

**AGREEMENT  
BETWEEN  
THE SOUTHAMPTON TOWNSHIP EDUCATION  
ASSOCIATION  
AND THE  
SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION  
  
EFFECTIVE  
JULY 1, 2015 TO JUNE 30, 2018**

**TABLE OF CONTENTS**

<b>Article</b>	<b>Subject</b>	<b>Page</b>
I	RECOGNITION	3
II.	NEGOTIATIONS	3
III	GRIEVANCE PROCEDURE	3
IV	TEACHER'S RIGHTS	7
V	TEACHING HOURS AND TEACHING LOAD	8
VI	NONTEACHING DUTIES	9
VII	TEACHER EMPLOYMENT	11
VIII	SALARIES	11
IX	TEACHER EVALUATION	13
X	FAIR DISMISSAL PROCEDURE	14
XI	SICK LEAVE	14
XII	TEMPORARY LEAVES OF ABSENCE	16
XIII	SABBATICAL LEAVE	19
XIV	INSURANCE PROTECTION	20
XV	PROFESSIONAL DEVELOPMENT / TUTION REIMBURSEMENT	22
XVI	REPRESENTATION FEE	23
XVII	MISCELLANEOUS PROVISIONS	25
XVIII	DURATION OF AGREEMENT	26
XIX	SERVICE INCREMENTS	27
	SCHEDULE A – 1 2015 – 2016	28
	SCHEDULE A – 2 2016 – 2017	29
	SCHEDULE A – 3 2017 – 2018	30
	SCHEDULE B	31
	SCHEDULE C	32
	SCHEDULE D	33

## **ARTICLE I**

### **RECOGNITION**

The Board hereby recognizes the Southampton Township Education Association as the exclusive representative for the purpose of collective negotiations concerning terms and conditions of employment for contracted employees meaning certified teaching personnel, media specialist, nurses, L.D.T.C., psychologist, guidance counselors, social worker and behavioral consultant in the employ of the board.

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

## **ARTICLE II**

### **NEGOTIATIONS**

- A. Any agreement so negotiated shall apply to all teachers, be reduced to writing, and signed by authorized representatives of the Board and of the Association subject to ratification by a majority vote of quorum of the full board.
- B. This agreement incorporates the entire understanding of the parties on the matters that were subjected to negotiations.
- C. In an effort to expedite negotiations, the Board of Education's negotiations committee and the Teachers' Committee will meet on or before 15 December. If both parties agree, the date may be postponed. At this meeting, written proposals will be exchanged between the Board's negotiations committee and the teachers' negotiations committee.

## **ARTICLE III**

### **GRIEVANCE PROCEDURE**

#### **A. Definitions**

##### **1. Grievance**

A "Grievance" is a claim by a teacher or the Association based upon the interpretations, application or violation of this Agreement, policies or administrative decisions affecting the terms and conditions of employment of a teacher or a group of teachers.

##### **2. Aggrieved person**

An "Aggrieved person" is the person or persons or the Association making the claim.

##### **3. Party in interest**

A "Party In Interest" is the person or persons making the claim and any person, including the Association or the Board, who might be required to take action or against whom action might be taken in order to resolve the claim.

B. Purpose

The purpose of this procedure is to secure, through an orderly process, rapid and reasonable resolution to problems at the lowest possible level.

C. Pre-grievance Procedure

Prior to the filing of a formal grievance the staff member or the Association's designated representative shall first discuss the complaint with the building Principal directly, with the object of resolving the matter. If no agreement can be reached in five (5) workdays, the grievance moves to Level 1. All grievances shall be presented within twenty (20) work days of the occurrence or within twenty (20) work days after a teacher would reasonably be expected to know of its occurrence for resolution in the appropriate manner.

D. Procedure

1. Level One

- a. This initial complaint shall make known the full details of the grievance, so that a decision can be based upon total pertinent information.
- b. The written grievance will include the following:
  - The date the grievance is being filed;
  - The date of the action or occurrence giving rise to the grievance;
  - The reason for the grievance;
  - The specific contractual provision(s) and/or board policy(ies), and/or administrative decisions affecting the terms and conditions of employment allegedly violated;
  - The remedy being sought
- c. If the complaint is resolved at this level, the building Principal will write a report that must be agreed to and signed by the complainants. Such report will then be submitted to the Chief School Administrator for his/her records. A copy shall be provided to the Association.
- d. If the complaint is not resolved at this level, the building Principal will respond in writing within five (5) workdays of receipt of the grievance. Within ten (10) workdays of receipt of the Principal's response, the aggrieved may appeal the decision to the Chief School Administrator. The grievance will move to level two.

## 2. Level Two

The aggrieved person, no later than ten (10) workdays after receipt of the Principal's decision, may appeal the decision to the Chief School Administrator. The appeal to the Chief School Administrator must be made in writing, reciting the matter as submitted to the Principal and stating his or her dissatisfaction with the decision previously rendered.

- a. If the complaint is resolved at this level, the Chief School Administrator will write a report that must be agreed to and signed by the complainants. A copy shall be provided to the Association.
- b. If the complaint is not resolved at this level, the Chief School Administrator will respond in writing within five (5) workdays of receipt of the grievance. Within ten (10) workdays of receipt of the Chief School Administrator's response, the aggrieved may appeal the decision to the Board of Education. The grievance will move to level three.

## 3. Level Three

The Chief School Administrator will forward the request immediately to the Secretary of the Board who will request that the grievance be heard by the Board, or, at its option, by a committee of the Board, within fifteen (15) work days.

- a. All records of the preceding meetings on this grievance will be forwarded by the Chief School Administrator to:
  1. Board Secretary
  2. Aggrieved Person
  3. Association Secretary
- b. The aggrieved person, Board and/or Chief School Administrator may bring any Party In Interest to the meeting if he/she feels it necessary to present his/her situation.
- c. A decision in writing will be rendered within twenty (20) workdays of the hearing to all participants.

## 4. Level Four

- a. If the Association is not satisfied with the disposition of the grievance at Level Three, or if no decision has been rendered within twenty (20) work days after the hearing under Level Three, the Association may proceed to arbitration by giving written notice thereof to the Board within fifteen (15) work days after the receipt of the decision at Level Three or the expiration of said twenty (20) work days, whichever is sooner. Only the parties signatory to this Agreement shall have the right to proceed to arbitration and said right shall not accrue to an individual employee.
- b. Upon receiving said written notice, the parties shall submit a request to the Public Employment Relations Commission for a list of Arbitrators. The parties shall then be bound by the rules and procedures of PERC.

