

PREAMBLE

1 The Clearview Regional High School Board of Education, hereinafter called
2 the "Board", and the Clearview Regional Education Association, hereinafter
3 called the "Association", agree to the contents of this document as enumer-
4 ated in the following:

ARTICLE I - RECOGNITION --

5 The Clearview Regional High School Board of Education hereby recognizes
6 the Clearview Regional Education Association as exclusive representative
7 for all certified teaching personnel, under contract or on leave, for
8 collective negotiations purposes as defined in Chapter 123, Laws of 1975.

9 The term "certified teaching personnel" shall include all teachers, nurses,
10 guidance counselors, school psychologists who are full time employees of
11 the Board, librarians, reading teachers, learning disabilities specialists,
12 and all other professional staff under contract.

13 Non-teaching personnel who shall be charged with the responsibility to
14 supervise and evaluate teachers, however, shall be excluded from the unit.

15 Unless otherwise indicated, the term "teachers" when used hereinafter in this
16 agreement, shall refer to all personnel represented by the Association in the
17 negotiating unit as above defined and references to teachers shall include
18 both male and female personnel.

ARTICLE II - NEGOTIATIONS PROCEDURE --

19 By October 1, or one hundred and twenty (120) days prior to the budget
20 submission date of the Board, the Association and the Board shall initiate
21 negotiations through an exchange of proposals. A meeting will thereupon be
22 held at the mutual convenience of both parties within ten (10) days. Each
23 party will file its counter proposals in writing (12 copies) with the
24 officially designated representative of the other party not later than the
25 last school day in October.

26 All meetings shall terminate at 11:00 p.m. unless otherwise extended by
27 mutual agreement.

28 Provisions agreed upon by the negotiating representatives of the Associa-
29 tion and the Board may be submitted individually to the parent bodies for
30 approval. They shall not be formally adopted, however, nor become effective
31 until such a time as they are ratified as a total agreement by the parent
32 bodies.

33 The Board and the Association shall, upon request of the other party, freely
34 exchange any pertinent information, data or surveys which shall not constitute

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1 a breach of statutes or rules and regulations of the State Board of Education,
 2 the local Board policy, or Statutes of the State of New Jersey. Association
 3 representatives shall have access to the minutes of the Board as well as the
 4 annual audit report and copies of the current year's budget.

5 Either party may formally file a declaration of impasse having notified the
 6 other party, in writing, in advance, with a list of the unresolved issues
 7 and the initiator's most recent position on those issues. The other party
 8 shall respond, in writing, with its position of those items listed on the
 9 original declaration within five (5) days of receipt of the initiator's
 10 position paper.

ARTICLE III - SABBATICAL LEAVE POLICY --

11 The Board of Education, in seeking to enhance the general welfare and competency
 12 of the professional staff and to stimulate enrichment of the educational envi-
 13 nment, shall grant sabbatical leave to full time professional employees, not to
 14 exceed two (2) in any one (1) academic year, in accordance with the following
 15 provisions:

- 16 1. Eligible staff members shall have served a minimum of seven (7) consecutive
 17 years in the Clearview District immediately prior to the year of requested
 18 leave.
- 19 2. Such leave shall be restricted to post baccalaureate study within the scope
 20 of the candidate's area of certification or teaching assignment and shall
 21 be granted for a period of not less than a half ($\frac{1}{2}$) academic year, five
 22 months (5 months), nor more than one (1) full contractual year.
- 23 3. Reimbursement shall be at the rate of one half ($\frac{1}{2}$) of the salary for which
 24 the employee would be eligible during the term of leave as determined by his
 25 appropriate placement on the prevailing salary schedule. The year of sabbat-
 26 ical leave shall be included for purposes of determination.
- 27 4. Requests for sabbatical leave shall be submitted to the Superintendent five
 28 (5) months in advance of the effective date. Such request shall include
 29 a detailed outline of the applicant's proposed program for the sabbatical
 30 period. In the event the number of applications shall exceed the number of
 31 leaves which may be awarded in a given year, a recommendation shall be made,
 32 by the Superintendent, based on which proposals would seem to be potentially
 33 most beneficial to the educational program of the district. An applicant
 34 shall be notified of the disposition of this request within two (2) months
 35 following submission.
- 36 5. A recipient, during leave, shall be eligible for such "fringe benefits" as
 37 any other full time employee excepting that they shall not be eligible for
 38 reimbursement for tuition under the "Professional Improvement Policy" if
 39 tuition is otherwise paid for, such as by a fellowship or grant.

