

4-2010
20-12

COLLECTIVE BARGAINING CONTRACT

Entered Into

by

THE BOARD OF EDUCATION OF THE CITY OF PLAINFIELD

and

THE PLAINFIELD ASSOCIATION OF EDUCATIONAL SECRETARIES

Covering the Period

From July 1, 1972 to June 30, 1974

APPENDIX A

SECRETARIAL AND CLERICAL SALARY SCHEDULE

12 Month Positions

LEVEL	STEPS					
	1	2	3	4	5	6
III	5607	5867	6130	6396	6663	6998
IV	5828	6104	6383	6664	6948	7300
V	6122	6415	6709	7007	7307	7675
VI	6340	6652	6967	7285	7606	7995

10 Month Positions

III	4695	4890	5110	5330	5555	5830
IV	4855	5085	5320	5555	5790	6085
V	5100	5345	5590	5840	6090	6395
VI	5285	5545	5805	6070	6340	6665

Employees having completed 10 years of service through 14 years to receive a bonus of \$50.00 added to their annual salary.

Employees having completed 15 years of service through 19 years to receive an additional bonus of \$75.00 to be added to their annual salary, for a total of \$125.00.

Employees having completed 20 years of service through 24 years to receive an additional bonus of \$100.00 to be added to their annual salary, for a total of \$225.00.

Employees having completed 25 years of service or more to receive an additional bonus of \$125.00 to be added to their annual salary, for a total of \$350.00.

Increments may be withheld only as specified by Article VI. C. of this Agreement.

APPENDIX A-1

SECRETARIAL AND CLERICAL SALARY SCHEDULE

12 Month Positions

STEPS

LEVEL	1	2	3	4	5	6
III	5876	6149	6424	6703	6983	7334
IV	6108	6397	6689	6984	7282	7650
V	6416	6723	7031	7343	7658	8043
VI	6644	6971	7301	7635	7971	8379

10 Month Positions

III	4920	5125	5355	5586	5822	6110
IV	5088	5329	5575	5822	6068	6377
V	5345	5602	5858	6120	6382	6702
VI	5539	5811	6084	6361	6644	6985

Employees having completed 10 years of service through 14 years to receive a bonus of \$75.00 added to their annual salary.

Employees having completed 15 years of service through 19 years to receive an additional bonus of \$100.00 to be added to their annual salary, for a total of \$175.00.

Employees having completed 20 years of service through 24 years to receive an additional bonus of \$125.00 to be added to their annual salary, for a total of \$300.00.

Employees having completed 25 years of service or more to receive an additional bonus of \$150.00 to be added to their annual salary, for a total of \$450.00.

Increments may be withheld only as specified by Article VI. C. of this Agreement.

APPENDIX B

The starting and quitting times of secretaries shall be as uniform as practicable from building to building taking into account scheduling requirements as determined by the building administrator. Changes in starting and quitting time shall not be made without first affording the secretaries involved a minimum notice of four working hours.

A secretary or secretaries requested to work in an emergency falling on a holiday or vacation day shall be required to fulfill the request in inverse order of length of service in the District. A roster of secretaries for such assignments shall be compiled, distributed and brought up to date every six months. A secretary shall be excused from her turn only upon verified personal illness or other clear proof of unavoidable absence. In such case, the secretary involved shall be placed next in order of availability.

APPENDIX C

HOLIDAYS

The list of paid holidays for all secretaries employed on a twelve month basis shall be contained in schedule D herein. Ten month secretaries shall be entitled to the same holidays as twelve month secretaries if these holidays fall within their work year.

VACATION

- A) All secretarial employees under twelve month contract will have accrued to them each year, one vacation day for the first month worked and two vacation days for each succeeding month.
- B) All vacation days must be taken during the month of July and the first three weeks of August following the year in which they were accrued, upon approval of the administrator, principal, or supervisor where appropriate. Permission to utilize vacation time during the last week in August, or at some other time, may be requested and permission for such rescheduling shall not be unreasonably withheld.
- C) Permission to accumulate vacation days from one year to another will not be granted unless an employee is asked by the Superintendent to work during the month of July and the first three weeks of August. Only then may vacation days be held over for another year and taken during months other than July and August at the same pay rate of the year in which the vacation days are taken.
- D) Secretaries under ten month contract who are changed to a twelve month position may be permitted to take up to ten days vacation during July and the first three weeks of August. Said vacation days are to be borrowed from their vacation allowance which begins to accrue with the start of their new twelve month position.
- E) If a secretary terminates her employment before earned vacation can be taken, the Board shall pay her in lieu of vacation. Such payment, per day, shall be 1/240th of a twelve month secretaries annual salary during the year said vacation should have been taken according to this policy.
- F) If a regularly scheduled school holiday occurs during a secretary's scheduled vacation, the secretary shall receive one additional day of vacation.

