

AGREEMENT

Between

MATAWAN-ABERDEEN REGIONAL BOARD OF EDUCATION

and

MATAWAN REGIONAL TEACHERS ASSOCIATION

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July 1, 2014 through June 30, 2017

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PREAMBLE

This Agreement entered into this 22nd day of July, 2015, by and between the BOARD OF EDUCATION OF THE MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT, Monmouth County, New Jersey, hereinafter called the "Board", and the MATAWAN REGIONAL TEACHERS ASSOCIATION, hereinafter called the "Association."

WITNESSETH:

Whereas, the Board has an obligation, pursuant to Chapter 123, Public Laws, 1974 to negotiate with the Association as the representatives of employees hereinafter designated with respect to the terms and conditions of employment, and

Whereas, the parties have reached certain understanding which they desire to confirm in this Agreement,

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

ARTICLE I

RECOGNITION

A. The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning the terms and conditions of employment for all certified personnel whether under contract, on leave, on a per diem basis, employed or to be employed by the Board, including:

classroom teachers, nurses, librarians, guidance counselors, department chairmen, social workers, learning disability specialists, resource teachers, remedial teachers, and school psychologists

but excluding: administrative positions, department supervisors, clerical and custodial workers, and substitutes.

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

ARTICLE II

NEGOTIATION PROCEDURE

A. The parties agree to enter into collective negotiations over a successor agreement, provided the Association still represents a majority of the employees in the bargaining unit, in accordance with Chapter 123, Public Laws, 1974. These negotiations shall be in a good-faith effort to reach agreement on all matters concerning the terms and conditions of teachers' employment. Such negotiations shall begin not later than January 1 of the calendar year in which this Agreement expires. Any agreement so negotiated shall apply to all teachers in the bargaining unit, shall be reduced to writing, and shall be signed by the Board and by the Association.

B. During the negotiations, the Board, through its negotiating committee, and the Association, through its negotiating committee, shall present relevant data and exchange points of view.

C. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party. Either side may invite one or more consultants or spokesmen to attend and participate in any negotiating session.

D. The Board agrees not to negotiate concerning any employee in the negotiating unit as defined in Article I of this Agreement, in violation of Chapter 123 of the Public Laws of 1974 or any rules or regulations promulgated pursuant thereto.

### ARTICLE III

#### GRIEVANCE PROCEDURE

##### A. DEFINITIONS

Grievance - A "grievance" shall mean a complaint based upon a wrong believed by an employee in the negotiating unit to have been suffered by him as a result of a violation, misinterpretation or inequitable application of any provision of this Agreement, or through an act or condition which is contrary to established Board policy or Board and/or administrative practice governing or affecting employees except that the term "grievance" shall not apply to:

- (1) Any rule or regulation of the State Department of Education having the force and effect of law.
- (2) Any rule or regulation of the State Commissioner of Education having the force and effect of law.
- (3) Any matter which, according to law, is beyond the scope of Board authority.
- (4) Any matter which, according to law, is exclusively within the discretion of the Board.

Grievant - Grievant shall mean an employee believing to have been or to be aggrieved.

Employee - An employee shall mean an employee within the negotiating unit.

Immediate Superior - The principal or such person acting as the principal in the latter's absence.

##### B. PRINCIPLES

(1) A grievance to be considered under this procedure shall be presented by the grievant or his representative not later than twenty (20) calendar days following its occurrence or the time when he should have known about it. The number of days allotted at each step of the grievance procedure is to be considered as a maximum time limit. Every attempt should be made to resolve grievances as quickly as possible. A grievance which occurs near the end of the school year shall be presented on or before June 30th of the school year in which it occurred.

(2) A grievant may present and process his/her grievance personally or through the Association. Should the grievant want to process his/her grievance personally, he/she may do so; however the Association shall be so notified and shall have the right to have its own representative present at all proceedings.

(3) No reprisals shall be taken by the Board or Administration against any employee because he utilizes the grievance procedure.

(4) Should a grievance result from action taken by the Superintendent or the Board, a grievant may present his grievance initially at the third step of the grievance procedure.

(5) Forms developed jointly by the Board and the Association will be used for the filing of grievances.

### C. PROCEDURE

#### STEP ONE:

(a) A grievant may initially discuss the matter identified as a grievance with the immediate superior in an attempt to settle the grievance informally. This is not intended to extend the time limitation as set forth in Section B, sub-section 1.

#### STEP TWO:

(a) A grievant shall file his grievance in writing by presenting the written grievance to the immediate superior and forwarding copies to the Superintendent and the Association.

(b) The grievant and the immediate superior shall meet in an attempt to resolve the grievance not later than seven (7) calendar days following the date on which it is filed.

(c) The immediate superior shall communicate his decision in writing to the grievant not later than seven (7) calendar days following the hearing. A copy of the decision shall also be forwarded, at the same time, to the Superintendent and the Association.

#### STEP THREE:

(a) If the grievance has not been resolved at step two of the procedure, the grievant may request a hearing of his grievance by the Superintendent or his designated representative. This shall be done not later than seven (7) calendar days following the principal's decision.

(b) The grievant and Superintendent or his designated representative shall meet in an attempt to resolve the grievance not later than seven (7) calendar days following the date on which the hearing was requested.

(c) The Superintendent or his designated representative shall communicate his decision in writing to the grievant not later than thirty (30) calendar days following the hearing. A copy of the decision shall also be forwarded, at the same time, to the Association.

#### STEP FOUR:

(a) In the event the grievant is dissatisfied with the determination of the Superintendent aforesaid, and in the further event that the grievance involves the interpretation or application of this contract, the matter may be submitted to binding arbitration. The grievant shall request in writing that the Association submit his grievance to arbitration. If the

Association decides the grievance is meritorious, it may submit the grievance to arbitration. A request for arbitration shall be made in writing no later than fifteen (15) days following the determination of the Superintendent. Failure to request arbitration within said period of time shall constitute an absolute bar to such arbitration unless the Superintendent and the Association shall mutually agree upon a longer time period within which to assert such a demand.

(b) The Superintendent may also request arbitration concerning any dispute regarding the interpretation or application of this Agreement. The time limits applicable to the Association are also applicable to the Superintendent.

(c) The arbitrator shall have no power or authority to add to, subtract from, change or modify any of the terms of this Agreement.

(d) Within fourteen (14) calendar days after the Association shall have delivered the written request for arbitration, the Superintendent and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified time period, a request for a list of arbitrators shall be made from the Public Employment Relations Commission. The parties shall then be bound by the rules and procedures of the Public Employment Relations Commission in the selection of an arbitrator.

(e) The arbitrator so selected shall confer with the Superintendent and the Association and hold hearings promptly, and he shall issue his decision not later than twenty (20) calendar days from the close of hearings, or if oral hearings have been waived, then from the date that the final statements and proof are submitted to him. The arbitrator's decision shall be in writing and shall set forth his findings of fact, reasoning and conclusions on the issue submitted. The decision of the arbitrator shall be submitted to the Superintendent and the Association and shall be final and binding on the parties.

(f) The costs for the services of the arbitrator including per diem expenses, if any, and the cost of the hearing room, if any, shall be borne equally. Any other expenses incurred shall be paid by the party incurring such expense.

#### ARTICLE IV

#### TEACHER RIGHTS

A. Pursuant to Chapter 123, Public Laws 1974, the Board hereby agrees that every employee of the Board shall have the right to freely organize, join, and support the Association and its affiliates for the purpose of engaging in collective negotiations. The Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Chapter 123, Public Laws, 1974, or other laws of New Jersey or the Constitutions of New Jersey and the United States; that it shall not discriminate against any teacher with respect to terms and conditions of employment by reason of his



membership in the Association and its affiliates, his participation in any activities of the Association and its affiliates, his participation in collective negotiations with the Board, or his institution of any grievance, complaint or proceeding under this Agreement.

B. The Association agrees that teachers have professional and statutory obligations. The Association will undertake during the life of this Agreement that the Association will not condone violation of any such obligation by an employee in the bargaining unit.

C. Whenever any teacher is required to appear before the Superintendent, the Board, or any committee or member thereof concerning any matter which could adversely affect the continuation of that teacher in his office, position or employment or the 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 a representative of the Association present to advise him and represent him during such meeting or interview.

D. No teacher shall be prevented from wearing regular membership pins or other identification of membership in the Association or its affiliates of the size normally used as tie tacks, lapel pins, or charms on bracelets.

E. No employee shall be disciplined, reprimanded, reduced in rank or compensation without just cause. Any such action asserted by the Board, or any agent or representative thereof, shall be subject to the grievance procedure, provided however, that no disciplinary action for which a statutory form of relief is provided, including, but not limited to tenure charges, increment withholdings, and non-renewal of non-tenured teachers, shall be subject to these provisions.

## ARTICLE V

### ASSOCIATION RIGHTS AND PRIVILEGES

A. The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings. The business administrator shall be notified in advance of the time and place of all such meetings. If the room requested is occupied, other arrangements must be made. No approval shall be required.

B. The Association shall have the right to use school facilities and equipment, including computers, copy machines, other duplicating equipment, calculating machines, and all types of audio-visual equipment at reasonable times, when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incident to such use.

C. The Association shall have, in each school building, the exclusive use of a bulletin board in each faculty lounge and teachers' dining room. The Association shall also be assigned adequate space on the bulletin board in the central office for Association notices. Copies of all materials to be posted on such bulletin boards shall be given to the building principal, but no

approval shall be required.

D. The Association shall have the right to use the inter-school mail facilities, school mail boxes, and District e-mails as it deems necessary and without the approval of building principals or other members of the administration.

