

**JUNE 12, 2024**

**AGREEMENT**  
between  
**THE GATEWAY REGIONAL BOARD OF EDUCATION**  
and  
**THE GATEWAY REGIONAL EDUCATION ASSOCIATION**

**JULY 1, 2024, through JUNE 30, 2029**

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**ARTICLE 1  
RECOGNITION**

- A. The Board hereby recognizes the Association as the sole and exclusive representative for collective negotiations concerning grievances and terms and conditions of employment for all certificated teaching staff members under contract, including the Athletic Trainer, school nurses, guidance counselors, all athletic and co-curricular personnel, instructional aides, custodians, maintenance, groundskeepers, bus drivers, and bus aides, but excluding the Superintendent of Schools, principals, vice principals, guidance directors, instructional supervisors, managerial executives, supervisors, including Supervising Athletic Director, Child Study Team Personnel, confidential personnel, all support employees not listed in the inclusions above and all substitutes.
- B. Unless otherwise indicated, the term "teachers" when used hereinafter in this Agreement shall refer to all certificated employees represented by the Association in the negotiating unit as above defined, and references to teachers shall include both males and females.
- C. Unless otherwise indicated, the term "employees" when used hereinafter in this Agreement shall refer to all employees represented by the Association in the negotiating unit as above defined, and references to employees shall include both males and females.
- D. Except for the specific provisions applying to the Athletic Trainer position contained in this Agreement, the parties agree that the terms and conditions of employment in place for the Athletic Trainer as of February 8, 2007, shall remain in place, unless and until changed by the parties in writing.

**ARTICLE 2  
NEGOTIATION PROCEDURE**

- A. The parties agree to enter into collective negotiations over a successor Agreement in accordance with Chapter 123, Public Laws of 1974 in a good-faith effort to reach an agreement on all matters concerning the terms and conditions of employees' employment. Such negotiations shall not begin later than December 1 of the calendar year preceding the calendar year in which this Agreement expires. Any Agreement so negotiated shall apply to all employees, be reduced to writing, be signed by the Board and the Association, and be adopted by the Board and the Association.
- B. During negotiations, the Board and the Association shall present relevant data, exchange points of view and make proposals and counterproposals. The Board shall, upon request, make available to the Association for inspection, all public pertinent records, data and information of the Gateway Regional School District.
- C. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party, the parties mutually pledge that their representatives shall be clothed with all necessary power and authority to make proposals, consider proposals and make counterproposals in the course of negotiations.

- D. 1. Representatives of the Board and the Association's negotiating committee shall meet at mutually agreeable times for the purpose of reviewing the administration of the agreement, and to resolve problems that may arise. These meetings are not intended to bypass the grievance procedure.
- 2. All meetings between the parties shall be regularly scheduled to take place when employees involved are free from assigned instructional responsibilities.
- 3. Should a mutually acceptable amendment to this agreement be negotiated by the parties, it shall be reduced to writing, be signed by the Board and the Association, and be adopted by the Board and the Association.
- E. The Board agrees not to negotiate concerning said employees in the negotiating unit as defined in Article 1 of this agreement, with any employee organization other than the Association for the duration of this agreement.
- F. This agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

### **ARTICLE 3 MANAGEMENT RIGHTS**

The Gateway Regional Board of Education on its behalf and on behalf of the electors of the district hereby retains and reserves unto itself all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and constitution of the State of New Jersey and of the United States, including:

- A. The right to hire, promote, assign, reassign, transfer, appoint, or retain employees in positions within the school district and to suspend, demote, discharge or take other disciplinary action against them for cause.
- B. To take necessary actions to abolish positions when needed to maintain the efficiency of the school district.
- C. To determine the methods, means, personnel and systems by which all school district operations are to be conducted.
- D. To maintain the executive management and administrative control of the school system over its properties and facilities.

The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board; the adoption of policies, rules, regulations and practices and furtherance thereof and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this agreement.

### **ARTICLE 4 WORK CONTINUITY**

The Gateway Regional Education Association agrees that during the duration of this agreement there shall be no strikes, work stoppages, or other concerted refusal to perform work by employees covered by this agreement.

**ARTICLE 5  
GRIEVANCE PROCEDURE**

**A. Definitions**

1. A "grievance" is a claim based upon an event or condition which affects the welfare and/or terms and conditions of employment of an employee or group of employees and/or the interpretation, meaning or applications of any of the provisions of this agreement.
2. The term "grievance" and the procedure relative thereto, shall not be deemed applicable in the following instance: The failure or refusal of the Board to renew a contract of a non-tenure teacher.

**B. Purpose**

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may from time to time arise affecting employees. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure. The parties further agree that time constraints of this procedure are to be considered as maximums and the failure of the Board or Association to process any grievance according to the time limits contained in the procedure below will render the grievance settled in favor of the Board or the grievant/Association.

**C. Procedures**

1. Grievances shall be processed promptly and expeditiously.
2. Formal grievances and appeals shall be filed in writing.
3. Communications and decisions concerning formal grievances shall be in writing.
4. A grievant shall be permitted a representative at all levels.
5. Grievances shall be adjudicated according to the terms of this procedure and the filing, pendency or hearing of any grievance shall not impede the normal management of the work force or operations of any of the activities or functions of the Board.
6. Forms for grievance processing shall be developed between the parties and shall be mutually agreed by the parties and distributed on an as needed basis by either party.
7. The parties in interest will cooperate in investigating and providing pertinent information concerning a grievance being processed.
8. Notice of hearings shall be given to the grievant at least five (5) days in advance and such hearings shall be held on mutually agreeable premises.
9. The parties agree that whenever the term "day" is referred to in this agreement that term shall refer to calendar days.
10. All grievances must be processed by the last day of the school year. If a grievance is not completely processed by the last day of any school year then that grievance shall be held over until the first day of the next school year. Any time limits on that

grievance based upon the step the grievance is in on the last day of the school year will be frozen until the first day of the next school year when the days in questions as they apply to time limits will again be counted.

Calendar days will be calculated except for school calendar holidays and specific days when Christmas and Easter breaks are observed in the school calendar.

D. Processing

1. Level One

The aggrieved shall first discuss it informally with their principal within twenty (20) days of the occurrence of the alleged events leading to the grievance. The principal shall review any facts presented by the aggrieved and shall render a decision to the aggrieved within seven (7) days of the actual receipt of the grievance.

2. Level Two

If the aggrieved is not satisfied with the disposition of the grievance at Level One, he/she may submit the grievance to the building principal, in writing, within seven (7) days after receiving the decision of the principal. The building principal will investigate the information presented and will prepare a written decision within seven (7) days after receipt of the appeal.

3. Level Three

If the aggrieved is not satisfied with the disposition of the grievance at Level Two, he/she may submit the grievance, in writing, to the Superintendent, within seven (7) days after receiving the decision of the building principal. The Superintendent will investigate the information presented and will prepare a written decision within seven (7) days after receipt of the appeal.

4. Level Four

If the aggrieved is not satisfied with the disposition of the grievance at Level Three, the Association may submit the grievance to the Board of Education, in writing, within ten (10) days after receiving the written decision of the Superintendent in Level Three. The Board of Education or its designated committee will schedule a grievance hearing with the Association in executive session within 30 days of receipt of the grievance. The Board shall render a decision in writing within 10 days from the date of the grievance meeting.

5. Level Five

a. If the Association is not satisfied with the disposition of the grievance by the Board at Level 4, it may submit the grievance to arbitration within fifteen (15) days of the decision by the Board, if during this period the Association determines to proceed, it must notify the Superintendent in writing and submit a request to the Public Employment Relations Commission for the submission of an initial list of arbitrators. If the parties are unable to agree upon an arbitrator or obtain such a commitment within the specified period, the parties shall then be bound by the rules and procedures of the Public Employment Relations Commission in the selection of an arbitrator.

- b. The arbitrator so selected shall confer with the representatives of the Board and the Association and hold hearings promptly and shall issue his/her decision not later than twenty (20) days from the date the final statements and proofs on the issues are submitted to him/her. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this agreement. The decision of the arbitrator shall be submitted to the Board and the Association and shall be final and binding on the parties.
- c. The arbitrator must first rule on the arbitrability of the grievance if so requested by either party.
- d. The cost for the services of the arbitrator, including per diem expenses, if any, and actual 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.

## **ARTICLE 6 EMPLOYEE RIGHTS**

- A. Pursuant to Chapter 123, Public Laws of 1974, the Board hereby agrees that every employee of the Board shall have the right freely to organize, join and support the Association and its affiliates for the purpose of engaging in collective negotiations and other professional activities for mutual aid, protection and improvement. As a duly selected body exercising governmental power under color of law of the State of New Jersey, the Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any employee in the enjoyment of any rights conferred by Chapter 123, Public Laws of 1974, or other laws of New Jersey or the Constitution of the State of New Jersey and the United States; that it shall not discriminate against any employee with respect to hours, wages or any terms and conditions of employment by reason of his/her membership in the Association and its affiliates, his/her participation in activities of the Association and its affiliates collective negotiations with the Board, or his/her institution of any grievance, complaint or proceedings under this agreement or otherwise with respect to any terms or conditions of employment.
- B. Nothing contained herein shall be construed to deny or restrict to any employee such rights as he/she may have under New Jersey laws or other applicable laws and regulations. The rights granted to employees hereunder shall be deemed to be in addition to those provided elsewhere.
- C. No employee shall be prevented from wearing a membership pin, charm or other identification of membership in the Association or its affiliates.
- D. Any instructional aide who has three years (3) or more of District service shall not be reduced in force before any other instructional aide who has fewer than three years (3) of experience and who works in an in-class support situation.



**ARTICLE 7**  
**ASSOCIATION RIGHTS AND PRIVILEGES**

- A. The Board agrees to furnish to the Association in response to reasonable requests from time to time, all available information concerning the financial resources of the district, including but not limited to; annual financial reports and audits, register of certificated personnel, tentative budgetary requirements and allocations, minutes of all Board meetings, census data, names and addresses of all teachers, and such other information that shall assist the Association in developing intelligent, accurate, informed and constructive programs on behalf of the teachers and their students together with information which may be necessary for the Association to process any grievance or complaint. The Association shall request only information which the Board is required by law to release.
- B. Whenever any representatives of the Association or any employee is mutually scheduled by the parties to participate during working hours in negotiations, grievance proceedings, conferences, or meetings he/she shall suffer no loss in pay.
- C. Representatives of the Association, the New Jersey Education Association, and the National Education Association shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations.
- D. The Association and its representatives shall have the right to request use of school buildings at all reasonable hours for meetings. The principal of the building in question shall be notified in advance of the time and place of such meetings.
- E.
  - 1. The Association may have the right to utilize school facilities provided a request for the utilization of such facilities is submitted to the building principal. The request shall enumerate the type of facility that is to be utilized, specifically duplicating equipment. If the principal determines that the machines are otherwise not engaged and the facilities are available for Association use, the Association may then utilize the equipment provided the Association presents to the principal payment for the cost of all materials and supplies that are to be utilized in conjunction with the facilities or equipment. The approval and payment must be obtained prior to the utilization of facilities or equipment.
- F. The Association only shall have, in each school building, the exclusive use of bulletin boards in the 100-wing faculty room, 400-wing faculty room, and maintenance/ transportation room. The Association shall also be assigned adequate space on the bulletin board in the central office for Association notices. The location of Association bulletin boards in each room shall be designated by the Association. Copies of all materials to be posted on such bulletin boards shall be given to the building principals, but approval shall not be required.
- G. The Association shall have the right to use the intra school mail facilities and school mailboxes and E-mail. The building principal shall be notified of the facilities use and shall be given a copy of materials to be placed in the above facilities.
- H. The rights, privileges and responsibilities of the Association and its representatives as set forth in this agreement shall be granted only to the Association as the exclusive representative of the employees, and to no other employee organization.

- I. The Association will be provided with one (1) Association business day per year to be used by the President or his/her designee for Association business.

## **ARTICLE 8 NON-TEACHING DUTIES**

To the best of the Superintendent's ability, teachers shall be freed of non-teaching duties, which infringe upon teaching time.

## **ARTICLE 9 TEACHING HOURS AND TEACHING LOAD**

### **A. Length of Day**

1. The in-school day for teachers and instructional aides shall not exceed seven hours and 23 minutes and shall include a duty-free lunch. The in-school day for teachers and instructional aides shall begin 15 minutes before the opening of the pupils' school day and shall end 15 minutes after the close of the pupils' school day. On Fridays or on days preceding holidays or vacations, the teachers' and instructional aides' day may end at the close of the pupils' day. On Fridays that are in-service days, teacher dismissal shall occur no later than the normal time that teachers are dismissed on Fridays.

