

MAKER

CARLSTADT-EAST RUTHERFORD
REGIONAL BOARD OF EDUCATION
with
BECTON EDUCATION ASSOCIATION
Three (3) YEAR AGREEMENT FOR THE SCHOOL YEARS
2022-2023, 2023-2024, and 2024-2025

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PREAMBLE

This **AGREEMENT** effective the First Day of July, 2022, by and between the Carlstadt-East Rutherford Regional Board of Education of the Boroughs of Carlstadt and East Rutherford, County of Bergen, State of New Jersey, hereinafter called the "Board" and the Becton Education Association, hereinafter called the "Association".

WITNESSETH:

WHEREAS, the Board and the Association recognize and declare that providing a quality education and services for the children of the Carlstadt-East Rutherford Regional High School District is their mutual aim and that the character of such education depends predominately upon the quality and morals of the employees, and

WHEREAS, the members of the teaching profession are particularly qualified to advise the formulation of policies and programs designed to improve educational standards, and

WHEREAS, the Board has an obligation, pursuant to Chapter 123, Public Laws of 1974, to negotiate with the Association as the Representative of employees hereinafter designed with respect to the terms and conditions of employment, and

WHEREAS, the parties have reached certain understandings which they desire to confirm in the **AGREEMENT**.

In consideration of the following mutual covenants, **IT IS HEREBY AGREED** as follows:

ARTICLE I

RECOGNITION

- 1. The Board hereby recognizes the Association as exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for all certified and non-certified personnel, whether under contract, on leave, or employed by the Board including:

- | | | |
|---------------------------------------------------------------------------------------|-------------------------|------------------------|
| Attendance Officer | Department Chairpersons | Classroom Teachers |
| Clerk Typists | Guidance Counselors | Nurse |
| Custodians/Bus Drivers (This DOES NOT include employees who are strictly bus drivers) | | |
| Media Specialist | Athletic Trainer | Technology Coordinator |

but excluding Council 7, Special Education Regional Employees, and Substitutes under contract to this Board.

- 2. Unless otherwise indicated, the term "Employee" when used hereafter in this **AGREEMENT**, will refer to all employees, represented by the Association in the negotiating unit as above defined.
- 3. Prior to September 30, 2005, or at least thirty (30) days prior to the Association's rights to negotiate a Successor Agreement as provided in Article II hereof, the Association will submit proof to the Board that it is still the majority representative of the Negotiating unit as defined above.

ARTICLE II

NEGOTIATION PROCEDURES

1. Negotiations will begin no later than October 15 of the calendar year preceding the calendar year in which this AGREEMENT expires. In the event either party desires a change in the current AGREEMENT, notice should be given to the other party by Registered Mail, to be received no later than October 15, setting forth which articles are to be negotiated, it being understood that every article to be so negotiated must be specifically set forth in said notice. If such notice is not received by the other party by October 15 as aforesaid, the terms and conditions of the AGREEMENT will continue for a full year following its expiration date.
2. This AGREEMENT will not be modified in whole or in part by the parties except by an instrument mutually agreed upon in writing duly executed by both parties.
3. The parties agree to enter into collective negotiations over a SUCCESSOR AGREEMENT in accordance with Chapter 123, Public Laws 1974.

ARTICLE III

NO STRIKE/JOB ACTION

The Association hereby agrees that during the term of this AGREEMENT, neither its members nor any persons acting in its behalf will cause, authorize, or support, or take part in a strike, and/or job action.

The Association agrees that such action would constitute a material breach of this AGREEMENT.

ARTICLE IV

GRIEVANCE PROCEDURE

The term "grievance" means a complaint by any employee or group of employees that, as to him/her or them, there has been inequitable, improper or unjust application, interpretation or violation of a policy, agreement or administrative decision affecting said employee or employees.

The term "representative" will include any organization, agency, or person authorized or designated by any employees' association, or by the Board to act on its or their behalf and to represent it or them.

The term "immediate" supervisor will mean the person to whom the aggrieved employee is directly responsible.

The term "party" means the aggrieved employee, his immediate superior, or the school vice-principal, principal or any staff member below the Superintendent who may be affected by the determination of the Superintendent in connection with the procedure herein established.

PROCEDURE

1. Any aggrieved employee will institute action under the provisions hereof within seven (7) working days of the occurrence complained of, or within seven (7) working days he/she would reasonably be expected to know of its occurrence. Failure to act within said seven (7) workday period will be deemed to constitute an abandonment of the grievance.
2. Whenever the employee appears with a representative, the Board will have the right to designate its own representative to participate at any stage of the grievance procedure.

3. Any employee will first put in writing his/her grievance with his/her immediate superior. When the immediate superior is below the rank of principal, the principal will be notified in writing and will have the right to be present at and to participate in said hearing. A written decision will be rendered by the principal within seven (7) working days of said hearing.
4. If the grievance is not resolved or a decision rendered to the employee's satisfaction within seven (7) working days from the determination referred to in Paragraph 3 above, the employee will submit his/her grievance to the Superintendent in writing, specifying:
 - a. That portion of the contract alleged to have been violated.
 - b. The results of the previous discussion.
 - c. The basis of dissatisfaction with the determination.
 - d. Remedy sought by grievance.
5. A copy of the writing called for in Paragraph 4 above will be furnished to the school principal and to the immediate superior of the aggrieved employee.
6. Within seven (7) working days from the receipt of the written grievance (unless a different period is mutually agreed upon) the Superintendent will hold an informal hearing at which all parties in interest will have the right to be heard.
7. Within seven (7) working days of said hearing (unless a different period is mutually agreed upon) the Superintendent will in writing advise the employee and his/her representative if there be one, of his/her determination and will forward a copy of said determination to the school principal and to the immediate superior of the aggrieved employee.
8. In the event of the failure of the Superintendent to act in accordance with the provisions of Paragraph 6 and 7, or in the event that the determination by him/her in accordance with the provisions hereof is deemed unsatisfactory by either party, the dissatisfied party, within seven (7) working days of the failure of the Superintendent to act or within seven (7) working days of the determination by the Superintendent he/she may appeal to the Board of Education.
9. When an appeal is taken to the Board, there will be submitted by the appellant:
 - a. The writing set forth in Paragraph 4 & 7 and a further statement in writing setting forth the appellant's dissatisfaction with the Superintendent's action. A copy of said statement will be furnished to the Superintendent and to the adverse party.
10. If the appellant, in his/her appeal to the Board, does not request a hearing, the Board may consider the appeal on the written record submitted to it or the Board may, on its own, conduct an informal hearing, or it may request the submission of additional written material.

Where additional written materials are requested by the Board, copies thereof will be served upon the adverse parties who will have the right to reply thereto. Where the appellant requests, in writing, a hearing before the Board, an informal hearing will be held.
11. The Board will make a determination within twenty (20) working days from the receipt of the grievance and will in writing, notify the employee, his/her representative, if there be one, the principal and the

Superintendent of its determination. This time period may be extended by mutual agreement of the parties.

12. In the event an employee is dissatisfied with the determination of the Board, he/she will have the right to request advisory arbitration filed with the AMERICAN ARBITRATION ASSOCIATION. A request for advisory arbitration will be made no later than seven (7) working days following the determination of the Board. Failure to file within said time period will constitute a bar to such advisory arbitration unless the aggrieved employee and the Board will mutually agree upon a longer period within which to assert such a demand.

In the event of advisory arbitration, the costs of the arbitrator's services will be shared by the parties and each of the parties will bear his/her own costs.

13. In the case where a grievance is based upon the direct order, ruling or determination of the Superintendent, the aggrieved employee may appeal to the Board within seven (7) days of the issuance of said order, ruling or directive, or within seven (7) days when said order, ruling or directive has been brought to the employee's attention by filing with the Secretary of the Board in writing, setting forth:
 - a. The order, ruling or determination complained of;
 - b. The basis of the complaint, including the specific contract provision violated;
 - c. A request for a hearing, if a hearing is desired;
 - d. Remedy sought by grievant.