E. The Association shall be granted permission to speak at all orientation programs for new teachers.

F. The Association president shall be released from two teaching periods per day to attend to Association affairs. In the event the president of the Association is an elementary school teacher for whom no free period is scheduled, the president shall designate an alternate secondary teacher to be released on the same basis as above.

G. (1) All officers and building representatives of the Association shall be relieved of all non-teaching duties. Any increase in the duty cycle for other members of the bargaining unit resulting from this provision is permissible.

(2) The number of building representatives shall not be increased beyond the present level which is as follows:

High School	2	Lloyd Road	1
Middle School	2	Cliffwood	1
Cambridge Park	1	Strathmore	1
Ravine Drive	1		

## ARTICLE VI

### TEACHING HOURS AND TEACHING LOAD

A. Scheduling within the work day shall be at the discretion of the Board provided that in no case shall the amount of preparation and lunch time be diminished as set forth in this contract.

#### (1) Pre-K Elementary School Teachers

(a) The in-school work day for Pre-K elementary school teachers shall be six (6) hours and forty-five (45) minutes. The Pre-K elementary AM/PM school teacher workday shall consist of two (2), two (2) hour and ten (10) minute instructional sessions, one (1) duty free lunch period, one (1) preparation period before each session. The Pre-K full day elementary school teacher workday shall consist of four (4) hours and forty-five (45) minutes of instruction, one duty free lunch, one (1) preparation period. It is further provided that no teacher shall be scheduled to report for duty less than five (5) minutes prior to the pupils' school day, nor will teachers be dismissed earlier than ten (10) minutes after the pupils' school day, which is included

in the six (6) hour and forty-five (45) minutes.

(b) Pre-K elementary school teachers shall have five (5) forty-five (45) minute preparation periods per week. In addition, Pre-K elementary AM/PM school teachers shall have five (5) ten (10) minute room preparations per week before each PM session.

(c) Pre-K elementary school teachers shall be provided a daily duty free lunch period of forty-five (45) minutes. The Superintendent and the Association shall meet to discuss and consider ways to provide Pre-K elementary school teachers with breaks on half days.

(d) Pre-K elementary AM/PM school teachers shall have twenty (20) minutes of homeroom per day and ten (10) minutes of bus duty/passing time per day. Pre-K elementary full day school teachers shall have ten (10) minutes of homeroom per day.

## (2) Elementary School Teachers

(a) The in-school work day for elementary school teachers shall be six (6) hours and forty-five (45) minutes. The elementary school teacher workday shall consist of eight (8) forty (40) minute periods, consisting of six (6) instructional periods, one (1) duty free lunch period, one (1) preparation period. An additional preparation period shall be scheduled per week. It is further provided that no teacher shall be scheduled to report for duty less than five (5) minutes prior to the pupils' school day, nor will teachers be dismissed earlier than ten (10) minutes after the pupils' school day, which is included in the six (6) hour and forty-five (45) minutes.

(b) Elementary school teachers shall have six (6) forty minute preparation periods per week.

(c) Elementary school teachers shall be provided a daily duty free lunch period of forty (40) minutes. The Superintendent and the Association shall meet to discuss and consider possible ways to provide elementary school teachers with breaks on half days.

(d) K-3 school homeroom teachers shall be assigned fifteen (15) minutes of AM duty per day and not more than four (4) twenty (20) minute PM duties per week. Grade 4 and Grade 5 homeroom teachers shall be assigned fifteen (15) minutes of AM duty per day and not more than twenty (20) minutes of PM duty. This duty shall be limited to the supervision of students upon their arrival and dismissal from school and during homeroom. Non-homeroom elementary school teachers shall be assigned ten (10) minutes of AM duty per day and not more than fifteen (15) minutes of PM duty. This duty shall be limited to the supervision of students upon their arrival and dismissal from school. Elementary school teachers, not assigned six (6) instructional periods per day, may be assigned an administrative assignment consisting of lunch/recess duty, classroom coverage, office coverage, project period or detention duty. This duty assignment shall be implemented uniformly throughout the district. A flex time option will be offered. With the consent of the staff member, a non-instructional administrative assignment may be scheduled prior to or after the teacher workday if a commensurate adjustment is made to that teacher's workday. Examples of this assignment include but are not limited to AM detention and before or after school homework club.

## (3) Middle School Teachers

(a) The in-school work day for middle school teachers shall be six (6) hours and fifty-four (54) minutes. It is further provided that no teacher shall be scheduled to report for duty less than ten (10) minutes prior to the pupils' school day, nor will teachers be dismissed earlier than ten (10) minutes after the pupils' school day, which is included in the six (6) hour and fifty-four (54) minutes.

(b) The middle school teacher workday shall consist of five (5) seventy-four (74) minute blocks which consists of a maximum of three (3) instructional blocks, one (1) preparation/planning block, a thirty-seven (37) minute duty free lunch period and a thirty-seven (37) minute non-instructional duty. This duty shall be limited to hall duty, office coverage, study hall, vocational homeroom, student arrival and dismissal, breakfast duty, lunch duty (which will not be assigned (2) years in a row unless requested by the staff member), supervision in the library and computer labs, IEP and I&RS meetings, and collaborative planning. A flex time option will be offered. With the consent of the staff member, a non-instructional administrative assignment may be scheduled prior to or after the teacher workday if a commensurate adjustment is made to that teacher's workday. Examples of this assignment include but are not limited to AM detention and before or after school homework club. The remaining time in the workday shall consist of four (4) minute passing time between blocks, and non-contact time to be utilized before and after the pupils' school day. Middle school teachers assigned AM/PM bus/hall duty shall receive an additional twenty-eight (28) minutes of preparation time per day. Middle school teachers who have four (4) or more course preparations per day shall have one (1) less duty period per week.

(c) Teachers shall have a responsibility to help insure the safety of students during passing time.

#### (4) High School Teachers

(a) The in-school workday for high school teachers shall be seven (7) hours and three (3) minutes. It is further provided that no teacher shall be scheduled to report for duty less than ten (10) minutes prior to the pupils' school day, nor will teachers be dismissed earlier than four (4) minutes after the pupils' school day, which is included in the seven (7) hours and three (3) minutes.

(b) The high school teacher workday shall consist of eight periods of forty-seven (47) minutes each, consisting of five (5) instructional periods, one (1) period of duty per day, one duty free lunch period and one (1) preparation periods. This duty period shall be limited to hall duty, office coverage, study hall, vocational homeroom, student arrival and dismissal, breakfast duty, lunch duty (which will not be assigned (2) years in a row unless requested by the staff member), supervision in the library and computer labs, IEP and I&RS meetings, and collaborative planning. A flex time option will be offered. With the consent of the staff member, a non-instructional administrative assignment may be scheduled prior to or after the teacher workday if a commensurate adjustment is made to that teacher's workday. Examples of this assignment include but are not limited to AM detention and before or after school homework club. The remaining time in the workday consists of passing time, a five (5) minute homeroom period, and non-contact time to be utilized before and after the pupils' school day. High school teachers who have four (4) or more course preparations per day shall have one (1) less duty

period per week.

(c) Teachers shall have a responsibility to help insure the safety of students during passing time.

(5) In addition to the teachers' normal workday, teachers may be required to attend professional meetings beyond the workday up to a maximum of fifteen (15) hours annually. The hours for such professional meetings shall be no more than eight (8) in each semester. Whenever possible, except in cases of an emergency, teachers will be given forty-eight (48) hours' notice along with an agenda covering the purpose of such meetings. Teachers are also required to complete an additional fifteen (15) hours of professional development within the District, including activities addressing State and Federally-mandated trainings, State-mandated teacher evaluation requirements, new District initiatives, and teacher-directed Professional Learning Community ("PLC") activities. These thirty (30) hours do not include professional development days organized by the District.

B. The Board agrees that it should establish reasonable hours and loads in each level of the school system and shall endeavor to do so with the understanding that the administration will have the right in emergencies to go beyond the limits it established and will notify the Association of the reasons therefore.

C. (1) The teacher work year shall consist of 187 days.

(2) Effective July 1, 2015, for all Pre-school through and including Grade 8 schools in the District, a four (4) hour session for students will be scheduled at the end of the 1<sup>st</sup> Marking Period, and a four (4) hour session for students will be scheduled at the end of the 2<sup>nd</sup> Marking Period. The remainder of the work day shall be used for self-directed teacher grading and record keeping.

(3) Make-up days due to schools closing on account of inclement weather shall be scheduled as full school days before June 1. Make-up days shall be scheduled as half-days after June 1. In years when a February vacation is included in the calendar, the first three (3) make-up days shall be scheduled during the February vacation. The next two (2) make-up days, if needed, shall be scheduled in June. Any additional make-up days which may be needed shall be scheduled before June.

D. At the discretion of the Board, the non-teaching duty period may be used as an alternate instructional period, but shall not be used as a regularly scheduled classroom period, or for compensatory education purposes, and shall not be solely used to reduce the number of teaching positions within the District. This period shall be subject to the supervision and direction of the Administration.

E. Effective July 1, 2015, at the discretion of the Board, at the middle and high school, two (2) parent teacher conferences may be scheduled in the evening during the normal school year for a duration of not more than three (3) hours per evening. At the discretion of the Board, at the preschool and all elementary schools two (2) parent teacher conferences may be scheduled

in the evening during the normal school year for a duration of not more than three (3) and one-half (1/2) hours per evening. On the days of such evening conferences, afternoon schedules will be suspended after four (4) hours of work.

ARTICLE VII

TEACHER FACILITIES

- A. An air conditioning unit will be installed in each faculty room.

