

4-0490

16-71

AGREEMENT BETWEEN
RINGWOOD BOARD OF EDUCATION
AND
THE RINGWOOD EDUCATION ASSOCIATION
X JULY 1, 1986 — JUNE 30, 1988

PREAMBLE

This Agreement entered into this 16th day of June, 1986
by and between the Board of Education of the Borough of Ringwood,
Ringwood, New Jersey, hereinafter called the "Board" and the
Ringwood Education Association, hereinafter called the "Association."

WITNESSETH:

WHEREAS, the parties have reached certain understandings which they
desire to confirm in this Agreement, be it RESOLVED, in consideration
of the following mutual covenants, it is hereby agreed as follows:

LIBRARY
Institute of Management and
Labor Relations

JUN 1 1988

RUTGERS UNIVERSITY

RINGWOOD BOARD OF EDUCATION
RINGWOOD EDUCATION ASSOCIATION

AGREEMENT 1986-1988

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ARTICLE I - RECOGNITION

- A. The Board recognizes the Association as the majority representative for collective negotiations, terms and conditions of employment for all educationally certificated personnel whether under contract or on leave, except those on a per diem basis, employed by the Board, during the term of this Agreement, including all Classroom Teachers, Special Education Teachers, Librarians and Nurses, but excluding all other personnel.

- B. Unless otherwise indicated the term "teachers," when used hereinafter in the Agreement, shall refer to all professional employees represented by the Association in the negotiating unit as above defined.

- C. The Association recognizes that the Board has the authority and responsibility to manage and direct all the operations and activities of the Ringwood School District to the extent authorized by law, except as otherwise provided in this Agreement and under the provisions of Chapter 123, Public Laws 1974.

ARTICLE III - GRIEVANCE PROCEDURES

A. Definitions

1. Grievance

A "grievance" is a claim by a teacher or the Association based upon the interpretations, application, or violation of this Agreement, policies or administrative decisions and practices adversely affecting a teacher or a group of teachers.

2. Aggrieved Person

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

3. Consideration

A "grievance to be considered" under this procedure must be initiated within thirty (30) calendar days from the time when the action affected the grievant.

B. Purpose

The purpose of this procedure is to secure, at the lowest possible level, solutions to any grievance which may from time to time arise affecting teachers.

C. Procedure

1. Time Limits

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

2. Year-End Grievance

In the event a grievance is filed at such time that it cannot be processed through all the steps in the grievance procedure by the end of the school year and if left unresolved until the beginning of the following school year could result in irreparable harm to an aggrieved person, the time limits set forth shall be exhausted prior to the end of the school year or as soon thereafter as practicable.

3. Level One--Principal or Immediate Superior

a. An aggrieved person shall first discuss the grievance with his principal or immediate superior with the objective of resolving the matter informally.

b. However, if the grievance is not settled informally, the matter will be put in writing and submitted to the principal or immediate superior formally.

4. Level Two--Chief School Administrator

If the aggrieved person is not satisfied with the disposition of his "formal grievance" at Level One or if no decision has been rendered within five (5) school days after the presentation of the "formal grievance," he may file the grievance in writing with the CSA within five (5) school days after the decision or lack thereof at Level One.

ARTICLE III - GRIEVANCE PROCEDURE - Continued

D. Miscellaneous

1. Personnel Matters

All personnel discussions shall be the concern of those immediately active in the discussions and shall not be released to other persons until completion of the grievance procedure.

2. Representation - Authorization

Representatives of organization acting for individuals or groups shall present to the Board of Education satisfactory written evidence of their authority to act. A simple statement from the aggrieved person stating: "I wish to be represented by....." in his own words and signed by him is sufficient.

3. Written Decisions

Decisions rendered shall be in writing and shall be transmitted within the time limits specified at each level.

4. Reprisals

In presenting his grievance, the aggrieved person shall be assured freedom from prejudicial action in presenting his appeal and freedom from reprisal based upon any assertion of his rights.

5. Status Pending Determination

Any aggrieved person processing a grievance shall be required to follow the direction or policy or administrative decision appealed, pending final determination of that grievance. Processing of any grievance shall be automatically terminated in case of violation of this paragraph. Failure to follow the directive shall be determined as insubordination and may result in dismissal.

6. Group Grievance

If in the judgment of the Association, a grievance affects a group of teachers in more than one school building, the Association may submit such grievance in writing to the CSA directly and the processing of such a grievance shall be commenced at Level Two.