### **B. Teaching, Duty, Preparation and Professional Periods**

1. Teaching staff hired on or before January 1, 1999, shall be eligible to be assigned up to six instructional periods in any week at no additional salary compensation. No such teacher shall be assigned more than five instructional periods in any week in more than one year in each two-year period beginning with the 2004-2005 school year. In the second year, a teacher may volunteer to teach more than five instructional periods in any week but, if they are so assigned, that year shall be treated, for the purpose of the preceding sentence, as if they had not been so assigned. If a teacher teaches a sixth instructional period in that second year, he/she shall be compensated at the rate of \$2,500 per year.
2. Teaching staff hired after January 1, 1999, shall be eligible to be assigned up to six instructional periods in any week at no additional salary compensation. Teaching staff hired after January 1, 1999, will not be assigned more than five instructional periods in any week until they have completed, at a minimum, one full semester of teaching experience in the profession, unless they should choose to waive this limitation without compensation.
3. The following provisions are effective July 1, 2019 and are applicable to all teaching staff members:
  - a. Teachers who are assigned to five instructional periods in any week shall also be granted a minimum of 250 uninterrupted prep minutes weekly, with a minimum of 50 daily minutes (preparations for professional responsibilities and classes taught.) Any additional prep minutes in a teacher's schedule beyond the 250 may be used for the following no more

than 10 times a week: PLC's, observation conferences, IEP, 504 and parent meetings, contacting parents, meeting with administration, and collaboration with peers, and assigned duties as defined in "c" below, but may not include direct instruction of students or pupil supervision with the exception of assignment of up to 400 minutes per year to a class coverage with no additional compensation.

- b. Teachers who are assigned to six instructional periods in any week shall also be granted a minimum of 350 uninterrupted prep minutes weekly, with a minimum of 50 daily minutes (preparations for professional responsibilities and classes taught.) Any additional prep minutes in a teacher's schedule beyond the 350 may be used for the following no more than 3 times a week: PLC's, observation conferences, IEP, 504 and parent meetings, contacting parents, meeting with administration, and collaboration with peers, and assigned duties as defined in "c" below, but may not include direct instruction of students or pupil supervision with the exception of assignment of up to 400 minutes per year to a class coverage with no additional compensation.

**[NOTE FOR TEACHERS TEACHING 5 PERIODS]:** It is possible the schedule will be changed at some point within this contract. All parties agree that so long as future proposed schedules include class periods that are in excess of 50 minutes, prep time will include a minimum of 250 uninterrupted prep minutes weekly, with a minimum of 50 daily minutes (preparations for professional responsibilities and classes taught.) Any additional prep minutes in a teacher's schedule beyond the 250 may be used for the following no more than 10 times a week: PLC's, observation conferences, IEP, 504 and parent meetings, contacting parents, meeting with administration, and collaboration with peers, and assigned duties as defined in "c" below, but may not include direct instruction of students or pupil supervision with the exception of assignment of up to 400 minutes per year to a class coverage with no additional compensation.

**[NOTE FOR TEACHERS TEACHING 6 PERIODS]:** It is possible the schedule will be changed at some point within this contract. All parties agree that so long as future proposed schedules include class periods that are in excess of 50 minutes, prep time will include a minimum of 350 uninterrupted prep minutes weekly, with a minimum of 50 daily minutes (preparations for professional responsibilities and classes taught.) Any additional prep minutes in a teacher's schedule beyond the 350 may be used for the following no more than 3 times a week: PLC's, observation conferences, IEP, 504 and parent meetings, contacting parents, meeting with administration, and collaboration with peers, and assigned duties as defined in "c" below, but may not include direct instruction of students or pupil supervision with the exception of assignment of up to 400 minutes per year to a class coverage with no additional compensation.

- c. A "week" is defined as five full-length instructional days as defined above. An "instructional period" is defined as a single course with a specific roster of students of which the teacher is in charge of for that time and holds the professional responsibility of preparing and teaching the

course. "Assigned duties" shall include the following: study hall/online class monitor, hall monitor, bathroom monitor, cafeteria duty, alternative school monitor, locker room, ISS monitor, office duty, nurse coverage, library coverage and be defined as follows in the next paragraph.

A duty shall be limited to one period within a schedule cycle with the following serving as examples: one period in an eight period day; one block in an eight period block alternating day schedule; one half of one block on each day in an alternating day schedule; or one period in a 7 period day. Should the schedule move to a four block a day with alternating semester schedule, a duty shall be limited to one block for one semester or ½ a block for a full year.

- d. Effective July 1, 2019, the Board shall make every reasonable effort to limit the number of preparations to three (3) in a day. In any event, the maximum number of preparations for a teacher shall be four (4) in one day, unless an exception is granted by the GREA. The parties recognize that special circumstances make a preparations limit impossible to devise for the following teachers: World Language, Family and Consumer Science, Art, Music, Technology Education, Title 1, Special Education, and Business and Gateway to Careers. The Board recognizes that it is desirable to take into consideration the number of preparations for these teachers. Teachers who are assigned more than 4 unique instructional periods during the same grading period (i.e., marking period, cycle, semester, etc.) shall be compensated \$1,500 each year.

- C. The teachers' responsibility to the students, community and profession generally entails the performance of duty and the expenditure of time and service beyond classroom duty hours. Teachers shall be required to attend "Back-to-School Night" and two (2) additional events outside contracted time (i.e. 7<sup>th</sup> Grade Orientation), annually of the teacher's choosing without additional compensation, from a mutually agreed upon list.
- D. Unexcused lateness or early leave will be reported to the Superintendent. Flagrant violation will be grounds for suspension or dismissal.
- E. The agenda for any meeting of teachers shall be given to the teachers involved as soon as possible prior to the meeting except in an emergency. Teachers shall have the opportunity to suggest items for the agenda.
- F. Instructional aides shall attend one (1) Back-to-School Night each year plus one additional event.
- G. Administrative meetings - devoted to the organization and operation of the school programs.

Teachers are requested to reserve Monday (after school) for staff meetings. There shall be no more than 20 after school meetings per year. The Administration shall provide as much advance notice of said meetings as far in advance as possible, but at least two (2) weeks in advance of any such meeting, except in the case of an emergency. Meetings shall not exceed forty-five (45) minutes. To the extent that meetings are known by early September, the Administration shall inform teachers of those dates at that time. When applicable, faculty meetings will count towards professional development hours.

- H. Recognizing an increasing need to enhance students' social-emotional learning, teachers may be assigned a flex period as part of a realignment of the bell schedule that will not require any preparation, planning or grading and shall not exceed 30 minutes daily.
- I. Every attempt will be made to assign the Gateway Regional Educational Association President five (5) instructional periods. The President may be assigned a flexible duty with the understanding that it can be used for meetings with administration as needed. The parties agree that when possible, the President should be pulled or scheduled for meetings with district and building administrators during his or her duty period in order to minimize classroom disruptions.

**ARTICLE 10  
STAFF EMPLOYMENT**

- A.
  - 1. Each teacher shall be placed on the proper step of the salary schedule as of the beginning of the school year in accordance with paragraph 2. below.
    - a. In order to be eligible for an increment, a full-time unit member must have worked or been on approved paid leaves of absence under the terms of this contract at least ninety-four (94) or more days or a full semester during the contract year.
    - b.
      - (1) Any unit member who is scheduled to work less than five (5) days per week must have worked or been on approved paid leaves of absence under the terms of this contract at least seventy (70) days to earn an increment.
      - (2) If the total number of days for a less-than five day-a-week employee is less than seventy (70) days, the actual days worked plus paid leave days shall carry over to the next work year. In this event, the employee shall be eligible to receive an increment on the September 1 following the completion of the 70th day.
      - (3) If there are days over and above the required seventy (70) days at the time an increment is granted to an employee under (1) or (2) above, the excess time earned in that year will count towards the next increment.
  - 2. For purposes of placement on the salary guide, credit for years of experience in teaching in a duly accredited school shall be given on a year-for-year basis up to the fifth (5<sup>th</sup>) year. Credit for teaching experience beyond the fifth (5<sup>th</sup>) year shall be at the discretion of the Board. The Board may also place a new teacher up to three (3) steps above his/her credited teaching experience for prior related non-teaching experience.
- B. Teachers with previous teaching experience in the Gateway Regional High School District shall upon returning to the system receive full credit on the salary schedule for all outside teaching experience, military experience or alternative civilian service required by the Selective Service System, Peace Corps, VISTA or National Teacher Training Corps work and time spent on a Fulbright Scholarship. Instructional aides returning to the system shall be granted all previous Gateway Regional work experience regarding placement on the guide.

- C. Previously accumulated unused leave days from this system will be restored to all returning teachers and instructional aides.
- D. Employees shall be notified of their contract and salary status for the ensuing year no later than May 15.
- E. All teachers shall be given written notice of their class and/or subject assignments for the forthcoming year not later than May 30. In the event that changes in such assignments become necessary, any teacher affected shall be notified as soon as possible.

**ARTICLE 11  
POSTING VACANCIES**

- A. Notice of a vacancy shall be posted and a copy sent to the Association President prior to public notification.
- B. The notice shall be posted on the high school office bulletin board for eight (8) days and a copy of the notice shall be sent to the Association President.

**ARTICLE 12  
EMPLOYEE-ADMINISTRATION LIAISON**

The Association shall be represented by a Liaison Committee, which shall meet with the Principal and/or the Superintendent at least once a month during the school day for the duration of the school year to review and discuss local school programs and practices and to play an active role in the revision or development of building practices.

There shall be a meeting conducted four (4) times per year during the school day to discuss specific issues, programs, and practices related to ESPs. The meeting shall include a representative of maintenance, transportation, instructional aides, and one to represent other ESPs (guidance, trainer, nurse) covered by the recognition clause. Participants paid at an hourly rate will be paid for the meeting time if the meeting is held outside working hours.

**ARTICLE 13  
CURRICULUM IMPROVEMENT**

In the matters of curriculum improvement, teacher recommendation shall be made to Instructional Supervisors. Recommendations should be approved by members of a Department before presentation to Administration.

**ARTICLE 14  
SICK LEAVE**

- A. 1. All employees employed shall be entitled to ten (10) sick leave days each school year as of the first official day said school year, whether or not they report for duty on that day. Unused sick leave days shall be accumulated from year to year with no maximum limit. In the event an employee is employed for a period less than a full school year, he/she shall be entitled to one (1) day of sick leave for

each month of employment. In the event an employee is employed for a period less than a full school year or works 12 months, he/she shall be entitled to one (1) day of sick leave for each month of employment.

2. Payment for Unused Sick Leave Upon Retirement

In the event an employee who has accumulated sick leave qualifies for a service, age or disability retirement under the New Jersey State pension plan and notifies the Board of Education on or before December 15th of the school budget year in which he or she retires, the Board shall make payment no later than at the beginning of the next school budget year to that employee in the following amounts:

- Teachers: through 175 days - \$80 per day.
- Instructional aides: through 175 days - \$40 per day.
- Custodial/Maintenance/Groundskeeper: through 175 days - \$40 per day.
- Bus Drivers: through 175 days - \$40 per day.
- Bus Aides: through 175 days-\$40 per day.

Employees are eligible for Payment for Unused Sick Leave Upon Retirement after ten (10) years of service in Gateway Regional School District.

In the event an employee does not provide the aforementioned notice by December 15th of the school budget year in which he or she plans to retire, the aforementioned payments shall be made no later than at the beginning of the school budget year following the year in which payment would have been made had timely notice been provided. Should an employee request in writing that the payment not be made prior to the beginning of the following school budget year, the request will be considered at the discretion of the Superintendent and School Business Administrator.

Should an employee die any time prior to receipt of such payment, payment shall be made to his or her estate.

B. The parties agree to abide by the provisions of N.J.S.A. 18A:30-6.:

"N.J.S.A. 18A:30-6. Prolonged absence beyond sick leave period

When absence, under the circumstances described in section 18A:30-1 of this article, exceeds the annual sick leave and the accumulated sick leave, the board of education may pay any such person each day's salary less the pay of a substitute, if a substitute is employed or the estimated cost of the employment of a substitute if none is employed, for such length of time as may be determined by the Board of Education in each individual case. A day's salary is defined as 1/200 of the annual salary.

**ARTICLE 15  
TEMPORARY LEAVES OF ABSENCE**

A. Employees shall be entitled to the following temporary non-accumulative leaves of absence with full pay each school year.

1. Three (3) days leave of absence for personal, legal business, household or family matters, which require absence during school hours. Application to the employee's principal for personal leave shall be made at least one (1) week, (seven [7] 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 are not to be taken the day before or the day after a holiday or on an in-service day. Emergency cases covered in paragraph 5. below. Additional personal days may be granted by the Superintendent with reason.
    - a. At the conclusion of each school year, any unused personal leave day shall be added to the employee's accumulated sick leave.
  2. Time necessary for appearances in any legal proceedings connected with the employee's employment or with the school system or in any other legal proceeding if the employee is required by law to attend so long as appearance is not adversarial to the board.
  3.
    - a. Up to a maximum of five (5) days at any one time immediately following the death of a member of an employee's immediate family, defined as spouse (including civil union), child, foster child, step-child, grandchild, grandparent, son-in-law, daughter-in-law, parent, step-parent, father-in-law, mother-in-law, brother-in-law, sister-in-law, brother, sister.
    - b. Employees shall be granted one (1) day in the event of death of an employee's friend or relative outside the immediate family as defined above. In the event of the death of an employee or student in the Gateway School District, the principal and immediate superior of said employee or student shall grant to an appropriate number of employees sufficient time off to attend the funeral.
    - c. Up to two (2) days in any year in the event of the illness of a member of the employee's immediate family.
  4. Time necessary for persons called into temporary duty of any unit of the United States Reserves of the State National Guards, provided such obligations cannot be fulfilled on days when school is not in session. An employee shall be paid his/her regular pay, less the cost of a substitute. It is clearly understood that this is not to apply in the case of a six (6) month active duty call-up.
  5. Other leaves of absence with pay may be granted by the Board of Education for good reason with the recommendation of the Superintendent of Schools. Any recommendation shall be at the discretion of the Superintendent and this decision on such recommendation shall be final and binding and not subject to the Grievance Procedure of this Agreement. Said decision shall be in writing.
- B. Leaves taken pursuant to Section A. above shall be in addition to any sick leave which the employee is entitled.



