

Memorandum of Agreement – FINAL (Version 8 / 09-04-18)

1.	Article 29.A. TYPO CORRECTED Add to Article 29. A.: Effective January 1, 2019, all staff eligible for benefits as defined above will be eligible for family benefits provided that they enroll in the Health Savings Account (HSA) option.
2.	Article 29.A. RE-ADDED / AMENDED / TYPO CORRECTED Add to Article 29. A.: Effective January 1, 2019, all new hires eligible for benefits as defined above will be enrolled in the Health Savings Account (HSA) plan with the option to pay up to the difference to enroll in the BSCS Direct Access PPO Plan. Staff members who were hired prior to January 1, 2019 and elected to enroll in the HSA plan shall have the option to return to the Direct Access Plan defined in this article during the open enrollment periods.
3.	Article 29.A. UNCHANGED Add to Article 29.A.: The Board shall pay 50% towards the deductible for any employee enrolled in the Health Savings Account (HSA) Plan on January 1 of each year. The Board shall give an additional stipend of the remaining 50% of the deductible by January 15 th of each year.
4.	Amend Article 29.F. UNCHANGED (Add 6/12/2018 Memorandum of Agreement Language for Insurance Buy-Out Proration)
5.	Article 15.A.1 AMENDED Amend as follows: Any teacher who teaches an additional class shall be compensated \$7,500 per year, or pro-rated equivalent for marking period, semester, or shorter term additional teaching assignment. If the master schedule or class period duration is changed, the amount of the payment shall be renegotiated... (remaining language stays the same)
6.	Article 15.A.1.a UNCHANGED Change Article 15.A.1.a – Any teacher teaching an extra class will be assigned one-half the number of duty periods as a teacher with a normal teaching load.
7.	Amend Article 15.A.1.d. UNCHANGED Amend as follows: “The departments for assignment are: Math, English, Social Studies, Science, Business Education, Foreign Language, Fine Arts, Special Education , and Physical Education and Health.”
8.	Amend Article 15.A.2 UNCHANGED Amend as follows: “Under the 9-period schedule, any teacher who voluntarily teaches an additional class period beyond their daily contracted teaching load shall be compensated at the rate of \$30.00 per class period.

9.	Amend Article 15.A.3 AMENDED High school teachers under a rotating class schedule shall receive \$50.00 per block period.
10.	Amend Article 33.C. AMENDED Amend Article 33.C as follows: "When a certified paraprofessional is directed by the principal to cover an instructional period, the certified paraprofessional shall receive the stipend provided for in paragraph B, Article 27. (\$30 for elementary class period, \$50.00 for high school block period).
11.	Article 27.B. AMENDED Amend Article 27.B. as follows: "...during a conference period shall be compensated at a rate of \$30.00 (thirty dollars) per period. Should the teacher be assigned to an elementary school double-period block, they shall be compensated at a rate of \$60.00 (sixty dollars). Teachers assigned to provide substitute coverage for a high school block period shall be compensated at a rate of \$50.00 (fifty dollars) per block period."
12.	Add Article 23.B.2. UNCHANGED Any employee of the board employed on an 11-month basis shall be allowed sick leave with full pay for a minimum of eleven (11) days in any fiscal year (school year for teachers).
13.	Article 24.A.1 UNCHANGED Add "12-month employees may elect compensation for unused personal days at a rate of \$75 per day."
14.	Article 26. UNCHANGED Amend as Follows: "All staff members shall be eligible for tuition reimbursement for 3 credits per semester at Rutgers Graduate tuition rate."
15.	Article 11.B. UNCHANGED Replace Article 11.B. as follows: Holiday leave credit is to be used when due or, if unable to be used because schools are in session, earned holiday leave credit must be used in the fiscal year in which it was earned, with the recommendation of the business administrator (for custodians) and the approval of the Superintendent. If they are not used within the period of time, they are lost to the employee. Holiday leave credit may not be used to extend vacation leave days.
16.	Amend Article 13.D. UNCHANGED Amend Article 13.D. as follows: All earned credits for vacation leave days are to be used in the fiscal year in which they are earned. Failure to utilize earned vacation time during the school year in which it was earned shall result in its loss unless formal written approval for carrying over such time is granted by the Superintendent of Schools.