7. Separate Grievance File

All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants.

ARTICLE V - TEACHER WORK YEAR

- A. The school calendar shall be the prerogative of the Board of Education. The Board shall advise the Association of said next calendar as early as possible, and, in any event, prior to the end of the school year in June.
- B. An instructional calendar of 185 days, including five (5) emergency closing or snow closing days will be established for the 1983-84, 1984-85 and 1985-86 school year individually.
- C. If five (5) emergency closing or snow closing days are not used the school year will be shortened to 180 days.
- D. The Ringwood Education Association shall be afforded the opportunity of consulting with the CSA on the school calendar and its preparation before its adoption by the Ringwood Board of Education.
- E. The adopted calendar may be subject to modification by the Board during the school year. However, such changes or proposed modifications shall be discussed with the Ringwood Education Association before implementation, except in an emergency situation.
- F. All ten month employee's contract work year shall commence on September 1, and run through June 30.
 - 1. Teachers shall not be required to work on Saturdays and Sundays.
 - 2. Teacher attendance shall not be required whenever student attendance is not required due to emergency closing or snow closing. Teachers will be notified as soon as possible of snow closings.
 - 3. Teachers shall not be required to work more than five (5) non-instructional days which will be of same duration as their school work days. These days shall include the following:
 - a. One orientation day.
 - b. Four non-instructional days.
 - 1. Two days for teacher's convention.
 - 2. Two professional days.

ARTICLE VII - TEACHING HOURS AND TEACHING LOAD

- A. As professionals, teachers are expected to devote to their assignments the time necessary to meet their responsibilities, but shall designate their presence as determined in each building. Any administrator may require a specific teacher or teachers to "clock in and clock out" when such administrator, in his discretion, shall find evidence of repeated violation of the "teaching hours" terms of the Agreement.
- B. The arrival and departure times for all teachers shall be designated in the teachers' handbook, and subject to modification during the course of the year. However, their total in-school workday shall consist of not more than seven (7) hours which shall include a duty-free lunch period of 30 consecutive minutes.
- C. Teachers may be required to remain after the end of the regular workday for the purpose of attending faculty or other professional meetings for a maximum of sixty (60) minutes per week. Such meetings shall begin no later than eight (8) minutes after the students' regular bus dismissal time and a day's prior notice shall be given to all teachers involved in said meeting, except in cases of an emergency involving the health and safety of students and/or teachers. If additional time is needed, students shall be dismissed early.
- D. Meetings which take place after the regular in-school workday and which require attendance shall not be called on Fridays or on any day immediately preceding any holiday, or other day upon which teacher attendance is not required at school.
- E.
 - 1. Teachers may be asked to work on a curriculum committee during the school year. If the meeting is held after school, it shall dismiss not later than 5:00 P.M. and consist of not more than two (2) sixty (60) minute periods per month. If the meeting is held on a non-instructional day it shall be of the same duration as the normal workday.
 - 2. If two (2) curriculum meetings are utilized in one (1) month, attendance at principals' meetings shall be limited to three (3) for that month for those committee members involved.
- F. Teachers may be required to attend the following after school or evening functions annually:
 - 1. Back to School Night.
 - 2. Conference Night (if conferences are scheduled.)
 - 3. Exhibit Night.
 - 4. One (1) P.T.A. or P.T.O. meeting in the teacher's own school, except that attendance at such P.T.A. or P.T.O. meetings may not be required if so agreed by a liaison committee in each school made up of teacher representatives and representatives of the P.T.A. or P.T.O.
 - 5. Chaperoning of school sponsored events - If a teacher is required to attend more than one (1) event per year said teacher shall be paid at a rate of \$7.00 per hour.
 - 6. Music Concert Night - One (1) a year if the teacher's class is participating. This section shall apply only to the elementary schools, and shall not count as one of the chaperoning events under Section F-5 of this Article.

ARTICLE VIII - NON-TEACHING AND TEACHING RELATED DUTIES

- A. The Board and Association acknowledge that a teacher's primary responsibility is to teach and that his energies should, to the extent possible, be utilized to this end.

