

**AGREEMENT**  
**Between The**  
**BOARD OF EDUCATION**  
**Of The**  
**BOROUGH OF WOODLAND PARK**  
**And The**  
**WOODLAND PARK EDUCATION ASSOCIATION**  
**July 1, 2023**  
**To**  
**June 30, 2028**

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## **PREAMBLE**

This Agreement entered into this 1<sup>st</sup> day of July 2023, by and between the Board of Education of the Borough of Woodland Park, hereinafter called the "Board" and the Woodland Park Education Association, hereinafter called the "Association."

The Board and the Association recognizes and declares that providing a quality education for the children of the Woodland Park School District is their mutual aim and that the character of such education depends predominately upon the quality and morale of the teaching service.

Pursuant to Public Law 1974, Chapter 123, the Board and the Association have reached the following agreement, with respect to terms and conditions of employment.

## **ARTICLE I**

### **RECOGNITION**

A. The Board hereby recognizes the Association as the exclusive representative for collective negotiations concerning terms and conditions of the employment for the following full-time and part-time personnel represented by the Association and who are employees of the Board:

- Teachers (All Teaching Personnel)
- Nurses
- Custodians
- Learning Disabilities Teacher Consultant
- Speech Therapist
- Secretaries
- Psychologist
- Librarian
- Home Instruction Teacher
- Social Worker
- Aides
- Secretary to the Child Study Team
- Secretary to the Director of Special Education
- Computer Operator/Purchasing Secretary
- District Coordinator/Guidance Secretary
- Master Teacher
- PIRS Interventionist
- Head Custodian

The following persons employed by the Board are excluded:

- Superintendent of Schools
- Business Administrator/Board Secretary
- Principals
- Full-time Vice Principals

- Supervisor of Building and Grounds
- Supervisor/Director of Special Education
- Supervisors of Math and Language Arts
- Confidential Secretary to the Superintendent of Schools
- Confidential Secretary to the Business Administrator
- Confidential Payroll Clerk
- Behaviorist

- B. Unless otherwise indicated, the term "Teachers," when used hereinafter in this Agreement, shall refer to all employees represented by the Association in the negotiating unit, and reference to male teachers shall also include female teachers.

## ARTICLE II

### NEGOTIATION PROCEDURE

- A. The parties agree to enter into collective negotiations over a successor agreement in accordance with Chapter 123, Public Laws of 1974, in a good faith effort to reach agreement on all matters concerning the terms and conditions of Teachers' employment. Such negotiations shall begin with contact by either party by December 31<sup>st</sup> of the calendar year preceding in which this Agreement expires. Any Agreement so negotiated shall apply to all teachers, be reduced to writing, and be submitted to the Board and the Association for their respective signatures, adoption and ratification.
- B. During negotiations, the Board and the Association, or their representative, shall present such data, exchange points of view, and make such proposals as they deem necessary or desirable. Upon written request, the Board shall make available to the Association for inspection such records, data and other information of the School District as may be disclosed to any member of the public within 30 calendar days of such request. The Board shall provide the Association with a complete tentative line budget for the next fiscal year, as well as preliminary budgetary proposals, requirements, and allocations as soon as available. The term "data" includes public information.
- C. Neither party in negotiations shall have any control over the selection of the negotiating representative of the other party. The parties mutually pledge that their representatives shall be clothed with all necessary power and authority to make proposals, consider proposals, and make counterproposals in the course of negotiations.
- D.
1. Without cost to the Board, representatives of the Board and the Association's negotiating committee shall meet at mutually agreeable times for the purpose of reviewing the administration of the Agreement and to resolve problems that may arise. These meetings are not intended to bypass the grievance procedure.

2. Each party shall submit to the other, at least three (3) days prior to the meeting, an agenda covering matters they wish to discuss.
  3. All meetings between the parties shall be regularly scheduled, whenever possible, to take place when the teachers involved are free from assigned responsibilities.
  4. Should a mutually acceptable amendment to the Agreement be deemed necessary by the parties, it shall be reduced to writing and be submitted to the Board and the Association for their respective signature, adoption and ratification.
  5. Except as this Agreement shall hereinafter otherwise provide, all terms and conditions of employment applicable on the effective date of this Agreement to employees covered by this Agreement as established by the rules, regulations and/or policies of the Board in force on said date, shall continue to be so applicable during the term of this Agreement, nothing contained herein shall be interpreted and/or applied so as to eliminate, reduce nor otherwise detract from any teacher benefit existing prior to its effective date.
- E. The Board agrees not to negotiate terms and conditions of employment of teachers in the negotiating unit as defined in Article I of this Agreement with any organization or individual other than the Association for the duration of this Agreement
- 
- G. This Agreement incorporates the entire understanding of the parties on all matters, which were or could have been the subject of negotiation. During the term of this Agreement, neither party shall be required to negotiate with respect to any such matter whether or not covered by this Agreement and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this Agreement.
- H. 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.

### **ARTICLE III**

#### **GRIEVANCE PROCEDURE**

- A. In the event a dispute shall arise concerning the meaning, effect or application of any terms and/or conditions, and said dispute cannot be resolved within 48 hours after notice in writing of the other party of the existence of said dispute, then the following procedure for the settlement of the dispute must become effective, and must be followed at all levels.
- B. **LEVEL ONE**

A teacher or group with a grievance shall first discuss it with his principal or immediate superior, either directly or through the Association's designated representative, with the objective of resolving the matter informally.

C. LEVEL TWO

If the aggrieved person or group is not satisfied with the disposition, of his grievance at Level One or if no decision has been rendered within five (5) school days after presentation of the grievance, he/she/they or the Association may file the grievance in writing to the Superintendent of Schools.

D. LEVEL THREE

If the aggrieved person or group is not satisfied with the disposition of his grievance at Level Two, or if no decision has been rendered within five (5) school days after the presentation of the grievance was delivered to the Superintendent, he/she/they or the Association may submit their grievance to the Board of Education within five (5) school days. The Board of Education shall render and notify the person or the Association that filed the grievance of its decision within thirty (30) calendar days after receipt of the grievance.

E.

1. In the event the Board's decision does not satisfy the aggrieved person or the Association, the issue shall be submitted to arbitration within five (5) school days thereafter or hereinafter provided.
2. Within five (5) school days after such written notice of submission to arbitration, the Board and the aggrieved person or the Association shall submit the dispute to the New Jersey Employment Relations Commission. The parties shall then be bound by the rules and procedures of the New Jersey Public Employment Relations Commission in the selection of an Arbitrator.
3. The Arbitrator shall conduct such hearings at such times and places, as he shall designate. His award shall be final and binding upon the parties and may be entered as a judgment or decree in the court having jurisdiction over arbitration awards.
4. The cost for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel subsistence expenses and the cost of the hearing room shall be borne by either the Board or the Association, whichever party shall lose the final determination of the original grievance. However, in the event of a mutual disposition, the costs shall be borne equally by the Board and the Association.

F. In any case, when a decision is rendered at any level, such decision and notification shall be submitted in writing to all parties involved.

