

4-1036

6

AGREEMENT
BETWEEN
WILLINGBORO TOWNSHIP BOARD OF EDUCATION
AND
WILLINGBORO EDUCATIONAL ADMINISTRATORS' ASSOCIATION
FOR
JULY 1, 1984
X to
JUNE 30, 1987

SARBOUR & COSTA, P. A.
ATTORNEYS AT LAW
10 N. CHESTNUT &
MAIN STREET
P. O. BOX 345
MAPLE SHADE, N. J. 08052

INDEX

PAGE

| | |
|--|--|
| PREAMBLE | |
| ARTICLE I - STATEMENT OF ASSOCIATION - BOARD OF EDUCATION RELATIONSHIP | |
| ARTICLE II - UNIT MEMBER'S RIGHTS | |
| ARTICLE III - ASSOCIATION RIGHTS AND PRIVILEGES | |
| ARTICLE IV - WORKING HOURS | |
| ARTICLE V - VACATION | |
| ARTICLE VI - PROMOTIONS | |
| ARTICLE VII - TRANSFER POLICY | |
| ARTICLE VIII - LEAVE AND ABSENCE | |
| ARTICLE IX - PERSONNEL FILES | |
| ARTICLE X - GRIEVANCE PROCEDURES | |
| ARTICLE XI - SALARIES | |
| ARTICLE XII - HEALTH INSURANCE | |
| ARTICLE XIII - SCHOOL CALENDAR | |
| ARTICLE XIV - ADMINISTRATOR'S STUDY COMMITTEE | |
| ARTICLE XV - MISCELLANEOUS PROVISIONS | |
| ARTICLE XVI - MODIFICATION OF AGREEMENT AND NEGOTIATIONS OF SUCCESSOR AGREEMENT ... | |
| ARTICLE XVII - DURATION | |
| SALARY GUIDES | |

SARBOUR & COSTA, P. A.

ATTORNEYS AT LAW

10 N. CHESTNUT &

MAIN STREET

P. O. BOX 343

MAPLE SHADE, N. J. 08053

PREAMBLE

In order to comply with and effectuate the provisions of existing law in the State of New Jersey, THIS AGREEMENT IS MADE AND EXECUTED on _____, 1986 by and between WILLINGBORO TOWNSHIP BOARD OF EDUCATION, hereinafter referred to as the "Board", and the WILLINGBORO EDUCATIONAL ADMINISTRATORS ASSOCIATION, hereinafter referred to as the "Association".

BARBOUR & COSTA, P. A.

ATTORNEYS AT LAW

10 N. CHESTNUT &

MAIN STREET

P. O. BOX 346

MAPLE SHADE, N. J. 08055

ARTICLE I

STATEMENT OF ASSOCIATION-BOARD OF EDUCATION RELATIONSHIP

A: Recognizing that providing a high quality education for children of Willingboro is the paramount aim of this school district, and that good morale in the district is necessary for the best education of the children.

We do hereby declare that:

1. The Board, under law, has the final responsibility of establishing policies for the district.

2. The Superintendent and the Superintendent's staff have the responsibility of carrying out the policies established.

B. PRINCIPLES:

1. Objectives:

a. Attainment of the objectives of the educational program conducted in the schools of the district requires mutual understanding and cooperation among the Board, the Superintendent, the professional personnel, the other personnel, the student body, and the citizens of the community. To this end, free and open exchange of views is desirable, proper and necessary.

b. This Agreement is negotiated in order to establish for its term the salaries and other conditions of employment of all members of the unit, those being all principals, vice-principals, assistant principals, pupil personnel services supervisors, coordinator of basic skills, coordinator of the alternate school and director of vocational education.

BARBOUR & COSTA, P. A.
ATTORNEYS AT LAW
10 N. CHESTNUT S.
MAIN STREET
P. O. BOX 348
MAPLE SHADE, N. J. 08052

3. Leave may be granted for travel, further studies, writing and/or research in pursuance of professional growth.

4. Seniority shall be the determining factor for awarding leaves of absence.

H. All unit employees on leave of absence intending to return to active employment shall notify the Superintendent or the designated Administrator in writing, of said intention no later than April 15 of the prior school year. Said notification shall specify the return date requested. Failure to comply with this paragraph shall constitute a waiver of all rights of return.

I. Retirement Pay Plan

a. Employees who retire from the District or who die while in the active employ of the District shall be entitled to a retirement pay to be calculated as follows:

1. Payment shall be at the rate of \$30.00 per unused, in-district, accumulated sick leave day if retirement is during the 1984-85, 1985-86 or 1986-87 school year.
2. Such payment shall only be for sick leave days accumulated while the individual is in the active employ of the District and shall not include sick days, if any, which an individual is credited with upon beginning employment in the District.
3. If an employee is credited with sick leave upon employment in the District, annual sick

leave and in-district sick leave shall be utilized prior to such credited sick leave for sickness during said individuals employment.

4. Payment shall be to the retiree or his/her estate, whichever is applicable.

b. Retirement is defined as the term is used by the Teachers Pension and Annuity Fund, and does not mean the mere termination of employment with the District.