Pending any final decision, said direct order, ruling and/or determination of the Superintendent will be carried out by grievant. Thereafter, said order, ruling and/or determination will be complied with in accordance with the final decision of said grievance.

A copy of the writing setting forth the above will be served upon the Superintendent who will have the right to reply in writing thereto. A copy of such reply will be served upon the aggrieved employee.

14. Upon receipt of a grievance filed under the provisions of Paragraph 13, the procedure will be as set forth in Paragraphs 10 and 11.

When the aggrieved party is not represented by the Association, the Association President or Vice President will have the right to be present and to state its views at all stages of the grievance procedure.

ARTICLE V

EMPLOYEE RIGHTS

1. Whenever any employee is required to appear before the Superintendent, the Board or any committee or member thereof concerning any matter which could adversely affect the continuation of that employee in his/her office, position or employment or the salary or any increments pertaining thereto, then said employee will be given prior written notice of the reasons for such meeting or interview, and will be entitled to have a representative of the Association present to advise and represent him/her during such meeting or interview.
2. Previously accumulated unused sick days will be restored to all employees returning from an approved leave.
3. It is incumbent upon every employee to inform the administration no later than April 1 of his or her intention not to return to the school system in the next school year.

4. No evaluation will be placed in an employee's file without requesting the employee's signature.
5. Teachers will be notified of their contract and salary status for the ensuing year no later than May 15th, or whatever date is required by statute.
6. Each custodial employee will hold his/her position under tenure in accordance with N.J.S.A. 18A17-3 upon completion of five (5) consecutive years of service within the school district.
7. The rights granted to teachers hereunder will be deemed to be in addition to those provided elsewhere.
8. An employee will have the right upon request to review the contents of his/her personnel file. An employee will be entitled to have a representative of the Association accompany him/her during such review.
9. No material derogatory to a teacher's conduct, service, character, or personality or any material which could have an adverse effect on a teacher's status will be placed in his/her personnel file unless the teacher has had an opportunity to review the material. After reviewing it, the teacher will sign it. His/her signature in no way indicates agreement with the contents thereof. The teacher will also have the right to submit a written answer to such material which will be attached to the material.
10. Although the Board and its Administrators agree to protect the confidentiality, personal references, academic credentials and other similar documents, they will not establish any separate personnel file.
11. Administration will provide each staff member with a completed copy of the Master Schedule on the first day of the school year calendar, as well as any time the Master Schedule is changed.

ARTICLE VI

ASSOCIATION RIGHTS AND PRIVILEGES

1. The Association and its representatives with prior written approval of the principal may use school buildings at all reasonable hours for meetings.
2. The Association may use school facilities and equipment, including typewriters, mimeographing machines, other duplicating equipment and calculating machines, at reasonable time when such equipment is not otherwise in use. However, the prior approval of the principal or his designated representative must be obtained. The Association will provide all material and supplies at its own cost and expense.
3. The Association may have the right to use the intraschool mail facilities and school mailboxes as it deems necessary with the prior approval of the principal.
4. The Board will provide in each faculty room, the following facilities:
 - a. microwave
 - b. sink
 - c. refrigerator
5. An Association Committee appointed by the President, named in writing to the Board and Principal will inspect each faculty room on a weekly basis.
6. The President of the Association will not have a homeroom assignment and will be granted a duty-free period in addition to his/her preparation period.

7. Non-members of the Association, who are negotiated for in this contract will be required to pay a representation fee in accordance with N.J.S.A. 34:13A-5.5 et. seq.

ARTICLE VII

SALARIES

1. Ten (10) Month Salaried Employees:
 - A. The salaries of all employees covered by this AGREEMENT are set forth in the Schedule attached hereto and made a part hereof as Appendix A.
 - B. The Supplemental salaries are outlined in Appendix C for Athletic and Non-Athletic Activities. Salaries covered by this AGREEMENT as set forth in the schedule attached hereto and made a part hereof will be communicated to interested employees by May 15 for Fall and Winter activities and October 15 for Spring activities for the succeeding school year.
 - C. Employees on a ten (10) month basis will be paid in twenty (20) equal semi-monthly installments.
 - D. Teachers will be paid at the rate of \$60.00 per hour for home instruction or tutoring.
 - E. The faculty agrees to assist in securing coverage for tutoring, but absent volunteers, teachers may be assigned by the Superintendent or Principal.
 - F. When Curriculum Writing is needed, Administration may assign curriculum writing during the school work day if classroom coverage is provided. When Administration assigns Curriculum Writing outside of school work hours, compensation shall be at the rate of \$50 per hour not to exceed 20 total hours per assigned course.
2. Twelve (12) Month Salaried Employees:
 - A. The salaries of all employees covered by this AGREEMENT are set forth in the schedule attached hereto and made a part hereof as Appendix B.
 - B. Employees on a twelve (12) month basis will be paid in twenty-four (24) equal semi-monthly installments. Their work year will begin July 1.
3. All employees employed prior to the middle of their work year, will be given full credit for one (1) year of service toward the next increment step for the following year. All employees employed after the middle of their work year, will continue on the same step of the guide for the ensuing fiscal year.
4. Employees may individually elect to have a percentage of their monthly gross salary deducted from their pay. These funds will be deposited monthly in the North Jersey Federal Credit Union. Employees must indicate their willingness in writing to the Board Secretary/Business Administrator to participate in this program by September 1 of each year.

ARTICLE VIII

DAILY WORK HOURS

1. Non-Certified Employees

The work week for clerical personnel will not exceed thirty-seven and one-half (37 1/2) hours per week.

For all work performed over thirty-seven and one-half (37 1/2) hours and up to and including forty (40) hours per week straight time will be paid.

2. Custodians/Bus Drivers will have the following designated shift assignments:

“Day Shift” 7:00am – 3:00pm

“Afternoon Shift” 12:00pm – 8:00pm

“Night Shift” 2:30pm – 10:30pm

SUMMER WORK HOURS 7:00 A.M. to 3:30 P.M.

8:00 A.M. to 5:00 P.M.

One Custodian/Bus Driver per week on a rotating basis

Shift assignment hours are subject to change by the Business Administrator according to need and/or due to unexpected circumstances.

3. Custodians/Bus Drivers and non-certified employees will receive two breaks daily - one 15 minute break 2 hours after shift begins, and one 15 minute break six hours after shift begins. However, these breaks cannot immediately precede and/or follow lunch.
4. Custodians/Bus Drivers agree that from time to time, when asked to cover a specific Board function (upon two days' notice), they may be given compensatory time off the day of the function. All other requirements to attend to duties outside the regular work day will be compensated in accordance with Appendix D of this AGREEMENT.

ARTICLE IX

OVERTIME

NON-CERTIFIED PERSONNEL:

Overtime: Defined as any time spent in excess of forty (40) hours in the work week, inclusive of paid holidays.

1. Overtime spent must be mutually agreed to by the employee and immediate superior. Overtime can be required on a rotating basis, with records showing the employee list and the rotation schedule.
- A. Overtime rate for work in excess of forty (40) hours in the work week, inclusive of said holidays will be one and one-half (1 1/2) times the hourly rate.
- B. Overtime rate for Sunday will be two (2) times the hourly rate.

C. Overtime on Holidays (those listed in Appendix D) will be one and one-half (1 1/2) times the hourly rate for hours worked, plus the holiday pay.

2. Custodial Call Time

In cases of emergency, any employee called to return to work outside of his regularly scheduled shift, will be paid a minimum of three (3) hours at overtime rate.

ARTICLE X

VACATIONS

All twelve (12) month employees covered by this AGREEMENT will receive vacation time according to the following schedule:

1. After one (1) completed day of service, the employee will receive one (1) week vacation time.
2. After one (1) completed year of service, the employee will receive two (2) weeks vacation time.
3. After four (4) completed years of service, the employee will receive three (3) weeks vacation time.
4. After eight (8) completed years of service, the employee will receive four (4) weeks vacation time.