ARTICLE VIII

SPECIALISTS

- A. The Board recognizes that the teaching loads of specialist teachers should be educationally optimal and will endeavor to meet this obligation within the limits of its available resources.

ARTICLE IX

TEACHER EMPLOYMENT

- A. Teachers shall be notified of their contract and salary status for the ensuing year no later than April 30th.
- B. Teachers shall be entitled automatically to a written statement of reasons for termination and receive a hearing upon request.

## ARTICLE X

### SALARIES

A. (1) The salaries of all teachers, nurses and Child Study Team members covered by this Agreement are set forth in Schedule A-1 which is attached hereto and made a part hereof.

(2) Salary guide column changes, based upon newly earned degrees or credits shall be effective on February 1 of each calendar year, where full documentation is submitted to the administration by January 15th of the same year. This shall in no way affect the practice of granting column change credit for September 15th payrolls which are fully documented by September 1 of each year.

#### B. EXTRA-CURRICULAR COMPENSATION:

Compensation for extra-curricular activities shall be made in a check separate from the regular payroll checks. Compensation rates and schedules shall be listed as Schedule A-2.

Stipends for seasonal sports/activities (those lasting less than the entire school year) shall be paid in two (2) equal installments. The first (1<sup>st</sup>) installment shall be paid halfway through the sport/activity, and the second (2<sup>nd</sup>) installment shall be paid at the conclusion of the sport/activity.

C. The mileage allowance paid to employees shall be in accordance with applicable State law.

## ARTICLE XI

### TEACHER ASSIGNMENT

A. All teachers shall be given written notice of their salary schedules, class and/or subject assignments, building assignments and room assignments for the forthcoming year not later than the day before the last day of school.

Assignments may be changed thereafter only for legitimate educational or operational reasons, such as an increase/decrease in enrollment, a late notification of a retirement or leave of absence, to meet statutory regulation, etc. When a change in that assignment is necessary, the administration shall immediately notify the teacher and the Association in writing of the change and the reasons for that change. A teacher who is reassigned shall be provided with proper training (Reading Workshop, Writer's Workshop, training regarding the implementation of new curriculum, review of safety procedures in shops, labs, home economics, etc.) if necessary. Furthermore, teachers shall not be observed/evaluated in a course to which they have been

reassigned for a period of at least one (1) month.

B. When a new teacher is hired with the same certification and for the same position as a previously-hired "replacement teacher," the new teacher will be considered the replacement teacher and the previously-hired teacher is now considered non-replacement.

## ARTICLE XII

### TEACHER EVALUATION

A. (1) All monitoring or observation of the work performance of a teacher shall be conducted openly and with the full knowledge of the teacher. During a classroom or workplace observation/evaluation, whether formal or informal, no tape recorders, videotape equipment, computers, telephones, or any other device with video or audio recording capability shall be used to record the staff members without their permission.

(2) The teacher shall be notified of any pre-observation conference, when applicable, no fewer than two (2) school days prior to the conference, and the observation shall occur within seven (7) days of the initial notification. A pre-conference and observation shall not occur on the same school day. A teacher shall be given a copy of any class observation report, including the performance rating, prepared by his/her evaluators no later than ten (10) school days following the class visit and at least one (1) school day before any post-observation conference.

If a report cannot be completed within this time frame, the teacher shall be notified by the evaluator, and the report should be completed no later than five (5) school days after the due date. No observation report shall be submitted to central office, placed in the teacher's file, or otherwise acted upon until ten (10) school days following the post-observation conference with the teacher. No teacher shall be required to sign a blank or incomplete observation form. In the event a teacher wishes to attach any comments to the observation form, such comments must be submitted no later than ten (10) school days following the conference and attached both physically and uploaded electronically. Specific suggestions as to measures which the employee might take to improve his/her performance in each of the areas wherein weaknesses have been indicated, citing specific domains and components/indicators, shall be included in this report.

There shall be at least one (1) month between the time one (1) observation is completed, including the post-observation conference, and the submission of any responses and the start date of the subsequent observation. Each observation cycle shall be completed before another observation cycle begins.

(3) All teachers shall be provided training in the evaluation model being utilized. Teachers shall be provided with all materials being used in the formal and informal evaluation processes by the first work day of the school year. All materials include any criteria, forms, (electronic or non-electronic), or other documents. Teachers will be given prior notice of any



changes during the course of the year.

(4) Any Corrective Action Plan ("CAP") shall be developed collaboratively by the teaching staff member and his/her supervisor. The CAP must define the teacher's responsibilities as well as the district's and supervisors'/administrators' responsibilities in helping the teacher address any identified deficiencies. The CAP shall be established for a period of not less than one (1) year in order to provide the individual teacher with sufficient time and resources to address the identified deficiency or deficiencies. Every teacher with a CAP shall be provided regular and continuous District support about his/her progress.

(5) No teaching staff member or teacher member of the School Improvement Panel (SCIP) shall be permitted to evaluate or participate in the evaluation in any way whatsoever, of any teacher or develop any CAP. No non-certificated staff member shall be permitted to evaluate, or participate in the evaluation process in any way whatsoever, of a teacher. Only duly certificated supervisors and/or duly certificated administrators shall be allowed to evaluate a teacher or develop a CAP.

(6) The duration and frequency of observations for teachers are governed by the current, applicable law set forth in the TEACHNJ Act, P.L. 2012, ch. 26 and the standards set forth in "Achieve NJ", the State's educator evaluation and support system.

B. (1) Except for recommendations which shall be sealed, a teacher has the right to examine his or her file at reasonable times and to attach comments as a part of the permanent record to any item with which he disagrees. Any comments with respect to a class visit or evaluation report will be made in accordance with Section A.2 of this Article. The principal or his representative shall be present at all such examinations of files.

(2) Copies of all items to be included in a teacher's file, except for recommendations, shall be given to the teacher. All items to be included in a teacher's file, except for recommendations, must be dated and initialed by both the principal and the teacher. The teacher's initials do not necessarily signify agreement with the contents of the documents.

C. (1) Any complaints regarding a teacher made to any member of the administration by any parent, student, or other person and of which a notation is placed in the file shall be promptly called to the attention of the teacher. The teacher shall be given an opportunity to respond to and/or rebut such complaint, and shall have the right to be represented by the Association at any other meetings or conferences regarding such complaint at which disciplinary action may be contemplated.

ARTICLE XIII

EMPLOYEE BENEFITS

All employee benefits presently existing and unchanged by this Agreement shall remain in effect for the life of the Agreement.

ARTICLE XIV

SUBSTITUTES

A. Teachers shall not be required to substitute in periods in which they would otherwise be free except in emergencies, when they shall be paid at the rate of \$35 per period.

Teachers with long-term overloads shall be compensated at the rate equal to one-sixth (1/6) of that teacher's daily pay per period taught. Teachers with long-term overloads shall receive compensation even when absent as long as said teachers continue to submit lesson plans, grade tests and perform other related classroom responsibilities. Therefore these teachers will not be required to submit monthly vouchers.

ARTICLE XV

PROFESSIONAL RELATIONS COMMITTEE

A. A Professional Relations Committee shall be established composed of equal numbers of representatives of the Administration and the Association which may discuss any question of a professional nature which either party wishes to raise; whose decisions, when reached, shall be nonbinding but may give rise to recommendations to the Board or other appropriate bodies. In the event that a question remains unsettled after discussion, either party may inform the Board of the disagreement, its views and reasons, so long as the other party receives a copy of such communication. Members shall be selected by each party without veto by the other. A sub-committee of appropriate size shall be established for each school.

## ARTICLE XVI

### MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE

A. (1) A definition of the duties and responsibilities of all administrators, coordinators, supervisors and other personnel pertaining to student discipline shall be reduced to writing by the Superintendent and presented to each teacher at the start of each school year.

B. (1) An appropriate student disciplinary procedure shall be developed for each school building by its Faculty Advisory Board. Said procedure shall be submitted to the building faculty for approval and then to the building principal. The procedure shall be subject to the approval of the building principal and the Superintendent prior to its implementation.

(2) In the event the building principal and/or the Superintendent rejects the proposed procedure, the same will be returned to the Faculty Advisory Board which shall then resubmit the procedure along with any changes in the manner noted in B.1. above. The decision of the Superintendent on the resubmitted procedure shall be final.

## ARTICLE XVII

### INSURANCE PROTECTION

A. (1) The Board will continue to pay all premiums for full family coverage, including domestic partner, under the present plan. The Board shall provide the State Educator's Health Benefits Plan, Direct 10 for medical. Pursuant to Chapter 78 of the Laws of the State of New Jersey, the Board will collect all required contributions as defined therein. The Board shall establish a Section 125 Cafeteria Plan, pursuant to the rules and regulations of the Internal Revenue Service. Employees who submit proof to the Board and Matawan Regional Teachers Association of substitute coverage shall be permitted to waive medical insurance coverage in return for a \$2,000 payment for husband/wife coverage or \$2,500 for family coverage each year. Submission of proof and request to waive coverage must be completed on or before May 1, in the school year prior to the waiver. Payments for waiver shall be made in two equal installments in January and June of the school year for which coverage was waived. Employees will have the right to opt in/out of the section 125 Cafeteria Plan each year by following the established procedure. In the event the Board seeks to change carriers during the course of the agreement, the Board must provide equal to or better coverage for the benefit plan then in effect.