- 1 6. Recipients shall agree to return to duties within the district for a period
 2 of not less than two (2) full contractual years following such leave. In
 3 default of such agreement, the recipient shall reimburse the Board the full
 4 amount if he/she returns for less than one (1) year or one half (1/2) the
 5 awarded amount if for more than one (1), but less than two (2) years.
- 6 7. Recipients, following such leave, shall be assigned to a position and duties
 7 essentially comparable to those engaged in prior to such leave.
- 8 8. Credit for salary guide purposes shall be granted for the sabbatical period.
- 9 9. The recipient of a leave shall be eligible for subsequent leave after having
 10 completed seven (7) additional years following resumption of his/her duties.

ARTICLE IV - GRIEVANCE PROCEDURE --

11 A. Definitions -

12 1. A "grievance" is a claim based upon an alleged misunderstanding, misapplica-
 13 tion or violation of the interpretation, meaning or application of any of the
 14 provisions of this Agreement.

15 2. An "aggrieved person" is the person making the claim.

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

19 B. Purpose -

20 1. The purpose of this procedure is to secure, at the lowest possible level,
 21 equitable solutions to the problems which may from time to time arise. Both parties
 22 agree that these proceedings will be kept as informal and confidential as may be
 23 appropriate at any level of the procedure.

24 2. Nothing herein contained shall be construed as limiting the right of any
 25 teacher having a grievance to discuss the matter informally with any appropriate
 26 member of the administration, and having the grievance adjusted, provided the ad-
 27 justment is not inconsistent with terms of this Agreement.

28 C. Procedure -

29 1. Since it is important that grievances be processed as rapidly as possible,
 30 the number of days indicated at each level should be considered as a maximum and
 31 every effort should be made to expedite the process. The time limits specified
 32 may, however, be extended by mutual agreement.

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

8 3. Level One -

9 A teacher with a grievance shall first discuss it with his/her immediate
10 superior or the principal with the objective of resolving the matter informally.
11 If initial presentation is with a party other than the principal, such as the
12 department chairman or vice principal, and the issue is unresolved, the aggrieved
13 party shall discuss the grievance with the principal before proceeding to
14 Level Two (2). Such grievances must be brought to attention within thirty (30)
15 days of the event or condition which caused the grievance.

16 4. Level Two -

17 If the aggrieved person is not satisfied with the disposition of his/her
18 grievance at Level One (1), or if no decision has been rendered within five (5)
19 school days after presentation of the grievance to the principal, he may file
20 the grievance, in writing, with the designated Representative of the Association,
21 or in the case of non-members of the bargaining unit, to the Superintendent of
22 Schools, in which case a duplicate copy shall be filed with the Representative
23 of the Association. Such filing shall take place within five (5) school days
24 after the decision at Level One (1) or ten (10) school days after the grievance
25 was presented, whichever is sooner. Within five (5) school days after receiving the
26 written grievance, the designated Representative of the Association may refer
27 it to the Superintendent of Schools or his designated representative. The Super-
28 intendent of Schools may, at his discretion, establish a committee from the staff
29 to investigate the facts. Such action, however, shall not alter the time limit-
30 ations or other provisions of this Agreement.

31 5. Level Three -

32 (a) If the aggrieved person is not satisfied with the disposition of his/her
33 grievance at Level Two (2), or if no decision has been rendered within ten (10)
34 school days after the grievance was delivered to the Superintendent, he/she may,
35 within five (5) school days after a decision by the Superintendent or fifteen (15)
36 school days after the grievance was delivered to the Superintendent, whichever
37 is sooner, request in writing that the designated Representative of the Association
38 submit his/her grievance to the Board. If the designated Representative determines
39 that the grievance is meritorious, the Representative may submit the grievance
40 to the Board within fifteen (15) school days after the receipt of a request by
41 the aggrieved person. The aggrieved person shall be notified, in writing, of the
42 Association Representative's decision.

