipated birth of the child. Application shall be on forms provided by the Board. The employee shall indicate in writing the amount of time desired for the leave in accordance with this paragraph before the April 1 proceeding the additional full year if at all possible.

10:6.1. Child Adoption Included

Any employee adopting a child shall be granted a leave in conformity with the provisions above and such leave shall commence by the date on which the employee obtains custody of the child. Notice shall be given to the Board at least sixty (60) days prior to the anticipated date of custody if possible, or as soon as the date is known.

10:6.2. Return From Child Rearing Leave

Returns from said leave shall occur on the first day of a marking period if the employee on leave has given to the Board written notice of an intention to return at least forty-five days before that date, if at all possible.

10:6.3. Extensions Of Child-Rearing Leave

Extensions of child-rearing leave may be granted by the Board under Paragraph 10.6.5.

10:6.4. Physician Certifications; Entitlement to Sick Leave

Any teacher who does not elect to take a maternity leave may continue to perform her duties as long as physically able to do so and will be entitled to return to her duties when her physician certifies that she is physically able to do so. The period of such absence will be deemed the same as for any other physical disability and she will be entitled to her annual and accumulated sick leave with pay during the period of absence. Any female or male teacher adopting an infant child shall receive similar leave which shall commence upon receiving de facto custody of said infant, or earlier if necessary, to fulfill the requirements for the adoption.

10:6.5. Extensions Of Leave

All extensions or renewals of leaves set forth in *Paragraphs 10.6.3 and 10.6.4*, above, shall be applied for by the teacher. Upon the recommendation of the Chief School Administrator, such leaves may be granted by the Board and put in writing.

10:7. Sabbatical Leave

The Board, upon the recommendation of the Chief School Administrator, may grant sabbatical leave during one (1) academic year (September to June) to qualified teaching personnel for the purpose of study in a field of specialization needed in the district in an accredited college or university, or other purpose as may be approved by the Board.

10:7.1. Time of Application

The employee shall apply for such leave in writing to the Chief School Administrator no later than February 1 of the school year proceeding the school year for which the sabbatical leave is requested. Such requests must contain significant rationale setting forth the value of such leave to the school district. The employee shall be advised of the Board's action on the application immediately following the Board meeting in February.

10:7.2. Application Requirements

In order to apply, a teacher must have been employed by the Maurice River Township Board of Education at least seven (7) complete consecutive years, and be a

non-recipient of a sabbatical leave during the seven (7) preceding years. The leave shall be granted for no more than one (1) academic year.

10:7.3. Compensation

A teacher on sabbatical leave shall receive as compensation during the period of such leave fifty percent (50%) of the salary which the teacher would have received if the teacher had remained on active duty.

10:7.4. Limitation on Number of Sabbaticals in an Academic Year

The number of people given sabbatical leave in any one academic year shall not exceed one (1) teacher.

10:7.5. Return From Sabbatical Leave

Upon return from sabbatical leave, a teacher shall be placed on the salary schedule at the level which the teacher had when the teacher left on sabbatical leave.

10:7.6. Obligation Upon Return to Employment

Any teacher granted sabbatical leave of absence must agree in writing to return to the service of the Maurice River Township School System for a period of one (1) year. Should such employee fail to return to the system upon completion of the sabbatical leave, the teacher shall refund all the compensation paid by the Board. This agreement shall be canceled in the event of death or total disability for the teacher prior to return.

10:7.7. Necessary Deductions

The teacher on leave shall determine with the Board Secretary in advance of beginning the leave, the necessary deductions from the teacher's salary so as not to jeopardize pension, medical insurance and other benefits.

10:7.8. Summary of Sabbatical Leave

A report or summary of the sabbatical leave shall be submitted to the Board upon completion of the leave.

ARTICLE 11. MISCELLANEOUS

11:1. Air Conditioners

The Board will maintain any air conditioner(s) the Association may purchase for the faculty lounge(s).

11:2. Telephones

The Board will install telephone(s) in each faculty lounge and pay the monthly charges for local calls only.

11:3. Contract Printing

The cost of printing this contract shall be borne by the Board of Education. The Board at its option shall print or photo-copy this contract and shall provide copies to the members of the Teachers' Association.

11:4. Entire Understanding

This Agreement incorporates the entire understanding of the parties on issues which were or could have been the subject of negotiations.

11:5. Modification of Agreement

This Agreement shall not be modified in whole or in part by the parties except by instrument in writing duly executed by both parties.

