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Agreement

between the

Washington Township
Board of Education

and the

Washington Township
Education Association

Covering the period

July 1, 1988
to
June 30, 1991

100

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PREAMBLE

This Agreement entered into this 3rd day of October, 1988, by and between the Board of Education of Washington Township, the County of Gloucester, New Jersey, hereinafter called the "Board," and the Washington Township Education Association, hereinafter called the "Association," provides as follows:

ARTICLE I - RECOGNITION

A. The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiations concerning grievances and terms and conditions of employment for all regularly employed professionally certificated personnel under ten month contract or on leave approved by the Board, excluding: Superintendent, Deputy and Assistant Superintendents, Business Manager, Business Administrator, Board Secretary, Director of Pupil Personnel Services, District-Wide Coordinators, Specialists, Supervisors, Child Study Team Director, Facilitator/Supervisor, Special Assistants, Principals, Assistant Principals, Vice-Principals, Director of Guidance, Department Chairpersons, Media Technician, Substitute School Teachers, Adult Community Education Teachers, and all non-certificated employees.

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

ARTICLE II NEGOTIATION OF SUCCESSOR AGREEMENT

The parties agree to enter into collective negotiations over a successor Agreement in accordance with N.J.S.A. 34:13A-1, et. seq., on or about 120 days prior to submission date of budget.

ARTICLE III - GRIEVANCE PROCEDURE

A. DEFINITIONS

1. A "grievance" is a written complaint by an employee or the Association based upon the interpretation, application or violation of Board policy, the Agreement and administrative decisions affecting terms and conditions of employment.

2. An "aggrieved person" is the person or persons making the claim.

3. A "party in interest" is the person or persons making the claim and any person who might be required to take action or against whom action might be taken in order to resolve the claim.

B. PURPOSE

The purpose of this procedure is to resolve differences concerning rights of parties regarding terms and conditions of employment. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

C. PROCEDURE

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered a maximum and every effort should be made to expedite the process. All time limits must be adhered to unless a modification or extension is agreed to by the Association and the Board. If such time limits are not adhered to by the Board or administration, the aggrieved may initiate action to the next step of this procedure. If the aggrieved or the Association fails to adhere to such time limits, the grievance shall be considered withdrawn. A grievance to be considered under this procedure must be initiated by the aggrieved or the Association within twenty (20) school days of its alleged occurrence or from the time when the aggrieved or Association could reasonably have known of its occurrence. All time lines established in this Article may be extended by mutual agreement between the parties to meet extraordinary developments.

2. In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year and, if left unresolved until the beginning of the following school year, could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced by mutual agreement so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.

3. Level One

A teacher with a complaint may file a grievance in writing with his/her principal or immediate supervisor either directly or through the Association's designated representative. The principal or immediate supervisor will meet with the grievant and/or the Association's designated representative with the objective of resolving the matter. After hearing the complaint of the grievant, the principal will respond in writing to the individual or the Association's designated representative, the Board President, the Association President and the Superintendent or his designee.

4. Level Two

If the aggrieved person is not satisfied with the disposition of his/her grievance at Level I, or if no decision has been rendered within ten (10) school days after the grievance was delivered to the Principal, the aggrieved may, within five (5) school days after a decision by the Principal, or fifteen (15) school days after the grievance was presented to the Principal,

whichever is less, file the grievance in writing with the Superintendent or his designee, copy sent to the Board President, stating (a) nature of grievance, including what contract provision or policy is being grieved, (b) results of previous discussion, (c) basis of dissatisfaction with the decision, (d) remedies sought.

5. Level Three

If the aggrieved person is not satisfied with the disposition of his/her grievance at Level Two, or if no decision has been rendered within ten (10) school days after the grievance was delivered to the Superintendent or his designee, the aggrieved may, within five (5) school days after a decision by the Superintendent or his designee, or fifteen (15) school days after the grievance was delivered to the Superintendent or his designee, whichever is less, submit in writing to the Board President a request for a hearing before the Board.

At the option of the Board, such hearing shall be held before the full Board or a designated committee of the Board. Such hearing shall be held within twenty-five (25) calendar days of the request for a hearing. The aggrieved may submit written materials to the Board or the designated committee of the Board in support of his/her position at the time of his/her request for a hearing. Any such written materials shall be served on all parties in interest by the aggrieved person.

In the event that the hearing is held before the entire Board, the Board shall make a determination and notify the aggrieved person in writing within fifteen (15) calendar days of the conclusion of the hearing. In the event that the hearing is conducted before a committee of the Board, such committee may, at the option of the Board, render a final determination. In the event that the right of final determination is vested in the committee of the Board, it shall make such determination and notify the aggrieved person in writing within fifteen (15) calendar days after the conclusion of the hearing. In the event that the hearing is conducted before a committee of the Board, the Board may, at its option, reserve the right of final determination in the full Board. In such event, the Committee of the Board shall make a report and recommendation to the entire Board and the entire Board shall thereafter make a final determination and notify the aggrieved person within fifteen (15) calendar days after the conclusion of the hearing.

6. Level Four

a. If the Association is not satisfied with the disposition of the grievance alleging a violation of a term or condition of employment at Level Three, the Association may within fifteen (15) school days after receiving written notification of the decision by the Board or the Board Committee, as the case may be, or forty-six (46) school days after the request for the hearing, notify the Board that the grievance is being submitted to arbitration.

b. Within ten (10) school days after such written notice of submission to arbitration, the Board 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 period, a request for a list of arbitrators may be made to the American Arbitration Association or PERC by either party. The parties shall then be bound by the rules and procedures of the American Arbitration Association or PERC in the selection of an arbitrator. The arbitrator shall limit him/herself to issues submitted to him/her and shall consider nothing else. S/He can add nothing to nor subtract anything from this agreement.

c. The arbitrator so selected shall confer with the representatives of the Board and the Association and hold hearings promptly and shall issue his/her decision not later than twenty (20) school days from the date of the close of the hearings or, if oral hearings have been waived, then from the date of final statements and proofs on the issues are submitted to him/her. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law or which is clearly violative of the terms of this Agreement. The decision of the arbitrator shall be submitted to the Board and the Association and shall be final and binding on both parties.

d. The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses and the cost of the hearing room shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring same.

D. RIGHTS OF TEACHERS TO REPRESENTATION

1. Any aggrieved person may be represented at all stages of the grievance procedure by him/herself, or, at his/her option, by a representative selected or approved by the Association. When a teacher is not represented by the Association, the Association shall have the right to be present and to state its views and no settlement can be reached without notifying the Association at any level of this procedure.

2. No reprisals of any kind shall be taken by the Board or by any member of the administration against any party in interest, any representative, any member of the Association, or any other participant in the grievance procedure by reason of such participation.

E. MISCELLANEOUS

1. If, in the judgment of the Association, a grievance affects a group or class of teachers, the Association may submit such grievance in writing to the Superintendent directly and the processing of such grievance shall be commenced at Level Two. The Association may process such a grievance through all

levels of the grievance procedure even though the aggrieved person does not wish to do so.

