

# AGREEMENT

BETWEEN THE

# **BOARD OF EDUCATION**

OF THE

## DISTRICT OF SOUTH ORANGE-MAPLEWOOD, NEW JERSEY

AND THE

# ASSOCIATION OF SUPERVISORS,

# **COORDINATORS AND ADMINISTRATORS**

FOR THE SCHOOL YEARS

2004 - 2007

**Negotiation Team** 

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## I. PHILOSPHY

The Board of Education and the Association of Supervisors, Coordinators and Administrators have mutually agreed to work cooperatively together to address goals and objectives of the District on behalf of all students. To facilitate the development of positive working relationships among those who are responsible for District leadership, we commit to engaging in a program of ongoing professional development with the Board of Education, Association of Supervisors, Coordinators and Administrators and Central Office administration. Working together in a united effort, each unit's ability to function effectively will be strengthened.

## PREAMBLE

This agreement (hereinafter the "Agreement" is by and between the Board of Education of the School District of South Orange and Maplewood (hereinafter referred to as "THE BOARD") and the Association of Supervisors, Coordinators, and Administrators of South Orange and Maplewood (hereinafter referred to as ASCA or the ASSOCIATION),

Whereas, THE BOARD has an obligation, pursuant to Chapter 123, Public Laws, 1974, as amended to negotiate with ASCA as the representatives of the employees hereinafter indicated with respect to terms and conditions of employment,

Whereas, it is the consensus of THE BOARD and ASCA that the collaborative negotiations process which was used in reaching agreement on this contract was a positive and constructive means to identify and resolve differences and enhance the relationship between both parties,

Whereas, both parties believe that the agreement will serve the interests of the staff, District administration, THE BOARD, as well as the community as a whole,

Whereas, THE BOARD and ASCA have reached certain understandings through the collaborative negotiations process, which they desire to confirm by this agreement,

Now, therefore, in consideration of the mutual premises hereinafter contained, THE BOARD and ASCA agree as follows:

## II. RECOGNITION

A. THE BOARD recognizes ASCA as the exclusive bargaining representative of all of those employed as Principals, Assistant Principals, Vice Principals, Subject Chairs, Directors, Department Heads, Supervisors, House Supervisors and Curriculum Coordinator with the exception of the Director of Planning and Assessment and the Director of Special Services.

- B. Unless otherwise indicated, the term ASSOCIATION MEMBER when used hereinafter in this Agreement shall refer to all certified employees represented by ASCA in the negotiating unit as above defined.
- C. THE BOARD and ASCA shall mutually agree to the inclusion in the bargaining unit of any new titles developed by THE BOARD. If the parties are unable to agree, either party may submit the matter to the Public Employment Relations Commission (hereinafter referred to as PERC) for its determination.
- D. ASCA recognizes that job descriptions, positions, and organizational structures are the sole prerogative of the Superintendent and Board of Education. However, because of the importance of job descriptions in determining specific duties and responsibilities of a position, when proposed new ASCA positions are being considered, the Superintendent, or his/her designee, will provide the President of ASCA with advance written notice of all new and revised job descriptions being contemplated.. This notice shall be accompanied by a copy of the proposed new and/or revised position description. ASCA can then have up to two (2) members meet with a similar number of District Administration staff to review the descriptions for the purpose of providing input (see also COMPENSATION, page 13).
- E. A meeting shall be scheduled to occur within seven (7) days of receipt of the notice regarding the new or revised position, following which ASCA leadership will have three (3) working days to give input on the new and/or revised job description, after which the Superintendent may proceed to finalize the document.
  - 1. The Superintendent, or his/her designee, shall take into consideration input received from ASCA when developing the final position description for presentation to THE BOARD for adoption. The input received, however, shall not be binding on THE BOARD. THE BOARD's failure to adopt ASCA'S recommendation(s) shall not be deemed a breach of this Agreement.
  - 2. The Board-approved position description will form the basis for negotiating the salary for the new or revised position, as may be required by law and this Agreement.
  - 3. THE BOARD will make reasonable efforts to achieve a negotiated salary, after discussion of the new or revised job description with ASCA, before the new responsibilities take effect.
- F. The meeting described in Paragraph E should be scheduled at a mutually convenient time and place for the parties.

## **III. NEGOTIATION PROCEDURES**

A. Designated representatives of THE BOARD shall meet at such mutually agreed upon places and times with representatives of the ASSOCIATION for purposes of effecting

a collaborative exchange of facts, opinions, interests and proposals in an effort to reach mutual understanding and agreement. Both parties agree to conduct such negotiations in good faith. Unless otherwise agreed, meetings shall not be held during the school day.

- B. Negotiations shall be conducted in accordance with the calendar established by PERC regulations.
- C. The parties understand that it is important to the success of the collaborative negotiations that the negotiation proceedings remain confidential and that the premature release to news media or public groups of information might be harmful to the parties' mutual interest and to the public interest, and therefore, any such release shall be made only in writing after it has been agreed to by both parties.
- D. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party. The parties mutually pledge that their representative shall be fully authorized to make proposals, consider proposals, and make counter proposals in the course of negotiations.
- E. This agreement shall not be modified in whole or part by the parties except by an instrument in writing duly executed and ratified by both parties.
- F. At the request of the Board, this contract may be reopened one time during its term, exclusively for purposes of renegotiating the issue of health benefits. As to all other provisions contained herein, this agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiations. As to all matters other than health benefits, this agreement shall remain in effect until subject to ASCA's right to negotiate over a successor agreement, as provide herein.

#### IV. TERM AND DURATION OF AGREEMENT

- A. The execution of this Agreement by the parties hereto shall take place after ratification by ASCA and by THE BOARD at its next regular or special meeting following the ratification by ASCA.
- B. This agreement shall be effective as of July 1, 2004 and shall continue in force until June 30, 2007.

#### V. MATTERS NOT COVERED

With respect to matters not covered by the Agreement, which are proper subjects of negotiations, THE BOARD agrees that it will make no changes without negotiations with ASCA.

#### VI. SAVINGS CLAUSE

If any provision of this Agreement or application of this Agreement to any ASSOCIATION MEMBER covered hereunder is held invalid by operation of law, by Legislative Act, or by Court, or other tribunal of competent jurisdiction, such provision shall be inoperative but all other provisions contained herein shall not be affected thereby and shall continue in full force and effect.