ARTICLE IX

PERSONNEL FILES

A. Official files shall be maintained in accordance with the following procedures:

1. The Superintendent shall place in the file, information of a positive nature received from and signed by responsible sources indicating special competencies, achievements, performance or contributions of an academic, professional or civil nature. All other material received from and signed by responsible sources concerning a unit member's conduct, service or character will likewise be placed in the file.

2. The unit members shall be given the opportunity to review the contents of their individual file once during the year by request of said member.

Pre-employment records are to be kept in a separate folder and exempt from review by unit member.

ARTICLE XI

SALARIES

A. Except as provided in Paragraph E of this Article, the compensation for all unit members holding appropriate certification issued by the New Jersey Department of Education for the school years July 1, 1984 to June 30, 1985; July 1, 1985 to June 30, 1986, and July 1, 1986 to June 30, 1987, respectively, shall be fixed and determined by the applicable salary guide attached as a schedule to this contract.

B. The parties have negotiated new salary guides which are applicable starting with the July 1, 1984 contract and which are attached hereto. The parties have reviewed the placement of all existing unit members on the salary guides attached hereto and mutually agree that those placements are correct. For all existing unit members, the future advancement on the attached salary guides shall be governed by the agreed upon placement thereon under the current contract. For all other unit members, initial placement and future movement on those salary guides shall be governed by Paragraph E of this Article. The salary guides attached hereto, together with initial placement and advancement thereon are intended by the parties to be independent of all other unit contracts which have existed, currently exist or may exist in the future in the district.

C. Except as provided in Paragraph E of this Article, all unit members will be granted a longevity service increment based upon continuous employment in the Willingboro Public School System. The Administrative longevity service increment shall be in the sum of \$100, which sum shall accrue at the

issuance of the fourth, seventh, tenth, thirteenth and sixteenth consecutive contracts or letter of intent.

D. The compensation for unit members computed as set forth above shall be payable retroactively as if in effect on July 1, 1984 except that in the case of unit members employed subsequently thereto, said compensation shall be payable retroactively to the date of employment.

E. The initial placement on the salary guide of any unit member hired in a unit position after July 1, 1982 can be negotiated by the Board with the unit member. The Association shall receive written notice from the Board of such initial placement if it is so negotiated. Initial placement shall govern advancement on the guide.

ARTICLE XII

HEALTH INSURANCE

A. During the period hereinafter set forth, the Board shall pay the full cost of a health insurance program for the personnel in the unit, which program shall include Blue Cross Plan 365, Blue Shield Prevailing Fee Plan, and Rider J.

The major medical coverage shall contain those features set forth on the plan summary attached hereto as Schedule B, except that the Board shall retain the right to place said coverage with the carrier whom it selects.

Starting with 1982-83, Rider J shall be extended to provide diagnostic and pathology laboratory work to a combined total of Four hundred (\$400) Dollars per year.

B. The aforesaid insurance program shall extend to the employee and the employee's immediate family. The same shall be effective from July 1, 1984 to June 30, 1987.

C. The Blue Cross, Blue Shield and Rider J portions of the health insurance program shall be placed with the Hospital Service Plan of New Jersey and the major medical coverage shall be placed with the carrier selected by the Board.

D. The Board agrees that with respect to each unit member who remains in the employ of the Board for the full school year, it will make the necessary arrangements with respect to the payment of insurance premiums to provide continuing health insurance coverage for the full twelve month period commencing September 1st and ending August 31st so as to assure uninterrupted participation and coverage for unit members electing to participate in the plan.

E. The Board shall provide a maximum of one hundred and ten (\$110) dollars per unit employee for each of the 1984-85 and 1985-86 school years for the purpose of purchasing employee only dental insurance coverage. For the 1986-87 contract years, the Board shall provide a maximum of one hundred and twenty-five (\$125) dollars per unit employee receiving employee only dental insurance coverage and a maximum of two hundred thirty-five (\$235) dollars per unit employee receiving family dental insurance. The Association shall provide input as to the type and extent of the decision. Under no circumstances shall the cost of the Board exceed the maximum one hundred and ten (\$110) dollars per unit employee for each of the 1984-85 and 1985-86 years of coverage.

Under no circumstances shall the cost to the Board for 1986-87 years of coverage exceed the maximum amount of one hundred twenty-five (\$125) dollars for each unit member receiving employee only coverage or two hundred thirty-five (\$235) dollars for each unit member entitled to and receiving family coverage. The parties direct any arbitrator or anyone else reviewing this contract to apply and abide by the maximums of \$110 per unit employee for each of the 1984-85 and 1985-86 years, \$125 per unit employee per year receiving employee only coverage in 1986-87, and \$235 per unit employee per year entitled to and receiving family coverage in 1986-87.

F. The co-payment provision commencing with September 1, 1982 shall be increased to one dollar (\$1.00) per prescription. The applicable schedule is likewise to be modified.

G. No unit member who is employed for seventeen (17) hours or less per week shall receive any fringe benefits other than the prescription plan under this contract or Board policy.