2. All decisions rendered at Levels One, Two, Three and Four of the grievance procedure shall be in writing setting forth the decision and the reasons therefore and shall be transmitted promptly to all parties in interest, to the Board President, President of the Association and the Superintendent or his designee. Decisions rendered at Level Four shall be in accordance with the procedures set forth in Section C, paragraph 6 (c) of this ARTICLE.

3. All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representatives, theretofore referred to in this ARTICLE.

ARTICLE IV - TEACHER RIGHTS

A. The Board agrees that every teacher shall have the right freely to organize, join and support the Association with purpose of engaging in collective negotiations and other concerted activities. The Board will not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by N.J.S.A. 34:13A-1, et. seq., or the Constitution of New Jersey and the United States. The Board further agrees that it shall not discriminate against any teacher with respect to hours, wages or any terms or conditions of employment by reason of membership or nonmembership in the Association, his/her participation in any activity of the Association, collective negotiations with the Board, or institution of any grievance under this Agreement.

B. Whenever any teacher is required to appear before the Board or any committee or member thereof concerning any matter which could adversely affect the continuation of such personnel in his/her office, position or employment, or the salary, or any increments pertaining thereto, then such personnel shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a person of his/her own choosing present to advise or represent him/her during such meeting or interview.

An employee shall be entitled to have a union representative present at an investigatory interview with an administrator or supervisor which s/he reasonably believes might result in disciplinary action. This right shall not extend to post-observation or evaluation conferences.

C. Nothing contained herein shall be construed to deny or restrict to any teacher such rights as s/he may have under New Jersey Laws or other applicable laws and regulations.

D. No teacher shall be disciplined without just cause areas ruled negotiable.

E. Any question or criticism by a supervisor, administrator or board member of a teacher and his

instructional methodology shall be made in confidence and not in the presence of students, parents, or other public gatherings.

F. Whenever an administrator changes a grade given by a teacher, the administrator will affix his initials to the changed grade and notify the teacher, indicating the reason for the change.

ARTICLE V - ASSOCIATION RIGHTS

A. The Association and its representatives shall have permission to use school buildings at all reasonable hours for meetings, provided that it shall have notified the appropriate building principal. Any such meeting may only be held prior to the commencement of or after the end of the teacher workday; provided, however, that this shall not preclude a meeting held during the teacher's duty-free lunch period.

B. The Association shall have permission to use school equipment, subject to administrative approval and as long as such equipment remains in the same school building; including typewriters, mimeographing 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 actual cost of all materials and supplies incident to such use. The Association shall pay for the cost of any repairs upon machinery that is necessitated because of Association misuse of the machinery for Association business.

C. The Association shall have, in each school building, the exclusive use of a portion of the bulletin board in each faculty lounge.

D. The Association shall have the right to reasonable use of the interschool mail facilities and school mailboxes.

E. The rights and privileges of the Association and its representatives, as set forth in this Agreement, shall be granted to the Association, so long as the Association remains the majority representative of the teachers; and to no other organizations representing teachers.

F. Provisions will be made to permit the faculty representatives of the Association to function. Each elementary school shall have teacher representatives totalling one (1) per fifteen (15) teachers. Each faculty representative shall be relieved of both morning and afternoon bus duty; provided, however, that nothing herein contained shall preclude the assignment of such elementary faculty representatives of such bus duty under emergency circumstances.

Each secondary school shall have teacher representatives totalling one (1) per fifteen (15) teachers. Each faculty representative shall be relieved of one (1) duty period per week.

The Association shall furnish to the Board prior to

the end of the then current budget year a list of the names of the faculty representatives in each of the schools who shall receive the benefits of this paragraph.

G. The Association President shall be granted release time to conduct Association business and maintain a liaison with the administration and the Board of Education. Such release time shall not be during regularly scheduled class time, nor during regular or emergency faculty meetings.

The Board shall provide a total of fifteen (15) days annually to be used by the representatives of the Association.

H. Whenever any representative of the Association or any teacher acting as a representative of the Association participates during working hours at the request of the Board of Education in negotiations, mediation sessions or fact-finding sessions, the teacher shall suffer no loss in pay. The Board is in no way obligated to pay for the services of Association representatives who are not full-time employees of the Washington Township School District by this provision.

ARTICLE VI - TEACHER WORK YEAR

A. The school calendar for teachers shall consist of one hundred ninety-one (191) days. Four of these days shall be for snow or emergency, and if not used shall be deducted at a time determined jointly by the Association and Board of Education.

B. The work year for teachers employed on a ten (10) month basis shall be one hundred eighty-seven (187) days. One hundred eighty (180) days shall be teaching days in keeping with the minimum required by law. A minimum of two (2) days will be allotted at the beginning of the school year for orientation purposes. Two (2) days for which teachers are employed shall be for attending the N.J.E.A. Convention, and the remaining three (3) days for teachers shall be used for in-service and orientation in which the teachers shall have part in the planning.

C. In the event that an Extended School Year Program or split sessions is instituted, the Board of Education agrees to negotiate with the Association the terms and conditions of employment for teachers who will participate in this program.

D. In the event that the State of New Jersey and/or the Commissioner of Education and/or the County Superintendent and/or the Board of Education should mandate the closing of schools for any period of time as a direct result of the energy crisis or other national or state emergency, the Association agrees to fulfill its contractual obligations regarding the 187-day teacher work year.

ARTICLE VII

TEACHING HOURS AND TEACHING LOAD

A. Teachers shall indicate their presence for duty or departure in a manner deemed appropriate by the Board of Education or the Superintendent of Schools.

1. Teacher workday for kindergarten through grade six shall be seven (7) hours for the school year of 1988-89. Beginning 1989-90, the teacher workday for kindergarten through grade five shall be seven (7) hours. The secondary teacher workday shall be seven (7) hours fifteen (15) minutes. In the 1989-90 school year, with the opening of the new schools, the sixth grade teacher workday shall be seven (7) hours fifteen (15) minutes.

2. Teachers may be required to remain after the regular workday, without compensation, for the purpose of attending faculty or other professional meetings. Such meetings shall be reasonably scheduled and of approximately one (1) hour duration, except as dictated by emergency circumstances.

3. Teachers shall have a daily duty-free lunch period of at least forty (40) minutes duration.

4. Teachers may be absent from the building during their scheduled duty-free lunch periods, provided they notify the office of their departure and return.

5. Any teacher who is required to work beyond the normal in-school workday, as defined in paragraph 1 above, shall be compensated at the following rates:

Beginning July 1, 1988 - \$20.00/hour
Beginning July 1, 1989 - \$21.00/hour
Beginning July 1, 1990 - \$22.00/hour

B. 1. An extra annual stipend shall be paid to each "assistant to principal," and "teacher in charge," when and if appointed, as set forth in Schedule B annexed hereto.

2. In the event that such "assistant to the principal" or "teacher in charge" does not serve in said position for a full school year, the annual stipend shall be prorated.

C. 1. Every secondary teacher shall be granted five (5) duty-free periods per week during the student day for the purpose of instructional preparation.

2. Every elementary teacher shall be granted four (4) duty-free periods per week during the student day for the purpose of instructional preparation.

3. In the 1989-90 school year, with the opening of the new schools, the sixth grade teachers shall be granted five (5) duty-free periods per week during the student day for the purpose of instructional preparation.

