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06-08

Lawrence Township Board of Education

4112.1

Cedarville Teachers Association
PREAMBLE

This Agreement entered into this twelfth day of March, 1984, between the Cedarville Teachers' Association, hereinafter called the "Association" and the Lawrence Township Board of Education, hereinafter called the "Board," wherein it is mutually agreed as follows:

W I T N E S S E T H:

WHEREAS, there is presently in effect an Agreement between the Board and the Association originally entered into the school years 1983-84, 1984-85 and 1985-86, it is hereby agreed that the original Agreement is hereby incorporated in this Agreement by reference thereto as though the same had been fully set forth herein, except as modified, the language of the existing Agreement shall remain in full force and effect.

ARTICLE I

RECOGNITION

A. The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation for all CERTIFIED TEACHING PERSONNEL UNDER CONTRACT, including the Child Study Team, but excluding administrative personnel and all other employees.

B. The Board agrees not to negotiate with any organization other than the Association for the duration of this Agreement.

ARTICLE II

NEGOTIATION OF SUCCESOR AGREEMENT

A. Modification

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

B. Negotiations shall begin according to the schedule provided by PERC, but no later than November 4th of the negotiating year.

ARTICLE III

GRIEVANCE PROCEDURE

A. Definition

A "grievance" is a claim by a teacher or the association based upon the interpretation, application, or

* July 1, 1983 - June 30, 1980

- b. 1) The nature of the grievance.
- 2) Results of the previous discussions.
- 3) The basis of his/her dissatisfaction with the determination.
- 4) The remedy or remedies requested.

c. A copy shall be furnished to the Administrative Principal and the Association representative.

d. Within fifteen (15) school days from the receipt of the written grievance, the Board shall hold a closed, informal hearing at which all parties concerned shall have a right to be heard.

e. Within ten (10) school days from said hearing the Board shall, in writing, advise the aggrieved person and the Association of their determination. A copy of said determination shall be forwarded to the Administrative Principal.

f. During the pendency of a grievance the employee shall continue to work and carry out directives or assignments of the Board or the Board's Administrative Staff. If said directives or assignments lead to further disagreements the employee shall seek remedy through the contractual grievance procedure.

7. Level IV - Arbitration

a. If the aggrieved person is not satisfied with the disposition of his grievance, and the Association determines that the grievance is meritorious, it may submit the grievance to arbitration within fifteen (15) school days after receipt of a request by the aggrieved person.

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

C. Limits of Arbitration

1. The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He can add nothing to, nor subtract anything from this Agreement between the parties. His recommendations shall be binding on both parties.

D. Cost of Arbitration

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, but not to exceed 187 days.

2. Inclement Weather

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

ARTICLE VI

TEACHING HOURS AND TEACHING LOAD

A. Teacher Day

1. Check-in Procedure

As professionals, teachers are expected to devote to their assignments the time necessary to meet their responsibilities but they shall not be required to "clock in or clock out" by hours and minutes. Teachers shall indicate their presence for duty by placing a check mark in the appropriate column of the faculty "Sign -in" roster thirty (30) minutes before the official daily opening of school for pupils, and be in the classroom fifteen (15) minutes before the official opening of school for pupils. Teachers may leave following the dismissal of the last bus.

B. Lunch Periods

1. Grade level and other

Teachers shall have a daily duty-free lunch period of thirty (30) minutes.

2. Leaving the building

Teachers may leave the building during their duty-free lunch periods, as long as they check in and out in the main office.

3. After school meetings

The parties agree that the Board, or its representative, has the right to require the attendance of teachers at a reasonable number of after school meetings.

ARTICLE VII

NON-TEACHING DUTIES

A. List of Non-Teaching Duties

1. Teachers shall not be required to perform the

D. General Criteria

1. Evaluation by certificated supervisors

Teachers shall be evaluated only by persons certificated by the New Jersey State Board of Examiners to supervise instruction.

2. Copies of evaluation

No report shall be submitted to the central office, placed in the teacher's file, or otherwise acted upon without prior conference with the teacher. No teacher shall be required to sign a blank or incomplete evaluation form.

3. Standardized tests

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

4. (a) An informal evaluation is an observation which is not formally scheduled and consists of observation of routine, day-to-day activities related to teaching.

(b) Reports of informal evaluations shall be signed by the teacher to acknowledge receipt, and the teacher may request a conference concerning such evaluations and may respond in writing.

5. An evaluation form shall be compiled by the Administration with input from CTA.

ARTICLE XI

COMPLAINT PROCEDURE

A. Procedural Requirement

Any complaints in writing regarding a teacher made to any member of the Administration by any parent, student, or other person which does, or may, influence evaluation of a teacher, shall be reported to the teacher involved, and he may state his viewpoints.