G. In order to be timely, a grievance must be filed within forty-five (45) school days of its occurrence.

- H. Forms for submission of a grievance shall be prepared by the Superintendent and distributed to the Association. Such forms shall contain the following information:
1. Name of Grievant/Association
  2. Date and place of incident, occurrence, circumstances giving rise to the grievance
  3. Nature of the grievance
  4. Remedy sought
  5. Grievant's dissatisfaction with the decision(s) of the administrators and the reasons (basis) why the same should be overruled
  6. Grievance number.

#### **ARTICLE IV**

##### **TEACHERS' RIGHTS**

- A. No teacher shall be unreasonably prevented from wearing pins or other identification of membership in the Association or its affiliates.
- B. No teacher is to be disciplined, reduced in rank or compensation without just cause; however, nothing herein contained shall be construed to require the Board of Education to give any reason for its failure to grant tenure to probationary teachers.
- C. Whenever any teacher is required to appear before the Superintendent or his designee, Board or any committee, member representative or agent thereof, concerning any matter which would adversely affect the continuation of that teacher in his office, position, or employment, or salary or any increments pertaining thereto, then he shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have his representative present during such meeting or interview.
- D. The teacher to be assigned a student teacher shall receive the request at least two (2) weeks prior to the student's introduction to the classroom. The teacher upon request shall meet with the Superintendent of Schools or his designee to discuss such assignment. The final decision shall be made by the School Board in the selection and placement of such student teachers.



## **ARTICLE V**

### **ASSOCIATION RIGHTS AND PRIVILEGES**

- A. The Board agrees to make available to the Association, in response to reasonable requests from time to time, all available information concerning the register of certified personnel, proposed tentative budgetary requirements and allocations, names and addresses of all teachers and minutes of all board meetings when available.
- B. Whenever any representative of the Association or any teacher is mutually scheduled by the parties to participate during working hours in negotiations, grievance proceedings, conferences, or meetings, he shall suffer no loss in pay.
- C. Representatives of the Association, the New Jersey Education Association, and the National Education Association shall be permitted to transact official Association business on school property at all reasonable times, provided that permission is first obtained from the Superintendent of Schools or his official designee. Permission shall not be arbitrarily refused.
- D. The Association and its representatives may use school buildings at all reasonable hours for meetings, provided prior approval shall first have been obtained from the Superintendent of Schools or his official designee. Approval shall not be arbitrarily refused.
- E. The Association may use school facilities including computers, printers and copy machines. The Association shall pay for the reasonable cost of materials and supplies incident to such use. Permission will be granted for the use of audiovisual equipment provided a person trained and experienced in the use and operation of such equipment is in attendance. It is further understood that the Association shall be responsible for any damage resulting from the use of such equipment.
- F. A bulletin board shall be made available to the Association for the posting of Association notices.
- G. The Association may have reasonable use of the inter-school mail facilities, school mail boxes, and school email.
- H. The Association may participate when it indicates its desire, in orientation activities sponsored, maintained or conducted by the Board of Education.

## **ARTICLE VI**

### **IN-SCHOOL WORK YEAR**

- A. For other than new personnel, the in-school work year of teachers employed on a ten (10) month basis shall not exceed 180 days in which pupils are in attendance plus one (1) orientation day, and one (1) additional day, if necessary, as determined by the Superintendent of Schools. Beginning in the 1993-1994 school year, one (1) additional non-instructional day will be added to the school year. Beginning in 1994-1995, if the additional non-instructional day becomes an instruction day, the teachers will leave after student dismissal on the last three (3) days of the school year.
- B. On the last day before Thanksgiving, Winter and Spring break, dismissal for teachers, secretaries and aides will be after student dismissal.
- C. The calendar shall include three (3) single session days at the end of the school year. Teachers may leave with the students on the last day of the school year provided closing activities are completed. On the second and third last days, teachers may be assigned year end closing activities after student dismissal and state-required training if not done by then.
- D. The proposed district calendar will be provided to the Association for its input prior to being presented to the Board for final approval.

## **ARTICLE VII**

### **TEACHING HOURS AND TEACHING LOAD**

- A.
  - 1. The starting time for teachers is 8:07 AM (8:47 AM for Charles Olbon teachers); pupil contact at 8:12 AM (8:52 AM for Charles Olbon teachers); dismissal for students 2:48 PM (3:28 PM for Charles Olbon students); and dismissal for teachers 2:58 PM (3:38 PM for Charles Olbon teachers). Teachers shall indicate their presence for duty by entering their arrival and departure times in the appropriate column of the faculty "sign-in" roster.
  - 2. The in-school workday shall consist of not more than six (6) hours and fifty-one (51) minutes, which shall include a duty-free lunch period of forty-seven (47) minutes.
  - 3. No teacher is required to work beyond the regular teacher in-school work year, or beyond his/her/their total in-school workday without additional compensation except for up to two (2) evening events/activities of no more than two (2) hours each, with notice of events given by October 30<sup>th</sup> of each school year with a minimum of thirty (30) days' notice, which do not require teacher preparation; one

“Back-To-School Night” per year and Parent-Teacher conferences as designated by the Superintendent of Schools. Teachers shall have input into the structure of such meetings and conferences. Effective July 1, 2017, part-time teachers will receive compensatory pay at their hourly rates for one Back-To-School-Night per year and Parent-Teacher conferences as designated by the Superintendent of Schools. Such compensatory pay shall include but not be limited to any other meetings or professional development sessions that are required to attend that extends beyond their contractual workday.

4. There shall be up to four (4) conference sessions during the school year. Students will be scheduled a single session day on conference days. Two (2) conference sessions shall run from 2:00-4:00 PM at Memorial and Beatrice Gilmore (2:30 - 4:30 PM at Charles Olbon/School 1/ECC) and the two (2) conferences will run from 5:00-7:00 PM at Memorial and Beatrice Gilmore (5:30-7:30 PM at Charles Olbon/School 1/ECC). If any additional sessions are needed, two (2) sessions may be added. On these two (2) days conferences shall run from 2:00-4:00 PM at Memorial and Beatrice Gilmore (2:30 -4:30 PM at Charles Olbon/School 1/ECC) and the other from 5:00-7:00 PM at Memorial and Beatrice Gilmore (5:30-7:30 PM at Charles Olbon/School 1/ECC). The one session days that accompany the conferences will be on the day before President’s weekend and the day before Memorial Day weekend. Part-time teachers will receive compensatory pay at their hourly rates for parent conference time that extends beyond their contractual workday.

B.

1. Sixth, seventh and eighth grade homeroom teachers shall not have more than three (3) preparations. When assigned basic skills instruction in one of the three (3) preparations, all levels of basic skills instruction shall be considered one preparation. Different academic levels within the same subject area in the same grade level shall be considered one preparation.
2. Scheduling permitting, core-content regular classroom teachers in the sixth, seventh and eighth grades shall not be required to change teaching stations more than two (2) times during the school day.
3. All full-time teachers in grades Pre K-8 shall receive a minimum of 200 minutes preparation time weekly.
4. All full-time teachers in grades K-5 shall receive an additional prep time when the STEM/STEAM teacher is with the students.
5. The following people shall be entitled to (1) additional prep period bi-weekly: the President of the W P.E A;
6. Assignment to playground supervision, supervised study period, and hall duty during lunch, periods shall be considered a teaching period.