D. In the event that an Extended School Year Program or split sessions is instituted, the Board of Education agrees to negotiate with the Association the

terms and conditions of employment for teachers who will participate in this program.

ARTICLE VIII - TEACHER EMPLOYMENT

A. Each teacher shall be placed on his/her proper step of the salary schedule for each year of his/her employment except, in the case of a teacher newly hired to the district, the Board and the teacher may agree to credit the teacher on the salary scale with a lesser number of years of experience than the newly hired teacher may have earned in previous employment. Credit not to exceed four (4) years shall be given for military service as required by 18A:29-11.

B. Teachers shall be notified of their contract and salary status for the ensuing year no later than May 30.

ARTICLE IX - SALARIES

A. Teachers employed on a ten month basis shall be paid in twenty (20) semi-monthly installments, payable on the 15th and last day of the month, respectively.

B. A teacher may individually elect to have any percent in increments of five percent (5%) of his/her monthly salary deducted from his/her pay to be forwarded to an account of a credit union designated by the Association, provided s/he files the appropriate written request form with the business office prior to the first day school is open for students each year.

Credit union payments requested cannot be cancelled until the end of the contract year or at the time the teacher resigns his/her employment in this school district.

The credit union deduction plan replaces the ten month in-district ten percent (10%) summer savings plan.

C. When payday falls on or during a school holiday, vacation or weekend, teachers shall receive their pay checks on the last previous working day.

Teachers shall receive final checks on the last working day in June; provided, however, that the Superintendent or other designated representative of the Board shall have first certified that a teacher has fulfilled his/her statutory responsibilities prior to the release of such checks. The pay schedule for any given year will be distributed to teachers at the beginning of each school year.

D. Except when State Laws or rules of the State Department of Education apply, the Board reserves the right to be the sole judge or arbitrator in interpretation of the salary guide.

E. Upon completion of the appropriate number of adequate credit hours beyond a degree or an advanced degree recognized on the salary schedule, a teacher may apply for advancement on the salary schedule. Completion of course work and written notification and

request for the proposed change must be submitted by the teacher to the Superintendent's office prior to September 1 to affect the teacher's salary for that contract year.

An advanced degree submitted for an appropriate lane change must be in the field of education or in the current subject in which the teacher is assigned. An advanced degree not in the field of education or not in the current subject taught by a teacher, but closely related, may be approved for application to a lane change at the sole discretion of the Superintendent or his designee.

To be eligible for credit for a lane change, an advanced degree must have been awarded after July 1, 1979.

Credits completed on or after July 1, 1979, submitted for an appropriate lane change beyond a degree, but not in an advanced degree lane, must be in the field of education, or in the current subject in which the teacher is assigned. Credits not in the field of education or not in the current subject taught by a teacher, but closely related, may be approved for application to a lane change at the sole discretion of the Superintendent or his designee.

Credits completed before July 1, 1979, submitted for an appropriate lane change beyond a degree, but not in an advanced degree lane, must have been taken within an approved program leading to a higher degree in the applicant's field of work. Applicant's field of work for elementary teachers was limited to courses taken within an approved program leading to a higher degree in (a) elementary education, (b) a specific subject being taught by an elementary teacher. Applicant's field of work for middle and high school teachers was limited to courses taken within an approved program leading to a higher degree in (a) secondary education or (b) a specific subject being taught by a middle or high school teacher.

Undergraduate credits are not acceptable for credit increment on lane changes, except with the prior approval of the Superintendent.

Applicable credits must be taken after the date of the awarding of the degree beyond which the lane change on the salary guide is requested.

F. Salaries for all teachers included in the collective bargaining unit represented by the Association are covered by this Agreement as set forth in Schedule A for the 1988-89 school year, effective October 1, 1988; Schedule B for the 1989-90 school year, effective July 1, 1989; and Schedule C for the 1990-91 school year, effective July 1, 1990, annexed hereto and made a part hereof.

G. The following salary stipends shall be paid to those special services personnel employed in the positions listed below prior to the 1977-78 school year and who continue to serve in those positions.

Social Worker	\$100.00
Speech Correctionist	\$100.00
Learning Disabilities Specialist	\$100.00
Special Education	\$250.00

H. The supplemental salaries payment to teachers who are assigned to athletic and co-curricular positions for the 1988-89 school year, the 1989-90 school year and the 1990-91 school year are set forth in Schedule B and will represent an 8 and 1/2 percent total overall increase each year of this contract agreement.

I. Teachers who were on Step 13 in 1987-88 will receive longevity payments of \$1,000.00 in 1988-89, 1989-90, and 1990-91.

J. Pending legislative action of minimum teacher salary, the Board and Association will determine a mutually acceptable disbursement of additional state funds in accordance with legislative guidelines.

ARTICLE X - TEACHER ASSIGNMENTS

A. 1. All teachers shall be given written notice of their class and/or subject assignments, building assignments and room assignments for the forth-coming year by May 31. If changes are made in such assignments after May 31, the teachers affected and the Association shall be notified immediately. Such teachers or the Association may request a meeting with the Superintendent or his designee to discuss the need for such changes within ten (10) calendar days of the notification of the change. Subject assignment shall include the title, grade and level of instruction for all classes to be taught.

2. The Superintendent shall give notice of assignments to new teachers as soon as practicable, and except in cases of emergency, not later than August 15.

3. Teachers holding appointments to co-curricular positions in any given school year and who will be recommended for reemployment in those positions for the following school year shall be notified of their appointments within sixty (60) days of the end of the season/activity or June 30, whichever comes first.

B. 1. Schedules of teachers who are assigned to more than one school shall be arranged so that they provide reasonable time for interschool travel.

2. Teachers who may be required to use their own automobiles in the performance of their duties and teachers who are assigned to more than one school per day shall be reimbursed for all such travel at the IRS Car Mileage Costs rate as of August 15 of each year of the contract.

3. Teachers will not have to maintain odometer readings for known established distances between schools and these distances shall be determined through Joint Road Audits or from a review of existing established distances provided by the Superintendent.

ARTICLE XI VOLUNTARY TRANSFERS AND REASSIGNMENTS

A. 1. No later than ten (10) school days after a vacancy becomes known, the Superintendent or his designee shall deliver to the Association and post in all school buildings, a list of the known vacancies in certificated positions which occur during the school year and those which shall occur during the following school year. In addition to the listing of these known vacancies, a listing of anticipated vacancies in certificated positions shall be posted.

2. Teachers who desire a change in grade and/or subject assignment or who desire to transfer to another building shall file a written statement of such desire with the Superintendent or his designee no later than ten (10) school days after notice of position has been posted.

ARTICLE XII INVOLUNTARY TRANSFERS AND REASSIGNMENTS

A. Notice of an involuntary transfer or reassignment shall be given to teachers within one (1) calendar week of the decision.

B. In the event that a teacher objects to the transfer or reassignment, upon the request of the teacher, the Superintendent or his designee shall meet with him/her. The teacher may, at his/her option, have an Association representative present at such meeting.

ARTICLE XIII - TEACHER EVALUATION

A. EVALUATION REPORTS

1. All monitoring or observation of the work performance of a teacher shall be conducted openly and with full knowledge of the teacher.