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PREAMBLE

This Agreement entered into this June, 1972, by and between the Board of Education of the City of Plainfield, New Jersey, hereinafter called the "Board", and the Plainfield Association of Educational Secretaries, hereinafter called the "Association".

WITNESSETH:

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

Whereas, the parties have reached certain understandings which they desire to confirm in this agreement, be it

Resolved, in consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I. Recognition

A. The Board of Education of the City of Plainfield, in Union County, agrees to meet with the representatives of the Plainfield Association of Educational Secretaries on matters of negotiation. The Board of Education further agrees to recognize the Plainfield Association of Educational Secretaries as the exclusive and sole bargaining agent and representative of the secretaries and clerical employees employed by the Board of Education with the exception of the Confidential Secretaries listed below:

1. Secretaries to the Superintendent of Schools.
2. Secretaries to the Board Secretary-Assistant Superintendent in Charge of Business.
3. Secretary to the Assistant Superintendent in Charge of Curriculum and/or Instruction.
4. Secretary to the Assistant Superintendent in Charge of Personnel.
5. Such other newly created confidential secretaries designated by the Board, such designated positions subject to appeal to the Public Employment Relations Commission by the Association.

Recognition (Con't)

B. Unless otherwise indicated, the word "secretary" as used herein shall refer to all secretarial and clerical employees in the negotiating unit as defined above. Any reference to female secretaries shall include male secretaries where applicable.

ARTICLE II. Negotiation Procedure

A. The parties to this Agreement, namely the Board of Education and the Plainfield Association of Educational Secretaries, agree to enter into collective negotiation over a successor agreement in accordance with Chapter 303, Public Laws 1968, in good faith and in an effort to reach an agreement on matters concerning the terms and conditions of employment relating to the secretaries. Any agreements so negotiated shall apply to all personnel represented by the Association and shall be reduced to writing, and be signed by the representatives of the Board and the Association, and be adopted formally by the Board.

B. During negotiations the Board and the Association shall present relevant data, exchange points of view and make proposals and counter-proposals as they deem necessary. The Board may be represented by a committee appointed by its president. The Association may be represented by a committee of its own choosing. The parties to the negotiations may call upon competent professional or lay representatives to assist them in the negotiations. However, such persons, when invited to participate by either side shall not be considered as official members of the negotiating team.

C. Agreements and contracts arrived at as the result of the collective negotiations shall be reduced to writing and shall contain the full agreement made between the parties. There shall be no verbal agreements, understandings and warranties, and any change or changes in said agreement, or agreements, shall be in writing and signed by both parties to the agreement or agreements.

D. The terms of this Agreement shall be effective as of July 1, 1972, and shall remain in full force and effect until, and including, June 30, 1974, subject only to the Association's right to negotiate salaries and fringe benefits for the 1973-74 school year including the length of the workday and work week.* This agreement shall be considered renewed from year to year unless either party to this Agreement shall present a written notice of desired amendments to this Agreement no later than October 1, 197 , and October 1st of each subsequent year. Detailed proposals for amendment shall be presented by November 1st of the pertinent year, and negotiations shall begin not later than November 10th of the pertinent year, unless changed by mutual agreement.

ARTICLE III. Grievance Procedure

A. Definitions

1. A grievance is defined as an appeal, by a secretary or group of secretaries, relating to the interpretation, application, or violation of policies, agreements, or administrative decisions affecting them.
2. Unless otherwise indicated, the term "secretary" when used hereafter shall refer to all permanent employees of the Board of Education that are represented by the Plainfield Association of Educational Secretaries.

B. Progedure - Grievance Redress Sought by a Secretary

1. Any grievance to be considered and processed under this procedure must be initiated by the secretary within thirty (30) school days, or thirty (30) working days, of the time the secretary knew or should have known of its occurrence.