11:6. Severability

If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision 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.

11:7. Negotiation of Successor Agreement

The Board and The Association agree to begin collective negotiations for a successor agreement pursuant to regulations established by the PERC. The parties agree to negotiate, in a good-faith effort, a successor agreement on all matters concerning the terms and conditions of teachers' employment and salaries. Any Agreement so negotiated shall apply to all Association members and be adopted by the Board and the Association.

11:8. Representation Fee.

A. Purpose of fee

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

B. Amount of Fee/Notification

Prior to the beginning of each membership year, the Association will notify the Board in writing of the amount of the regular membership dues, initiation fees and assessments charged by the Association to its own members for that membership year. The representation fee to be paid by nonmembers will be determined by the NJEA in accordance with the law.

C. Deduction and Transmission of Fee

1. Notification: On or about the 15th of September of each year, the Board will submit to the Association a list of all employees in the bargaining unit. On or about January 1 of each year, the NJEA shall notify the Board of Education as to the names of those employees who are required to pay the representation fee.

2. Payroll Deduction Schedule: The Board will deduct from the salaries of the employees referred to in Section C-1, the full amount of the yearly representation fee in equal installments beginning with the first paycheck in February.

(Please note: The representation fee deducted shall be retroactive to September 1st.)

3. Termination of Employment: If an employee who is required to pay a representation fee terminates his/her employment with the Board before the Association has received the full amount of the representation fee to which it is entitled under this Article, the Board will deduct the unpaid portion of the fee from the last paycheck paid to said employee during the membership year in question.

4. Mechanics: Except as otherwise provided in this Article, the mechanics for the transmission of such fees to the Association will, as nearly as

possible, be the same as those used for the transmission of regular membership dues to the Association.

- a) Clarification: If dues for members are paid by automatic payroll deduction, fees paid by fee payers shall be paid in the same manner. Cash payment is only permitted if members also pay by cash.
- b) Dues deducted are submitted to NJEA, as are representation fees, not to the local association.

5. Changes: The Association will notify the Board in writing of any changes in the list provided for in Paragraph 1 above and/or the amount of the representation fee, and such change will be reflected in any deductions made more than 10 days after the Board received said notice.

6. New Employees: On or about the last day of each month, beginning with the month this agreement becomes effective, the Board will submit to the Association a list of all employees who began their employment in a bargaining unit position during the preceding 30-day period. This list will include names, social security numbers, job titles, dates of employment and places of assignment for all such employees. The Board will also notify the Association of any change in the status of an employee regarding transfer, leave of absence, return from leave, retirement, resignation, separation from employment, or death.

11:9. Tuition

All non-resident teachers and staff shall be permitted to enroll their children in the Maurice River Township School without payment of any tuition as per Board of Education Policy 3240.

ARTICLE 12. SICK DAY BANK

The Association and Board hereby creates a "Sick Day Bank" for Association members. Each member may elect to contribute up to eight (8) sick days per year. Any donor must have at least ten (10) days of accrued sick days after any donation. When an Association member has exhausted all earned and accumulated leave time, they may request a specific number of days from the sick day bank. The Association and the Board shall be the administrators of the bank and may approve the allocation of the days. Administration shall be in accordance with *NJSA 18A:30-1* and a committee established comprised of three members selected by the Association and three members selected by the Board.

1. **Purpose:** A sick leave bank ("bank") shall be established for the purpose of providing a paid leave of absence to bargaining unit members who are absent for an extended period due to "serious illness or injury" and have exhausted their paid leave benefits. The bank will utilize a voluntary donation program and allow employees to voluntarily donate accrued unused sick leave, or personal days to the bank. The bank will be established in accordance with *NJSA 18A:30-10* and *NJSA 18A:30-11*. Participation in the sick bank is strictly voluntary.
2. **Definition of Serious Illness or Injury:** For purposes of this provision, a serious illness or injury is defined as a serious illness, injury, life condition, impairment or physical or mental condition or combination of conditions present for a minimum of thirty (30) consecutive calendar days. The serious injury or illness must be verified by a physician in writing. Eligibility for participation in the sick leave bank shall begin on day 31 of the serious injury or illness.
3. **Establishment of Committee:** Pursuant to *NJSA 18A:30-11*, the bank shall be administered by a "Committee" which shall be comprised of three (3) members annually selected by the Board of Education and three (3) members annually selected by the Association. No day of leave which is donated to the sick leave bank by an employee shall be drawn by that employee or any employee from the bank unless authorized by a majority of the Committee in order to provide sick leave. Once leave is donated it shall not be returned to the donor. The Committee shall establish standards and procedures in accordance with State law and the following rules and regulations:
 - a) **Eligibility to Participate in Bank:**
 - i. All permanent, full time employees with twelve (12) or more accumulated sick days shall be eligible for participation in the sick leave bank after one (1) full year of employment with the District and must be a full-time employee and member of this bargaining unit. Participants shall include all employees donating to the sick leave bank and all employees receiving sick days from the sick leave bank.
 - ii. All eligible employees who wish to participate in the sick leave bank must make an initial contribution of two (2) earned and accumulated sick leave days to the bank upon enrollment. All contributions shall be in whole-day units.