- c. The arbitrator shall limit himself/herself to the issues submitted to him/her and shall consider nothing else. He/she shall not have jurisdiction to determine the arbitrability of substantive issues before him/her but rather such issues shall be determined by the appropriate agency, quasi-judicial or judicial body. He/she can add nothing to nor subtract anything from the Agreement between the parties or any policy of the Board or any administrative decision. The arbitrator shall be without power or authority to make any decision which requires the commission of any act, is prohibited by law, or which is in violation of the terms of this agreement.
- d. Where the grievance concerns an alleged improper interpretation, application or violation of this Agreement, the decision of the arbitrator shall be final and binding upon the parties. Where the grievance concerns an alleged improper application of policies of the Board or administrative decisions, the decision of the arbitrator shall be advisory only and shall not be binding upon the parties. The decision of the arbitrator shall be transmitted only to the Board, the Association and the aggrieved person.
- e. The costs for the services of the arbitrator, including per diem expenses, if any, any 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.

E. Miscellaneous

1. Reprisals

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

2. Separate Grievance File

All documents, communications and records dealing with the processing of a grievance shall be filed in a separate file and shall not be kept in the personnel file of any of the participants.

3. Forms

Forms for filing grievances, service notices, taking appeals, making reports and recommendations, and other necessary documents shall be prepared jointly by the Chief School Administrator and the Association and the Board and given appropriate distribution so as to facilitate operation of the grievance procedure. Such forms will be prepared by September 1 of the current contract year.

4. Meetings and Hearing

All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest heretofore referred to in this Article.

5. End of Year

Any grievance should be initiated before May 10. Any initiated after May 10 will not be processed before September 1 of the following school year.

F. The following matters shall not be grievable:

1. The termination of, or nonrenewal of, the contract of a nontenured teacher.
2. Matters where a method of review is prescribed by law, or by any rule or regulation of an administrative or quasi-judicial agency, Board or Commission.
3. Any alleged violation of a teacher's rights where the relief demanded by the teacher is the payment of money damages for alleged wrongful discharge or the reinstatement of employment.

**ARTICLE IV**  
**TEACHER'S RIGHTS**

A. Rights and Protection

Rights and protection in representation of teachers are pursuant to N.J.S.A. 34:13A-1 et seq. or other laws of New Jersey or the Constitutions of New Jersey and the United States.

B. Criticism of Teachers

Any question or criticism by a supervisor, administrator or board member of a teacher and his/her instructional methodology shall be made in confidence and not in the presence of students, parents or other public gatherings.

C. Faculty Lounge

The faculty lounge may be used by all staff members. They shall be expected to exercise reasonable care in maintaining the appearance and cleanliness of said lounge. However, it shall be regularly cleaned by the school's custodial staff.

D. Personnel Files

Unit members shall have the right, upon written request, to review the contents of their personnel file in the presence of an administrator or his/her designee. Such review shall be accomplished within four (4) school days after the administration's receipt of the unit member's request. The Board reserves the right to remove pre-hire recommendations from files being reviewed.

E. Just Cause

No tenured teacher shall have a written reprimand placed in his/her personnel file or be reduced in compensation without just cause. Any such action taken by the Board or any agent or representative thereof shall be subject to the grievance procedure herein set forth except this paragraph shall not apply to teacher evaluations.

F. Meetings

A meeting between the Chief School Administrator and an Association officer may be scheduled at the beginning of dismissal of the students and prior to the end of the teacher work day. It is clearly understood that only the Chief School Administrator may schedule a meeting during this time.

**ARTICLE V**

**TEACHING HOURS AND TEACHING LOAD**

A. Length of School Day

1. The teachers' normal workday shall consist of seven (7) hours, twenty-five (25) minutes.
2. Teachers will be available to parents and students for consultation before or after the normal workday by advance appointment with the teacher's knowledge. Such consultations and conferences are recognized as a professional responsibility and shall be encouraged by the Association.
3. Teachers shall have a daily duty-free lunch period of at least thirty (30) minutes. Teachers shall "sign-out" when leaving the building and "sign-in" upon returning. In the event of an emergency, teachers will be available to handle classes.
4. Effective with the 2015-2016 school year, staff will be required to attend a professional development meeting once per month which will be scheduled on the same afternoon as the faculty meeting. The professional development meeting will commence immediately following the faculty meeting and will last 45 minutes, but conclude no later than 4:30 p.m.
5. The Board will provide time during the regular school year / school day (but not during prep time or lunch time) for teachers to complete state-mandated on-line training. The time allocated for on-line training shall be scheduled by administration during the regular in-service days, teacher orientation, the last day of school recordkeeping days, delayed opening days, etc.

B. Preparation Time

1. The Board will make every effort to provide teachers with a daily preparation time. It is understood that a reduction in teacher specialists could have an adverse effect on said preparation time. Teachers who are assigned less than five (5) preparation periods in a five (5) day work week shall be compensated at the home instruction rate.
2. Best efforts will be made to accomplish common preparation time for special education and regular education teachers involved in teaching in-class support. This time will be provided within the framework of preparation time presently allowed.
3. Part-time teachers will receive preparation time at a minimum rate of five (5) minutes per day, per period taught. This preparation time will be part of the scheduled day and included in the calculation of salary as described in Article VIII – Salaries.



C. Check In Procedure

Unit members shall indicate their presence for duty by placing their initials in the appropriate column of the faculty "sign-in/sign-out" roster. The "sign-in" sheet shall be removed by the administrator or his/her designee one-minute after the official reporting time. A teacher not signing in at the designated place before removal of the "sign-in" sheet is late.

D. Teacher Load

1. The Board agrees to continue its efforts to keep class size at an acceptable number of twenty-five (25) pupils. Insofar as special education and kindergarten are concerned, state guidelines shall be followed.
2. The Board agrees to use its best effort to maintain an adequate list of substitute teachers. In the event that a substitute teacher is not available and a teacher is requested and voluntarily agrees to cover a classroom period that would otherwise have been a prep period or lunch period, said teacher would be compensated at a rate of two-thirds (2/3) of the home instruction rate contained in this Agreement. Teachers assigned to students' with IEP's will not be used to cover classes during said assignment.

E. Unauthorized Early Departure

It is fundamental that school programs cannot be properly conducted when members of the teaching staff depart before the prescribed time. The Board of Education is prohibited from paying for services not rendered, as is the case when a faculty member does not comply with the working day prescribed by the Board of Education. Unauthorized early departures are prohibited.