## VII. REPRODUCTION AND DISTRIBUTION OF AGREEMENT

- A. Copies of this Agreement shall be reproduced in the following quantity
- B. 50 copies to distribute to ASCA
- C. 50 copies to distribute to THE BOARD
- D. The reproduction format of the Agreement shall be mutually agreed upon and the expense for its reproduction shall be shared equally by ASCA and THE BOARD.
- E. This agreement shall be reproduced and distributed to ASCA and THE BOARD sixty (60) days after ratification by both parties unless changed by mutual agreement.
- F. ASCA and THE BOARD shall each appoint one representative who shall be responsible for details of the printing procedure.

### VIII. ASSOCIATION RIGHTS AND PRIVILEGES

- A. THE BOARD agrees to provide ASCA with the name and position of all personnel in the District covered by this Agreement and, in addition, any information to which the public is entitled by law.
- B. Whenever any ASSOCIATION MEMBER participates during working hours in grievance proceedings, conferences, or meetings called by BOARD representatives, he/she shall suffer no loss of pay.
- C. ASCA and its representatives shall be permitted to use school buildings for meetings, subject to approval of the building principal, except that ASCA shall be responsible for all costs involved in the use of the school facilities over and above the regular custodial services of any building. In requesting approval from the building principal, ASCA agrees to inform the building principal of starting and closing times for the meetings and the spaces required.
- D. ASCA shall be permitted the privilege of placing materials in school mailboxes and posting notices in the school office. Such materials by ASCA shall carry ASCA identification and be presented to the Superintendent or his/her designee at the time of distribution.

E. Every ASSOCIATION MEMBER will have the exclusive use of a computer that is not more than five (5) years old.

## IX. JOB VACANCIES

- A. Announcements of administrative, supervisory, and coordinator vacancies shall be posted in all schools before the vacancies are filled, except of short-term vacancies. Short term vacancies are defined as vacancies of sixty (60) days or less.
- B. Notice of vacancies will be delivered to each school building the same day of the posting.
- C. The deadline for applying for such vacancies shall be posted but in no case shall the deadline be earlier than the 10th day after the posting of the vacancy.
- D. Posting shall include a job description and a statement of qualification necessary for filling the position as approved by the Superintendent or his/her representative.
- E. Vacancies covered by this provision which occur after the fifth day before the closing of school will be announced in the local newspaper, posted in the Board office, and made known by letter to the President of ASCA,
- F. No position shall be filled until all properly submitted applications have been considered.
- G. To the extent possible, any ASSOCIATION MEMBER who is to be recommended for a position shall be notified prior to his/her name being submitted to THE BOARD for action at a public meeting.
- H. To the extent possible, on the school day following BOARD action on any administrative, supervisory or coordinator position, the Superintendent or his/her designee shall inform the President of ASCA of the action taken.

## X. HIRING OF STAFF

ASSOCIATION MEMBERS recognize THE BOARD's prerogative to make the final decisions in hiring of new personnel. THE BOARD will make reasonable efforts to secure the recommendations of appropriate ASCA personnel prior to hiring. The grievance procedure shall not be available to matters arising under this Article.

## XI. TRANSFERS

A. No ASSOCIATION MEMBER shall be transferred within the district unless a conference has been held between the Superintendent, or his/her designee, and the ASSOCIATION MEMBER to discuss the reasons for the transfer.

B. Transfer or reassignment of staff members who are under the supervision of ASSOCIATION MEMBERS will take place after prior consultation with the ASSOCIATION MEMBER.

XII. NOTICE and ACCEPTANCE of CONTINUED EMPLOYMENT -- NONTENURE MEMBERS

- A. Consistent with the prescribed timetable in New Jersey Statute 18A:27-10, THE BOARD shall give to each nontenure ASSOCIATION MEMBER either
  - 1. A written offer of a contract for employment for the next succeeding year, or
  - 2. A written notice that such employment shall not be offered.
- B. Consistent with the prescribed timetable in New Jersey Statute 18A:27-12, ASSOCIATION MEMBERS who are offered contracts of employment as provided above must return duly executed contracts or return unsigned contracts with written notice of their intention not to return to THE BOARD's employ.
- C. A non-tenured ASSOCIATION MEMBER who receives a written notice that he/she shall not be offered a contract of employment shall, upon timely written demand addressed to THE BOARD, be furnished with the reasons for THE BOARD's decision not to offer such ASSOCIATION MEMBER a contract of employment.

### XIII. PROFESSIONAL DEVELOPMENT and EDUCATIONAL IMPROVEMENT

- A. THE BOARD will continue to seek the cooperation of ASSOCIATION MEMBERS in arranging in-service courses, workshops, and programs for ASSOCIATION MEMBERS designed to improve the quality of instruction
- B. Except in the case of a course of study required for certification of the ASSOCIATION MEMBER, THE BOARD will pay for any courses of study, which it requires an ASSOCIATION MEMBER to take.
- C. In the interest of meeting the District's special needs, the Superintendent may designate ASSOCIATION MEMBERS to work beyond their contractual year. The Superintendent will inform the ASSOCIATION MEMBER as soon as possible, and for summer work, no later than May 15. In scheduling such work, the Superintendent shall attempt to accommodate personal schedules of the ASSOCIATION MEMBER (see also COMPENSATION, page 13).
- D. THE BOARD will allocate in each year of this agreement an amount equal to seventy percent (70%) of the average salary of ASSOCIATION MEMBERS in such year to compensate ASSOCIATION MEMBERS designated by the Superintendent to perform services pursuant to paragraph C of this article, and to reimburse expenses incurred by ASSOCIATION MEMBERS when attending conferences or other out-of-district activities at the request or approval of the Superintendent. A committee

composed of ASSOCIATION MEMBERS shall have the responsibility of developing and distributing guidelines to all ASSOCIATION MEMBERS for the expressed purposes of professional development during the following school year.

E. ASSOCIATION MEMBERS may apply for reimbursement for courses taken at an accredited college or university. Reimbursement is limited to the cost of tuition, and courses must be related to the member's present position (or to future employment within the district). The amount of reimbursement each school year shall not exceed the allocation to each ASSOCIATION MEMBER annually for professional development (as set out in Article XIII of the contract). Requests should be submitted prior to (starting any course for which reimbursement is sought) April 1 of the school year in which the course is taken. Employees must use the Application for Approval Courses form and the course must be completed prior to June 30 of the school year. Employees must achieve a (passing) grade (of "C" or better) in order to receive reimbursement.