H. For those unit members whose spouses are employed in the district, the Board shall provide a maximum of one family insurance coverage per family unit, provided that should the

BARBOUR & COSTA, P. A.

ATTORNEYS AT LAW

10 N. CHESTNUT &

MAIN STREET

P. O. BOX 348

MAPLE SHADE, N. J. 08052

D. The Board shall reimburse unit members for the reasonable cost of any clothing or other personal property damaged or destroyed as a result of an assault suffered by a unit member while the unit member was acting in the discharge of his or her duties within the scope of their employment.

E. The parties agree that each unit member shall obtain a black seal license.

ARTICLE XVI

MODIFICATION OF AGREEMENT AND NEGOTIATION OF SUCCESSOR

AGREEMENT

A. This document shall not be altered, modified or extended except by subsequent agreement in writing signed by the parties hereto through their official representatives.

B. The Association and the Board agree that either party shall have the right to initiate negotiations for a successor agreement by notifying the other in writing of its desire to do so on or before December 15, 1986.

ARTICLE XVII

DURATION

The provisions of this Agreement shall be effective as of July 1, 1984, and shall extend through June 30, 1987.

WILLINGBORO BOARD OF EDUCATION

Attest:

Secretary

BY:

Hon. Joseph Oliver, President

WILLINGBORO EDUCATIONAL
ADMINISTRATORS' ASSOCIATION

Attest:

Secretary

BY:

George Carlin, President

Dated: _____

YEAR
Principal

Senior High School
Principal

| | | |
|-------------|---------|------|
| Prepared By | Initial | Date |
| Approved By | | |