- B. Teachers may be required to perform the following duties:
 - 1. Supervision of bus loading and unloading.
 - 2. Supervision of hallways and other areas within their respective buildings.
 - 3. Duplication of their instructional and instruction related materials.
 - 4. Keeping cumulative records and other similar functions as are an integral part of teaching.
 - 5. Correcting tests used at the direction of the Board of Education and/or the Administration.
 - 6. Inventorying and storing books used in their rooms.
 - 7. Supervision of the delivery of books. (Teachers will not be required to physically move books beyond their classrooms.)
 - 8. Collect money from students. (Only if directly related to the school curriculum and approved by the Board of Education.)
 - 9.
 - a. In the middle school, seventh and eighth grade teachers, (and sixth grade teachers if departmentalized) may be assigned to supervise, hall duty, cafeteria, playground, or in-school suspension, where it does not interfere with their six (6) periods of classroom instruction, lunch and preparation period.
 - b. All duty periods in the middle school shall be rotated amongst all teachers. Such rotation shall be mutually agreed upon by the building principal and the teacher's association.
 - c. Teachers in the elementary schools shall not be required to supervise the cafeteria or playground.

ARTICLE X - ASSOCIATION

- A. The Board agrees to furnish to the Association, in response to reasonable requests from time to time, information concerning the educational program including, but not limited to: class size, number of specialists, register of certified personnel, and minutes of all public Board meetings, school census data, individual and group teacher health insurance premiums, numbers of teachers and nurses covered by insurance premiums, experience figures, and addresses of all teachers.
- B. A reasonable number of representatives shall have the right to use school buildings at all reasonable after school hours for meetings. The principal of the building in question shall be notified in advance of the time and place of all meetings. The use of school buildings shall be by prior permission only. No supervision shall be required.
- C. The Association and its representatives shall have the right to use school buildings at all reasonable after school hours for meetings. The principal of the building in question shall be notified in advance of the time and place of all meetings. The use of school buildings shall be by prior permission only. No supervision shall be required.
- D. The Association shall have in each school building use of a bulletin board in each faculty lounge. Copies of all materials to be posted on such bulletin boards shall be given to the building principal, but approval is not required. All such materials shall be in keeping with the high professional standards shown by the teachers of the Ringwood School District.
- E. The Association shall be afforded the opportunity of addressing the faculty immediately following the close of any faculty meeting.
- F. The Association may, with advance approval, have the right to use school facilities and equipment, including typewriters, mimeographing machines, other duplicating equipment, calculating machines, and all types of audio-visual equipment at reasonable times, when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incident to such use, and for any repairs necessitated as a result thereof. This equipment shall not be used for work purely of a Union nature.

ARTICLE XI - LEAVES OF ABSENCE - Continued

B. Illness - Continued

2. A leave of absence shall be requested by the teacher under tenure in the case of any illness that would cause absence for a period in excess of sick leave or accumulated sick leave of two (2) or more consecutive months.

3. In addition to sick leave and accumulated sick leave days the Board may at its discretion grant a percentage of base pay to this extended period of illness. Medical proof must be submitted and verified for the granting of said leave of absence and the granted leave of absence shall be reviewed each six (6) months.

C. Educational Conferences

The CSA may, at his discretion, allow teachers to attend educational conferences or to visit educational institutes if, in his opinion, it is professionally desirable, without loss of pay.

D. Employees absent for any other emergency reason not heretofore specified shall be deducted, for all employees on a ten (10) month contract, 1/200 of their annual salary and for all employees on a twelve (12) month contract 1/240 of their annual salary or, at the discretion of the CSA, the salary of a substitute.

E. Extended Leave

1. An unpaid extended leave for a period of one (1) school year may be granted to professional employees for reasons other than illness or maternity at the discretion of the Board.

2. The Board agrees that up to two (2) teachers shall upon request be granted a leave of absence without pay for up to two (2) years for the purpose of engaging in activities of the Association or its affiliates.

F. Sabbatical Leaves

The Board agrees to grant up to one (1) Sabbatical Leave each year in accordance with the following.

1. The approval of a Sabbatical Leave is the sole prerogative of the Board. Granting or denying of a Sabbatical is the sole decision of the Ringwood Board of Education. The Board's decision is final and binding.

2. The applicant must have seven (7) years of teaching experience in the Ringwood School District.

3. The Sabbatical must be for an approved graduate program and/or recipients of approved scholarships or fellowships. The Board shall have the right to inquire of the teacher or the institution involved written verification from time to time, concerning the teacher's status, progress and accomplishments while on Sabbatical Leave.