LEVEL 1 - Any secretary who has a grievance shall discuss it first with his or her supervisor in an attempt to resolve the matter informally at this level. If, as a result of the discussion, the matter is not resolved to the satisfaction of the secretary within five (5) school days, or working days, he or she shall set forth his or her grievance in writing to said supervisor. He or she shall do so by specifying:

*See Appendix A-1, B, and C.

- (a) The nature of the grievance, and
- (b) the nature of the resolution sought.

The Supervisor shall communicate his decision to the secretary and to the Plainfield Association of Educational Secretaries in writing with reasons within three (3) school days or working days of receipt of the written grievance.

LEVEL 2 - If within ten (10) school days, or working days, of receipt of the decision rendered at Level 1, the secretary is dissatisfied, the Association on his or her behalf may appeal that decision to the Superintendent of Schools as the case may warrant. An appeal to the Superintendent of Schools must be in writing and must specify (a) the nature of the grievance, and (b) the nature of the resolution sought. The Superintendent of Schools shall meet with the concerned parties within ten (10) school days or working days. He shall attempt to resolve the grievance as quickly as possible, but shall render decision within a period not to exceed five (5) school days or five (5) working days from the time of the meeting with the concerned parties. The Superintendent of Schools shall communicate his decision in writing with reasons or his having arrived at said decision to the secretary, the supervisor involved, and to the Plainfield Association of Educational Secretaries.

LEVEL 3 - The Association, if it chooses to appeal the decision rendered at Level 2, must do so within five (5) school days or five (5) working days. Said appeal shall be made to the Board of Education. Said appeal shall be submitted in writing to the Superintendent of Schools who shall attach all related papers and forward the appeal to the Board of Education. The Board of Education, or committee thereof, shall review the grievance and the decision rendered at all levels, and shall, at the option of the Board, or upon request of the Association, hold a hearing with the concerned parties and render a decision in writing, with reasons for it having arrived at said decision. Said decision shall be rendered within thirty (30) calendar days of receipt

of said appeal.

LEVEL 4 - A claim by a secretary, or group of secretaries, shall constitute a grievance and shall be processed beyond Level 3 if, and only if, it pertains to a mis-interpretation, a mis-application, or an inequitable application of the terms of this Contract. If the decision of the Board does not resolve the grievance to the satisfaction of the Association and the Association wishes to review the matter before a third party, it shall notify the Board within ten (10) school days or ten (10) working days of receipt of the Board's decision.

Procedure - For Securing the Services of An Arbitrator

The following procedure will be used for securing the services of an arbitrator:

1. A request will be made to the American Arbitration Association to submit a roster of persons qualified to function as an arbitrator in the dispute in question.
2. If the parties are unable to determine within ten (10) calendar days of receipt of the list a mutually satisfactory arbitrator, the American Arbitration Association may be requested by either party to designate an arbitrator.
3. The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He can add nothing to or subtract anything from the Agreement between the Board and the Association. The recommendation, or recommendations, of the arbitrator shall be binding on both parties. Only the Board, the Superintendent of Schools, the Secretary of the Board of Education, the secretary involved in the dispute, and the Association, shall be given copies of the arbitrator's award and/or decision.
4. If a grievance, which is not settled by the last day of the school year, relates to a secretary who is employed on a ten-month basis, said grievance shall be expedited so that the settlement may be achieved as soon as possible.
5. A grievance by a group of secretaries, which is centered in one building, shall be initiated at Level 1. A grievance by a group of secretaries which is not centered in one building shall be initiated at Level 2.
6. Each party shall bear the total cost, which it has incurred by itself as a result of negotiations, and shall share equally in defraying the cost of the fees and expenses of the arbitrator.

D. Miscellaneous Provisions

1. Any secretary or member of the clerical staff who is included in this unit may be represented at Level 1 of the grievance procedure by himself or herself. At all succeeding levels, he or she shall be represented by the Association or its designee.
2. Failure at any level of this procedure to communicate the decision on a grievance within the specified time limits shall permit the grievant to proceed to the next level.
3. If an appeal is not forwarded by the grievant and/or his representative (whichever is applicable) within the required time limit, the appeal shall be considered terminated.