7. Any teacher who loses a prep period to cover a class shall be paid \$40 per period.

C.

1. Teachers may be required by the Superintendent of Schools to remain after the end of the regular workday, without additional compensation, for the purpose of attending faculty meetings up to seven hundred and twenty (720) minutes per year. Such meetings shall begin no later than fifteen (15) minutes after the student dismissal time and shall run no more than ninety (90) minutes.
2. Effective with the 2017-18 school year, teachers may be required by the Superintendent of Schools to remain after the end of the regular workday, without additional compensation, for the purpose of professional development an additional one hundred and twenty (120) minutes per school year, for a total of eight hundred and forty (840) minutes per year.
3. Notice of any meetings shall be given to the teachers involved at least ten (10) school days prior to the meeting, except in an emergency.

- D. Teachers participating in extra-curricular activities shall be voluntary. Any stipend for activities listed in this agreement shall be paid at the rate identified. Teachers participating in activities not identified in this agreement shall be compensated at the following hourly rates:

- Effective July 1, 2023: \$46/hr.
- Effective July 1, 2024: \$47/hr.
- Effective July 1, 2025: \$48/hr.
- Effective July 1, 2026: \$49/hr.
- Effective July 1, 2027: \$50/hr.

- E. Teacher participation in field trips which extend beyond the teacher's in-school workday shall be voluntary, and the teacher shall be compensated for the regular day's work. No teacher will be required to participate in an overnight field trip, though for special events, occasions or circumstances, teachers may volunteer to attend, and the Superintendent may grant permission for, overnight trips. Legitimate expenses incurred by the teacher in all field trips shall be paid by the Board. Such expenses shall include transportation, accommodations, meals and admission fees.

- F. Teachers shall retain personal handbooks, procedural manuals assigned to them regardless of grade assignment. It is the responsibility of a teacher leaving the district to return such items to the administration.

- G. Any nurse who loses a lunch period due to an acute life-threatening medical emergency shall be paid the nurse's hourly rate (the nurse's annual pay divided by the number of hours worked in a regular contract year).

- H. Lunch periods for the nurses shall not be scheduled during student lunch periods. Nurses' lunch periods shall be scheduled so as to provide continuous coverage in the district throughout the day.

## **ARTICLE VIII**

### **NON-TEACHING DUTIES**

- A. Teachers shall not be required to perform the following duties:
1. Collecting money and collecting non-school forms from students when feasible
  2. Keeping registers, inventorying, storing books not in classrooms and when feasible, duplicating instructional and other materials.
- B. Teachers shall never drive students to and from activities, which take place away from the school buildings.
- C. Teachers will agree to perform supervision for the loading and unloading of buses, at each school, on a voluntary basis. The teacher performing these duties at each School will receive an annual stipend of \$1,750.

## **ARTICLE IX**

### **TEACHER EMPLOYMENT**

- A.
1. Previously accumulated unused sick days will be restored to all returning teachers who return within five (5) years.
  2. At the discretion of the Board, previously accumulated unused sick leave days may be restored to all returning teachers who return after five (5) or more years.
- B.
1. Teachers shall be notified of their employment status and teaching assignment for the ensuing year no later than May 15<sup>th</sup>.
  2. Each teacher shall be notified of his or her course assignments no later than three (3) weeks prior to the start of the school year. Teachers will be notified of any modifications or revisions prior to the opening of school.

- C. Any teacher shall be given credit for a full year's service toward the next increment for the following year provided the teacher was paid for more than 75 working days in the school year.

## **ARTICLE X**

### **SALARIES**

- A. The salaries of all personnel covered by the Agreement are set forth, in Schedule "A" which is attached hereto and made a part hereof.

B.

1. Teachers employed on a ten (10) month basis shall be paid in twenty (20) equal semi-monthly installments on the 15<sup>th</sup> and the last day of each month; however, each teacher shall have the choice to be paid on a twelve (12) month basis. Said choice shall be made known to the Business Administrator no later than June 15<sup>th</sup> for the next school year. Said teacher's base salary shall be divided into twenty-four (24) semi-monthly installments beginning in September and extending throughout August; his or her salary shall be prorated on the ten (10) month contractual basis. All paychecks shall be via direct deposit.
2. Teachers may, in accordance with N.J.S.A. 18A:29-3, individually elect to have ten (10) percent of their monthly salary deducted from their pay. These funds shall be paid to the teacher on the final payday in June.
3. When a payday falls on or during a school holiday, vacation or weekend, teachers shall receive their paychecks on the last previous workday.
4. Teachers shall receive their final checks on the last working day in June.
5. Non-certified personnel are to be paid the last day before a vacation if a pay period falls within the vacation time.
6. All part-time aides will be paid in twenty (20) equal payments. Payments will be based on their daily hours times the appropriate rate times the appropriate number of projected working days in the school year and divided by twenty (20) equal payments. Payments will be made on the same schedule as full-time employees.
  - a. The appropriate number of projected working days in the school year is one-hundred-eighty (180) for classroom aides.
  - b. The appropriate number of projected working days in the school year will be one-hundred-eighty (180) less the number of planned one-session days each school year for lunch/playground aides.

- C. Employees shall have the right to have deductions made from their salary to the Passaic County Teachers Federal Credit Union. Employees agree to provide the Board with properly signed authorization cards, once per year, no later than June 30<sup>th</sup> specifying the amount to be deducted. The Board shall be held harmless by the Association and in reliance upon such authorization cards, from any actions, suits, liabilities or other actions.

## **ARTICLE XI**

### **VOLUNTARY TRANSFERS, REASSIGNMENTS AND PROCEDURES**

- A. Considerations for promotions shall be given to the existing staff, in accordance with the law.
- B. In the event a vacancy, new position or new program shall occur, notification shall be sent to the employees' email account and text messaged to their cell phone. The teacher shall have ten (10) days to indicate an interest.
- C. Any transfer or reassignment shall be made only after a meeting between the teacher and the Principal, at which time the teacher shall be notified of the reasons therefore. In the event the teacher objects to the transfer or reassignment at this meeting, he may request another meeting with the Principal together with an Association representative.

## **ARTICLE XII**

### **EMPLOYEE EVALUATION**

- A.
  - 1. Employees shall be evaluated only by persons certified by the New Jersey State Board of Examiners to supervise instruction.
  - 2. A teacher shall be given a copy of any class-visit or evaluation report prepared by his/her evaluators at least one (1) day before any conference to discuss it. No such report shall be submitted to the central office, placed in the teacher's file or otherwise acted upon without the opportunity for a prior conference with the teacher having been provided.
- B.
  - 1. The Board shall protect the confidentiality of personal references, academic credentials, evaluations and other similar documents.

2. An employee shall have the privilege, upon request, to review the contents of his/her personnel file; such privilege shall not be arbitrarily denied.