| 1983-2000 | | | | | | | | | | 1984-2000 | | | | | | | | | |
|-----------|-------|-------|-------|-------|-------|-------|-------|-------|----|-----------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA | WA |
| 25113 | 27119 | 27804 | 25119 | 27059 | 27717 | 24914 | 24943 | 27614 | | 24700 | 24601 | 24700 | 24601 | 24700 | 24601 | 24700 | 24601 | 24700 | 24601 |
| 24773 | 28456 | 29264 | 26576 | 28391 | 29194 | 26374 | 26912 | 27098 | | 24160 | 24160 | 24160 | 24160 | 24160 | 24160 | 24160 | 24160 | 24160 | 24160 |
| 28234 | 30137 | 30730 | 28112 | 30004 | 30750 | 27907 | 29065 | 30054 | | 27673 | 27673 | 27673 | 27673 | 27673 | 27673 | 27673 | 27673 | 27673 | 27673 |
| 29150 | 31404 | 32035 | 29696 | 31044 | 32309 | 29516 | 31198 | 32284 | | 29302 | 29302 | 29302 | 29302 | 29302 | 29302 | 29302 | 29302 | 29302 | 29302 |
| 30453 | 32356 | 32984 | 31077 | 32024 | 32441 | 31178 | 32226 | 33224 | | 30984 | 30984 | 30984 | 30984 | 30984 | 30984 | 30984 | 30984 | 30984 | 30984 |
| 31404 | 33305 | 33937 | 31874 | 32924 | 33425 | 32576 | 33673 | 34723 | | 31687 | 31687 | 31687 | 31687 | 31687 | 31687 | 31687 | 31687 | 31687 | 31687 |
| 32475 | 34361 | 35013 | 32974 | 34024 | 34525 | 33675 | 34773 | 35823 | | 32687 | 32687 | 32687 | 32687 | 32687 | 32687 | 32687 | 32687 | 32687 | 32687 |
| 33427 | 35324 | 35967 | 34019 | 35074 | 35575 | 34723 | 35823 | 36873 | | 33687 | 33687 | 33687 | 33687 | 33687 | 33687 | 33687 | 33687 | 33687 | 33687 |
| 34483 | 36391 | 37034 | 35076 | 36124 | 36625 | 35773 | 36873 | 37923 | | 34687 | 34687 | 34687 | 34687 | 34687 | 34687 | 34687 | 34687 | 34687 | 34687 |
| 35424 | 37455 | 38100 | 36124 | 37174 | 37675 | 36823 | 37923 | 38973 | | 35687 | 35687 | 35687 | 35687 | 35687 | 35687 | 35687 | 35687 | 35687 | 35687 |
| 36424 | 38524 | 39175 | 37174 | 38224 | 38725 | 37873 | 38973 | 39973 | | 36687 | 36687 | 36687 | 36687 | 36687 | 36687 | 36687 | 36687 | 36687 | 36687 |
| 37424 | 39591 | 40242 | 38224 | 39274 | 39775 | 38923 | 39973 | 40973 | | 37687 | 37687 | 37687 | 37687 | 37687 | 37687 | 37687 | 37687 | 37687 | 37687 |
| 38424 | 40655 | 41306 | 39274 | 40324 | 40825 | 39973 | 40973 | 41973 | | 38687 | 38687 | 38687 | 38687 | 38687 | 38687 | 38687 | 38687 | 38687 | 38687 |
| 39424 | 41724 | 42375 | 40324 | 41374 | 41875 | 40523 | 41573 | 42573 | | 39687 | 39687 | 39687 | 39687 | 39687 | 39687 | 39687 | 39687 | 39687 | 39687 |
| 40424 | 42791 | 43442 | 41374 | 42424 | 42925 | 41573 | 42573 | 43573 | | 40687 | 40687 | 40687 | 40687 | 40687 | 40687 | 40687 | 40687 | 40687 | 40687 |
| 41424 | 43855 | 44506 | 42424 | 43474 | 43975 | 42723 | 43773 | 44773 | | 41687 | 41687 | 41687 | 41687 | 41687 | 41687 | 41687 | 41687 | 41687 | 41687 |
| 42424 | 44924 | 45575 | 43474 | 44524 | 45025 | 43773 | 44773 | 45773 | | 42687 | 42687 | 42687 | 42687 | 42687 | 42687 | 42687 | 42687 | 42687 | 42687 |
| 43424 | 45991 | 46642 | 44524 | 45574 | 46075 | 44773 | 45773 | 46773 | | 43687 | 43687 | 43687 | 43687 | 43687 | 43687 | 43687 | 43687 | 43687 | 43687 |
| 44424 | 47055 | 47706 | 45574 | 46624 | 47125 | 45773 | 46773 | 47773 | | 44687 | 44687 | 44687 | 44687 | 44687 | 44687 | 44687 | 44687 | 44687 | 44687 |
| 45424 | 48124 | 48775 | 46624 | 47674 | 48175 | 46773 | 47773 | 48773 | | 45687 | 45687 | 45687 | 45687 | 45687 | 45687 | 45687 | 45687 | 45687 | 45687 |
| 46424 | 49191 | 49842 | 47674 | 48724 | 49225 | 47773 | 48773 | 49773 | | 46687 | 46687 | 46687 | 46687 | 46687 | 46687 | 46687 | 46687 | 46687 | 46687 |
| 47424 | 50255 | 50906 | 48724 | 49774 | 50275 | 48773 | 49773 | 50773 | | 47687 | 47687 | 47687 | 47687 | 47687 | 47687 | 47687 | 47687 | 47687 | 47687 |
| 48424 | 51324 | 51975 | 49774 | 50824 | 51325 | 49773 | 50773 | 51773 | | 48687 | 48687 | 48687 | 48687 | 48687 | 48687 | 48687 | 48687 | 48687 | 48687 |
| 49424 | 52391 | 53042 | 50824 | 51874 | 52375 | 50773 | 51773 | 52773 | | 49687 | 49687 | 49687 | 49687 | 49687 | 49687 | 49687 | 49687 | 49687 | 49687 |
| 50424 | 53455 | 54106 | 51874 | 52924 | 53425 | 51773 | 52773 | 53773 | | 50687 | 50687 | 50687 | 50687 | 50687 | 50687 | 50687 | 50687 | 50687 | 50687 |