#### XIV. EVALUATION

#### Right to Full Knowledge

THE BOARD and the Superintendent subscribe to the principle that an ASSOCIATION MEMBER has the right to full knowledge regarding the judgment of his/her superiors respecting the effectiveness of his/her performance and that, further, he/she is entitled to receive such recommendations that will assist him/her in increasing the effectiveness of his/her performance.

#### XV. COMPLAINT PROCEDURE

Whenever a written complaint is received by any member of the administration or the Board of Education concerning an ASSOCIATION MEMBER, it shall be shared with the ASSOCIATION MEMBER prior to any further action made at resolving such complaint. Resolution of such complaint shall begin at the lowest possible administrative level.

### XVI. GRIEVANCE PROCEDURE

#### A. Introduction

It is a fundamental principle of school organization that the effectiveness of the school program will be directly related to the quality of human relations practiced among the staff. The confidence engendered by responsible, honest, effective work of all members of the school staff, regardless of assignment of responsibilities, will develop the high morale necessary for an effective program.

In every relationship, however enlightened the staff, grievances real or imagined will arise. If informal discussion of a problem between relevant parties or presentation of a problem to the normal line-staff structure does not resolve the problem, then a plan to assure the orderly presentation and resolution of these dissatisfactions of staff members is necessary to insure a high level of morale. The grievance procedure should achieve the following objectives:

- 1. Protect individuals from alleged misinterpretation or inequitable application of an established policy;
- 2. Secure at the lowest possible administrative level equitable solutions of the problems or conditions giving rise to the grievances;
- 3. Improve the attitudes of mutual respect between professional staff and administration.

The use of the grievance machinery of this district is a right of ASSOCIATION MEMBERS and it shall not be held against an individual if he/she chooses to exercise that right. Conversely, nothing in this document shall be interpreted as negating other rights of ASSOCIATION MEMBERS including the right not to use the grievance machinery.

### B. Definition

A grievance shall be defined as a complaint of an ASSOCIATION MEMBER or ASSOCIATION MEMBERS arising from an alleged misinterpretation or inequitable application of this Agreement or an established personnel practice or policy. The grievance procedure shall be used only for the settlement of grievances, as defined above, and shall not be used as an instrument for negotiating changes in policy of THE BOARD during the term of this Agreement.

C. Phase I - Informal Procedures

Every effort should be made to encourage the solution of professional problems quickly, informally and within the building involved. To achieve this goal, it is suggested that the aggrieved meet informally with the person with whom he/she has the grievance, his/her immediate supervisor and/or his/her principal to discuss the issue. No written records of any such discussions shall be maintained.

At any time during these informal procedures the aggrieved shall have the right to initiate formal procedures.

D. Phase II - Formal Procedures - Immediate Supervisor and/or Principal

An ASSOCIATION MEMBER with a grievance shall submit in writing said grievance to his/her immediate supervisor and/or principal not later than thirty (30)

school days after the ASSOCIATION MEMBER knew or should have known of the facts giving rise to the alleged grievance. Failure to comply with this time requirement shall be deemed a waiver of the ASSOCIATION MEMBER'S right to use the formal grievance procedure. Within ten (10) school days, the supervisor and/or principal shall hold a conference and within the succeeding ten (10) school days shall give in writing his/her decision, with supporting reasons.

Both parties involved in the grievance may at any time in the formal procedures be represented by three (3) individuals of their own choosing.

E. Phase III - Formal Procedures - Superintendent

If the aggrieved party is not satisfied with the decision, he/she may, within ten (10) school days, submit, in writing, his/her grievance to the Superintendent.

A conference shall be held within ten (10) school days after receipt of grievance. The superintendent shall render a decision in writing with supporting reasons within ten (10) school days, to all parties concerned.

Both parties involved in the grievance may at any time in the formal procedures be represented by three (3) individuals of their own choosing.

#### F. Phase IV - Formal Procedure -- Arbitration

If the aggrieved is not satisfied with the decision of the Superintendent with respect to a grievance alleging a misinterpretation or inequitable application of this Agreement, he/she may within ten (10) school days request the appointment of an arbitrator by PERC. Said arbitrator shall be selected and an arbitration hearing held in accordance with the then prevailing rules and regulations of PERC. All documents presented at previous steps of the grievance procedure shall be submitted to the arbitrator. The decision of the arbitrator shall be an advisory opinion but shall not be legally binding on either party, except that the award of the arbitration shall be binding for the following articles of this agreement:

- 1. Association rights and privileges (page 4)
- 2. Payment of salary (page 16)
- 3. Deductions from salaries (page 16)
- 4. Notice and acceptance of continued employment (page 5)
- 5. Protection of ASSOCIATION MEMBERS and property (page 11)
- 6. Rights of ASSOCIATION MEMBERS (page 9)
- 7. Vacation days (page 12)
- 8. Work year (page 13)
- 9. Leaves (page 17)
- 10. Compensation (p13)

The fees and expenses of the arbitrator shall be shared equally by THE BOARD and the ASSOCIATION, except that the aggrieved must have the approval of ASCA prior to entering Phase IV in order to have ASCA underwrite the ASSOCIATION'S share of the expense.

### G. Miscellaneous

- 1. In the event of grievances which may occur near the end of the school year, it will be the intent of both parties to proceed as quickly as possible in an effort to promptly resolve the matter. In order to expedite such efforts, it may be necessary for either party to assign a representative to act on his/her behalf.
- 2. All documents, communications and records dealing with the proceeding 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. All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties' interest and their designated or selected representatives, heretofore referred to in the ARTICLE.

## XVII. RIGHTS OF ASSOCIATION MEMBERS

- A. Whenever any ASSOCIATION MEMBER is required to appear before THE BOARD or any committee thereof concerning any matter which could adversely affect the continuation of the ASSOCIATION MEMBER in his/her office, position or employment of the salary or any increment pertaining thereto, such ASSOCIATION MEMBER shall be entitled to the notice requirements provided by N.J.S. 18A:25-7.
- B. Any ASSOCIATION MEMBERS shall have the right to reply in writing to any adverse material in his/her personnel file which reply shall be attached to the adverse material. Should said ASSOCIATION MEMBER desire a copy of the adverse material he/she may copy said material by hand or the same may be available to him at his/her cost by THE BOARD office. An ASSOCIATION MEMBER'S personnel file shall be made available to him for inspection only after written request to the Superintendent and at a time and place reasonably appropriate to the Superintendent his/her designee. There shall not be more than two such inspections made available in any one year. Notwithstanding the forgoing, no confidential reference shall be made available at any such inspection. ASCA members shall have the right upon request and subject to the approval of the Assistant Superintendent for Personnel, to have materials pertinent to the employment of the ASSOCIATION MEMBER inserted into his/her file.
- C. No ASSOCIATION MEMBER shall be disciplined or reprimanded without just cause nor shall an ASSOCIATION MEMBER be discharged or reduced in rank without just cause.