C.

1. A first year teacher shall not be evaluated for the record prior to October 1<sup>st</sup> without good cause.
2. An employee is to receive a written copy of any evaluation report.
3. A non-tenure teacher shall be evaluated at least three (3) times prior to May 1<sup>st</sup>. Non-tenured non-certified employees shall also be evaluated at least three (3) times per year.
4. No material shall be placed in a teacher's personnel file unless the teacher has had the opportunity to review such material by affixing his/her signature to the copy to be filed. The teacher shall also have the right to submit a written answer to such material and his/her answer shall be reviewed by the Superintendent and attached to the file copy.

## **ARTICLE XIII**

### **TEACHER FACILITIES**

A. Each school shall have the following facilities:

1. The teachers' room and restroom facilities for the exclusive use of the staff shall be available during the teachers' lunch hour.

B. The following personnel shall be entitled to a clothing allowance as specified below.

1. Custodians - \$250.00 per custodian (at least two (2) uniforms will be provided per year)
2. Nurses- \$250.00 per nurse
3. Two (2) smocks per year will be provided to art teachers and one lab coat per year to science lab teachers.

Laundering is a personal responsibility. The above named personnel shall be properly uniformed in the performance of their duties. A check for payment of clothing allowance shall be paid at the close of the first pay period in September.

C. Upon request of the Association and subject to the approval of the Board of Education whose approval will not be arbitrarily refused, vending machines shall be installed in the



teachers' lounge and teachers' lunchroom areas. The profits from all such machines shall be returned to the Association if owned by it.

#### **ARTICLE XIV**

##### **TEACHER-ADMINISTRATION LIAISON**

- A. Without cost to the Board, the Association shall select a Liaison Committee for each school building which shall meet with the Principal at least once a month for the duration of the school year to review and discuss local school problems and practices, and to play an active role in the revision or development of building policies. Said committee shall consist of not more than one (1) member for every ten (10) teachers in the school building but shall in no event have less than two (2) members.
- B. Without cost to the Board, the Association's representatives shall meet with the Superintendent at least once a month during the school year to review and discuss current school problems and practices and the administration of this agreement.

#### **ARTICLE XV**

##### **PERSONAL LEAVE**

It shall be the policy of the Woodland Park Board of Education to grant personal leave with full pay, for the reasons stated below.

Three (3) days shall be granted during each school year, to ten month employees and four (4) days shall be granted to twelve month employees which when unused shall be accumulated as sick days. Personal leave applies to all school personnel.

- 1. Special Religious Purposes
- 2. House Closing
- 3. Court Appearance when required
- 4. Military Service Physical examination
- 5. Illness of member of the immediate family (spouse, child, parent)
- 6. Time necessary to perform such obligations of an intimate, personal nature shall require a reason be given to the Superintendent when there appears to be an abuse.
- 7. Time necessary to attend graduation ceremonies for self or member of their immediate family.

8. Bereavement Leave:

- A. Five (5) days per occurrence, not to be counted against items 1-7, shall be granted for a death in the immediate family and shall include spouse, father, mother, legal guardian, foster parents, child or grandchild, brother and sister.
- B. Three (3) days per occurrence, not to be counted against items 1-7, shall be granted for the death of a grandparent, mother-in-law, father-in-law, brother-in-law, sister-in-law, aunt, uncle, niece or nephew.
- C. One (1) day per year, not to be counted against items 1-7, shall be granted for the death of a friend.

9. Personal leave shall not be granted on Friday preceding a work week when school is not in session on Monday, unless approved by the Superintendent, whose decision shall be final.

10. Part-time employees shall be entitled to up to a total of three (3) paid leave days during each school year for bereavement leave of an immediate family member; and shall be entitled to one paid personal day per school year, which shall not rollover beyond the year.

Items 1-7 are counted against personal leave.

## **ARTICLE XVI**

### **EXTENDED LEAVE OF ABSENCE**

A. Maternity leave shall be granted to the teachers subject to the following conditions:

- 1. A teacher must notify the Superintendent of her pregnancy in writing, as soon as it is medically confirmed. Said notice shall be submitted as far in advance of the requested commencement date of the leave as is possible.
- 2. The exact date of the commencement and termination of the maternity leave shall then be arranged so that the leave will be of minimal disruption to the best interests and operation of the school system, provided such dates are not contraindicated.
- 3. The original date of return to work from a maternity leave may be extended by the Board for a reasonable period of time at the teacher's request for reasons associated with the pregnancy or birth.
- 4. If a tenured teacher wishes to return to work after the close of the school year in which the maternity leave commenced, she must do so no later than September of the second year following the school year in which the leave commenced provided

she gives the Board four (4) months prior notice of such intention No extension beyond this period may be granted except in the absolute discretion of the Board.

5. No teacher shall be barred from returning to work following the birth of her child solely on the ground that there has not been sufficient time lapse between the birth and her desired date of return, provided that upon request of the Board the teacher supplies a physician's certificate attesting to her ability to perform her teaching duties.
6. The Board need not grant or extend a maternity leave of absence to any non-tenured teacher beyond the end of the contract school year in which the leave is obtained unless the Board determines to grant such an extension. Nothing contained herein shall require the Board to offer a contract for a new school year to any non-tenured teacher who would not have offered such a contract in the absence of maternity leave.
7. A teacher may be removed from her teaching duties during pregnancy for any of the following reasons.
  - a. Her teaching performance has noticeable declines.
  - b. Her ability to continue teaching is determined to be medically inappropriate by her own physician, the Board's physician or where those physicians disagree, by a third jointly selected by the Board and the teacher, who shall examine the teacher and whose medical opinion shall be conclusive and binding on the issue of medical capacity to continue teaching. The fee of the third physician shall be borne fully by the Board and the teacher.
  - c. Any other just cause as defined in Title 18 of N.J.S.A.
- B. A teacher adopting an infant child may receive similar leave which shall commence upon her receiving de facto custody of said child, or earlier if necessary to fulfill the requirements for adoption.
- C. A leave of absence without pay for one year may be granted for the purpose of caring for a sick member of the teacher's immediate family. The request for this leave shall be accompanied by documentation, such as a physician's certificate.
- D. Should a teacher on a leave of absence wish to extend or renew their leave, all such requests shall be submitted, in writing, at least 30 days prior to the expiration of the current leave.
- E. A leave of absence without pay for one year will be granted in the case of a teacher's extended illness. The request for leave shall be accompanied by documentation such as a physician's certificate.