43 (b) Within thirty-five (35) days after such written notice of submission to
44 the Board, a decision shall be rendered.

1 6. Level Four -

2 (a) If the aggrieved person is not satisfied with the disposition of his/her
3 grievance at Level Three (3), or if no decision has been rendered within thirty-five
4 (35) days after presentation of grievance, he/she may request in writing, to the
5 designated Representative of the Association or the designated Representative of
6 the Board with a duplicate copy to the Association's Representative that his/her
7 grievance be submitted to outside fact finding. If the designated representative
8 determines that the grievance is meritorious, he/she may request outside fact-
9 finding within ten (10) school days after receipt of a request by the aggrieved
10 person.

11 (b) Within ten (10) school days after such written notice of request for
12 outside fact-finding, the Board and the designated representative of the
13 Association shall attempt to agree upon a mutually acceptable outside fact-
14 finder and shall obtain a commitment from said fact-finder to serve. If the
15 parties are unable to agree upon outside fact-finder or to obtain such a commitment
16 within the specified period, a request for a list of fact-finders may be made
17 to the American Arbitration Association by either party. The parties shall then
18 follow the rules, regulations, and procedures of the American Arbitration Associa-
19 tion in the selection of an outside fact-finder.

20 (c) The outside fact-finder so selected shall confer with the representatives
21 of the Board and the designated representative of the Association and hold hearings
22 promptly and shall issue recommendations not later than twenty (20) days or as
23 soon thereafter as possible from the date of the close of the hearings, or if oral
24 hearings have been waived, then from the date the final statements and proofs on
25 the issues are submitted to him/her. The fact-finders recommendation shall be in
26 writing with a copy forwarded to the designated representatives of the Board and
27 the Association and shall set forth his/her findings of fact, reasoning and
28 conclusions on the issues submitted. The fact-finder shall be without power of
29 authority to make any recommendations which request the commission of an act
30 prohibited by law or which is in violation of the terms of this Agreement.

31 (d) The costs for the services of the outside fact-finder, including per
32 diem expenses, if any, and actual and necessary travel, subsistence expenses and
33 the cost of the hearing room shall be borne equally by the Board and the Association.
34 Any other expenses incurred shall be paid by the party incurring same.

35 .D. Rights of Teachers to Representation -

36 1. Any party in interest may be represented at all stages beyond Level One
37 (1) of the grievance procedure by himself/herself, or at his/her option, by a
38 representative selected or approved by the Association. When a teacher is not
39 represented by the Association, the Association shall have the right to be present
40 and to state its view at all stages beyond Level One (1) of the grievance procedure.

1 E. Miscellaneous -

2 1. If, in the judgement of the Clearview Education Association a grievance
3 affects a group or class of teachers, the designated Representative, after having
4 consulted with the building principal or principals, if affected staff are assigned
5 to more than one (1) building, may submit such grievance, in writing, to the
6 Superintendent directly and the processing of such grievance shall be commenced at
7 Level Two (2). The Clearview Education Association may process such a grievance
8 through all levels of the grievance procedure even though the aggrieved person
9 or persons does not wish to do so.

10 2. Decisions rendered at Levels Two (2) and Three (3) of the grievance
11 procedure shall be written setting forth the decision and shall be transmitted
12 promptly to all parties in interest and to the Clearview Education Association.

13 3. Forms for filing grievances, serving notices, taking appeals, making
14 reports and recommendations, and other necessary documents shall be prepared
15 jointly by the Board's representative and the Association and given appropriate
16 distribution so as to facilitate operation of the grievance procedure.

17 4. All meetings and hearings under this procedure shall be conducted
18 privately and shall include only such parties in interest and their designated
19 or selected representatives, heretofore referred to in this Article. Such
20 meetings shall be held at times not requiring the release of the parties in
21 interest from their regularly assigned contractual duties.