D. Nothing herein contained shall be construed to deny or restrict to any ASSOCIATION MEMBER such rights as he/she may have under New Jersey school law or other applicable law or regulation.

## XVIII. PERSONAL AND ACADEMIC FREEDOM

A. The consideration of controversial questions has a legitimate place in the work of public schools. School treatment of such questions should not only promote fair and many-sided study, but should also help the student develop techniques for considering controversial questions.

The handling of a controversial question in school should be free from the assumption that there is one correct answer which should emerge from the discussion and be taught authoritatively to the student.

- B. In performing their functions, ASSOCIATION MEMBERS may express their personal opinions on all matters relevant to course content provided however, that when they do so they shall indicate that they are expressing their personal opinions and not those of the school administration or Board. MEMBERS will accept full responsibility for their expressed opinion.
- C. ASSOCIATION MEMBERS shall be entitled to full rights of citizenship, and no religious or political activities of any employee, or the lack thereof, shall be grounds for any discipline or discrimination with respect to the employment of said employee, providing said activities do not violate any local, state, or federal law, this contract, or BOARD policy.

## XIX. PROTECTION OF ASSOCIATION MEMBERS AND PROPERTY

- A. ASSOCIATION MEMBERS shall forthwith report cases of bodily injury suffered by them in the course of their employment to their principal or immediate supervisor. In the event that an ASSOCIATION MEMBER fails to do so it shall not be deemed to be a breach of this agreement. The principal or immediate supervisor, in addition to other appropriate contacts, shall notify the Superintendent or his/her designee of the incident to ensure where necessary that appropriate Workers' Compensation documentation can be prepared.
- B. When an ASSOCIATION MEMBER is absent as a result of bodily injury caused by an incident arising out of his/her employment such ASSOCIATION MEMBER shall be entitled to full salary and benefits for the period of such absence and shall not forfeit any sick leave or personal leave.

C. In connection with the use of force or corporal punishment as between an ASSOCIATION MEMBER and student, the following provisions on N.J.S. 18A:6-1 shall apply:

"18A:6-1. Corporal punishment of pupils. No person employed or engaged in a school educational institution, whether public or private, shall inflict or cause to be inflicted corporal punishment upon a pupil attending such school or institution; but any such person may, within the school of his/her employment, use and apply such amounts of force as is reasonable and necessary:

- 1. To quell a disturbance, threatening physical injury to others;
- 2. To obtain a possession of weapons or other dangerous objects upon the person or within the control of a pupil;
- 3. For the purpose of self-defense; and
- 4. For the protection of person or property;

and such acts, or any of them, shall not be construed to constitute corporal punishment within the meaning and intendment of this section. Every resolution by law, rule, ordinance, or other act or authority permitting or authorizing corporal punishment to be inflicted upon a pupil attending a school or educational institution shall be void."

D. THE BOARD specifically agrees that the provision of N.J.S.A. 18A:16-6 shall be fully applicable to the extent provided therein to the performance of duties in all BOARD approved programs, including those in which it is appropriate for students to be out of the sight of an ASSOCIATION MEMBER.

## XX. BOARD PREROGATIVES

Except as specifically modified by the express provisions of this Agreement, THE BOARD shall retain the rights, duties, obligations and responsibilities vested in THE BOARD pursuant to Title 18A of the New Jersey Statues, and the decisions, rules and regulations of the Commissioner of Education, and the ASSOCIATION recognizes such rights, duties, obligations and responsibilities.

#### XXI. MEETINGS WITH THE SUPERINTENDENT

The President of the ASSOCIATION and/or his/her representative(s) shall meet with the Superintendent and/or his/her designated representative(s) at the request of either party within seven (7) work days of said request, but these meetings shall not exceed one (1) per month unless by mutual consent. These meetings shall not be scheduled during the school day unless otherwise mutually agreed upon, and shall be of a reasonable length to discuss the areas of concern.

#### XXII. SOMEA - ADMINISTRATIVE MEETINGS

The SOMEA - ADMINISTRATIVE MEETINGS ("District SAM") which were established for the purpose of encouraging the cooperative involvement of all professional staff in the District shall have the following ASCA members:

A. One middle or senior high school administrator

B. One Supervisor, one Subject Chair or one Director

C. One elementary school administrator

District SAM meetings will have three ASCA representatives as delineated.

## XXIII. VACATION DAYS

A. The vacation schedule for 12-month ASSOCIATION MEMBERS shall be approved by the Superintendent or his/her designee and any changes from said schedule must be approved in writing by the Superintendent or his/her designee. If the Superintendent approves a change in the schedule causing the ASSOCIATION MEMBER to lose a vacation day, such MEMBER shall be paid for that day or, at the discretion of the Superintendent, shall be given a compensatory day.

B. With the approval of the Superintendent, 12-month ASSOCIATION MEMBERS may carry over to the subsequent year up to five (5) unused vacation days. Alternatively, ASSOCIATION MEMBERS may opt to receive compensation at the rate of one hundred dollars (\$100.00) per day for up to five (5) unused vacation days per year. Eleven and ten month ASSOCIATION MEMBERS may opt to receive an annual payment of one hundred dollars (\$100.00) per day for each unused personal business day. If the MEMBER opts for this annual payment, the days in question cannot be banked.

1. For members hired after July 1, 1999, additional "car	rry over" days may	be
approved according to the following guidelines:		

Year	Allocation	Must Use-or-lose	May Carry Over
Year One	23	13	10
Year Two	23 + 10	23	10
Year Three	23 + 10	28	5
Year Four	23 + 5	23	5
Year Five	23 + 5	23	5

- 2. Requests for a waiver to the above guidelines must be submitted to the Superintendent by May 15<sup>th</sup> of the year.
- 3. Carry-over days will not be approved after June 1<sup>st</sup> of the year.

## XXIV. COMPENSATION

#### A. Base Salary

- 1.Work year
  - a) The salary grid is structured in three parts to reflect the work year as described below:

### Grid A (10-months)

The standard work year for ASSOCIATION MEMBERS shall be ten months. The 10-month work year shall be consistent with the 10-month school calendar approved by the Board.

