

4-0445

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LIBERTY TOWNSHIP SCHOOL
R.R. #1 BOX 302
GREAT MEADOWS, N.J. 07838

Warren Co.

AGREEMENT BETWEEN

LIBERTY TOWNSHIP BOARD OF EDUCATION

AND

LIBERTY TOWNSHIP EDUCATION ASSOCIATION

1986-1987

1987-1988

1988-1989

X July 1986 - June 30, 1989

PREAMBLE

This agreement entered into this day of 1987, by and between the Board of Education of Liberty Township, Warren County, New Jersey, hereinafter called the "Board", and Liberty Township Education Association, hereinafter called the "Association".

WITNESSETH

WHEREAS, the Board has an obligation, pursuant to Chapter 303, Public Laws, 1968, to negotiate with the Association as the representative of employees hereinafter designated with respect to the terms and conditions 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

A. Unit

The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiations for all teaching personnel, including the nurses, and excluding per diem and long term substitutes.

ARTICLE II

GRIEVANCE PROCEDURE

A. Definitions

1. Grievance

A grievance is a claim by a teacher based upon the interpretation, application, or violation of this agreement, policies, or Administrative decisions affecting terms and conditions of employment of a teacher or group of teachers.

2. Party in Interest

A "party in interest" is a 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 at the lowest possible level, solutions to the problems. These proceedings will be kept informal and confidential as may be appropriate at any level of the procedure.

C. Procedure

1. Time Limits

a. 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.

b. The teacher or Association must file alleged grievance within ten working days. The principal has ten working days to act on grievance. The Board has fifteen working days to act on grievance.

2. Level One - Principal

A teacher with an alleged grievance shall first discuss it with his principal, either directly or through the Association's designated grievance committee, with the objective of resolving the matter informally.

3. Level Two - Board

If the person or Association is not satisfied with the level one decision, the matter then goes to the Board of Education.

4. If the grievance arises at the end of the school year, all concerned persons will make every effort to have the grievance resolved by June 30.

5. Action of employees during unresolved grievance.

During the time of unresolved grievance, employees are required to follow Board policy and/or administrative direction.

D. Rights of Teachers to Representation

1. Teacher and Association

Any aggrieved person may be represented at all stages of the grievance procedure by himself, or, at his option, by a representative selected or approved by the Association. The Association shall have the right to be present and to state its views at all stages of the grievance procedure.

E. Miscellaneous

1. Group Grievance

If in the judgment of the Association, a grievance affects a group or class of teachers, the Association shall submit such grievance in writing to the Chief School Administrator who will communicate the problem to the Board. The Association may process such a grievance through all levels

of the grievance procedure even though the aggrieved person does not wish to do so.

2. Written Decisions

Decisions rendered at Level One which are unsatisfactory to the aggrieved person, and all decisions rendered at Level Two of the grievance procedure shall be in writing, setting forth the decision and the reasons therefor, and shall be transmitted promptly to all parties in interest and to the Association.

3. Separate Grievance File

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

4. Forms

Grievances shall be filed on the approved form. (Copy attached)

5. Meetings and Hearings

All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated representatives, heretofore referred to in this ARTICLE.

ARTICLE III - WORK/DAY YEAR

A. The teacher work day will be 7 hours and 15 minutes. ~~Teachers~~, teachers are required to report for work ten (10) minutes before the scheduled arrival of students and will remain five (5) minutes after the last students depart.

B. Teachers attendance will be required at faculty meetings, workshops, school functions, and/or other events as directed by the Chief School Administrators as per past practice.

C. On full session days, teachers will be granted a lunch period equivalent in minutes to that provided for students.

D. Teachers shall be provided with five (5) preparation periods per week.

E. One session days will be scheduled for Holy Thursday and the day preceding Thanksgiving. With regard to Christmas recess, one session days will be scheduled on December 23, if Christmas is on Thursday or Friday. If Christmas Day is on Wednesday, the Board has the option of holding a one session day on December 23 or closing school. If the Board closes school on the Monday before Christmas when Christmas falls on a Wednesday or when Christmas falls on a Thursday or Friday, there will be a full day of school on the Friday preceding Christmas.

