

AGREEMENT

between

THE NORTHERN VALLEY REGIONAL HIGH SCHOOL
DISTRICT BOARD OF EDUCATION

and

THE NORTHERN VALLEY EDUCATION
ASSOCIATION

July 1, 2021 - June 30, 2024

PREAMBLE

This Agreement developed and entered into by the Northern Valley Regional High School District Board of Education, hereinafter referred to as the "Board," and the Northern Valley Education Association, hereinafter referred to as the "Association," shall be in force for the period specified in "Duration" (p. 26), unless changed by the procedures provided in the Agreement.

TABLE OF CONTENTS

Applying To All Employees

Memorandum of Intent 1
Article I Recognition 1
Article II Negotiations of Successor Agreements 2
Article III Grievance Procedure 3
Article IV Salaries 5
Article V Deductions from Salary 6
Article VI Insurance Protection 7
Article VII Temporary Leaves of Absence 8
Article VIII Extended Leaves of Absence 9
Article IX Bonus for Accumulated Sick Days 11
Article X Miscellaneous Provisions 12

Articles XI Through XVI Apply To Teaching Staff Members

Article XI In-School Work Year 13
Article XII Teacher In-School Workday 13
Article XIII Teaching Work Load 14
Article XIV Tuition Aid Program 14
Article XV Professional Assignments 16
Article XVI Co-Curricular Program 16

Articles XVII Through XXII Apply To Operations And Maintenance Employees

Article XVII Work Schedule 18
Article XVIII Holidays and Vacations 18
Article XIX Tenure 20
Article XX Uniforms 20
Article XXI Salary Incentive for Job-Related Education 20
Article XXII Salaries 20

Articles XXIII Through XXVIII Apply To Office Professional Employees

Article XXIII Work Schedule 21
Article XXIV Salaries 21
Article XXV Tenure 21
Article XXVI Seniority Provision 21
Article XXVII Transfers, Reassignments, Vacancies and New Positions 22
Article XXVIII Vacations and Holidays 22

Articles XXIX Through XXXII Apply To District Technology Department Employees

Article XXIX Work Schedule and Overtime 23
Article XXX Vacation Leave 23
Article XXXI Salary Incentive for Job-Related Education 24
Article XXXII Salaries 25

Duration 26

ARTICLES APPLYING TO ALL EMPLOYEES

MEMORANDUM OF INTENT

In order to consolidate those items which have been resolved, it is mutually agreed by the Board and the Association that the welfare of the students is of paramount importance and will be the first concern of both parties. It is also agreed that both parties are desirous of formulating an orderly procedure of collective negotiations concerning conditions of employment between the Board and the Association and that mutual understanding and cooperation prevail at all times. Therefore, it is mutually agreed as follows:

Article I RECOGNITION

A. The Board recognizes the Association as the exclusive representative of the following employees for the purposes of collective negotiations concerning the terms and conditions of employment:

Teachers, including:

- guidance counselor
- librarian
- learning disabilities specialist
- coordinator of trades and industries
- coordinator of distributive education
- coordinator of clerical-secretarial work experience program
- social worker
- school psychologist
- speech/language specialist
- reading specialist
- school nurse
- janitor-maintenance
- maintenance
- occupational therapist
- athletic trainer
- cota
- physical therapist
- summer school
- office professionals - head bookkeeper, payroll bookkeeper/administrative secretary, associate secretary, clerk
- student assistance counselor
- wellness coordinator

Technology Department Employees, including:

- Computer Technician
- Lead Computer Technician
- Computer Technician/AV Specialist

Articles I, II, III, V, VI, VII, VIII, IX, X, and XXIX through XXXII are applicable to District Technology Department Employees effective July 1, 2021 through June 30, 2024.

- B. Any change in job title will not exclude that employee from the membership unit provided there are no changes in duties.
- C. All other employees of the Northern Valley Regional High School District are specifically excluded from the provisions of this Agreement.
- D. The parties agree that the Board reserves all rights, authority and responsibilities, in accordance with applicable laws and regulations including but not limited to New Jersey Statutes Annotated Title 18A, Education and New Jersey Administrative Code, Title 6, Education.
- E. The Association recognizes the Board of Education as the public agency charged by the Legislature, under the mandate of the Constitution, with the management and organization of the Northern Valley Regional High Schools.