| 51424 | 54524 | 55175 | 52924 | 53974 | 54475 | 52773 | 53773 | 54773 | | 51687 | 51687 | 51687 | 51687 | 51687 | 51687 | 51687 | 51687 | 51687 | 51687 |
| 52424 | 55591 | 56242 | 53974 | 55024 | 55525 | 53773 | 54773 | 55773 | | 52687 | 52687 | 52687 | 52687 | 52687 | 52687 | 52687 | 52687 | 52687 | 52687 |
| 53424 | 56655 | 57306 | 55024 | 56074 | 56575 | 54773 | 55773 | 56773 | | 53687 | 53687 | 53687 | 53687 | 53687 | 53687 | 53687 | 53687 | 53687 | 53687 |
| 54424 | 57724 | 58375 | 56074 | 57124 | 57625 | 55773 | 56773 | 57773 | | 54687 | 54687 | 54687 | 54687 | 54687 | 54687 | 54687 | 54687 | 54687 | 54687 |
| 55424 | 58791 | 59442 | 57124 | 58174 | 58675 | 56773 | 57773 | 58773 | | 55687 | 55687 | 55687 | 55687 | 55687 | 55687 | 55687 | 55687 | 55687 | 55687 |
| 56424 | 59855 | 60506 | 58174 | 59224 | 59725 | 57773 | 58773 | 59773 | | 56687 | 56687 | 56687 | 56687 | 56687 | 56687 | 56687 | 56687 | 56687 | 56687 |
| 57424 | 60924 | 61575 | 59224 | 60274 | 60775 | 58773 | 59773 | 60773 | | 57687 | 57687 | 57687 | 57687 | 57687 | 57687 | 57687 | 57687 | 57687 | 57687 |
| 58424 | 61991 | 62642 | 60274 | 61324 | 61825 | 59773 | 60773 | 61773 | | 58687 | 58687 | 58687 | 58687 | 58687 | 58687 | 58687 | 58687 | 58687 | 58687 |
| 59424 | 63055 | 63706 | 61324 | 62374 | 62875 | 60773 | 61773 | 62773 | | 59687 | 59687 | 59687 | 59687 | 59687 | 59687 | 59687 | 59687 | 59687 | 59687 |
| 60424 | 64124 | 64775 | 62374 | 63424 | 63925 | 61773 | 62773 | 63773 | | 60687 | 60687 | 60687 | 60687 | 60687 | 60687 | 60687 | 60687 | 60687 | 60687 |
| 61424 | 65191 | 65842 | 63424 | 64474 | 64975 | 62773 | 63773 | 64773 | | 61687 | 61687 | 61687 | 61687 | 61687 | 61687 | 61687 | 61687 | 61687 | 61687 |
| 62424 | 66255 | 66906 | 64474 | 65524 | 66025 | 63773 | 64773 | 65773 | | 62687 | 62687 | 62687 | 62687 | 62687 | 62687 | 62687 | 62687 | 62687 | 62687 |
| 63424 | 67324 | 67975 | 65524 | 66574 | 67075 | 64773 | 65773 | 66773 | | 63687 | 63687 | 63687 | 63687 | 63687 | 63687 | 63687 | 63687 | 63687 | 63687 |
| 64424 | 68391 | 69042 | 66574 | 67624 | 68125 | 65773 | 66773 | 67773 | | 64687 | 64687 | 64687 | 64687 | 64687 | 64687 | 64687 | 64687 | 64687 | 64687 |
| 65424 | 69455 | 70106 | 67624 | 68674 | 69175 | 66773 | 67773 | 68773 | | 65687 | 65687 | 65687 | 65687 | 65687 | 65687 | 65687 | 65687 | 65687 | 65687 |
| 66424 | 70524 | 71175 | 68674 | 69724 | 70225 | 67773 | 68773 | 69773 | | 66687 | 66687 | 66687 | 66687 | 66687 | 66687 | 66687 | 66687 | 66687 | 66687 |
| 67424 | 71591 | 72242 | 69724 | 70774 | 71275 | 68773 | 69773 | 70773 | | 67687 | 67687 | 67687 | 67687 | 67687 | 67687 | 67687 | 67687 | 67687 | 67687 |
| 68424 | 72655 | 73306 | 70774 | 71824 | 72325 | 69773 | 70773 | 71773 | | 68687 | 68687 | 68687 | 68687 | 68687 | 68687 | 68687 | 68687 | 68687 | 68687 |
| 69424 | 73724 | 74375 | 71824 | 72874 | 73375 | 70773 | 71773 | 72773 | | 69687 | 69687 | 69687 | 69687 | 69687 | 69687 | 69687 | 69687 | 69687 | 69687 |
| 70424 | 74791 | 75442 | 72874 | 73924 | 74425 | 71773 | 72773 | 73773 | | 70687 | 70687 | 70687 | 70687 | 70687 | 70687 | 70687 | 70687 | 70687 | 70687 |
| 71424 | 75855 | 76506 | 73924 | 74974 | 75475 | 72773 | 73773 | 74773 | | 71687 | 71687 | 71687 | 71687 | 71687 | 71687 | 71687 | 71687 | 71687 | 71687 |
| 72424 | 76924 | 77575 | 74974 | 76024 | 76525 | 73773 | 74773 | 75773 | | 72687 | 72687 | 72687 | 72687 | 72687 | 72687 | 72687 | 72687 | 72687 | 72687 |
| 73424 | 77991 | 78642 | 76024 | 77074 | 77575 | 74773 | 75773 | 76773 | | 73687 | 73687 | 73687 | 73687 | 73687 | 73687 | 73687 | 73687 | 73687 | 73687 |
| 74424 | 79055 | 79706 | 77074 | 78124 | 78625 | 75773 | 76773 | 77773 | | 74687 | 74687 | 74687 | 74687 | 74687 | 74687 | 74687 | 74687 | 74687 | 74687 |
| 75424 | 80124 | 80775 | 78124 | 79174 | 79675 | 76773 | 77773 | 78773 | | 75687 | 75687 | 75687 | 75687 | 75687 | 75687 | 75687 | 75687 | 75687 | 75687 |
| 76424 | 81191 | 81842 | 79174 | 80224 | 80725 | 77773 | 78773 | 79773 | | 76687 | 76687 | 76687 | 76687 | 76687 | 76687 | 76687 | 76687 | 76687 | 76687 |
| 77424 | 82255 | 82906 | 80224 | 81274 | 81775 | 78773 | 79773 | 80773 | | 77687 | 77687 | | | | | | | | |

