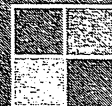


Agreement Between:

The Lafayette Township Board
of Education

and

The Lafayette Education
Association



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PREAMBLE

This **AGREEMENT**, entered into this 28th day of October, 2009, by and between the Board of Education of Lafayette Township, New Jersey (hereinafter the "Board") and the Lafayette Education Association (hereinafter the "Association").

WHEREAS, the Board is required by the laws of the State of New Jersey, Chapter 303, 1968 as amended by Chapter 123, 1974, to negotiate with the Association as the representative of employees hereinafter designated, with respect to terms and conditions of employment, and

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

RESOLVED, that the following mutual covenants represent the complete and final understandings on all negotiable issues between the Board and the Association.

ARTICLE I
RECOGNITION

A. Unit

The Board recognizes the Association for the school years 2008-2009 and 2009-2012 as the exclusive and sole representative for collective negotiation concerning the terms and conditions of work for all teachers and instructional aides under contract and with at least minimal certification as in accordance with State Law, but excluding the following whether under contract or not, and whether holding certification or not:

- 1) Administrative and supervisory personnel
- 2) Teaching Vice Principal
- 3) Substitute teachers
- 4) Professional workers who are retained for part-time services not requiring daily attendance
- 5) Secretaries
- 6) Custodial and cafeteria workers
- 7) Other non-professional personnel
- 8) Confidential, managerial, and all other employees

B. Definition of Teacher and Paraprofessional

Unless otherwise indicated, the term "teacher" and "paraprofessional" when used hereinafter shall refer to all professional employees represented by the Association in the negotiating unit as defined in Paragraph A, above.

ARTICLE II

NEGOTIATION OF SUCCESSOR AGREEMENT

A. Deadline Date

The parties agree to enter into collective negotiations of a successor agreement for the school year 2012-2013, in a good faith effort to reach agreement regarding terms and conditions of teacher employment under procedures and rules required by Chapter 303, New Jersey Laws, 1968 as amended in succeeding years, and rules and regulations of the New Jersey Public Employment Relations Commission.

B. Procedures

The following rules and regulations have been formulated cooperatively by the parties so that each party understands its obligations with regard to frequency and duration of meetings and general responsibilities for fair and effective negotiations.

1. The Association shall notify the Board of its desire to initiate negotiations pursuant to P.E.R.C. regulations.
2. At the first meeting, the Association and the Board will exchange proposals and establish procedures for negotiations.
3. As a general rule, meetings shall be held in the evening at the Lafayette Township School and be of approximately two hours

duration. The exact hours shall be determined by mutual agreement and scheduled meetings shall be shortened only by mutual agreement.

4. Each party may caucus during a meeting if the need arises and there shall be no limit on the number of times a party may caucus.
5. The parties agree to follow the procedures outlined in their agreement to their conclusion, to resolve any questions or proposals before using any other channels.
6. Neither party shall have control over the selection of the negotiating representatives of the other.
7. The Board agrees not to negotiate concerning said teachers and paraprofessionals in the negotiating unit as defined in Article I with any organization other than the Association provided that the Association continues to represent a majority of the teachers and paraprofessionals under contract. In the event that the Association no longer represents a majority of the teachers and paraprofessionals under contract, Article I, Paragraph A of this Agreement is void.

C. Modifications and Amendments

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

D. Negotiations in Private

Negotiations between the Board and Association shall be conducted in private.

E. Duration of Benefits Provided

All terms and conditions of this Agreement shall remain in effect until such time as a successor agreement is agreed to.

ARTICLE III

GRIEVANCE PROCEDURE

A. Definitions

1. A grievance is a claim by a teacher or paraprofessional of the Association based upon the interpretations, application or violation of this Agreement, policies, administrative decision or regulations affecting the terms and conditions of employment of a teacher or paraprofessional or a group of teachers and / or paraprofessionals.
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. Procedure Steps

1. STEP ONE: A teacher, paraprofessional or the Association with a claim of a grievance must first discuss the matter with the CSA within twenty (20) work days of the known occurrence.
2. STEP TWO: If the problem is not resolved, then within ten (10) work days, the aggrieved shall reduce the problem to writing and submit the grievance to the CSA. The aggrieved must state the specific

grievance and relief sought. The CSA shall have five (5) work days to render a decision in writing to the aggrieved.

3. STEP THREE: If the problem is not resolved, the aggrieved shall have fifteen (15) work days to submit the written grievance to the Board. The Board shall hold a hearing with the aggrieved within twenty (20) work days and render a decision to the aggrieved within ten (10) work days of the hearing.
4. STEP FOUR: If the problem is not resolved, the aggrieved shall have ten (10) work days to notify the Board of his/her invoking arbitration to resolve the grievance.

C. Arbitration

If the parties are unable to agree upon an arbitrator, a request for a list of arbitrators may be made to the New Jersey State Board of Mediation by either party. The parties shall be bound by rules and procedures of the New Jersey State Board of Mediation in selection of an arbitrator. Should the New Jersey State Board of Mediation impose a fee for its administrative services or cease to provide arbitration services, the parties agree to utilize the services of the Public Employment Relations Commission in its place.

The arbitrator so selected shall confer with the representatives of the Board and Association and shall issue his/her decision not later than twenty (20) days from the closing of the hearings or, if oral hearings have been waived, then from the date the final statements and proofs on the issue are submitted

to him/her. The arbitrator's decision shall be in writing and set forth his/her findings of fact and conclusions on only the issue submitted. The decision of the arbitrator shall be advisory.

The cost 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 and Paraprofessionals to Representation

Any aggrieved teacher or paraprofessional may be represented at all stages of the grievance procedure by himself or herself, or at his/her option, by a representative of the Association or one selected by it. Nothing herein is intended to keep a teacher or paraprofessional, at his/her own discretion, from discussing the grievance with the Administration at Step 1 without representation. The Association representative shall have the right to be present and to state the Association's views at all stages of the grievance procedure.

No reprisal of any kind shall be taken by the Board or 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 said participation.

E. Miscellaneous

Decisions rendered at Step 2 which are unsatisfactory to the aggrieved and all decisions rendered at Steps 2 and 3 of the grievance procedure shall be in writing, setting forth the decisions and reasons therefore, and shall be transmitted promptly to all parties in interest, and to the Association.

All meetings and hearings under this procedure shall not be conducted in public but shall include only such parties in interest or those designated and selected as representatives.

Any teacher or paraprofessional involved in a grievance procedure is obligated to follow administrative directives for Board policy while grievance procedures are in process.