B. The Board will continue to pay all premiums to provide to each employee for the duration of this Agreement the New Jersey Dental Service Plan (known as the Delta Incentive Plan) family coverage, including domestic partner. The maximum accumulated benefit

shall be \$2,000 per year for Premier coverage and at least \$2,000 per year for Preferred coverage. The dental cap shall be fixed at the rates in effect on June 30, 2017, which shall reflect the full actual costs to the Board of the benefit for each employee. As part of the Section 125 Cafeteria Plan, pursuant to the rules and regulations of the Internal Revenue Service, employees who submit proof to the Board and Matawan Regional Teachers Association of substitute coverage shall be permitted to waive dental insurance coverage in return for a \$100 payment. Submission of proof and request to waive coverage must be completed on or before May 1, in the school year prior to the waiver. Payments for waiver shall be made in two equal installments in January and June of the school year for which coverage was waived. Employees will have the right to opt in/out of the section 125 Cafeteria Plan each year by following the established procedure.

C. (1) The Board will pay up to the sum of \$200.00 per employee per annum for direct optical reimbursement for employees and their dependents.

(2) The Board will pay all premiums for full family coverage, including domestic partner, for a mandatory generic prescription card with required co-payments of \$ 3.00 for generic drugs, \$ 10.00 for preferred drugs and \$5.00 for generic drugs and \$15 for preferred drugs for mail order. The Board shall provide the coverage through Benecard. Major medical coverage of prescription co-pay amounts shall not be provided. As part of the Section 125 Cafeteria Plan, pursuant to the rules and regulations of the Internal Revenue Service, employees who submit proof to the Board and Matawan Regional Teachers Association of substitute coverage shall be permitted to waive prescription insurance coverage in return for a \$500 payment. Submission of proof and request to waive coverage must be completed on or before May 1, in the school year prior to the waiver. Payments for waiver shall be made in two equal installments in January and June of the school year for which coverage was waived. Employees will have the right to opt in/out of the section 125 Cafeteria Plan each year by following the established procedure. In the event the Board seeks to change carriers during the course of the agreement, the Board must provide equal to or better coverage for the benefit plan then in effect.

D. Any employee on an authorized unpaid sick leave of absence shall continue to have his/her health benefits (medical, dental, prescription, and optical plans) premiums paid for by the Board while on such an authorized sick leave in accordance with Chapter 78.

E. Any employee who has opted into a section 125 Cafeteria Plan is allowed to carry over \$500.00 per year to a Section 125 Cafeteria Plan (effective January 1, 2016).

## ARTICLE XVIII

### DEDUCTIONS FROM SALARY

A. (1) The Board agrees to deduct from the salaries of its teachers, dues for the Matawan Regional Teachers Association, the Monmouth County Education Association, the New Jersey Education Association, and the National Education Association, or any one or any combinations of such Associations as said teachers individually and voluntarily authorize the Board to deduct.

Such deductions shall be made in compliance with Chapter 310, Public Laws of 1967 (N.J.S.A. 52:14-15.9e) and under rules established by the State Department of Education. Said monies, together with records of any corrections, shall be transmitted to the treasurer of the Matawan Regional Teachers Association by the fifteenth (15th) of each month following the monthly pay period in which deductions were made. The Association treasurer shall disburse such monies to the appropriate association or associations. Teacher authorizations shall be in writing using the appropriate form.

(2) Each of the associations named in A.1 shall certify to the Board, in writing, the current rate of its membership dues. Any association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.

(3) Additional authorization for dues deduction may be received after August 1 under rules established by the State Department of Education.

(4) The filing of notice of a teacher's withdrawal shall be prior to December 1 and become effective to halt deductions as of January 1 next succeeding the date on which notice of withdrawal is filed.

B. Teachers shall have the right to have deductions made from their salaries upon written authorization for deposit in their account in the First Financial Credit Union.

C. Payroll deductions for Tax Sheltered Annuity Programs shall be provided for those teachers expressing an interest in participating in such a program. No more than one (1) change may be made in this selection per school year. This deduction is in addition to the deduction permissible for participation in the Supplemental Annuity Plan of the T.P.A.F.

## ARTICLE XIX

### MISCELLANEOUS PROVISIONS

A. This Agreement constitutes Board policy for the term of said Agreement, and the Board shall carry out the commitments contained herein and give them full force and effect as Board policy.

B. If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provisions or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

C. Any individual contract between the Board and an individual teacher, heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.

D. The Board agrees to furnish to the Association, in response to reasonable requests from time to time, all publicly available information concerning the financial resources of the District, including but not limited to: annual financial reports and audits, register of certificated personnel, tentative budgets when adopted, agendas and minutes of all Board meetings, school census data when available, and names and addresses of all teachers. It is understood that this paragraph does not require the Board or any of its representatives to deliver any document in the nature of a working paper.

E. Representatives of the Association, the New Jersey Education Association, the National Education Association shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations.

F. The rights and privileges of the Association and its representatives, as set forth in this Agreement, shall be granted only to the Association for the life of the contract and for so long as it is the majority representative and to no other organization.

G. Copies of this Agreement shall be printed at the expense of the Board within thirty (30) days after this Agreement is signed and presented to all teachers now employed, hereafter employed, or considered for employment by the Board.

H. Whenever any notice is required to be given by either of the parties to this Agreement to the other, pursuant to the provision(s) of this Agreement, either party shall do so by telegram or registered letter at the following addresses:

(1) If by Association, to Board at Crest Way, Aberdeen, NJ 07747.

(2) If by Board, to Association at Aberdeen Townsquare Shopping Center, 1075 B Highway 34, Aberdeen, NJ 07747.

I. Employees shall be permitted to submit claims to the Board for damage to personal property as a result of actions taken by others on school grounds against the employee's property. The Board agrees to review the employee's claim for such losses; and subject to the employee's verification as to the cause of the damage, the Board shall determine the appropriate level of reimbursement.

## ARTICLE XX

### TERMINAL LEAVE

A. Terminal leave shall be granted to all teachers with thirty (30) years of service in the

District as of July 1, 2005 retiring after ten (10) years of continuous service in the Matawan-Aberdeen Regional School District in an amount equivalent to one-half (½) month's salary providing that said teachers meet the following conditions:

(1) That they are members of a New Jersey State Plan that provides a pension based on their school district employment.

(2) That they have applied for and received approval for retirement benefits from said plan.

This payment shall be made to the individual's 403(b) plan.

B. The payment for unused sick leave earned in the district shall be granted to all teachers retiring after ten (10) years of continuous service in the Matawan-Aberdeen Regional School District in the amount of fifty-five (\$55.00) dollars per day. This payment shall be made to the individual's 403(b) plan.

C. In the event an employee with at least ten (10) years of continuous service in the Matawan-Aberdeen Regional School District dies while employed by the Board, his/her estate shall receive a) terminal leave payments in an amount in accordance with the provisions of Section A of this Article and b) payment for unused sick leave in accordance with the provisions of Section B of this Article.

## ARTICLE XXI

### ABSENCE AND FORFEITURE OF SALARY

#### A. NON-PROMOTION IN SALARY BECAUSE OF ABSENCE

A member of the teaching staff who has been absent from school during the previous school year, whether such absence has been excused or not, shall be given credit on the guide for the year in question in accordance with the following schedule:

(1) Absences up to and including sixty (60) days - full credit.

(2) Absences between sixty one (61) days and one hundred twenty (120) days - half step credit.

(3) Absences in excess of one hundred twenty (120) days - no credit.

#### B. APPROVED REASONS FOR ABSENCE

Teachers shall attend their duties faithfully and shall not be absent therefrom except for personal illness or for other good and sufficient reasons authorized by these Board rules and regulations, or approved by the Superintendent or the Board. Teachers absent from school duty shall forfeit full per diem salary during such absence except as hereinafter provided.

#### C. SICK LEAVE

(1) Sick leave is hereby defined to mean the absence from his or her post of duty, of any person covered by N.J.S.A. 18A:30-2 because of personal disability due to illness or injury or because he or she has been excluded from school by the school district's medical authorities on account of a contagious disease or of being quarantined for such a disease in his or her immediate household (N.J.S.A. 18A:30-1).

(2) A. teacher absent from school because of personal illness shall suffer no deduction of pay for each of the first ten (10) days of absence in any school year.

(3) If any teacher requires less than ten (10) days of sick leave in any school year, the number of days not utilized that year shall be accumulated to be used for additional sick leave if needed in subsequent years.

(4) Teachers shall be given a written accounting of their accumulated sick leave days no later than September 15th of each school year.

#### D. ON THE JOB INJURY

(1) Whenever any full time employee of the Matawan-Aberdeen Regional School District is absent from his post of duty as a result of personal injury caused by an accident arising out of and in the course of his employment, such employee shall receive his full salary or wages for the period of such absence for up to one (1) calendar year without having such absence charged to the annual sick leave or the accumulated sick leave.

(2) Any amount of salary or wages paid or payable to the employee pursuant to this policy shall be reduced by the amount of any worker's compensation award made for temporary disability. Salary or wage payments provided by the section shall be made for absence during the waiting period and during the period the employee received or was eligible to receive a temporary disability benefit under Chapter 15 of Title 34 of the Revised Statute.

#### E. ABSENCE FOR DEATH OF RELATIVE

In case of the death of a parent, stepparent, brother, brother-in-law, step-brother,



sister, sister-in-law, step-sister, husband, wife, domestic partner, child, stepchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandfather, grandmother, grandchild, uncle, aunt, nephew, niece, and cousin or a relative who is a member of the immediate household of a teacher, the teacher shall be excused, without loss of pay provided the absence does not exceed five (5) consecutive school days.

#### F. ABSENCE BY REASON OF QUARANTINE OR COURT ORDER

A teacher absent from school by reason of quarantine by the Board of Health, or in compliance with the requirements of a subpoena shall not suffer deductions in pay for such absence. THE ASSOCIATION AGREES THAT THIS RULE DOES NOT APPLY TO SUBPOENAS FOR ATTENDANCE AT ARBITRATION PROCEEDINGS. Any employee absent because of a subpoena to appear at a legal proceeding shall suffer no deductions in pay except where the relevant employee is himself/herself a person in interest, either directly or on behalf of another person or organization representing the subpoenaed person in an action against the Board.