1. A complaint form shall be compiled with input from CTA.

B. No teacher shall be disciplined in public at any time, and neither shall any teacher be reduced in compensation without just cause.

ARTICLE XII

SICK LEAVE

year shall not exceed six, but shall not be less than three. Personal leave shall not be available to extend any holidays or vacations except in the case of emergency.

2. School Visitation (Professional) Non-accumulative. Up to two (2) days for the purpose of visiting other schools. Requests must be approved by the Administration.

ARTICLE XIV

EXTENDED LEAVES OF ABSENCE

A. Extended leaves of absence to be available as provided for by statute.

ARTICLE XV

INSURANCE PROTECTION AND EMPLOYEE REIMBURSEMENT

A. Full Health Care Coverage

For the 1983-84 and 1984-85 school years, the Board shall provide the health-care insurance protection designated below. The Board shall pay the full premium for each teacher. The Board shall pay 100% of the cost of Blue Cross-Blue Shield, Major Medical Family Plan or the equivalent in Washington National up to the maximum Washington National premiums.

B. Carrier(s)

The health insurance carrier(s) shall be Blue Cross and Blue Shield for the basic hospitalization and medical-surgical coverage, and shall also include Rider J and major-medical coverage, all of which are included under the New Jersey State Health Plan.

C. Insurance protection shall be for twelve (12) full months.

D. For the year July 1, 1983, through June 30, 1984, each employee shall be eligible for reimbursement of documented medical expenses incurred by the employee or the employee's immediate family in an amount up to a maximum of one hundred dollars (\$100.00). Each employee's account will be separate. Reimbursement will be by check on a quarterly schedule following submission of documented receipts for medical expenses. No reimbursement shall be provided unless the expense was actually paid and no reimbursement shall be provided for any expense which is covered or entitled to be covered by an existing insurance plan.

E. For the year July 1, 1984, through June 30, 1985, the individual maximum established in Paragraph D above shall

A. Duration Period

This Agreement shall be effective as of July 1, 1983, and shall continue through June 30, 1986. This Agreement shall not be extended orally, and may only be extended in writing.

B. Status of Incorporation

In witness whereof, the parties hereto have caused this Agreement to be signed by their respective presidents, attested to by their respective secretaries, and their corporate seals to be placed hereon, all on the day and year first above written.

CEDARVILLE TEACHERS'
ASSOCIATION:

BY: *Joyce A. Whitaker*
President, Cedarville
Teachers' Association

ATTESTED: *Barbara Kenny*
Secretary, Cedarville
Teachers' Association

LAWRENCE TOWNSHIP
BOARD OF EDUCATION

BY: *Donald W. Hynes*
President, Lawrence
Township Board of Education

ATTESTED:
Secretary, Lawrence
Township Board of Education

William Patilani



SCHEDULE A
1983-1984 SALARY GUIDE
LAWRENCE TOWNSHIP

STEP	B.A.	B.A. 30	M.A.
1	13,487	13,757	14,094
2	13,973	14,242	14,579
3	14,458	14,728	15,065
4	14,944	15,213	15,551
5	15,429	15,699	16,036
6	15,915	16,184	16,522
7	16,400	16,670	17,007
8	16,886	17,155	17,493
9	17,371	17,641	17,978
10	17,857	18,126	18,464
11	18,342	18,612	18,949
12	18,828	19,098	19,435
13	19,313	19,583	19,920
14	19,799	20,069	20,406
15	20,284	20,554	20,891
16	21,215	21,485	21,822
Max.			

LONGEVITY

\$300.00 AT END OF FIRST FIVE YEARS OF CONTINUOUS SERVICE IN THIS DISTRICT.

\$300.00 AT END OF TEN YEARS OF CONTINUOUS SERVICE IN THIS DISTRICT.

\$300.00 AT END OF FIFTEEN YEARS OF CONTINUOUS SERVICE IN THIS DISTRICT.

SCHEDULE B
1984-85 SALARY GUIDE
LAWRENCE TOWNSHIP

STEP	B.A.	B.A. 30	M.A.
1	14,187	14,471	14,825
2	14,698	14,981	15,336
3	15,208	15,492	15,847
4	15,719	16,003	16,358
5	16,230	16,514	16,868
6	16,741	17,024	17,379
7	17,251	17,535	17,890
8	17,762	18,046	18,401
9	18,273	18,557	18,911
10	18,784	19,067	19,422
11	19,294	19,578	19,933
12	19,805	20,089	20,443
13	20,316	20,600	20,954
14	20,827	21,110	21,465
15	21,337	21,621	21,976
16	22,756	23,040	23,394
MAX.			

LONGEVITY

\$300.00 at end of first five years of continuous service in this district.

\$300.00 at end of Ten years of continuous service in this district.

\$500.00 at end of fifteen years of continuous service in this district.