17.	<p>Amend Article 8.M. UNCHANGED</p> <p>Amend Article 8.M. as follows: MEA members may be eleven month employees when hired to an eleven month position by the Board. The contract for eleven month employees will be from July 1st to June 30th, during which the eleven month employee will work the ten month employee school calendar (184 days) plus an additional 20 days during the summer recess. A schedule of the summer days will be mutually agreed upon with the employee and the employee’s supervisor, with the approval of the Superintendent of Schools. Unless a specific salary guide for the eleven month employee is defined, their annual salary will be 110% of the salary which they would otherwise earn in a ten-month position. Appointment to eleven month positions shall be each year, at the discretion of the Board. An eleven month employee’s salary will be paid over the twelve months of their contract like other twelve month employees. In the event that an eleven month employee returns to a ten month position, the additional one month shall not be made part of the tenure protected salary.”</p>						
18.	<p>Amend Article 12.B.1. UNCHANGED</p> <p>Amend Article 12.B.1 as follows: Each teacher shall be placed on the proper step of the salary guide when hired, subject to B.2 and B.3.</p>						
19.	<p>Amend Article 12.B.3 UNCHANGED</p> <p>Add Article 12.B.3.: New teachers who are hired under a Career and Technical Education (CTE) certificate may receive salary guide credit at their time of hire for years previously worked in the field in which they hold the CTE certificate, at the discretion of the Board of Education.</p>						
20.	<p>Amend Article 13.A. AMENDED (“Less than 1 year” to “1 year”)</p> <p>Revise Article 13.A. as follows:</p> <p>Only custodial employees employed on a 12-month basis are entitled to vacation leave. The vacation policy for custodial employees employed on a 12-month basis is as follows:</p> <p>At the time of hire, a custodian will be granted a pro-rated number of vacation days, up to 10, one for each full month they will be employed prior to July 1. On July 1 of each year, each custodian will receive their vacation days to be used in that contract year (beginning July 1) according to the schedule below. The “years service” must be full years completed as of July 1:</p> <table data-bbox="243 1428 925 1564"> <tr> <td>1 year – less than 7 years service:</td> <td>10 days</td> </tr> <tr> <td>7 years – less than 14 years service:</td> <td>15 days</td> </tr> <tr> <td>14 years service and up:</td> <td>21 days</td> </tr> </table>	1 year – less than 7 years service:	10 days	7 years – less than 14 years service:	15 days	14 years service and up:	21 days
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21.	<p>Amend Article 13.B. UNCHANGED</p> <p>Revise Article 13.B. as follows:</p> <p>No custodial employee may use vacation time until the completion of six months of service in the district. <u>If a custodial employee is hired after December 31 of the contract year and as such cannot take their pro-rated initial vacation time provided in Section A subject to this six month exclusion, those initial pro-rated vacation days will be carried over to the following year and available for use to the employee after the six month restriction period.</u></p>						
22.	<p>Amend Article 13.D. UNCHANGED</p> <p>Revise Article 13.D. as follows:</p> <p>D. All earned credits for vacation leave days are to be used in the fiscal year following the fiscal year in which they are earned. Failure to utilize earned vacation time during the school year in which it was earned <u>received</u> shall result in its loss unless formal written approval for carrying over such time <u>to the following year</u> is granted by the superintendent of Schools.”</p> <p><i>Add an Item 1. Under Section D.</i></p> <p>1. <u>“Custodians hired prior to July 1, 2018 that have earned vacation time under the prior contract language will be converted to the vacation time schedule defined in Section A but will retain their previously “earned” days for the sole purpose of compensation at the time of separation from employment as provided elsewhere in this agreement. All custodians hired July 1, 2018 and after shall no longer “earn” vacation time for the following year, but follow the procedures and schedule defined in Section A.”</u></p>						
23.	<p>Amend Article 13.E. AMENDED (“Less than 1 year” to “1 year”)</p> <p>Revise Article 13.E. as follows:</p> <p>Educational secretaries employed on a 12-month basis are entitled to vacation leave. The vacation policy for education secretaries employed on a 12-month basis is as follows:</p> <p>At the time of hire, a secretary will be granted a pro-rated number of vacation days, up to 10, one for each full month they will be employed prior to July 1.</p> <p>On July 1 of each year, each secretary will receive their vacation days to be used in that contract year (beginning July 1) according to the schedule below. The “years service” must be full years completed as of July 1.</p> <table data-bbox="251 1591 922 1703"> <tr> <td>1 year – less than 7 years service:</td> <td>10 days</td> </tr> <tr> <td>7 years – less than 14 years service:</td> <td>15 days</td> </tr> <tr> <td>14 years service and up:</td> <td>21 days</td> </tr> </table>	1 year – less than 7 years service:	10 days	7 years – less than 14 years service:	15 days	14 years service and up:	21 days