| | Insights | Date |
|-------------|----------|------|
| Prepared by | | |
| Approved by | | |

[illegible]

| | 1983-84 | 1984-85 | 1985-86 | 1986-87 | 5 | 6 | 7 | 8 | 9 | 10 |
|----|---------|---------|---------|---------|---|---|---|---|---|----|
| 1 | 249011 | 247119 | 246329 | 245713 | | | | | | |
| 2 | 246123 | 246011 | 245755 | 245665 | | | | | | |
| 3 | 247116 | 246219 | 245713 | 245253 | | | | | | |
| 4 | 245711 | 245819 | 245011 | 247110 | | | | | | |
| 5 | 244213 | 240017 | 240519 | 240211 | | | | | | |
| 6 | 240213 | 240214 | 241507 | 241772 | | | | | | |
| 7 | 241231 | 241717 | 241929 | 243015 | | | | | | |
| 8 | 240812 | 241713 | 243376 | 241011 | | | | | | |
| 9 | 240505 | 240616 | 244932 | 240113 | | | | | | |
| 10 | 241054 | 240819 | 243710 | 241114 | | | | | | |
| 11 | 240213 | 240214 | 241507 | 241772 | | | | | | |
| 12 | 241231 | 241717 | 241929 | 243015 | | | | | | |
| 13 | 240812 | 241713 | 243376 | 241011 | | | | | | |
| 14 | 240505 | 240616 | 244932 | 240113 | | | | | | |
| 15 | 241054 | 240819 | 243710 | 241114 | | | | | | |
| 16 | 240213 | 240214 | 241507 | 241772 | | | | | | |
| 17 | 241231 | 241717 | 241929 | 243015 | | | | | | |
| 18 | 240812 | 241713 | 243376 | 241011 | | | | | | |
| 19 | 240505 | 240616 | 244932 | 240113 | | | | | | |
| 20 | 241054 | 240819 | 243710 | 241114 | | | | | | |
| 21 | 240213 | 240214 | 241507 | 241772 | | | | | | |
| 22 | 241231 | 241717 | 241929 | 243015 | | | | | | |
| 23 | 240812 | 241713 | 243376 | 241011 | | | | | | |
| 24 | 240505 | 240616 | 244932 | 240113 | | | | | | |
| 25 | 241054 | 240819 | 243710 | 241114 | | | | | | |
| 26 | 240213 | 240214 | 241507 | 241772 | | | | | | |
| 27 | 241231 | 241717 | 241929 | 243015 | | | | | | |
| 28 | 240812 | 241713 | 243376 | 241011 | | | | | | |
| 29 | 240505 | 240616 | 244932 | 240113 | | | | | | |
| 30 | 241054 | 240819 | 243710 | 241114 | | | | | | |

507

| | |
|----|---|
| 22 | 2 |
|----|---|

| | | |
|-------------|-----------|------|
| | Initialed | Date |
| Prepared By | | |
| Approved By | | |

| | |
|-------------|-----------|
| | Initiated |
| Prepared By | |
| Approved By | |

[illegible]

1

| | | |
|-------------|----------|------|
| | Initials | Date |
| Prepared By | | |
| Approved By | | |

[illegible]

Training:

| | Initials | Date |
|-------------|----------|------|
| Prepared By | | |
| Checked By | | |