ARTICLE IV. Secretaries' Rights

- A. Secretaries are entitled to the rights granted them pursuant to Chapter 303, of the Public Laws of 1968.
- B. Nothing contained herein shall be deemed to deny or restrict any rights they may have under New Jersey State Law or other applicable laws or regulations. The rights granted hereunder shall be deemed to be in addition to those provided elsewhere.
- C. No secretary shall be reduced in rank or compensation without just cause; and any such action executed by the Board or any agent or representative thereof shall be subject to the grievance procedure herein set forth.
- D. Whenever any secretary is required to appear before the Superintendent or his designee for a conference to determine whether or not charges should be preferred against him or her, then he or she shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of her choice present to advise her and represent her during such meeting or interview.
- E. Any suspension of a secretary pending charges shall be without pay, providing that charges are brought within three (3) business days.
- F. Any secretary who desires to may wear a pin or other identification of membership in the Association or its affiliates, providing that the wearing of such pin or identification does not adversely affect the operation or morale in the office of workstation.
- G. The Board shall conduct a fair hearing on all grievances not subject to arbitration as specified in Article III. B. Level 4. The question of whether the hearing was conducted fairly is the only question which may be submitted to arbitration.

ARTICLE V. Association Rights & Privileges

- A. The Board agrees to furnish to the Association in response to reasonable requests from time to time available public information.
- B. Whenever any representative of the Association or any secretary participates during working hours in negotiations, grievance proceedings, conferences or meetings, with the prior approval of the Superintendent or his designee he or she shall suffer no loss in pay. In case of emergency, verbal approval shall be sufficient, providing that written confirmation follows.
- C. The Association and its representatives shall be granted use of school buildings at reasonable hours for meetings, providing prior written approval is obtained from the Superintendent of Schools or his Designee.
- D. The Association shall have the right to use the school mail facilities providing that such use does not conflict with normal operations.
- E.1. In the event the need arises for a meeting to be held during normal duty hours, the President of the Association is authorized to request permission for early dismissal of the membership for said meeting. Approval for early dismissal rests with the Superintendent of Schools or his designee.
- 2. The Association shall be granted the right upon the conclusion of negotiations only, for conducting one general membership meeting beginning at 4:00 P. M. for the purpose of ratifying the Agreement.
- F. The Association shall be consulted and participate in planning all in-service days for the employees covered by this Agreement.

ARTICLE VI. Salaries & Longevity

- A.1. Secretaries under a ten-month contract shall be paid in twenty (20) installments, on the 15th and last day of each month.
- 2. Secretaries on a twelve-month contract shall be paid in twenty-four (24) installments on the 15th and last day of each month.
- 3. In all cases when the 15th or last day of the month falls on a day on which secretaries are not required to be in school, the pay check will be issued the last working day prior to the 15th or last day of the month for the pay period through the 15th or the last day of the month.

If an error is made in the amount of money a secretary is supposed to receive, the error shall be rectified by the next pay check or as soon before as is practicable.

The first check of any year shall provide a statement of the deductions which have been made.

- B. The salary guide in existence for the 1972-73 school year school year is attached as Appendix A.*

*See Appendix A-1.

C. The Board retains to itself the right in accordance with Title 18A:29-14 to withhold any and all increments, subject only to the following:

1. If the Board wishes to continue withholding such increment, it must reaffirm the action each subsequent year(s);
2. If such Board action is not reaffirmed, the increment shall be restored to the individual the following school year.

ARTICLE VII. Working Conditions *

1. A normal work week for secretaries shall consist of five (5) working days, namely Monday, Tuesday, Wednesday, Thursday, and Friday.
2. A normal work week shall consist of thirty-seven (37) hours per week during the school year, and thirty (30) hours per week during the summer months. Dismissal on Fridays will be 1/2 hour earlier than the other days of the week during the students' school year.
3. Each work day shall have a 15-minute break period in the morning, as well as a 15-minute break period in the afternoon.
4. Each work day shall have a lunch period of one (1) hour which shall not be included or considered a part of the work day.
5. Each new secretary, when hired by the Board of Education shall be informed by the Personnel Department of the existence of the Plainfield Association of Educational Secretaries and shall be given a copy of this Agreement if available.
6. The dues of the Plainfield Association of Educational Secretaries and/or the New Jersey Education Association shall be deducted from the members' salary by payroll deduction, providing that the Payroll Department receives a valid authorization from the secretary involved.
7. The dues shall be forwarded by the Accounting Department of the Board of Education to the Treasurer of the Association.
8. Each secretary, on request, shall be given in writing by her immediate supervisor a definition of the duties for which she is responsible.
9. A secretary shall have access, at reasonable times and places, to her personal file and shall be granted the opportunity to append comments promptly upon such material becoming known to her with the following exclusions:
 - (a) Letters of reference
 - (b) Comparative evaluations used for the purpose of promotion.