2. Observation and evaluation of nontenured teaching staff members shall be conducted in compliance with New Jersey Administrative Code Title 6:3-1.19.

3. Observation and evaluation of tenured teaching staff members shall be conducted in compliance with New Jersey Administrative Code Title 6:3-1.21.

B. PERSONNEL FILES

1. Evaluation reports filed in the teacher's personnel file shall be signed by both the evaluator and the teacher.

2. A teacher shall have the right to review the material in his/her personnel file at least once every year. A teacher who desires to review his/her file must schedule an appointment for review with the personnel office at least 24 hours in advance.

A teacher shall have the right to indicate those documents and/or materials in their file which s/he believes to be obsolete or otherwise inappropriate to retain. Said documents shall be reviewed by the Superintendent or his designee; and if, in fact, they are obsolete or otherwise considered inappropriate to retain, they shall be destroyed. Disputes over the retention or destruction of said documents shall be grievable to the Superintendent's level only.

3. No material derogatory to a teacher's conduct, service, character, or personality shall be placed in his/her personnel file unless the teacher has had an opportunity to review the material. The teacher shall acknowledge that s/he has had the opportunity to review such material and must affix his/her signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher shall also have the right to submit a written answer to such material and his/her answer shall be reviewed by the Superintendent or his designee and attached to the file copy.

4. Although the Board agrees to protect the confidentiality of personal reference, academic credentials, and other similar documents, it shall not establish any separate personnel file which is not available for the teacher's inspection.

5. No material of a derogatory nature shall be added to nor removed from an individual's personnel file without the notification of the faculty member. Such notification shall require that the individual sign the material to be filed even though s/he may disagree with its contents.

C. COMPLAINTS

1. Any complaints regarding a teacher made to any member of the administration by any parent, student, or other person, which are used in any manner in evaluating a teacher, shall be promptly investigated and called to the attention of the teacher. The teacher shall be given an opportunity to respond to and/or rebut such complaint. The teacher shall have the right to representation at any meeting or conferences the teacher is requested to attend regarding such complaint.

D. EVALUATION INSTRUMENT

1. A joint Board-Administrator-Association Advisory Committee shall be continued for the purpose of improving evaluation procedures and instruments to be used within the scope of this Article. The Committee membership should be based upon equal representation of the groups involved; five (5) Board/Administration, and five (5) Association members to be appointed by the Association.

ARTICLE XIV - FAIR DISMISSAL PROCEDURE

A. NOTIFICATION OF DISMISSAL

On or before April 30 of each year, the Board shall give to each fully certified nontenured teacher continuously employed since the preceding September 30 either:

- a. A written offer of a contract for employment for the next succeeding year or
- b. Notice that such employment shall not be offered.

B. JUSTIFICATION OF DISMISSAL

Any nontenured teacher who receives notice that such employment shall not be offered shall be entitled to the benefit of the procedures set forth in N.J.S.A. 18A:27-3.2 and N.J.A.C. 6:3-1.20. When such procedures have been concluded, any further appeal by such teacher shall be to the Commissioner of Education.

ARTICLE XV - TEACHER FACILITIES

- A. It is considered by the Board and Association that the following facilities and materials are desirable:
1. Space in each classroom in which teachers may store instructional materials and supplies.
 2. A teacher work area containing equipment and supplies to aid in the preparation of instructional materials.
 3. A faculty lounge.
 4. A serviceable desk and chair for each teacher.
 5. Convenient access to a telephone.
 6. Teacher rest rooms, separate for each sex.
 7. Off-street parking facilities which shall be free, adequate, paved and maintained for exclusive teacher use.
 8. Closet space for personal articles.
 9. Appropriate teaching material including texts, chalkboards, dictionaries, supplies.
 10. All classrooms shall be kept clean and orderly by the appropriate personnel each day.
- B. Upon request of the Association, vending machines may be installed in teacher's lounges or lunchroom areas.

ARTICLE XVI TEACHER/ADMINISTRATION LIAISON

A. The Association shall select a Liaison Committee for each school building which shall periodically meet with the principal, during the school day, for the duration of the school year to review and discuss local school problems and practices, and to play an advisory role in the revision or development of building policies. Areas for consideration shall include but not be limited to such matters as curriculum, textbooks, distribution of materials and supplies, discipline and parent visitation. Said committee shall consist of not less than one (1) member for every twenty (20) teachers in the school building, but shall in no event have more than five (5) members.

B. The Association's representatives shall meet with the Superintendent at least once a month during the school year, unless the parties decide otherwise, to review and discuss current school problems and practices and the administration of this Agreement.

ARTICLE XVII - SICK LEAVE

A. All teachers shall be granted a yearly sick leave of ten (10) days to be used only for illness. Said sick leave may not be used for any other reason. Use in violation of this Agreement shall constitute grounds for disciplinary action. All days of sick leave not utilized within the current school year shall be accumulative, to be used for additional sick leave as needed in subsequent years.

B. If any teacher is absent three (3) consecutive days, a doctor's certificate concerning the illness shall be presented upon request of the Superintendent or his designee. Teachers shall notify the principal's office or his/her designee of absence due to illness as early as possible, but no later than one and one-half (1 1/2) hours before the commencement of the individual teacher's workday. Notification should be made the evening preceding the absence, when possible.

C. Upon termination of employment, a teacher may request and the Board shall grant a certificate stating the teacher's accumulated unused sick leave.

D. Reemployment by the Board of a teacher will not reinstate past accumulated sick leave; however, in the case of a non-tenured teacher released due to reduction in force and reemployed within the next school year, past accumulated sick leave will be reinstated.

E. The Board may, at its discretion, in the event a teacher exhausts all accumulated sick leave, pay said teacher the difference between the substitute's pay and the daily pay of the teacher (the daily pay of the teacher to be calculated at 1/200 of the net annual contractual salary for 10-month employees).

F. The total accumulated sick leave which has accrued to each teacher, whether through prior unused annual sick leave or unused personal days by prior contractual arrangement, shall be calculated as of June 30, 1977. Nothing in this agreement shall infringe upon said prior accumulated sick leave which has accrued through June 30, 1977. From and after July 1, 1977, any additional accumulated sick leave shall only accrue with respect to unused annual sick leave. For the purpose of any future legislation which mandates payment by the Board on retirement or otherwise for unused accumulated sick days, only the following shall be deemed to be in the category of accumulated unused sick leave:

1. All accumulated unused sick leave which had accrued through June 30, 1977, either through prior unused annual sick leave or unused personal days by prior contractual arrangement;

2. All accumulated unused sick leave which had accrued on or after July 1, 1977, through unused annual sick leave only.

It is the intention of this subparagraph to exclude from the category of "accumulated unused sick leave" for purposes of any such future legislation any unused personal days which accrue on or after July 1, 1977, and which in accordance with ARTICLE XVIII (F) are eligible, if unused in the year granted, for use in future years for illness.

Teachers will be reimbursed for unused sick leave upon retirement using the following schedule which shall be based on the per diem BA minimum salary schedule.