Article II
NEGOTIATION OF SUCCESSOR AGREEMENTS

- A. The Board agrees to negotiate with the Association over a Successor Agreement. Any agreement so negotiated shall apply to all members of the negotiating unit and shall be reduced to writing and signed by the parties.
- B. During discussions, the Board and the Association shall continue to present relevant data, exchange points of view and make proposals and counter-proposals of mutual interest. Upon request from the Association, the Board will make available for inspection to the Association's negotiating unit all information from its public records relevant to the subject matter of the negotiating session.
- C. Neither party of any negotiations shall have any control over the selection of the negotiating representatives of the other party. The parties mutually pledge that their representatives shall be clothed with all necessary power to consider proposals and make counter proposals in the course of negotiations. Final acceptance of the proposed contract is subject to majority approval of the voting membership of both parties.
- D. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.
- E. Except as this Agreement shall otherwise provide, all terms and conditions of employment applicable on the signing date of this Agreement shall continue to be so applicable during the term of this Agreement.

Article III
GRIEVANCE PROCEDURE

A. Definitions

1. Grievance

A "grievance" is a claim by an employee or the Association based upon the interpretation, application or violation of this Agreement, policies or administrative decisions affecting an employee or a group of employees.

2. Aggrieved Person

An "aggrieved person" is the person or persons on behalf of whom the Association is making the claim.

B. Purpose

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may from time to time arise affecting employees. At all levels, the grievance procedure shall include only such parties in interest and their designated or selected representatives.

C. Time Limits

1. The number of days indicated at each level shall be considered as a maximum and every effort shall be made to expedite the process. The time limits specified may, however, be extended by mutual agreement in writing.
2. In the event a grievance is filed at such a time that it cannot be processed through all the stages in this 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 a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.

D. Outline of Procedures

Level One

Any employee who has a grievance shall, within fifteen days, discuss it first with his principal (or immediate supervisor) in an attempt to resolve the matter informally at that level (Schedule I, entitled "Order of Appeals," is attached hereto and made a part hereof).

If, as a result of the discussion, the matter is not resolved to the satisfaction of the employee within five school days, he shall set forth his complaint, in writing, to the principal and his supervisor. The principal shall communicate his decision to the employee in writing within five school days of receipt of the written complaint.

Level Two

The employee may, within five school days, appeal the principal's decision to the Superintendent of Schools. The appeal to the Superintendent must be made in writing and must set forth the grounds upon which the grievance is based. The Superintendent shall request a report on the grievance from the principal and shall confer with the concerned parties or, upon request, with the aggrieved party or principal

separately. He shall attempt to resolve the matter as quickly as possible but within a period not to exceed ten school days. The Superintendent shall communicate his decision in writing, along with supporting reasons to the aggrieved party, the supervisor and the principal.

Level Three

In the event that any supervisor, principal or superintendent shall fail to act in accordance with these regulations, or in the further event that said employee is dissatisfied with the supervisor's, principal's, or superintendent's determination, the employee may submit his grievance in writing to the Teacher-Board Committee, setting forth each step taken, the result achieved at each level and the reason for the employee's dissatisfaction with the earlier determination.

Level Four

If the grievant is not satisfied with the disposition of his or her grievance at Level Three, he or she may, within five (5) working days after a decision by the Superintendent, file the grievance in writing with the Board of Education. The Board of Education shall invite the grievant to present his/her case to the entire Board in closed session within fifteen (15) days, and it shall approve or reject the Superintendent's determination at its next monthly meeting or within thirty (30) days, and shall provide for notification to all interested parties of its determination.