**ARTICLE 16**  
**EXTENDED LEAVES OF ABSENCE**

- A. A leave of absence without pay of up to two (2) years shall be granted to any tenured teacher who joins any federal government approval action program, National Teacher Corps, or serves as an exchange teacher overseas and is a full-time participant in either of such programs, or accepts a Fulbright Scholarship.
- B. Military leaves without pay shall be granted to any employee who is inducted or enlists in any branch of the armed forces of the United States of the period of said induction or initial enlistment, or to the spouse, under tenure, of any employee who is so inducted or who enlists to join him/her for the period of special training in preparation for duty overseas in combat zones.
- C. Disability Leave
1. Any employee who anticipates undergoing a state of disability such as but not limited to surgery, hospital confinement, medical treatment or pregnancy, may apply for a leave of absence based upon said anticipated disability in accordance with provisions hereinafter set forth.
  2. All employees anticipating a state of disability shall notify the Superintendent of the condition expected to result in disability as soon as the condition which may result in disability is known.
    - a. In the case of anticipated disability due to childbirth, the employee must request a leave of absence under this section at least ninety (90) days prior to the anticipated delivery date.
  3. The employee requesting a leave under the provisions of Paragraph C. shall specify in writing the anticipated date on which he or she wishes to commence said anticipated leave and the date on which he or she wishes to return to employment following recovery from said disability.
  4. The employee requesting leave under Paragraph C. must produce a statement from his or her physician stating that the employee is or will be disabled pursuant to Section C.1. The statement must include anticipated commencement and termination dates for said disability.
  5. The Board may request that its physician, or a physician of its choosing, confer with the employee's physician. The Board may require, with cause, the employee to be examined by its own physician if recommended by the Board's physician after said conference. Said examination will be at the Board's expense.
  6. In all cases where there is a dispute or difference of opinion between the employee's physician and the Board's physician, the two doctors will select a third, and the parties will be governed by the opinion of the third physician. The expense of the third physician will be borne by the Board.
  7. If the provisions of the foregoing sections have been met, the Board shall grant an unpaid leave of absence to a tenured teacher or to an employee with more than four (4) years of completed service in the District up to the balance of the year which concludes on June 30 and for one (1) additional year, if necessary.

8. During the period of actual disability, an employee may use accumulated sick leave pursuant to the provisions of N.J.S.A. 18A:30-1 et seq.
9. Any pregnant employee will be deemed eligible for sick leave to the extent allowable or to utilize accumulated sick leave twenty (20) working days prior to the expected date of birth (whichever date last occurs) and shall continue until twenty (20) working days after the date of birth. If an employee shall file a certificate from her physician that she is disabled beyond the times stated as a consequence of an abnormal pregnancy or birth, she shall be paid sick leave for the period of time she is so disabled. The presumption of disability does not exist for actual workdays for a staff member, which are far removed from the date of birth. For example, if a child is born on June 15, the 20 working days prior to the birth are covered by the presumption. However, if the next working days for the staff member begin on September 1, the first 20 working days in the new school year are not presumed to be days for which sick leave can be automatically taken, in applying this provision, "working days" are defined as all week days except for observed holidays (e.g. July 4<sup>th</sup> and Labor Day).
10. A statement from a physician certifying that the employee is physically able to return to duty shall be furnished to the Board before the person is permitted to return from disability leave.
11. Except as provided above, no employee shall be barred from returning to duty after the birth of the person's child solely on the ground that there has not been a specified time lapse between the birth and the employee's desired date of return.
12. No employee shall be required to leave work because of her pregnancy at any specific time prior to expected birth nor be prevented from returning to work after birth solely on the grounds that there has not been a lapse of specific duration between child birth and the desired return date.

D. Child Care Leaves

1. A non-tenured employee shall only be entitled to a leave up to the expiration of his/her contract.
2. Tenured approved leaves of absence shall run from their commencement date until the end of that school year or any marking period within the year requested by the employee. These leaves of absence may be extended for the subsequent school year or any number of consecutive marking periods in that year by applying to the Superintendent of Schools by April 1st of the initial leave year or within thirty (30) days after the date of birth or adoption, whichever is later. No further extensions shall be granted.
3. Nothing herein shall prevent the employee and the Board from agreeing that a tenured teacher may return on other than the beginning of a marking period if such earlier return is administratively convenient to the Board. Such decision is not grievable. Any change in the return date shall be submitted in writing to the Superintendent sixty (60) days prior to the return.

4. Application

- a. Application for child-rearing leave shall be made by the employee to the Superintendent at least ninety (90) days prior to the anticipated birth of the child.
- b. Any employee adopting a child shall be granted a child-rearing leave in conformity with the provisions of D.1. or D.2. as relevant, which shall commence upon the date such employee obtains custody of the child. Since such date of custody cannot be predicted in all cases, notices shall be given to the Superintendent at least ninety (90) days prior to the anticipated date of custody if possible and, if not, as soon as practicable.

The expiration of all child-rearing leaves shall coincide with the beginning of the next school year unless a tenured teacher is permitted to return at another time under the provisions of D.3. above.

5. Child-rearing leave time shall not be credited toward seniority nor shall the time involved in such leave be counted toward the fulfillment of the time requirements for acquiring tenure.
  6. The Board and the principal assume no responsibility for reassigning the employee to the same classroom or the same grade.
  7. An employee on a voluntary leave of absence shall not be eligible to either receive or accrue benefits except as statutorily required.
- E. All other extended leaves (except child-care leaves) shall terminate at the first day of the last or 2nd semester.

**ARTICLE 17  
CLASS COVERAGE**

It is desirable for each teacher to have an uninterrupted preparation period each day. The practice of using a regular teacher as a substitute, thereby depriving him/her of his/her preparation period, is undesirable and shall be discouraged. In those cases where regular substitutes are not available, regular teachers who volunteer may be used as substitutes during their preparation period. In the absence of volunteers, a teacher may be assigned to serve as a substitute. Volunteers and assigned teachers shall be paid at the class coverage rate set forth in Appendix D. whenever the extra assignments cause them to give up their preparation period or to teach more than their regularly assigned work periods.

**ARTICLE 18  
PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT**

- A. The parties agree that the following is their educational improvement program:
1. To pay one-half (1/2) of the cost of tuition up to 24 credits per year at the Rowan University Graduate rate at the time the course is taken in connection with courses beyond the Bachelor Degree which aid in the performing or improving of teacher duties or at the Rowan University Undergraduate rate at the time the course is

taken in connection with courses in pursuit of an education-related Bachelor's Degree which would qualify an individual to perform teacher duties. A grade of C or better must be earned in the course in order to receive reimbursement. If a course originally submitted for approval is taken and a failing grade is received, there shall be no subsequent submission or approval for reimbursement for that course when the course is repeated. A year is defined as courses completed between July 1 and the following June 30. The Superintendent of Schools or his/her designee has the right to review the course reimbursement requests prior to enrollment and reimbursement will be granted if approved by the Superintendent. Claims for tuition reimbursement shall only be honored if they are made within sixty days of the conclusion of the course for which reimbursement is sought. If the teacher can establish that he/she has not yet received a grade, the deadline will be extended to the teacher's grade receipt.

2. Effective July 1, 2008, there shall be a teacher sub-group Board maximum cap covering reimbursements under A. 1. The annual cap shall be \$42,000.
3. The Board shall make all tuition reimbursement payments before the end of July following when the course was successfully completed under the terms of A. 1. above as long as the grade is submitted to the District by June 15. Furthermore, any employee who terminates employment with the Board of Education before such payment is made shall forfeit any amounts due under this subsection.
4. If all tuition reimbursement claims under A. 1. exceed the cap set forth in A. 2. above, all claims shall be prorated. For example, if the cap set forth will cover 95% of all claims, all individual claims will be reimbursed at 95% of the claim amount.
5. Board Policy 3153.1 governs repayment of tuition reimbursement monies in case of departure soon after receipt of said monies.
6. In instances where the Superintendent requests an employee to obtain an industry credential, the Board of Education will pay for [or reimburse] 100% of the associated cost. In these cases, an employee who then leaves the district's employment within three years of course completion, except in a retirement situation, a separation due to disability, a reduction-in-force or a non-renewal shall reimburse the district as follows:
  - a. Within one year, 100% of reimbursed amount;
  - b. Within two years, 60% of reimbursed amount;
  - c. Within three years, 30% of reimbursed amount.
7. Coursework taken on the undergraduate level, following the receipt of an undergraduate degree, shall count for credential placement shifts on the guide, provided that those credits are in pursuit of an education-related certification or degree.
8. Undergraduate coursework taken with the approval and included in the Professional Improvement Plan of the employee may be counted toward the current 100-hour requirement for professional improvement.
9. Workshops, seminars, in-service training sessions or other sessions approved by the Superintendent will be paid in full.

10. To cooperate with the Association in arranging in-service course, workshops, conferences and programs designed to improve the quality of instruction.

**ARTICLE 19  
PROTECTION OF EMPLOYEES, STUDENTS AND PROPERTY**

- A. Employees shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health, safety or well-being.
- B. An employee may use reasonable force as is necessary to protect himself/herself from attack, to protect another person or property, to quell a disturbance or threatening physical injury to others, or to obtain possessions of weapons or other dangerous objects upon the person or within control of a pupil.
- C. Whenever any action is brought against an employee before the Board or before the Commissioner of Education of the State of New Jersey which may affect his/her employment or salary status, the Board of Education shall reimburse him/her the cost of his/her defense if the action is dismissed or results in a final decision in favor of the employee.
- D.
  1. The Board shall give full support including legal and other assistance for any assault upon an employee while acting in the discharge of his/her duties.
  2. When absence arises out of or from such assault or injury, an employee shall not forfeit any sick leave or personal leave.
  3. Benefits derived under this or subsequent agreements shall continue beyond the period of any Workmen's Compensation until the complete recovery of any employee when absence arises out of or from assault or injury.
- E.
  1. Employees shall immediately report cases of assault suffered by them in connection with their employment to their principal or other immediate supervisor.
  2. Such notification shall be immediately forwarded to the Superintendent who shall comply with any reasonable request from the employee for information in the possession of the Superintendent relating to the incident or the persons involved, and shall act in appropriate ways as liaison between the employee, the police and the courts.
- F. If criminal or civil proceedings are brought against an employee alleging that he/she committed an assault in connection with his/her employment, such employee may request the Board to furnish legal counsel, if the employee prevails in the proceeding, then the Board shall reimburse the employee for reasonable counsel fees incurred by his/her own defense.
- G. The Board shall reimburse employees for any loss, damage or destruction of clothing or personal property of the employee, as a result of an assault, while on duty in the school, on the school premises, or in a school sponsored activity.

**ARTICLE 20  
CUSTODIAL, MAINTENANCE, AND GROUNDSKEEPERS**

**A. Work Year**

1. The work year for all twelve (12) month employees shall be from July 1st to June 30<sup>th</sup> with allowance for holidays per this Article, paragraph C below.
2. The work schedule for current employees shall be any five (5) consecutive days Monday through Saturday.
3. The holiday schedule for all twelve (12) month custodians, maintenance and grounds employees shall include:
  - Labor Day
  - Thanksgiving
  - Day After Thanksgiving
  - Christmas Eve
  - Christmas Day \*
  - New Year's Eve
  - New Year's Day \*
  - Martin Luther King Day
  - President's Day
  - Good Friday
  - Easter Monday
  - Memorial Day
  - July 4\*

**\*If New Years Day, July 4<sup>th</sup>, Christmas Day fall on a day that is a non-work day, the holiday will be observed on the Friday preceding the holiday or the Monday following the holiday.**

4. The holidays shall be celebrated according to the district calendar and no overtime rate shall be paid for regular work hours on a holiday that is celebrated by the State of New Jersey on a day different from that on which it is celebrated on the district calendar.
5. Vacation allowance for twelve (12) month employees shall be provided on the anniversary date of the employee's hire date. Calculation for vacation usage shall be in accordance with the following schedule:
  - For 1- 3 years of service in Gateway - ten (10) days of vacation.
  - For 4- 5 years of service in Gateway – twelve (12) days of vacation
  - For 6- 8 years of service in Gateway- fifteen (15) days of vacation.
  - For 9- 20 years of service in Gateway - twenty (20) days of vacation.
  - For 21 or more years of service in Gateway – twenty-five (25) days of vacation.

6. An employee's vacation schedule shall be submitted to the immediate supervisor no less than seven (7) work days before the start of the vacation and shall not be denied without reason. To the extent possible, vacation scheduling shall be granted in order of seniority, by department, time of submission, and by building or work site but shall not interfere with the operation of the building. If a holiday falls during an employee's vacation, the day shall be counted as a holiday and not as a vacation day.
7. Any employee resigning, retiring or otherwise leaving the school system shall be paid for vacation time earned but not used. The rate amount will be calculated on the current guide/rate of pay at the time of leaving and shall be paid at a rate of  $1/260^{th}$  of the individual's salary for twelve (12) month employees. This time shall be prorated if the employee leaves before the end of the year (June 30<sup>th</sup>).