ARTICLE XI

PROMOTIONS

Promotional positions are defined as follows:

Positions paying a salary differential and/or positions on the Administrative —Supervisory levels of responsibility including but not limited to Superintendent, Principal, Vice Principal, Director, and Chairperson.

All vacancies in promotional positions, including specialists and/or special projects teachers, pupil personnel workers and positions in programs funded by the Federal Government will be adequately publicized by the Superintendent in accordance with the following procedures:

When any promotional position becomes available –

- A. The Association will be immediately notified.
- B. A notice will be posted in each faculty room as far in advance as practicable, at least five (5) working days before the final date when applications must be submitted. Said notice will state qualifications for the position and its duties, and the salary range will be posted when feasible. During this period, interested employees must signify their intent in writing to their respective superior.
- C. Qualified employees within the system, who apply for promotional positions, will be interviewed.

ARTICLE XII

TEMPORARY LEAVES OF ABSENCE

1. At the beginning of the work year, employees will be entitled to the following temporary, noncumulative leaves of absence with full pay each school year:
 - A. Two (2) days leave of absence for personal, legal business, household or family matters which require absence during school hours. Application to the Principal or other immediate superior for personal leave will be made at least one (1) day before taking such leave (except in the case of emergencies) and the applicant for such leave will not be required to state the reason for taking such leave other than that he is taking it under this section. No more than (5) faculty members will be granted a personal day on the same date. This will be done on a first come, first serve basis except in cases of emergency which emergency will be defined at the discretion of the Principal when the purpose for the day is disclosed.
 - B. Up to three (3) days for two (2) representatives of the Association to attend conferences and conventions of State and National affiliated organizations without compensation.
 - C. A maximum of four (4) calendar days exclusive of the day of death will be provided with pay upon the death of a member of an employee's immediate family. Immediate family will include spouse, children, parents, brothers, sisters, grandparents, father-in-law, mother-in-law, son-in-law, daughter-in-law.
 - D. Two (2) calendar days exclusive of the day of death will be provided for the death of an employee's relative outside of the immediate family as defined above. However, in the event the two (2) calendar days following the day of death are holidays or weekends, an additional day will be allowed provided the additional day is for the day of the funeral.
 - E. In the event of the death of any employee or student in the Carlstadt-East Rutherford Regional High School District, the Principal or immediate supervisor of said employee or student will grant to an appropriate number of employees sufficient time off to attend the funeral.
 - F. One (1) additional calendar day exclusive of the day of death will be provided for an out of state death as defined above in Section C.
 - G. Other leaves of absence with pay may be granted by the Board of Education on a non precedent, case-by-case basis.
 - H. A maximum of two (2) calendar days will be provided with pay upon an emergency situation of a member of an employee's immediate family. Immediate family will include spouse and children. Family Emergency Days will be reported as Personal Days until a doctor's note is provided and at that point employee Personal Days in this situation will be reinstated.
 - I. Employees will receive 12 Sick Days and 3 Personal Days per school year. All unused sick days accumulate for each employee into the following school year. No more than two (2) unused Personal Days will carry over to the following school year as Sick Day(s) and will accumulate.
 - J. DiBona Provision: A maximum of five (5) calendar days will be provided with pay upon the birth of a child of an employee's spouse.

2. All twelve (12) month employees will be entitled to one (1) cumulative sick leave day for each month of their annual contract. Unused sick leave days will be accumulated from year to year with no maximum limit.
3. There will be full pay up to a maximum of ten working days for employees absent due to service on a jury. Any monies received for each service must be submitted to the Board of Education.

ARTICLE XIII

EXTENDED LEAVES OF ABSENCE

1. Leaves of absence without pay may be granted by the Board and must be applied for in writing. If granted, it will be a non-precedent case-by-case basis.
2. All benefits to which all employees are entitled to at the time his/her leave of absence commenced, including unused accumulated sick leave, will be restored to him/her upon his/her return, and he/she will be assigned to the same position which he/she held at the time said leave commenced, if available, or if not, to a substantially equivalent position.
3. All extensions or renewals of leaves will be applied for in writing prior to March 15, and if approved, granted in writing within thirty (30) days thereafter.
4. Employees commencing duty after the beginning of the school year will have sick leave benefits prorated monthly commencing with the first of the month following employment.

ARTICLE XIV

CLASSROOM COVERAGE

1. Positions which are vacant because teachers are temporarily absent or on leave, will, to the extent possible, be filled by personnel who have fully met the appropriate certification requirements of the New Jersey State Board of Examiners.
2. In those cases where classroom coverage is not available, regular teachers who volunteer may be used for coverage during their non-teaching time. In the absence of volunteers, a teacher may be assigned to serve for classroom coverage. Volunteers and assigned teachers will be paid:

8 Period Schedule = \$45.00 per coverage

9 Period Schedule = \$42.00 per coverage

Bect&n Infinity Schedule = \$45.00 per coverage

Such coverage will be arranged by the Principal of the school and will be distributed as equitably as possible among the teachers in said school.
3. 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 a preparation period is undesirable and will be discouraged.

ARTICLE XV

INSURANCE PROTECTION

1. As of July 1, 1999, the Board, after agreement with the Association regarding appropriate insurance carriers, will provide New Jersey State Health Benefits Medical insurance protection. The Board will pay the full premium for each employee and in cases where appropriate for family plan coverage. The Board will have the right to replace the insurance carriers named above with carriers that will provide benefits that are guaranteed in writing, a copy of which will be furnished to the BEA, to be equal to or better than the benefits provided.
2. As of July 1, 1999, the Board will fully fund and provide a Vision, Dental and Prescription Drug Plan for all employees covered under this Agreement and in cases where appropriate for family plan coverage subject to the limitations of provision #5 below. As of July 1, 1999 the Employee Co-Pay for the Prescription Drug Plan will be \$5.00 per prescription. The Board will have the right to replace the insurance carrier named above with carriers that will provide benefits that are guaranteed in writing, a copy of which will be furnished to the BEA, to be equal to or better than the benefits provided by the named carriers.
3. For each employee who remains in the employ of the Board, for the full school year, the Board will make payment of insurance premiums as provided in Section "I" for the full twelve (12) month period. Termination of employment will terminate all benefits.
4. As of January 1, 1990, the Board will provide a State Disability Policy for each employee or will pay to each employee the total cost of the premium for said policy for the employee if the employee does not wish to enroll in the State Disability program but enrolls in a similar program such as Fortes. In no event will the Board pay for more than one disability plan for each employee. The total payment for any disability policy will be limited to the cost of the premium for the State's policy for calendar year. New employees with the district will have the payment pro-rated monthly commencing with the first month following employment. In order for employees to receive any benefit from this paragraph they must be an active employee of the Carlstadt-East Rutherford Regional District as of the end of the school year.
5. As of July 1, 1996, all employees hired on or after this date are subject to the following limitations:
 - A. They must work the equivalent of three full days (3/5ths or .6 FTE) or more each week to receive paid medical benefits by the Board.
 - B. Those that qualify for paid vision and dental benefits will be entitled to employee only (single) coverage until they complete three years of service within the district.
 - C. Accumulated service time, as a part-time employee within the district ineligible for vision and dental benefits, will be credited to employees for the purpose of determining the three year service requirement for fully paid family medical coverage.
 - D. Those employees receiving employee only paid vision and dental benefits may purchase increased coverage at the employee's expense through payroll deductions (the employee's cost will be the differential between the cost of the employee only coverage and the upgraded coverage).

- E. Employees hired on or after July 1, 2008 will be eligible only for Direct Access medical coverage until tenure.

Effective July 1, 2008, the Prescription Drug Plan will be subject to the \$10 brand name/ \$5 generic co-payments for retail and mail order drugs.