#### Grid B (11-months)

Eleven-month employees shall work twenty (20) days beyond the 10-month work year. The base for Grid B shall be 5% higher than Grid A.

<u>Grid C</u> (12-months) Twelve-month employees shall have 23 vacation days. Twelve-month employees shall receive compensatory days for those legal holidays worked which include Columbus Day, Election Day, Veterans Day and Presidents Day. The base for <u>Grid C</u> shall be **10%** higher than <u>Grid A</u>.

#### b) Scheduling of vacation days

The scheduling of vacation days for 12-month ASSOCIATION MEMBERS will be in consultation with the immediate supervisor and subject to the ultimate approval of the Superintendent. (See also VACATION DAYS, page 12) ASSOCIATION MEMBERS will not schedule vacation days and will report for work five (5) days before and five (5) days after the first and last teacher workday each year.

### c) Work beyond contractual year

Work beyond the contractual year will be reimbursed at the *per diem* rate. (See *Per diem* Rates, page 16; and also PROFESSIONAL DEVELOPMENT, page 6).

#### 2. Classifications

Position	Grid Placement
Grid A (10-months)	
House Supervisor	134 A
Grid B (11-months)	
Library Coordinator	133 B
Department Head 9-12	136 B
Assistant Principal, Elementary School	138 B
Director, K-12	139 B
Supervisor, K-8	
Subject Chair, 9-12 /Supervisor 6-12	

Assistant Principal, High School	151 B
Principal, Elementary School	152 B

#### Grid C (12-months)

Assistant Principal, Middle School	138 C
Supervisor, K-12	139 C
Director of Guidance and Social Work, K-12	140 C
Director of Athletics and Student Activities	141 C
Director of Educational Media and Technology, K-12	142 C
Supervisor, Special Education, K-12	
Curriculum Coordinator	
Principal, Middle School	156 C
Principal, High School	165 C

- 3. Placement on Grid
  - a) Initial Placement

Initial recommendation for placement on step will be based primarily on the candidate's administrative/supervisory experience.

- (1) Upon making an initial offer of employment to a candidate for an ASCA position, the Superintendent, or his/her designee, will provide the candidate with the name of an ASCA contact person.
- (2) The final decision on placement is subject to agreement by the candidate and the Superintendent and approval by THE BOARD.

b) Change of Placement

(1) Placement on Line

The impact on terms and conditions of employment triggered by substantive changes in job responsibilities must be negotiated. Negotiations may result in changes of line placement, or length of work year, of both (See also RECOGNITION, page 1).

(2) Placement on Step

Generally, an ASSOCIATION MEMBER moves one incremental step on the grid for each year of experience in the position.

**B.** Service Recognition

THE BOARD recognizes the length of service to the district by ASSOCIATION MEMBERS and will provide for those who qualify an annual longevity payment, in appreciation for service to the district.

1. The payment for service recognition for 1998-1999 through 2000-2001 will be:

Years of Service in District	Payment
10 to 14	
15 to 19	
20 to 24	
25 t0 29	
30 or more	

- 2. The length of service for ASSOCIATION MEMBERS will be measured in terms of their length of service to the school district in any professional capacity.
- 3. Payment for service recognition will become part of ASSOCIATION MEMBERS base salary.

## C. Health Benefits

The current health benefits as outlined below will remain in effect.

## 1. New Jersey State Health Benefits Program

- a) Hospital Service Plan of New Jersey -- Blue Cross
- b) Medical Surgical Plan of New Jersey --Blue Shield
- c) Rider J
- d) Major Medical
- 2. Full Family Dental Program
- 3. Disability Insurance

Effective 1999/2000 school year, Disability Insurance will be provided to ASCA members. The total cost shall not exceed \$.04 per \$100.00 of covered payroll.

## D. Per diem rate for ASSOCIATION MEMBERS

10-month employees:	1/200 of total salary
11-month employees:	
12-month employees:	

E. Transportation

ASSOCIATION MEMBERS will be reimbursed for authorized travel at the rate determined annually by the Federal Internal Revenue Service. Vouchers are to be submitted monthly and paid at the next pay date.

- F. Retirement Pay
  - 1. THE BOARD will provide the aggregate maximum sum of thirty four thousand dollars (\$34,000.00) per year for each of the three years of this contract for payment for unused sick days upon retirement.
  - 2. Upon retirement, ASSOCIATION MEMBERS will receive, subject to the maximum, one hundred dollars (\$100.00) per unused sick day.
  - 3. It is understood that ASSOCIATION MEMBERS may bank up to ten (10) sick days per year.
  - 4. Additionally, ASSOCIATION MEMBERS may add up to two (2) unused personal business days per year to their bank of days eligible for payment upon retirement.

## XXV. PAYMENT OF SALARY

A. Schedule

ASSOCIATION MEMBERS employed on a 10-month basis shall be paid in twenty (20) equal semi-monthly installments; and those employed for more than ten months shall be paid in twenty-four (24) equal semi-monthly installments.

- B. Deductions from Salaries
  - 1. THE BOARD agrees to deduct from salaries of members covered by the Agreement membership dues on behalf of the ASSOCIATION subject to receipt by THE BOARD of duly executed membership dues deduction authorizations, and the provisions of this Article.
  - 2. An ASSOCIATION MEMBER may authorize THE BOARD to make deductions for the purpose of tax sheltered annuities pursuant to the provisions of NJS 18A:66-127, et seq., and the terms of a group contract approved by THE BOARD.
  - 3. Prior to making such deductions from the salary of an ASSOCIATION MEMBER, THE BOARD or person designated by THE BOARD mush have a current written authorization, received by the 15th of the month preceding the month the deduction is to begin, and executed by the ASSOCIATION MEMBER.
  - 4. Dues deduction shall be made in compliance with N.J.S.A. 52:14-15 and under rules established by the State Department of Education. Upon payment thereof to the ASSOCIATION, THE BOARD shall be held free and harmless from any

liability in handling such ASSOCIATION dues and may require a release from the ASSOCIATION.

#### XXVI. LEAVES

#### A. SICK LEAVE

Full-time ASSOCIATION MEMBERS absent for personal illness may receive full salary during an absence not exceeding a total of one month in any given school year. In every case where more than the minimum of one month's absence is involved, additional time may be allowed by THE BOARD within the limits set upon recommendation of the Superintendent after considering the staff member's previous record and the nature and circumstances of the illness.