Only when the number days in the bank falls below 50, each employee who wishes to remain in the bank must contribute one (1) additional day per year to the bank to maintain coverage.

- III. Participation in the sick leave bank is strictly voluntary.
 - IV. Members of the bank may withdraw from coverage by requesting to withdraw in writing to the Committee. Unit members may join during the enrollment period.
 - V. No member shall donate more than thirty (30) days total to the bank while employed by the District.
- b) Enrollment Period: From September 1 to September 30, all employees will be given the opportunity to enroll in the bank.
- c) Request to Use the Bank:
- I. Any Employee may request to use the bank if she/he has donated a minimum of two (2) earned and accumulated days.
 - II. An employee requesting to use sick bank leave from the bank must have exhausted all of their earned and accumulated leave time (including sick and personal).
 - III. All donated leave must be used in whole-day units.
 - IV. Sick leave drawn from the bank shall be treated for all purposes as if it was accrued sick leave time of the employee who receives it. Employees who receive days from the sick bank shall be compensated at their regular rate of pay.
 - V. An employee who is eligible to use bank days may use a maximum of ninety (90) bank days in any one school year of each covered illness, at which time the individual may reapply for use of days from the sick leave bank for the next school year.
 - VI. An eligible employee who does not use the maximum amount of allowable sick leave days from the bank cannot automatically extend the remaining available leave to the next school year. Beginning with the new school year, an employee who is unable to return to work must first use his/her accumulated sick leave days before drawing upon the bank. Employees seeking to receive sick days must apply for said sick days each school year.

- VII. If at any time an employee returns to work after utilizing sick leave days from the bank, the employee shall be required to reapply for permission to use sick leave days for any subsequent absences during that school year or in following school years. Said employees must satisfy the definition of serious illness or injury.
- d) **Verification of Claim for Sick Leave:** Verification of continued illness or injury will be required at reasonable intervals as determined by the Committee and includes, but is not limited to, a diagnosis from a qualified medical expert that indicates the employee suffers from a serious or life-threatening medical condition that will have dire medical impact on the employee.
 - e) An employee's use of the bank shall be subject to final approval of the Committee. Final decisions regarding utilization of sick days from the bank rest in the discretion of the Committee and shall be granted on a case-by-case basis.
 - f) The decisions of the Committee in this regard shall be final and binding and shall not be reviewable by a Court or agency of competent jurisdiction.
 - g) All donations of sick leave or personal days are irrevocable and donor employees may not receive compensation in any form for the donation of their leave days. All unused donated sick days remaining in the bank will remain in the bank from year-to-year.
 - h) Nothing herein shall be constructed or implied as a waiver of the Board's or a participating employee's rights and obligations under NJSA 18A:1-1 et seq. or NJAC 6A-1:1 et seq.
 - i) Employees receiving days from the sick leave bank shall not be permitted to retain said sick days as accumulated sick days for purposes of payment upon retirement.

ARTICLE 13. DURATION OF AGREEMENT

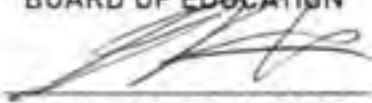
This Agreement shall be effective and not subject to amendment as of July 1, 2021 and shall continue in full force and effect until June 30, 2024. This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated.

IN WITNESS WHEREOF the Association has caused this Agreement to be signed by its President and Secretary and the Board has caused this Agreement to be signed by its President, attested by its Secretary and will be effective on the days and year first written above.