22 5. Any news releases or public statements pertaining to a grievance which
23 is in process or has been resolved under the agreement shall be jointly approved
24 by the designated Clearview Education Association Representative and the Board
25 Representative.

26 6. No unilateral action in support of a grievance, (such as "picketing"
27 or otherwise demonstrating) will be initiated by either party outside the
28 provisions of this agreement until the time limits and levels provided for in
29 this Agreement have been exhausted.

30 F. Grievance Form -

31 The official form for instituting a grievance shall be as set forth in Schedule
32 A of this agreement.

ARTICLE V - TEACHER ASSIGNMENT --

33 The building principal shall cause to be mailed to each teacher a written notice
34 of their class and/or subject assignments for the forthcoming year on or before
35 August 1 or as soon thereafter as is practicable. The teachers not advised of
36 such assignments by August 1st shall instead be mailed an explanation of the reason
37 for the delay and be given a subsequent date when they might reasonably expect
38 such notification of assignment. The purpose and intent of this article is to
39 make known to teachers their class and subject assignments as soon as factors of
40 scheduling and staffing shall permit.

ARTICLE VI - TEACHER EVALUATION --

- 1 A. Teachers shall be evaluated only by professional employees of the district
 2 who hold bonafide state certificates for supervision and only in terms of
 3 those documents which have been placed in their files.
- 4 B. Signed evaluations will be completed in duplicate with one (1) copy trans-
 5 mitted to the teacher. One (1) of the copies shall be signed by that teacher
 6 and returned to the evaluator, the other will be retained by the teacher.
 7 Should the teacher wish to make comment about his/her evaluation in general,
 8 or about any part of his/her evaluation in particular, he/she may do so on the
 9 evaluation sheet he/she signs and returns. Additional sheets may be appended
 10 to the original evaluation, but each must be signed and dated by the person
 11 originating same.
- 12 C. Teachers shall receive a copy of any written evaluation and/or other reports
 13 with the exception of letters of recommendation, and be given an opportunity
 14 to note differences of opinion on such reports prior to their inclusion in
 15 the personnel file. The building principal shall undertake a review of all
 16 files of each professional employee assigned to his/her building at least every
 17 three (3) years. Teachers wishing an interim review may initiate a request
 18 through the Association representative or directly with the building principal.
 19 During such review, the principal shall remove from the file such data and/or
 20 reports which would seem to have become irrelevant. Within ten (10) days of
 21 the review, the teacher concerned will receive a list of the documents contained
 22 therein.

ARTICLE VII - STAFF VACANCIES AND PROMOTIONS --

- 23 The Board of Education subscribes to the belief that preference should be given
 24 to promotion of qualified staff personnel to appropriate vacancies as they occur.
 25 In consideration of its legal and moral responsibilities, however, the Board of
 26 Education, through the Superintendent, retains the right to assign and/or re-assign
 27 personnel in accordance with the best interests of the educational program and
 28 the school district.
- 29 To implement this policy, the Superintendent shall cause written notice to be
 30 posted announcing all vacancies as they occur on the bulletin board in each main
 31 office, and a copy forwarded to the President of the Association. Such notice
 32 shall include the nature of the vacancy, time to submit, requirements for the
 33 position and data pertaining to salary.

ARTICLE VIII - TEACHING HOURS AND TEACHING LOADS --

- 34 Teachers shall signify their availability for duty by properly indicating their
 35 presence on the "check-in board" at least twenty (20) minutes prior to the begin-
 36 ning of homeroom period. Teachers may leave by properly noting their departure on
 37 the "sign-out board" thirty (30) minutes following the general dismissal of pupils.