**B. Facilities And Equipment**

1. Maintenance, Custodians, and Groundskeepers shall be provided with four (4) T-shirts and five (5) collared uniform shirts per year. A work-related shoe allowance of \$80 shall be given each year. A workpants/jeans (no sweatpants) allowance of \$100 shall be given every year. In order to receive reimbursement for these allowances, all employees must present the Board's Business Office with an original receipt of the purchase made between July 1st and June 30<sup>th</sup> and must be submitted within the same fiscal year.
2. Maintenance, Custodians, and Groundskeepers will be provided with all-weather hooded jackets to be approved by the Business Administrator/ Board Secretary. The jackets shall not be taken home and shall remain on District premises at all times unless the Supervisor of Maintenance and Grounds gives express authorization for the jackets to be taken home. The jackets shall never be used other than while performing duties for the Board.

**C. Work Hours and Workload**

1. "Full-time employees" refers to employees who work 30 or more hours per week, "Week" refers to a Sunday through Saturday calendar week.
2. Work hours for full-time Maintenance, Custodial, and Groundskeeper employees shall consist of 8.5 consecutive hours inclusive of a 30-minute duty-free lunch/dinner period. This shall constitute a work shift. Full-time Maintenance, Custodial, and Groundskeeper employees shall be scheduled to work 8.5 hour shifts and each such employee shall be advised of his/her regular starting and quitting times.
3. Any time worked beyond 40 hours in a week shall be compensated as overtime. Use of a vacation, personal, or sick day does not count towards hours accrued in a week to receive overtime. Overtime will be calculated at 1.5 times the individual's regular hourly rate. If an employee is called back to work for building emergencies or snow removal, the employee will be reimbursed a minimum of three (3) hours.

4. Maintenance, Custodial, and Groundskeeper employees shall be eligible for overtime assignments on a rotating, seniority basis provided the employees possess the necessary credentials for the particular assignment.

**D. Specialty Licenses and Certificates**

1. Each Maintenance, Custodial, and Groundskeeper employee who has a Black Seal, Pesticide, and/or Fertilizer License shall be paid an annual stipend of \$750 for each license held.
2. The Board shall reimburse the cost of the Specialty License/Certificate renewal fees with prior approval from the Superintendent or his/her designee.

**ARTICLE 21  
TRANSPORTATION**

**A. Work Year Increase/Reductions**

1. Work Hours
  - a. Regular work hours shall be determined by the transportation supervisor.
  - b. Packaged routes shall be offered to Bus Drivers and Aides and given priority consideration to seniority when possible.
  - c. Any time worked beyond 40 hours in a week shall be compensated as overtime. Use of a vacation, personal, or sick day does not count towards hours accrued in a week to receive overtime.
  - d. Any employee who is called to work shall be paid a minimum of three (3) hours at his/her regular rate.
  - e. Drivers and Bus Aides who are required to work on a holiday as per the district holiday schedule will be compensated at a rate equal to one and a half (1.5) times his/her regular rate.
2. Reduction in Force – Any bus driver or bus aide who has three years (3) or more years of district service shall not be reduced in force before any other bus driver or bus aide who has fewer than three years (3).

**B. Work Assignments**

1. Transportation Positions

Transportation positions shall be announced and posted in a designated common area accessible to all Transportation Employees. Anyone wishing to apply must submit an application within one (1) week of the date posted.

Employees within the Transportation Department who accept a position within the department shall have seniority based upon date of qualification for the new position. Employees who accept positions in the Transportation Department who



were employed in the Gateway Regional School District in a different capacity prior to accepting a position within the Transportation Department will not receive credit for years of service towards seniority in the Transportation Department.

## 2. Assignment of Regular Runs

Within ten (10) school days following the opening of schools, the Supervisor of Transportation shall notify the School Business Administrator of the assigned hours for all employees covered under the terms of this agreement, and said notification shall be in writing, and is subject to change.

Prior to October 1<sup>st</sup> of the school year, the Supervisor of Transportation shall certify, in writing, the actual hours for each school trip. Any employee who wishes to contest the approved hours for his/her scheduled runs may do so by appealing to the Supervisor of Transportation, in writing. The Supervisor of Transportation shall notify the School Board, the Association, and the members of the assigned hours and scheduled runs for all employees covered by this Agreement no later than October 1<sup>st</sup> of each year.

- a. Runs shall be designated according to the length of time needed to complete them. Each driver's run shall be comprised of 15 minutes of inspection and 15 minutes of post-inspection per run.
- b.
  1. Drivers shall be paid at their regular hourly rate for one (1) "dry run" of their route. Pre-approval must be given prior to any additional "dry runs" of the same route. Such time to correct route sheets should not exceed 30 minutes without a discussion with the transportation supervisor.
  2. Bus Drivers and Bus Aides shall be assigned runs giving priority consideration to their seniority and job classification in the District, with the most senior getting first selection when possible. A copy of the job assignment shall be posted and maintained by the Transportation Supervisor on the bulletin board of the transportation department area.
  3. A seniority list will be provided by the Transportation Supervisor at the beginning of the school year and updated/amended as needed. This list will be posted in a designated common area accessible to all employees.
- c. Assignments for Trips
  1. Trips for transportation staff shall be provided by the Transportation Supervisor and shall be rotated based on seniority of the drivers and bus aides who indicate the desire to work.
  2. At the beginning of the year, the Transportation Supervisor will give drivers and aides a form to complete indicating their acceptance or rejection of all extra work available during that school year.

3. If a driver is sick or unavailable for the trip due to driver's main assignment on the day of a scheduled trip, the driver's absence will not affect the driver's rotation spot.
4. If a trip is cancelled or the driver is on a current run, the affected driver will be offered the next available unassigned trip.
5. Trip sheets are to be completed and returned to the Transportation Supervisor upon completion of the trip.

d. **Assignment of Non-Contracted Work**

Posting of Non-Contracted additional work shall be displayed in a designated common area accessible to all employees. The assignment of all non-contracted extra work shall be posted and displayed in a designated area that can be viewed by all members of transportation.

1. All non-contracted runs are defined as runs not originally assigned prior to October 1 or special runs done on a regular basis or extended period of time.
2. Runs will be assigned based on a rotating seniority basis, similar to trips.
3. Runs starting between 12:00 am and 4:00 am will be calculated at one and a half (1.5) times the regular hourly rate.

**C. Reimbursements**

1. For overnight/extended trips, drivers will be entitled daily meal expense reimbursement based on the M&IE reimbursement schedule.
2. Drivers will be reimbursed the cost of their yearly physical every 2 years at the rate of \$100, or the cost of the physical, whichever is less.

**D. Safety**

1. Drivers and Bus Aides will be added to the Direct Connect contact list (for snow day/emergency closing notification).
2. During times of emergency school closings/early dismissal, drivers and bus aides will follow the district schedule. An effort will be made for a supervisor or administrator to remain available until the last bus returns to the Transportation lot.
3. District will provide communication devices to drivers to communicate with supervisor, other drivers, parents, coaches, etc. GPS enabled devices. Drivers who are regularly assigned special education runs will receive additional annual compensation in the amount of \$250.00.
4. District will provide appropriate safety gear (armguards, appropriate size safety vests for students, hand wipes, latex gloves, flashlight).

**E. Workshops/Training**

1. Attendance at workshops and courses, which are job related, is encouraged. Prior approval must be received from the Transportation Supervisor or the Superintendent or his/her designee. The Board will pay for the cost of the workshop and course, including mileage. Approval must be obtained prior to attendance at the workshop.
2. Bus Drivers and Bus Aides may receive paid in-service per school year to be used for training programs. Prior approval must be received from the Transportation Supervisor or the Superintendent or his/her designee. The Drivers shall be notified of scheduled in-services at least thirty (30) days in advance.

**ARTICLE 22  
DEDUCTION FROM SALARY**

- A.
  1. The Board agrees to deduct from the salaries of its employees dues for the Gateway Regional Education Association, the New Jersey Education Association, the National Education Association, or any one or any combination of such Associations as said employees individually and voluntarily authorize the Board to deduct. Such deductions shall be made in compliance with Chapter 310, Public Laws of 1967 (NJSA 52:14-15, 9e) and under rules established by the State Department of Education. Money for dues to all education associations above shall be paid directly to the N.J.E.A. by the 15th of each month following the monthly pay period in which deductions were made.
  2. Each of the associations named above shall certify to the Board, in writing, the current rate of its membership dues. Any association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.
- B. The Board of Education will deduct a designated percentage of the semi-monthly salary of each employee who authorizes it. Employees shall make the designation of whether they desire such a deduction and the percentage to be deducted by September 10 of each year. Employees hired after September 10 shall make the designation at the time of hire. The money deducted will be deposited in the ABCO Public Employees Federal Credit Union in an interest-bearing account in the name of each individual employee. Deductions will be made on a semi-monthly basis. No cancellations will be permitted until the ten (10) month period ends.

It will be the responsibility of the Association to act as the agent for the purpose of signing up members and collecting membership dues for the ABCO Public Employees Federal Credit Union.

**BOARD OF EDUCATION  
GATEWAY REGIONAL HIGH SCHOOL DISTRICT  
CREDIT UNION DEDUCTION PLAN**

I, \_\_\_\_\_, hereby authorize the deduction of \_\_\_ percent (%) of my monthly salary for the Credit Union Deduction Plan for a period not less than ten (10) months or more. Deductions will be made on a monthly basis. No cancellations will be permitted until the ten (10) month period ends. Money deducted will be deposited to my interest bearing account with the ABCO Public Employees Federal Credit Union. I agree to become a member at my own expense. This deduction will be for the \_\_\_\_\_ percent (%) Credit Union Deduction Plan only.

No other deduction will be permitted whatsoever.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Payment to ABCO will be made by the first of the month following deduction from salary.

**ARTICLE 23  
MISCELLANEOUS PROVISIONS**

- A. If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- B. Any individual contract between the Board and an individual employee, heretofore or hereafter, executed shall be subject to and consistent with this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling. The parties agree that the terms and conditions of employment in place for the Athletic Trainer as of February 8, 2007, shall remain in place, unless and until changed by the parties in writing.
- C. The Board and the Association agree that there shall be no discrimination, and that all practices, procedures and policies of the school system shall clearly exemplify that there is no discrimination in the hiring, training, assignment, promotion, transfer, or disciplining of employees or in the application or administration of this Agreement on the basis of race, creed, color, age, religion, national origin, sex, domicile, marital status or handicap.
- D. Copies of this Agreement shall be provided to the Board and the Association in as many copies as shall be mutually agreed upon. Costs of publication and distribution shall be borne equally by the parties to this Agreement.

**ARTICLE 24  
SUPERVISION OF STUDENT TEACHERS**

- A. The Board and the Association mutually recognize that the education of children of Gateway Regional High School District is their primary responsibility. The Board and the Association further recognize their responsibility to assist in the effective training of future teachers under the highest standards.

- B. Supervision by a teacher of a student teacher shall be voluntary. Each teacher shall be polled prior to any school year for willingness to participate in the student teaching program. No teacher shall have a student teacher under his/her supervision unless said teacher has had three (3) years of successful teaching experience. In the event that the previous conditions cannot be met, the Superintendent shall use his/her judgment for assigning a student teacher to a teacher without three (3) years satisfactory experience.

**ARTICLE 25  
WORK YEAR**

- A. The Board agrees that when the school calendar is set up, it will:
  - 1. Consider all legal holidays as set forth by state legislation; and
  - 2. Submit the proposed calendar to the Association for review before it is adopted by the Board.

- B. WORK YEAR

- 1. The parties agree that the certified staff and instructional aides work year shall be one hundred and eighty-five (185) plus 6 hours of structured professional development outside the regular school day. There will be no more than 180 instructional days. Any snow days that occur, will be added at the end of the year, at the discretion of the Board of Education.

During one of the September in-service days prior to student days, teachers shall be given 2 hours of uninterrupted prep time outside of lunch.

In lieu of one (1) in-person Professional Development Day, certificated staff and instructional aides must complete six (6) professional development hours outside of regular school hours or any in-service time. The six (6) hours shall begin after September 1st but all hours must be completed by April 30th of the current school year. A minimum of 3 hours must be completed by the end of the first semester.

The district will provide professional development resources and opportunities with a menu of options with corresponding hours and values. Available options will be published no later than August 1st for the upcoming school year. The district will designate courses to meet up to 4 of the 6 hours and faculty will be able to self-select courses, from the menu of options, for 2 of the 6 hours.

Teachers may suggest professional development aside from the listed options for evaluation and subject to approval by their instructional supervisor. Teachers may apply for approval to present a course which meets the district goals or to attend an alternate professional development opportunity, not on the menu of resources provided. Hours for the creation, presentation, and attendance of the course will be determined by the Superintendent. Compensation will not be provided for preparation, only hours toward the 6 required hours.

All courses must align with district goals as designated in the annual school plan.