ATTEST:


PATRICIA A. POWELL, SECRETARY

MAURICE RIVER TOWNSHIP
BOARD OF EDUCATION


STEPHEN KUDLA, PRESIDENT

MAURICE RIVER TOWNSHIP
TEACHERS' ASSOCIATION

ATTEST:


SECRETARY


PRESIDENT

**Schedule
B**

YEAR 1

2021-22 *Maurice River Teachers*

Salary Guide Step	BA	BA+15	BA+30	MA	MA+15
1	48,994	49,866	50,738	51,610	52,482
2	49,294	50,166	51,038	51,910	52,782
3	49,594	50,466	51,338	52,210	53,082
4	49,894	50,766	51,638	52,510	53,382
5	50,394	51,266	52,138	53,010	53,882
6	50,894	51,766	52,638	53,510	54,382
7	51,344	52,716	53,588	54,460	55,332
8	52,894	53,766	54,638	55,510	56,382
9	53,994	54,866	55,738	56,610	57,482
10	55,219	56,091	56,963	57,835	58,707
11	56,519	57,391	58,263	59,135	60,007
12	57,919	58,791	59,663	60,535	61,407
13	59,419	60,291	61,163	62,035	62,907
14	61,219	62,091	62,963	63,835	64,707
15	63,169	64,041	64,913	65,785	66,657
16	65,169	66,041	66,913	67,785	68,657
17	67,169	68,041	68,913	69,785	70,657
18	69,269	70,141	71,013	71,885	72,757
19	71,419	72,291	73,163	74,035	74,907
20	73,919	74,791	75,663	76,535	77,407
21	76,419	77,291	78,163	79,035	79,907
22	80,180	81,052	81,924	82,796	83,668

YEAR 2**2022-23** *Maurice River Teachers*

Salary Guide Step	BA	BA+15	BA+30	MA	MA+15
2	49,528	50,400	51,272	52,144	53,016
3	49,828	50,700	51,572	52,444	53,316
4	50,128	51,000	51,872	52,744	53,616
5	50,628	51,500	52,372	53,244	54,116
6	51,128	52,000	52,872	53,744	54,616
7	52,028	52,900	53,772	54,644	55,516
8	53,028	53,900	54,772	55,644	56,516
9	54,105	54,977	55,849	56,721	57,593
10	55,330	56,202	57,074	57,946	58,818
11	56,630	57,502	58,374	59,246	60,118
12	58,030	58,902	59,774	60,646	61,518
13	59,630	60,502	61,374	62,246	63,118
14	61,430	62,302	63,174	64,046	64,918
15	63,380	64,252	65,124	65,996	66,868
16	65,380	66,252	67,124	67,996	68,868
17	67,480	68,352	69,224	70,096	70,968
18	69,680	70,552	71,424	72,296	73,168
19	71,880	72,752	73,624	74,496	75,368
20	74,380	75,252	76,124	76,996	77,868
21	77,180	78,052	78,924	79,796	80,668
22	81,180	82,052	82,924	83,796	84,668

YEAR 3**2023-24** *Maurice River Teachers*

Salary Guide Step	BA	BA+15	BA+30	MA	MA+15
3	50,398	51,270	52,142	53,014	53,886
4	50,698	51,570	52,442	53,314	54,186
5	51,198	52,070	52,942	53,814	54,686
6	51,698	52,570	53,442	54,314	55,186
7	52,598	53,470	54,342	55,214	56,086
8	53,598	54,470	55,342	56,214	57,086
9	54,648	55,520	56,392	57,264	58,136
10	55,675	56,747	57,619	58,491	59,363
11	57,175	58,047	58,919	59,791	60,663
12	58,675	59,547	60,419	61,291	62,163
13	60,375	61,247	62,119	62,991	63,863
14	62,175	63,047	63,919	64,791	65,663
15	64,125	64,997	65,869	66,741	67,613
16	66,125	66,997	67,869	68,741	69,613
17	68,225	69,097	69,969	70,841	71,713
18	70,425	71,297	72,169	73,041	73,913
19	72,625	73,497	74,369	75,241	76,113
20	75,125	75,997	76,869	77,741	78,613
21	78,025	78,897	79,769	80,641	81,513
22	82,180	83,052	83,924	84,796	85,668

SCHEDULE C

The CSA has the right to determine any and all Schedule C activities offered, including adding, changing and terminating activities. A stipend of \$320.00 per advisor will be paid for eight (8) after school sessions. Less than eight (8) hours for any and all activities will be pro-rated accordingly. Stipend hours are not calculated or paid for time during regular school hours unless required and pre-approved by the CSA.