## ARTICLE XVII

### PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT

- A. The Board shall pay the full cost of tuition and other reasonable expenses incurred in connection with any courses, workshops, seminars, conferences, in-service training sessions, or other such sessions which a teacher is required and/or requested by the Superintendent to take. Said teacher shall also be compensated for all time spent in actual attendance at said sessions beyond his regular working day and year at his regular rate.
- B. The Board shall provide tuition reimbursement, for the term of this contract, for use by the professional employee on a first come, first serve basis as follows: per school year a total of \$28,000. (Any unused portion of the allotted funds to be returned to the Board's general fund at the end of each contract year in conformity with current practice).
  - 1. Any member of the professional teaching staff, in the employ of the Board, may make an application, in writing, to the Superintendent of Schools, for the approval of a course or courses to be taken by him or her during any school semester including summer sessions. Approval shall not be withheld provided the application conforms to the conditions set forth herein.
    - a. Such written request shall be submitted prior to his or her enrollment for said course.
    - b. The course or courses to be taken must be graduate courses in an accredited college or university in the subject or subjects taught by him or her in the field of education.
    - c. Within one week from the date of the receipt of the written request herein above provided for the said Superintendent shall advise the applicant, in writing, whether approval is granted or denied.
    - d. If approval is granted, said teacher shall enroll for the course or courses which have been approved and shall pay the tuition required by the college or university.
    - e. If the opportunity to enroll in the approved course or courses is closed to said teacher, he or she may substitute a required course or an elective course on the graduate level providing said substituted course (or courses) is approved by the said teacher's graduate committee and by the Superintendent of Schools.
  - 2. Upon the successful completion of the course or courses by the said teacher with a grade no lower than a "B", said teacher shall be reimbursed up to \$2,000 per year.

- a. Proof of successful completion of the course or courses with the required grade shall be made by:
  - I. Submitting to the said Superintendent an official transcript or report card, and
  - II. An executed invoice for payment
  - III. The reimbursement to the teacher for courses taken during the spring and summer semesters, of any year, shall be made in September next following the successful completion thereof provided that said teacher is in the employ of the Board for the teaching period commencing in the month.
3. Tuition reimbursement shall be repaid to the District for teachers voluntarily leaving employment (excluding TPAF-certified retirements) within two (2) years of completion of the coursework.
4. The Board shall provide reimbursement, for the term of this contract, for use by full time non-certificated staff for costs of job-related courses, certificates or programs, which are pre-approved by, and at the sole discretion of, the Superintendent, up to a total of \$8,000 per school year. Each employee must return any amount of tuition reimbursement received within two (2) years of the employee's resignation or termination (excluding certified retirements).
5. For movement across the guide effective September 1<sup>st</sup> of a given school year:
  - a. Notice/Request of movement must be made in writing utilizing the proper form on or before July 1<sup>st</sup> of that school year.
  - b. Any final course or courses which would be necessary to evidence the completion of the requirements for a class change must be completed on or before September 1<sup>st</sup> of that school year.
  - c. All documentation, including relevant official transcripts and proof that class change attainment has been met, must be received prior to November 1<sup>st</sup> of that school year.
  - d. If all of the above are met, movement across the guide will be made on or after November 1<sup>st</sup> of that school year, retroactive to September 1<sup>st</sup> of that school year (60 days prior).
6. For movement across the guide effective February 1<sup>st</sup> of a given school year:
  - a. Notice/Request of movement must be made in writing utilizing the proper form on or before December Pt of that school year.

- b. Any final course or courses which would be necessary to evidence the completion of the requirements for a class change must be completed on or before February 1<sup>st</sup> of that school year.
- c. All documentation, including relevant official transcripts and proof that class change attainment has been met, must be received prior to April 1<sup>st</sup> of that school year.
- d. If all of the above are met, movement across the guide will be made on or after April 1<sup>st</sup> of that school year, retroactive to February 1<sup>st</sup> of that school year (60 days prior).

## **ARTICLE XVIII**

### **INSURANCE PROTECTION**

- A. The Board agrees to pay for all eligible employees, subject to statutorily required employee contributions, the School Employees' Health Benefit plan for a single employee plus One Hundred (100) percent of the cost of the family plan. The Board agrees to pay for all eligible employees, subject to statutorily required employee contributions, the annual premium cost for a prescription drug plan (full family plan where appropriate) for the term of this contract. The prescription drug plan co-pay will be the same amount as the School Employee's Health Benefit plan. Employees will continue to contribute to their health insurance premiums in the same manner that is currently in effect except as may be modified by statute and/or regulation.
- B. The Board shall provide a dental plan for all employees for the duration of this Contract, which plan shall provide for full family coverage if the employee shall be eligible and he/she so elects. The Dental cap is \$1500.00 for each family member. Effective July 1, 2018, the dental cap shall be increased to \$2,000.00 for each family member.
- C. The Board will reimburse an employee an amount up to \$250.00 for costs incurred by the employee for an eye examination and/or glasses for the employee. If it is used once a year, for any amount, it cannot be used the second year even if there is a balance from the first year.
- D. Effective immediately, upon ratification, teachers who voluntarily waive their insurance benefits set forth above will be paid twenty-five percent (25%) of the premium cost of each health insurance, prescription card insurance and dental insurance plan which the employee is eligible to enroll in. To be eligible to waive your benefits, employees must present documentation to the Board office proving that he/she is covered under another health insurance plan. Eligible employees will then receive payment made in two installments; the December 31<sup>st</sup> and June 30<sup>th</sup> payroll period. Once an employee voluntarily waives any

insurance coverage(s), the employee may re-enroll during any plan open enrollment period or with proof of any life event which resulted in the loss of his/her health insurance.

- E. Employees hired after July 1<sup>st</sup> of any year who elect not to take insurance coverage(s), or employees who terminate employment prior to June 30<sup>th</sup>, shall have the payment prorated based on the length of time the teacher was employed in the District.
- F. The Board will create a Section 125 Plan to insure that all health benefits are not taxable for those employees that do not waive their health insurance coverage.
- G. The District will establish and provide at no expense to members the following Section 125 Plans:
  - 1. Premium Only Plan (POP)
  - 2. Medical flexible spending account
  - 3. Dependent care flexible spending account.

## **ARTICLE XIX**

### **MISCELLANEOUS PROVISIONS**

- A. Whenever any notice is required to be given to either of the parties of this Agreement to the other, pursuant to the provision(s) of this Agreement, either party shall do so by email to the following addresses:
  - 1. If by Association, to the Board.
  - 2. If by Board, to the Association President.

## **ARTICLE XX**

### **NON-CERTIFIED PERSONNEL SALARIES AND HOURS OF WORK**

- A. The salaries of non-certified employees covered by this agreement are set forth in Schedule "B", "C "D" and "E".
  - 1. The secretaries' hours of work shall be 8:30 AM to 4:00 PM at the Board Office and Charles Olbon, 8:15 AM to 3:45 PM at School 1/ECC, 7:45 AM to 3:15 PM at Beatrice Gilmore, and 8:00 AM to 3:30 PM at Memorial during the school year. Lunch will be one hour in duration. On the last work day before Thanksgiving, winter and spring breaks all secretaries will be released after student dismissal. All

secretaries will remain until the regular end of the school day on Fridays unless earlier leave is provided elsewhere in the contract.

2. During the summer recess, the secretaries shall work 8:00 AM to 1:00 PM, with no lunch, from July 1<sup>st</sup> through August 15<sup>th</sup>.

B.