Attendance at the NJEA convention will not count toward fulfillment of these hours.

Proof of completion of professional development must be submitted within 30 days or by April 30th, whichever is sooner.

In situations when a staff member is on a leave of absence, the requirement and/or timeline may be adjusted as mutually agreed upon by the GREA and Superintendent.

## **ARTICLE 26 SCHOOL FACILITIES**

The Board shall provide a place where all represented employees may work and store personal belongings.

## **ARTICLE 27 SALARIES**

- A. The salaries of all employees covered by this Agreement are set forth in the Salary Guides attached hereto and incorporated as Appendix B.
- B.
  - 1. Employees employed on a twelve (12) month basis shall be paid in twenty-four (24) semi-monthly installments.
  - 2. Employees employed on a ten (10) month basis shall be paid in twenty (20) semi-monthly installments.
  - 3. When a payday falls on or during a school holiday, vacation, or weekend, employees shall receive their paychecks on the last previous working day, except in the event of deviation from the approved school calendar.
  - 4. Employees shall receive their final checks on June 30.
  - 5. Payment for the co-curricular activities will be made at the end of the activity; fall sports on or before November 15; winter sports on or before March 15; spring sports on or before June 15. Full years activities shall be paid in two (2) installments. The first payment shall be made on or before January 30<sup>th</sup>. The second payment shall be made on or before June 15<sup>th</sup>.
- C. If an annually contracted employee separates from the District on a date other than the last working day of the school year, the following computational method shall be used. The last gross pay shall equal: The number of days worked by the employee in the pay period including paid leave days divided by the number of possible work days in the pay period times 1 /20th of the annual salary.
- D. Effective July 1, 2008, all salaries will be paid through the direct deposit system.

E. Appendix B column adjustments are made twice a year. In order to move to a new column on September 1, all information required to make such an adjustment must be in the Superintendent's office in writing before the close of business on August 15. In order to move to a new column on February 1, all information required to make such an adjustment must be in the Superintendent's office in writing before the close of business on January 15.

F. ACTIVITIES AND CLUBS

1. The Board shall review individual and Association requests for changes in position levels. Such requests shall be submitted by June 1 each year. The Board shall review time logs, discuss the suggested change with the teacher and the Association, and shall decide whether a change is warranted. This decision shall be made by August 1. The decision shall be in writing and binding.
2. After two (2) years of continuous operation, if the Association requests that an undesignated club be placed onto Appendix C, and the Board agrees, it shall be placed at the appropriate level.

**ARTICLE 28  
INSURANCE PROTECTION**

A. 1. The Board will provide medical and prescription coverage at the current levels to the current covered groups and/or employees for the duration of the agreement. For the duration of this agreement, the Board shall continue to offer all health benefit plans to eligible employees at the same employee contribution levels that are in place under this agreement. The offered health benefit plans shall include, but not be limited to, the New Jersey Educators Health Plan, the Garden State Health Plan, and/or their equivalents.

Healthcare premium contributions will be paid according to law. Should any law governing the benefits or contribution levels of the New Jersey Educators Health Plan, the Garden State Health Plan, or its equivalents change, take effect, or resume prior to such time that a successor agreement takes effect, all terms and conditions of health benefits, including but not limited to employee contribution levels, shall be maintained at the current levels, until such time that a successor agreement takes effect, provided that there shall be no obligation to negotiate health benefits or contribution levels until the expiration of this contract.

2. For each eligible employee who remains in the employ of the Board for the full school year, the Board shall make payment of insurance premiums to provide insurance coverage for the full twelve (12) month period commencing September 1 and ending August 31. When necessary, premiums on behalf of the eligible employee shall be made retroactively or prospectively to insure uninterrupted participation in coverage.
3. There shall be a clear description of conditions and limits of coverage included in the plan. That description is added as Appendix I.

4. Effective July 1, 2008, the Board-paid plan shall be Patriot V for all insurance eligible employees hired on or after that date. Unless State or Federal law prohibits, employees hired after June 30, 2020 are eligible for the Patriot V Revised and the Aetna POS II \$25 healthcare plans with option to enroll in Patriot V Original at the end of the fourth year of employment. Employees hired prior to June 30, 2020 may enroll in Patriot V Original, the Patriot V Revised, or the Aetna POS II \$25 healthcare plans. Employees currently enrolled in Patriot X and Premier plans as of June 30, 2020 may stay in their current plan and are also eligible for the other plans. If the aforementioned employees move to Patriot V Original, they may no longer enroll in Patriot X or Premier. Current employees who waive coverage or are currently enrolled in Patriot V Original, are only eligible for Patriot V Original, the Patriot V Revised, and the Aetna POS II \$25 healthcare plans.
5. For teachers not entitled to family coverage because of single status or because of parent/child status (not in a family situation waiving family insurance) or to a teacher who is eligible for husband/wife coverage but who elects to take single coverage, the Board shall provide \$400 toward any Board approved disability plan. At the beginning of the 2020-2021 school year, the \$400 disability contribution will no longer be offered. Those who already are enrolled will continue to receive the benefit.
6. Effective on the first of a month following mutual ratification of the 2004-2007 Memorandum of Agreement, the prescription co-pays shall be \$10 Generic, \$15 Brand Name, \$30 Preferred Drug Exclusionary List, with oral contraceptives included.
7. The Board will provide dental coverage for all eligible employees. Employee contributions for dental insurance will be collected in accordance with any federal or state law. It is understood and agreed that the Board has the right to change carriers so long as substantially equal or better benefits are provided.

Dependent coverage will be available.

8. For employees enrolled in the New Jersey Educator Health Plan (NJEHP) or the Garden State Health Plan (GSP), a vision plan shall be offered for purchase at full cost to the employee. The coverage will only be offered if fifty (50) members voluntarily elect to participate in the vision plan. The coverage will include a \$200 hardware/contact lens allowance and discounts on add-ons per individual, per year. The rates are as follows and shall not increase the first 4 years of this agreement (2024-2028):

<b>Coverage Level</b>	<b>Rate (per year)</b>
Single	\$95.16
Two Adult	\$190.32
Parent/Child(ren)	\$304.56
Family	\$352.20



B. INSURANCE WAIVER PROVISION

1. There shall be a voluntary health insurance waiver plan for employees eligible to receive coverage under A./C. or any enrollment level under D. above. Employees may waive health-hospitalization/prescription and dental; or may waive health-hospitalization/prescription only or dental only.
2. Each year, the Board shall provide appropriate forms to all employees with coverage under A., C. and/or D. above. Said form will contain a final return date.
3. Effective July 1, 2019, employees who voluntarily elect to waive coverage shall receive the following relevant amount(s):

Health and hospitalization insurance:

Family coverage:	\$4,350
Single coverage:	\$1,450
2 Adult:	\$3,775
P/C:	\$2,950

Prescription insurance:

Family coverage:	\$860
Single coverage:	\$360
2 Adult:	\$685
P/C:	\$435

Dental insurance:

Any coverage:	\$80
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4. Payment of the monies in 3. above shall be made by separate check before July 31 after the conclusion of the waived year.
5. Employees must waive such insurance for a full year (July 1 through June 30) to be eligible for said payment.
6. Employees who have no other comprehensive family or husband/wife insurance shall not be permitted to waive coverage under A. above.
7. An employee who waives coverage may re-enroll for the next year during the open enrollment period.
8. Employees shall be permitted to re-enroll in coverages under A./C above (not D.) in emergency situations during the year. The amount of the waiver payment shall be prorated to the amount of time that the relevant insurance was waived.
9. In order to protect all employees' insurance benefits from federal taxation because of agreement to this waiver plan, the Board shall file the necessary Section 125 paperwork and shall pay all administrative costs.

**ARTICLE 29  
FULLY BARGAINED CLAUSE**

The parties agree that this Agreement constitutes their full and complete agreement on all matters that were negotiable and that there are no additional warranties, promises or guarantees other than those specifically contained in this Agreement. This Agreement incorporates the entire understanding of the parties concerning all matters that are terms and conditions of employment.

**ARTICLE 30  
SEVERABILITY CLAUSE**

If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision and application shall be deemed invalid and void, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

**ARTICLE 31  
DURATION OF AGREEMENT**

This Agreement shall be effective as of July 1, 2024, and shall continue in full force and effect through June 30, 2029.


IN WITNESS WHEREOF, the parties hereof have caused this Agreement to be signed by their respective Presidents, attested to by their respective Secretaries and their corporate seals to be placed thereon, all on the day and year first above written.

GATEWAY REGIONAL  
EDUCATION ASSOCIATION

GATEWAY REGIONAL  
BOARD OF EDUCATION

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Secretary

**APPENDIX A**  
**PAST PRACTICES**

- A- 1 Teachers may leave the building/grounds during lunch/prep periods only with the permission of the principal or vice principals.
- A- 2 Teachers may apply for days off without pay once the personal days have been used. This will be done at the discretion of the Superintendent after proper forms have been filed and within the limits of the number of teachers out on any one day.
- A- 3 Head coaches are excused from attending after school faculty meetings during their season.
- A- 4 We, as teachers, are to set examples for our students. This we can do through our actions and behavior. If we wear proper attire, and are well groomed, then the students are more apt to follow our example. Please see that you are a good example.
- A- 5 A soda machine will be available in each faculty room. Machines will be restricted to those dispensing cans or bottles. The Association will be responsible for any damage to the machines or any claims by the company owning the machines.
- A- 6 Parking spaces will be provided for all teachers except in cases of emergencies.
- A- 7 If no other activities are scheduled for the gym, a group of teachers may use that facility if the proper forms are filed with the central office.
- A- 8 If an administrator is not busy, a teacher need not have an appointment to see him/her.
- A- 9 Home Economics teachers are permitted to do school shopping on school time.
- A-10 In an emergency requiring a teacher's immediate presence, the teacher may leave during the day without penalty with the permission of the administration.
- B-1 Teachers will serve as chaperones on homeward bound school buses on the last day of school.
- B-2 Guidance counselors meet on evening hours on a flexible basis with 8th grade parents and students for preliminary scheduling. Arrangements for flexible working hours which will not include monetary compensation will be made with administrative permission.
- B-3 No more than three to four teachers shall be granted personal business days at one time. Additional teachers may be approved with permission of the Administration.

**APPENDIX B-1**

**SALARY GUIDE**  
**2024-2025**

<b>STEP</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
		800	1600	2400	3200	4000
<b>1</b>	59,287	60,087	60,887	61,687	62,487	63,287
<b>2</b>	59,587	60,387	61,187	61,987	62,787	63,587
<b>3</b>	59,887	60,687	61,487	62,287	63,087	63,887
<b>4</b>	60,187	60,987	61,787	62,587	63,387	64,187
<b>5</b>	61,287	62,087	62,887	63,687	64,487	65,287
<b>6</b>	62,472	63,272	64,072	64,872	65,672	66,472
<b>7</b>	63,672	64,472	65,272	66,072	66,872	67,672
<b>8</b>	64,872	65,672	66,472	67,272	68,072	68,872
<b>9</b>	66,827	67,627	68,427	69,227	70,027	70,827
<b>10</b>	70,227	71,027	71,827	72,627	73,427	74,227
<b>11</b>	74,227	75,027	75,827	76,627	77,427	78,227
<b>12</b>	78,227	79,027	79,827	80,627	81,427	82,227
<b>12A</b>	82,227	83,027	83,827	84,627	85,427	86,227
<b>13</b>	86,352	87,152	87,952	88,752	89,552	90,352
<b>14</b>	90,797	91,597	92,397	93,197	93,997	94,797

**APPENDIX B-2**

**SALARY GUIDE**  
**2025-2026**

<b>STEP</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
		800	1600	2400	3200	4000
<b>1</b>	61,240	62,040	62,840	63,640	64,440	65,240
<b>2</b>	61,540	62,340	63,140	63,940	64,740	65,540
<b>3</b>	61,840	62,640	63,440	64,240	65,040	65,840
<b>4</b>	62,140	62,940	63,740	64,540	65,340	66,140
<b>5</b>	63,240	64,040	64,840	65,640	66,440	67,240
<b>6</b>	64,425	65,225	66,025	66,825	67,625	68,425
<b>7</b>	65,625	66,425	67,225	68,025	68,825	69,625
<b>8</b>	66,825	67,625	68,425	69,225	70,025	70,825
<b>9</b>	68,780	69,580	70,380	71,180	71,980	72,780
<b>10</b>	72,180	72,980	73,780	74,580	75,380	76,180
<b>11</b>	76,180	76,980	77,780	78,580	79,380	80,180
<b>12</b>	80,180	80,980	81,780	82,580	83,380	84,180
<b>12A</b>	84,180	84,980	85,780	86,580	87,380	88,180
<b>13</b>	88,305	89,105	89,905	90,705	91,505	92,305
<b>14</b>	92,750	93,550	94,350	95,150	95,950	96,750