The CSA will determine the student to advisor ratio and when necessary either cap the activity or hire additional advisors. The CSA may refer to the following guidelines:

Sports will utilize two (2) advisors for the first forty (40) students. Additional advisors may be hired on an approximate student/advisor ratio of 20/1, over and above the first forty (40) participants.

Other Activities will utilize one advisor for the first twenty (20) to twenty-five (25) students. The advisor may request prior approval for a second advisor for the first twenty (20) to twenty-five (25) students based on the grade of participants and specifics of the activity. Additional advisors may be hired on an approximate student/advisor ratio of 25/1, over and above the first twenty (20) to twenty-five (25) participants.

Activities may be canceled if less than ten (10) students sign up.

A. Events and Special Programs

<u>ACTIVITY</u>	<u>NUMBER OF ADVISORS</u>	<u>COMPENSATION PER ADVISOR</u>
Graduation	5	\$150
Science Fair	2	\$150
History Fair	2	\$150
Field Day	2	\$150
Art Fair	2	\$150
Big Brother/Big Sister	1	\$320
Yearbook	2	\$520
Student Council	1	\$520
Safety Patrol	1	\$520
Photography Club	1	\$520

B. Sports and Clubs

1. All sports and club activities will utilize two (2) advisors with compensation to be \$320.00 per advisor.

Each activity will meet for eight (8) one-hour after school sessions.

SPORTS: Flag football, softball, basketball, soccer, volleyball, running/walking and cheerleading.

2. The CSA may approve additional clubs and sports activities. Compensation will be based on the rate of \$320 per advisor for eight (8) one-hour sessions, pro-rated for less than eight (8) hours.
3. Interscholastic Sports: All interscholastic sports will utilize two (2) advisors with compensation to be \$640 per advisor. Any interscholastic game, match, or scrimmage in any sport beyond 8 hours will be paid at the hourly rate of \$35 per hour to the two (2) advisors assigned to the sport, for home and away events as well as practices. In the event that an opposing team fails to show for a scheduled event, a home team scrimmage may be held at the \$35 per hour rate. A maximum stipend of \$880 per advisor will be paid, which includes the original stipend amount of \$640 per advisor.
4. Should any of the above advisors work less than 8 hours or less than 8 sessions, the stipend stated above shall be prorated accordingly.

C. Visual and Performing Arts

	<u>Number of Advisors</u>	<u>Compensation per Advisor</u>
1. Music Director	1	
a. Band		\$1,130.00 max per school year
16 after school sessions \$640		
14 additional after school sessions at \$35 per hour		
b. Select Chorus		\$1,130.00 max per school year
16 after school sessions at \$640		
14 additional after school sessions at \$35 per hour		
c. Chorus		\$1,130 max per school year
16 after school sessions at \$640		
14 additional after school sessions at \$35 per hour		
2. Assistant to Music Director	1	
a. Combination of Band, Select Chorus or Chorus		\$600 max per school year
8 after school sessions at \$320		
6 additional after school sessions at \$35 per hour		
b. Evening Concerts		\$35 per hour

3. Drama (plays, musicals) 3

- a. 16 after school sessions
- b. Evening Performances

\$640
\$ 35 per hour

4. Talent/Variety Show 3

- a. 6 – 8 after school sessions
- b. Evening Performances

\$40 per session
\$35 per hour

D. Other Activities

The CSA reserves the right to approve any additional after school activity not outlined above. Compensation will be based on the rate of \$320 per advisor for eight (8) one-hour sessions, pro-rated accordingly for less than eight hours.

Maurice River Township Elementary School
Grievance Report

Step 1

Grievance # _____
(Submit to Chief School Administrator
Or Immediate Supervisor in duplicate)

Date Filed: _____

Name of Grievant

Assignment

A. Date of Grievance Occurred

B. 1. State Grievance

2. State the provision of the Collective Bargaining Agreement you claim to be violated

3. Relief Sought

C. Disposition of Immediate Supervisor

Signature Date

D. Position of Grievant and/or Association

_____ Accept _____ Reject

Signature Date

Step II

- | | |
|-----------|------|
| Signature | Date |
|-----------|------|

STEP III

A. Date submitted to Board of Education _____

B. Disposition of Board of Education

Signature Date

C. Position of Grievant and/or Association

_____ Accept _____ Reject

Signature Date

Maurice River Township Elementary School
Grievance Report

STEP IV

A. Date Submitted to Arbitration

B. Disposition and Award of Arbitration

Signature

Date