- 6. As of July 1, 2011, all eligible employees are subject to the following:

- A. Employees hired on or after July 1, 2011 may only enroll in Direct Access medical coverage and may not switch at any point in time thereafter.
- B. Employees hired on or after July 1, 2008 will be only eligible to enroll in a medical insurance plan offered by the Board different than the Direct Access medical coverage after attaining tenure in the district.
- C. Eligible employees enrolling in health insurance coverage(s) are subject to the statutory employee contributions. A Section 125 plan will be available. Eligible employees waiving medical coverage, but enrolling in prescription, vision and/or dental coverage through the Board's program(s), are subject to the statutory contributions.
- D. Eligible employees waiving health insurance coverage(s) will receive an opt-out payment from the Board equal to 25% of the premium of the coverages waived, up to \$5,000 per year. The payments will be payable in two payments, one in December and one in June. If discontinuance of benefits is for less than one year, the payment will be prorated. Re-enrollment in any coverage may occur during the annual open enrollment period or at any time there is a qualifying life status change.
- E. Employees hired after June 30, 1996 will be eligible for employee-only vision and dental coverage until they complete three (3) continuous years of employment in non-replacement/ non-substitute positions with the district. Those employees may purchase increased coverage at the employee's expense.

- 7. As of July 1, 2020, all eligible employees are subject to the following:

- A. All new employees hired on or after July 1, 2020 must take the NJEHP (New Jersey Educator Health Plan) as of Jan. 1, 2021. All employees hired prior to July 1, 2020 will be given the opportunity to select the NJEHP starting Jan. 1, 2021 during an open enrollment period prior to that date. Regardless of what premium sharing is required in a local contract, employees selecting the NJEHP will pay only the premium sharing required for that plan.
- B. When the voluntary GSHP (Garden State Health Plan) is offered, all employees may opt to choose it and pay only the lower premium sharing required by that plan.

ARTICLE XVI

DEDUCTION FROM SALARY

- 1. Association Payroll Dues Deduction

- A. The Board agrees to deduct from the salaries of its employees dues for the Becton Education Association, the New Jersey Education Association or any other Association as said employees individually and voluntarily authorize the Board to deduct. Such deductions will be made in compliance with Chapter 233, New Jersey Public Laws of 1969 N.J.S.A. 18A:14-15.9(c) and under rules established

by the State Department of Education. Said monies together with current records of any corrections will be transmitted to such person as may, from time to time, be designated by the Becton Association by the 15th of each month following the monthly pay period in which deductions were made. The person designated will disburse-such monies to the appropriate association or associations.

- B. Each of the Associations named above, will certify to the Board, in writing, the current rate of its membership dues. Any Association which will change the rate of its membership dues will give the Board written notice prior to the effective date of such change.

ARTICLE XVII

MISCELLANEOUS PROVISIONS

1. 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 will not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications will continue in full force and effect.
2. Whenever any notice is required to be given by either of the parties of this AGREEMENT to the other pursuant to the provisions of this AGREEMENT, either party will do so by telegram, or registered letter, or hand delivery accompanied by a written receipt to any officer of the Association or Board Secretary, at the following address:
 - A. If the Association to the Board - 120 Paterson Avenue, East Rutherford, New Jersey 07073.
 - B. If the Board to the Association -- Becton Education Association, 120 Paterson Avenue, East Rutherford, New Jersey 07073.
3. An employee on retirement from employment will be compensated for unused accumulated sick leave at the rate of \$50.00 for each accumulated sick day beyond the first sixty (60) accumulated days to a maximum of \$6,000. There will be no compensation for the first sixty (60) accumulated days. Payment will be on retirement from service only. Proof of filing with the appropriate retirement system must be submitted to the district.
4. Tuition Program. The Board will offer the availability of a tuition free program for all out of district employees to enroll their children in Becton Regional High School. The employee will be obligated to provide transportation for their child or children at their expense.
5. Certified Employees:
 - A. The parties agree that the total number of days wherein employees are to report for work will be a maximum of 186, which will be 183 student contact days and 3 non-student contact days. The term "student contact days" will mean those days when students are present in the school building and are in need of and receive instruction or supervision from employees covered under this agreement. Furthermore, of the 183 student contact days, a maximum of three (3) will be deemed as days set aside for emergency closings The three (3) Emergency/Snow Days will be built into the school calendar. The first school day after Easter, the Friday immediately before Memorial Day and the Tuesday immediately following Memorial Day will be the designated Emergency/Snow Days.

If three (3) Emergency/Snow Days are unused then two (2) days will be given back which will be the first school day after Easter and the Friday immediately before Memorial Day. If Easter is the Sunday that begins the week of Spring Break, then the two (2) days will be given back

the Friday immediately before Memorial Day and the Tuesday immediately following Memorial Day.

If two (2) Emergency/Snow Days are unused then one (1) day will be given back which will be the first school day after Easter. If Easter is the Sunday that begins the week of Spring Break, then one (1) day will be given back the Friday immediately before Memorial Day.

There will always be one (1) unused Emergency/Snow Day available until the end of the school year.

If additional Emergency/Snow Days beyond three(3) are needed, then each school day will be taken from Spring Break beginning with Friday, then Thursday, then Wednesday, then Tuesday and then Monday.

- B. Employees will be available and will attend 8th grade orientation, Back to School Night and Graduation Ceremony as may be assigned by the Chief School Administrator.

Teachers will attend the National Honor Society induction and one (1) additional after school event or activity.

- C. Each year, the Employees will be required to report and attend work on the following days, but for half session only:

1. Calendar day prior to Thanksgiving;
2. Last school day prior to holiday recess in December;
3. The day of high school graduation;
4. Last school day prior to Easter.

- D. This provision relates to certified 10 month employees only and does not modify any past practice work assignment.

- 6. Unit or lesson plans are due by 8am Monday (or first teaching day off of a break) morning of that teaching week.

- 7. Any potentially new schedule not contained in this contract that increases teacher-pupil contact time will not be implemented without prior mutually agreed upon compensation between the Becton Education Association and the Carlstadt-East Rutherford Board of Education.

If valid reasons are shown that the Becton Schedule (EXHIBIT C) is not in the best interests of the Carlstadt-East Rutherford High School District, both the Carlstadt-East Rutherford Board of Education and/or Administration, as well as the Becton Education Association, will return to the 8 or 9 Period Schedule (EXHIBIT A or EXHIBIT B) contained in this contract.

- 8. An additional Personal Day will be provided to no more than six (6) Becton Education Association members who volunteer to be Prom Chaperones and will be used the immediate school day following the prom.

The third week in April is designated as Spring Break in our school calendar.

ARTICLE XVIII

DURATION OF AGREEMENT

This AGREEMENT will be effective as of the First Day of July, 2022, or when executed, whichever date is the later, and will continue in effect until the Thirtieth Day of June, 2025 subject to the Association's rights to negotiate a Successor Agreement as provided in Article II hereof This AGREEMENT will continue in effect from year to year unless notice is received as set forth in Article II hereof.

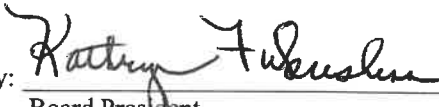
IN WITNESS WHEREOF the parties hereto have caused these present to be executed by their respective Presidents, attested by their respective Secretaries, and their corporate seals to be placed hereon, all on the Day and Year first.