**ARTICLE VI**

**NONTEACHING DUTIES**

A. Intent

The Board and the Association acknowledge that a teacher's primary responsibility is to teach and that the teacher's energies should, to the extent possible, be utilized to this end. It is recognized that teachers command respect and have the requisite disciplinary skills that serve to make a good environment in the cafeteria. Therefore, teachers may volunteer to supervise the cafeteria and be compensated per lunch period in the event they are relinquishing their own lunch period or a preparation period.

Lunch duty can be assigned as a duty period without compensation. Lunch duty assignments will be rotated and distributed evenly.

If volunteer(s) are used to cover lunch period, compensation will be paid accordingly per lunch period:

2015-2016	2016-2017	2017-2018
\$25.00	\$25.00	\$25.00

B. Application

1. Personnel other than teachers shall perform nonteaching duties and the teachers shall not be required to correct standardized tests.
2. Up to two playground assignments can be made in each week without additional compensation.
3. Teachers shall receive \$5.00 for each additional assignment above two (2) in a week. Payment will be made on June 30<sup>th</sup> each year.
4. The parties are committed to student safety. To that end, each principal will consult with the staff annually to discuss playground supervision requirements as well as other student-safety-related matters.

C. Professional Functions

Teachers may be required to be present for up to seven (7) evenings per school year for related professional functions conducted after normal school hours. Related professional functions shall consist of, but not be limited to, art and music festivals, Back-to-School Night, science and social studies fairs and parent consultations but shall not include P.T.A. meetings. With the exception of Back-to-School Night and parent conferences, teachers attending graduate classes shall be excused from attending these functions and specific accommodations shall be made.

D. Parent-Teacher Conferences

1. There is one day of evening conferences for all schools. Parent conferences will commence fifteen (15) minutes after dismissal and the last conference shall conclude by 9:00 p.m. It is understood that teachers will conclude their scheduled 90 minute dinner break by 6:00 p.m.
2. The second and third days of conferences will be held in the afternoon, commencing fifteen (15) minutes after dismissal and concluding no later than the end of the teacher workday.
3. Parents will schedule their conference appointment through an on-line scheduler program. Administration will be responsible for initiating conference scheduling.

E. Writing of Curricula

Teachers who are asked to write curriculum shall be advised, in advance, of the scope of the assignment and the amount of compensation, which will be paid, based on the home instruction rate. Upon the teacher accepting the assignment, no additional compensation will be paid.

## **ARTICLE VII**

### **TEACHER EMPLOYMENT**

- A. Teachers shall be notified of their contract and salary status for the ensuing year no later than May 15<sup>th</sup> of the year in question. If May 15<sup>th</sup> falls on a non-business day, the next business day thereafter shall be the notification date.
- B. The teacher work year shall be no more than one hundred eighty-eight (188) days
- C. The number of student contact days shall not exceed one hundred eighty-one (181) days.
- D. All tenured teachers shall be notified of their assignments for the following school year no later than July 1, when administratively practical.
- E. Teachers paid on Schedule B shall be given a written job description and a written annual contract by September 15 and a written evaluation upon completion of the assignment.
- F. Effective July 1, 2010 and for the duration of this agreement the school day preceding winter break will be a half day for all members of the collective bargaining unit.

## **ARTICLE VIII**

### **SALARIES**

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

- 1. Schedule A: The salary of each teacher covered by this Agreement is set forth in Schedules A-1, A-2, A-3, and Service Increments which are attached hereto and made part hereof for the year indicated.
- 2. Schedule B: The salaries set forth on Schedule B shall be paid to teachers for the annual remuneration for performing extra-curricular duties as shown on said Schedule B. Payment for Schedule B duties will be made within thirty (30) days following the completion of duties as certified by the Principal.
- 3. Schedule C: The hourly rate for home instruction is set forth in Schedule C.
- 4. Schedule D: The hourly rate for after hours non-instructional supervision is set forth in Schedule D.

#### **B. Part-time Teachers**

##### **1. Part-time Daily**

A teacher who works part of the regular workday five (5) days per week (regular workday = nine periods) shall be compensated at a salary based on the appropriate step of the regular salary guide.

Example:

A part-time teacher who teaches four classes (with 20 minutes of paid preparation time) shall be compensated at 4.5 / 9 of the regular guide salary.

Step 3 – BA Guide (2105-2016)

$\$51,000 \times 4.5 / 9 = \$25,500$  annual salary

Salary to be paid in the same manner as full-time teachers.

## 2. Part-time Weekly

A teacher who works the regular workday, but less than five (5) days per week shall be compensated at a salary based on the appropriate step of the regular salary guide. Any days worked in excess of the actual reduced work year shall be compensated at the per diem rate.

Example:

A part-time teacher who works three (3) days per week shall be compensated at 3/5 of the regular guide salary.

Step 3 – BA Guide (2015-2016)

$\$51,000 \times 3/5 = \$30,600$  annual salary

Salary to be paid in the same manner as full time teachers.

$186 \times 3/5 = 112$  work days per year

Per Diem rate =  $\$51,000 / 200 = \$255.00$  for every day over 112 days.

## 3. Part-time daily and Weekly

A teacher who works part of the regular workday, and less than 5 days per week shall be compensated at a pro-rated salary based on the appropriate step of the regular salary guide. Any days worked in excess of the actual reduced work year shall be compensated at the per diem rate.

Example:

A part-time daily and weekly teacher who works three (3) days per week and four (4) periods per day (with 20 minutes of paid preparation time) shall be compensated at a pro-rated salary.

Step 3 – BA Guide (2015-2016)

$\$51,000 \times 4.5 / 9 \times 3 / 5 = \$15,300$  annual salary

Salary to be paid in the same manner as full- time teachers.

C. With the exception of sabbatical leave, (Article XIII, 8) a teacher will earn a year of service if he/she has worked one (1) day more than one half of the total work days in the school year.

D. Methods of Payment

1. Ten (10) Month

Teachers shall receive twenty (20) equal semi-monthly installments on the fifteenth and last day of the month.

2. Final Pay

Each teacher shall receive his/her final pay on his/her last working day in June, providing all the sign-out procedures are satisfactorily completed.

3. Direct Deposit

Direct deposit is required for all employees in accordance with the provisions of N.J.S.A. 52-14-15h.

E. Hourly rates for Child Study Team meetings held after the normal school year shall be in accordance with Schedule C of this contract, not to exceed a maximum of two (2) hours per meeting.