ARTICLE IV

RIGHTS OF TEACHERS and Paraprofessionals

A. Rights and Protection in Representation

Pursuant to Chapter 123 of the Public Laws of 1974 the Board agrees that every teacher and paraprofessional employed by 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 of terms and conditions of employment.

B. Just Cause Provision

No employee shall be disciplined, reprimanded or be subject to a disciplinary reduction 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 herein set forth. Withholding of an increment for poor performance shall be excluded from this provision.

C. Criticism of Teachers

Any criticism by a supervisor, administrator, or Board member of a teacher or of a teacher's instructional methodology shall be made in confidence and not in the presence of students, staff, parents, or other public gatherings except discussions and/or actions where issues are raised by the employees involved.

D. Criticism of Paraprofessionals

Any criticism by a supervisor, administrator, or a Board member of a paraprofessional's job performance shall be in confidence and not in the presence of students, staff, parents, or other public gatherings except discussions and/or actions where issues are raised by the employees involved.

ARTICLE V

CONTRACTS

A. Notification of Status

1. On or before May 15 of each year or such later date as the law may permit, the board shall give to non-tenured teachers continuously employed since the preceding September, either:
 - a. a written contract for employment for the next year providing for at least the same terms and conditions of employment, but with such changes in salaries and benefits as may be required by law or agreement between the Board and the Association, provided negotiations are complete.
 - b. a written notice that such employment shall not be offered.

B. Notification of Intention to Return of Non-Tenured Teachers

If the teacher desires to accept such employment, he/she shall notify the Board of such acceptance, in writing, on or before June 1, in which event such employment shall continue as provided for herein. In default of such notice, the Board shall not be required to continue the employment of the teacher.

C. Paraprofessional Renewal

1. On or before May 15th of school each year, the board shall give to employed Paraprofessionals either:

- a. A written notice that employment shall be offered for the following school year.
 - b. A written notice that such employment shall not be offered.
2. On or before July 7th of each year, the Board shall give a written contract for employment for the upcoming school year, which shall state the hours of the work day and salary.
 3. Non-renewals of paraprofessionals are not subject to and cannot be challenged through the grievance procedure, or otherwise. Any termination of a paraprofessional during the school year for cause shall be subject to the grievance procedure and the standard of review shall be arbitrary and capricious.

ARTICLE VI

HOURS AND WORKLOAD

A. Check-in Procedure

The teachers and paraprofessionals shall indicate their presence for duty by personally initialing in the appropriate column of the "sign-in, sign-out" roster upon entering and leaving the school premises.

B. Length of Workday- Teachers

The teacher workday shall not exceed seven (7) hours which includes ten (10) minutes of non-instructional time to accommodate busing schedules and shall include a duty free lunch period of 30 minutes. In case of

emergencies, teachers shall remain until all children have been provided with transportation.

C. Length of Work Day - Paraprofessionals

The paraprofessional work day shall not exceed seven (7) hours per day which includes a non-paid thirty (30) minute lunch period. The paraprofessional work week must be less than twenty eight (28) hours per week. The hours for paraprofessionals must be scheduled consecutively unless mutually agreed upon by the paraprofessional and administration.

D. Field Trips

Field trips extending beyond the length of the regular school day shall be scheduled by mutual agreement between the teacher(s) and paraprofessional(s) involved and the Administrator, with the consent of the Board.

D. Workload

1. Teachers' workload shall consist of: Departmentalized, no more than six (6) periods of planned preparation to which they are assigned, one (1) duty period (homeroom, a.m. and p.m., lunch or bus duty) as assigned, one (1) supervisory non-planning period as assigned, one (1) duty-free planning period and one (1) thirty (30) minute duty-free lunch.
2. Self-contained classroom teachers will teach all content areas with a thirty (30) minute duty-free lunch period.

3. Duty-free planning time will be 210 minutes per week per teacher, with a minimum of twenty (20) minutes per day.
4. Part-time teachers' workload shall consist of:
 - a. Any part-time teacher who is scheduled for more than 3 days per week shall teach up to 5 periods per day, plus either a duty or supervisory period.
 - b. Any part-time teacher who is scheduled for 6 teaching periods in any one day is to work no more than three days per week. The teacher may be scheduled for 1 duty period and supervisory period as necessary.
 - c. All part-time teachers shall receive a full lunch period per day.
 - d. All part-time teachers shall receive a full prep period per day.
 - e. Hours for part-time teachers shall be scheduled consecutively.
 - f. Part-time teachers must work less than 28 hours per week.
 - g. Provisions a and b shall only apply to part time positions filled or created after October 29, 2009 and shall not apply to current part-time faculty.
 - h. Provisions c, d, e, and f shall apply to all part-time faculty members.

E. School Calendar

The Board will take under consideration suggestions made by the Association as to those holidays which shall be included in the school calendar.

F. Holidays

Preceding major holidays, school will close at 12:30 p.m. This will apply to the following holidays:

1. Thanksgiving
2. Christmas

G. Grants

Teachers and paraprofessionals who are asked to write grants during the school year will receive release time to do so during the normal school day.

H. Parent-Teacher Conferences

Conferences will not be scheduled on Fridays. There shall be a 12:30 p.m. dismissal on all conference days.

ARTICLE VII

EMPLOYMENT PROCEDURES

A. Placement on Salary Schedule

Each teacher shall be placed on his/her proper step of the appropriate salary schedule as of the beginning of each school year. Less-than-full-time employees shall receive a prorated amount based upon their days of service.

B. Notification of Presently Employed Personnel

All teachers shall be given notice of their salary schedules and when applicable, class and/or subject assignments for the forthcoming year not later than June 1 when practical.

C. Work Year

There shall be a 183-day school year for staff members each year in this Agreement. The 2008-2009 and the 2009-2012 school years shall commence after Labor Day.

There shall be a 181-day school year for paraprofessionals.

Paraprofessionals will be available for training on half of the scheduled parent teacher conference days for purposes of professional development. On these scheduled dates, paraprofessionals will work until their scheduled time or 2:30 PM whichever is later. Professional development dates will be scheduled by administration.

The Board will make every effort possible to provide programs to meet the State Mandated Professional Development Program on one of these days.

D. Evening Meetings

Staff members agree to make themselves available for six (6) night meetings (to be scheduled).

Paraprofessionals are not required to be available for night meetings.

E. Equal Opportunity in Filling Vacancies

Within 48 hours of the time that a vacancy is made public by public notice or published advertisement, the Board shall notify the Association of any vacancy occurring in the school's staff and place such notice on a bulletin board in the teacher's lunchroom, thus affording any qualified member of the staff equal opportunity to apply for and be considered for the position.