ARTICLE XII - TEMPORARY LEAVES OF ABSENCE

- A. This section shall cover brief absences not chargeable to sick leave or for professional reasons directly beneficial to the school district. The provisions for leave at full pay stated below shall be for each school year, and no unused days shall be cumulative for use in another school year. With the exception of death, serious illness or emergency (telephone notification through proper channels is required,) all leave shall be taken with prior notification and approval of the CSA.
- B. An allowance of up to five (5) days leave shall be granted for the death of a member of the immediate family. Immediate family shall be considered spouse, child, mother, mother-in-law, father, father-in-law, brother, sister, or any member of the immediate household.
- C. A total of up to three (3) days are allowable for personal leave (not including death in the immediate family) as specified in the list below, 1-7.
1. Serious illness in the immediate family.
 2. Death of a relative other than immediate family (one (1) day per death.)
 3. Religious holiday.
 4. Court appearance.
 5. Marriage of employee or marriage in the immediate family.
 6. Personal reason without an explanation (one (1) day per year.)
 7. Personal business or emergency which cannot be handled outside of school hours.
- D. No personal days are to be taken on the first day of school, the last day of school, or any day immediately preceding or following a holiday period. Exceptions to the above are serious illness in the immediate family, a bona fide religious holiday, court appearance or a verifiable emergency.
- E. Every full day of personal leave shall be accounted for by means of a checklist approved by the Board of Education and said checklist shall be used in all schools in the district. Where prior notification is not required by paragraph (A), this checklist shall be completed upon the first day of return to work.
- Inappropriate documentation as deemed by the CSA shall result in a loss of pay for the particular day.
- F. Notwithstanding Paragraph A of this article when any unused personal days as outlined in Paragraph C above are not used during one (1) year, then those days will be accumulated as sick leave days.

ARTICLE XIV - MEDICAL AND DENTAL BENEFITS

A. Medical Plan

1. The Board of Education will provide without cost a program of hospitalization, medical-surgical benefits, and major medical insurance. Such a program shall, during the duration of this Agreement, not be reduced in terms of such benefits as are available through the Blue Cross and Blue Shield Plans of New Jersey, including Rider J, and a major medical benefit underwritten by the Prudential Insurance Company of America.

2. If a change in carrier is contemplated it is agreed that a committee will be set up to investigate the various possibilities and programs. The committee shall consist of the following:

- a. The Chief School Administrator
- b. The President of the Board of Education
- c. The President of the Ringwood Education Association
- d. A qualified Agent picked by the R.E.A.
- e. A qualified Agent picked by the Board of Education.

B. Dental Plan

1. 1986-1988 Full Family coverage of dental services in accordance with the Delta Dental Service Plan, Inc. will be provided by the Board with no cost to the employees. The plan will be the same as in previous contract.

1986-1988 Full family coverage of dental services based on plan Number III New Jersey Dental Service Plan, Inc., providing Preventive and Diagnostic coverage at 100%; remaining basic services 80/20%; and Prosthodontic benefits 50/50% will be adopted.

2. If a change in carrier is contemplated it is agreed that a committee will be set up to investigate the various possibilities and programs. The committee shall consist of the following:

- a. The Chief School Administrator
- b. The President of the Board of Education
- c. The President of the Ringwood Education Association
- d. A qualified Agent picked by the R.E.A.
- e. A qualified Agent picked by the Board of Education

C. Prescription Plan

1. For the duration of the contract a full family prescription plan with Bollinger Prescription Program will be provided by the Board without cost to the employee.

2. If a change in carrier is contemplated it is agreed that a committee will be set up to investigate the various possibilities and programs. The committee shall consist of the following:

- a. The Chief School Administrator
- b. The President of the Board of Education
- c. The President of the Ringwood Education Association
- d. A qualified Agent picked by the R.E.A.
- e. A qualified Agent picked by the Board of Education