F. Any days worked in excess of the contracted work year by Association members of the Child Study Team will be compensated per Child Study Team member per case at the rate of :

2015-2016	2016-2017	2017-2018
\$295.00	\$295.00	\$295.00

**ARTICLE IX**

**TEACHER EVALUATION**

A. The Teacher Effectiveness and Accountability for the Children of New Jersey (Teach-NJ) Act established a State mandated teacher evaluation system. Evaluations of all teaching staff shall be in accordance with the regulation as promulgated by the New Jersey Department of Education (Achieve NJ). In the event Achieve NJ is repealed, the remainder of this article shall remain in full force and effect.

B. General Criteria

1. Copies of Evaluation

A teacher shall be given a copy of any formal class visits or evaluation report prepared by his evaluators.

2. Standardized Tests

Results of standardized tests used for evaluating students shall not be used solely to evaluate teacher performance.

## ARTICLE X

### FAIR DISMISSAL PROCEDURE

#### A. Notification of Status

In accordance with Title 18A:27-10:

##### 1. Date

On or before May 15<sup>th</sup> of the year in question, the board shall give each non-tenured teacher continuously employed since September 30<sup>th</sup> either:

- a. A written offer of a contract for employment for the next succeeding year providing for at least the same terms and conditions of employment but with such increase in salary and benefits as may be required by law or agreement between the Board and the Association, or
- b. A written notice that such employment shall not be offered.

## ARTICLE XI

### SICK LEAVE

#### A. Accumulative

1. All teachers employed shall be entitled to ten (10) sick leave days each school year as of the first official day of said school year. Unused sick leave shall accumulate from year to year with no maximum limit. Teachers shall be given a written accounting of accumulated sick leave days no later than September 15<sup>th</sup> of each school year.
2. Any teacher who has not used any sick leave during a contract year shall be awarded a \$100 savings bond to be issued by September 30<sup>th</sup>.
3. Part-time teachers shall be entitled to sick leave pro-rated in accordance with the calculation for salary using ten (10) sick days as the base for the calculation. Sick leave for part-time teachers will accumulate as a fractional daily equivalent in accordance with the teacher's work schedule.
4. In the event that a part-time teacher receives a full-time position within the district, accumulated sick leave will be given in hours and converted to an equivalent number of full time days. Conventional rounding procedures will be used in determining the number of full-time days.

**B. Extended Sick Leave**

A teacher shall receive the difference between 1/200th of his/her annual salary and the daily substitute rate of pay for a period equal to those sick leave days accumulated as of September 1<sup>st</sup> of the school year; provided said accumulated days have been exhausted and said payment shall commence only after five consecutive school days of sickness including the exhausted days if applicable, if approved by the Board on a case by case basis in accordance with N.J.S.A. 18A:30-6. If a replacement teacher has been hired, the deduction shall be at the per diem rate of the assigned substitute. The Board of Education may require a doctor's certificate for leave under this section.

**C. Sick Leave Bank**

**1. Purpose**

The parties agree to establish and implement a sick leave bank utilizing a voluntary donation program to assist employees who experience a "catastrophic health condition or injury" and have exhausted their paid leave benefits. The bank shall allow employees to voluntarily donate accrued vacation, personal days, and/or sick leave to said bank. This bank shall be established pursuant to P.L. 2007, Chapter 223 and N.J.S.A. 18A:30-10 et seq.

**2. Definition**

A catastrophic health condition or injury is a life threatening condition or combination of conditions or a period of disability required by his or her physical health or the health of the employee's fetus and requiring the care of a physician who provides a medical verification of the need for the employee's absence.

**3. Committee**

The sick leave bank shall be administered in accordance with N.J.S.A. 18A:30-11. The administration shall be by a committee which shall be comprised of three (3) members selected by the Board of Education and three (3) members selected by the Association. The committee shall establish written standards and procedures as it deems appropriate for the operation of the sick leave bank. These shall include, but not be limited to, eligibility requirements for participation in the sick leave bank and the conditions under which the sick leave time may be drawn. 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 sick leave bank unless authorized by the committee in order to provide sick leave.

**D. Accumulated Sick Leave Payout Upon Retirement**

1. Any teacher having been in the employ of the board of education for twenty (20) or more continuous years, who submits to the administration a written statement of retirement shall be eligible for a special retirement allowance after the retirement is accepted by the board of education, and provided that the retirement letter is received by December 31<sup>st</sup>.

2. Such allowance shall be paid only after verification of the retirement is received from the New Jersey Treasury, Division of Pension and Benefits Administration, in two (2) equal installments in January and September of the subsequent calendar year. If the notice of retirement is received after December 31<sup>st</sup>, the first installment of sick leave reimbursement will be paid on July 15<sup>th</sup> of the second fiscal year of the employee's retirement. The second installment will be paid in September of the third fiscal year of the employee's retirement. The Board will provide a reminder of this deadline in the November paycheck.
3. The retirement allowance shall be computed at the rate of one (1) day's pay for every five (5) days of accumulated unused sick leave to the teacher's credit on their last day of employment with the board.
4. The daily compensation to the teachers who retire under the aforesaid recommendations, shall be at the daily rate of pay which was earned in the year of retirement. The teacher must be eligible for and actually retire under the provisions of the Teacher's Pension and Annuity Fund.
5. Employees hired after May 21, 2010 are limited to a sick leave reimbursement in accordance with P.L. 2010, C.3. in the maximum amount of \$15,000 upon retirement.

## **ARTICLE XII**

### **TEMPORARY LEAVES OF ABSENCE**

#### **A. Types of Leave**

Teachers shall be entitled to the following temporary leaves which are non-accumulative (except as provided in subparagraph 1 - Personal) with full pay each school year.

##### **1. Personal**

It is understood that the uninterrupted presence of the teaching staff is essential to insure the continuity of instruction. Therefore, application for personal days shall not be made unless the matter cannot be resolved outside of school hours.

Two (2) days leave of absence with pay, accumulative to four (4) days, for personal, legal, business, household, or family matters shall be made available as of September 1 to all staff members under contract as of that date. Any personal leave days accumulated over four (4) will be converted to sick leave days and added to the teacher's accumulation. Any staff member joining the staff after September 1 shall be credited personal leave at the rate of one (1) day per ninety-four (94) days of service, available from the first day of the contract.

Part time daily teachers (work part-time each day for five (5) days per week) will receive one personal day per year, which can accumulate to two (2), following the same provisions as full-time teachers. Personal leave for part-time teachers will accumulate as a fractional daily equivalent in accordance with the teacher's work schedule.



Part-time teachers who work less than five (5) days per week will not be entitled to personal leave.

In the event that a part-time teacher receives a full-time position within the district, accumulated personal leave will be given in hours and converted to an equivalent number of full time days. Conventional rounding procedures will be used in determining the number of full-time days.