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24.	Amend Article 13.F. UNCHANGED																									
	<p>Revise Article 13.F. as follows: Educational secretaries shall schedule vacation time in consultation with immediate supervisors, subject to the approval of the superintendent of schools. Earned vacation time shall be utilized in the school year (July 1 – June 30) immediately following the year in which it was earned. Failure to utilize earned vacation time during the school year in which it was earned received shall result in its loss unless formal written approval for carrying over such time is granted by the superintendent of schools.”</p> <p><i>Add an Item 1. Under Section F.</i></p> <p>1. <u>“Secretaries hired prior to July 1, 2018 that have earned vacation time under the prior contract language will be converted to the vacation time schedule defined in Section A but will retain their previously “earned” days for the sole purpose of compensation at the time of separation from employment as provided elsewhere in this agreement. All secretaries hired July 1, 2018 and after shall no longer “earn” vacation time for the following year, but follow the procedures and schedule defined in Section E.”</u></p>																									
25.	Amend Article 15.H. UNCHANGED																									
	Add to Article 15.H. as follows: The Board shall pay for Boiler License renewal fees.																									
26.	Add Article 15.O. AMENDED																									
	<p>Add an Item, Article 15.O. as follows:</p> <p>Increase compensation based on longevity shall be at the beginning of each year and reflects the following years in the district to be included in pensionable salary as follows:</p> <table border="1" data-bbox="245 1150 1458 1339"> <thead> <tr> <th>Years</th> <th>Teachers</th> <th>Secretaries</th> <th>Paraprofessionals</th> <th>Custodians</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>\$175</td> <td>\$400</td> <td>\$400</td> <td>\$400</td> </tr> <tr> <td>15</td> <td>\$500</td> <td>\$700</td> <td>\$500</td> <td>\$1300</td> </tr> <tr> <td>20</td> <td>\$800</td> <td>\$800</td> <td>\$600</td> <td>\$1400</td> </tr> <tr> <td>25+</td> <td>\$1200</td> <td>\$1000</td> <td>\$800</td> <td>\$1500</td> </tr> </tbody> </table>	Years	Teachers	Secretaries	Paraprofessionals	Custodians	10	\$175	\$400	\$400	\$400	15	\$500	\$700	\$500	\$1300	20	\$800	\$800	\$600	\$1400	25+	\$1200	\$1000	\$800	\$1500
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27.	<p>Article 8, Section B. AMENDED (Contract Language for New HS Schedule)</p>
	<p>Revise Article 8, Section B.1 as follows:</p> <p>There shall be an eight (8)-class rotating schedule on a four (4) day cycle in the high school on which six (6) classes meet in a normal school day. The teaching load in the high school shall not be more than five (5) of the eight (8) classes. It is understood that the nature of the rotating block schedule requires teachers, depending on which class periods they are schedule to teach, to have different amounts of student contact time (teaching and duty periods) on different days of the cycle.</p> <p>In a given regular school day, teachers will have, at minimum, a duty-free lunch period of not less than 52 minutes and a conference period, for a minimum combined time of 110 minutes.</p> <p>However, in a given four (4) day cycle, teachers will have 15 teaching periods, a minimum of five (5) preparation periods, one (1) professional collaboration period, and three (3) duty periods. Assigned duties can include supervision of students in various areas of the school, classrooms, cafeteria, gymnasium, auditorium, hallways or tutorials/labs for student academic assistance, or other duties mutually agreed upon by the Board of Education and the MEA. Teacher may elect to have extra help during their duty-dree lunch period when it occurs during the school's unit lunch period one day per 4-day cycle in lieu of after school extra help. The max pupil contact over a four (4) day cycle shall be 1,100 minutes.</p> <p>In an eight (8)-class rotating schedule, high school teachers shall not be required to teach more than three (3) subject areas nor more than a total of four (4) teaching preparations at any one time.”</p> <p>Amend Article 8, Section C.1 as follows: “In the event of a schedule change back to a five (5) block day in the high school...” (add language from B.1 of existing contract beginning with “The teaching load in the high school...”)</p> <p>Amend Article 8, Section C.2 as follows: “In a five (5) block day schedule, High school teachers shall not be required to teach more than two (2) subject areas nor more than a total of three (3) teaching preparations at any one time.”</p> <p>Re-letter Existing Article 8, Sections C, D & E to D, E & F.</p> <p>CHANGE F. to G. and Amend to “Section A, B, C, D, E and F...”</p>