**APPENDIX B-3**

**SALARY GUIDE**  
**2026-2027**

<b>STEP</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
		800	1600	2400	3200	4000
<b>1</b>	63,043	63,843	64,643	65,443	66,243	67,043
<b>2</b>	63,343	64,143	64,943	65,743	66,543	67,343
<b>3</b>	63,643	64,443	65,243	66,043	66,843	67,643
<b>4</b>	63,943	64,743	65,543	66,343	67,143	67,943
<b>5</b>	65,043	65,843	66,643	67,443	68,243	69,043
<b>6</b>	66,228	67,028	67,828	68,628	69,428	70,228
<b>7</b>	67,428	68,228	69,028	69,828	70,628	71,428
<b>8</b>	68,628	69,428	70,228	71,028	71,828	72,628
<b>9</b>	70,583	71,383	72,183	72,983	73,783	74,583
<b>10</b>	73,983	74,783	75,583	76,383	77,183	77,983
<b>11</b>	77,983	78,783	79,583	80,383	81,183	81,983
<b>12</b>	81,983	82,783	83,583	84,383	85,183	85,983
<b>12A</b>	85,983	86,783	87,583	88,383	89,183	89,983
<b>13</b>	90,108	90,908	91,708	92,508	93,308	94,108
<b>14</b>	94,553	95,353	96,153	96,953	97,753	98,553

**APPENDIX B-4**

**SALARY GUIDE**  
**2027-2028**

<b>STEP</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
		800	1600	2400	3200	4000
<b>1</b>	65,243	66,043	66,843	67,643	68,443	69,243
<b>2</b>	65,543	66,343	67,143	67,943	68,743	69,543
<b>3</b>	65,843	66,643	67,443	68,243	69,043	69,843
<b>4</b>	66,143	66,943	67,743	68,543	69,343	70,143
<b>5</b>	66,843	67,643	68,443	69,243	70,043	70,843
<b>6</b>	68,028	68,828	69,628	70,428	71,228	72,028
<b>7</b>	69,228	70,028	70,828	71,628	72,428	73,228
<b>8</b>	70,428	71,228	72,028	72,828	73,628	74,428
<b>9</b>	72,383	73,183	73,983	74,783	75,583	76,383
<b>10</b>	75,783	76,583	77,383	78,183	78,983	79,783
<b>11</b>	79,783	80,583	81,383	82,183	82,983	83,783
<b>12</b>	83,783	84,583	85,383	86,183	86,983	87,783
<b>12A</b>	87,783	88,583	89,383	90,183	90,983	91,783
<b>13</b>	91,908	92,708	93,508	94,308	95,108	95,908
<b>14</b>	96,353	97,153	97,953	98,753	99,553	100,353



**APPENDIX B-5**

**SALARY GUIDE**  
**2028-2029**

<b>STEP</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
		800	1600	2400	3200	4000
<b>1</b>	67,510	68,310	69,110	69,910	70,710	71,510
<b>2</b>	67,810	68,610	69,410	70,210	71,010	71,810
<b>3</b>	68,110	68,910	69,710	70,510	71,310	72,110
<b>4</b>	68,410	69,210	70,010	70,810	71,610	72,410
<b>5</b>	69,110	69,910	70,710	71,510	72,310	73,110
<b>6</b>	70,110	70,910	71,710	72,510	73,310	74,110
<b>7</b>	71,310	72,110	72,910	73,710	74,510	75,310
<b>8</b>	72,510	73,310	74,110	74,910	75,710	76,510
<b>9</b>	74,465	75,265	76,065	76,865	77,665	78,465
<b>10</b>	77,865	78,665	79,465	80,265	81,065	81,865
<b>11</b>	81,865	82,665	83,465	84,265	85,065	85,865
<b>12</b>	85,865	86,665	87,465	88,265	89,065	89,865
<b>12A</b>	89,865	90,665	91,465	92,265	93,065	93,865
<b>13</b>	93,990	94,790	95,590	96,390	97,190	97,990
<b>14</b>	98,435	99,235	100,035	100,835	101,635	102,435

**APPENDIX C**

**CO-CURRICULAR AND ATHLETIC SALARY SCHEDULE**  
**2024-2029**

<b>ATHLETICS</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
Asst. Athletic Director	\$7,179	\$7,322	\$7,469	\$7,618	\$7,771
Football	\$10,280	\$10,485	\$10,695	\$10,909	\$11,127
Football Assistant	\$6,493	\$6,623	\$6,756	\$6,891	\$7,029
Basketball, Wrestling	\$8,759	\$8,934	\$9,113	\$9,295	\$9,481
Basketball, Wrestling Assistant	\$5,964	\$6,083	\$6,205	\$6,329	\$6,456
Hockey, Soccer, Track, Softball, Baseball, Swimming, Tennis, Lacrosse, Golf, Cross Country, Indoor Track, Cheerleading (Fall), Cheerleading (Winter)	\$7,322	\$7,468	\$7,617	\$7,770	\$7,925
Hockey, Soccer, Track, Softball, Baseball, Swimming, Tennis, Lacrosse, Golf, Cross Country, Indoor Track, Cheerleading (Fall), Cheerleading (Winter) Assistant	\$5,370	\$5,478	\$5,587	\$5,699	\$5,813

If a teacher has been appointed as an advisor or coach and, for reasons related to lack of adequate student participation, the position is abolished after the advisor/coaching work has begun for that activity, the Board will provide 30 days' written notice of the cessation of the activity/coaching, and the advisor/coach shall be paid for the proportion of the activity term/season he/she has already completed.

If the person performing said duties is not a full-time teacher in the District, compensation shall be at the Board's discretion.

All coaches will attend 1 of 2 district offered sport clinics per year not to exceed 3 1/2 hours in length in lieu of a practice, match or game.

Student Activity/Club levels to be reassessed annually and revised as mutually agreed upon by administration and the GREA.

**APPENDIX C, continued**

**CO-CURRICULAR AND ATHLETIC SALARY SCHEDULE**  
**2024-2029**

<b>PERFORMING ARTS</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
Marching Band Director	\$6,689	\$6,823	\$6,959	\$7,099	\$7,241
Assistant Marching Band Director	\$3,557	\$3,628	\$3,700	\$3,774	\$3,850
Choral Director	\$4,078	\$4,160	\$4,243	\$4,328	\$4,414
Jazz Band Director	\$2,708	\$2,762	\$2,818	\$2,874	\$2,931
Instrumental Instructional Lessons	\$3,165	\$3,228	\$3,293	\$3,359	\$3,426
Concert Band Director	\$1,990	\$2,030	\$2,070	\$2,112	\$2,154
Performing Arts Business Manager	\$4,113	\$4,195	\$4,279	\$4,364	\$4,452

<b>MUSICAL</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
Musical Director	\$3,948	\$4,027	\$4,108	\$4,190	\$4,274
Musical Drama Director	\$3,948	\$4,027	\$4,108	\$4,190	\$4,274
Musical Orchestra Director	\$1,598	\$1,630	\$1,663	\$1,696	\$1,730
Rehearsal Accompanist (only as additional person)	\$1,337	\$1,364	\$1,391	\$1,419	\$1,447
Costumes (Based upon need and administrative approval)	\$1,442	\$1,471	\$1,501	\$1,531	\$1,561

Choreographer (Based upon need and administrative approval)	\$456 - \$1,359
Stage Manager (Based upon need and administrative approval)	\$456 - \$1,359

<b>FALL PLAY</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
Drama	\$2,742	\$2,797	\$2,853	\$2,910	\$2,968
Assistant Drama *	\$1,599	\$1,631	\$1,664	\$1,697	\$1,731

\* An assistant drama director moving to drama director shall not be compensated at a lower rate, but shall be placed at the first step greater than his/her previous stipend.

<b>YEARBOOK</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
Yearbook Editor	\$6,168	\$6,291	\$6,417	\$6,545	\$6,676
Yearbook Business	\$2,382	\$2,429	\$2,478	\$2,527	\$2,578

Student Activity/Club levels to be reassessed annually and revised as mutually agreed upon by administration and the GREA.

**APPENDIX C, continued**

**CO-CURRICULAR AND ATHLETIC SALARY SCHEDULE**  
**2024-2029**

<b>Levels</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Hours to Level Ranges	+150	+100	+60	+40
<b>2024-2025</b>	\$3,132	\$1,958	\$1,632	\$1,306
<b>2025-2026</b>	\$3,195	\$1,998	\$1,665	\$1,332
<b>2026-2027</b>	\$3,259	\$2,038	\$1,698	\$1,358
<b>2027-2028</b>	\$3,324	\$2,078	\$1,732	\$1,386
<b>2028-2029</b>	\$3,391	\$2,120	\$1,767	\$1,413

<b>STUDENT ACTIVITIES/CLUBS</b>	
<b>ASSIGNED</b>	
	<b>Level</b>
Latin Club	1
Senior Class Advisor	1
Junior Class Advisor	1
National Honor Society	1
Student Council – H.S.	1
TV/AV	1
Indoor Guard Director	1
Indoor Percussion Director	1
Book Club-H.S.	2
Builders Club	2
French Club	2
Mr. Gateway Production Coordinator	2
Mr. Gateway Technical Coordinator	2
Spanish Club	2
Student Publications	2
Art Club-H.S.	3
Freshman Class Advisor	3
Leo Club	3
Renaissance	3
Sophomore Class Advisor	3
Student Council – MS	3
Diversity Club	4
Key Club	4
Mock Trial	4
Project Graduation Liaison	4

Sign Language Club	4
SkillsUSA	4
Spirit Club	4
SURE/GSA	4
Varsity Club	4
Weight Training - each season (4 seasons)	4

The process for creation of compensated clubs and changes in the level for existing clubs is contained in Article 27, F.

Student Activity/Club levels to be reassessed annually and revised as mutually agreed upon by administration and the GREA.

**APPENDIX D**

**MISCELLANEOUS HOURLY RATES**  
**2024-2025, 2025-2026, 2026-2027, 2027-2028, and 2028-2029**

<b>Rate Name</b>	<b>Examples</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
Instructional Rate [per hour]	Homebound instruction [plus mileage @ current NJ rate], Alternative School [after school], homework clinic, guidance summer work	\$45.92	\$46.84	\$47.78	\$48.73	\$49.71
Non-instructional Rate [per hour]	Attendance at PD on off hours, IEP/504/Parent meetings, Curriculum writing, monitoring field trips/events [off hours], where a teacher is requested to be there	\$34.45	\$35.13	\$35.84	\$36.55	\$37.28
Instructional Aide Student Supervision [per hour]	Aides requested to be present to supervise students after school hours per IEP	\$20.09	\$20.50	\$20.91	\$21.32	\$21.75
Overnight Rate [per night]	Overnight stay required while supervising students	\$114.80	\$117.10	\$119.44	\$121.83	\$124.26
Coverage Rate [per minute]	Class coverage and administrative detention monitor	\$0.93	\$0.95	\$0.97	\$0.99	\$1.01
SST Stipend	Including summer PD [1 day]	\$861.01	\$878.23	\$895.80	\$913.71	\$931.99
ScIP [per year]		\$696.84	\$710.78	\$725.00	\$739.50	\$754.29
PLC Lead [per year]	Including summer PD [1 day]	\$574.01	\$585.49	\$597.19	\$609.14	\$621.32
Committee Lead [per year]	Including summer PD [1 day]	\$574.01	\$585.49	\$597.19	\$609.14	\$621.32

PD Presenter	Preparation and presenting professional development trainings	\$229.60	\$234.19	\$238.88	\$243.66	\$248.53
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<b>Miscellaneous Pensionable Stipends</b>	
RATE NAME	PENSIONABLE RATE AMOUNT
Self-Contained Teachers	\$1,500/year
1:1 and Self-Contained Instructional Aides [Based on job description]	\$500/year
6 <sup>th</sup> Period Compensation [Staff hired prior to 1999]	\$2,500/year
Article 9 Course Overload	\$1,500/year
Job Coach	\$2,500/year

<b>Miscellaneous Stipends</b>	
RATE NAME	PENSIONABLE RATE AMOUNT
Summer Course Instruction [Semester Course]	\$2,500/each

#### Guidance Counselors' Summer Work

Guidance counselors will be available for up to 15 days in the Middle School and for up to 10 days in the High School to assist with scheduling, student contacts, course discrepancies, and any other duties requested at the direction of the Director of Guidance. Counselors will be paid at the Instructional rate. A "day" is defined as 6 hours with an additional half hour unpaid lunch period.

**APPENDIX E**

**INSTRUCTIONAL AIDES' SALARIES**  
**2024-2025, 2025-2026, 2026-2027, 2027-2028, and 2028-2029**

<b>2024-2025</b>			
<b>STEP</b>	<b>SUBSTITUTE CREDENTIAL OR PARAPROFESSIONAL ELIGIBLE</b>	<b>BACHELORS</b>	<b>BACHELORS' + NJ LICENSE</b>
1	32,097	32,897	34,397
2	32,397	33,197	34,697
3	32,697	33,497	34,997

<b>2025-2026</b>			
<b>STEP</b>	<b>SUBSTITUTE CREDENTIAL OR PARAPROFESSIONAL ELIGIBLE</b>	<b>BACHELORS</b>	<b>BACHELORS' + NJ LICENSE</b>
1	33,367	34,167	35,667
2	33,667	34,467	35,967
3	33,967	34,767	36,267

<b>2026-2027</b>			
<b>STEP</b>	<b>SUBSTITUTE CREDENTIAL OR PARAPROFESSIONAL ELIGIBLE</b>	<b>BACHELORS</b>	<b>BACHELORS' + NJ LICENSE</b>
1	34,632	35,432	36,932
2	34,932	35,732	37,232
3	35,232	36,032	37,532

<b>2027-2028</b>			
<b>STEP</b>	<b>SUBSTITUTE CREDENTIAL OR PARAPROFESSIONAL ELIGIBLE</b>	<b>BACHELORS</b>	<b>BACHELORS' + NJ LICENSE</b>
1	35,902	36,702	38,202
2	36,202	37,002	38,502
3	36,502	37,302	38,802

<b>2028-2029</b>			
<b>STEP</b>	<b>SUBSTITUTE CREDENTIAL OR PARAPROFESSIONAL ELIGIBLE</b>	<b>BACHELORS</b>	<b>BACHELORS' + NJ LICENSE</b>
1	37,212	38,012	39,512
2	37,512	38,312	39,812
3	37,812	38,612	40,112



## APPENDIX F

### ATHLETIC TRAINER, NURSE, DISTRICT CAREER FACILITATOR

#### Athletic Trainer

This position is under the direct supervision of the building Principal and reports to the Director of Athletics and Student Activities who will assign daily responsibilities.