Any staff member who uses any personal leave but whose contract is voluntarily or involuntarily terminated during the school year shall be deducted 1/200th of the annual salary for each personal day used.

Application to the Chief School Administrator for personal leave shall be made at least two (2) days before taking such leave except in the case of emergency. The applicant for such leave shall not be required to state the reason for taking such leave (unless application is being made under the emergency provision) other than to state that he is taking it under this section.

A personal day shall not be taken to extend a holiday or on an in-service day or the days before and after the NJEA Convention. The Chief School Administrator may waive this provision upon demonstration of an extraordinary circumstance (example: child's college graduation, employee's wedding, etc.)

No personal half days will be granted. The Chief School Administrator or Board of Education shall have the right to grant half days requested when in his/its judgment an emergency exists.

No more than two (2) staff members in each building, up to five (5) staff members per district will be granted a personal day on any given date. The Chief School Administrator or Board of Education shall have the right to grant additional staff members personal days on any given date when in his/her judgment an emergency exists.

## 2. Family Illness Days

Accumulated personal days over four (4) can be converted for use as family illness days; and over five (5) accumulated family illness days convert to sick leave. All accumulated family illness days shall be considered for the purposes of accumulated sick leave retirement pay.

## 3. School Visitation

Up to two (2) days for the purpose of visiting other schools or attending meetings or conferences of an educational nature, with administrative and/or board approval.

#### 4. Bereavement

- a. Up to five (5) days, not necessarily taken consecutively, in the event of death of a teacher's spouse, child, parent, father-in-law, mother-in-law, son-in-law, daughter-in-law, and grandchild. Three days (3) in the event of the death of a grandparent, sister, brother, sister-in-law, and brother-in-law. An allowance of one (1) day shall be granted to attend the funeral of aunts, uncles, cousins, and nephews and nieces.
- b. Extenuating circumstances may warrant additional days with administrative and/or board approval. Accumulated personal days will be used for this purpose.
- c. In the event of the death of a teacher or student in the Southampton Township School District, the Chief School Administrator shall grant to an appropriate number of teachers, sufficient time off to attend funeral services. Extenuating circumstances may warrant additional days with administrative and/or board approval.

#### 5. Childbirth and Child Care Leave

- a. A teacher who is physically disabled due to pregnancy, childbirth and post-partum recovery will be entitled to paid sick leave, as provided in Article XI. A of this Agreement, for the period of such disability or until the expiration of his/her accumulated sick leave, whichever occurs sooner. A teacher who anticipates such a period of disability will give as much notice of the anticipated dates of disability as soon as possible to the Chief School Administrator.
- b. Childcare Leave
  1. The Board shall grant, upon request, childcare leave without pay to any tenured teacher, for the purpose of caring for a newborn or newly adopted infant child. When childcare leave does not immediately follow disability leave, such leaves shall commence on a date agreed upon by the Board and the teacher.
  2. All such leaves will terminate either (1) at the beginning of the next school year or (2) at the end of the next school year in accordance with the teacher's request.
    - a. Any teacher who selects leave termination option (1) above may notify the Chief School Administrator of her / his intention to continue the leave for the following school year. Such notification must be submitted in writing to the Chief School Administrator by April 1st prior to the continuation request.
    - b. Any teacher whose leave commences after April 1st must make her / his decision for leave based on the provisions of paragraph 2 above. The provisions of paragraph 2.a will not apply.
  3. A teacher on leave may apply to the Board in writing for an extension of child leave for no more than one additional school year. Such written application must be made no later than April 15th.

4. Application for leave for the care of a newly adopted infant child must be made sixty days before the expected receipt of custody of the infant child, or, if the expected date of receipt is not known sixty days in advance, as soon as the teacher has been informed of the date.
5. The Board shall grant childcare leave not to extend beyond the current contractual year to any non-tenured teacher.
6. Any teacher granted child care leave shall, at her / his request, be restored to the system at the beginning of a school year or at such other time as may be approved at the discretion of the Board. A teacher on childcare leave must notify the Chief School Administrator of her intention to return to active status in the following year by April 15th.

6. Extended Leaves of Absence

The Board may, at its discretion, grant employees extended leaves of absence without pay for one academic year.

- a. The employee shall make written application to the Chief School Administrator for such leave one hundred twenty (120) days prior to the beginning of said leave. The granting of an emergency leave of absence, and the determination of the length of such leave, will be at the discretion of the Board.
- b. The employee shall state, in writing, the reason for the leave, the date requested leave is to begin, and the date said leave is to terminate. The date of return to work may be adjusted by the Board.
- c. During the period of any extended leave the employee may continue in force and effect the insurance protection provided by Article XIV of this Agreement by paying the regular monthly premiums if such coverage continuation is permitted by the respective carriers.

**ARTICLE XIII**

**SABBATICAL LEAVE**

A. Purpose

The purpose of a sabbatical leave is to assist a member of the professional staff to become more valuable as an educator for the Southampton School District.

B. Conditions

1. A member of the professional staff may be granted a sabbatical leave of absence after seven (7) years of consecutive employment in the Southampton School District.
2. Sabbatical leave may be granted for such purposes of professional study, research or travel under the auspices of an approved college or university matriculated in a graduate level program approved by the Board of Education that will benefit the children of the Southampton Township School District.

3. Sabbatical leave may be granted at the discretion of the Board based upon the program value and seniority of service to not more than two percent of the educational staff within the district during a given year.
4. Application for Sabbatical Leave
  - a. Must be made no later than January 1st, preceding the school year for intended leave.
  - b. Must have a detailed written statement attached to the application giving the purpose of the leave, plan of the activity to be pursued, the length of time involved, and anticipated value of the experience to the individual in improving his / her professional competency and ability to the system.
5. Sabbatical leave time period is for one (1) year, September through June.
6. Reimbursement will be as follows:
  - a. Reimbursement will be granted at a rate equal to fifty (50) percent of the last year's salary for a full year period.
  - b. Payment or reimbursement to be made in accordance with regular payroll dates.
7. While on leave the employee shall not engage in gainful employment except by written agreement with the Board. Scholarships and fellowships do not constitute gainful employment.
8. Sabbatical leave time shall be recognized for purposes of salary increment and pension eligibility.
9. General conditions governing sabbatical leave are:
  - a. Seven consecutive contractual years must have passed since the first sabbatical for an individual to become eligible for another. Applicants who have not previously received a sabbatical will be given preference before a second leave is granted an individual.
  - b. The employee shall agree in writing to return to his/her position (or a comparable one) in the school system for a period of at least two (2) years following the completion of his/her leave. In the event the employee does not return, he/she shall reimburse the Board for the amount of money received for the sabbatical leave.
  - c. When the employee returns, he/she shall submit a written report to the Board containing all pertinent data and information on his/her activities during the period of the original leave in verification of the stated purposes made in the original application.