#### G. ABSENCE FOR APPEARANCE BEFORE MILITARY OR SELECTIVE SERVICE OFFICIALS

No pay shall be deducted for absence for appearance before military or selective service officials concerning draft or enlistment. Such leave will be in addition to sick leave. One (1) day only is to be allowed.

#### H. ABSENCE IN CASE OF SERIOUS FAMILY ILLNESS

In case of absence because of illness of a parent, brother, sister, husband, wife, domestic partner, child, mother-in-law, father-in-law, or a relative who is a member of the immediate household of the teacher, the teacher may be excused without loss of pay, provided the absences do not exceed three (3) days in any school year.

#### I. PERSONAL DAYS

Teachers shall enjoy two undesignated personal days per year. They shall suffer no loss of pay and no approval shall be required. These days shall be non-accumulative as personal days.

Teachers shall give their principal at least one (1) day's notice. The building principal, in his discretion, may waive the notice requirement in the event of an emergency.

No more than five (5) teachers in an elementary or middle school or ten (10) teachers in the high school may be out on any one day without the prior approval of the principal and the Superintendent.

Any unused undesignated personal days shall be added on to the individual's accumulated sick leave.

## J. REPORT OF ABSENCE

A teacher who is absent from duty because of personal illness, death in the family, quarantine, appearance before military or selective service officials, or in compliance with the requirements of a court, shall notify the principal as early as possible, and notification shall be given in advance where possible. A teacher who is absent from duty for any other reason shall first secure permission from the Superintendent through the principal. The teacher shall, in reporting absence for personal illness, communicate to the principal the probable duration of the illness.

A teacher who has been absent for two (2) days or more shall, before the end of the school day prior to the return, notify the principal of his expected return.

## K. EXAMINATION

The school physician shall examine all cases of absence for personal illness upon the request of the Superintendent or the Board unless the teacher prefers to arrange for an examination by the teacher's personal physician. If the absence because of personal illness exceeds ten (10) days in a calendar month, certification of such illness by the school physician or by the teacher's personal physician may be required.

## ARTICLE XXII

### LEAVE OF ABSENCE

#### A. APPROVED REASONS FOR LEAVE OF ABSENCE:

Leaves of absence shall be granted only for the following reasons:

- (1) Personal illness including on-the-job injury.
- (2) Death in the immediate family as defined in Article XXI, Section E.
- (3) Death of relative as defined in Article XXI, Section F.
- (4) Quarantine or court subpoena.
- (5) Maternity/Paternity.
- (6) Personal business.

#### B. LEAVE OF ABSENCE FOR PERSONAL ILLNESS

Leave of absence for personal illness may be granted a teacher by the Board. A leave of absence shall not be granted because of personal illness unless the applicant submits the form prescribed by the Board, signed by a regularly licensed Doctor of Medicine, which in all cases shall give such information as will satisfy the Board that the absence is necessary. In case of mouth ailments, the certificate may be signed by a Doctor of Dental Science or Doctor of Dental

Surgery.

### C. MATERNITY/PATERNITY LEAVE

(1) The Board shall grant leaves of absence for medical reasons associated with pregnancy and birth to pregnant teachers on the same terms and conditions governing leaves of absence for other illness or medical disabilities as set forth in N.J.S.A. 18A:30-1 et seq. and the rules, regulations and policy statements and this Agreement.

(2) It is recognized that a teacher's maternity leave application involves both a disability phase and a child care phase. The disability phase is that period of time, both pre-natal and post-natal, during which a physician certifies inability to work. The child care phase is that period of time selected by the teacher which follows the disability phase during which time the teacher voluntarily suspends her teaching career to care for the newborn child. The child care leave shall also be available to an adoptive parent or the father of a newborn infant.

(a) **DISABILITY PHASE:** Any tenured or non-tenured teacher seeking a leave of absence on the basis of medical reasons associated with pregnancy or birth shall apply to the Board. At the time of application, which shall be made upon sixty (60) days' notice to the Board, the teacher shall specify in writing, the date on which she wishes to commence leave and the date on which she wishes to return to work after the birth. The Board shall require any teacher to produce a certificate from a physician in support of the requested leave dates. Where medical opinion is supportive of the leave dates requested, such request shall be granted by the Board. It is understood that the disability period as certified jointly by the teacher's and the Board's physicians may be treated as compensable sick leave time at the option of the teacher.

(b) **CHILD CARE PHASE:** Where the requested leave dates are beyond the period of disability associated with pregnancy and is for child care purposes as defined above, the tenured teacher shall be granted, at his/her discretion, a leave for (1) the balance of the school year in which the birth or adoption occurred, or (2) the balance of the school year in which the birth or adoption occurred and the entire following school year. Any further extensions of child care leave shall be discretionary with the Board.

The Board need not grant or extend the leave of absence of any non-tenured teacher beyond the end of the contract school year in which the leave is obtained.

(3) A teacher returning from pregnancy leave of absence shall be entitled to all benefits to which teachers returning from other types of sick or disability leave would be entitled. Nothing contained herein shall be construed to require the Board to grant tenure to any non-tenured employee who would not otherwise have been granted tenure or to offer a new contract for a new school year to any non-tenured employee who would not have been otherwise offered such a contract.

(4) No tenured or non-tenured teacher shall be barred from returning to work after the birth of her child solely on the ground that there has not been a stated or prescribed lapse of

time between that birth and her desired date of return except as is provided herein. Nothing contained in this article shall be construed to preclude the Board from requiring any teacher, after birth of her child, to produce a certificate from her physician showing that she is physically capable of resuming her duties.

#### D. LEAVE OF ABSENCE FOR OTHER REASONS

Leave of absence with pay will be granted only for reasons specifically mentioned in this Agreement. A leave of absence with full loss of pay shall be granted for any other emergency or urgent reason upon written application to the building principal. For the protection of the employee and for proper payroll accounting and audit, every absence must be accounted for in writing.

#### E. LEAVE OF ABSENCE FOR MILITARY OR NAVAL SERVICE

Leave of absence shall be granted for entry into military or naval service in accordance with N.J.S.A. 18A:6-33.

### ARTICLE XXIII

#### SABBATICAL LEAVE

- A. Sabbatical leave for a full year shall be granted to one (1) teacher per year.
- B. A teacher, in order to be eligible for a sabbatical leave, shall have been employed in the school district for a minimum of seven (7) years at the time the requested leave is to commence.
- C. A sabbatical leave shall be granted only for a reasonable educational purpose. The teacher shall present a report upon completion of the sabbatical.
- D. A teacher on sabbatical leave shall receive one-half of the salary which the teacher would have received had he remained in the district.
- E. The teacher will submit an application in writing on forms provided. The application shall be filed with the Superintendent on or before March 15th of the school year preceding the school year in which the sabbatical leave is to commence. The sabbatical leave shall be granted on the basis of seniority in the school district. A staff member shall be precluded from taking a second sabbatical leave if another applicant has not previously been granted such a leave.
- F. Subject to limitations provided by law, pension and insurance payments will be deducted from the salary of the teacher while he is on leave, based on one hundred (100%) percent of his contractual salary; and health benefits for the year will be paid as if the teacher

were not on leave.

G. Salary payments will be made on the same basis as the regular staff. Payments will not be made in advance.

H. Sick leave shall not accrue while on leave.

I. In the event of serious and/or lengthy illness which prevents the start or completion of the sabbatical program, the teacher will apply for normal sick leave, and/or other leave, if necessary, at which time the Board's sabbatical salary contribution shall cease.

J. A teacher who is granted a sabbatical leave shall, upon completion of the sabbatical, either return to the district or shall reimburse the Board for all salary received while on leave.

K. Credit on the salary guide shall be earned by the teacher while on sabbatical leave.

#### ARTICLE XXIV

#### TUITION REIMBURSEMENT

A. Effective July 1, 2014, teachers will be reimbursed for job or certificate related graduate courses taken and successfully completed. The maximum reimbursement per employee shall be the cost of a three (3) credit graduate course at Rutgers, the State University. Effective July 1, 2014, and continuing for the life of the successor collective bargaining agreements, the total tuition reimbursement is \$85,000.00. The parties have developed a procedure and formula (see Appendix A, page 33) for the equitable distribution of the tuition reimbursement pool of money.

B. In order for a board of education to provide to an employee tuition assistance for coursework taken at an institution of higher education or additional compensation upon the acquisition of additional academic credits or completion of a degree program at an institution of higher education:

- (1) The institution shall be a duly authorized institution of higher education as defined in section 3 of P.L.1986, c.87 (C.18A:3-15.3);
- (2) The employee shall obtain approval from the superintendent of schools prior to enrollment in any course for which tuition assistance is sought. In the event that the superintendent denies the approval, the employee may appeal the denial to the board of education.

In the case of a superintendent, the approval shall be obtained from the board of education; and

(3) The tuition assistance or additional compensation shall be provided only for a course or degree related to the employee's current or future job responsibilities.

C. Actual reimbursement will follow within sixty (60) days of submission of official transcript and tuition payment receipts, provided a grade of B or better is attained. In the case of a pass-fail grading system, pass is acceptable.

D In order to avoid a duplication of benefits from public funds, those courses taken under the Veterans Benefit Act, National Science Foundation Grants, NDEA grants or other public scholarship and aids shall not apply.

