

6

[Handwritten signature]

AGREEMENT
BETWEEN
BOARD OF EDUCATION
OF THE
NORTHERN BURLINGTON COUNTY
REGIONAL SCHOOL DISTRICT *Board of Education*
AND THE
NORTHERN BURLINGTON COUNTY REGIONAL
CHILD STUDY TEAM

1981-82

LIBRARY
Institute of Management and
Labor Rel.

OCT 8 1981

RUTGERS UNIVERSITY

ARTICLE I
RECOGNITION

Unit

The Board of Education of the Northern Burlington County Regional School District hereby recognizes the Northern Burlington County Regional Child Study Team as the exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for all certified Child Study Team members, with the exception of the Co-ordinator of the Child Study Team, under contract and on leave, employed by the Board.

ARTICLE II
NEGOTIATION PROCEDURE

A. Deadlines

The parties agree to enter into collective negotiations in accordance with Chapter 123, Public Laws of 1974, in a good faith effort to reach agreement on terms and conditions of Child Study Team members' employment. The Child Study Team Association shall submit a written proposal to the Board by November of the pre-contract year. When agreement is reached on terms and conditions of employment as described it shall be embodied in writing and signed by the authorized representatives of the Board of Education and the majority representative.

B. Negotiating Committee

Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other parties. Each party shall be represented by not more than three representatives. The parties mutually pledge that their representatives shall have all necessary power to make proposals, consider proposals, and make-counter-proposals in the course of negotiations. Neither committee shall be restricted in consulting their parent bodies. Final ratification is subject to final approval by both parent bodies.

C. Recorder

A person to serve as recorder shall be present at all meetings to provide accurate minutes of proceedings. One of the members shall be appointed recorder. These minutes shall be signed by the chairmen of the parties attesting to their accuracy.

C. Procedure

1. Failure to file a grievance within thirty (30) days of the occurrence complained of shall be deemed to constitute an abandonment of the grievance.
2. The aggrieved person may be represented by or with a designated representative of the Child Study Team.
3. All grievances must be submitted in writing if taken beyond the first level and decisions regarding this grievance must be committed to writing at all levels beyond the first. Copies of these decisions shall be forwarded to all parties of interest and the Child Study Team Representative.
4. All parties of interest may be present at all hearings regarding a grievance.
5. The total days time allowance at each level of the grievance process are indicated below. These time allowances may be extended by mutual agreement between the parties of interest.

Level 1

An individual with a grievance shall first discuss it with the Director of Pupil Personnel Services either directly or through the Child Study Team's one designated representative with the objective of resolving the matter informally. The Director of Pupil Personnel Services shall respond within five days after the discussion is held.

Level 2

If the individual is not satisfied with the disposition of the grievance at Level One, the Child Study Team may submit the grievance in writing within five days to the Principal of the Senior High School. The Principal shall hold a hearing within five school days of receipt of same and shall render a decision in writing within five school days following the conference.

Level 3

If the Child Study Team is not satisfied with the disposition of the grievance at Level Two, the Child Study Team may within five school days submit the grievance in writing to the Superintendent. The Superintendent shall hold a hearing within ten school days of receipt of same and shall render a decision in writing within five school days following the hearing.

Level 4

If the Child Study Team is not satisfied with the disposition of the grievance at Level Three, the Child Study Team may within five days of receipt of same appeal the grievance to the Board by so notifying the Superintendent in writing.

The written appeal to the Board must include the basis for dissatisfaction with the Superintendent's decision.

The Board may consider the appeal on the basis of the written documentation submitted, may request the submission of additional written material and/or may request a hearing with the Child Study Team.

The Board shall render the final decision on all matters other than those which are subject to further review by the Commissioner or State Board of Education. The Board shall respond in writing to the Child Study Team within thirty days of receipt of the appeal.

ARTICLE IV

CHILD STUDY TEAM EVALUATION

A. Evaluation by Certified Supervisors

Child Study Team members shall be evaluated by certified administrative personnel.