ATTEST:

CARLSTADT-EAST RUTERFORD
REGIONAL BOARD OF EDUCATION



Board Secretary

By: 
Board President

ATTEST:

BECTON EDUCATION ASSOCIATION:



By: 

**APPENDIX A
TEACHERS SALARY SCHEDULES**

2022-2023

Step	BA	BA+15	BA+30	MA	MA+15	MA+30
1	54,000.00	55,500.00	57,000.00	58,500.00	59,000.00	61,000.00
2	54,500.00	56,000.00	57,000.00	58,750.00	60,000.00	62,000.00
3	55,250.00	56,750.00	57,750.00	59,500.00	61,250.00	63,000.00
4	56,500.00	58,000.00	59,000.00	60,500.00	62,500.00	65,000.00
5	58,000.00	60,000.00	61,000.00	63,000.00	66,000.00	68,000.00
6	60,846.00	62,279.00	64,020.00	66,453.00	68,631.00	70,820.00
7	64,927.00	66,360.00	68,101.00	70,545.00	72,711.00	75,354.00
8	69,008.00	70,441.00	72,182.00	74,637.00	77,246.00	79,888.00
9	73,089.00	74,522.00	76,263.00	78,729.00	81,781.00	84,422.00
10	77,170.00	78,603.00	80,344.00	83,264.00	86,316.00	88,956.00
11	81,251.00	82,684.00	84,425.00	87,799.00	90,851.00	93,956.00
12	85,332.00	86,765.00	88,506.00	92,334.00	95,851.00	98,956.00
13	89,413.00	90,846.00	92,906.00	97,334.00	100,851.00	103,956.00
14	93,494.00	95,246.00	97,906.00	102,334.00	105,851.00	108,956.00
15	97,894.00	100,246.00	102,906.00	107,334.00	110,851.00	113,956.00
16	101,894.00	104,246.00	106,906.00	111,334.00	114,851.00	117,956.00
17	104,894.00	107,246.00	109,906.00	114,334.00	117,851.00	120,956.00
18	105,894.00	108,246.00	110,906.00	115,334.00	118,851.00	121,956.00

2023-2024

Step	BA	BA+15	BA+30	MA	MA+15	MA+30
1	54,500.00	56,000.00	57,000.00	58,750.00	60,000.00	62,000.00
2	55,250.00	56,750.00	57,750.00	59,500.00	61,250.00	63,000.00
3	56,250.00	57,750.00	59,000.00	60,500.00	62,500.00	64,000.00
4	57,500.00	59,500.00	61,000.00	63,000.00	66,000.00	67,000.00
5	58,000.00	60,000.00	61,500.00	63,500.00	66,500.00	68,000.00
6	60,846.00	62,279.00	64,020.00	66,453.00	68,631.00	70,820.00
7	64,927.00	66,360.00	68,101.00	70,545.00	72,711.00	75,354.00
8	69,008.00	70,441.00	72,182.00	74,637.00	77,246.00	79,888.00
9	73,089.00	74,522.00	76,263.00	78,729.00	81,781.00	84,422.00
10	77,170.00	78,603.00	80,344.00	83,264.00	86,316.00	88,956.00
11	81,251.00	82,684.00	84,425.00	87,799.00	90,851.00	93,956.00
12	85,332.00	86,765.00	88,506.00	92,334.00	95,851.00	98,956.00
13	89,413.00	90,846.00	92,906.00	97,334.00	100,851.00	103,956.00
14	93,494.00	95,246.00	97,906.00	102,334.00	105,851.00	108,956.00
15	97,894.00	100,246.00	102,906.00	107,334.00	110,851.00	113,956.00
16	102,894.00	105,246.00	107,906.00	112,334.00	115,851.00	118,956.00
17	105,894.00	108,246.00	110,906.00	115,334.00	118,851.00	121,956.00
18	106,894.00	109,246.00	111,906.00	116,334.00	119,851.00	122,956.00

2024-2025

Step	BA	BA+15	BA+30	MA	MA+15	MA+30
1	55,000.00	56,500.00	57,500.00	59,000.00	60,500.00	62,000.00
2	55,500.00	57,000.00	58,000.00	59,750.00	61,250.00	63,000.00
3	56,250.00	57,750.00	59,000.00	60,500.00	62,500.00	64,250.00
4	57,500.00	59,500.00	61,000.00	63,000.00	66,000.00	67,000.00
5	58,500.00	60,500.00	61,500.00	63,500.00	66,500.00	68,000.00
6	60,846.00	62,279.00	64,020.00	66,453.00	68,631.00	70,820.00
6B	62,846.00	64,279.00	66,020.00	68,453.00	70,631.00	72,820.00
7	64,927.00	66,360.00	68,101.00	70,545.00	72,711.00	75,354.00
8	69,008.00	70,441.00	72,182.00	74,637.00	77,246.00	79,888.00
9	73,089.00	74,522.00	76,263.00	78,729.00	81,781.00	84,422.00
10	77,170.00	78,603.00	80,344.00	83,264.00	86,316.00	88,956.00
11	81,251.00	82,684.00	84,425.00	87,799.00	90,851.00	93,956.00
12	85,332.00	86,765.00	88,506.00	92,334.00	95,851.00	98,956.00
13	89,413.00	90,846.00	92,906.00	97,334.00	100,851.00	103,956.00
14	93,494.00	95,246.00	97,906.00	102,334.00	105,851.00	108,956.00
15	97,894.00	100,246.00	102,906.00	107,334.00	110,851.00	113,956.00
16	102,894.00	105,246.00	107,906.00	112,334.00	115,851.00	118,956.00
17	106,894.00	109,246.00	111,906.00	116,334.00	119,851.00	122,956.00
18	107,894.00	110,246.00	112,906.00	117,334.00	120,851.00	123,956.00

Athletic Trainer that is Physical Education certified and teaching classes will be on Teachers' Salary Schedule

PROVISIONS:

1. Teachers will receive \$900 longevity after 12 years in the system, an additional \$900 longevity after 15 years in the system, an additional \$900 longevity after 18 years in the system, an additional \$900 longevity after 20 years in the system and an additional \$900 longevity after 22 years in the system.
2. Reimbursement for College Credits. All credits to be considered for reimbursement beyond the Bachelor's Degree must be at the Graduate or Undergraduate level and in the area of the teacher's present certification or in an area leading to an additional certification. All credits must have the prior written approval of the Superintendent. A maximum of six (6) graduate or six (6) undergraduate credits may be reimbursed in any one school year. Reimbursement will be at the Montclair State University rate per credit for grades equivalent to an A or B. There will be no reimbursement for any grade under a B. No reimbursement will be made without an official transcript and copy of paid tuition bill. If tuition is less than lowest State University rate per credit, only the actual tuition cost will be reimbursable. Notification

of completion of credits must be in by September 15 or January 15 for Horizontal Movement. Non-tenured teachers will not be eligible for reimbursement.

Settembrino Provision: Reimbursement for College Credits include tuition and all required fees to enroll in a course.

3. Up to four (4) years of military service will be recognized as equivalent years of service on the guide. These four years will be granted one step per year in addition to regular increment.
4. The Board reserves the right to withhold any increment for reason of inefficiency or other good cause, in accordance with Title 18A:29-14.
5. Beginning teacher bargains for initial salary, not less than the B.A. Step 1 amount from the attached salary guides.
6. When requested by the Superintendent to instruct an additional class or be assigned an additional duty for the entire year beyond the normal teaching assignment when using the 8 Period Schedule or 9 Period Schedule, teachers will receive an additional 1/7th of their contractual salary. Additional instruction for less than an entire year will be prorated. The additional teaching assignment will replace the duty assignment in that teacher's schedule.

The additional class assignment will be offered to the teachers in the department, based first on seniority and second on schedule availability, and rotate each school year as follows:

Example rotation with Teacher 1 being the most senior member in a department and Teacher 6 being the least senior member of the department

Year 1: Teacher 1, Teacher 2, Teacher 3, Teacher 4, Teacher 5, Teacher 6

Year 2: Teacher 2, Teacher 3, Teacher 4, Teacher 5, Teacher 6, Teacher 1

Year 3: Teacher 3, Teacher 4, Teacher 5, Teacher 6, Teacher 1, Teacher 2

Year 4: Teacher 4, Teacher 5, Teacher 6, Teacher 1, Teacher 2, Teacher 3

Year 5: Teacher 5, Teacher 6, Teacher 1, Teacher 2, Teacher 3, Teacher 4

Year 6: Teacher 6, Teacher 1, Teacher 2, Teacher 3, Teacher 4, Teacher 5

Following Year 6, the rotation will revert back to the Year 1 rotation

If a teacher declines the additional teaching assignment it will be offered to whomever is next in the order. The rotation will continue from whichever teacher was the last to take the additional teaching assignment.