10 - 15 years in WT =	1 day for every 4 accumulated days
16 - 20 years in WT =	1 day for every 3 accumulated days
21 - 25 years in WT =	1 day for every 2 accumulated days
over 25 years in WT =	1 day for every 1 accumulated day

A teacher who is retiring shall be reimbursed for his/her unused sick leave to a maximum of \$1,000.

G. Teachers shall be given a written accounting of accumulated unused sick leave and a written accounting of unused personal days no later than June 30 of each year. Personal days cannot be carried over to the following year for personal day use.

ARTICLE XVIII TEMPORARY LEAVES OF ABSENCE

A. All temporary leaves of absence with or without pay are granted by the Superintendent of Schools or his designee and, except in emergencies, must be requested and approved in advance.

B. Teachers may be granted up to five (5) days' leave for a death in the immediate family. Immediate family shall consist of husband or wife, mother, father, parents-in-law, brother, sister, child or any person standing in loco parentis.

Such leave shall not be deducted from sick leave.

C. Absence of a teacher due to an injury which is compensable under the New Jersey Workers' Compensation Act shall not be considered as part of sick leave.

D. A teacher absent on jury duty shall not be required to deduct such absence from sick leave. Such teacher shall be reimbursed the difference between their prevailing rate of pay and amounts received for jury service.

E. A teacher required by the Board to attend a court of law on school related matters shall be reimbursed full pay. An absence for such reason shall not be considered a part of personal days.

F. Absence for personal business, as approved by the Administration, such as settlement of house, death of distant member of the family or friend, or accident, shall not exceed five (5) days during the school year. Two (2) of the five (5) days are to be approved without the teacher providing specific reasons. Absences in excess of five (5) days shall be with pay at the discretion of the Superintendent or his designee.

The term "personal business" connotes a serious personal situation that cannot be handled outside of school hours.

Personal days may be utilized for attendance at any type of judicial proceedings or in connection with religious holidays when the laws of the religion prohibit working on that specific day or when it is not possible to fulfill religious obligations connected with a holiday outside of school hours.

The five (5) days specified herein for personal leave shall not be cumulative if not used in the year granted, except in those conditions listed below. Personal leave may be used for illness in the year granted, provided that such teacher has exhausted his annual sick leave and all accumulated sick leave. Unused personal leave may also be used in future years for illness, provided that the teacher has exhausted all his/her annual sick leave and all accumulated sick leave. However, from and after July 1, 1977, any unused personal leave accruing after such date (which is herein made eligible for use in future years for illness where the teacher has exhausted all annual and accumulated sick leave) shall not be deemed "accumulated unused sick leave," as defined in Article XVII (F), for purposes of any future legislation mandating payment by the Board on retirement or otherwise for accumulated unused sick leave. It is the intention of this subparagraph that from and after July 1, 1977, separate record shall be maintained for "unused personal days" which accrue after July 1, 1977, and are eligible for use in future years for illness in the event that a teacher has exhausted all annual and accumulated sick leave, but that such a record of "unused personal days" shall in no event be deemed to be "accumulated unused sick leave" for the purpose of such legislation.

ARTICLE XIX EXTENDED LEAVES OF ABSENCE

A. A female teacher may utilize credited sick leave days for disability due to pregnancy, childbirth and recovery. Use of such sick leave for disability outside of a period of a month before and a month after delivery will require verification in writing from the attending physician if requested by the Board. Such teacher shall have the option of requesting and shall be granted leave for a similar period without pay.

B. A teacher under tenure who wishes a child care leave following the adoption of a pre-school age child(ren) or birth of such teacher's child may request and shall be granted such leave without pay for up to one (1) and one-half (1/2) years and shall return on the first day of any marking period within that period of time.

C. A non-tenured teacher who wishes a child care leave following the adoption of a pre-school age child(ren) or birth of such teacher's child may apply for and shall be granted such leave without pay for the remainder of the school year in which the leave starts.

Such leave shall not extend beyond the end of the teacher's contract for the school year in which leave is granted, nor shall the granting of such leave constitute a promise of reemployment for the following school year. Determination of whether the non-tenured teacher on such leave will be reemployed for the following year will be made on, or prior to, April 30. The time for which such leave is granted shall not count toward fulfillment of the time requirements for acquiring tenure.

D. 1. The Superintendent shall be notified of a pregnancy by the end of the sixth month. At least sixty (60) days before the due date the teacher shall notify the Superintendent of the option or combination of options outlined above that the teacher plans to exercise.

2. A teacher shall not be reassigned to work until after the presentation of medical certification of capability to perform necessary duties if such certification is requested by the Superintendent.

3. If a teacher decides not to return from a child care leave, the teacher shall notify the Superintendent by giving written notice of resignation at least sixty (60) days before the leave expires.

ARTICLE XX - SABBATICAL LEAVES

A. A teacher may, on recommendation of the Superintendent, be granted sabbatical leave of absence for purpose of approved study, travel, or health for a period not exceeding one year if the teacher has been continuously employed by the Board for a period of at least seven (7) years.

B. A teacher on sabbatical leave shall receive one half of the annual salary to which s/he would have been entitled had s/he remained in the school system during that period.

C. Requests for sabbatical leave of absence shall be made to the Superintendent before November 1 for each school year. Teachers so requesting sabbatical leave shall be notified of the Board's action on the request by January 1.

D. Prior to commencing the sabbatical leave, a teacher shall enter into a contract for return to active service in the district for a period of at least two (2) years after the expiration of such leave. Such contract shall provide for the return of all money received while on sabbatical leave plus six percent (6%) interest in the event that teacher does not return to active service, provided, however, that such reimbursement shall not be required where the failure is due to pregnancy, total incapacity or other incapacity of a physical or mental nature. A determination concerning such a return of funds

received while on sabbatical leave shall be within the sole discretion of the Board.

E. A teacher returning from sabbatical leave shall be placed on the step of the salary schedule s/he would have attained had s/he remained in the district. Any additional benefits granted to regular teachers shall automatically apply to a teacher on sabbatical leave.

F. Seven (7) teaching years must have passed since a prior sabbatical leave in order for a teacher to become eligible for a second sabbatical leave.

G. Before any teacher becomes entitled to a second sabbatical leave, eligible teachers who have never received sabbatical leave will be given preference.

H. All programs of study in which teachers are enrolled shall be approved by the Superintendent and the Board in writing and shall be successfully undertaken within the sabbatical leave. However, these may be completed after the termination of the sabbatical.

ARTICLE XXI PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT

A. Tuition costs incurred by teachers shall be reimbursed by the Board of Education under the following terms and conditions:

1. Tuition costs eligible for reimbursement must be for courses in the field of education or in the current subject being taught by a teacher. In addition, courses not in the field of education or not in the subject area being taught by a teacher, but closely related, may be approved for reimbursement at the sole discretion of the Superintendent or his designee. Courses taken for which reimbursement is requested must be approved by the Superintendent or his designee in advance of enrollment. Reimbursement will not be made until satisfactory evidence of having received a passing grade is presented.

2. Reimbursement for actual tuition costs incurred by a teacher shall be limited to the total tuition costs for ten (10) graduate credit hours in effect in the New Jersey State College System.

3. The date on which a course is completed will determine the contract year in which the credits will be applicable for reimbursement.