| WA | WA+30 | WA | WA+30 | WA | WA+30 | WA | WA+30 | WA | WA+30 | WA | WA+30 | WA | WA+30 |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|----|-------|
| 15781 | 16945 | 17235 | 15660 | 16919 | 17216 | 15532 | 16792 | 17218 | 15378 | 16720 | 17155 | | |
| 16692 | 17847 | 18254 | 16501 | 17789 | 18202 | 16993 | 18088 | 18192 | 16309 | 17632 | 18079 | | |
| 17403 | 18784 | 19181 | 17523 | 18764 | 19172 | 18482 | 19117 | 19265 | 17637 | 18597 | 19049 | | |
| 18213 | 19579 | 19975 | 18473 | 19728 | 20198 | 19343 | 19958 | 20131 | 18206 | 19616 | 20068 | | |
| 18986 | 20123 | 20516 | 19319 | 20558 | 20974 | 19907 | 20714 | 21150 | 19327 | 20683 | 21138 | | |
| 19579 | 20767 | 21160 | 19935 | 21182 | 21594 | 20274 | 21158 | 21503 | 19927 | 21150 | 21508 | | |
| 20416 | 21435 | 21825 | 20558 | 21805 | 22218 | 20932 | 21584 | 22043 | 20377 | 21750 | 22208 | | |
| 21209 | 22043 | 22429 | 21256 | 22406 | 22828 | 21586 | 22241 | 22674 | 21230 | 22645 | 23124 | | |
| 22016 | 22813 | 23205 | 21852 | 23130 | 23545 | 22086 | 22875 | 23229 | 21979 | 23353 | 23808 | | |
| 22806 | 23408 | 23801 | 22404 | 23430 | 23845 | 22721 | 23431 | 23846 | 22665 | 23853 | 24308 | | |
| 23606 | 24010 | 24404 | 23024 | 23954 | 24369 | 23496 | 24057 | 24472 | 23432 | 24080 | 24535 | | |
| 24406 | 24614 | 25010 | 23627 | 24578 | 24984 | 24057 | 24657 | 25072 | 24025 | 24672 | 25128 | | |
| 25206 | 25414 | 25810 | 24241 | 25184 | 25590 | 24653 | 25257 | 25672 | 24631 | 25280 | 25735 | | |
| 26006 | 26214 | 26610 | 24857 | 25789 | 26096 | 25257 | 25857 | 26272 | 25231 | 25887 | 26342 | | |
| 26806 | 27014 | 27410 | 25472 | 26400 | 26700 | 25857 | 26457 | 26872 | 25831 | 26487 | 26942 | | |
| 27606 | 27814 | 28210 | 26087 | 27000 | 27300 | 26453 | 27057 | 27472 | 26431 | 27087 | 27542 | | |
| 28406 | 28614 | 29010 | 26702 | 27600 | 28000 | 27053 | 27657 | 28072 | 27031 | 27687 | 28142 | | |
| 29206 | 29414 | 29810 | 27317 | 28200 | 28600 | 27653 | 28257 | 28672 | 27631 | 28287 | 28742 | | |
| 30006 | 30214 | 30610 | 27932 | 28800 | 29200 | 28253 | 28857 | 29272 | 28231 | 28887 | 29342 | | |
| 30806 | 31014 | 31410 | 28547 | 29400 | 29800 | 28853 | 29457 | 29872 | 28831 | 29487 | 29942 | | |
| 31606 | 31814 | 32210 | 29162 | 30000 | 30400 | 29453 | 30057 | 30472 | 29431 | 30087 | 30542 | | |
| 32406 | 32614 | 33010 | 29777 | 30600 | 31000 | 30053 | 30657 | 31072 | 30031 | 30687 | 31142 | | |
| 33206 | 33414 | 33810 | 30392 | 31200 | 31600 | 30653 | 31257 | 31672 | 30631 | 31287 | 31742 | | |
| 34006 | 34214 | 34610 | 31007 | 31800 | 32200 | 31253 | 31857 | 32272 | 31231 | 31887 | 32342 | | |
| 34806 | 35014 | 35410 | 31622 | 32400 | 32800 | 31853 | 32457 | 32872 | 31831 | 32487 | 32942 | | |
| 35606 | 35814 | 36210 | 32237 | 33000 | 33400 | 32453 | 33057 | 33472 | 32431 | 33087 | 33542 | | |
| 36406 | 36614 | 37010 | 32852 | 33600 | 34000 | 33053 | 33657 | 34072 | 33031 | 33687 | 34142 | | |
| 37206 | 37414 | 37810 | 33467 | 34200 | 34600 | 33653 | 34257 | 34672 | 33631 | 34287 | 34742 | | |
| 38006 | 38214 | 38610 | 34082 | 34800 | 35200 | 34253 | 34857 | 35272 | 34231 | 34887 | 35342 | | |
| 38806 | 39014 | 39410 | 34697 | 35400 | 35800 | 34853 | 35457 | 35872 | 34831 | 35487 | 35942 | | |
| 39606 | 39814 | 40210 | 35312 | 36000 | 36400 | 35453 | 36057 | 36472 | 35431 | 36087 | 36542 | | |
| 40406 | 40614 | 41010 | 35927 | 36600 | 37000 | 36053 | 36657 | | | | | | |