F. Any teacher accompanying a class on a class trip that requires being away overnight shall be entitled to a fifty-dollar (\$50.00) reimbursement for each night, in addition to normal salary.

ARTICLE IV

TEACHER RESIGNATION

Teacher shall give notice in writing sixty (60) days prior to terminating contract.

ARTICLE V

LEAVES

A. Sick Leave

The Board agrees to allow teachers ten days sick leave per year. It is agreed that this leave will be cumulative. This does not apply when school is not in session.

Upon retiring from the Liberty Township School District, the teachers shall be reimbursed at the rate of one-half of one day's pay for each unused sick day based on that year's current substitution teacher rate. This provision does not apply to resignation, dismissal, or early withdrawal from said school district.

B. Death Leave

The Board agrees to allow four (4) days in the event of death of employee's spouse, child, parents, brother, sister, grandparents, or in-laws. This does not apply when school is not in session.

C. Maternity/Child-Rearing Leave

1. A teacher has the right to temporary disability leave for childbirth in accordance with prevailing case law.

2. In cases when the childbirth occurs during the school year, the following procedure is to be utilized:

Immediately following the period of disability and upon her request, the teacher may be placed on an unpaid child-rearing leave which is to continue until the end of the school year. The request for this child-rearing leave must be submitted to the Board no less than thirty calendar days prior to the commencement of the leave. This leave shall be granted by the Board

By April 15th of the year in which the above leave expires, the teacher shall notify the Board of her intent to return. At this time, the teacher may request an extension for a minimum period of two years. The Board may grant this request.

3. Leaves of absence without pay for child-rearing purposes may be granted to a tenured teacher. These leaves shall be for a minimum of two years commencing September 1 and ending June 30th of the second year. This may include the actual time of birth of the infant. If the actual birth is not included in the leave time, the law applies and the leave commences the following September 1.

ARTICLE VI

CREDIT REIMBURSEMENT

The Board agrees to reimburse teachers for the registration and tuition costs of courses approved by the Chief School Administrator up to \$3,000.00 total per calendar year while pursuing courses beyond the B.A. Degree which contributes to professional growth in the education area. A grade of B or better is required. A maximum of six (6) credit hours per semester, and a total of twelve (12) credit hours per teacher per calendar year is permitted.

ARTICLE VII

MEDICAL BENEFITS

A. Medical Coverage

The Board agrees to pay for employee and family coverage of Blue Cross and Blue Shield. It will only apply to those teachers who have elected to take this family coverage.

B. Dental

In 1986/1987, the Board agrees to provide employee only coverage of Program II-A of the New Jersey Dental Service Plan.

In 1987/1988, the Board agrees to provide dental coverage for employee and spouse under Program II-A of the New Jersey Dental Service Plan.

In 1988/1989, the Board agrees to provide family dental coverage at a cost not to exceed \$470.00 per employee and/or family unit.

ARTICLE VIII

PERSONAL DAYS

- A. Full-time teachers will receive two (2) personal days per year to be arranged for and scheduled with the Principal/CSA at least three (3) days in advance.
- B. During the months of May and June, personal days will require the approval of the Chief School Administrator.
- C. Unused personal days shall accumulate as sick days.

ARTICLE IX

COACHING/AFTER SCHOOL ACTIVITIES

- A. The Board agrees to pay \$800.00 toward coaching salaries for each of the following seven sports:

Boys Basketball	Boys Softball	Soccer
Girls Basketball	Girls Softball	Gymnastics
	Cheerleading	

- B. If in the judgment of the coach as assistant is needed, the person recommended for the position shall be interviewed by the Chief School Administrator and approved by the Board of Education. Payment of assistant coach is to be the

responsibility of the head coach with payment coming from his/her stipend.

C. Coaches will provide a minimum of forty (40) hours of service in each of the above-noted seven sports. Each coach must file a report with the Chief School Administrator certifying the hours worked in order to qualify for the salary payment.

D. The Board agrees to pay up to \$1,400.00 to teachers in charge of after school activities. A schedule of after school activities, with their objectives, dates, and times of occurrence, with approval by the Administrator, will be presented to the Board to be approved and monies apportioned at the October regular meeting.