1. Vacation for secretaries shall be determined by the time employed in the District as follows:

More Than	Less Than	Vacation Time.
1 Year	5 Years	12 Days
5 Years	8 Years	15 Days
8 Years	15 Years	17 Days
15 Years		22 Days

2. The secretaries shall be entitled to the following list of holidays:
  - Additional day for the Fourth of July as designated by the Superintendent
  - Fourth of July
  - Friday before Labor Day
  - Labor Day
  - Columbus Day
  - Election Day
  - NJEA Convention Days
  - Veteran's Day
  - Thanksgiving Day
  - Day after Thanksgiving Day
  - Winter Recess (Christmas Eve through New Year's Day)
  - Martin Luther King Day
  - Presidents' Days (2)
  - Good Friday
  - Spring Break
  - Memorial Day

C.

1. The daytime custodian's hours of work shall be from 7:00 AM to 4:00 PM with one hour for lunch. Any additional hours shall be paid at a rate of one and one half (1 1/2) times the hourly wage. If a non-certified employee elects, that person may receive compensatory time in lieu of salary for the additional time worked at the rate of one and one-half (1 1/2) times the overtime worked, provided such time does



not interfere with the regular operation of the schools. In the event an employee is called into work on an unscheduled workday, he shall be guaranteed at least three (3) hours of pay. All work performed on Sundays shall be paid at double time. Overtime will be offered according to the rotating overtime roster beginning with the most senior custodian in the district and continuing in a successive order until each custodian has the opportunity for overtime (i.e. if Custodian #1 declines the overtime and Custodian #2 accepts the overtime, the next overtime opportunity will be offered to Custodian #3). The overtime rotation schedule shall be provided to the Association upon request.

2. The full-time night custodians' hours of work shall be from 3:00 PM to 12:00 Midnight with one (1) hour for dinner. Beginning at 4:30 PM, night custodians shall be paid an additional 10% of their as salary as a night differential.
3. The hours of work for no more than four (4) 'Swingtime' custodians shall be from 9:00 AM to 4:30 PM with one hour for lunch. Periodically, these hours may change from 9:00 AM to 4:30 PM to 3:00 PM to 12:00 AM or any nine consecutive hours between those noted times. When this change does occur, an additional 10% of the custodian's base salary shall be paid for all times after 4:30PM as a night differential.
4. Any candidate either promoted to and/or hired to fill a Head Custodian Position shall be hired based on the Custodian's salary guide plus an additional 10% of said salary.

For example, a new hire would be hired at the salary set forth in step 1 of the Custodian's salary guide, plus 10% of said salary. A promotional candidate at step 7 of the Custodian's salary guide will be promoted to the Head Custodian position at his/her salary at the time of said promotion, plus 10% of his/her salary.

Any candidate either promoted to and/or hired to fill a Head Custodian position shall also receive an annual \$3,000.00 pensionable stipend.

Overtime shall be equally distributed by seniority within the District amongst the Head Custodian(s) when Head Custodians are called in off-hours. Seniority shall be calculated based on each employees' years of service in the district, excluding any periods of non-employment and/or unpaid leaves of absences not taken pursuant to any federal or state law(s).

5. On early dismissal days before a holiday break, night custodians may be permitted to voluntarily begin their nine hour shift after student dismissal.
6. During the summer recess, full-time custodians' hours shall be 6:30 AM to 1:30 PM with two (2) fifteen (15) minute breaks and no lunch. Overtime assignments per building will be offered according to the rotating overtime roster beginning with

the most senior custodian at each building. Over-time assignments may be multi-day.

7. If a State Travel Ban for non-essential employees is declared custodians will not be required to report to work.

D.

1. Vacation for custodians shall be determined by the time employed in the District as follows:

More Than	Less Than	Vacation Time
1 Year	5 Years	11 Days
5 Years	8 Years	14 Days
8 Years	15 Years	16 Days
15 Years		21 Days

2. The custodians shall be entitled to the following list of holidays:

- Fourth of July
- Friday before Labor Day
- Labor Day
- Columbus Day
- Election Day
- Veterans Day
- Thanksgiving Day
- Day after Thanksgiving
- Winter Recess (Christmas Eve through New Year's Day)
- Martin Luther King Day
- Presidents' Days (2)
- Good Friday
- Memorial Day

3. It is provided that the Superintendent of Schools, workload permitting, may at his/her sole discretion permit the custodians any days the week of Spring Break as a holiday. If any custodian is scheduled to work the week of Spring Break, they shall be permitted to work summer hours, as per the guidelines in this agreement (Article XXI, Section C-5).

- E. The Saturday and Sunday holidays, which are lost to twelve-month employees, are not to be lost but taken at a later date at the request of the individual.

- F. Secretaries and custodians shall be placed on separate seniority lists based upon the order in which they were hired. Seniority privileges shall be with those hired first and proceed with diminishing privileges.
- G. Custodians shall be provided tenure after four years and one day of continuous employment.
- H.
  - 1. Any custodian who receives a Black Seal License is entitled to a one-time only stipend of \$1,000.00.
- I.
  - 1. Teacher Aides' work hours and work year are when children are present for instruction.
  - 2. Aides may be required to attend Orientation Day and/or any in-service days and shall receive compensation payable at their hourly rates in return. Aides shall receive a minimum of 30 days' notice if they are required to attend Orientation Day and/or in-service days.

## **ARTICLE XXI**

### **SICK DAYS**

- A. Each twelve month employee shall be entitled to twelve paid accumulative sick days per year.
- B. Each ten-month employee shall be entitled to ten paid accumulative sick days per year.
- C. The provisions of N.J.S.A. 18A:30-1 to and including N.J.S.A. 18A:30-4 dealing with sick leave, credit for unused sick leave, accumulation of sick leave and requirement for a physician's certificate are incorporated in this Agreement and made a part hereof as though recited verbatim.
- D. Upon a certified retirement, any employee who had completed at least fifteen (15) contractual years in the Woodland Park School District shall be paid at the rate of one-half (1/2) day's pay for each accrued sick day up to a maximum of \$12,000.00.
- E. Any employee who has not used any sick day or personal leave in a given contract year, will be compensated with a \$100.00 U.S. Savings Bond.

## ARTICLE XXII

### REPRESENTATION FEE

- A. Payroll deduction schedule. The Board will deduct the union dues ("representation fee") in-equal installments, as nearly as possible, from the paychecks paid to each affiliated employee on the aforesaid list during the remainder of the membership year in question. The deductions will begin with the first paycheck paid:

1. 10 days after receipt of the aforesaid list by the Board, or
2. 30 days after the employee begins his or her employment in the bargaining unit position, unless the employee previously served in a bargaining unit position and continued in the employ of the Board in a non-bargaining unit position or was on Lay-off, in which event the deductions will begin within the first paycheck paid 10 days after resumption of the employee's employment in a bargaining unit position, whichever is later.

- B. Termination of Contract

If an employee who is required to pay a representation fee terminates his or her employment with the Board before the Association has received the full amount of the representation fee to which it is entitled under this Article, the Board will deduct the unpaid portion of the fee from the last paycheck paid to said employee during the membership year in question.