F. Faculty Meetings

Faculty meetings shall be limited to two (2) per month up to a maximum of twenty (20) per year. These meetings should be held on Mondays and should not end any later than 4 p.m.

Paraprofessionals are not required to attend faculty meetings.

ARTICLE VIII

EVALUATION

A. Intent

State Law and State Board of Education rules and regulations treat the subject of teacher evaluation in substantial detail and nothing herein is intended to impair or reduce teachers' rights or Board prerogative permitted by law.

B. Open Monitoring

Monitoring of teacher or paraprofessional performance shall be conducted openly with full knowledge of the teacher or paraprofessional. This is not to preclude, however, observations of a general nature made openly, but unannounced.

C. Copies of the Evaluation

A teacher or paraprofessional shall be given a copy of any written visit or evaluation report prepared by his/her Administrator at least one day before any conference to discuss it. The teacher or paraprofessional may have the opportunity to discuss the evaluation with the Administrator prior to it being placed in his/her file. No teacher or paraprofessional shall be required to sign a blank or an incomplete evaluation form.

D. Evaluation Reports

Evaluation reports shall be addressed to and presented to each teacher or paraprofessional by the Administrator.

E. Access to Personnel File

A teacher or paraprofessional shall have the right, upon request, to review the contents of his/her personnel file and to receive copies at Board expense of any documents contained therein. A teacher or paraprofessional shall be entitled to have a representative(s) of the Association accompany him or her during the review.

F. Derogatory Material

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

G. No Separate File

Although the Board agrees to protect the confidentiality of personal references, and other similar documents, it shall not establish any separate file which is not available for the teacher or paraprofessional's inspection.

H. Termination of Employment

Final evaluation of a teacher or paraprofessional upon termination of his/her employment shall be concluded prior to severance and no documents and/or other material shall be placed in the personnel file of such employee after severance without a copy being sent to him or her.

ARTICLE IX

ABSENCE AND LEAVE

A. Cumulative Days

All teachers shall be entitled to twelve (12) sick days with full pay each year.

These days are to be cumulative as defined in Section B, below.

Upon retirement, after at least 10 years service in the district, retirees will receive salary for cumulative sick days at a rate of \$50/day for a maximum of \$5000 or, if the Board is notified prior to November 1st, \$75/day for a maximum of \$7500.

Upon leaving the district, after at least 10 years service in the district, teachers will receive salary for cumulative sick days at a rate of \$20/day for a maximum of \$3000.

B. Temporary Leave of Absence

1. Personal Illness - Teachers – All teachers employed shall be entitled to twelve (12) sick days with full pay in each year. These days are to be cumulative. If less than twelve days are taken in any school year, then the number of days that are not used (but not more than twelve) shall be cumulative, beginning from the date of the teacher's current

continuous employment by the Board of Education to be available for additional leaves in subsequent school years.

Absences on sick leave always shall be charged first to the twelve days allowance for the current school year until such days are fully utilized and thereafter shall be charged to the cumulative credit to the extent that it is available.

Personal Illness - Paraprofessionals - All paraprofessionals employed shall be entitled to ten (10) sick days with full pay in each year. These days are to be cumulative. If less than 10 days are taken in any school year, then the number of days that are not used (but not more than ten) shall be cumulative, beginning from the date of the paraprofessional's current continuous employment by the Board of Education to be available for additional leaves in subsequent school years.

Absences on sick leave always shall be charged first to the 10 days allowance for the current school year until such days are fully utilized and thereafter shall be charged to the cumulative credit to the extent that it is available.

Personal Business - Teachers: Four (4) days of absence shall be granted for personal, legal, business, household, religious or family

matters that cannot be resolved outside of school hours. Application must be made to the Superintendent at least five (5) days before taking such leave (except in the case of emergencies) and the applicant for such leave shall not be required to state the reason for taking such leave other than he/she is taking it under this section. Personal days cannot be taken during Parent/Teacher conference days or during state testing periods except for emergency reasons. State testing and conference dates apply only to the staff members required to monitor state exams or when conferences are scheduled on a given date. Parent/Teacher conferences must be scheduled by Administration at least 60 days in advance and can be modified within reason to account for snow days/weather related emergencies. Emergency personal leave will require a written explanation upon returning to work.

No more than two (2) personal days will be approved at any one request. Up to two (2) days may be taken consecutively. Additional consecutive days must be approved by the Superintendent. Personal leave may not be taken preceding or succeeding a holiday or vacation.

All unused personal days shall be accumulated and converted to personal days and/or sick days at a ratio of 2:1. For every two (2) unused personal days in a given year the employee shall be credited with one (1) personal day. These days will be placed in a "compassionate leave bank" containing a maximum of three (3) days.

The use of compassionate days is restricted to illness in the family or family emergencies. Unused personal days may accrue at the same rate of 2:1 into sick leave with no maximum.

Personal Business - Paraprofessionals: Two (2) days of absence shall be granted for personal, legal, business, household, religious or family matters that cannot be resolved outside of school hours. Application must be made to the Superintendent at least five (5) days before taking such leave (except in the case of emergencies) and the applicant for such leave shall not be required to state the reason for taking such leave other than he/she is taking it under this section.

After six (6) years of service in the district a paraprofessional shall be granted three (3) personal business days per year.

Emergency personal leave will require a written explanation upon returning to work.

No more than two (2) personal days will be approved at any one request. Up to two (2) days may be taken consecutively. Additional consecutive days must be approved by the Superintendent. Personal leave may not be taken preceding or succeeding a holiday or vacation.

2. **Illness in the Family - Teachers** – If personal presence is needed because of the illness of a family member of (a) a parent, brother, sister, husband, wife, or children or (b) any other relative living in the teacher's immediate family household, absence will be allowed:

- a. with pay for a period of three (3) days per year, not cumulative;
 - b. there after without pay.
-

3. **Illness in the Family – Paraprofessionals:** – If personal presence is needed because of the illness of a family member of (a) a parent, brother, sister, husband, wife, or children or (b) any other relative living in the paraprofessional’s immediate family household, absence will be allowed:

- a. with pay for a period of one (1) day per year, not cumulative. Paraprofessionals who received 5 critical illness days in their personal contracts prior to 6/2007 will now receive three(3) illness in the family days per year (not cumulative) for the remainder of their employment;
- b. there after without pay.

3. **Bereavement Leave - Teachers**

- a. Absence due to a death in the teacher’s immediate family or household, defined as: spouse, parent, grandchild, child, brother, sister, father-in-law and mother-in-law, shall be allowed, with pay, for the required period not exceeding five school days in such cases.
- b. Absence due to the death of a grandparent, nephew, niece, aunt, uncle, cousin, brother-in-law, sister-in-law, son-in-law, daughter-in-law, or other relative not living with the

immediate family of a teacher will be allowed, with pay for the day of the funeral.