The work year for this position shall begin one day prior to the NJSIAA Heat Acclimatization start date and conclude after the last spring sport has completed, and all other days when athletic practices or competitions are scheduled on campus. Attendance may be required at an off-campus event at the discretion of the Principal. This position requires the Athletic Trainer to be present for August physicals and practice.

The workday will be from 12:00 noon until the end of the last home athletic event during the fall, winter, and spring athletic seasons.

The Athletic Trainer shall receive a \$7000 pensionable stipend for duties performed in the month of August and on days worked, exclusive of legal holidays, when school is not in session. Such amount shall be pensionable paid in twenty (20) semi monthly installments under Article 27.B.2.

The Athletic Trainer shall earn one (1) compensatory day for a legal holiday worked when school is not in session. These days are in addition to contractual days granted for sick leave and personal leave, and may only be taken with permission from the Director of Athletics and Student Activities.

Furthermore, the athletic trainer shall be entitled to time off when the school is not in session without use of compensatory days, unless there are interscholastic athletic games or practice sessions scheduled, in which event the requirements of his work day shall prevail.

Holidays: Labor Day, Columbus Day, Martin Luther King Day, Presidents Day, Good Friday, Memorial Day.

#### Nurse

The nurse can elect to work during her prep and be paid 85 minutes per day at the coverage rate.

The nurse shall receive a \$2,500 summer stipend for physicals.

#### District Career Facilitator

The following pertains to the current District Career Facilitator. The terms and conditions of employment of any future District Career Facilitator will be negotiated by both parties.

The current District Career Facilitator will have a twelve (12) month full-time work year. The daily work will be classified as "flexible" and be arranged as necessary by the District Career Facilitator and Guidance Director. The following precedent applies: All full time 12-month employees are required to work one (1) day over the winter holiday break and two (2) days over the spring break. Use of accumulated vacation time is permitted with supervisor approval.

The salary of the current District Career Facilitator shall be equal to the District Career Facilitator's current salary as referenced on the Teacher's Salary Guide "Appendix B" plus a \$7,000 that is pensionable.

The current District Career Facilitator shall receive twenty-five (25) days vacation for each school year.

The current 12-month District Career Facilitator shall be entitled to twelve (12) sick days.

**APPENDIX G-1**  
**Custodian, Maintenance and Grounds Salary Guides**  
**2024-2025**

<b>Step</b>	<b>Cust</b>	<b>Maint</b>	<b>Grounds</b>
<b>1</b>	37,173	39,642	43,142
<b>2</b>	37,773	40,642	43,892
<b>3</b>	38,373	41,642	44,642
<b>4</b>	38,973	42,642	45,392
<b>5</b>	39,573	43,642	46,142
<b>6</b>	40,173	44,642	46,892
<b>7</b>	40,773	45,642	47,642
<b>8</b>	41,373	46,642	48,392
<b>9</b>	41,973	47,642	49,142
<b>10</b>	42,573	48,642	49,892
<b>OG</b>		62,467	51,964

**APPENDIX G-2**  
**Custodian, Maintenance and Grounds Salary Guides**  
**2025-2026**

<b>Step</b>	<b>Cust</b>	<b>Maint</b>	<b>Grounds</b>
<b>1</b>	38,406	40,875	44,375
<b>2</b>	39,006	41,875	45,125
<b>3</b>	39,606	42,875	45,875
<b>4</b>	40,206	43,875	46,625
<b>5</b>	40,806	44,875	47,375
<b>6</b>	41,406	45,875	48,125
<b>7</b>	42,006	46,875	48,875
<b>8</b>	42,606	47,875	49,625
<b>9</b>	43,206	48,875	50,375
<b>10</b>	43,806	49,875	51,125
<b>OG</b>		63,700	53,197

**APPENDIX G-3**  
**Custodian, Maintenance and Grounds Salary Guides**  
**2026-2027**

<b>Step</b>	<b>Cust</b>	<b>Maint</b>	<b>Grounds</b>
<b>1</b>	40,105	42,074	45,574
<b>2</b>	40,605	43,074	46,324
<b>3</b>	41,105	44,074	47,074
<b>4</b>	41,605	45,074	47,824
<b>5</b>	42,105	46,074	48,574
<b>6</b>	42,605	47,074	49,324
<b>7</b>	43,205	48,074	50,074
<b>8</b>	43,805	49,074	50,824
<b>9</b>	44,405	50,074	51,574
<b>10</b>	45,005	51,074	52,324
<b>OG</b>		64,899	54,396

**APPENDIX G-4**  
**Custodian, Maintenance and Grounds Salary Guides**  
**2027-2028**

<b>Step</b>	<b>Cust</b>	<b>Maint</b>	<b>Grounds</b>
<b>1</b>	41,355	43,324	46,824
<b>2</b>	41,855	44,324	47,574
<b>3</b>	42,355	45,324	48,324
<b>4</b>	42,855	46,324	49,074
<b>5</b>	43,355	47,324	49,824
<b>6</b>	43,855	48,324	50,574
<b>7</b>	44,455	49,324	51,324
<b>8</b>	45,055	50,324	52,074
<b>9</b>	45,655	51,324	52,824
<b>10</b>	46,255	52,324	53,574
<b>OG</b>		66,149	55,646

**APPENDIX G-5**  
**Custodian, Maintenance and Grounds Salary Guides**  
**2028-2029**

<b>Step</b>	<b>Cust</b>	<b>Maint</b>	<b>Grounds</b>
<b>1</b>	42,761	46,980	48,230
<b>2</b>	43,261	47,730	48,980
<b>3</b>	43,761	48,480	49,730
<b>4</b>	44,261	49,230	50,480
<b>5</b>	44,761	49,980	51,230
<b>6</b>	45,261	50,730	51,980
<b>7</b>	45,861	51,480	52,730
<b>8</b>	46,461	52,230	53,480
<b>9</b>	47,061	52,980	54,230
<b>10</b>	47,661	53,730	54,980
<b>OG</b>		67,555	57,052

**APPENDIX H-1**  
**Bus Drivers' Salary Guides**  
**2024-2025**

<b>Step</b>		<b>9/86 to 6/98</b>	<b>7/98 to 6/11</b>	<b>7/11 to 6/18</b>	<b>After 7/18</b>
<b>1</b>					29.00
<b>2</b>					29.20
<b>3</b>					29.40
<b>4</b>					29.60
<b>5</b>		33.41	31.53	30.81	29.80

**APPENDIX H-2**  
**Bus Drivers' Salary Guides**  
**2025-2026**

<b>Step</b>		<b>9/86 to 6/98</b>	<b>7/98 to 6/11</b>	<b>7/11 to 6/18</b>	<b>After 7/18</b>
<b>1</b>					30.15
<b>2</b>					30.35
<b>3</b>					30.55
<b>4</b>					30.75
<b>5</b>		34.56	32.68	31.96	30.95

**APPENDIX H-3**  
**Bus Drivers' Salary Guides**  
**2026-2027**

<b>Step</b>		<b>9/86 to 6/98</b>	<b>7/98 to 6/11</b>	<b>7/11 to 6/18</b>	<b>After 7/18</b>
<b>1</b>					31.28
<b>2</b>					31.48
<b>3</b>					31.68
<b>4</b>					31.88
<b>5</b>		35.69	33.81	33.09	32.08

**APPENDIX H-4**  
**Bus Drivers' Salary Guides**  
**2027-2028**

<b>Step</b>		<b>9/86 to 6/98</b>	<b>7/98 to 6/11</b>	<b>7/11 to 6/18</b>	<b>After 7/18</b>
<b>1</b>					32.41
<b>2</b>					32.61
<b>3</b>					32.81
<b>4</b>					33.01
<b>5</b>		36.82	34.94	34.22	33.21

**APPENDIX H-5**  
**Bus Drivers' Salary Guides**  
**2028-2029**

<b>Step</b>		<b>9/86 to 6/98</b>	<b>7/98 to 6/11</b>	<b>7/11 to 6/18</b>	<b>After 7/18</b>
<b>1</b>					33.57
<b>2</b>					33.77
<b>3</b>					33.97
<b>4</b>					34.17
<b>5</b>		37.98	36.10	35.38	34.37

**APPENDIX I-1**  
**Bus Aides Salary Guides**  
**2024-2025**

Step			7/98 to 6/18	After 7/18
1				17.00
2				17.32
3				17.64
4				17.84
5			19.54	18.04

**APPENDIX I-2**  
**Bus Aides Salary Guides**  
**2025-2026**

Step			7/98 to 6/18	After 7/18
1				17.95
2				18.15
3				18.35
4				18.55
5			20.24	18.74

**APPENDIX I-3**  
**Bus Aides Salary Guides**  
**2026-2027**

Step			7/98 to 6/18	After 7/18
1				18.66
2				18.86
3				19.06
4				19.26
5			20.96	19.46



**APPENDIX I-4**  
**Bus Aides Salary Guides**  
**2027-2028**

<b>Step</b>			<b>7/98 to 6/18</b>	<b>After 7/18</b>
<b>1</b>				19.40
<b>2</b>				19.60
<b>3</b>				19.80
<b>4</b>				20.00
<b>5</b>			21.70	20.20

**APPENDIX I-5**  
**Bus Aides Salary Guides**  
**2028-2029**

<b>Step</b>			<b>7/98 to 6/18</b>	<b>After 7/18</b>
<b>1</b>				20.16
<b>2</b>				20.36
<b>3</b>				20.56
<b>4</b>				20.76
<b>5</b>			22.46	20.96

**APPENDIX J**  
**PROMISSORY NOTE**

\_\_\_\_\_ is hereby obligated to the GATEWAY REGIONAL BOARD OF EDUCATION, in the sum of representing \_\_\_\_\_ months salary paid to him/her during a sabbatical leave, commencing \_\_\_\_\_ and ending \_\_\_\_\_. The said \_\_\_\_\_ shall repay said sum upon demand, subject to the following conditions:

The within obligation shall be due and owing from \_\_\_\_\_ to said GATEWAY REGIONAL BOARD OF EDUCATION in the event that he/she should fail to meet the requirements set forth in the sabbatical leave policy or should he/she fail to continue working in the GATEWAY REGIONAL SCHOOL DISTRICT for at least two contract years following the end of the sabbatical leave. The within obligation incorporates by reference the Sabbatical Leave Agreement executed by the parties and also the terms and conditions of the Article entitled "Sabbatical Leave", in the unit agreement. The within Note shall be voided upon the completion of said years of employment in the GATEWAY REGIONAL SCHOOL DISTRICT following the end of the sabbatical leave.

\_\_\_\_\_  
Teacher

Dated: \_\_\_\_\_

**APPENDIX K**  
**INVOLUNTARY ASSIGNMENT OF EXTRACURRICULAR ACTIVITIES**

The Board does not view the involuntary assignment of extracurricular activities as a desirable practice. While circumstances may require such an approach on a case-by-case basis, the Board strongly prefers voluntary assignment.

**APPENDIX L**  
**INSURANCE PLAN BENEFITS DESCRIPTION**

SEE THE FOLLOWING PAGES.