ARTICLE X

DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 1986, and shall continue in effect until June 30, 1989, subject to the Association's right to negotiate over a successor Agreement. This Agreement shall expire on the date indicated. Any extension shall be mutually agreed upon in writing by the parties of the Agreement, and unless such extensions are agreed upon, this contract shall expire on the date indicated herein.

 5/29/87

LIBERTY TOWNSHIP SCHOOL

GRIEVANCE FORM

Grievant's Name _____

Job Title and Grade _____

Description of Alleged
Violation: _____

Date of Occurrence of Alleged
Violation _____

Remedy
Sought: _____

Date of Level One Informal Discussion with Principal _____

Level One: I am not satisfied with the outcome at Level One
and wish to proceed to Level Two

Grievant's Signature: _____
Date _____

Level Two: Board of Education

Date Received _____ Date Answered _____

Disposition: Denied _____ Granted _____

Reason: _____

I am not satisfied with the outcome at Level Two.

Grievant's
Signature _____ Date _____

1986-87 Salary Guide

<u>Step</u>	<u>Bachelor</u>	<u>Bachelors + 15</u>	<u>Masters</u>
1	19,000	19,600	20,200
2	19,200	19,800	20,400
3	19,400	20,000	20,600
4	19,650	20,250	20,850
5	19,900	20,500	21,100
6	20,400	21,000	21,600
7	20,900	21,500	22,100
8	21,400	22,000	22,600
9	21,900	22,500	23,100
10	22,500	23,100	23,700
11	23,200	23,800	24,400
12	23,900	24,500	25,100
13	24,500	25,100	25,700
14	25,200	25,800	26,400
15	26,400	27,000	27,600

LONGEVITY

When a teacher is beyond step 15, longevity will be granted for Liberty District time only as follows:

6-8 years	Add \$300.00 to step 15
9-11 years	Add \$600.00 to step 15
12-14 years	Add \$900.00 to step 15
15-17 years	Add \$1,200.00 to step 15
18-20 years	Add \$1,500.00 to step 15

Over 20 years

Add \$1,800.00 to step 15

1987-88 Salary Guide

<u>Step</u>	<u>Bachelor</u>	<u>Bachelors + 15</u>	<u>Masters</u>
1	20,300	20,900	21,500
2	20,500	21,100	21,700
3	20,700	21,300	21,900
4	20,900	21,500	22,100
5	21,100	21,700	22,300
6	21,400	22,000	22,600
7	22,000	22,600	23,200
8	22,500	23,100	23,700
9	23,000	23,600	24,200
10	23,600	24,200	24,800
11	24,300	24,900	25,500
12	25,000	25,600	26,200
13	25,800	26,400	27,000
14	26,900	27,500	28,100
15	28,100	28,700	29,300

LONGEVITY

When a teacher is beyond step 15, longevity will be granted for Liberty District time only as follows:

6-8 years	Add \$300.00 to step f15
9-11 years	Add \$600.00 to step 15
12-14 years	Add \$900.00 to step 15
15-17 years	Add \$1,200.00 to step 15
18-20 years	Add \$1,500.00 to step 15

Over 20 years

Add \$1,800.00 to step 15

1988-89 Salary Guide

<u>Step</u>	<u>Bachelor</u>	<u>Bachelors + 15</u>	<u>Masters</u>
1	21,000	21,600	22,200
2	21,300	21,900	22,500
3	21,700	22,300	22,900
4	22,100	22,700	23,300
5	22,500	23,100	23,700
6	22,900	23,500	24,100
7	23,200	23,800	24,400
8	23,850	24,450	25,050
9	24,400	25,000	25,600
10	24,900	25,500	26,100
11	25,500	26,100	26,700
12	26,500	27,100	27,700
13	27,500	28,100	28,700
14	28,500	29,100	29,700
15	30,100	30,700	31,300

LONGEVITY

When a teacher is beyond step 15, longevity will be granted for Liberty District time only as follows:

6-8 years	Add \$300.00 to step 15
9-11 years	Add \$600.00 to step 15
12-14 years	Add \$900.00 to step 15
15-17 years	Add \$1,200.00 to step 15
18-20 years	Add \$1,500.00 to step 15
Over 20 years	Add \$1,800.00 to step 15