#### **ARTICLE XIV**

#### **INSURANCE PROTECTION**

- A. Effective July 1, 2012 employees will contribute towards health benefits by payroll deduction in accordance with P.L. 2011, Chapter 78. This applies to coverages under paragraphs B, D, and E below. The Board and Association agree that this contribution is imposed pursuant to statutory requirement and not as a result of negotiated agreement.

**B. Hospital, Surgical, Major Medical**

1. All employees currently in Patriot X may remain in Patriot X or equivalent plan. All employees currently in Patriot V must remain in Patriot V or equivalent plan from 7/1/09 through 6/30/14.
2. The Board shall pay the premium on hospital/surgical and major medical coverage for individual, and where applicable, employee and spouse, employee and child(ren) or family as appropriate. Any change in carrier must establish an equivalent or better level of benefits than the plan in effect.
3. New, non-tenured teachers will receive single coverage for the first year of employment. They will be offered full coverage, where applicable, with coverage to start in their second full year of employment.
4. New employees are only eligible for Patriot V coverage for the first five (5) years of employment.

**C. Wage**

The board shall pay the premiums for disability insurance for those unit members who elect it in lieu of the coverage offered by Article XIV, Section B, above. Employees who elect to waive benefits for monetary compensation in accordance with Section G, below are not eligible for disability insurance.

**D. Prescription**

Effective January 1, 2007, the Board shall pay the premium for a \$25 non-preferred brand / \$15 preferred brand / \$10 generic – 2x co-pay for mail order (90 day supply) co-pay prescription drug plan, the insurance carrier for the same selected by the Board. The plan should emphasize the choice of generic drugs (Generic B option).

**E. Dental**

The Board shall continue to pay the premium for a dental plan to teachers for two or three party coverage, as appropriate. Said dental coverage shall include orthodontic coverage for dependents. There will be a \$25 deductible per person / \$75 per family maximum deductible for dental insurance.

The Board will contribute an amount not to exceed \$145 per month during the length of this agreement.

**F. Coverage**

1. The Board shall make payment of insurance premiums to provide insurance coverage for the full twelve (12) month period commencing September 1 and ending August 31.

**G. Waiver**

Each employee may, annually, voluntarily waive and surrender on behalf of himself/herself and all of his/her dependents, if any, his/her rights to participate in the Board provided health/medical program if the employee provides proof that he/she and his/her dependents, if any, are enrolled in an alternate health insurance program elsewhere.

In return for such waiver, the employee will receive an annual allowance of 25% of the annual premium, but in no event in excess of the maximums listed below, of the portions of the plan in which he/she were enrolled at the time of waiver. These payments will be made monthly.

Hospital/Surgical and Major Medical coverage	25% - \$2,000 Max
Prescription Card	25% - \$1,000 Max
Dental Coverage	
Single	25% - \$100 Max
Member/Partner	25% - \$200 Max
Parent/Child	25% - \$200 Max
Family	25% - \$250 Max

If the alternate coverage is discontinued during the waiver year as a result of the occurrence of a "life event", the employee and eligible dependents, if any, may re-enroll in the portion of the Board's plan which was waived. A "life event" is an event over which the employee has no unilateral control and which causes the loss of the alternative coverage. This includes events such as the unemployment or death of the person through whom the alternative coverage was provided, or divorce from a spouse or civil union partner through whom the alternative coverage was provided. If the waiver is discontinued as herein provided, or in cases where a new employee begins employment during the benefit year and waives out of any of the coverage of the Board's plan, the allowance will be prorated based on the number of months waived. In the event an employee has been paid a amount greater than his/her prorated share, he/she shall reimburse the Board out of his/her next succeeding paycheck following when the overpayment was determined to have occurred.

To be eligible for the waiver, the employees must notify the Board by completing the Board approved waiver form no later than May 15 of the work year prior to the annual effective date of the waiver, which shall be July 1, or immediately if a new employee. In the event that ratification of agreement makes the above May 15 deadline impossible for the employees to meet, the Board and the Association shall devise an appropriate schedule for the waiver process.

The Board reserves the right to terminate this program if at least three (3) district employees do not waive Hospital/Surgical, Major Medical and Prescription coverage.

## **ARTICLE XV**

### **PROFESSIONAL DEVELOPMENT / TUITION REIMBURSEMENT**

- A. Title 6:A9-15 (a) states "The 100 hours of approved professional development shall be each teacher's responsibility in conjunction with district board of education policies to take whatever steps are necessary in order to meet the requirement."

6:A9-15 (b) states: " In addition to enforcing the requirement, the State and employing district board of education support teachers' efforts to meet the professional development requirement. Specifically, it is the responsibility of the local supervisor and district administrator through the PIP process or applicable non-public school evaluation process to monitor the teacher's efforts continuously through progressive supervision where a teacher's progress is inadequate."

- B. The Board shall provide a tuition reimbursement program under the following conditions:
1. Employee must complete the tuition reimbursement application, submit it to the superintendent's office, and be approved prior to the course beginning.
  2. No early dismissal.
  3. Up to the rate prevailing at Rutgers University for no more than 9 credit hours per fiscal year per teacher. Reimbursable to the teacher, provided the tuition has been paid by the teacher.
  4. Courses taken in a college or university accredited for certification by the New Jersey State Department of Education.
  5. Total maximum amount of money to be spent by the Board is \$20,000 per fiscal year.
  6. Satisfactory completion of the course prior to reimbursement. Satisfactory completion is defined as receiving a grade of "A" or "B" or "pass" in a pass-fail course.
  7. An employee accepting tuition reimbursement must complete one full school year of employment after tuition reimbursement payment. If the employee terminates their employment in the district prior to one full school year, he / she shall return 100% of the last tuition reimbursement received.

## **ARTICLE XVI**

### **REPRESENTATION FEE**

#### **A. Purpose of Fee**

If a teacher 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 teacher will be required to pay a representation fee to the Association in lieu of dues for services rendered by the Association.

#### **B. Amount of Fee**

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 calculated annually by the Association. The representation fee cannot exceed 85% of the actual dues. The calculation will be provided to the Chief School Administrator on or before September 1 of the applicable school year.

The Association will provide the Chief School Administrator with a copy of the demand and return system before the Board begins to deduct the representation fee.