#### 1. Ten and Eleven-Month ASSOCIATION MEMBERS

- a) Upon approval of the Superintendent or his/her designee, an ASSOCIATION MEMBER may be paid for 20 days' absence in any academic year.
- b) Dependent upon length of service, an additional allowance may be approved in any academic year to provide the total allowance shown below. For those employed:

Less than 2 years	2 months or 40 days
Two years and less than 5 years	3 months or 60 days
Five years and less than 10 years	4 months or 80 days
Ten years or more	.5 months or 100 days

#### 2. Twelve-Month ASSOCIATION MEMBERS

- a) Upon approval of the Superintendent or his/her designee, an ASSOCIATION MEMBER may be paid for 22 days' absence in any academic year.
- b) Dependent upon length of service, an additional allowance may be approved in any academic year to provide the total allowance shown below. For those employed:

Less than 2 years	. 2 months or 44 days
Two years and less than 5 years	.3 months or 66 days
Five years and less than 10 years	.4 months or 88 days
Ten years or more	.5 months or 132 days

- 3. ASSOCIATION MEMBERS shall be notified by the Superintendent's office by September 30 of each year of the individual's number of accumulated unused sick days.
- 4. Notes
  - a) The determination of 20 days as a month for 10-month ASSOCIATION MEMBERS is based upon the State regulation that a staff member shall be paid in equal installments and that unless otherwise specified "a month shall be construed and taken to be twenty school days or four weeks of five school days each"
  - b) The determination of 22 days as a month for twelve-month ASSOCIATION MEMBERS is based upon the "usual" working days in a calendar month.
  - c) In figuring absences the following method will be followed:
    - (1) On short-term or occasional absences, a total of 20 or 22 working days, depending upon the classification of the ASSOCIATION MEMBER is considered equivalent of a month.
    - (2) On long-term consecutive absences, the actual calendar months are counted.

## **B. PERSONAL LEAVE OF SHORT DURATION**

1. Illness in Family

Whenever used in this agreement, "immediate family" shall mean spouse, father, mother, brother, sister, father-in-law, mother-in-law, children or any person(s) residing with the staff member.

An ASSOCIATION MEMBER shall be allowed full pay for absence of three (3) days for illness in the immediate family. In the case of critical illness, an additional two (2) days may be allowed by the Superintendent or his/her representative. In maternity cases, this provision shall allow an ASSOCIATION MEMBER to transport his/her wife to or from the hospital at time of delivery. In all cases where the ASSOCIATION MEMBER desires to apply for the additional two (2) days, requests should be made to the Superintendent or his/her representative either by telephone or by e-mail in advance as outlined below (See Administration of Policy, page 20). No allowance may be made for an ASSOCIATION MEMBER's absence because of illness of persons other than those in the immediate family.

2. Death in Family

An ASSOCIATION MEMBER shall be allowed three (3) days' absence with full pay for any death in that person's immediate family. In the case of death of a spouse, five (5) days' absence will full pay will be allowed. In the case of death in the immediate family, an additional two (2) days with full pay may be allowed by the Superintendent or his/her representative. In all cases where the ASSOCIATION MEMBER desires to apply for the additional two (2) days, requests should be made to the Superintendent or his/her representative either by telephone or by e-mail in advance as outlined below (See Administration of Policy, page 20). No allowance may be made for an ASSOCIATION MEMBER's absence because of illness of persons other than those in the immediate family.

3. Weddings

An ASSOCIATION MEMBER shall be allowed one (1) day's absence with full pay to attend a wedding in the immediate family, including his/her own.

4. Personal Business

Absences for personal business shall be allowed only by permission of the Superintendent or his/her representative. Application for approval of each such absence must be made in advance, or as soon as practical in an emergency, and must be submitted as outlined as outlined in "Administration of Policy" below, except when an emergency situation may justify direct application to the Superintendent or his/her representative. A maximum of three (3) days' absence may be approved annually for absences for essential personal matters that cannot be cared for during non-working time. Absence approved with full pay.

a) Sample reasons, which may be considered valid:

- (1) Necessary for the health and/or welfare of self or family<sup>1</sup>
- (2) Certain court appearances<sup> $*^2$ </sup>
- (3) Important business transactions\*
- (4) Impassable roads
- (5) Death of a close friend
- (6) College graduation of self and certain close relatives\*
- (7) Visiting colleges with son or daughter
- (8) Taking son or daughter to college
- (9) Ship or airport arrival or departure of close relative

<sup>&</sup>lt;sup>1</sup>If such statement is made available, the applicant need not submit a specific explanation of the reason for his/her proposed absence.

 $<sup>^{2}</sup>$  Two additional days will be approved if the distance to be traveled exceeds 500 miles only in the cases indicated above with an asterisk.

- b) Sample reasons, which are not considered valid:
  - (1) Attendance at class reunions
  - (2) Weddings not in the immediate family
  - (3) Other social functions of a non-essential nature
- 5. Administration of Policy

In the administration of this policy's provisions on "Illness in the Family", " Death in the Family", "Weddings" and "Personal Business", the following may be allowed by the Superintendent or his/her representative upon request by the ASSOCIATION MEMBER:

- a) If an ASSOCIATION MEMBER presents a valid request for absence for "personal business" and . . .
- b) If at that point the ASSOCIATION MEMBER has exhausted the 3-day allowance for "personal business", and . . .
- c) If the ASSOCIATION MEMBER has been granted fewer than 10 days total leave under the provisions on "Illness in the Family", "Death in the Family", "Weddings" and "Personal Business", then the "personal business" request may be approved, except that:
  - (1) No more than three (3) days a year will be allowed for religious holidays, and
  - (2) No more than one (1) day will be allowed for the death of each close friend; or a college graduation of self or certain relatives; unless the distance to be traveled exceeds 500 miles.
- d) Absences other than valid emergencies, which have not been authorized in advance, will result in loss of pay.
- e) A request for absence for personal business shall be submitted in writing to the Superintendent or his/her representative.
- 6. Absence Related to Storm Conditions
  - a) The payment for "personal business" policy does not automatically provide salary for absence related to travel difficulties. Salary will not be paid unless the ASSOCIATION MEMBER has made reasonable efforts to be present

- b) Whenever salary is paid because of absence due to travel conditions, such payments will be charged against the maximum available three days annually for "personal business"
- 7. Absence for Emergency Reasons

Whenever an ASSOCIATION MEMBER is absent because of emergency reasons, the reason for such absence must be documented in writing in a letter to the Superintendent or his/her representative through the building principal. The building principal will recommend payment or non-payment of salary in forwarding the statement. Salary will be paid or withheld on the basis of this recommendation and the conditions described above.