28.	<p>Article 8. K. UNCHANGED</p> <p>Amend Article 8.K. as follows:</p> <p>Athletic Trainer will be an 1112-month position that will run from July 1 – June 30th annually. <u>In lieu of working during the month of July, the athletic trainer will be required to work up to 20 Saturdays during the sports seasons.</u></p> <p>The athletic trainer will have <u>21 vacation days</u> the same number of holidays as provided for in the teachers' calendar <u>and be granted the following paid legal holidays: New Year's Day, Martin Luther King's Birthday, Lincoln's Birthday, Washington's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, General Election Day, Veterans' Day, Thanksgiving Day, and Christmas Day. A maximum of 10 unused vacation days may be rolled over to the next year, with the Superintendent's approval.</u> The Athletic Trainer and the Athletic Director will agree upon a holiday schedule which does not conflict with the athletic program. Alternate Holiday days may include the last days of June or the beginning days of August. If the trainer is required to work on one of the legal holidays, he/she will be granted an additional day to compensate for it.</p> <p>Employee will receive 11 <u>12</u> sick days as well as 3 <u>4</u> Personal days.</p> <p>The athletic trainer will teach 3 classes and maintain a flexible training room duty during the unit lunch period. Sign in time will be 10:35 A.M.</p> <p><u>Fall Season:</u> The athletic trainer will cover all NJSIAA home games. The athletic trainer will cover varsity practices until <u>6:30 P.M. and be on call and available until 8:30 P.M.</u></p> <p><u>Winter Season:</u> The athletic trainer will cover all NJSIAA home games. The athletic trainer will cover varsity practices until <u>6:30 P.M. and be on call and available until 8:30 P.M.</u></p> <p><u>Spring Season:</u> The athletic trainer will cover all NJSIAA home games. The athletic trainer will cover varsity practices until <u>6:30 P.M. and be on call and available until 8:30 P.M.</u></p> <p><u>Saturdays:</u> The athletic trainer will cover NJSIAA home games and away football games.</p> <p><u>Pre-season and holidays:</u> The athletic director will schedule game coverage with the athletic trainer.”</p>
29.	<p>Article 23.E UNCHANGED</p> <p>(Replace Article 23.E. with Sick Bank Language from Sidebar Agreement)</p>