Example:

Year 1: Teacher 1 declines the additional teaching assignment and Teacher 2 accepts the additional teaching assignment, the following school year begins with Year 3 in the rotation.

Unless a scheduling conflict exists, any non-tenured teachers will not be given an additional class assignment unless the additional class assignment is a specific course that the non-tenured teacher is

already teaching. All exceptions to this must be agreed upon by the Becton Education Association and Administration.

Administration has the right to assign the additional teaching assignment to any teacher in that department if all teachers in that department initially decline the additional teaching assignment.

APPENDIX B

CUSTODIANS'/BUS DRIVERS' SALARY SCHEDULE

(12-month rate)

Step	2022-2023	2023-2024	2024-2025
1	53,500	54,000	54,500
2	56,500	57,000	57,500
3	59,500	60,000	60,500
4	62,500	63,000	63,500
5	65,500	66,000	66,500
6	68,500	69,000	69,500
7	71,500	72,000	72,500
8	74,500	75,000	75,500
9	77,500	78,000	78,500
10	80,500	81,000	81,500

Custodian/Bus Drivers designated shift assignments will include the following pay differential schedule:

“Day Shift”	6:00am – 3:00pm	0%
“Afternoon Shift”	12:00pm – 8:00pm	6%
“Night Shift”	3:00pm – 11:00pm	6%

If a Custodian is utilized during any other time frame, then that person will receive the higher differential pay for their entire work shift.

PROVISIONS:

1. Custodians shall receive \$675 after 9 years in the system, \$1,350 after 12 years in the system, \$2,025 after 15 years in the system and \$2,700 after 18 years in the system.
2. Each custodian/bus driver will receive a \$600 clothing allowance per year.
3. If a position entails less than 40 hours per week, the salary will be prorated.
4. On days when school is closed for snow, the custodian/bus driver will be dismissed from work only after all snow removal on school property has been completed and will be paid for an eight-hour shift. In the event further snow removal during said eight hour shift is required, the custodian/bus driver may be called back to work. Failure to return to work during said eight-hour shift when ordered to do so will result in the custodian/bus driver forfeiting his right to receive a full eight hours’ pay. In the event of the failure of a custodian/bus driver to report to work during said eight-hour shift, he will only be paid for those hours actually worked during that eight-hour shift; if any.
5. A newly hired custodian/bus driver employee will complete a satisfactory probationary period of 90 calendar days before he or she will be permitted to seek membership into the Becton Education Association, and upon which time he or she will be required to pay a representation fee of 85% of the unified dues if full membership is not requested (See Article VI, Paragraph #7 Association Rights and Privileges).
6. The Board will pay the cost of "Black Seal" license for each custodian/bus driver required to obtain one pursuant to job description.

7. Winter Break and Spring Break Work Schedule:
 The custodial staff will be divided in half to alternate work weeks during the paid holiday Winter Break and Spring Break. The custodial staff work weeks will be chosen based on seniority in the district. The most senior custodian(s) will choose their work week first and continue by order of seniority.

Example rotation with Custodian 1 being the most senior member in a department and Custodian 6 being the least senior member of the department:

Custodian 1, Custodian 2, Custodian 3 – Winter Break

Custodian 4, Custodian 5, Custodian 6 – Spring Break

Custodians will be able to trade weeks, if mutually agreed upon.

During the Winter Break and Spring Break Work Schedule, all custodians will be on call in the event of an emergency situation.

APPENDIX B

SALARY SCHEDULE

MAIN OFFICE SECRETARY

Attendance Officer/Clerk Typist (Main Office Secretary) Salary Schedule for 2022-2025 contract

10 Month Office Secretaries				12 Month Office Secretaries			
Step	2022-2023	2023-2024	2024-2025	Step	2022-2023	2023-2024	2024-2025
1	37,454	38,203	38,968	1	43,697	44,571	45,462
2	38,495	39,265	40,050	2	45,778	46,693	47,627
3	39,535	40,326	41,132	3	47,858	48,816	49,792
4	40,576	41,387	42,215	4	49,939	50,938	51,957
5	41,616	42,448	43,297	5	52,020	53,060	54,122
6	42,656	43,510	44,380	6	54,101	55,183	56,286
7	43,697	44,571	45,462	7	56,182	57,305	58,451
8	44,737	45,632	46,545	8	58,262	59,428	60,616
9	45,778	46,693	47,627	9	60,343	61,550	62,781
10	46,818	47,754	48,709	10	62,424	63,672	64,946

PROVISIONS:

1. Main Office Secretary shall receive \$675 after 9 years in the system, \$1,350 after 12 years in the system, \$2,025 after 15 years in the system and \$2,700 after 18 years in the system.
2. If a position entails less than 35 hours per week, the salary will be prorated.

APPENDIX C

SUPPLEMENTARY ATHLETIC GUIDES

POSITION	2022-2023	2023-2024	2024-2025
Athletic Director	11,651	11,651	11,651
Baseball - Junior Varsity	6,496	6,610	6,841
Baseball - Freshmen	4,557	4,637	4,799
Baseball - Varsity	7,623	7,756	8,028
Basketball - Boys - Junior Varsity	5,975	6,080	6,293
Basketball - Boys - Freshmen	5,260	5,352	5,539
Basketball - Boys - Varsity	8,204	8,348	8,640
Basketball - Girls - Junior Varsity	5,975	6,080	6,293
Basketball - Girls - Varsity	8,204	8,348	8,640
Bowling - Junior Varsity	4,107	4,179	4,325
Bowling - Varsity	5,490	5,586	5,781
Cross Country - Junior Varsity	4,270	4,345	4,497
Cross Country - Varsity	5,930	6,033	6,245
Football - Varsity Assistant	6,657	6,774	7,011
Football - Freshmen	3,560	3,622	3,749
Football - Junior Varsity	5,797	5,898	6,105
Football - Junior Varsity	5,797	5,898	6,105
Football - Varsity	9,338	9,501	9,834
Soccer - Boys - Junior Varsity	5,009	5,097	5,275
Soccer - Boys - Varsity	6,916	7,037	7,284
Soccer - Girls - Junior Varsity	5,009	5,097	5,275
Soccer - Girls - Varsity	6,916	7,037	7,284
Softball - Varsity Assistant	4,678	4,760	4,926
Softball - Junior Varsity	6,496	6,610	6,841
Softball - Freshmen	4,727	4,810	4,978
Softball - Varsity	7,623	7,756	8,028
Tennis - Boys - Varsity	5,955	6,059	6,271
Tennis - Boys - Junior Varsity	3,255	3,312	3,428
Tennis - Girls - Varsity	5,955	6,059	6,271
Tennis - Girls - Junior Varsity	3,255	3,312	3,428
Track - Boys - Varsity Assistant	5,590	5,687	5,886
Track - Boys - Varsity	7,692	7,826	8,100
Track - Girls - Varsity Assistant	5,657	5,756	5,957
Track - Girls - Varsity	7,692	7,826	8,100
Volleyball - Freshmen	3,255	3,312	3,428
Volleyball - Junior Varsity	4,830	4,915	5,087
Volleyball - Varsity	6,678	6,795	7,032
Winter Track - Varsity	4,654	4,735	4,901
Wrestling - Junior Varsity	5,814	5,916	6,123
Wrestling - Varsity	7,986	8,126	8,410

PROVISIONS:

1. No employee will receive less monies in subsequent years when coaching in the same position.
2. Stipends will be paid in two payments; the exact schedule of these payments to be determined by mutual agreement of Business Administrator and the BEA.
3. If the SUPPLEMENTARY ATHLETIC GUIDE is not increased for the 2025-2026 Contract, the following longevity schedule will be in effect:

Athletic Director will receive \$300 after 6 consecutive years in the system and \$500 after 13 consecutive years in the system.