Level Five

Advisory Arbitration

- a. If the grievant or the Association is not satisfied with the disposition of the grievance at Level Four, the grievant may, within fifteen (15) work days after the decision by the Board of Education, request in writing that the Association submits the grievance to advisory arbitration. If the Association determines the grievance is meritorious, it may submit the grievance to advisory arbitration within fifteen (15) work days.
- b. Within ten (10) work days after such written notice of submission to advisory arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from the arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a request for a list of arbitrators may be made to the Public Employment Relations Commission ("PERC") by either party. The parties shall then be bound by the rules and procedures of PERC.
- c. The arbitrator shall hear the matter on the evidence and render his/her award in writing, which shall be advisory only. The arbitrator cannot add to and/or subtract from the Agreement and cannot award any type of monetary relief.
- d. Each party shall pay its own costs for arbitration preparation. The parties shall share equally the fee and expenses of the arbitrator and arbitration proceedings.

Rights and Protection in Representation

- A. Pursuant to Chapter 123, Public Laws of 1974, the Board hereby agrees that every employee of the Board shall have and shall be protected in the exercise of, the right, freely and without fear of penalty or reprisal, to form,

join, and assist any employee organization or to refrain from any such activity. As a duly elected body exercising governmental power under the laws of the State of New Jersey, the Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Chapter 123, Public Laws 1974 or other laws of New Jersey or the Constitutions of New Jersey and the United States; that it shall not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of membership in the Association and its affiliates, participation in any activities of the Association and its affiliates, collective negotiations with the Board, or institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.

- B. Whenever any teacher is required to appear before the Superintendent or a designee, Board, or any committee, member, representative or agent thereof concerning any matter which could adversely affect the continuation of that teacher in office, position or employment, or the salary or any increments pertaining thereto, then the teacher shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association present to advise and represent the teacher during such meeting or interview.
- C. The Board shall not establish any separate personnel file unless it is available for the teacher's inspection, with the exception of personal references solicited by the Board at the time of employment. This provision shall not limit the Board's right to establish personnel files as may be required in the operation of the school system, with the understanding that such files will be available for the teacher's inspection. Teachers shall have the right, upon request at a mutually convenient time to review the contents of these personnel files in the presence of a person authorized by the Board. After an initial review of personnel file, in the presence of a person authorized by the Board of Education a teacher may request a second review of the files accompanied by a representative of the Association, in the presence of the person authorized by the Board of Education.
- D. The Board and the Association agree that there shall be no discrimination in the policies and practices of the District. Said policy of non-discrimination shall be in accordance with Title VI and Title IX and any other applicable State or Federal Legislation.
- E. A full-time tenured teacher in the District shall be entitled to enroll dependent children in either high school at no tuition, provided the children shall not compete in interscholastic activities unless meeting eligibility requirements met by other students and provided the enrollment of such dependent child has no financial impact on the district.

Article IV SALARIES

- A. Effective July 1, 2021, and retroactive to that date, the Teacher Salary Guide shall be increased by 2.0% inclusive of increment.
 - A lump sum of \$216,370 (.6%) non-pensionable stipend shall be allocated for eligible NVEA members (excludes tech. team members). The NVEA will determine the eligibility and distribution parameters.
- B. Effective July 1, 2022, the Teacher Salary Guide shall be increased by 3.0% inclusive of increment.
- C. Effective July 1, 2023, the Teacher Salary Guide shall be revised by 3.0% inclusive of increment.

Technology Department, Custodial and Office Professional Guide revisions are listed in Articles applying to those groups. Operations and Maintenance Employees - XVII, Office Professionals – XXIII, and Technology Department XXXII.

- D. All employees will be paid not later than their regularly scheduled pay day. In those cases where initial checks may be delayed because of the relationship of employment date to payroll preparation date, the employee may be advanced, on the pay days between employment and the 15th of the succeeding month, an amount up to 99% of the net amount due the employee. Such advances will be deducted from the initial regularly prepared salary check.
- E. Certified employees will be allowed credit on the salary guide as follows:
1. Full credit for the year if employee is under contract before November 1 and assigned full teaching assignment.
 2. One-half year of credit for full assignment and contract issued between November 1 and February 28 or a contract of one full semester for full assignment.
 3. No credit for services on or after March 1.
- F. Part-time certified employees will receive one-half year of credit on the salary guide if their employment is under contract and equals one half of the regular teaching assignment for a full year or equals a full teaching assignment for a minimum of ninety days. No credit will be allowed for substitute teaching unless it is under a long-term substitute contract, in which case it will be equated as explained above.