- 1 Teachers may be required to remain following the close of the school day for
 2 purposes of general faculty, departmental or other meetings of a similar nature.
 3 Notice of such meetings shall be given forty-eight (48) hours in advance except in
 4 case of emergency.
- 5 The weekly teaching load for all teachers shall not exceed twenty-five (25) teach-
 6 ing periods and five (5) coverage periods or thirty (30) teaching periods on a
 7 seven (7) period day or eighty-five (85) teaching and fifteen (15) coverage mods
 8 or one hundred (100) teaching mods on a twenty-five (25) mod day.
- 9 All teachers shall receive one (1) planning period or three (3) consecutive mods,
 10 while department chairman shall receive two (2) planning periods or six (6)
 11 planning mods.
- 12 The teacher work day shall not exceed four hundred and thirty (430) minutes and
 13 shall end no later than 3:15 p.m. except as is otherwise provided for in this
 14 article, and in accordance with established practice regarding evening meetings,
 15 i.e. Back to School Night, Achievement Night, etc.
- 16 In the event that nurses, guidance counselors or members of the child study team,
 17 find it necessary to schedule work before or beyond the normal day, they shall
 18 fulfill these requirements by adjusting their schedules to meet the needs of
 19 parents, students, and their colleagues. The work day for these individuals
 20 shall not exceed four hundred and thirty (430) minutes. Appointments between
 21 those cited above shall be established by mutual consent and the schedule ad-
 22 justments will be developed with the appropriate building principal.
- 23 Teachers, upon the completion of their assigned duties, shall be excused following
 24 the dismissal of pupils on Fridays and days preceding a holiday unless otherwise
 25 directed by the Principal on the preceding day.

ARTICLE IX - CLASS SIZE --

- 26 The Clearview Regional High School Board of Education subscribes to the belief
 27 that learning is significantly influenced by the quality of the educational
 28 environment. Physical facilities, teacher-pupil relationships and class size are
 29 among those factors which directly relate to the quality of such an environment.
- 30 The determination of class size should, therefore, be such as to promote maximum
 31 learning. Criteria to be considered in the establishment of class size should in-
 32 clude the academic discipline, physical facilities, nature of the activity, and
 33 the past performance of the students involved.
- 34 It is concluded that the regular academic classes shall not exceed thirty (30)
 35 students in the highest ability sections, twenty-five (25) students in the average
 36 ability sections and nineteen (19) in the lowest ability groups.
- 37 Reasonable exceptions may be made to the above stipulated class sizes according
 38 to availability of classrooms and the number of staff members employed.
- 39 In instances where this provision is exceeded, the circumstances should be reviewed
 40 and alternative scheduling arrangements considered prior to the opening of school
 41 in September.

- 1 In addition, it is recommended that, if sequential program development will permit,
 2 Physical Education classes not exceed forty (40) in number; and that whenever
 3 possible, study halls be scheduled in an academic classroom setting rather than
 4 a large area such as a cafeteria and not exceed thirty (30) in number.
- 5 Efforts should be continued to attain a ratio of one (1) counselor to two hundred
 6 and fifty (250) students.
- 7 The class size in special areas will correspond directly to the number of available
 8 student working stations in the classroom.
- 9 Heterogeneously (more than two (2) ability groups) grouped classes will not exceed
 10 the stipulated size of average ability sections.
- 11 It is not the intent of this article to eliminate or stifle innovation and exper-
 12 imentation. Therefore the provisions of this article may be waived in specific
 13 instances following consultation and agreement with the teachers involved and the
 14 Association's representative.

ARTICLE X - PROFESSIONAL IMPROVEMENT POLICY --

15 The Board and the Association affirm that continued intellectual growth on behalf
 16 of its employees is vital to the progressive development of the educational program.
 17 Staff members are, therefore, encouraged to maintain their professional improvement
 18 in accordance with the following provisions:

19 A. Employees who have matriculated in a formal program at the post-graduate level,
 20 which shall lead to an advanced degree in the area or field of that teacher's
 21 certification or teaching assignment, shall be eligible for full reimbursement
 22 of legitimate attendant expenses, not to exceed three hundred and twenty-five
 23 dollars (\$325) in the first year of the agreement and three hundred and fifty
 24 dollars (\$350) in the second year of the agreement.

25 B. Employees, who have matriculated in a formal program at the post-graduate level
 26 outside the scope of their teaching certification or assignment or who desire
 27 to enroll in individual courses not leading to a degree, shall be eligible for
 28 reimbursement at the rate of one half ($\frac{1}{2}$) the cost of legitimate attendant
 29 expenses, not to exceed one hundred and twenty-five dollars (\$125) in the first
 30 year of the agreement and one hundred and fifty dollars (\$150) in the second
 31 year of the agreement.