ARTICLE XV - ADVANCE STUDY REIMBURSEMENT

- A. The Ringwood Board of Education will reimburse a professional member beginning with the third year of employment for tuition fees expended by the staff member for graduate study related to his or her present service to the educational program of the Ringwood School District. No payment shall be made to a teacher that does not attain tenure in the Ringwood School District. Reimbursement shall be limited to a maximum of the equivalent of nine (9) credits at a New Jersey State College for each school year. Payment will be made to tenured teachers for the fall semester the following February, and, for the spring semester upon the teacher's return to the classroom the following September. Payment to third year teachers will be made during the first February or September of the fourth year of employment.
- B. Credits will be considered for reimbursement if they meet the following requirements:
1. Courses of study to be included in this program must be approved in advance by the CSA. Application, prior to course registration, is to be made on the proper form prepared for this purpose and submitted within a reasonable period prior to registration.
 2. They shall be earned at an accredited institution and apply toward a higher degree for which the member has matriculated.
 3. They shall be earned at an accredited institution, and even though the member is not a matriculated student, be of a calibre that would apply to the next higher degree.
- C. Advance study reimbursement is not allowable to any employee holding sub-standard certification. An exception may be made by the CSA when a properly certified employee has been approved for a change of position within the district.
- D. An employee receiving reimbursement from any other source may not apply or duplicate reimbursement under this section.
- E. Reimbursement will be made following the presentation to the CSA of:
1. Evidence of successful completion of the course.
 2. Evidence of payment made by the staff member.
- F. Courses applied for must have reimbursement money encumbered by the Board Secretary/Business Official, before the end of the fiscal year to be eligible for reimbursement upon successful completion of course work and receipt of payment is received by the CSA. A school fiscal year is July 1st through June 30th of the following year.
- Money in any one (1) fiscal year will not decrease in any way the eligible maximum amount during the following fiscal year. (Example: 82-83 encumbered money paid in September 1983 would not decrease in any way the eligible maximum amount for that staff member during the 83-84 fiscal year.)

ARTICLE XVII - SALARIES

- A. The salaries of all teachers covered by this agreement are set forth in the attached Salary Guide made part hereof.
- B.
 - 1. Teachers employed on a ten (10) month basis shall be paid in twenty (20) equal semi-monthly installments.
 - 2. Teachers may individually elect to have a portion of their monthly salary deducted from their pay to be forwarded to the North Jersey Federal Credit Union and a deduction for the agreed upon annuity fund adopted with Thomas Seely Associates.
 - 3. When a payday falls on or during a school holiday, vacation or week-end, teachers shall receive their pay checks on the last previous working day.

ARTICLE XIX - TUTORING

Tutoring is to be paid at the following rate when assigned by the CSA -
\$13.00 per hour.

ARTICLE XXI - EXTRA CURRICULAR PROGRAMS

A. Interscholastic Sports

1. The same payments shall be made for both boys and girls sections (under the respective listing below.) However, if either section should have less students participating and be of shorter duration a number of days, the payment shall be pro-rated from those listed below.

2. Teachers working in the interscholastic sports program shall be reimbursed as follows:

a. Basketball	Boys: 86-87 \$1200.00	87-88 \$1400.00
	Girls: 86-87 \$1200.00	87-88 \$1400.00

*b. Baseball

*c. Soccer

*d. Softball

*e. Cheerleading

*f. Volleyball

* It is understood that reimbursement for the above interscholastic sports programs (b - f) will be negotiated if the Board decides to reinstate same.

3. The administration has the right to choose the participants from the applicants, but no second assignments will be made if other qualified teachers are available.

B. Intramural Sports

1. The Administration will solicit applications for the intramural coaching positions at the beginning of the school year.

2. The Administration reserves the right to choose the participants from the applicants.

3. Teachers working in the intramural sports program will run these programs on Monday, Tuesday, Wednesday or Thursday of each week for which they will be reimbursed as follows:

a. 86-87 -\$30.00 per session

b. 87-88 -\$33.00 per session

4. Intramural sports will be sixteen (16) sessions per season, three(3) sessions (fall, winter, spring.) This will not be offered to fifth grades at this time.