## ARTICLE XXV

### MANAGEMENT RIGHTS CLAUSE

A. The Board, on its own behalf and on the behalf of the electors of the District, hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of New Jersey, and of the United States, including but without limiting the generality of the foregoing, the right:

(1) To the executive management and administrative control of the school system and its properties and facilities, and the activities of its employees while said employees are engaged in the performance of their duties.

(2) To hire all employees and subject to the provisions of the law, to determine their qualifications, and the conditions for their continued employment, or their dismissal or demotion; and to promote, and transfer all such employees, to relieve employees from duty because of lack of work or other legitimate reasons. Where the Board has adopted procedures in the above areas, the Board will follow said procedures.

(a) The Board of Education shall have full discretion regarding salary guide placement of new hires.

(3) To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational, and social events for students, all as deemed necessary or advisable by the Board.

(4) To decide upon the means and methods of instruction, the selection of textbooks and other teaching materials, and the use of teaching aids of every kind and nature. Where the Board has adopted procedures in the above areas, the Board will follow said procedures.

(5) To determine class schedules, the hours of instruction, and the duties, responsibilities,

and assignments of teachers and other employees with respect thereto.

(6) To take whatever action may be necessary to carry out the mission of the school district in situations of emergency.

B. The exercise of the foregoing powers, right, authority, duties, and responsibilities by the Board, the adoption of policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and expressed terms of this Agreement and then only to the extent such specific and expressed terms hereof are in conformance with the Constitution and laws of the State of New Jersey, and the Constitution and laws of the United States.

C. Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the New Jersey School Laws or any other national, state, county, district, or local laws or regulations as they pertain to education.

#### ARTICLE XXVI

#### NO REPRISAL CLAUSE

A. The Board and the Association mutually agree that there shall be no reprisals of any kind by either party against any member of the Board, administrator, teacher, parent, student, substitute teacher, or any other employee of the Board or other persons as a result of any action taken by any party or individual during the course of the negotiation process.

ARTICLE XXVII

DURATION OF AGREEMENT

A. This Agreement shall be effective as of July 1, 2014 and shall continue in effect until June 30, 2017.

B. The terms of this Agreement are retroactive to July 1, 2014, except as specified otherwise.

C. This Agreement shall not be extended orally and it is expressly understood that it shall expire at midnight on June 30, 2017.

IN WITNESS WHEREOF, 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.

MATAWAN-ABERDEEN REGIONAL BOARD OF EDUCATION

ATTEST:

  
PATRICK DEGEORGE, Secretary

By:   
ANISSA ESPOSITO, President

MATAWAN REGIONAL TEACHERS ASSOCIATION

ATTEST:

  
KATHLEEN VERGARETTI, Secretary

By:   
MARSHALL GORMAN, President



## APPENDIX A

### Procedure for Tuition Reimbursement

- The total amount allotted to tuition reimbursement shall be divided equally among all applicants for tuition reimbursement.
- Teachers enrolled in courses during the summer, fall and spring semesters must submit their reimbursement form on or before January 15 of the current school year.
- Teachers, who may enroll in any courses that begin in May &/or June **that will conclude before June 30**, must also submit their request for reimbursement on or before January 15.
- These deadlines are firm and will not be waived.
- The Board shall confirm the amounts to be paid with the Association no later than February 1.
- Actual reimbursement for summer and fall courses shall be made on or about March 1<sup>st</sup> when the official transcript and tuition payment receipts have been submitted and provided a grade of B or better is attained. In the case of a pass-fail grading system, pass is acceptable. Actual reimbursement for the spring courses shall be made within sixty (60) days of submission of official transcript and tuition payment receipts provided a grade of B or better is attained. In the case of a pass-fail grading system, pass is acceptable.

Tuition will only be reimbursed for courses taken from a duly authorized institution of higher learning licensed by the Commission of Higher Education or an out of state institution by the appropriate accrediting body recognized by the Council on Postsecondary Education or the United States Department of Education

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY SCHEDULE  
2014-2015

STEP	B.A. C	B.A.+30 D	MA E	MA+30 F	DOCT. G
1	47,460	52,460	54,640	56,960	61,460
2-3	47,710	52,710	54,890	57,210	61,710
4-5	48,010	53,010	55,190	57,510	62,010
6	48,330	53,330	55,510	57,830	62,330
7	48,660	53,660	55,840	58,160	62,660
8	48,990	53,990	56,170	58,490	62,990
9	49,560	54,560	56,740	59,060	63,560
10	50,260	55,260	57,440	59,760	64,260
11	52,940	57,940	60,120	62,440	66,940
12	57,240	62,240	64,420	66,740	71,240
13	62,200	67,200	69,380	71,700	76,200
14	66,420	71,420	73,600	75,920	80,420
15	71,050	76,050	78,230	80,550	85,050
16	75,950	80,950	83,130	85,450	89,950
17	81,700	86,700	88,880	91,200	95,700

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$900 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,600 per year.

(a) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(b) ) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service program, shall suffer a loss of credit earned prior to July 1, 2011

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY SCHEDULE  
2015-2016

STEP	B.A. C	B.A.+30 D	MA E	MA+30 F	DOCT. G
1-2	47,960	52,960	55,140	57,460	61,960
3-4	48,210	53,210	55,390	57,710	62,210
5-6	48,530	53,530	55,710	58,030	62,530
7	48,860	53,860	56,040	58,360	62,860
8	49,190	54,190	56,370	58,690	63,190
9	49,560	54,560	56,740	59,060	63,560
10	50,260	55,260	57,440	59,760	64,260
11	52,940	57,940	60,120	62,440	66,940
12	56,940	61,940	64,120	66,440	70,940
13	61,450	66,450	68,630	70,950	75,450
14	66,420	71,420	73,600	75,920	80,420
15	70,950	75,950	78,130	80,450	84,950
16	75,700	80,700	82,880	85,200	89,700
17	82,200	87,200	89,380	91,700	96,200

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$950 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,600 per year.

(a) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(b) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service program, shall suffer a loss of credit earned prior to July 1, 2011.

SCHEDULE A-1

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
TEACHERS, NURSES AND CHILD STUDY TEAM MEMBERS SALARY SCHEDULE  
2016-2017

STEP	B.A. C	B.A.+30 D	MA E	MA+30 F	DOCT. G
1	49,190	53,910	56,090	58,410	62,910
2	49,590	54,230	56,410	58,730	63,230
3	50,090	54,890	57,070	59,390	63,890
4	50,600	55,320	57,500	59,820	64,320
5	52,960	57,760	59,940	62,260	66,760
6	56,640	61,440	63,620	65,940	70,440
7	61,150	65,950	68,130	70,450	74,950
8	66,150	70,950	73,130	75,450	79,950
9	71,150	75,950	78,130	80,450	84,950
10	76,400	81,200	83,380	85,700	90,200
11	82,950	87,850	89,999	92,350	96,850

Longevity: Upon the completion of twenty years of service to the district a teacher shall receive a longevity differential of \$950 per year. Upon the completion of twenty-five years of service to the district a teacher shall receive a longevity differential of \$1,650 per year.

(a) The Board may withhold, for inefficiency or other good cause, any increment provided for in these guides by a recorded roll call majority vote of the full membership of the Board. It shall be the duty of the Board, within ten (10) days of the adoption of said action, to give written notice of said action, together with the reasons therefor to the Commissioner of Education in accordance with the provisions of N.J.S.A. 18A:29-14. The denial of an increment shall not be otherwise grievable or arbitrable.

(b) In-Service Credits: Effective July 1, 2011, in-service credit will no longer be available to employees. No employees, who participate in the in-service program, shall suffer a loss of credit earned prior to July 1, 2011.

SCHEDULE A-2

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
EXTRA-CURRICULAR COMPENSATION  
2014-2015

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>
Director of Athletics	11,870	12,860	13,830
Assistant Director of Athletics <sup>1</sup>	9,140	10,020	10,720
Associate Director of Athletics <sup>2</sup>	8,970	9,780	10,615
Faculty Manager	6,970	7,930	8,850
Equipment Manager	5,380	5,955	6,570
Athletic Trainer	12,170	13,030	13,930
<b>Group I Sports</b>			
A. Football, Basketball,			
Girls' Basketball	9,200	9,830	9,800
Assistants	6,215	6,800	7,080
B. Baseball, Track, Girls' Track,			
Softball, Wrestling, Soccer,			
Girls' Field Hockey,	6,720	7,625	8,220
Cheerleaders (per season)	3,335	3,790	4,150
Dance Team (per season)	3,335	3,790	4,150
Assistants	5,010	5,500	6,030
Cheerleaders (per season)	2,485	2,720	3,020
<b>Group II Sports</b>			
Boys' Cross Country,			
Girls' Cross Country			
Winter Track (Boys/Girls),	5,515	6,110	6,630
Assistants	4,605	5,110	5,740
<b>Group III Sports</b>			
Bowling (Boys/Girls), Golf,			
Boys' Tennis, Girls' Tennis,			
Gymnastics	5,090	5,465	5,910
Assistants	4,525	4,920	5,420

<sup>1</sup> Three release periods.

<sup>2</sup> One release period.

Where paid ticket sellers are used, ticket sellers at all athletic events shall be paid at the rate of \$62.50 per game. Volunteers may be used at the discretion of the Board of Education.