B. Complaints Regarding Child Study Team

Any complaints regarding a Child Study Team member made to any member of the administration or Board, by any parent, student, or other person, must be made in writing, called to the attention of the CST member, and promptly investigated. The CST member shall be given the opportunity to respond to and/or rebut each complaint, and shall have the right to be represented by the Child Study Team and CST Director or legal counsel at any meetings or conferences regarding such complaint.

No tenured Child Study Team member shall be reduced in rank, reprimanded, disciplined, deprived of or reduced in compensation without just cause.

ARTICLE VII

LEAVES OF ABSENCE

A. Sick Leave

1. All Child Study Team members of the Northern Burlington Regional School District shall be entitled to ten (10) sick leave days each year. Unused sick leave days shall be accumulated from year to year with no maximum limit.
2. Any Child Study Team member who uses three (3) or less sick leave days in any year will accumulate an additional two (2) sick leave days.
3. Any CST member who is absent for two (2) or less hours during the work day and who makes up the time within one week shall not be charged for the use of sick leave. Any CST member who is absent more than two hours shall be charged 1/2 day sick leave.
4. All Child Study Team members, upon retirement shall receive a lump-sum payment equivalent to the lowest substitute per diem pay in effect that school year for each unused day of accumulated sick leave, not to exceed the sum of \$1500.00.

5. All Child Study Team members shall be given written accounting of accumulated sick leave days no later than September 15 of each school year.

B. Jury Duty

The Board wholeheartedly supports requests for jury service when submitted with court request. The salary paid to such employee shall be the difference between jury pay and the average daily earnings of such employee.

C. Temporary Leaves of Absence

Temporary accumulative leaves of absence with full pay shall be granted by the Board with the approval of the administration as follows:

1. Three (3) days for personal, legal, religious, business, household, or family matters which require absence during school hours. Application to the administration shall be made twenty-four (24) hours in advance, except in case of emergency, and the reason for taking such leave other than it is being taken under this category shall not be stated.
 - a. Except in the case of an emergency, no personal leave shall be granted the day before or the day after a holiday. If an emergency does occur the day before or the day after a holiday,

ARTICLE VIII

FRINGE BENEFITS

A. Medical Insurance

1. The Board will pay the premium of the New Jersey Blue Cross and Blue Shield (Rider "J" inclusive) as required by the plan in force Usual Customary Rates (UCR). Prevailing Fee, and Comprehensive Plan 265 (per admission, all conditions) under the laws of the State of New Jersey, at the going family rate.
2. The Board will pay the premiums for Major Medical coverage as provided by the Health Service Inc., Medical Indemnity of America, Inc. (Blue Cross/Blue Shield Association).
3. The terms, conditions, rules, and limitations as provided for by the contracts of the insurance and underwriting companies will govern.

B. Dental Insurance

1. The Board will pay the premium of the New Jersey Dental Service Plan, Inc., administered by the New Jersey Delta Plan, for the employee only which provides the following coverage: Delta basic and Periodontic at 50/50 U.C.R., at the going single rate.
2. At the option of the employee, family coverage may be provided with the employee paying through payroll deduction, the difference between the premium for single coverage and the premium for family coverage.
3. The terms, conditions, rules, and limitations as provided for by the contracts of insurance and the underwriting companies will govern.

C. Disability

For Child Study Team members who have completed ten (10) years of service to the district and have exhausted accumulated sick leave, the Board agrees to pay for present medical and dental insurances for one month. For each additional year of service to the district, the Board will pay an additional one month for a maximum of one year.

APPENDIX A

CHILD STUDY TEAM SALARY GUIDE
1981-82

1	\$17,023
2	\$17,567
3	\$18,111
4	\$18,655
5	\$19,199
6	\$19,743
7	\$20,287
8	\$20,831
9	\$21,375
10	\$21,919
11	\$22,463
12	\$23,007
13	\$23,551
14	\$24,095
15	\$24,639
16	\$25,183
17	\$25,727
18	\$26,271

An additional \$300 shall be paid annually to any Child Study Team member who has completed fifteen (15) years of service to the district.