- C. Mechanics

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

- D. Change

The Association will notify the Board in writing of any changes in the list provided for in Paragraph A above and/or the amount of the representation fee, and such changes will be reflected in any deductions made more than 10 days after the Board received said notice.

- E. New Employees

On or about the last day of each month, beginning with, the month of this Agreement becomes effective, the Board will submit to the Association, a list of all employees who began their employment in a bargaining unit position during the preceding 30 day period. The list will include names, job titles, home address, work telephone numbers, work email address on file and dates of employment for all such employees.

## ARTICLE XXIII

### DURATION OF AGREEMENT

- A. This Agreement shall be effective as of July 1, 2023 and shall continue in effect until June 30, 2028.
- B. IN WITNESS THEREOF, the parties hereto have caused this Agreement to be signed by their respective presidents, attested by their respective secretaries, and their corporate seals to be placed hereon, all on the day and year first above written.

### WOODLAND PARK EDUCATION ASSOCIATION

By: Karen Curcio 10-16-2023  
WPEA Co-President Date

By: Charlene 10/16/23  
WPEA Co-President Date

By: McCluskey 10/16/23  
WPEA Negotiations Chairperson Date

### WOODLAND PARK BOARD OF EDUCATION

By: Carol Lee 10/16/23  
Vice President Date

By: Balzan 10/16/2023  
Secretary Date

## **SCHEDULE A**

### **TEACHER SALARIES**

Effective July 1, 2019, full-time teachers who have completed fifteen successive years of full-time employment by the Board shall thereafter be entitled annually to a longevity stipend of \$1,500.00 in addition to their regular salary. Effective July 1, 2019, full-time teachers who have completed twenty successive years of full-time employment by the Board shall thereafter be entitled to an additional longevity stipend of \$1,000.00 in addition to their regular salary and other longevity payments. Effective July 1, 2019, full-time teachers who have completed twenty-five successive years of full-time employment by the Board shall thereafter be entitled to an additional longevity stipend of \$500.00 in addition to their regular salary and other longevity payments. The same stipend shall also be paid to all other employees who meet the same eligibility criteria. An approved leave of absence shall not be deemed an interruption in employment payment of this longevity period. This longevity stipend shall be prorated if eligibility arises during the school year. Teaching Vice-Principals receive \$1,500.00 in addition to their regular salary on the Teacher's Salary Guide. New Full-time employees to the District hired on or after July 1, 2017 shall be subject to the following longevity scale after completing successive years of full-time employment by the Board: After 18 years: \$1,000.00 in addition to their regular salary; After 22 years: \$1,200.00 in addition to their regular salary and other longevity payments.

Effective July 1, 2025, all existing longevity stipend levels will be increased by \$300. The longevity stipend payments will otherwise remain payable in conformance with current practice, with the same length of service required for each 'level' of longevity stipend in the same manner as was provided under the parties' prior CNA. As a result, the longevity stipend payouts beginning on July 1, 2025 will be:

- Full-time employees hired prior to July 1, 2017, who have completed fifteen (15) successive years of full-time employment by the Board shall thereafter be entitled annually to a longevity stipend of \$1,800 in addition to their regular salary.
- Full-time employees hired prior to July 1, 2017, who have completed twenty (20) successive years of full-time employment by the Board shall thereafter be entitled annually to a longevity stipend of \$3,100 in addition to their regular salary.
- Full-time employees hired prior to July 1, 2017, who have completed twenty-five (25) successive years of full-time employment by the Board shall thereafter be entitled annually to a longevity stipend of \$3,900 in addition to their regular salary.
- Full-time employees hired on or after July 1, 2017, who have completed eighteen (18) successive years of full-time employment by the Board shall thereafter be entitled annually to a longevity stipend of \$1,300 in addition to their regular salary.
- Full-time employees hired on or after July 1, 2017, who have completed twenty-two (22) successive years of full-time employment by the Board shall thereafter be entitled annually to a longevity stipend of \$2,800 in addition to their regular salary.

**YEAR 1  
2023-24  
Salary Guide**

<u>Step</u>	<u>BA/BS</u>	<u>BA+30/MA</u>	<u>MA+30</u>	<u>PhD/EdD</u>
1	59,385	65,835	70,385	74,385
2	59,885	66,335	70,885	74,885
3	60,385	66,835	71,385	75,385
4	60,885	67,335	71,885	75,885
5	61,385	67,835	72,385	76,385
6	62,835	69,285	73,835	77,835
7	66,025	72,475	77,025	81,025
8	69,615	76,065	80,615	84,615
9	73,305	79,755	84,305	88,305
10-11	77,095	83,545	88,095	92,095
12-13	80,985	87,435	91,985	95,985
14	84,975	91,425	95,975	99,975

**YEAR 2  
2024-25  
Salary Guide**

<u>Step</u>	<u>BA/BS</u>	<u>BA+30/MA</u>	<u>MA+30</u>	<u>PhD/EdD</u>
1	60,560	67,010	71,560	75,560
2	61,060	67,510	72,060	76,060
3	61,560	68,010	72,560	76,560
4	62,060	68,510	73,060	77,060
5	62,560	69,010	73,560	77,560
6	64,010	70,460	75,010	79,010
7	67,200	73,650	78,200	82,200
8	70,910	77,360	81,910	85,910
9	74,720	81,170	85,720	89,720
10	78,630	85,080	89,630	93,630
11-12	82,640	89,090	93,640	97,640
13	86,750	93,200	97,750	101,750

**YEAR 3**  
**2025-26**  
**Salary Guide**

<u>Step</u>	<u>BA/BS</u>	<u>BA+30/MA</u>	<u>MA+30</u>	<u>PhD/EdD</u>
1	62,805	69,255	73,805	77,805
2	63,305	69,755	74,305	78,305
3	63,805	70,255	74,805	78,805
4	64,305	70,755	75,305	79,305
5	64,805	71,255	75,805	79,805
6	66,255	72,705	77,255	81,255
7	69,445	75,895	80,445	84,445
8	72,945	79,395	83,945	87,945
9	76,545	82,995	87,545	91,545
10	80,245	86,695	91,245	95,245
11	84,045	90,495	95,045	99,045
12	87,845	94,295	98,845	102,845

**YEAR 4**  
**2026-27**  
**Salary Guide**

<u>Step</u>	<u>BA/BS</u>	<u>BA+30/MA</u>	<u>MA+30</u>	<u>PhD/EdD</u>
1	64,445	70,895	75,445	79,445
2	64,945	71,395	75,945	79,945
3	65,445	71,895	76,445	80,445
4	65,945	72,395	76,945	80,945
5	66,445	72,895	77,445	81,445
6	67,895	74,345	78,895	82,895
7	71,085	77,535	82,085	86,085
8	74,585	81,035	85,585	89,585
9	78,185	84,635	89,185	93,185
10	81,885	88,335	92,885	96,885
11	85,685	92,135	96,685	100,685
12	89,485	95,935	100,485	104,485