## INTRAMURAL ACTIVITY PROGRAM

### Middle School

Bowling Club	1015	each
Two Hand Touch (2)	1015	each
Softball (2)	1015	each
Winter Intramurals (4)	1015	each
Fall Intramurals (2)	1015	each
Spring Intramurals	1015	each
Special Olympics		
Fall	1015	each
Winter	1015	each
Spring	1015	each

### Compensation For Non-Athletic Activity

	Stipend
Adult High School Coordinator	13885
Computer Equipment Manager	5175
Local Professional Development Committee	1265
Director of Music	1685
School Level Professional Development Com	
*Capped at \$5,000 per school year	40/hr.*
Mentoring Teachers - Alternate Route	920-1130
- Traditional Route	570-840
Educational Technology Support	11760

### High School

Academic Challenge	1360
Afro-American Student Union	1270
Amnesty International	1270
ANIME Club	1360
Art Club	TBD
Ass't Band Director	2960
Assistant Guard	3830
Audio Visual Department	3250
Band Director	7110
Calculus Club - Math Honor Society	1270
Challenger Team	4550
Chamber Choir	4530
Chess Club	1360
D.E.C.A.	0
Drama Coach	3240

Drill Instructor	3830
English Honor Society	1360
Environmental Club	1360
F.B.L.A.	1270
F.M.L.A.	1270
Food & Fashion	1270
Forensics	4150
Forensics - Assistant	0
Freshmen Class Advisor	1300
Guard Instructor	3830
Guitar Club	1270
H.O.S.A.	0
History & Govt. Club (3)	2460
or (1) @ full \$ value	0
Honor Society	1360
Honors Math Club - Math Comp. League	1270
Interact Club	1270
Investment Club	1270
Jazz Band Director	2960
Junior Class Advisor (2)	1700
or (1) @ full \$ value	0
Junior Statesman of America	1270
Key Club	1460
Library Club	1360
Literary Journal	1960
Marching Band	1850
Mathematics Competitions League	1270
Math Honor Society	1270
Mind over Matter Yoga & Meditation Club	1360
Mock Trial	1270
MRHS News	5280
MSG Varsity	1040
Peer Leadership	4420
Assistants	2520
Pep Club	1270
Percussion	3830
Physics Club	1270
Radio Club	1270
SADD	1360
Safe Space Club	1220
Science National Honor Society	1360
Senior Class Advisor(2)	2130
or (1) @ full \$ value	0

Ski Club	0
Sophomore Class Advisor	1360
Sound and Lighting Club	1970
Student Accounts	1360
Student Council	4890
Student Information System Coordinator	3710
Telecommunications	1270
Testing Coordinator	8980
TV Studio	5450
V.I.C.A.	0
Winter Guard Assistant Director	1560
Winter Guard Director	1560
Woodworking Club	1270
Work Study	4500
World Language Honor Society	1270
Yearbook & Business Manager	5290

### **High School**

#### Fall Drama

Producer/Director	4780
Production Assistant	1430
Production Design/Construction	3260

#### Spring Musical

Choreographer	2900
Consultant	1430
Musical Director	3260
Producer/Director	6400
Production Assistant	1430
Production Design/Construction	3910
Technical Director	2520
Vocal Director	3260

#### Summer Production

Choreographer (2)	2900
Director	5760
Director/Coordinator	6420
Musical Director	3260
Production Assistant	1430
Production Design/Construction	3910
Technical Director	2520
Vocal Director	3260

Coordinator of SPS	12760
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Coordinator of Student Services	13880 <sup>1</sup>
Substance Awareness Coordinator	5590*
*Add'l compensation per negotiated agreement	
Department Chairpersons (Mathematics, Science, Social Studies, Physical Ed./Health, English, Foreign Language, Industrial and Vocational Arts, Fine Arts Special Education, EOC, Adult High School 1-5 in dept.	4800
each add'l person	375
Summer work	40/hr
Physical Education Facilitator	2720

### **Middle School**

6th Gr. Class Advisor	1270
7th Gr. Class Advisor	1270
8th Gr. Class Advisor	1270
Academic Bowl Advisor - 6-8 Gr.	1270
Afro-American Student Union	1270
Art Club	1270
Ass't Band Director	1700
Audio Visual Department	1960
Band Director	3220
Builders Club	1360
Business Club	0
Cheerleaders	1270
Chess Club	1270
Coordinator Of Student Activities	13880 <sup>2</sup>
Environmental Club	1360
Junior National Honor Society	1270
Library Club	1360
Literary Club	1270
Literary/Art Magazine	1960
Math Club	1270
Multi-Cultural Club	1270
National Geographic Competition Advisor	1210
Peer Leadership A'sst	2520
School Newspaper	1960
Science Club	1210

<sup>1</sup> Three release periods

<sup>2</sup> Three release periods

Science Competition Team	1210
Ski Club	0
Student Organization	1960
Technology (STEAM)Club	1210
Vocal Chorus	1990
Willow Tree	1100
World Language Club	1270
Yearbook Advisor	3970
Unit Leaders - 1-7	4800
- each add'l person	375
Summer work	40/hr.
<b>Theater Arts</b>	
Choreographer	2850
Consultant	1440
Director	5950
Musical Director	3060
Production Assistant	1430
Production Design/Construction	2910
Technical Director	2520
Vocal Director	3060
<b>Elementary Schools</b>	
Administrative Assistant	1670
Book Room Manager	1080
Clubs	1080
Parent Resource Mgr.	1020
Safety Patrol (One per building)	990

SCHEDULE A-2

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
EXTRA-CURRICULAR COMPENSATION  
2015-2016

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>
Director of Athletics	12,050	13,050	14,040
Assistant Director of Athletics <sup>1</sup>	9,280	10,170	10,900
Associate Director of Athletics <sup>2</sup>	9,100	9,930	10,770
Faculty Manager	7,080	8,050	8,990
Equipment Manager	5,460	6,040	6,670
Athletic Trainer	12,350	13,230	14,140
<b>Group I Sports</b>			
A. Football, Basketball,			
Girls' Basketball	9,340	9,980	9,950
Assistants	6,310	6,900	7,190
B. Baseball, Track, Girls' Track,			
Softball, Wrestling, Soccer,			
Girls' Field Hockey,	6,820	7,740	8,350
Cheerleaders (per season)	3,390	3,850	4,200
Dance Team (per season)	3,390	3,850	4,200
Assistants	5,090	5,580	6,120
Cheerleaders (per season)	2,520	2,760	3,070
<b>Group II Sports</b>			
Boys' Cross Country,			
Girls' Cross Country			
Winter Track (Boys/Girls),	5,600	6,200	6,730
Assistants	4,670	5,190	5,830
<b>Group III Sports</b>			
Bowling (Boys/Girls), Golf,			
Boys' Tennis, Girls' Tennis,			
Gymnastics	5,170	5,550	6,000
Assistants	4,600	5,000	5,500

<sup>1</sup> Three release periods.

<sup>2</sup> One release period.

Where paid ticket sellers are used, ticket sellers at all athletic events shall be paid at the rate of \$62.50 per game. Volunteers may be used at the discretion of the Board of Education.

**INTRAMURAL ACTIVITY PROGRAM  
MIDDLE SCHOOL**

Bowling Club	1030 each
Two Hand Touch (2)	1030 each
Softball (2)	1030 each
Winter Intramurals (4)	1030 each
Fall Intramurals (2)	1030 each
Spring Intramurals	1030 each
Special Olympics	
Fall	1030 each
Winter	1030 each
Spring	1030 each

**COMPENSATION FOR NON-ATHLETIC ACTIVITY**

Adult High School Coordinator	14090
Computer Equipment Manager	5250
Director of Music	1710
Local Professional Development Committee	1280
School Level Professional Development Com	
*Capped at \$5,000 per school year	40/hr.*
Mentoring Teachers – Alternate Route	940-1160
- Traditional Route	580-850
Educational Technology Support	11930
<b>High School</b>	
Academic Challenge	1380
Afro-American Student Union	1300
Amnesty International	1300
ANIME Club	1380
Art Club	1300
Ass't Band Director	3000
Assistant Guard	3880
Audio Visual Department	3300
Band Director	7200
Calculus Club – Math Honor Society	1300
Challenger Team	4610
Chamber Choir	4600
Chess Club	1380
D.E.C.A.	0
Drama Coach	3290
Drill Instructor	3890
English Honor Society	1380
Environmental Club	1380
F.B.L.A.	1300

F.M.L.A.	1300
Food & Fashion	1300
Forensics	4210
Forensics – Assistant	0
Freshmen Class Advisor	1320
Guard Instructor	3890
Guitar Club	1300
H.O.S.A.	0
History & Govt. Club (3)	2500
or (1) @ full \$ value	0
Honor Society	1380
Honors Math Club – Math Comp. League	1300
Interact Club	1300
Investment Club	1300
Jazz Band Director	3000
Junior Class Advisor (2)	1720
or (1) @ full \$ value	0
Junior Statesman of America	1300
Key Club	1480
Library Club	1380
Literary Journal	1990
Marching Band	1880
Mathematics Competitions League	1300
Math Honor Society	1300
Mind over Matter Yoga & Meditation Club	1380
Mock Trial	1300
MRHS News	5360
MSG Varsity	1060
Peer Leadership	4480
Assistants	2550
Pep Club	1300
Percussion	3880
Physics Club	1300
Radio Club	1300
SADD	1380
Safe Space Club	1240
Science National Honor Society	1380
Senior Class Advisor(2)	2160
or (1) @ full \$ value	0
Ski Club	0
Sophomore Class Advisor	1380
Sound and Lighting Club	2000
Student Accounts	1380