32 C. Employees shall be eligible for reimbursement of registration fees associated
 33 with their participation in conferences or institutes.

34 Rules and Regulations -

35 To be eligible for reimbursement of college fees, an employee must submit the
 36 following to the Superintendent's office:

37 A letter advising of the teacher's intent to matriculate, the nature of the program
 38 and the anticipated graduation date.

39 A request for approval of the course or courses, prior to the registration.

1 Satisfactory evidence of having successfully completed the course along with
 2 official receipts for expenses incurred. Such expenses may include a registration
 3 fee, course fee, textbooks required in the course, laboratory fees, and parking
 4 permits. The sum total of all such fees, however, shall not exceed the limits
 5 previously established.

6 Evidence of having attained a bachelors degree from an institution approved by
 7 the National Council for Accreditation of Teacher Education and the State Board
 8 of Education and possess or be eligible for a standard teaching certificate.

9 (Teachers who may be required to undertake courses as a result of their having
 10 been assigned outside the scope of their certificate shall be eligible for full
 11 reimbursement of eligible expenses. Teachers who request such assignment shall
 12 be eligible for fifty percent (50%) reimbursement in accordance with Item B.)

13 Upon employment, persons become immediately eligible to apply for professional
 14 improvement programs. Reimbursement, however, is contingent on current employ-
 15 ment in accordance with the following:

16	<u>Session</u>	<u>Board Approval</u>
17	Pre Summer	October Meeting
18	Summer	
19	Post Summer	
20	First Semester (Fall)	February Meeting
21	Second Semester (Spring)	June Meeting

ARTICLE XI - DEDUCTION OF DUES --

22 The Board of Education Secretary is directed to deduct organization dues from
 23 salary checks in accordance with written authorization from the State Association,
 24 New Jersey Statutes and State Board of Education regulations. Payment of such
 25 dues will be made to the Association Treasurer according to provisions of the
 26 statute.

ARTICLE XII - LEAVES OF ABSENCE --

27 A. Sick Leave -

- 28 1. All teachers shall be entitled to ten (10) sick leave days each year
 29 as of the first official school day of said year whether or not they
 30 report for duty on that day.
- 31 2. Unused sick days shall accumulate from year to year with no maximum limit.
- 32 3. Upon retirement from teaching, teachers will be reimbursed for all unused
 33 sick days accumulated as provided for by the statutes of the State of New
 34 Jersey.

1 4. Teachers shall be given a written accounting of their accumulated sick days
2 no later than the first teacher pay day of each school year.

3 5. When absence arises out of or from a school related injury, the teacher
4 be entitled to full salary and other benefits for the period of such absence
5 and shall not forfeit any sick leave days.

6 B. Extended Leave -

7 The Board may grant extended leaves of absence without remuneration for
8 teachers. The Board of Education may grant leaves for no longer than two
9 (2) years. Such leaves shall be in accordance with the following procedure:

10 1. The employee shall write to the Superintendent requesting the leave at
11 least ninety (90) days prior to the requested starting date. The leave
12 may be granted prior to the end of the ninety (90) day period. The
13 employee shall be notified of a determination at least forty-five (45)
14 days before the starting date of the leave.

15 2. The Superintendent shall transmit the request to the Board for their
16 approval or disapproval.

17 3. The Board shall send a recommendation, in writing, to the Pension and
18 Annuity Fund requesting that the employee be kept on the non-contrib-
19 utory rolls for no longer than two (2) years.

20 4. The returning employee will be placed on the salary scale at the same
21 place he/she would have reached had he/she not taken a leave.

22 5. Pensions and Annuity credit for the time spent on leave shall be deter-
23 mined in accordance with the rules and regulations of the teacher's Pen-
24 sion and Annuity.

25 6. The leave may be extended or renewed with Board approval.

26 7. All benefits to which a teacher was entitled at the time his/her
27 leave of absence commenced, including unused accumulated sick
28 leave and credits toward sabbatical eligibility, shall be restored to
29 him/her upon his/her return and he/she shall be assigned to the same
30 position, if available, or, if not, to a substantially equivalent
31 position.