30. **Article 15.A. AMENDED**

Amend Article 15.A., first paragraph, as follows:

The salaries of all employees covered by this agreement are set forth in the schedules attached hereto and made a part hereof.

Effective July 1, 2018 teachers shall receive an increase on average of 3.0% inclusive of increment.

Effective July 1, 2019 teachers shall receive an increase on average of 3.5% inclusive of increment.

Effective July 1, 2020 teachers shall receive an increase on average of 3.5% inclusive of increment.

Effective July 1, 2021 teachers shall receive an increase on average of 3.5% inclusive of increment.

Effective July 1, 2022 teachers shall receive an increase on average of 3.5% inclusive of increment.

Secretaries, custodians, and paraprofessionals shall receive the same percentage increased as above.

Schedule "C" shall be increased by 3.5% inclusive of increment in each year of the agreement.

Guide enhancement money in the total amount of \$5,000 in Year 1 of the agreement and \$75,000 in each of years 2 through 5 of the agreement will be provided to improve the salary guide, only in the event that enrollment in the HSA of eligible members is at least 10% at the end of the Spring open enrollment period. In the event enrollment in the HSA falls below 10%, the parties agree to renegotiate the enhancement money at the end of that fiscal year for the remaining years of the agreement.





Salary guides shall be mutually developed and payments shall be retroactive to July 1, 2018 from the date of ratification, based on the previously agreed upon scatter gram dated January 17, 2018.



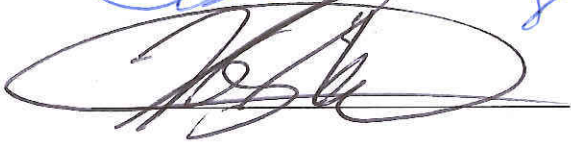

31.	<p>Amendments Addendum "C" AMENDED</p> <p>Amend Addendum "C" Titles as Follows</p> <p>High School Clubs Add:</p> <ul style="list-style-type: none"> • Boys Volleyball Club (2/28/18 Sidebar Agreement) • Girls Volleyball Club (9/20/16 Sidebar Agreement) <p>High School Clubs (Grant-Funded) Add:</p> <ul style="list-style-type: none"> • The Vibe Tribe - \$5,000 annual stipend (proposal from M. Polak) <p>High School Clubs Remove:</p> <ul style="list-style-type: none"> • Affirmative Action Officer (per MOA) • Webmaster <p>Elementary School Clubs Add:</p> <ul style="list-style-type: none"> • Track Team (3/8/17 Sidebar Agreement) • Girls Volleyball Club (9/20/16 Sidebar Agreement) • Road Runners Club (12/11/17 Sidebar Agreement) • ELL Homework Club (Grant-Funded) (12/11/17 Sidebar Agreement) • Television Studio/Morning News (Grant-Funded) (12/11/17 Sidebar Agreement) <p>Since the "Affirmative Action Officer" position and "Webmaster" stipend positions will be removed from the contract, the 17-18 school year stipends of \$2,761 and \$2,889, respectively, shall be included in the MEA's pool of money to be negotiated for the Addendum C stipends in this new agreement.</p>
32.	<p>Article 10.B. UNCHANGED</p>
	<p>Revise Article 10.B. as follows:</p> <p>Hours for the start and end of the work day during the school year to be determined by the immediate supervisor with the approval of the superintendent. Hours for the start and end of the work day in July and August shall be 7:30 a.m. to 1:30 p.m. without a lunch break. <u>The work schedule for July and August shall be four day per week with one day off from 7:30 a.m. to 3:00 p.m. with a 30 minute lunch.</u></p>
33.	<p>Article 5.K. AMENDED</p>
	<p>Add to Article 5.K. as follows:</p> <p><u>"If a bargaining unit member's child enrolled under this provision newly enrolls in the District on or after September 1, 2018 and requires additional special educational services beyond that of a general education environment, it shall be at the bargaining unit member's expense and they shall reimburse the Board for these additional itemized costs."</u></p>

34.	All other provisions of the Collective Bargaining Agreement that expired June 30, 2018 remain in full force and effect.
35.	All Other Prior Proposals shall be considered withdrawn.

For the Board:

For the Association:

Date: _____

Date: 9-5-18

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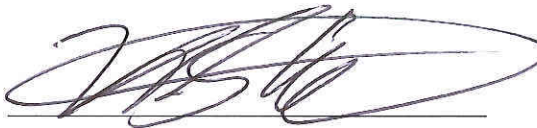
ADDENDUM #1 – Added 09-14-18

36. Article 8.A	<p>Revise Article 8. A. 2. as follows:</p> <p>No teacher shall be required to report to duty earlier than ten (10) six (6) minutes in the high school and twenty (20) sixteen (16) minutes in the elementary school before the opening of the pupils' school day, and shall be permitted to leave thirty (30) minutes in the high school and twenty (20) minutes in the elementary school after the close of the pupils' school days. On Fridays or on days preceding a holiday or vacation, the teachers' work day shall end at the close of the pupils' school day or when all duty obligations have been completed.</p>
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For the Board:

Date: _____

For the Association:



Date: _____