C. Notification

Once during each membership year covered in whole or part by this Agreement, the association will submit to the Board a list of those teachers who have not become members of the Association for the then current membership year. The Board will deduct from the salaries of such teachers in accordance with paragraph D below, the full amount of the representation fee and promptly will transmit the amount so deducted to the Association.

D. Payroll Deduction Schedule

The Board will deduct the representation fee in equal installments, as nearly as possible, from the paychecks paid to each teacher on the aforesaid list during the remainder of the membership year in question. The deductions will begin with the first paycheck, paid 30 days after receipt of the aforesaid list by the Board, but in no event sooner than the thirtieth day following the beginning of a teacher's employment or the tenth day following transfer of an individual to a teaching position who had previously served as a teacher and continued in the employ of the Board in a nonbargaining unit position or was on layoff.

E. Termination of Employment

If the employment of a teacher who is required to pay a representation fee is terminated before the Association has received the amount of representation fee (prorated for the membership year in question) to which it is entitled under this Article, the Board will deduct the unpaid portion of same from the last paycheck paid to said teacher.

F. Mechanics

Except as otherwise provided in this Article, the mechanics for the deduction of representation fees and the transmission of such fees to the Association will, as nearly as possible, be the same as those used for the deduction and transmission of regular membership dues to the Association.

G. Changes

The Association will notify the board in writing, of any changes in the list provided for in Paragraph C above and/or the amount of the representation fee, and such changes will be reflected in any deductions made more than 30 days after the Board received said notice.

H. Definition of Teacher

The definition of the word "teacher" as used in this Article shall be as defined in Article I hereof.

I. Save Harmless Clause

The Association shall indemnify and hold the Board harmless against any and all claims, demands, suits and other forms of liability including liability for reasonable counsel fees and other legal costs and expenses that may arise out of, or by any reason of any action taken or not taken by the Board in conformance with this Article.



## ARTICLE XVII

### MISCELLANEOUS PROVISIONS

#### A. Nondiscrimination

The Board and the Association agree 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 application or administration of this Agreement on the basis of race, creed, national origin, sex, domicile, or marital status.

#### B. Board Policy

This Agreement constitutes Board policy for both the Association and the Board for the term of said Agreement and both shall carry out the commitments contained herein.

#### C. Savings Clause

Proposed new rules or modifications of existing rules governing working conditions shall be negotiated with the Association before they are established.

#### D. Separability

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 affect.

#### E. Receipt of Agreement

Each teacher will sign a roster that he/she has received a copy of said Agreement and understands its contents.

#### F. Fully Bargained Provisions

This Agreement represents and incorporates the complete and final understanding and settlement by the parties of all issues that could be bargained which were or could have been the subject of negotiations. During the terms of the Agreement, neither party will 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 signed this Agreement.

#### G. Association Meetings

A written request for permission to hold any meeting on school premises conducted by the Association shall be received by the Chief School Administrator or Principal. No meetings shall be held on school premises without his/her consent.

#### H. Children of Employees

The children of Southampton Township School non-resident employees may be enrolled in accordance with district policy.

**ARTICLE XVIII**

**DURATION OF AGREEMENT**

**A. Duration Period**

This agreement shall be effective as of July 1, 2015 and shall continue in effect until June 30, 2018 subject to the Association's rights to negotiate over a successor Agreement. The Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated, unless it is extended in writing.

**B. Status of Incorporation**

IN WITNESS WHEREOF, the parties have hereto caused this Agreement to be signed by their respective presidents, attested by their respective secretaries, and their corporate seals to be placed hereon, this 24 day of September, 2015.

**SOUTHAMPTON TOWNSHIP  
EDUCATION ASSOCIATION**

**SOUTHAMPTON TOWNSHIP  
BOARD OF EDUCATION**

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary

Attest: \_\_\_\_\_  
Secretary

## **ARTICLE XIX**

### **SERVICE INCREMENTS**

Any teacher having taught in the Southampton Township School District for ten to fourteen years as of the end of the school year shall receive a salary increment of \$450.00 per year above the teacher's place on the salary guide. The teacher's increment will be included as part of the teacher's salary for each applicable school year. Years taught must be consecutive.\*

Any teacher having taught in the Southampton Township School District for fifteen to nineteen years as of the end of the school year shall receive a salary increment of \$800.00 per year above the teacher's place on the salary guide. The teacher's increment will be included as part of the teacher's salary for each applicable school year. Years taught must be consecutive.\*

Any teacher having taught in the Southampton Township School District for twenty years or more as of the end of the school year shall receive a salary increment of \$1675.00 per year above the teacher's place on the salary guide. The teacher's increment will be included as part of the teacher's salary for each applicable school year. Years taught must be consecutive.\*

\*Note: Board approved leaves do not constitute a break in service.

**Schedule A - 1  
2015-2016**

<b>2014-2015</b>		<b>2015-2016</b>					
<b>Step</b>		<b>BA</b>	<b>BA 15</b>	<b>BA 30</b>	<b>MA</b>	<b>MA 15</b>	<b>MA 30</b>
1 (0-1)	1 (0)	51,150	51,775	52,400	53,025	53,650	54,275
2 (2)	2 (1-2)	51,950	52,575	53,200	53,825	54,450	55,075
3 (3)	3 (3)	52,800	53,425	54,050	54,675	55,300	55,925
4 (4)	4 (4)	53,650	54,275	54,900	55,525	56,150	56,775
5 (5)	5 (5)	54,100	54,725	55,350	55,975	56,600	57,225
6 (6)	6 (6)	54,800	55,425	56,050	56,675	57,300	57,925
7 (7)	7 (7)	55,650	56,275	56,900	57,525	58,150	58,775
8 (8)	8 (8)	56,950	57,575	58,200	58,825	59,450	60,075
9 (9)	9 (9)	58,500	59,125	59,750	60,375	61,000	61,625
10 (10-11)	10 (10)	61,000	61,625	62,250	62,875	63,500	64,125
11 (12-14)	11 (11-12)	63,300	63,925	64,550	65,175	65,800	66,425
12 (15-16)	12 (13-15)	65,500	66,125	66,750	67,375	68,000	68,625
13 (17-18)	13 (16-17)	68,800	69,425	70,050	70,675	71,300	71,925
14 (19-21)	14 (18-19)	71,950	72,575	73,200	73,825	74,450	75,075
15 (22-26)	15 (20-26)	74,850	75,475	76,100	76,725	77,350	77,975
Career	Career	77,400	78,025	78,650	79,275	79,900	80,525
Off Guide	Off Guide	82,722	83,347	83,972	84,597	85,222	85,847