Bereavement Leave - Paraprofessionals

- a. Absence due to a death in the paraprofessional's immediate family or household, defined as: spouse, parent, grandchild, child, brother, sister, father-in-law and mother-in-law, shall be allowed, with pay, for the required period not exceeding five school days in such cases.
 - b. Absence due to the death of a grandparent, nephew, niece, aunt, uncle, cousin, brother-in-law, sister-in-law, son-in-law, daughter-in-law, or other relative not living with the immediate family of a paraprofessional will be allowed, with pay for the day of the funeral.
4. Marriage – Absences on account of marriage or to attend weddings of relatives and friends may be allowed, upon request, but shall be without pay if a teacher chooses not to use available personal days.
 5. Court Order – Absence by reason of subpoena by any court shall be allowed, with pay, provided the subpoena is filed with the School Administrator. If a teacher or paraprofessional is a party to a suit, absences from school in that connection shall be without pay, unless the Board of Education at its discretion shall determine otherwise.

6. Professional Leave – Professional absences with pay not exceeding five consecutive days may be granted to a staff member at the discretion of the Administrator.

An applicant for professional leave whose application is disapproved by the Administrator may request a review of the matter by the Board. Such a request should be made in writing at least one week before the next regularly scheduled Board meeting following the decision. This provision is not intended to make rejection of such an application for professional leave a subject for Grievance under Article III.

7. This Article shall be the sole instrument in regard to Temporary Leaves of Absence.

C. Extended Leave

1. Military Unpaid military leaves of absence shall be granted to any teacher or paraprofessional who is drafted or enlists in time of war in any branch of the Armed Forces of the United States for the period of said service and three (3) months thereafter or three (3) months after recovery from any wound or sickness at time of discharge. Leave shall be granted to a teacher or paraprofessional who is the spouse of any person who is so drafted or

enlists in time of war to join him/her for the period of special training in preparation for duty overseas in combat zones.

2. Maternity Leave This provision refers only to disability leave, without pay, resulting from pregnancy of the teacher. Maternity Leave shall be awarded in the same manner as any other disability for which unpaid sick leave is available. The pregnant teacher may, at her own election, use current sick leave and accumulated sick leave for a period of the time she is unable to work due to pregnancy. The normal period of pregnancy disability shall be construed to be up to four weeks before delivery and four weeks following the date of delivery, unless that date is medically contraindicated. The teacher may also request leave under the Federal Family Leave Act and State Family Leave Act which shall comply with current federal and state regulations. It is the obligation of the teacher to produce medical certification when she is incapable of working. A teacher who has been using accumulated and/or current sick leave for the period of time she is unable to work may return to work upon five days written notice to the Administrator.

3. Child Care Leave- Tenured teachers may request child care leave without pay and may be granted such leave under the following conditions: The Board may grant unpaid leave of absence for the purposes of child care of an infant. No requests will be arbitrarily, discriminatorily or capriciously disapproved. Such leaves may be for the remaining days in the semester or for the balance of the school year. Child care leaves beginning after

November 1st may be extended by the Board for one school year, upon request of the teacher and approval of the Board. A teacher desiring an unpaid child care leave shall apply no less than 60 calendar days before the anticipated delivery date of the infant or, in the case of adoption, custody of the infant. The Board may grant exceptions to the 60 day notification in the event of unforeseen emergency situations. To be eligible for a salary increment and credit toward longevity payments, if any, and other benefits, a teacher must work at least 90 days in the school year(s) that leave commences or terminates.

No benefits accrue to teachers who are on unpaid leave of absence.

Accumulated paid sick leave may not be used by a teacher after the commencement of an unpaid leave, or before its termination.

4. Renewal Leave

A teacher who has completed at least ten (10) full school years of service in the Lafayette School District may be granted renewal leave without pay for a full school year. Such leave shall be granted only under the following conditions:

- a. that the request for leave be made in writing to the CSA and the reasons for the leave be stated.
- b. that there be a sufficient number of qualified applicants to replace the teacher on leave.
- c. that the leave be approved by the CSA and the Board.

d. that no more than one (1) teacher be granted leave in any school year.

A teacher on renewal leave shall not receive increments or seniority credits

for the time spent on leave. All benefits to which a teacher was entitled at the

time commenced shall be restored upon return.

5. Return from Leave

All benefits to which a teacher was entitled at the time leave of absence commenced, including unused accumulated sick leave and credits toward sabbatical eligibility, shall be restored upon return, and the teacher shall be reassigned to the same position held at the time said leave commenced, if available or, if not, to a substantially equivalent position.

Extensions or Renewal of Leave

All extensions or renewals of leave shall be applied for by April 15 of the year in which leave is requested in writing and may be granted at the Board's discretion.

The Board is responsible for collection of Association dues, fees or assessments from a teacher for or during the period of unpaid leave of absence only to the extent required by law.

A teacher desiring to maintain health plan and dental plan coverage during an unpaid leave of absence shall notify the Board of that intention prior to the commencement of that leave, and shall forward to the Board the premium 10 days before the due date. Such plan will be to the extent permitted by the group coverage plan or contract.

ARTICLE X

SALARIES

A. Salary Schedule

Teacher salaries for the school years 2008-2009 and 2009-2012 are set forth in Schedule A, attached hereto. The salary of each teacher covered by the Agreement shall be paid according to the guide which is a part of this Agreement. Longevity, except for those already receiving it, will be for service in Lafayette only: fifteen (15) years - \$800.00; twenty (20) years - \$1,350.00; twenty-five (25) years - \$2,150.00.

Paraprofessional salaries for the school years 2008-2009 and 2009-2012 are set forth in Schedule C, attached hereto. The salary of each paraprofessional covered by the Agreement shall be paid according to the guide which is a part of this Agreement. Paraprofessionals do not receive longevity payments. Additional hourly stipend payments for providing ABA therapy and toileting are approved by Administration. ABA stipends will apply to paraprofessionals implementing an approved ABA program all day. For paraprofessionals not assigned to a student with an ABA program all day, the ABA stipend will be prorated based on the percentage of the paraprofessional's day while implementing the program.