8. Travel To and From Summer School

At the discretion of the Superintendent or his/her representative, an ASSOCIATION MEMBER may be granted up to two days at the end of a school year and/or at the beginning of a school year, as may be required to attend summer school classes and/or travel to the place where such classes are to be held.

9. School Business and Attendance at Professional Meetings

Permission may be granted by the Superintendent or his/her representative for ASSOCIATION MEMBERS to visit schools without loss of pay. Absences authorized by THE BOARD for ASSOCIATION MEMBERS to attend meetings or conventions concerning school business shall be without loss of pay unless otherwise specifically designated. Attendance at professional meetings will be encouraged for the potential benefits available in sharing with colleagues in matters leading to in-service growth.

10. Military Leave

Time off will be granted for persons called into temporary active duty of any unit of the United States Reserves or the National Guard, provided such obligations cannot be fulfilled on days when school is not in session. An ASSOCIATION MEMBER shall be paid his/her regular salary less military pay.

11. Leaves Taken Pursuant to this SECTION B

Such leaves when granted shall be in addition to any sick leave to which the ASSOCIATION MEMBER is entitled.

#### C. EXTENDED LEAVES OF ABSENCE

1. Leave without Pay for ASSOCIATION MEMBER

No more than one ASSOCIATION MEMBER may be designated for an academic leave of absence without pay during any year.

2. Leave of Absence Due to Childbirth or Adoption

THE BOARD shall grant child care leave of absence without pay to any ASSOCIATION MEMBER upon request in accord with the following provisions:

a) Any ASSOCIATION MEMBER seeking a leave of absence for reasons associated with child birth shall file a written request for such leave with the Superintendent at least forty-five (45) days in advance of the date on which said leave is to commence. The request shall likewise specify therein the date on which said staff member proposes to return. THE BOARD shall honor the leave dates so requested if the same will not substantially interfere with the effective administration of the educational program to which the ASSOCIATION MEMBER was assigned and subject to the following conditions:

- (1) THE BOARD may require as a condition of the ASSOCIATION MEMBER's return to service the production of a certificate from a physician certifying that the ASSOCIATION MEMBER is medically able to resume duties
- (2) In no event shall any such leave be extended beyond the end of the contract year in which leave is requested to commence for nontenured ASSOCIATION MEMBERS unless THE BOARD otherwise elects
- (3) A tenured ASSOCIATION MEMBER may return no later than the beginning of the second year following the school year in which the leave of absence commenced. Notice must be given by a tenured ASSOCIATION MEMBER by March 1st prior to the beginning of the next school year in which he/she wishes to return.
  - (a) If in the opinion of the Superintendent or his/her designee, a pregnant ASSOCIATION MEMBER's performance has declined, the Administration retains the right to require the ASSOCIATION MEMBER to submit a certificate from her physician certifying that she is medically able to continue to perform her duties.
  - (b) In the event that an ASSOCIATION MEMBER's pregnancy terminates in miscarriage prior to the expiration of the leave which has been granted, or prior to the inception of the leave which may have been requested, said ASSOCIATION MEMBER may apply for early

reinstatement by filing a written request therefor with the Superintendent, accompanied by a physician's certification that she is medically able to resume or to continue to perform her duties. THE BOARD may grant such a request if it can be fulfilled without substantially interfering with the effective administration of the educational program.

(c) ASSOCIATION MEMBERS adopting a child shall receive the same leave, which shall commence upon receipt of *de facto* custody of said child, or earlier if necessary to fulfill the requirements of adoption. The length of such leave shall be the same as those associated with childbirth.

### 3. Family Leave

ASSOCIATION MEMBERS will be entitled to leave without pay with health benefits as provided by this agreement for up to 12 weeks during a 24-month period, as per requirements of State and federal statutes.

4. Leaves of Absence to Join the Peace Corps, Vista, National Teacher Corps or Service as an Exchange Teacher

A leave of absence without pay of up to one year may be granted to any tenured ASSOCIATION MEMBER who joins the Peace Corps, Vista, National Teacher Corps or serves as an exchange administrator or teacher. Upon return, the ASSOCIATION MEMBER will be credited with one year's service in South Orange-Maplewood, if he or she has demonstrated administrative or teaching experience in the above programs.

APPENDIX: SALARY GRIDS for 2004-2005 through 2006-2007

2004-2005	1.0645	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
House Supervisor	134A	72,333	75,225	78,118	81,012	83,905	86,798	89,692	92,585	95,478	102,957
Dept Head, 9-12	136A	73,412	76,347	79,284	82,221	85,158	88,094	91,030	93,967	96,904	104,493
Supervisor, K-8	137A	73,952	76,909	79,867	82,826	85,784	88,742	91,699	94,657	97,617	105,262
Library Coordinator	133B	77,083	80,164	83,248	86,332	89,416	92,499	95,581	98,665	101,747	109,719
Dept Head, 9-12	136B	77,083	80,164	83,248	86,333	89,416	92,499	95,581	98,665	101,747	109,719
Assistant Principal, Elementary School	138B	78,226	81,344	84,472	87,602	90,729	93,859	96,988	100,115	103,245	111,332
Supervisor, K-12	142B	80,484	83,703	86,922	90,141	93,361	96,579	99,799	103,018	106,237	114,559
Supervisor, K-5	142B	80,484	83,703	86,922	90,141	93,361	96,579	99,799	103,018	106,237	114,559
Supervisor, 6-12	142B	80,484	83,703	86,922	90,141	93,361	96,579	99,799	103,018	106,237	114,559
Assistant Principal, High School	151B	85,584	89,007	92,431	95,854	99,277	102,700	106,123	109,548	112,971	121,819
Principal, Elementary School	152B	86,151	89,597	93,044	96,488	99,934	103,380	106,827	110,273	113,718	122,626
Assistant Principal, Middle School	138C	82,137	85,411	88,696	91,982	95,267	98,551	101,838	105,122	108,407	116,899
Director, K-8	139C	82,534	85,836	89,137	92,437	95,739	99,040	102,342	105,643	108,944	117,478
Director of Guidance and Social Work, K-12 Director of Athletics and Student Activities.	140C	83,128	86,452	89,778	93,102	96,429	99,753	103,079	106,403	110,074	118,324
Athletic	141C	83,722	87,070	90,420	93,768	97,116	100,465	103,814	107,162	110,513	119,170
Director of Media and Technology, K-12	142C	84,315	87,688	91,061	94,433	97,806	101,178	104,551	107,924	111,297	120,014
Curriculum Coordinator	152C	90,254	93,863	97,473	101,083	104,694	108,303	111,914	115,524	119,134	128,467
Supervisor, Special Ed, K-12	143C	84,508	87,888	91,268	94,648	98,029	101,408	104,789	108,169	111,549	120,287
Principal, Middle School	156C	92,627	96,333	100,039	103,743	107,449	111,154	114,858	118,564	122,270	131,847
Principal, High School	165C	97,971	101,891	105,810	109,729	113,647	117,567	121,486	125,403	129,323	139,454