32 C. Personal Days - (Temporary Leave of Absence)

33 1. Personal Days - Upon prior approval by the building principal and the
34 Superintendent and based upon a general description of the reason,
35 three (3) personal days may be granted. Additional personal days may
36 be granted in cases of emergency. These days are not to be considered as
37 "days off", and are non-accumulating.

38 2. Death - Teachers shall be granted five (5) days at any one time in the
39 event of death of teacher's spouse, parents, child, son-in-law, grand-
40 parents, father-in-law, mother-in-law, brother-in-law, sister-in-law,
41 brother, sister, daughter-in-law, and any other member of the immediate
42 household.

1 D. Maternity Leave -

2 Teachers may request a temporary leave of absence without pay for reasons
3 of maternity in accordance with the following:

4 1. Prenatal -

5 A request for leave of absence shall be submitted to the Superintendent sixty
6 (60) days in advance of the effective date of such leave. Such request shall
7 include a statement by the attending physician attesting that the teacher's
8 physical condition will enable her to perform her duties during the ensuing
9 month and such service will not be deleterious to the health of the employee
10 or the unborn child. A subsequent medical fitness statement shall be filed
11 with the Superintendent's office by the employee one (1) month in advance of
12 the effective date of leave. The request shall also indicate an anticipated
13 date of return.

14 2. Postnatal -

15 Teachers shall submit a written request to the office of the Superintendent
16 for termination of leave and reinstatement thirty (30) days in advance of
17 her anticipated return. Such request shall be accompanied by a note from
18 the attending physician attesting to the employee's fitness to perform her
19 duties.

20 The Board of Education may request confirmation of the teacher's health by
21 the school physician. In the event of a disagreement with the attending
22 examiner, an opinion by a third medical examiner, (mutually agreed to by the
23 school and attending examiner), shall be binding. Costs incurred as a result
24 of such an examination shall be shared by the parties.

25 In the event of a miscarriage, the teacher shall submit a request for reinstatement
26 thirty (30) days in advance of the intended return date.

27 Benefits for which a teacher would otherwise be eligible shall continue during
28 the period of leave. Upon reinstatement, teachers will be assigned to a sub-
29 stantially equivalent position.

30 Maternity leave shall not exceed twelve (12) calendar months.

ARTICLE XIII - SALARIES --

31 A. The salaries of all employees covered by the agreement are set forth in
32 Schedules B and C attached hereto and made part hereof. Such salaries
33 shall become effective as of July 1, 1976 in the case of Schedule B and
34 July 1, 1977 in the case of Schedule C.

35 B. Employees may individually elect to have ten percent (10%) of their monthly
36 salary deducted from their pay for the summer payment plan.

37 C. When a pay day falls on a school holiday, vacation, or a weekend, employees
38 shall receive their pay checks on the last previous working day. All salaries
39 will be computed and the net monthly pay divided into two (2) equal

1 parts and distributed twice monthly during the term of each employee's
 2 contract unless otherwise provided for in this Agreement. Employees
 3 shall receive their final checks on the last working day in June.

4 The salaries of all employees covered by the Agreement who participate
 5 in co-curricular activities are set forth in Schedule D attached hereto
 6 and made a part hereof. Such salaries shall become effective retroactive
 7 to July 1, 1976 as agreed by the parties including the resolution of any
 8 necessary equalization of salary payments among positions on the schedule.

ARTICLE XIV - HEALTH AND HOSPITALIZATION BENEFITS --

9 Each member of the unit shall be eligible for two hundred and thirty-five dollars
 10 (\$235) in additional benefits in the first year of the Agreement and three
 11 hundred and ten dollars (\$310) in the second year of the Agreement for the
 12 programs enumerated below:

13 1. New Jersey Public Employees Health Protection Plan-Family Coverage.

14 2. Washington National Income Protection Plan.

15 In no event, however, shall duplicate memberships which result in a premium rebate
 16 to a subscriber be permitted nor shall members be eligible for a cash payment in
 17 lieu of coverage.

