

AGREEMENT

between the

**WALLKILL VALLEY REGIONAL
HIGH SCHOOL
BOARD OF EDUCATION**

AND

**THE WALLKILL VALLEY
SECRETARIES**

Covering the period

July 1, 2008

to

June 30, 2011

MEMORANDUM

The agreement will cover conditions specified for three years effective July 1, 2008 through June 30, 2011. Other items not specified will continue according to past practice.

ARTICLE I - LONGEVITY

1. A longevity formula will be applied in accordance with the following formula:

Completed 5 through 9	-	450
10 14	-	500
15 19	-	600
20 24	-	700
25 or more	-	800

This sum is to paid on the anniversary date of employment.

Betty VanTassel	7/15/82
Christie Danko	8/01/82
Denise Jameson	3/18/85
Carolyn Wright	8/27/86
Deborah Correal	9/3/03
Donna Omelio	3/28/05
Lynn Hayn	10/21/96

ARTICLE II - LEAVES OF ABSENCES

A. ABSENCE FOR PERSONAL ILLNESS

1. Absence for personal illness shall be allowed and shall include full pay not to exceed twelve days in one year for 12 month secretaries, and ten days for 10 month secretaries. For 12 month secretaries, if fewer than twelve school days of allowed sick leave are taken in any school year, then the number of days not utilized shall be accumulated without limit. For 10 month secretaries, it is 10 days.

2. In case of illness incurred during the school day which results in the secretary leaving school before 11:00 A.M, a full day will be charged, if after 11:00 A.M., a half day will be charged. (Adjustments will be made depending on starting time of individual secretary.)

B. PERSONAL AND EMERGENCY DAYS

1. Personal days will be designated as Personal/Emergency Days with emergency days not requiring prior notice. Four (4) Personal Days and two (2) Emergency Days will be granted per year. In the event that Personal and Emergency Days are not used in any given year, the number of days not used will accumulate as sick leave.

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C. ABSENCE FOR DEATH IN THE IMMEDIATE FAMILY

1. Absence due to death in the secretaries immediate family or household shall be allowed with pay for the required period not to exceed five school days. The term "immediate family" shall include wife, husband, children, mother, father, mother-in-law, father-in-law, sister, brother, sister-in-law, brother-in-law.
2. Two days with full pay shall be allowed in the event of the death of a grandparent and one day with pay shall be allowed in the event of the death of other non-immediate members of the family.

D. ABSENCE FOR JURY DUTY

1. Secretaries will be granted time off to serve on Jury Duty without being penalized. They will receive full pay and time spent on Jury Duty will not be charged against personal leave and will count as time on the job. An employee called for Jury Duty shall report same to the Superintendent and while on Jury Duty, will report their schedule for the following days.

E. EXTENDED ABSENCES

1. All extended absences and other absences not otherwise specifically covered herein shall be considered only after application therefor to the Board of Education.

F. RETIREMENT

1. Upon retirement, unused sick leave will be reimbursed at a rate of \$45.00 per day for each unused sick leave day accumulated at the day of retirement. Retirement shall mean a secretary having filed the necessary papers to affect same with the Public Employees Retirement System.

ARTICLE III - INSURANCE

A. A Board paid family plan for the following will be provided:

1. Hospitalization/Major Medical Health Plan
2. Dental Plan
3. Prescription Plan
4. Optical Plan

For 2009-10 and 2010-11 years, the Traditional Health Plan employees, as of July 1, 2008, as well as those exercising benefits under Article IX, para 2, shall be eligible for a one time stipend for voluntary movement to POS Health coverage as follows: Single-\$1500; Parent & Child-\$2000; Two (2) Adults as well as Family coverage-\$2500.

ARTICLE IV - VACATION

A. Twelve month secretaries will take vacation during the months of July and August.

Vacation schedules will be approved by the Superintendent. In the event that all 5 secretaries choose the same day(s), week(s), seniority rules, leaving 2 secretaries in the building on that particular day(s), week(s).

Vacation shall be earned as follows:

After 1 full year's service	- 10 working days
After 5 full year's service	- 15 working days

B. No more than 3 consecutive days with the Superintendent's approval during the school year. All other vacations will be limited to July and August.

ARTICLE V - HOLIDAYS

A. Secretaries receive seven fixed holidays with pay and they are as follows:

1. New Year's Day	4. Labor Day	7. Christmas Day
2. Memorial Day	5. Thanksgiving Day	
3. Fourth of July	6. Day after Thanksgiving	

B. In addition, 12 month secretaries shall receive four days from the following list: These days shall be approved by the Superintendent. In the event that all 5 secretaries choose the same day, seniority rules, leaving 2 secretaries in the building on that particular day.

1. Good Friday	4. President's Day	7. Floating Day
2. Christmas Eve	5. Day after President's Day	
3. New Year's Day	6. Day after Christmas	

C. During Spring, Winter, and Christmas Breaks, NJEA Convention, and all other days when school is not in session, minimal staffing schedule will be in effect for the Secretarial staff.

ARTICLE VI - INCLEMENT WEATHER

A. When school is operating on a 2 hour delayed opening, secretaries are to report to work 2 hours later than their regular reporting time. When school is closed due to inclement weather, secretaries are not required to report to work.

Board Secretary, Wallkill
Valley Board of Education

President Wallkill Valley
Board of Education

SALARY SCHEDULE
July 1, 2008 - June 30, 2011

	2008-09	2009-10	2010-11
Christie Danko	52,124	54,417	56,757
Denise Jameson	50,497	52,719	54,986
Deborah Correal	33,105	34,562	36,048
Betty VanTassel	49,339	51,510	53,725
Carolyn Wright	46,325	48,363	50,443
Donna Omelio (10 month)	29,898	31,213	32,555
Library Aide			
Lynn Hayn (10 month)	29,131	30,413	31,721

Addendum
May 22, 2007

WHEREAS, the School Board of Wallkill Valley Regional High School (the “Board”) intends to make non-salary reduction contributions on behalf of certain classes of employees;

WHEREAS, the Board will not permit any *individual* employee to have an option of receiving the equivalent amounts as compensation;

WHEREAS, the Economic Growth and Tax Relief Reconciliation Act of 2001 (“EGTRRA”) amended Section 403(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”) to permit employers to make non-elective contributions to 403(b) programs for employees of the District, and

WHEREAS, the District wishes to make such contributions permitted under Sections 403(b)(3) and Section 415(c)(1) of the code for certain employees,

NOW, THEREFORE, IT IS RESOLVED that the Board hereby authorizes and directs that the District institute

and implement a policy(s) to make non-elective employer contributions into 403(b) contracts for each eligible individual as defined in the policy(s), provided that such contributions shall not exceed the limits of Section 415(c)(1) of the Code and shall not continue beyond the five (5) year period after the year of separation of employment authorized under Section 403(b)(3) of the Code.

FURTHER RESOLVED that the proper employees of the Board be and they are hereby authorized and directed to take any and all actions necessary or desirable to implement the resolutions as set forth herein.