6

| | 1983-84 MA | 1984-85 MA | 1985-86 MA | 1986-87 MA | 1987-88 MA | 1988-89 MA | 1989-90 MA | 1990-91 MA | 1991-92 MA | 1992-93 MA | 1993-94 MA | 1994-95 MA | 1995-96 MA | 1996-97 MA | 1997-98 MA | 1998-99 MA | 1999-00 MA | 2000-01 MA | 2001-02 MA | 2002-03 MA | 2003-04 MA | 2004-05 MA | 2005-06 MA | 2006-07 MA | 2007-08 MA | 2008-09 MA | 2009-10 MA | 2010-11 MA | 2011-12 MA | 2012-13 MA | 2013-14 MA | 2014-15 MA | 2015-16 MA | 2016-17 MA | 2017-18 MA | 2018-19 MA | 2019-20 MA | 2020-21 MA | 2021-22 MA | 2022-23 MA | 2023-24 MA | 2024-25 MA | 2025-26 MA | 2026-27 MA | 2027-28 MA | 2028-29 MA | 2029-30 MA | 2030-31 MA | 2031-32 MA | 2032-33 MA | 2033-34 MA | 2034-35 MA | 2035-36 MA | 2036-37 MA | 2037-38 MA | 2038-39 MA | 2039-40 MA | 2040-41 MA | 2041-42 MA | 2042-43 MA | 2043-44 MA | 2044-45 MA | 2045-46 MA | 2046-47 MA | 2047-48 MA | 2048-49 MA | 2049-50 MA | 2050-51 MA | 2051-52 MA | 2052-53 MA | 2053-54 MA | 2054-55 MA | 2055-56 MA | 2056-57 MA | 2057-58 MA | 2058-59 MA | 2059-60 MA | 2060-61 MA | 2061-62 MA | 2062-63 MA | 2063-64 MA | 2064-65 MA | 2065-66 MA | 2066-67 MA | 2067-68 MA | 2068-69 MA | 2069-70 MA | 2070-71 MA | 2071-72 MA | 2072-73 MA | 2073-74 MA | 2074-75 MA | 2075-76 MA | 2076-77 MA | 2077-78 MA | 2078-79 MA | 2079-80 MA | 2080-81 MA | 2081-82 MA | 2082-83 MA | 2083-84 MA | 2084-85 MA | 2085-86 MA | 2086-87 MA | 2087-88 MA | 2088-89 MA | 2089-90 MA | 2090-91 MA | 2091-92 MA | 2092-93 MA | 2093-94 MA | 2094-95 MA | 2095-96 MA | 2096-97 MA | 2097-98 MA | 2098-99 MA | 2099-00 MA | 2100-01 MA | 2101-02 MA | 2102-03 MA | 2103-04 MA | 2104-05 MA | 2105-06 MA | 2106-07 MA | 2107-08 MA | 2108-09 MA | 2109-10 MA | 2110-11 MA | 2111-12 MA | 2112-13 MA | 2113-14 MA | 2114-15 MA | 2115-16 MA | 2116-17 MA | 2117-18 MA | 2118-19 MA | 2119-20 MA | 2120-21 MA | 2121-22 MA | 2122-23 MA | 2123-24 MA | 2124-25 MA | 2125-26 MA | 2126-27 MA | 2127-28 MA | 2128-29 MA | 2129-30 MA | 2130-31 MA | 2131-32 MA | 2132-33 MA | 2133-34 MA | 2134-35 MA | 2135-36 MA | 2136-37 MA | 2137-38 MA | 2138-39 MA | 2139-40 MA | 2140-41 MA | 2141-42 MA | 2142-43 MA | 2143-44 MA | 2144-45 MA | 2145-46 MA | 2146-47 MA | 2147-48 MA | 2148-49 MA | 2149-50 MA | 2150-51 MA | 2151-52 MA | 2152-53 MA | 2153-54 MA | 2154-55 MA | 2155-56 MA | 2156-57 MA | 2157-58 MA | 2158-59 MA | 2159-60 MA | 2160-61 MA | 2161-62 MA | 2162-63 MA | 2163-64 MA | 2164-65 MA | 2165-66 MA | 2166-67 MA | 2167-68 MA | 2168-69 MA | 2169-70 MA | 2170-71 MA | 2171-72 MA | 2172-73 MA | 2173-74 MA | 2174-75 MA | 2175-76 MA | 2176-77 MA | 2177-78 MA | 2178-79 MA | 2179-80 MA | 2180-81 MA | 2181-82 MA | 2182-83 MA | 2183-84 MA | 2184-85 MA | 2185-86 MA | 2186-87 MA | 2187-88 MA | 2188-89 MA | 2189-90 MA | 2190-91 MA | 2191-92 MA | 2192-93 MA | 2193-94 MA | 2194-95 MA | 2195-96 MA | 2196-97 MA | 2197-98 MA | 2198-99 MA | 2199-00 MA | 2200-01 MA | 2201-02 MA | 2202-03 MA | 2203-04 MA | 2204-05 MA | 2205-06 MA | 2206-07 MA | 2207-08 MA | 2208-09 MA | 2209-10 MA | 2210-11 MA | 2211-12 MA | 2212-13 MA | 2213-14 MA | 2214-15 MA | 2215-16 MA | 2216-17 MA | 2217-18 MA | 2218-19 MA | 2219-20 MA | 2220-21 MA | 2221-22 MA | 2222-23 MA | 2223-24 MA | 2224-25 MA | 2225-26 MA | 2226-27 MA | 2227-28 MA | 2228-29 MA | 2229-30 MA | 2230-31 MA | 2231-32 MA | 2232-33 MA | 2233-34 MA | 2234-35 MA | 2235-36 MA | 2236-37 MA | 2237-38 MA |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|

| | | |
|-------------|------|------|
| | | |
| Prepared by | DATE | TIME |

| | 1983-84 | 1984-85 | 1985-86 | 1986-87 |
|----|---------|---------|---------|---------|
| 1 | 22312 | 22229 | 22163 | 22081 |
| 2 | 22501 | 22429 | 22351 | 22270 |
| 3 | 241692 | 24176 | 24199 | 24118 |
| 4 | 257110 | 25927 | 25910 | 25829 |
| 5 | 264711 | 26918 | 27223 | 27209 |
| 6 | 27235 | 27725 | 28345 | 28589 |
| 7 | 28097 | 28597 | 29174 | 29762 |
| 8 | 28663 | 29302 | 30027 | 30643 |
| 9 | 29872 | 30306 | 30917 | 31526 |
| 10 | 30636 | 31366 | 31921 | 32526 |
| 11 | 31517 | 32170 | 32734 | 33413 |
| 12 | 32382 | 33073 | 33775 | 34581 |
| 13 | 332436 | 33846 | 347217 | 35587 |
| 14 | 34594 | 35105 | 35911 | 36785 |
| 15 | 35794 | 36318 | 36963 | 37770 |
| 16 | 36895 | 37531 | 38134 | 38706 |
| 17 | 38126 | 38770 | 39406 | 40091 |
| 18 | 39506 | 40057 | 40677 | 41378 |
| 19 | | 41564 | 42089 | 42711 |
| 20 | | | 43644 | 44273 |
| 21 | | | | 45706 |
| 22 | | | | |
| 23 | | | | |
| 24 | | | | |
| 25 | | | | |
| 26 | | | | |
| 27 | | | | |
| 28 | | | | |
| 29 | | | | |
| 30 | | | | |