Student Council	4960
Student Information System Coordinator	3760
Telecommunications	1300
Testing Coordinator	9080
TV Studio	5530
V.I.C.A.	0
Winter Guard Assistant Director	1580
Winter Guard Director	1580
Woodworking Club	1300
Work Study	4550
World Language Club	1300
Yearbook & Business Manager	5370
<b>High School</b>	
Fall Drama	
Producer/Director	4850
Production Assistant	1460
Production Design/Construction	3300
Spring Musical	
Choreographer	2940
Consultant	1460
Musical Director	3300
Producer/Director	6490
Production Assistant	1460
Production Design/Construction	3970
Technical Director	2550
Vocal Director	3300
Summer Production	
Choreographer (2)	2940
Director	5850
Director/Coordinator	6510
Musical Director	3300
Production Assistant	1460
Production Design/Construction	3970
Technical Director	2550
Vocal Director	3300
Coordinator of SPS	12950
Coordinator of Student Services	14090 <sup>3</sup>
Substance Awareness Coordinator	5670*
Add'l compensation per negotiated agreement	
Department Chairpersons	
(Mathematics, Science, Social Studies, Physical	4870

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<sup>3</sup> Three release periods

Ed./Health, English, Foreign Language, Industrial and Vocational Arts, Fine Arts Special Education, EOC, Adult High School 1-5 in dept. each add'l person	380
Summer work	40/hr
Physical Education Facilitator	2760

**Middle School**

6 <sup>th</sup> Gr. Class Advisor	1300
7 <sup>th</sup> Gr. Class Advisor	1300
8 <sup>th</sup> Gr. Class Advisor	1300
Academic Bowl Advisor – 6-8 Gr.	1300
Afro-American Student Union	1300
Art Club	1300
Ass't Band Director	1730
Audio Visual Department	1990
Band Director	3270
Builders Club	1380
Business Club	0
Cheerleaders	1300
Chess Club	1300
Coordinator Of Student Activities	14090 <sup>4</sup>
Environmental Club	1380
Junior National Honor Society	1300
Library Club	1380
Literary Club	1300
Literary/Art Magazine	1990
Math Club	1300
Multi-Cultural Club	1300
National Geographic Competition Advisor	1240
Peer Leadership A'sst	2560
School Newspaper	1990
Science Club	1240
Science Competition Team	1240
Ski Club	0
Student Organization	1990
Technology Club	1240
Vocal Chorus	2010
Willow Tree	1130

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<sup>4</sup> Three release periods

World Language Club	1300
Yearbook Advisor	4030
Unit Leaders - 1-7	4870
- each add'l person	380
Summer work	40/hr
Theater Arts	
Choreographer	2890
Consultant	1460
Director	6040
Musical Director	3100
Production Assistant	1460
Production Design/Construction	2950
Technical Director	2550
Vocal Director	3100

**Elementary Schools**

Administrative Assistant	1700
Book Room Manager	1110
Clubs	1110
Parent Resource Mgr.	1035
Safety Patrol (One per building)	1000



SCHEDULE A-2

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
EXTRA-CURRICULAR COMPENSATION  
2016-2017

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>
Director of Athletics	12,230	13,250	14,250
Assistant Director of Athletics <sup>1</sup>	9,420	10,320	11,060
Associate Director of Athletics <sup>2</sup>	9,230	10,080	10,930
Faculty Manager	7,180	8,170	9,120
Equipment Manager	5,540	6,130	6,770
Athletic Trainer	12,540	13,430	14,340
<b>Group I Sports</b>			
A. Football, Basketball,			
Girls' Basketball	9,480	10,030	10,090
Assistants	6,400	7,000	7,290
B. Baseball, Track, Girls' Track,			
Softball, Wrestling, Soccer,			
Girls' Field Hockey,	6,920	7,860	8,460
Cheerleaders (per season)	3,440	3,900	4,260
Dance Team (per season)	3,440	3,900	4,260
Assistants	5,170	5,670	6,200
Cheerleaders (per season)	2,560	2,800	3,120
<b>Group II Sports</b>			
Boys' Cross Country,			
Girls' Cross Country			
Winter Track (Boys/Girls),	5,690	6,300	6,820
Assistants	4,740	5,270	5,920
<b>Group III Sports</b>			
Bowling (Boys/Girls), Golf,			
Boys' Tennis, Girls' Tennis,			
Gymnastics	5,250	5,630	6,090
Assistants	4,670	5,080	5,600

<sup>1</sup> Three release periods.

<sup>2</sup> One release period.

Where paid ticket sellers are used, ticket sellers at all athletic events shall be paid at the rate of \$62.50 per game. Volunteers may be used at the discretion of the Board of Education.

## INTRAMURAL ACTIVITY PROGRAM

### Middle School

Bowling Club	1045	each
Two Hand Touch (2)	1045	each
Softball (2)	1045	each
Winter Intramurals (4)	1045	each
Fall Intramurals (2)	1045	each
Spring Intramurals	1045	each
Special Olympics		
Fall	1045	each
Winter	1045	each
Spring	1045	each

### Compensation For Non-Athletic Activity

Adult High School Coordinator	14300
Computer Equipment Manager	5330
Director of Music	1740
Local Professional Development Committee	1300
School Level Professional Development Com	
*Capped at \$5,000 per school year	40/hr.*
Mentoring Teachers - Alternate Route	940-1160
- Traditional Route	580-850
Educational Technology Support	12100

### High School

Academic Challenge	1400
Afro-American Student Union	1320
Amnesty International	1320
ANIME Club	1400
Art Club	1320
Ass't Band Director	3040
Assistant Guard	3930
Audio Visual Department	3350
Band Director	7300
Calculus Club - Math Honor Society	1320
Challenger Team	4670
Chamber Choir	4660
Chess Club	1400
D.E.C.A.	0
Drama Coach	3330
Drill Instructor	3940
English Honor Society	1400
Environmental Club	1400
F.B.L.A.	1320

F.M.L.A.	1320
Food & Fashion	1320
Forensics	4260
Forensics - Assistant	0
Freshmen Class Advisor	1340
Guard Instructor	3940
Guitar Club	1320
H.O.S.A.	0
History & Govt. Club (3)	2540
or (1) @ full \$ value	0
Honor Society	1400
Honors Math Club - Math Comp. League	1320
Interact Club	1320
Investment Club	1320
Jazz Band Director	3040
Junior Class Advisor (2)	1740
or (1) @ full \$ value	0
Junior Statesman of America	1320
Key Club	1500
Library Club	1400
Literary Journal	2020
Marching Band	1900
Mathematics Competitions League	1320
Math Honor Society	1320
Mind over Matter Yoga & Meditation Club	1400
Mock Trial	1320
MRHS News	5420
MSG Varsity	1080
Peer Leadership	4530
Assistants	2590
Pep Club	1320
Percussion	3920
Physics Club	1320
Radio Club	1320
Robotics Club	1320
SADD	1400
Safe Space Club	1260
Science National Honor Society	1400
Senior Class Advisor(2)	2200
or (1) @ full \$ value	0
Ski Club	0
Sophomore Class Advisor	1400
Sound and Lighting Club	2020

Student Accounts	1400
Student Council	5020
Student Information System Coordinator	3800
Telecommunications	1320
Testing Coordinator	9180
TV Studio	5580
V.I.C.A.	0
Winter Guard Assistant Director	1600
Winter Guard Director	1600
Woodworking Club	1320
Work Study	4600
World Language Club	1320
Yearbook & Business Manager	5430

### High School

Fall Drama	
Producer/Director	4920
Production Assistant	1490
Production Design/Construction	3340
Spring Musical	
Choreographer	2970
Consultant	1490
Musical Director	3340
Producer/Director	6570
Production Assistant	1490
Production Design/Construction	4020
Technical Director	2580
Vocal Director	3340
Summer Production	
Choreographer (2)	2970
Director	5920
Director/Coordinator	6580
Musical Director	3340
Production Assistant	1490
Production Design/Construction	4020
Technical Director	2580
Vocal Director	3340
Coordinator of SPS	13140
Coordinator of Student Services	14300 <sup>5</sup>
Substance Awareness Coordinator	5750*
*Add'l compensation per negotiated agreement	

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<sup>5</sup> Three release periods

Department Chairpersons:	4950
(Mathematics, Science, Social Studies, Physical Ed./Health, English, Foreign Language, Industrial and Vocational Arts, Fine Arts Special Education, EOC, Adult High School 1-5 in dept. each add'l person	385
Summer work	40/hr
Physical Education Facilitator	2800

### **Middle School**

6th Gr. Class Advisor	1320
7th Gr. Class Advisor	1320
8th Gr. Class Advisor	1320
Academic Bowl Advisor - 6-8 Gr.	1320
Afro-American Student Union	1320
Art Club	1320
Ass't Band Director	1755
Audio Visual Department	2020
Band Director	3310
Builders Club	1400
Business Club	0
Cheerleaders	1320
Chess Club	1320
Coordinator Of Student Activites	14300 <sup>6</sup>
Environmental Club	1400
Junior National Honor Society	1320
Library Club	1400
Literary Club	1320
Literary/Art Magazine	2020
Math Club	1320
Multi-Cultural Club	1320
National Geographic Competition Advisor	1260
Peer Leadership A'sst	2590
School Newspaper	2020
Science Club	1260
Science Competition Team	1260
Ski Club	0
Student Organization	2020
Technology Club	1260
Vocal Chorus	2050
Willow Tree	1150

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<sup>6</sup> Three release periods

World Language Club	1320
Yearbook Advisor	4070
Unit Leaders - 1-7	4950
- each add'l person	385
Summer work	40/hr
Theater Arts	
Choreographer	2930
Consultant	1490
Director	6100
Musical Director	3140
Production Assistant	1490
Production Design/Construction	2990
Technical Director	2580
Vocal Director	3130
<b>Elementary Schools</b>	
Administrative Assistant	1730
Book Room Manager	1130
Clubs	1130
Parent Resource Mgr.	1045
Safety Patrol (One per building)	1020