**YEAR 5  
2027-28  
Salary Guide**

<u>Step</u>	<u>BA/BS</u>	<u>BA+30/MA</u>	<u>MA+30</u>	<u>PhD/EdD</u>
1	65,900	72,350	76,900	80,900
2	66,400	72,850	77,400	81,400
3	66,900	73,350	77,900	81,900
4	67,400	73,850	78,400	82,400
5	67,900	74,350	78,900	82,900
6	69,350	75,800	80,350	84,350
7	72,540	78,990	83,540	87,540
8	76,040	82,490	87,040	91,040
9	79,640	86,090	90,640	94,640
10	83,340	89,790	94,340	98,340
11	87,140	93,590	98,140	102,140
12	90,940	97,390	101,940	105,940

**SCHEDULE B****SECRETARY SALARIES**

<u>Step</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>
1	52,290	53,745	55,470	57,100	58,700
2	53,290	54,745	56,470	58,175	59,820
3	54,290	55,745	57,470	59,250	60,940
4	55,290	56,745	58,470	60,325	62,060
5	56,590	58,045	59,770	61,400	63,180
6	57,890	59,345	61,070	62,700	64,300
7	59,190	60,645	62,370	64,000	65,600
8	60,780	62,235	63,960	65,590	67,190
9	62,380	63,835	65,560	67,190	68,790

**SCHEDULE C****CUSTODIAN SALARIES**

<u>Step</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>
1	48,170	49,010	49,765	50,725	51,985
2	49,170	50,010	50,895	51,925	53,285
3	50,170	51,010	52,025	53,125	54,585
4	51,570	52,410	53,155	54,325	55,885
5	52,970	53,810	54,555	55,525	57,185
6	54,870	55,710	56,455	57,425	58,485
7	56,770	57,610	58,355	59,325	60,385
8	58,670	59,510	60,255	61,225	62,285
9	60,620	61,460	62,205	63,175	64,235
10	62,620	63,460	64,205	65,175	66,235

**SCHEDULE D****FULL-TIME AIDES SALARIES**

<u>Step</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>
1	33,874	35,123	36,415	37,695	38,979
2	34,774	36,023	37,315	38,595	39,879
3	35,674	36,923	38,215	39,495	40,779

**SCHEDULE E**

**PART-TIME SALARIES**

	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>
Nurse	40.46	41.88	43.35	44.80	46.26
Teacher	39.43	40.81	42.24	43.66	45.08
Secretary	30.09	31.14	32.23	33.31	34.39
Custodian	28.01	28.99	30.00	31.01	32.02
Teacher Aide	25.94	26.85	27.79	28.72	29.65
Lunch Aide	18.68	19.33	20.01	20.68	21.35

## STIPENDS

Effective July 1, 2023, the parties agree to the following annual stipends for the remainder of this contract:

ANIMAL CLUB	\$620
BREAKFAST SUPERVISOR (Min. of 1 per school)	\$1,000
SCIENCE FAIR	\$620
YEARBOOK (4 positions, 1 per school)	\$500
PLAY DIRECTOR	\$3,375
ASST. PLAY DIRECTOR	\$1,125
MUSICAL PLAY DIRECTOR	\$1,125
HEALTH CLUB	\$620
NURSE RESPONSIBLE FOR OVERNIGHT TRIPS	\$300 per night plus expenses
STUDENT GOVERNMENT COORDINATOR	\$500
SCHOOL NEWSPAPER	\$650
BUS SUPERVISOR	\$1,750
MORNING DUTY (Min. of 1 per school)	\$1,750
JR. HONOR SOCIETY	\$900
YOUTH MONTH COORDINATOR	\$340
CST MILEAGE (IN/OUT OF DISTRICT)	OMB Rate; payable 2x/yr.
ESY TEACHER AND NURSE	Per-hour at the hourly rates set in Art. VII, Par. D of this CAN
CST/NURSE SUMMER HOURS AS APPROVED BY SUPERINTENDENT	Per-hour at the hourly rates set in Art. VII, Par. D of this CNA.
HOME INSTRUCTION TEACHER	Per-hour at the hourly rates set in Art. VII, Par. D of this CNA.
ACADEMIC SUPPORT TEACHER	Per-hour at the hourly rates set in Art. VII, Par. D of this CNA.
HOUSE LEADERS FOR MEMORIAL SCHOOL (4 total positions)	Per-hour at the hourly rates set in Art. VII, Par. D of this CNA.
B.G. INFLUENCERS (3 total positions)	\$340

B.G. PM SUPERVISOR	\$1,750
MUSTANG ACADEMY/BEARS DEN:	Per-hour at the hourly rates set in Art. VII, Par. D of this CNA.
EVENING MUSIC CONCERTS	\$500/concert held outside of contractual hours.
ART SHOW	\$500/show
SPELLING BEE	\$250

Stipends for activities do not preclude granting of release time at the sole discretion of the Superintendent of Schools

**SIDEBAR TO THE AGREEMENT BETWEEN  
THE BOARD OF EDUCATION OF THE BOROUGH OF WOODLAND PARK AND  
WOODLAND PARK EDUCATION ASSOCIATION**

WHEREAS, the Board of Education of the Borough of Woodland Park ("Board") and the Woodland Park Education Association ("WPEA") (the Board and the WPEA are hereinafter collectively referred to as the "Parties") are bound by the terms and conditions of a collective bargaining agreement effective July 1, 2023 through June 30, 2028 (the "Agreement"); and

WHEREAS, the need for substitute coverage for breakfast duty, morning duties, and bus duty periodically requires that members of the WPEA to provide supervision of students, in the absence and/or unavailability of staff; and

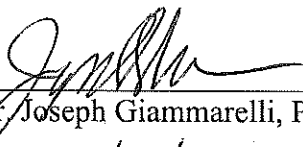
WHEREAS, the Parties have discussed the periodic need for WPEA members to provide substitute coverage for breakfast duty, morning duties, and bus duty and have agreed on the amount of stipends that the Board is to pay members of the WPEA if/when they are needed to provide the aforementioned substitute coverage; and

WHEREAS, the Parties agree that this Agreement only has a prospective impact and shall not have any retroactive impact;

NOW, THEREFORE, BE IT RESOLVED that on this 12<sup>th</sup> day of FEBRUARY 2024, the Parties hereto agree as follows:

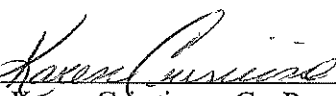
1. The Parties agree that the WPEA members who voluntarily provide essential substitute coverage for breakfast duty, morning duties, and bus duty shall be paid a stipend of twenty dollars (\$20.00) per half hour/thirty (30) minutes of substitute coverage worked.
2. This Agreement contains the entire Agreement and understanding between the Parties.
3. The Parties have entered into this Agreement freely and voluntarily.
4. This Agreement is subject to and contingent upon formal Board approval.

Woodland Park Board of Education

By:   
Dr. Joseph Giammarelli, President

Dated: 2/12/2024

Woodland Park Education Association

By:   
Karen Criscione, Co-President

Dated: 2/12/24

  
Teresa Carbonelli, Co-President

Dated: 2/12/24