*See Appendix B and C.

ARTICLE VII (con't)

10. POLICIES CONCERNING ABSENCE FROM DUTY FOR ALL REGULAR CONTRACTED PERSONNEL EMPLOYED BY THE PLAINFIELD BOARD OF EDUCATION

A. Absence With Pay

1. Sick Leave

a. Cumulative sick leave -

- (1) Ten (10) days absence with full pay for personal illness shall be allowed in any school year. The unused days of absence shall be cumulative without limit. 18:13-23.8.
- (2) Twelve (12) days absence, for personal illness, with full pay in any school year shall be available to all employees under twelve-month contracts. Such employees shall also have available to them cumulative factors of unused sick leave days without limit.
- (3) Unused cumulative days of sick leave are not paid for at the time an employee terminates his contract with the Plainfield Schools.

2. Full Pay For other Absence

a. Leave for critical illness or death in family:

Five (5) days absence with pay may be allowed for each critical illness or death in the immediate family. This allowance may be extended at the discretion of the Superintendent in unusual circumstances, particularly in cases of service longevity in Plainfield.

Critical illness means illness which the attending physician considers sufficiently serious to require the staff members presence at the bedside. Immediate family means husband, wife, children and any other members of the same home; or father and mother, brothers and sisters, grandfather and grandmother, father-in-law and mother-inlaw, regardless of residence.

b. Absence with pay for other reasons:

A maximum of three (3) days of absence per year, with pay, shall be allowed each full-time employee for reasons other than those listed under (A-1 and B-1 above) and Board policy 4151 B1.

Prior written approval of the secretary's supervisor or principal will be necessary except in case of emergency. Such absences are allowable for business activities that necessarily must be transacted on days when school is in session: Religious observances, legal matters, or unusual family circumstances are some of the reasons for which such absences may be applied.

Employees will be paid their salaries in full less any amounts received for all time served on jury duty provided they have made a valid attempt to be excused from such jury duty.

3. Absence Caused by Injury While on Duty

Absence caused by injury while on duty shall not be charged to "cumulative sick leave days" during the duration of this illness. Full salary and fringe benefits shall be paid to the employee for the duration of the illness.

4. Absence Caused by Disease Contracted While on Duty

An employee who contracts a contagious disease or is subjected to quarantine because of exposure to such disease while on duty shall have no deduction in salary because of such illness. Such absence shall be classified as personal illness.

B. Absence Without Pay

1. Maternity

Members of the staff shall be permitted to take maternity leaves of absence without pay. Determination of the length of such leaves shall take the following factors into consideration:

- a. The personal health and family circumstances of the staff member.
- b. The staffing needs of the school system
- c. The desirability of dovetailing staff changes with the school calendar.

In the event that normal conditions attendant upon pregnancy and birth do not prevail, the employee may apply to the Superintendent for permission to return to work prior to the termination of the period for which the leave was granted. Such applications must be accompanied by a certificate from the school physician or the family physician that the staff member is in good health and is able to resume her professional duties.

11. A leave without pay for health, study or other reasons may be granted to secretaries under tenure at the discretion of the Board of Education.
12. A leave without pay for military service shall be granted.
13. An employee who is planning to be married may apply for absence without pay by written request to the Superintendent.
14. Employees may call a telephone service between 6:00 p.m. and 7:00 a.m. to report unavailability for work.

15. a. Clerical employees are expected to report for work unless weather conditions or the state of their own health makes it inadvisable for them to report for duty on a day on which schools are closed due to a storm.
 - b. Clerical employees who are reported as absent on days on which schools are closed due to storm will not suffer any loss of pay or vacation time.
 - c. Clerical employees who report for duty on days on which schools are closed due to storm will receive a day off, with pay, for each day worked under these conditions.
16. Secretaries shall not be scheduled for normal duties on Easter Monday
 17. If a regularly scheduled school holiday occurs during a secretary's scheduled vacation the secretary shall receive one (1) additional days vacation.
 18. The Board shall pay full tuition cost for any course mandated by the Board to be taken by a secretary.