Head Coach will receive \$200 after 6 consecutive years in the system and \$400 after 13 consecutive years in the system.

Varsity Assistant, JV and Freshman Coaches will receive \$100 after 6 consecutive years in the system and \$200 after 13 consecutive years in the system.

APPENDIX C
SUPPLEMENTARY NON-ATHLETIC GUIDES

POSITION	2022-2023	2023-2024	2024-2025
Career Exploration Internship Advisor	3,570	3,641	3,714
Cheerleading I	2,970	3,029	3,090
Debate Coach Team	4,000	4,080	4,161
Student Activities Coordinator	4,600	4,700	4,900
Student Council Advisor	2,040	2,081	2,122
Class Advisor (12) - Senior Class	1,326	1,353	1380
Class Advisor (11) - Junior Class	1,200	1,224	1250
Class Advisor (9/10) - Freshmen/Sophomore	1,000	1,020	1,040
Magazine	1,487	1,517	1,547
Becton Music Club	500	510	520
Marching Band/Music Activities	5,404	5,512	5,622
Winter Guard	1,620	1,652	1,685
Color Guard	1,620	1,652	1,685
National Honor Society Advisor	2,500	2,550	2,601
Cat's Eye View Advisor	3,513	3,583	3,655
Play Director	4,325	4,412	4,500
Play Director - Assistant	2,230	2,275	2,320
Choreographer	600	612	624
School Liaison	600	612	624
Stage Manager	600	612	624
Robotics	4,000	4,080	4,161
Yearbook Advisor	7,000	7,140	7,283
Math Honors Society/Math League Advisor	800	1,500	1,530
Key Club Advisor	800	1,020	1,040
Horticulture Club	600	1,020	1,040
Italian Honor Society/Multicultural Club	600	1,020	1,040
Spanish Honor Society/Multicultural Club	600	1,020	1,040
Public Relations	1,500	1,530	1,561
Video Game Club	500	816	832
Girls Helping Girls	600	1,020	1,040
Alumni/Military Relations	600	1,020	1,040
Paw Club Advisor	600	1,000	1,020
Culinary Club	300	500	510
Chick Fil A Leadership Academy	500	816	832
Wellness Club	300	500	510
Gay-Straight Alliance Club	300	500	510
Environmental Club	600	1,000	1,020

PROVISIONS:

1. Stipends to be paid in two payments; the exact schedule of these payments to be determined by mutual agreement of Business Administrator and the BEA.
2. Startup clubs or activities will be considered for approval using the following procedure:
 - a. A staff member with BEA approval will apply to the Superintendent for consideration and recommendation to the Board of Education for approval of the startup club or activity.
 - b. In the absence of an application by a staff member, the Superintendent may consider and recommend a startup club or activity to the Board of Education for approval. The startup club or activity advisor's position will be posted for hire as a volunteer.
 - c. After the startup club or activity has continued for two school years, the Superintendent shall review and make a recommendation to the Board of Education as to whether the startup club or activity will become a paid position.
3. Overnight Field Trip Chaperones
 - a. Teachers/Nurse chaperones will be paid \$100 per night during an overnight field trip. The organizer of the field trip is not eligible for this stipend.
 - b. If the Nurse is unexpectedly required to attend an overnight field trip due to a student medical responsibility AND the planned field trip fundraising does not include lodging accommodations for the Nurse, the Nurse will be paid \$150.00 per night and the Board of Education will cover all lodging costs for the Nurse. The cost of meals is the responsibility of the Nurse.

APPENDIX D

HOLIDAY SCHEDULES

A non-certified employee on a twelve (12) month salary is entitled to the following Holiday Schedule:

1. Independence Day
 2. Labor Day
 3. Friday of NJEA Convention
 4. Thanksgiving Day
 5. Day after Thanksgiving Day
 6. Christmas Eve
 7. Christmas Day
 8. New Year's Eve
 9. New Year's Day
 10. Martin Luther King Day
 11. Presidents' Day
 12. Good Friday
 13. Memorial Day observance
 14. Employee's Birthday (10-month employees also)
- A. If any holiday falls on a Saturday or Sunday, all non-certified personnel will be given Friday for Saturday or Monday for Sunday off, in lieu thereof, unless the school is in session on that Friday or Monday.
- B. Employees on a twelve (12) month salary are guaranteed 14 holidays. If the school is in session, an alternate date will be selected by the employee from those days that the school is closed. The selection is subject to the approval of the employee's immediate supervisor. There will be no carry over into the next fiscal year. Holidays not taken will be lost.
- C. If school is in session during one of the above stated days, it will not be considered a Holiday. Paragraph B will apply.

APPENDIX E

TEACHER WORK SCHEDULE

8 Period Day- When there is an 8-period school day, the teacher workday will commence at 8:00 AM and end at 3:00 PM, providing that all professional obligations are met. Teachers will have a duty-free lunch of 45 minutes, equal to the students' lunch period. General Education (GE Academic) teachers will have 5 class periods, 1 preparation period, and 1 duty period. Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) teachers will have 6 class periods and 1 preparation period. There will be 8,100 total minutes of instruction per class.

9 Period Day- When there is a 9-period school day, the teacher work day will commence at 7:50 AM and end at 3:05 PM, providing that all professional obligations are met. Teachers will have a duty-free lunch of 42 minutes, equal to the students' lunch period. General Education (GE Academic) teachers will have 5 class periods, 2 preparation periods, and 1 duty period. Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) teachers will have 6 class periods and 2 preparation periods. There will be a total of 7,560 total minutes of instruction per class.

When using the 8 Period Schedule or 9 Period Schedule “General Education (GE Academic)” will be History, Math, Science, English, World Languages, Special Education (Resource Class).

If a teacher is assigned at least one General Education (GE Academic) class, that teacher will be classified as a General Education (GE Academic).

If a Special Education teacher has Resource Classes as 50% or more of their assigned teaching schedule, that teacher is a General Education (GE Academic).

When using the 8 Period Schedule or 9 Period Schedule, all Administrative Meetings for employees after 3pm are not mandatory.

If a General Education (GE Academic) teacher is assigned at least one class General Education (GE Academic) or Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) to teach beyond the normal teaching assignment, that teacher will receive 1/7th of their salary.

“Exploratory, Enrichment, & Specialized Education (E.E.S. Academic)” will be Art, Music, Culinary, Physical Education, Business, ESL/ELL, Special Education (Inclusion Class).

If an Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) teacher is assigned a duty period, that teacher will receive 1/7th of their salary.

Bect8n Infinity Schedule (EXHIBIT C) and all associated provisions relating to the schedule.

Bect8n Infinity Schedule (EXHIBIT C) – When there is a Bect8n Infinity Schedule, the teacher workday will commence at 7:50 AM and end at 2:46 P.M., providing that all professional obligations are met. Teachers will have a duty-free lunch of at least 44 minutes, equal to the students’ lunch period. General Education (GE Academic) teachers will have no more than 5 assigned course sections in a school year. General Education (GE Academic) teachers will no have less than 6 total preparation periods and no more than 6 total duty periods within the A Day through D Day and Bect8n Day cycle. Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) teachers will have no more than 6 assigned course sections in a school year. Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) teachers will have no less than 11 total preparation periods and no more than 1 total duty period within the A Day and D Day and Bect8n Day cycle. Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) Teachers will not be assigned the 1 total duty period on a Bect8n Day (full schedule of classes). There will be 7,380 total minutes of instruction per class.

The following provisions are applicable only for the Bect8n Infinity Schedule:

All Administrative Meetings for employees after 3:00 pm are not mandatory.

The President of the Becton Education Association will not have a homeroom assignment.

The President of the Becton Education Association will be granted 6 duty-free periods for Becton Education Association responsibilities in addition to no less than 6 total preparation periods within the A Day through D Day and Bect8n Day cycle.