5. A session is defined as commencing when the last regular bus leaves until late bus arrives.

ARTICLE XXII - MISCELLANEOUS PROVISIONS

- A. The Board shall carry out the commitments contained herein and give them full force and effect as Board policy for the term of said Agreement.
- B. 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.
- C. Any individual contract between the Board and an individual teacher heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of the Agreement.
- D. If at the termination of said contract a successor contract has not been ratified and signed by both parties, said contract shall remain in full force and effect until a successor contract has been ratified and signed by both parties.
- E. Teachers who may be required to use their own automobiles in the performance of their duties and teachers who are assigned to more than one (1) school per day, shall be reimbursed for all such travel at the prevailing district rate per mile for all driving done between arrival at the first location and any others which may be required.
- F. Copies of this Agreement shall be reproduced within forty-five (45) days after the Agreement is signed, and delivered to the President of the Association. Delivery to take place at the district Administration Office with dated, signed receipt given. The cost of this reproduction should be equally divided between the Association and the Board.
- G. Whenever any notice is required to be given by either of the parties of this Agreement to the other, pursuant to the provision(s) of this Agreement, either party shall do so by special delivery or registered letter with return receipt at the following addresses:
 - 1. If by Association, to the Board at 121 Carletondale Road, Ringwood, New Jersey 07456, with a copy sent to the CSA.
 - 2. If by the Board, to the Ringwood Education Association at the President's latest home address.

SALARY GUIDE - 1986-1987

<u>STEP</u>	<u>B. A.</u>	<u>B. A. + 30</u>	<u>M. A.</u>	<u>M. A. + 30</u>
A	\$18,600	\$19,600	\$20,600	\$21,600
B	18,800	19,800	20,800	22,800
C	19,000	20,000	21,000	23,000
D	19,200	20,200	21,200	23,200
E	19,500	20,500	21,500	23,500
F	20,000	21,000	22,000	24,000
G	21,500	22,500	23,500	25,500
H	22,000	23,000	24,000	26,000
I	23,000	24,000	25,000	27,000
J	24,000	25,000	26,000	28,000
K	25,000	26,000	27,000	29,000
L	26,000	27,000	28,000	30,000
M	28,000	29,000	30,000	32,000
N	29,000	30,000	31,000	33,000
O	30,000	31,000	32,000	34,000
00	32,000	33,000	34,000	36,000

Longevity	10 - 14 - -	-\$ 300.00
	15 - 19 - - -	600.00
	20 - 24 - - -	900.00
	25 - 29 - - -	1200.00
	30 + - - -	1500.00

ARTICLE XXIV - DURATION OF AGREEMENT

This Agreement shall be effective July 1, 1986 and continue in effect until June 30, 1988. This Agreement shall supersede all prior and previous Agreements. Notification to reopen negotiations must be given in writing by either party to the other on or before September 15 next preceding expiration. The Board agrees to schedule a first meeting with the Association's Committee no later than October 4 upon request of the Association to renegotiate.

In witness whereof the Association has caused this Agreement to be signed by its president and secretary and the Board has caused this Agreement to be signed by its president and attested by its secretary and its corporate seal to be placed hereon, all on the day of

RINGWOOD EDUCATION ASSOCIATION

BY: Gary A. Struble

President - Gary Struble

By: Ruth C. Demarest

Secretary - Ruth Demarest

RINGWOOD BOARD OF EDUCATION

BY: Michael O'Reilly

President - Michael O'Reilly

James P. Verbist
School Business Administrator/
Secretary - James P. Verbist

MEMO OF UNDERSTANDING


This serves as a memorandum of understanding between the RINGWOOD BOARD OF EDUCATION and the following employee negotiating unit:

RINGWOOD EDUCATION ASSOCIATION


Let it hereby be understood that compensation for either long term employment or longevity pay in the RINGWOOD SCHOOL DISTRICT as noted and in accordance with the terms of said stated agreements shall be considered as part of base salary and, therefore, be divided into equal payments over the ten (10) or twelve (12) months in the fiscal year in which the anniversary of employment occurs.



PRESIDENT, RINGWOOD BOARD OF
EDUCATION



PRESIDENT, RINGWOOD EDUCATION
ASSOCIATION



SCHOOL BUSINESS ADMINISTRATOR/
SECRETARY



SECRETARY, RINGWOOD EDUCATION
ASSOCIATION

DATE October 8, 1986

MEMORANDUM OF AGREEMENT

The Ringwood Board of Education and the Ringwood Education Association agree that the Liaison Committee will work on a method of presenting lesson plans to determine whether or not an acceptable, alternative method exists.

RINGWOOD EDUCATION ASSOCIATION

BY: Gary A. Struble

President - Gary Struble

BY: Ruth C. Demarest

Secretary - Ruth Demarest

RINGWOOD BOARD OF EDUCATION

BY: Michael O'Reilly

President - Michael O'Reilly

BY: James P. Verbist

School Business Administrator/
Secretary - James P. Verbist