B. Method of Payment

1. Each teacher or paraprofessional employed on a ten (10) month basis shall be paid in twenty (20) equal semi-monthly installments which shall fall on the 15th and the 30th of each month. If either of these dates falls on a weekend, then the pay shall be issued on the Friday before. If either of these dates falls during a holiday period, the pay shall be issued for that date on the last working day prior to the holiday.
2. Exceptions to the 10 month, 20 installments are permissible for those who wish to be paid on a 12-month basis. Accrued salary resulting from a 12-month pay option shall be deposited for each participating teacher or paraprofessional, with accruing interest, as provided by N.J. State Law.
3. Each teacher or paraprofessional shall receive his/her final pay on his/her last working day in June after having met his/her closing school responsibilities.
4. Teachers completing curriculum work during summer months shall be compensated at a rate of \$100 per day up to a maximum of \$1,500 per curriculum. A day of curriculum work will be comparable to a regular school day in length.
5. Teachers who teach summer school will be compensated at a rate of \$37.25 per hour in the 2008-2009 school year, \$38.50 per hour in the 2009-2010 school year, \$40.00 in 2010-2011 school year and \$41.50

in the 2011-2012 school year. There will be one (1) hour of compensation for prep time for every six (6) hours of instruction.

6. Teachers who are assigned to teach class prior to and/or after established school hours shall be compensated at a rate of \$37.25 per hour in the 2008-2009 school year, \$38.50 per hour in the 2009-2010 school year, \$40.00 in 2010-2011 school year and \$41.50 in the 2011-2012 school year. It is understood that for every six hours of teaching time a teacher shall receive compensation for one hour of preparation time at the above stated rates.

7. Teachers who are asked to engage in school related work during the summer months will be compensated at a rate of \$37.25 per hour in the 2008-2009 school year, \$38.50 per hour in the 2009-2010 school year, \$40.00 in 2010-2011 school year and \$41.50 in the 2011-2012 school year.

8. Paraprofessionals who implement extended year services will be compensated at a rate of their normal hourly rate plus an additional \$7.00 per hour. These services include ABA therapy. A paraprofessional shall receive compensation for one (1) hour of prep time for every six (6) hours of direct instruction/therapy.

9. Paraprofessionals who assist a teacher in implementing extended school year services will be compensated at a rate of their hourly rate plus an additional one (1) dollar per hour for the scheduled summer work hours. Paraprofessionals who are performing in-class support,

under the direction of a teacher will not receive prep time compensation.

----- **10.** Speech Therapists, Occupational Therapists and Physical Therapists -----

will be compensated for summer services at the following rates \$65.00 per hour in the 2008-2009 school year, \$67.34 per hour in the 2009-2010 school year, \$69.76 in 2010-2011 school year and \$72.38 in the 2011-2012 school year. Speech Therapists, Occupational Therapists and Physical Therapists will receive prep time compensation of one hour for every six hours of therapy provided. The preparation time will be compensated at the regular teacher rate.

ARTICLE XI

ASSOCIATION RIGHTS AND PRIVILEGES

A. Access to Information

The Board agrees to furnish to the Association a directory of names, addresses, and listed telephone numbers of all personnel in the unit as defined in Article I, Paragraph A. The Board also agrees to provide all reasonable information which may be necessary for the Association to process any claimed grievance. Requests for such information must be made in writing and specify the documents or records required. The Association may be required to pay reasonable costs connected with the reproduction of such records, and shall be notified of such costs before charges are incurred.

B. The Association and its representatives shall have the right to use school facilities at reasonable times upon notice to and approval by the School Administrator. ~~Such use shall, for example, include faculty lounge, intra-~~ school mail and bulletin-boards.

C. Whenever any representative of the Association or any teacher is mutually scheduled by the parties to participate during working hours in negotiations, grievance proceedings, conferences or meetings, he/she will suffer no loss of pay.

D. A Liaison Council shall be established on or before September 30th of each school year. The Council shall consist of the Chief School Administrator, and four (4) members of the Association, which will represent a cross-section of the LEA members as stated in the LEA By-laws. Other participants in Council meetings will be invited by the mutual consent of the parties.

The Liaison Council shall meet bi-monthly during non-working hours, at times which shall not interfere with the regularly scheduled school program as determined by the Chief School Administrator. The Liaison Council shall meet to discuss matters of mutual interest relative to the educational program and other items of mutual concern regarding the effective operation of Lafayette Township School. These meetings may be cancelled or added to by mutual agreement.

The Liaison Council shall establish its own procedural rules by unanimous agreement of all council members.

ARTICLE XII

SUBSTITUTES

A. Notice of Impending Absence

Teachers and paraprofessionals shall notify the Administrator or designated person of an impending teacher or paraprofessional absence at the earliest possible date so that the Administrator can obtain the best-qualified substitute teacher or paraprofessional available to cover the absence.

ARTICLE XIII

HEALTH AND DENTAL CARE BENEFITS

- A. At this time, the NJ School Employees Health Benefits Program shall be provided by the Board for the full-time (must work at least 28 hours per week) employees as described in Article I, and their dependents for the school years 2008-2009, 2009-2010, 2010-2011 and 2011-2012 (Refer to Article XIII, Sections E, F and G). The Board will pay 100% of the premium for the NJ Direct 15 plan for the employee and his/her eligible dependents. If any individual employee wishes to choose a plan other than NJ Direct 15 within the NJ School Employees Health Benefits Program, that employee shall be responsible to pay the difference for his/her appropriate level of coverage from NJ Direct 15 to the chosen plan. The difference shall be payable over 10 months in equal installments (adjusted in January for the annual rate

increase) and prorated if starting after September 1st, which contributions shall be pretax.

B. All employees shall continue to receive dental insurance coverage in the 2008-2009 and 2009-2012 school years for themselves and their families, with the Board paying the total amount for the current level of coverage.

C. The Board shall have the right to implement mandatory second opinion-surgery, pre-admission certification and continued stay review provisions. The co-insurance threshold shall remain at \$5,000.00 per year.

D. The Board shall have the right to implement a voluntary waiver plan whereby an employee who has available alternate coverage for the employee and his/her family may waive all the coverage provided by the Board and receive a payment according to the following chart. If implemented, the Board will indemnify its employees and the Association for adverse tax consequences, if any, suffered as a result of the waiver plan or payments made there under. The Board will also guarantee continued coverage in the event the employee who waived coverage loses the alternate coverage, until such time as the employee and family can be re-enrolled.