ARTICLE VIII. Insurance Protection

- A. The Board of Education shall provide coverage as is currently provided under agreement to provide Blue Cross-Blue Shield with Rider J and Major Medical Insurance. Total Premiums (100%) for coverage of the employee and members of the family as provided under current family plans are to be paid by the Board of Education.
- B. If all other employees receive an increase in the basic insurance program, during the term of this agreement, July 1, 1973 thru and including June 30, 1974, such increase shall be granted to the employees represented by the Association.

ARTICLE IX. Transfers, Reassignments and Promotions

- A. Transfer of personnel involuntary or voluntary shall be made in accordance with the Administration's judgment as to the most effective use of such personnel, however employees to be transferred shall be consulted prior to such transfer, and when transferred shall not suffer any reduction in basic compensation. Any employee desiring a voluntary transfer shall make application in writing.
- B. Vacancies shall be posted for five (5) school days with a copy of the posting given the Association. Such posting shall provide a general description of the vacancy.
- C. All qualified secretaries shall be given adequate opportunity to make application in writing within three (3) calendar days after the end

of the posting period for positions that become available, and consideration will be given to all such applicants.

- D. Nothing contained in this Article shall be construed to limit the sole judgment of the administration in making any transfer, assignment or the filling of any vacancy nor does it limit the right of the administration to fill any vacancy with a new hire.

ARTICLE X Professional Relations Committee

- A. The Plainfield Association of Educational Secretaries shall appoint two (2) members of the unit to this Committee. The Administration shall appoint two (2) members to this Committee.
- B. The Committee shall discuss matters of common interest and meet at least bi-monthly. Minutes of said meetings shall be made available to the Board and the Association.

ARTICLE XI Evaluation

- A. All tenure secretaries shall be evaluated a minimum of once each year and non-tenure secretaries shall be evaluated a minimum of twice each year.
- B. A secretary shall be given a copy of the evaluation report prepared by her evaluator at least one (1) day before any conference to discuss it. No such report shall be submitted to the central office, placed in the secretary's file or otherwise acted upon without prior conference with the secretary. No secretary shall be required to sign a blank or incomplete evaluation form.
- C. Final evaluation of a secretary upon termination of her employment shall be concluded prior to severance and only those documents which apply to her period of employment shall be placed in the personnel file of such secretary after severance.

ARTICLE XII Miscellaneous

- A. The Board and the Association agree that there shall be no discrimination on the basis of race, color, creed, religion, national origin, sex, domicile, or marital status; and that all practices, procedures, and policies, of each party shall clearly exemplify that there is no discrimination in the treatment of secretaries, or in the application or administration of this Agreement.
- B. Copies of this Agreement shall be reproduced at the expense of the Board and the Association on an equal basis. There shall be mutual agreement as to the type of reproduction, and the Agreement shall be reproduced within thirty (30) days after the Agreement is ratified. Copies shall be presented to all secretaries in the employ of the Board of Education, and to each and every new secretary on his or her engagement by the Board of Education.

- C. Whenever notice is required to be given by either of the parties to this Agreement to the other, pursuant to the provisions of this Agreement, either party shall do so by telegram, certified or registered mail at the following address:
1. If by the Association to the Board, the address would be:

Superintendent of Schools
Plainfield Board of Education
504 Madison Avenue
Plainfield, New Jersey 07060
 2. If by the Board to the Association, it shall be addressed to the President of the Association, at an address that is to be provided to the Board no later than the second day after this Agreement is ratified.
- D. The Above contains all the agreements and understanding reached by the Board and the Association. If perchance any section or segment of this Agreement is ruled invalid by the Commissioner of Education, the Public Employees Relations Commission, or by a Court, the remainder of this Agreement shall remain in full force and effect.

The words "Contract" and "Agreement" are used interchangeably throughout this document.

THIS AGREEMENT WAS SIGNED THIS 18th DAY OF December, 1973.

THE BOARD OF EDUCATION OF THE CITY OF PLAINFIELD

Evan Stuenkel per *RFW*
Board Secretary Board President

THE PLAINFIELD ASSOCIATION OF EDUCATIONAL SECRETARIES

Leslie L Ogden per *Maria M Banks*
Secretary President
12/19/73 12/19/73