4. Non-tenured teachers shall be eligible for reimbursement at the level set forth in Subsection 2, above, for tuition costs incurred for graduate credits earned during a period after the award of a first-year contract, but prior to the commencement of work under a tenure contract; provided, however, such reimbursement shall not be payable to such teacher unless and until said teacher has commenced work under a tenure contract.

5. Upon satisfactory compliance by the teacher with all of the terms and conditions set forth in the preceding subsections, such teacher shall be paid his/her reimbursement entitlement on either October 1 for the prior Spring and Summer course work taken, or April 1 for the prior Fall course work taken; provided that the teacher is still in the employ of the Board on such date. Such payment shall be further conditioned on said teacher remaining in the employ of the Board for the remainder of the current school year. In the event that such teacher shall leave the employ of the Board prior to the expiration of the school year in which such reimbursement entitlement has been paid, such teacher shall be obligated to refund to the Board the entire reimbursement entitlement paid to him/her during such school year, and for such purpose, the Board shall be empowered to deduct said sum from such teacher's salary payments.

6. No teacher shall be eligible for tuition reimbursement in connection with tuition costs incurred which are paid by the Veteran's Administration or any other outside agency.

ARTICLE XXII - PROTECTION OF TEACHERS

A. WORKING CONDITIONS

The Board of Education will make every effort to insure safe working conditions. In the event of disorder or disruption in the regular school program, the Association shall have the right to meet with the Board on matters regarding teacher safety.

B. LEGAL ACTION

Whenever any action is brought against a teacher before the Board or before the Commissioner of Education of the State of New Jersey which may affect his/her employment or salary status, the Board of Education shall reimburse him/her for the cost of his/her defense if the action is dismissed or results in a final decision in favor of the teacher. This shall not apply to any charges filed by the Board against the teacher.

C. ASSAULT UPON A TEACHER

1. A teacher shall immediately report any case of assault or battery upon his/her person arising out of or in connection with his/her teaching duties. Such matters shall be immediately reported to the Principal.

The Board shall give full support including legal assistance where required.

2. When absence arises out of or from such assault or injury, the teacher shall be entitled to full salary and other benefits for the period of such absence and shall not forfeit any sick leave or personal leave unless pending litigations would be continued to settlement and such settlement or judicial finding indicates that the teacher was the aggressor.

3. A teacher shall suffer no loss of leave or salary if assaulted on duty except if teacher is found to be the aggressor.

4. The Board shall reimburse a teacher for damage or destruction to his/her clothing, or other personal property which is on school property with the knowledge and prior written approval of the Building Principal, sustained as result of an unprovoked assault while the teacher is acting within the course of his/her employment. The teacher shall forthwith file a written report with the Building Principal detailing the assault and the property loss involved. Reimbursement shall be based on depreciated value of the property damaged or destroyed and it shall not exceed the amount of \$100 or the teacher's insurance deductible, if any, whichever is the lesser.

Damage or destruction to motor vehicles is not reimbursable.

ARTICLE XXIII MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE

A. A definition of the duties and responsibilities of all teaching personnel pertaining to student discipline shall be reduced to writing by the Superintendent and shall be presented to each teacher at the beginning of each school year or be included in the teachers' handbook or other publication of procedures or practices authorized by the Board of Education.

B. When, in the judgment of a teacher, a student requires the attention of the principal, assistant principal, a counselor, psychologist, physician or other specialist, he shall so inform his principal or immediate superior. The principal or immediate superior shall arrange as soon as possible for a conference among him/herself, the teacher, and an appropriate specialist to discuss the problem and to decide upon appropriate steps for its resolution.

ARTICLE XXIV - INSURANCE PROTECTION

A. The Board will provide and pay for health care protection for individual and full family coverage pursuant to the New Jersey State Health Benefits Plan in effect September 1, 1988. Both individual and full family protection will be extended at the Board's cost.

All retirees currently under the district's New Jersey Blue Cross/ Blue Shield 14/20, Blue Cross/Blue Shield Major Medical and Rider J plans shall be notified of the requirement to convert to the New Jersey State Health Benefits Plan. The State Division of Pensions will also be notified in writing of the retirees involved in order to process the appropriate pension deductions and distribute benefit information.

B. The Board shall provide all teachers with a description of health care insurance coverage and a description of the conditions of the coverage and the individual limits thereof.

C. During the 1988-89 and 1989-90 school year, the Board of Education shall provide and pay for dental and prescription programs for individual and full family coverage at the level of benefits or equivalent, as described in the Delta Dental Plan of New Jersey Inc. and Capital Marketing Agency contracts effective June 30, 1988, for each teacher who shall be eligible for and shall be enrolled in a prescription drug and dental plan through a company to be selected by the Association and approved by the Board. Eligibility for enrollment for benefits shall be governed by and be subject to any restrictions imposed by the plan established by the selected company. Any such plan may provide for coverage for individual teachers and their eligible dependents and may contain a deductible.

During the 1990-91 school year, the Board shall provide and pay for dental and prescription programs as described in paragraph C above. The Board's total contributions for the dental and prescription programs combined premiums shall not exceed \$1,000. per employee. Any premium or cost for any such enrolled teacher and/or his/her eligible dependents in excess of the Board's maximum contribution of \$1,000 per year shall be borne by such teacher either through direct payments by such teacher or, at the option of the Board, through salary deductions.

Should a teacher opt to withdraw from either dental or prescription coverage as an alternative to the payment of an additional contribution, above the Board's \$1,000 premium limit, the Board will contribute the appropriate premium to an escrow account to be distributed to the members of both the dental and prescription programs at the end of the contract year, in an amount not to exceed the cost of each member's additional contribution.

D. To be eligible for insurance protection described in Paragraphs A, C or D above, a teacher must be employed twenty (20) hours or more per week.

ARTICLE XXV - ACADEMIC FREEDOM

Academic freedom shall be guaranteed to teachers, and no special limitations shall be placed upon study, investigation, and presenting and interpreting facts and ideas concerning man, human society, the physical and biological world and other branches of learning, which do not conflict with the philosophy, underlying principles, objectives and content of the courses of study adopted by the Board of Education.

ARTICLE XXVI - DEDUCTION FROM SALARY

A. The Association shall indemnify, defend and save-harmless the Board of Education against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken by the Board in reliance upon salary deduction authorization cards submitted for individual members by the Association to the Board of Education.

ARTICLE XXVII - SUMMER ASSIGNMENTS

Reading specialists, librarians, and guidance personnel shall be paid per diem for any work done during summer assignments. All other personnel will be paid the agreed upon hourly rate as set forth in Article VII.

Reading specialists, librarians, and guidance personnel asked to work during the summer months shall be notified by May 1.

ARTICLE XXVIII MISCELLANEOUS PROVISIONS

A. MANAGEMENT RIGHTS

Except as otherwise specified in this Agreement, the Association recognizes that the Board has responsibility and authority to manage and direct, on behalf of the public, all of the operations and activities of the school district to the full extent authorized by law.

The Board of Education retains the right, in accordance with applicable State and Federal laws and regulations, (a) to direct employees of the School District, (b) to hire, promote, transfer, assign, and retain employees in positions within the School District, and to suspend, demote, discharge or take other disciplinary action against employees, (c) to relieve employees from duties because of insufficient enrollment or for other legitimate reasons, (d) to maintain the efficiency of the School District operations entrusted to them, (e) to determine the methods, means, and personnel by which such operations are to be conducted; and (f) to take whatever actions may be necessary to carry out the mission of the School District in situations of emergency.