ARTICLE XV - BOARD RIGHTS CLAUSE --

18 The Board retains onto itself all rights, except, where limited by this Agreement.

ARTICLE XVI - DURATION OF AGREEMENT --

19 The above agreement by and between the Clearview Regional High School Board of
 20 Education and the Clearview Regional Education Association shall become effective
 21 retroactive to July 1, 1976, and remain in effect until June 30, 1978 or until a
 22 successor agreement is signed.

23 This agreement shall not be modified in whole or in part by either party.

GRIEVANCE FORM

Name of Grievant: _____ Date Filed _____

Level I

Date of Event:

Description of Event:

Relief Sought:

Signature Date

Received in Principal's Office by: _____ Date _____

Disposition by Principal:

Signature Date

Position of Grievant:

Signature Date

Level II

Received in Superintendent's Office by: _____ Date _____

Disposition by Superintendent:

Signature Date

Position of Grievant and/or Association:

Signature Date

Level III

Received in Board Office by: _____ Date _____

Disposition by Board:

Signature Date

Position of Grievant and/or Association:

Signature Date

Level IV

Date submitted to Fact Finding: _____

Name of Fact Finder: _____

Fact Finder's report shall be attached to this form.

SCHEDULE B

SALARY SCHEDULE 1976-77

	Step	Non-Degree	Bachelors	Bachelors+30	Masters	Masters+30	Doctors
1	1	9339	10058	10536	10775	11254	11971
2	2	9728	10446	10924	11163	11642	12359
3	3	10117	10834	11312	11551	12030	12747
4	4	10506	11223	11701	11940	12419	13136
5	5	10924	11642	12120	12359	12837	13555
6	6	11343	12060	12538	12777	13256	13973
7	7	11761	12479	12957	13196	13674	14392
8	8	12180	12897	13375	13614	14093	14810
9	9	12598	13316	13794	14033	14511	15229
10	10	13017	13734	14212	14451	14930	15647
11	11	13495	14212	14691	14930	15408	16125
12	12	13973	14691	15169	15408	15886	16604
13	13		15169	15647	15886	16364	17082
14	14		15647	16125	16364	16843	17560
15	15				16903	17381	18098

16 For the determination of 1976-77 salary, a teacher beyond the
 17 last step of the guide for his/her level of education will
 18 receive a \$1,000.00 increase over his/her 1975-76 salary.

19 Add an additional \$100.00 for each person receiving his/her
 20 11th consecutive contract in the district.

SCHEDULE C

SALARY SCHEDULE 1977-78

	<u>Step</u>	<u>Non-Degree</u>	<u>Bachelors</u>	<u>Bachelors+30</u>	<u>Masters</u>	<u>Masters+30</u>	<u>Doctors</u>
1	1	9952	10570	11048	11287	11766	12483
2	2	10852	10958	11436	11675	12154	12871
3	3	10628	11346	11824	12063	12542	13259
4	4	11017	11734	12212	12451	12930	13647
5	5	11406	12123	12601	12840	13319	14036
6	6	11824	12542	13020	13259	13737	14455
7	7	12243	12960	13438	13677	14156	14873
8	8	12661	13379	13857	14096	14574	15292
9	9	13080	13797	14275	14514	14993	15710
10	10	13498	14216	14694	14933	15411	16129
11	11	13917	14634	15112	15351	15830	16547
12	12	14395	15112	15591	15830	16308	17025
13	13		15591	16069	16308	16786	17504
14	14		16069	16547	16786	17264	17982
15	15				17264	17743	18460

16 For the determination of 1977-78 salary, a teacher beyond the
 17 last step of the guide for his/her level of education will
 18 receive a \$900.00 increase over his/her 1976-77 salary.

19 Add an additional \$100.00 for each person receiving his/her
 20 11th consecutive contract in the district.

SCHEDULE D

CO-CURRICULAR SALARY SCHEDULE 1976-78

<u>Activity</u>	<u>1976-77 Stipends</u>	<u>1977-78 Stipends</u>
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SCHEDULE D (Cont'd.)

CO-CURRICULAR SALARY SCHEDULE 1976-78

<u>Activity</u>	1976-77 Stipends	1977-78 Stipends
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