**All Teachers Steps 1 through Career in FY 2014-2015 shall not progress to Off Guide**

**Schedule A - 2  
2016-2017**

	<b>BA</b>	<b>BA 15</b>	<b>BA 30</b>	<b>MA</b>	<b>MA 15</b>	<b>MA 30</b>
1 (0)	51,500	52,125	52,750	53,375	54,000	54,625
2 (1)	52,000	52,625	53,250	53,875	54,500	55,125
3 (2-3)	52,750	53,375	54,000	54,625	55,250	55,875
4 (4)	53,650	54,275	54,900	55,525	56,150	56,775
5 (5)	54,500	55,125	55,750	56,375	57,000	57,625
6 (6)	55,100	55,725	56,350	56,975	57,600	58,225
7 (7)	55,800	56,525	57,150	57,775	58,400	59,025
8 (8)	57,000	57,625	58,250	58,875	59,500	60,125
9 (9)	58,500	59,125	59,750	60,375	61,000	61,625
10 (10)	61,000	61,625	62,250	62,875	63,500	64,125
11 (11)	63,300	63,925	64,550	65,175	65,800	66,425
12 (12-13)	65,500	66,125	66,750	67,375	68,000	68,625
13 (14-16)	68,800	69,425	70,050	70,675	71,300	71,925
14 (17-18)	72,000	72,625	73,250	73,875	74,500	75,125
15 (19-20)	75,100	75,725	76,350	76,975	77,600	78,225
Career	77,500	78,125	78,750	79,375	80,000	80,625
Off Guide	83,222	83,847	84,472	85,097	85,722	86,347

**All Teachers Steps 1 through Career in FY 2015-2016 shall not progress to Off Guide**

**Schedule A - 3  
2017-2018**

	<b>BA</b>	<b>BA 15</b>	<b>BA 30</b>	<b>MA</b>	<b>MA 15</b>	<b>MA 30</b>
<b>1 (0)</b>	52,000	52,625	53,250	53,875	54,500	55,125
<b>2 (1)</b>	52,400	53,025	53,650	54,275	54,900	55,525
<b>3 (2)</b>	52,800	53,425	54,050	54,675	55,300	55,925
<b>4 (3-4)</b>	53,210	53,835	54,460	55,085	55,710	56,335
<b>5 (5)</b>	54,115	54,740	55,365	55,990	56,615	57,240
<b>6 (6)</b>	55,016	55,641	56,266	56,891	57,516	58,141
<b>7 (7)</b>	55,490	56,115	56,740	57,365	57,990	58,615
<b>8 (8)</b>	57,000	57,625	58,250	58,875	59,500	60,125
<b>9 (9)</b>	58,500	59,125	59,750	60,375	61,000	61,625
<b>10 (10)</b>	61,000	61,625	62,250	62,875	63,500	64,125
<b>11 (11)</b>	63,300	63,925	64,550	65,175	65,800	66,425
<b>12 (12-13)</b>	65,500	66,125	66,750	67,375	68,000	68,625
<b>13 (14-16)</b>	68,800	69,425	70,050	70,675	71,300	71,925
<b>14 (17-18)</b>	72,000	72,625	73,250	73,875	74,500	75,125
<b>15 (19-20)</b>	75,100	75,725	76,350	76,975	77,600	78,225
<b>Career</b>	78,000	78,625	79,250	79,875	80,500	81,125
<b>OG</b>	83,900	84,525	85,150	85,775	86,400	87,025

**All Teachers Steps 1 through Career in FY 2016-2017 shall not progress to Off Guide**

**Schedule B  
Extra-curricular Salaries**

<b><u>Athletics</u></b>	<b><u>2015-2016</u></b>	<b><u>2016-2017</u></b>	<b><u>2017-2018</u></b>
<b>Salaries - Coaches</b>			
Basketball, Boys	3256	3319	3383
Basketball, Girls	3256	3319	3383
Field Hockey	2613	2665	2719
Cheerleading	2924	2987	3051
Soccer, boys	2433	2482	2532
Soccer, girls	2433	2482	2532
Softball, Girls	2461	2510	2560
Baseball	2461	2510	2560
Cross Country	2433	2482	2532
Lacrosse	2510	2560	2611
Assistant Coaches	50% Coach's Salary	50% Coach's Salary	50% Coach's Salary
Street Hockey Club	1173	1196	1220
School #2 Intramural	1173	1196	1220
 <b><u>Fine Arts Activities</u></b>			
<b><u>Performing Arts:</u></b>			
Band/ Jazz Band	3731	3806	3882
Chorus	3731	3806	3882
Extra Band Performances Band	114	116	118
Extra Band Performances Chorus	114	116	118
Talent Show	1076	1098	1120
School #1 Program Coordinator	847	864	881
Play Director (Drama Club)	2735	2790	2846
 <b><u>Visual Arts:</u></b>			
Art Director	2392	2422	2452
Art Show Assistant	614	674	731
Art Club Director	747	835	905
 <b><u>Literary Activities:</u></b>			
Yearbook Advisor	502	512	522
Newspaper Club Advisor	776	792	808
 <b><u>Educational Activities:</u></b>			
Environmental Education Director	1132	1155	1178
Environmental Education Teachers (per night)	169	172	176
Eighth Grade Trip (per teacher)	130	133	136
Science Fair Coordinator	226	231	236
Social Studies Fair Coordinator	226	231	236
Student Council Advisor	3058	3119	3182

**Schedule B  
Extra-curricular Salaries  
(continued)**

Family Math (per teacher)	951	970	989
Family Science (per teacher)	951	970	989
World Culture Club Advisor	973	992	1012
Southampton Honor Society	1068	1089	1111
Media Club Co-Advisors (per teacher)	3665	3665	3665
Peer Tutoring	318	324	330
Peer to Peer	420	428	437
Robotics Club	3200	3230	3260
Technology Club Assistant	875	880	885
Lego Club	3200	3230	3260
Game Club	1000	1020	1044
Watch Warriors	477	487	497
<b>Department Heads</b>			
Writer's Workshop Lead Teachers (per teacher)	2549	2600	2652
504 Coordinator	2846	2903	2961



SCHEDULE C

HOME INSTRUCTION SALARIES

2015-2016  
\$39.00

2016-2017  
\$39.00

2017-2018  
\$39.00

SCHEDULE D

NON INSTRUCTIONAL SUPERVISION SALARIES

2015-2016  
\$28.50

2016-2017  
\$28.50

2017-2018  
\$28.50