In exercising its power, the Board, through its administrative staff, shall, subject to the provisions of this Agreement, exercise all of its managerial rights and authority to the extent permitted by law.

B. AGENCY SHOP

1. Any teacher who is employed by the Board during the term of this Agreement and who does not become a member of the Association shall be required to pay a representation fee to the Association for the purpose of offsetting the teacher's per capita cost of services rendered by the Association as majority representative. Representation fees for non-members shall be deducted prospectively only, beginning September 1 of each contract year.

2. Unless otherwise specified in this article, the maximum representation fee for non-members, notification of procedures available to non-members for appeal and the establishment of a demand of return system, etc., shall comply to 34:13A-5.4, et. seq., in effect at the time of the execution of this contract.

3. On or about November 1 of each year, the Association will submit to the Board the names of those teachers who have not become members of the

Association for that year. The Board will deduct the total amount of representation fee in equal installments, as nearly as possible, in each pay period for the remainder of the year.

4. On or about the last day of each month beginning in November of each year, the Board will notify the Association of teachers newly employed during the month. The Association will notify the Board within thirty (30) days if any newly employed teacher does not become a member of the Association.

5. Any teacher having a representation fee deducted and who terminates employment prior to January 1 of any contract year will have the representation fee deducted to January 1 of that contract year from his/her final pay, provided the employee has filed the appropriate notification with the Association and the Board.

Any teacher having a representation fee deducted and who terminates employment after January 1 of any contract year, will have the total representation fee for that contract year deducted from his/her final pay.

6. Procedures for the transmission of representation fees to the Association will, as nearly as possible, be the same as those used for the transmission of regular membership dues to the Association.

7. The Association shall indemnify, defend and save-harmless the Board of Education against any and all claims, demands, suits or other forms of liability, including liability for reasonable counsel fees and other legal costs and expenses that may arise out of, or by reason of, suits challenging the legality of this provision.

C. WORK CONTINUITY

1. The Association agrees that it will sanction no job actions of any type and will discourage any job actions by its membership for the duration of this contract and during the course of grievance procedures. The Board will conduct no lockouts during the terms of this Agreement.

2. The parties agree that they will resolve all disputes through the procedure outlined in this Agreement or as subsequently modified by statute or court decision.

D. Teachers shall not use their own vehicles to transport students.

E. LEGAL BASES

If any provisions 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 provision or application shall not be deemed valid and subsisting, except to the extent provided by law, but all other provisions or applications shall continue in full force and effect.

F. NOTIFICATION

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 may do so by telegram or registered letter at the following addresses:

- 1. If by Association, to the Board at:
Superintendent,
Bunker Hill School, R.F.D. 3
Sewell, N.J., 08080.
- 2. If by the Board, to Association at:
President of Association
at his/her respective building.

G. PRINTING AND CIRCULATION OF THE AGREEMENT

Copies of this Agreement are to be printed and the cost shared equally by both the Board and the Association.

The Agreement shall be presented to all teachers affected thereby.

H. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing only, executed by both parties.

ARTICLE XXIX - Duration of Agreement

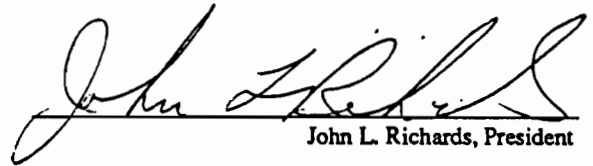
This Agreement shall be effective July 1, 1988, and shall continue in effect until June 30, 1991. This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated, unless it is extended in writing.

IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be signed by their proper officers and their corporate seals to be affixed hereto this 3rd day of October, 1988.

WASHINGTON TOWNSHIP BOARD OF EDUCATION



 Robert W. Kern, Board Secretary

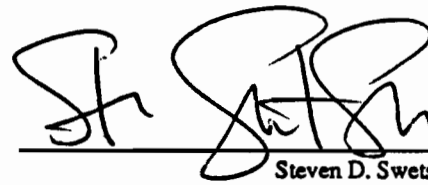


 John L. Richards, President

WASHINGTON TOWNSHIP EDUCATION ASSOCIATION.



 Carole Petro, Secretary



 Steven D. Swetsky, President

Schedule A – Salary Guides

How to read the guides:

1. Find the chart with your lane on it.
2. Find your step and years experience.
3. Read across the columns to find your step and salary for 88/89, 89/90 and 90-/91.
4. Steps are now illustrated by letters.
Step A = 1st year teacher
Step M = Maximum
Numbers next to letters indicate years of experience.
5. Teachers who reach step M during the term of this contract receive a split step the first year.
Old maximum first half of year, New maximum second half of year.
6. All teachers on step 13 in 87/88 add \$1000 to maximum as shown on guide for years 88/89, 89/90, 90/91.

BA

87/88 Step	87/88 Exp.	87/88 Salary	88/89 Step/Exp.	88/89 Salary	89/90 Step/Exp.	89/90 Salary	90/91 Step/Exp.	90/91 Salary
					A1	22000	A1	23000
			A1	21500	B2	22500	B2	23500
1	1	20000	A2	21500	B3	22500	C3	24000
2	2	20350	A3	21500	C4	23500	D4	25500
2	3	20350	B4	22000	C5	23500	E5	27000
2	4	20350	C5	23000	D6	25000	E6	27000
2	5	20350	C6	23000	D7	25000	E7	27000
2	6	20350	C7	23000	E8	26500	E8	27000
3	7	21300	D8	24000	E9	26500	F9	28500
3	8	21300	D9	24000	F10	27500	F10	28500
4	9	22500	E10	25000	F11	27500	G11	29500
4	10	22500	E11	25000	G12	28000	G12	29500
4	11	22500	F12	26000	G13	28000	H13	31000
5	12	23500	F13	26000	G14	28000	H14	31000
6	13	24700	G14	27500	H15	29500	H15	31000
7	14	25900	H15	28000	I16	31000	I16	32000
8	15	27400	I16	29500	J17	32500	J17	33000
9	16	28400	J17	30500	K18	33500	K18	34500
10	17	29600	K18	32000	L19	35000	L19	36000
							M20	39750
11	18	30800	L19	33500	M20	37500		42135
						39750	M	42135
12	19	32900	M20	35300				
				37500	M	39750	M	42135
12	20	32900	M21	35300				
				37500	M	39750	M	42135
12	21	32900	M22	35300				
				37500	M	39750	M	42135
13	22	35300	M	*37500	M	*39750	M	*42135
13L	23+	36300	M	*37500	M	*39750	M	*42135

* All teachers who are on step 13 in 1987/88 will receive \$1000 longevity above maximum as shown on this salary guide.

Under the Step Column, the letter determines the salary; the number represents the current year in which the teacher is employed.