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2005-2006	1.0064	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
House Supervisor	134A	72,796	75,706	78,618	81,530	84,442	87,354	90,266	93,177	96,089	103,616
Dept Head, 9-12	136A	73,882	76,836	79,791	82,747	85,703	88,658	91,612	94,568	97,524	105,162
Supervisor, K-8	137A	74,425	77,401	80,378	83,356	86,333	89,310	92,286	95,263	98,242	105,936
Library Coordinator	133B	77,576	80,677	83,781	86,885	89,988	93,091	96,193	99,297	102,398	110,421
Dept Head, 9-12	136B	77,576	80,677	83,781	86,886	89,988	93,091	96,193	99,297	102,398	110,421
Assistant Principal, Elementary School	138B	78,726	81,864	85,013	88,163	91,310	94,460	97,608	100,756	103,906	112,044
Supervisor, K-12	142B	80,999	84,238	87,478	90,718	93,958	97,197	100,438	103,677	106,917	115,293
Supervisor, K-5	142B	80,999	84,238	87,478	90,718	93,958	97,197	100,438	103,677	106,917	115,293
Supervisor, 6-12	142B	80,999	84,238	87,478	90,718	93,958	97,197	100,438	103,677	106,917	115,293
Assistant Principal, High School	151B	86,131	89,577	93,022	96,467	99,913	103,357	106,802	110,249	113,694	122,599
Principal, Elementary School	152B	86,702	90,170	93,639	97,106	100,574	104,042	107,511	110,978	114,446	123,411
Assistant Principal, Middle School	138C	82,662	85,958	89,264	92,571	95,877	99,182	102,489	105,794	109,100	117,647
Director, K-8	139C	83,062	86,385	89,707	93,029	96,352	99,674	102,997	106,319	109,641	118,230
Director of Guidance and Social Work, K-12 Director of Athletics and Student Activities,	140C	83,660	87,006	90,352	93,698	97,046	100,392	103,738	107,084	110,778	119,082
Athletic	141C	84,258	87,627	90,998	94,368	97,738	101,108	104,479	107,848	111,220	119,932
Director of Media and Technology, K-12	142C	84,854	88,249	91,643	95,037	98,432	101,825	105,220	108,615	112,009	120,782
Curriculum Coordinator	152C	90,831	94,464	98,097	101,730	105,364	108,996	112,630	116,263	119,896	129,289
Supervisor, Special Ed, K-12	143C	85,049	88,450	91,852	95,254	98,656	102,057	105,460	108,861	112,263	121,057
Principal, Middle School	156C	93,220	96,950	100,679	104,407	108,136	111,865	115,594	119,323	123,052	132,691
Principal, High School	165C	98,598	102,543	106,487	110,431	114,374	118,319	122,264	126,206	130,151	140,346

2006-2007	1.008	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
House Supervisor	134A	73,349	76,282	79,216	82,150	85,084	88,018	90,952	93,886	96,820	104,404
Dept Head, 9-12	136A	74,444	77,420	80,398	83,376	86,354	89,331	92,308	95,287	98,265	105,961
Supervisor, K-8	137A	74,991	77,990	80,989	83,989	86,989	89,989	92,987	95,987	98,988	106,741
Library Coordinator	133B	78,165	81,291	84,418	87,545	90,672	93,798	96,924	100,051	103,176	111,260
Dept Head, 9-12	136B	78,165	81,291	84,418	87,546	90,672	93,798	96,924	100,051	103,176	111,260
Assistant Principal, Elementary School	138B	79,325	82,487	85,659	88,833	92,004	95,178	98,350	101,522	104,695	112,896
Supervisor, K-12	142B	81,614	84,879	88,143	91,407	94,673	97,936	101,201	104,465	107,730	116,169
Supervisor, K-5	142B	81,614	84,879	88,143	91,407	94,673	97,936	101,201	104,465	107,730	116,169
Supervisor, 6-12	142B	81,614	84,879	88,143	91,407	94,673	97,936	101,201	104,465	107,730	116,169
Assistant Principal, High School	151B	86,786	90,258	93,729	97,201	100,672	104,143	107,614	111,087	114,558	123,531
Principal, Elementary School	152B	87,361	90,856	94,351	97,844	101,338	104,832	108,328	111,822	115,316	124,349
Assistant Principal, Middle School	138C	83,291	86,611	89,942	93,275	96,606	99,936	103,268	106,598	109,930	118,541
Director, K-8	139C	83,693	87,042	90,389	93,736	97,084	100,431	103,780	107,127	110,475	119,129
Director of Guidance and Social Work, K-12	140C	84,296	87,667	91,039	94,410	97,783	101,155	104,527	107,898	111,620	119,987
Director of Athletics and Student Activities, Athletic	141C	84,898	88,293	91,690	95,085	98,481	101,877	105,273	108,668	112,066	120,844
Director of Media and Technology, K-12	142C	85,499	88,920	92,340	95,760	99,180	102,599	106,020	109,441	112,860	121,700
Curriculum Coordinator	152C	91,522	95,182	98,842	102,503	106,164	109,825	113,486	117,147	120,807	130,272
Supervisor, Special Ed, K-12	143C	85,695	89,123	92,550	95,978	99,406	102,832	106,261	109,689	113,116	121,977
Principal, Middle School	156C	93,929	97,686	101,444	105,200	108,958	112,716	116,472	120,230	123,987	133,699
Principal, High School	165C	99,348	103,322	107,297	111,270	115,244	119,218	123,193	127,165	131,140	141,413

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Transportation	
Unused vacation days	13
Use school buildings	4
Vacancies	4
Vacation days	12
Visiting colleges with son or daughter	20
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