	2008/2009	2009/2010	2010/2011	2011/2012
Up to 4 members receiving buy out	\$4,000	\$4,375	\$4,750	\$5,125
5 members receiving buy out	\$4,500	\$4,875	\$5,250	\$5,625
6 or more members receiving the buy out	\$5,000	\$5,375	\$5,750	\$6,125

- E. Should the District change health carriers, every effort will be made to provide equivalent coverage; in no case, however, shall the program provide a level of coverage and benefits less than provided by the NJ School Employees Health Benefits Plan.
- F. Prior to implementing any change in carrier, the District shall inform the Association of the proposed change and upon request of the Association, make available to the Association relevant financial data related to the proposed change.
- G. If requested by the Association, the Board shall provide an opportunity for the Association representatives to discuss the proposed change with the insurance representatives.
- H. Teachers employed by the district during the 2008-2009 school year shall receive a one-time payment of \$300 as a supplement for changing health care plans to the NJ School Employees Health Benefits Plan. The \$300 one-time payment shall be prorated for teachers who did not work the entire 2008-2009 school year.

ARTICLE XIV

MILEAGE REIMBURSEMENT

A. Mileage

Teachers who engage in administratively approved travel using their own personal motor vehicle shall be paid at the State of New Jersey approved rate, currently \$0.31 per mile.

ARTICLE XV

PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT

A. Professional Development Committee

1. The Board shall establish and maintain a Professional Development Committee pursuant to *N.J.A.C. 6:11-13.1, et seq.* The composition shall be consistent with the provisions set forth in *N.J.A.C. 6:11-13.3(d)*.
2. The Committee's responsibilities and powers are set forth in *N.J.A.C. 6:11-13.3(d) (1)*.

B. Professional Development

1. Teachers or paraprofessionals requesting to attend workshops, conferences or in-service courses that are outside of the normal teacher or paraprofessional workday shall submit the "Request for Workshop Approval Form" for pre-approval. The CSA, at his/her discretion, may:
 - a. Approve the request for reimbursement of registration/course fees and credits toward lateral movement on the salary guide.
(applies to teachers only)
 - b. Approve the request for credits toward lateral movement on the salary guide only. (applies to teachers only)
 - c. Approve the request for reimbursement of registration/course fees only. (applies to teachers and paraprofessionals)

- d. Disapprove the request. (applies to teachers and paraprofessionals)

~~Upon certification of attendance and number of hours of participation~~

by the instructor, the teacher shall resubmit the pre-approved form to the CSA for appropriate action. Credits applicable toward lateral movement on the salary guide shall be granted as follows: 0.1 (point one-tenth) for each 1.5 (one point five) hours of participation.

2. Any teacher who attends a professional development program conducted by the Educational Technology Training Center of Sussex County (ETTC) shall receive 0.1 (point one-tenth) of an in-service credit for each 1.5 (one point five) hours of participation.
3. Credit shall not be given for repeating a course unless it is specifically designated as a refresher course approved by the CSA.
4. It is the responsibility of the teacher to keep an accurate record towards lateral movement on the salary guide and appropriate documentation to support the request.
5. Participation in the Professional Development Program will be voluntary.
6. Credit on the salary guide will be offered for participation in the following areas: ETTC courses, graduate courses, pre-approved in-service courses, pre-approved workshops and pre-approved conferences.

B. Expenses for Required or Approved Conferences

The Board within budgetary limitations, will pay the reasonable expenses, including fees, meals, lodging, and/or transportation by teachers who attend local and out-of-town educational workshops, seminars, and/or conferences at the request and/or with the advance support of the Professional Development Committee and the approval of the Superintendent.

C. Tuition Reimbursement

In order to provide teachers with an opportunity to enhance their professional education, beginning July 1, 1990, the Board shall implement the following Tuition Reimbursement Program. In order to be eligible, teachers must comply with each of the listed criteria:

1. Enrollment in a Graduate Course at an accredited college or university. Enrollment in undergraduate courses shall only be reimbursed in unusual circumstances upon the approval of the Superintendent in his/her sole discretion.
2. Courses must be within the Teacher's area of current teaching assignment unless the Superintendent approves other courses.
3. All courses must be approved in advance by the superintendent who shall, in his/her discretion, determine whether the courses will improve the educational program within the District.
4. Teachers must have completed three full years of service in the District before becoming eligible. No courses taken prior to employment will be reimbursed.

5. Tuition reimbursement will be made after a transcript is provided to the Board showing that the teacher has paid for the course and has successfully completed the course with a grade of "B" or better.
6. Maximum reimbursement will be at eighty (80%) percent of either the amount actually paid by the teacher or eighty (80%) percent of the New Jersey State College rate per credit for courses taken in any year, whichever is less.
7. Teachers shall be reimbursed at a rate of 50% of maximum eligible reimbursement upon completion of necessary documentation; the balance of the maximum reimbursement shall be issued at the end of the fiscal year. Whenever the requested amount of tuition reimbursement exceeds the established budgeted amount each staff member will receive an equal percentage of the New Jersey State College tuition rate.
8. The maximum funds to be expended by the Board shall be \$6,500.00 per school year.

ARTICLE XVI

AGENCY FEE

The Board will deduct monthly, a figure comparable to 85% of the United Teaching Profession dues from each non-member of the Association and will forward said money to the Association.

The Association shall abide by the provisions of the statute regarding the return procedure and will provide to the Board a copy of said procedure

upon adoption by the Association. The Association shall hold the Board harmless from any claim or litigation that may arise hereinafter.

ARTICLE XVII

BOARD RIGHTS

- A. The Board hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it prior to and after signing of this Agreement, including but not without limiting the generality of the foregoing rights:
1. The executive management and administrative control of the schools and its properties and facilities, and the on-the-job activities of its employees;
 2. To hire all employees and to determine their qualifications and to promote and transfer employees;
 3. To establish a code of rules and regulations of the Board for its own operation; and
 4. To make all decisions relating to the performance of the Board's operation and maintenance activities, including but not limited to the methods, means, processes, materials and procedures.
- B. The exercise of the foregoing powers, rights, authority, duties or other responsibilities of 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 express terms of this Agreement and applicable state, decisional and federal laws.

- C. Nothing contained herein shall be construed to deny or restrict the Board in its exclusive right to administer itself and control the work of its personnel.
-

ARTICLE XVIII

MISCELLANEOUS

Separability

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

Gender Neutral

It is the intent of the parties that this agreement be gender neutral and any reference or designation to either gender is intended to include both the masculine and feminine gender.

ARTICLE XIX

DURATION OF AGREEMENT

- A. The Articles of this Agreement, unless otherwise specified, shall be effective commencing on July 1, 2008 and terminate on June 30, 2009.
- B. In witness whereof, the parties hereto have caused this Agreement to be signed by their respective Presidents and attested to by their respective secretaries.