BA + 15

87/88 Step	87/88 Exp.	87/88 Salary	88/89 Step/Exp.	88/89 Salary	89/90 Step/Exp.	89/90 Salary	90/91 Step/Exp.	90/91 Salary
							A1	23625
			A1	22125		22625	B2	24125
			A2	22125		23125	C3	24625
1	1	20625	A3	22125		23125	D4	26125
2	2	20975	B4	22625		24125	E5	27625
2	3	20975	C5	23625		25625	E6	27625
2	4	20975	C6	23625		25625	E7	27625
2	5	20975	C7	23625		27125	E8	27625
2	6	20975	D8	24625		27125	F9	29125
3	7	21925	D9	24625		28125	F10	29125
3	8	21925	D10	24625		28125	G11	30125
4	9	23125	E11	25625		28625	G12	30125
4	10	23125	F12	26625		28625	H13	31625
4	11	23125	F13	26625		28625	H14	31625
5	12	24125	G14	28125		29500	H15	31625
6	13	25325	H15	28625		31625	I16	32625
7	14	26525	I16	30125		33125	J17	33625
8	15	28025	J17	31125		34125	K18	35125
9	16	29025	K18	32625		35625	L19	36625
10	17	30225	L19	34125		38236	M20	40486
						40486		42871
11	18	31425	M20	36036		40486	M	42871
				38236		40486		42871
12	19	33525	M21	36036		40486	M	42871
				38236		40486		42871
12	20	33525	M22	38036		40486	M	42871
				38236		40486		42871
12	21	33525	M	*38238		*40486	M	*42871
				*38236		*40486		*42871
13	22	36036	M	*38238		*40486	M	*42871
13L	23+	37036	M	*38236		*40486	M	*42871

* All teachers who are on step 13 in 1987/88 will receive \$1000 longevity above maximum as shown on this salary guide.

Under the Step Column, the letter determines the salary; the number represents the current year in which the teacher is employed.

BA + 30

87/88 Step	87/88 Exp.	87/88 Salary	88/89 Step/Exp.	88/89 Salary	89/90 Step/Exp.	89/90 Salary	90/91 Step/Exp.	90/91 Salary
							A1	24200
			A1	22700		23200	B2	24700
			A2	22700		23700	C3	25200
1	1	21200	A3	22700		24700	D4	26700
2	2	21550	B4	23200		24700	E5	28200
2	3	21550	C5	24200		26200	E6	28200
2	4	21550	C6	24200		26200	E7	28200
2	5	21550	C7	24200		27700	E8	28200
2	6	21550	D8	25200		27700	F9	29700
3	7	22500	D9	25200		28700	F10	29700
3	8	22500	D10	25200		28700	G11	30700
4	9	23700	E11	26200		29200	G12	30700
4	10	23700	F12	27200		29200	H13	32200
4	11	23700	F13	27200		29200	H14	32200
5	12	24700	G14	28700		30700	H15	32200
6	13	25900	H15	29200		32200	I16	33200
7	14	27100	I16	30700		33700	J17	34200
8	15	28600	J17	31700		34700	K18	35700
9	16	29600	K18	33200		36200	L19	37200
10	17	30800	L19	34700		38943	M20	41193
						41193		43581
11	18	32000	M20	36743		41193	M	43581
				38943		41193		43581
12	19	34100	M21	36743		41193	M	43581
				38943		41193		43581
12	20	34100	M22	36743		41193	M	43581
				38943		41193		43581
12	21	34100	M	*38943		*41193	M	*43581
				*38943		*41193		*43581
13	22	36743	M	*38943		*41193	M	*43581
13L	23+	37743	M	*38943		*41193	M	*43581

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Under the Step Column, the letter determines the salary; the number represents the current year in which the teacher is employed.

MA

87/88 Step	87/88 Exp.	87/88 Salary	88/89 Step/Exp.	88/89 Salary	89/90 Step/Exp.	89/90 Salary	90/91 Step/Exp.	90/91 Salary
							A1	24975
			A1	23475	B2	24475	B2	25475
			A2	23475	B3	24475	C3	25975
1	1	21975	A3	23475	C4	25475	D4	27475
2	2	22325	B4	23975	C5	25475	E5	28975
2	3	22325	C5	24975	D6	26975	E6	28975
2	4	22325	C6	24975	D7	26975	E7	28975
2	5	22325	C7	24975	E8	28475	E8	28975
2	6	22325	D8	25975	E9	28475	F9	30475
3	7	23275	D9	25975	F10	29475	F10	30475
3	8	23275	E10	26975	F11	29475	G11	31475
4	9	24475	E11	26975	G12	29975	G12	31475
4	10	24475	F12	27975	G13	29975	H13	32975
4	11	24475	F13	27975	G14	29975	H14	32975
5	12	25475	G14	29475	H15	31475	H15	32975
6	13	26675	H15	29975	I16	32975	I16	33975
7	14	27875	I16	31475	J17	34475	J17	34975
8	15	29375	J17	32475	K18	35475	K18	36475
9	16	30375	K18	33975	L19	36975	L19	37925
10	17	31575	L19	35475	M20	39885	M20	42135
11	18	32775	M20	37685		42135		44520
12	19	34875	M21	39885	M	42135	M	44520
12	20	34875	M22	39885	M	42135	M	44520
12	21	34875	M	39885	M	42135	M	44520
13	22	37685	M	*39885	M	*42135	M	*44520
13L	23+	38685	M	*39885	M	*42135	M	*44520

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Under the Step Column, the letter determines the salary; the number represents the current year in which the teacher is employed.

MA + 15

87/88 Step	87/88 Exp.	87/88 Salary	88/89 Step/Exp.	88/89 Salary	89/90 Step/Exp.	89/90 Salary	90/91 Step/Exp.	90/91 Salary
							A1	25575
			A1	24075	B2	25075	B2	26075
			A2	24075	B3	25075	C3	26575
1	1	22575	A3	24075	C4	26075	D4	28075
2	2	22925	B4	24575	C5	26075	E5	29575
2	3	22925	C5	25575	D6	27575	E6	29575
2	4	22925	C6	25575	D7	27575	E7	29575
2	5	22925	C7	25575	E8	29075	E8	29575
2	6	22925	D8	26575	E9	29075	F9	31075
3	7	23875	D9	26575	F10	30075	F10	31075
3	8	23875	E10	27575	F11	30075	G11	32075
4	9	25075	E11	27575	G12	30575	G12	32075
4	10	25075	F12	28575	G13	30575	H13	33575
4	11	25075	F13	28575	G14	30575	H14	33575
5	12	26075	G14	30075	H15	32075	H15	33575
6	13	27275	H15	30575	I16	33575	I16	34575
7	14	28475	I16	32075	J17	35075	J17	35575
8	15	29875	J17	33075	K18	36075	K18	37075
9	16	30875	K18	34575	L19	37575	L19	38575
10	17	32175	L19	36075	M20	40634	M20	42884
11	18	33375	M20	38434		42884		45269
12	19	35475	M21	40634	M	42884	M	45269
12	20	35475	M22	38434	M	42884	M	45269
12	21	35475	M	40634	M	42884	M	45269
13	22	38434	M	*40634	M	*42884	M	*45269
13L	23+	39434	M	*40634	M	*42884	M	*45269

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Under the Step Column, the letter determines the salary; the number represents the current year in which the teacher is employed.