**Gateway Regional School District**

**All Plans Available for those hired prior to July 1, 2020. NJEHP and GSP plans available to anyone hired after July 1, 2020**

	AETNA QPOS \$5 (Patriot V)		AETNA QPOS \$10/\$20 (REVISED Patriot V)		Aetna ACPOSII \$25	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
<b>Lifetime Maximum</b>	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
<b>Deductibles</b>						
Individual / Family	None	\$100 / \$200	None	\$100 / \$200	\$1,000 / \$2,000	\$2,500 / \$5,000
After deductible, plan pays	100%	70%	100%	70%	80%	60%
<b>Out of Pocket Limit**</b>						
Individual / Family	\$5,300 / \$10,600	\$2,000 / \$4,000	\$5,300 / \$10,600	\$2,000 / \$4,000	\$2,000 / \$4,000	\$5,000 / \$10,000
<b>Primary Care Physician Selection</b>	<b>Required</b>	<b>Not Applicable</b>	<b>Required</b>	<b>Not Applicable</b>	<b>Not Required</b>	<b>Not Applicable</b>
<b>Preventive Care</b>						
Routine Adult Physician Exams/Immunizations	\$0 copay	70% after deductible	\$0 copay	70% after deductible	\$0 copay	60% after deductible
Routine Well/Child Exams/Immunizations	\$0 copay	70% after deductible	\$0 copay	70% after deductible	\$0 copay	60% after deductible
Routine Gynecological Care Exams	\$0 copay	70% after deductible	\$0 copay	70% after deductible	\$0 copay	60% after deductible
Routine Mammograms	\$0 copay	70% after deductible	\$0 copay	70% after deductible	\$0 copay	60% after deductible
<b>Physician's Office Visit</b>						
Primary Care Services	\$5 Copay	70% after deductible	\$10 copay	70% after deductible	\$25 copay, deductible waived	60% after deductible
Specialist Services	\$5 Copay	70% after deductible	\$20 copay	70% after deductible	\$25 copay, deductible waived	60% after deductible
Maternity OB Visit	\$5 copay- 1st visit, then 100%	70% after deductible	\$20 copay- 1st visit, then 100%	70% after deductible	\$25 copay, deductible waived- 1st visit;	60% after deductible
Allergy, Testing/Treatment	\$5 Copay	70% after deductible	\$20 copay	70% after deductible	\$25 copay, deductible waived	60% after deductible
<b>Outpatient Diagnostic Procedures</b>						
Diagnostic Laboratory / X-Ray	100%	70% after deductible	100%	70% after deductible	\$25 copay, deductible waived	60% after deductible
<b>Emergency Medical Care</b>						
Urgent Care	\$5 copay	70% after deductible	\$20 copay	70% after deductible	\$25 copay, deductible waived	\$25 copay, deductible waived
Non-Judgent use of Urgent Care Provider	Not Covered	Not Covered	Not Covered	Not Covered	Not Covered	Not Covered
Emergency Room (medical emergencies only)	\$25 copay	\$25 copay	\$100 copay	\$100 copay	\$100 copay then 80% waived if admitted;	\$100 copay then 80% waived if admitted;
<b>Hospital Care</b>						
Inpatient Coverage	Covered 100%	70% after deductible	\$100 copay	70% after deductible	\$100 copay/day, \$500 max/admission, deductible waived	60% after deductible
<b>Services Subject To Deductible</b>						
Orthotics	\$5 Copay	70% after deductible	\$10 Copay	70% after deductible	80% after deductible	60% after deductible
Prosthetics	\$5 Copay	70% after deductible	\$10 Copay	70% after deductible	80% after deductible	60% after deductible
Durable Medical Equipment	Covered at out-of-network cost share	70% after deductible	Covered at out-of-network cost share	70% after deductible	80% after deductible	60% after deductible
Emergency Medical Transportation	100%, No deductible	100% No deductible	100%, No deductible	100%, No deductible	80% no deductible	80% no deductible
Outpatient Surgery	100%, No deductible	70% after deductible	\$100 copay	70% after deductible	80% after deductible	60% after deductible
<b>Mental Health Services</b>						
<b>Alcohol/Drug Abuse Services</b>						
Same as any other illness, benefit depends on place of service	Same as any other illness, benefit depends on place of service	Same as any other illness, benefit depends on place of service	Same as any other illness, benefit depends on place of service	Same as any other illness, benefit depends on place of service	Same as any other illness, benefit depends on place of service	Same as any other illness, benefit depends on place of service
<b>Other Services</b>						
Routine Vision Exam	\$5 Copay	Not Covered	\$10 Copay	Not Covered	\$25 Copay	Not Covered
Vision Hardware	\$70 Reimbursement every 24 months	\$70 Reimbursement every 24 months	\$70 Reimbursement every 24 months	\$70 Reimbursement every 24 months	\$200 Reimbursement every 24 months	\$200 Reimbursement every 24 months
Skilled Nursing Facility	100%	70% after deductible	\$100 copay	70% after deductible	\$100 copay per day, 500 max per admission, deductible waived	60% after deductible
	Max 120 days INN and 240 OON per calendar year	70% after deductible	\$20 copay	70% after deductible	120 Days per calendar year	60% after deductible
Outpatient Rehabilitation Therapy (includes speech, physical, and occupational therapy)	\$5 copay	70% after deductible	Treatment limited to a period of 60 consecutive days per condition	70% after deductible	\$25 copay, deductible waived	60% after deductible
Chiropractic Care	\$5 copay	70% after deductible	30 visits per calendar year, subject to medical necessity	70% after deductible	30 visit limit per calendar year, subject to medical necessity	60% after deductible
	30 visits per calendar year, subject to medical necessity	70% after deductible	30 visits per calendar year, subject to medical necessity	70% after deductible	30 visits per calendar year, subject to medical necessity	60% after deductible

All Benefits Subject to Medical Necessity. This summary highlights key features of health plans offered by Gateway Regional School District. It is not intended to provide a complete description of the plan. Exclusions may apply. Please refer to your benefit booklet for more information.

**Gateway Regional School District**

	Aetna QPOS \$10 (Patriot X)		Aetna QPOS \$2 (Premier)	
	In-Network	Out-of-Network	In-Network	Out-of-Network
<b>Lifetime Maximum</b>	Unlimited	Unlimited	Unlimited	Unlimited
<b>Deductibles</b>				
Individual / Family	None	\$100 / \$200	None	\$1,000 / \$3,000
After deductible - plan pays	100%	80%	100%	70%
<b>Out of Pocket Limit**</b>				
Individual / Family	\$1500/\$3000	\$400 / \$1,200	\$5300/\$10,600	\$10,000 / \$30,000
<b>Primary Care Physician Selection</b>	<b>Required</b>	<b>Not applicable</b>	<b>Required</b>	<b>Not applicable</b>
<b>Preventive Care</b>				
Routine Adult Physician Exams/Immunizations	\$0 copay	100% up to first \$150, 20% after ded thereafter	\$0 copay	70% after deductible
Routine Well Child Exams/Immunizations	\$0 copay	100% up to first \$150, 20% after ded thereafter	\$0 copay	70% after deductible
Routine Gynecological Care Exams	\$0 copay	100% up to first \$150, 20% after ded thereafter	\$0 copay	70% after deductible
Routine Mammograms	\$0 copay	100% up to first \$150, 20% after ded thereafter	\$0 copay	70% after deductible
<b>Physician's Office Visit</b>				
Primary Care Services	\$10 copay	80% after deductible	\$2 copay	70% after deductible
Specialist Services	\$25 copay	80% after deductible	\$0 copay	70% after deductible
Maternity OB Visit	\$25 copay, 1st visit only	80% after deductible	Covered 100%	70% after deductible
Allergy Testing/Treatment	Same as Provider office visit cost share	80% after deductible	Same as Provider office visit cost share	70% after deductible
<b>Outpatient Diagnostic Procedures</b>				
Diagnostic Laboratory / X-ray	\$25 copay	100% of UCR	Covered 100%	70% after deductible
<b>Emergency Medical Care</b>				
Urgent Care	\$25 copay	80% after deductible	\$15 copay	70% after deductible
Non-Urgent Use of Urgent Care Provider	Not Covered	Not Covered	Not Covered	Not Covered
Emergency Room (medical emergencies only)	\$50 copay	Refer to participating provider benefit	\$15 copay	Refer to participating provider benefit
<b>Hospital Care</b>				
Inpatient Coverage	Covered 100%	100% of UCR	Covered 100%	70% after deductible
<b>Services Subject To Deductible</b>				
Orthotics	\$10 copay	80% after deductible	\$2 copay	70% after deductible
Prosthetics	\$10 copay	80% after deductible	\$2 copay	70% after deductible
Durable Medical Equipment	Not Covered	80% after deductible	Not covered	70% after deductible
Emergency Medical Transportation	Covered 100%	Refer to participating provider benefit	Covered 100%	Refer to participating provider benefit
Outpatient Surgery	Covered 100%	100% of UCR	Covered 100%	70% after deductible
<b>Mental Health Services</b>				
<b>Alcohol/Drug Abuse Services</b>				
<b>Other Services</b>				
Routine Vision Exam	\$25 Copay	Not Covered	\$2 Copay	Not Covered
Vision Hardware	\$70 Reimbursement every 24 months	\$70 Reimbursement every 24 months	\$100 Reimbursement every 24 months	\$100 Reimbursement every 24 months
Skilled Nursing Facility	Covered 100%	100% of UCR	Covered 100%	70% after deductible
Outpatient Rehabilitation Therapy (includes speech, physical, and occupational therapy)	\$25 copay per visit	100% of UCR	Covered 100%	70% after deductible
Chiropractic Care	Treatment limited to a period of 60 consecutive days per condition, subject to medical necessity	80% per visit after deductible	Limited to 20 visits per calendar year, subject to medical necessity	70% after deductible
	\$25 copay per visit	80% per visit after deductible	\$2 copay	70% after deductible
	Limited to 20 visits per calendar year, subject to medical necessity	Subject to medical necessity	Limited to 20 visits per calendar year, subject to medical necessity	Subject to medical necessity

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## Gateway Regional School District

	Aethna NJ Educators Plan		Aethna NJ Garden State Plan (New Jersey Network ONLY)	
	In-Network	Out-of-Network	In-Network	Out-of-Network
<b>Lifetime Maximum</b>	Unlimited	Unlimited	Unlimited	Unlimited
<b>Deductibles</b>				
Individual / Family	None	\$350 / \$700	None	\$350 / \$700
After deductible - plan pays	100% or 90% Emergency Medical Transportation and Durable Medical Equipment	70%	100% or 90% Emergency Medical Transportation and Durable Medical Equipment	70%
<b>Out of Pocket Limit**</b>				
Individual / Family	\$500 / \$1,000	\$2,000 / \$5,000	\$500 / \$1,000	\$2,000 / \$5,000
<b>Primary Care Physician Selection</b>	<b>Not Required</b>	<b>Not Applicable</b>	<b>Not Required</b>	<b>Not Applicable</b>
<b>Preventive Care</b>				
Routine Adult Physician Exams/Immunizations	\$0 copay	70% no deductible	\$0 copay	70% no deductible
Routine Well Child Exams/Immunizations	\$0 copay	70% no deductible	\$0 copay	70% no deductible
Routine Gynecological Care Exams	\$0 copay	70% no deductible	\$0 copay	70% no deductible
Routine Mammograms	\$0 copay	70% no deductible	\$0 copay	70% no deductible
<b>Physician's Office Visit</b>				
Primary Care Services	\$10 copay	70% after deductible	\$10 copay	70% after deductible
Specialist Services	\$15 copay	70% after deductible	\$15 copay	70% after deductible
Maternity OB Visit	\$15 copay - 1st visit only	70% after deductible	\$15 copay - 1st visit only	70% after deductible
Allergy Testing/Treatment	\$0 copay	70% after deductible	\$0 copay	70% after deductible
<b>Outpatient Diagnostic Procedures</b>				
Diagnostic Laboratory / X-ray	\$0 copay	70% after deductible	\$0 copay	70% after deductible
<b>Emergency Medical Care</b>				
Urgent Care	\$15 copay	70% after deductible	\$15 copay	70% after deductible
Non-Urgent Use of Urgent Care Provider	Not Covered	Not Covered	Not Covered	Not Covered
Emergency Room (medical emergencies only)	\$125 copay	\$125 copay	\$125 copay	\$125 copay
<b>Hospital Care</b>				
Inpatient Coverage	Covered 100%	70% after deductible	Covered 100%	70% after deductible
<b>Services Subject To Deductible</b>				
Orthotics	90% after deductible	70% after deductible	90% after deductible	70% after deductible
Prosthetics	90% after deductible	70% after deductible	90% after deductible	70% after deductible
Durable Medical Equipment	90% after deductible	70% after deductible	90% after deductible	70% after deductible
Emergency Medical Transportation	90% after deductible	90% after deductible	90% after deductible	90% after deductible
Outpatient Surgery	Covered 100%	70% after deductible	Covered 100%	70% after deductible
<b>Mental Health Services</b>				
<b>Alcohol/Drug Abuse Services</b>				
Other Services	Same as any other illness; benefit depends on place of service	Same as any other illness; benefit depends on place of service	Same as any other illness; benefit depends on place of service	Same as any other illness; benefit depends on place of service
Routine Vision Exam	\$15 Copay (1 routine exam/calendar year)	Not Covered	\$15 Copay (1 routine exam/calendar year)	Not Covered
Vision Hardware	Not Covered	Not Covered	Not Covered	Not Covered
Skilled Nursing Facility	Covered 100%	70% after deductible	Covered 100%	70% after deductible
Outpatient Rehabilitation Therapy (includes speech, physical, and occupational therapy)	120 Days per calendar year	70% after deductible	120 Days per calendar year	70% after deductible
Chiropractic Care	\$15 copay	70% after deductible	\$15 copay	70% after deductible
	30 visit limit per therapy per calendar year, subject to medical necessity	Subject to deductible, lesser of \$35 visit	30 visit limit per therapy per calendar year, subject to medical necessity	Subject to deductible, lesser of \$35 visit
	\$15 copay	Subject to deductible, lesser of \$35 visit	\$15 copay	Subject to deductible, lesser of \$35 visit
	30 visits per calendar year, subject to medical necessity	30 visits per calendar year, subject to medical necessity	30 visits per calendar year, subject to medical necessity	30 visits per calendar year, subject to medical necessity

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