Signatures

For the Association:

For the Board:

Thom W. Munro 1/5/10
Signature Date

Allen Barlace
Signature Date 12/22/09

Luca Sullis 1/5/10
Signature Date

WOP McG 12/22/09
Signature Date

ARTICLE XIX

DURATION OF AGREEMENT

- C. The Articles of this Agreement, unless otherwise specified, shall be effective commencing on July 1, 2009 and terminate on June 30, 2012.
- D. In witness whereof, the parties hereto have caused this Agreement to be signed by their respective Presidents and attested to by their respective secretaries.

Signatures

For the Association:

For the Board:

Shan W. Shuman 1/5/10
Signature Date

Allen Burdace 12/22/09
Signature Date

Lisa Lullis 1/5/10
Signature Date

W O P MCG 12/22/09
Signature Date

LAFAYETTE - TEACHER SALARY GUIDES

Year 1
2008-2009

<u>Step</u>	<u>BA</u>	<u>BA15</u>	<u>BA30</u>	<u>BA45</u>	<u>BA60</u>
B	40,449	41,949	43,449	44,949	46,449
C	42,469	43,969	45,469	46,969	48,469
D	44,804	46,304	47,804	49,304	50,804
E	47,120	48,620	50,120	51,620	53,120
F	48,880	50,380	51,880	53,380	54,880
G	50,640	52,140	53,640	55,140	56,640
H	52,400	53,900	55,400	56,900	58,400
I	54,160	55,660	57,160	58,660	60,160
J	55,920	57,420	58,920	60,420	61,920
K	57,680	59,180	60,680	62,180	63,680
L	59,440	60,940	62,440	63,940	65,440
M	61,200	62,700	64,200	65,700	67,200
N	62,960	64,460	65,960	67,460	68,960
O	64,720	66,220	67,720	69,220	70,720
P	66,480	67,980	69,480	70,980	72,480
Q	68,240	69,740	71,240	72,740	74,240
R	70,000	71,500	73,000	74,500	76,000
S	72,510	74,010	75,510	77,010	78,510
T	75,271	76,771	78,271	79,771	81,271
OG	78,020	79,520			

Year 2
2009-2010

<u>Step</u>	<u>BA</u>	<u>BA15</u>	<u>BA30</u>	<u>BA45</u>	<u>BA60</u>
B	41,726	43,226	44,726	46,226	47,726
C	42,726	44,226	45,726	47,226	48,726
D	45,061	46,561	48,061	49,561	51,061
E	47,377	48,877	50,377	51,877	53,377
F	49,137	50,637	52,137	53,637	55,137
G	50,897	52,397	53,897	55,397	56,897
H	52,657	54,157	55,657	57,157	58,657
I	54,417	55,917	57,417	58,917	60,417
J	56,177	57,677	59,177	60,677	62,177
K	57,937	59,437	60,937	62,437	63,937
L	59,697	61,197	62,697	64,197	65,697
M	61,457	62,957	64,457	65,957	67,457
N	63,217	64,717	66,217	67,717	69,217
O	64,977	66,477	67,977	69,477	70,977
P	66,737	68,237	69,737	71,237	72,737
Q	68,497	69,997	71,497	72,997	74,497
R	70,257	71,757	73,257	74,757	76,257
S	74,412	75,912	77,412	78,912	80,412
T	76,925	78,425	79,925	81,425	82,925
OG	79,670	81,170			

**LAFAYETTE - TEACHER SALARY GUIDES
BOARD PROPOSAL**

Year 3
2010-2011

<u>Step</u>	<u>BA</u>	<u>BA15</u>	<u>BA30</u>	<u>BA45</u>	<u>BA60</u>
B	43,392	44,892	46,392	47,892	49,392
C	44,392	45,892	47,392	48,892	50,392
D	45,392	46,892	48,392	49,892	51,392
E	47,708	49,208	50,708	52,208	53,708
F	49,468	50,968	52,468	53,968	55,468
G	51,228	52,728	54,228	55,728	57,228
H	52,988	54,488	55,988	57,488	58,988
I	54,748	56,248	57,748	59,248	60,748
J	56,508	58,008	59,508	61,008	62,508
K	58,268	59,768	61,268	62,768	64,268
L	60,028	61,528	63,028	64,528	66,028
M	62,343	63,843	65,343	66,843	68,343
N	64,658	66,158	67,658	69,158	70,658
O	66,973	68,473	69,973	71,473	72,973
P	69,288	70,788	72,288	73,788	75,288
Q	71,603	73,103	74,603	76,103	77,603
R	73,918	75,418	76,918	78,418	79,918
S	76,233	77,733	79,233	80,733	82,233
T	78,552	80,052	81,552	83,052	84,552
OG	81,320	82,820			

Year 4
2011-2012

<u>Step</u>	<u>BA</u>	<u>BA15</u>	<u>BA30</u>	<u>BA45</u>	<u>BA60</u>
B	45,475	46,975	48,475	49,975	51,475
C	46,475	47,975	49,475	50,975	52,475
D	47,475	48,975	50,475	51,975	53,475
E	48,475	49,975	51,475	52,975	54,475
F	50,235	51,735	53,235	54,735	56,235
G	51,995	53,495	54,995	56,495	57,995
H	53,755	55,255	56,755	58,255	59,755
I	55,515	57,015	58,515	60,015	61,515
J	57,275	58,775	60,275	61,775	63,275
K	59,035	60,535	62,035	63,535	65,035
L	60,795	62,295	63,795	65,295	66,795
M	62,555	64,055	65,555	67,055	68,555
N	65,070	66,570	68,070	69,570	71,070
O	67,585	69,085	70,585	72,085	73,585
P	70,100	71,600	73,100	74,600	76,100
Q	72,615	74,115	75,615	77,115	78,615
R	75,130	76,630	78,130	79,630	81,130
S	77,645	79,145	80,645	82,145	83,645
T	80,167	81,667	83,167	84,667	86,167
OG	82,970	84,470			

*Year 4: The 2011-2012 Salary Guide is based on a 3.75% increase. A higher settlement will be distributed in equal dollar amounts across the entire guide with the exception of steps T and OG. the actual settlement amount will be based on the Sussex County average for certificated staff in K-8 and K-6 school districts who have a settled contract on January 1, 2011, but will not exceed 4.25%.