When requested by the Superintendent to instruct an additional class for the entire year beyond the normal teaching assignment, teachers working under the Bect8n Infinity Schedule will receive an additional 1/14th of their contractual salary. Instruction for less than an entire year will be prorated. The additional teaching assignment will replace the duty assignment in the teacher schedule.

The additional class assignment will be offered to the teachers in the department, based first on seniority and second on schedule availability, and rotate each school year as presented in APPENDIX A – TEACHER SALARY SCHEDULE (PROVISIONS 6).

On a day with five teaching assignments and only one preparation period, teachers will not have classroom coverage responsibility.

Any teacher that is assigned at least one Advanced Placement (AP) course will not be assigned more than five (5) total classes for that school year. This is applicable for any Teacher Workday Schedule being implemented.

General Education (GE Academic) Teachers

History, Math, Science, English, World Languages, Special Education (Resource Class)

If a teacher is assigned at least one General Education (GE Academic) class, that teacher will be classified as a General Education (GE Academic) Teacher

If a Special Education teacher has Resource Classes as more than 50% of their assigned teaching schedule, that teacher is a General Education (GE Academic) Teacher.

If a General Education (GE Academic) Teacher is assigned at least one class (General Education (GE Academic) or Exploratory, Enrichment, & Specialized Education (E.E.S. Academic)) to teach beyond the normal teaching assignment, that teacher will receive 1/14th of their salary.

Exploratory, Enrichment, & Specialized Education (E.E.S. Academic)

Art, Music, Culinary, Physical Education, CTE, ESL/ELL, Special Education (Inclusion Class)

If an Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) teacher is assigned an additional duty period, that teacher will receive 1/7th of their daily salary for each duty period assigned.

An Exploratory, Enrichment, & Specialized Education (E.E.S. Academic) teacher with an assigned duty will be able to leave at 1:36 pm during an A Day through D Day cycle or 1:51 on a Bect8n Day every time their preparatory period is the last period of the day.

Each teacher will provide a maximum of five (5) days for Monday through Friday Central Detention duty. The Central Detention duty schedule will be as follows:

Mondays:	2:46 p.m. – 3:16 p.m. (30 minutes)
Tuesdays:	2:46 p.m. – 3:16 p.m. (30 minutes)
Wednesdays:	2:46 p.m. – 3:16 p.m. (30 minutes)
Thursdays:	2:46 p.m. – 4:16 p.m. (90 minutes)
Fridays:	2:46 p.m. – 3:16 p.m. (30 minutes)

Central Detention duty for each teacher will not exceed 210 total minutes per school year.

After a teacher completes Thursday Central Detention duty, with students present, that teacher may come in late or leave early one time when their preparation period is the first or last period of a school day.

EXHIBIT A

9 Period Schedule (42 minute periods)		Teaching Schedule
Period		General Education (GE Academic); (<i>Science, Math, English & Social Studies, World Language, & Special Education Resource</i>)
1	7:54 to 8:41	5 Class Periods
2	8:45 to 9:27	2 Prep Periods
3	9:31 to 10:13	1 Duty Period
4	10:17 to 10:59	1 Lunch Period
5	11:03 to 11:45	
6	11:49 to 12:31	
7	12:35 to 2:03	Exploratory, Enrichment & Specialized Education (E.E.S. Academic): <i>Physical Education/Health, Art, Music, CTE, Special Education Inclusion, Family/Consumer Science (Culinary), & ESL</i>
8	1:21 to 2:03	6 Class Periods
9	2:07 to 2:49	2 Prep Periods
Teacher Day: 7:50 – 3:05 Student Day: 7:54 – 2:49		1 Lunch Period
		(4 minutes of before school help) (16 minutes of after school help)
		(Teachers and students have equivalent Lunch periods)

EXHIBIT B

8 Period Schedule (45 minute periods)		Teaching Schedule
Period		General Education (GE Academic); (<i>Science, Math, English & Social Studies, World Language, & Special Education Resource</i>)
1	8:05 to 8:50	5 Class Periods
2	8:54 to 9:39	2 Prep Periods
3	9:43 to 10:28	1 Duty Period
4	10:32 to 11:17	1 Lunch Period
5	11:21 to 12:06	
6	12:10 to 12:55	
7	12:59 to 1:44	Exploratory, Enrichment & Specialized Education (E.E.S. Academic): <i>Physical Education/Health, Art, Music, CTE, Special Education Inclusion, Family/Consumer Science (Culinary), & ESL</i>
8	1:48 to 1:44	6 Class Periods
Teacher Day: 8:00 - 3:00 Student Day: 8:05 to 2:33		2 Prep Periods
		1 Lunch Period
		(5 minutes of before school help) (27 minutes of after school help)
		(Teachers and students have equivalent Lunch periods)

EXHIBIT C

BECT8N Infinity Schedule							Teaching Schedule									
A-D Days: (55 minute periods)							<p>General Education (GE Academic); (<i>Science, Math, English & Social Studies, World Language, & Special Education Resource</i>)</p> <p><i>No more than 5 Total Course Sections/Year</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">No more than/day:</td> <td style="width: 50%; text-align: center;">No less than/day</td> </tr> <tr> <td style="text-align: center;">*3 to 5 Class Periods</td> <td style="text-align: center;">*1 Prep Period</td> </tr> <tr> <td style="text-align: center;">*5 Total Duty Periods (A-D & BECT8N Day Cycle)</td> <td style="text-align: center;">*1 Lunch Period</td> </tr> </table>		No more than/day:	No less than/day	*3 to 5 Class Periods	*1 Prep Period	*5 Total Duty Periods (A-D & BECT8N Day Cycle)	*1 Lunch Period		
No more than/day:	No less than/day															
*3 to 5 Class Periods	*1 Prep Period															
*5 Total Duty Periods (A-D & BECT8N Day Cycle)	*1 Lunch Period															
BECT8N: (40 minute periods)																
	Day	Day	Day	Day	BECT8N Day											
	A	B	C	D	7:55-8:35	1										
7:55-8:50	1	2	3	4	8:39-9:19	2										
8:54-9:49	2	3	4	1	9:23-10:03	3										
9:54-10:48	3	4	1	2	10:07-10:47	4										
10:50-11:34	L	L	L	L	10:51-11:35	L										
11:38-12:33	5	6	7	8	11:39-12:19	5										
12:37-1:32	6	7	8	5	12:23-1:03	6										
1:36-2:31	7	8	5	6	1:07-1:47	7										
					1:51-1:31	8										
<p>Teacher Day: 7:50 – 2:46</p> <p>Student Day: 7:55 – 2:31</p>							<p>Exploratory, Enrichment & Specialized Education (E.E.S. Academic): <i>Physical Education/Health, Art, Music, CTE, Special Education Inclusion, Family/Consumer Science (Culinary), & ESL</i></p> <p><i>No more than 6 Total Course Sections/Year</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">No more than/day:</td> <td style="width: 50%; text-align: center;">No less than/day</td> </tr> <tr> <td style="text-align: center;">*4 to 5 Class Periods</td> <td style="text-align: center;">*1 Prep Period (A-D Days)</td> </tr> <tr> <td style="text-align: center;">*1 Total Duty Period (A-D Day Cycle)</td> <td style="text-align: center;">*2 Prep Periods (BECT8N Days)</td> </tr> <tr> <td style="text-align: center;">*0 Duty (BECT8N Days)</td> <td style="text-align: center;">*1 Lunch Period</td> </tr> </table> <p style="text-align: right;">(5 minutes of before school help) (14 minutes of after school help)</p> <p>(Teachers will have no less than a 44 minute lunch period on A-D Days and 40 minute on 'BECT8N' Days)</p>		No more than/day:	No less than/day	*4 to 5 Class Periods	*1 Prep Period (A-D Days)	*1 Total Duty Period (A-D Day Cycle)	*2 Prep Periods (BECT8N Days)	*0 Duty (BECT8N Days)	*1 Lunch Period
No more than/day:	No less than/day															
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*0 Duty (BECT8N Days)	*1 Lunch Period															