LAFAYETTE BOARD PROPOSAL

Advancement -Placement Chart

<u>Base Year</u> 2007-2008 <u>Step</u>	<u>Year 1</u> 2008-2009 <u>Step</u>	<u>Year 2</u> 2009-2010 <u>Step</u>	<u>Year 3</u> 2010-2011 <u>Step</u>	<u>Year 4</u> 2011-2012 <u>Step</u>
A	B	B	B	B
B	C	C	C	C
C	D	D	D	D
D	E	E	E	E
E	F	F	F	F
F	G	G	G	G
G	H	H	H	H
H	I	I	I	I
I	J	J	J	J
J	K	K	K	K
K	L	L	L	L
L	M	M	M	M
M	N	N	N	N
N	O	O	O	O
O	P	P	P	P
P	Q	Q	Q	Q
Q	R	R	R	R
R	S	S	S	S
S	T	T	T	T
T	T	T	T	T
OG	OG	OG	OG	OG

EXTRA CURRICULAR GUIDE

TITLE	2007/2008	2008-2009	2009-2010	2010-2011	2011-2012†
YEARBOOK	\$1,409	\$1,409	\$1,435	\$1,470	\$1,500
PLAY DIRECTOR	\$834	\$945	\$1,255	\$1,510	\$1,640
STUDENT COUNCIL	\$860	\$945	\$1,255	\$1,470	\$1,500
8TH GRADE ADVISOR/TRIP	\$874	\$874	\$965	\$980	\$990
A/V FOR PLAY	\$360	\$370	\$390	\$450	\$510
SET DIRECTOR	\$561	\$561	\$620	\$700	\$740
CHOREOGRAPHY	\$410	\$610	\$630	\$655	\$680
CHESS	\$652	\$652	\$655	\$660	\$685
8TH GRADE ADVISOR/GRAD	\$764	\$764	\$770	\$840	\$865
FUND RAISER	\$860	\$860	\$875	\$890	\$900
STOKES ADVISOR	\$355	\$355	\$370	\$400	\$420
STOKES ADVISOR	\$355	\$355	\$370	\$400	\$420
OVERNIGHT	\$170	\$170	\$170	\$175	\$180
HOURLY RATE	\$35.87	\$37.25	\$38.50	\$40.00	\$41.50

Any new extra curricular activity that is initiated by an association member will have a 1 year trial with no stipend payment. At the end of the trial the Board is to evaluate the activity and determine if it is to be continued beyond the first year. If the program is to be continued the stipend amount will be negotiated between the Board and Association and the activity will be added to the extracurricular guide.

	2007/2008	2008-2009	2009-2010	2010-2011	2011-2012†
SOCCER*	1 \$1,631	1 \$1,631	1 \$1,631	1 \$1,631	1 \$1,690
	2 \$1,762	2 \$1,762	2 \$1,762	2 \$1,762	2 \$1,830
	3 \$1,891	3 \$1,891	3 \$1,891	3 \$1,891	3 \$1,960
BASKETBALL**	1 \$3,712	1 \$3,712	1 \$3,712	1 \$3,712	1 \$3,850
	2 \$4,233	2 \$4,233	2 \$4,233	2 \$4,233	2 \$4,390
	3 \$4,618	3 \$4,618	3 \$4,618	3 \$4,618	3 \$4,790
TRACK***	1 \$2,042	1 \$1,060	1 \$1,100	1 \$1,140	1 \$1,185
	2 \$2,303	2 \$1,195	2 \$1,240	2 \$1,285	2 \$1,335
	3 \$2,564	3 \$1,330	3 \$1,380	3 \$1,430	3 \$1,485

†Note - Settlement states County average for certificated staff with a 3.75-4.25 swing. Guide based on 3.75% increase. A higher settlement will be distributed in equal percentages across the entire guide.

*Currently two positions - Coed Varsity and Junior Varsity

**Currently two positions - Boys Varsity/JV and Girls Varsity/JV

***Currently two positions - Boys Track and Girls Track

**LAFAYETTE
PARA GUIDES**

**Year 1
(2008-2009)**

<u>Step</u>	<u><60 credits</u>	<u>60 credits</u>	<u>Sub</u>	<u>Teach.</u>
1	8.50	9.70	10.20	11.00
2	8.85	9.80	10.30	11.20
3	9.20	9.90	10.50	11.40
4	9.60	10.05	10.65	11.60
5	10.00	10.35	10.85	11.85
6	10.45	10.70	11.05	12.05
7	10.90	11.00	11.35	12.30
8	11.30	11.35	11.75	12.55
9	11.70	11.75	12.15	12.85
10	12.00	12.05	12.45	13.20
11	12.30	12.35	12.75	13.55

**Year 2
(2009-2010)**

<u>Step</u>	<u><60 credits</u>	<u>60 credits</u>	<u>Sub</u>	<u>Teach.</u>
1	8.55	9.80	10.30	11.13
2	8.90	9.90	10.35	11.33
3	9.25	10.00	10.65	11.53
4	9.65	10.15	10.90	11.73
5	10.05	10.45	10.95	11.98
6	10.50	10.80	11.15	12.18
7	10.95	11.10	11.45	12.43
8	11.35	11.45	11.85	12.68
9	11.75	11.85	12.25	12.98
10	12.05	12.15	12.55	13.33
11	12.35	12.45	12.85	13.68

**LAFAYETTE
PARA GUIDES**

**Year 3
(2010-2011)**

<u>Step</u>	<u><60 credits</u>	<u>60 credits</u>	<u>Sub</u>	<u>Teach.</u>
1	8.65	9.90	10.44	11.23
2	9.00	10.00	10.49	11.43
3	9.35	10.10	10.69	11.63
4	9.75	10.25	11.04	11.83
5	10.15	10.55	11.24	12.08
6	10.60	10.90	11.29	12.28
7	11.05	11.20	11.59	12.53
8	11.45	11.55	11.99	12.78
9	11.85	11.95	12.39	13.08
10	12.15	12.25	12.69	13.43
11	12.45	12.55	12.99	13.78

**Year 4
(2011-2012)**

<u>Step</u>	<u><60 credits</u>	<u>60 credits</u>	<u>Sub</u>	<u>Teach.</u>
1	8.85	10.05	10.64	11.42
2	9.20	10.15	10.69	11.62
3	9.55	10.25	10.89	11.82
4	9.95	10.40	11.09	12.02
5	10.35	10.70	11.39	12.27
6	10.80	11.05	11.69	12.47
7	11.25	11.35	11.79	12.72
8	11.65	11.70	12.19	12.97
9	12.05	12.10	12.59	13.27
10	12.35	12.40	12.89	13.62
11	12.65	12.70	13.19	13.97

*Year 4: The 2011-2012 Salary Guide is based on a 3.75% increase. A higher settlement will be distributed in equal dollar amounts across the entire guide. The actual settlement amount will be based on the Sussex County average for certificated staff in K-8 and K-6 school districts who have a settled contract on January 1, 2011, but will not exceed 4.25%.

** ABA Stipend is \$2.00 per hour.

*** Toileting Stipend is \$1.00 per hour.