Article V DEDUCTIONS FROM SALARY

- A. The Board agrees to deduct Association dues from the salaries of employees upon request in compliance with Chapter 310, Public Laws of 1967 (N.J.S.A. 25:14-15.9e).
- B. Representation Fee
1. **Purpose of Plan:** Subject to current New Jersey law, if a Bargaining Unit Member does not become a member of the Association during any membership year (i.e., from September 1 to the following August 31) which is covered in whole or in part by this Agreement, said employee may be required to pay a representation fee to the Association for that membership year to offset the costs of services rendered by the Association or majority representation if permissible.
 2. **Amount of Fee:** Subject to current New Jersey law, if permissible, prior to the beginning of each membership year, the Association will notify the Board, in writing, of the amount of the regular membership dues, initiation fees and assessment charged by the Association to its own members for that membership year. The representation fee to be paid by non-members will not exceed 85% of that amount.

The Association will certify to the Board, prior to the start of each membership year, that the amount of the representation fee to be assessed does not exceed 85% of dues, fees and assessments that are expended a) for partisan, political or ideological activities or causes that are only incidentally related to terms and conditions of employment; or b) applied toward the cost of benefits available only to members of the majority representative.
 3. **Deduction and Transmission of Fee:** Subject to current New Jersey law, if permissible, the Board agrees to deduct from the salary of any Bargaining Unit Member who is not a member of the Association for the

current membership year the full amount of the representation fee set forth in Section B above and promptly will transmit the amount so deducted to the Association.

The Board agrees to deduct the representation fee in equal installments, as nearly as possible, from the paychecks paid to each Bargaining Unit Member during the remainder of the membership year in question. The deductions will begin 30 days after the Bargaining Unit Member begins his or her employment in a bargaining unit position.

The Association, before any deductions are made, must first establish a demand and return system. This system will provide that a nonunion member may appeal the amount of the representation fee assessed against him/her. The Association will provide the nonmember with a full and fair hearing, and has the burden of proof in justifying the amount of the fee. Non-members who are dissatisfied with the outcome of their appeal at the local level may appeal further. All funds in this instance will be held in escrow during that period of time.

4. **Indemnification and Save Harmless Provision:** The Association agrees to indemnify and hold the Board harmless against any liability which may arise by reason of any action taken by the Board in complying with the provisions of this Article, provided that the Board gives the Association timely notice in writing of any claim, demand, suit or other form of liability in regard to which it will seek to implement this paragraph.
5. **Termination of Employment:** If a Bargaining Unit Member who is required to pay a representation fee terminates his or her employment with the Board before the Association has received the full amount of the representation fee to which it is entitled under this Article, the Board will deduct the unpaid portion of the fee from the last paycheck paid to said Bargaining Unit Member during the membership year in question and promptly forward same to the Association.

The procedure explained above will apply to all association members and not just to those who pay a representation fee. This is meant to provide equal treatment for association and non-association members.

6. **Mechanics:** Except as otherwise provided in this Article, the mechanics for the deduction of representation fees and the transmission of such fees to the Association will, as nearly as possible, be the same as those used for the deduction and transmission of regular membership dues to the Association.

Article VI INSURANCE PROTECTION

- A. The Board shall provide health-care insurance protection as designated below:
 1. The Board will pay the premium within the guidelines established by the State of New Jersey for employee contributions of all employees and dependents (family) in a plan equal to or better than the SEHBP Direct 10 or any successor plan thereto. Employees who begin their employment on or after July 1, 2010 will be eligible for a plan equal to or better than the SEHBP Direct 15 until they attain tenure. Lead Technicians, Computer Technicians, and Computer Technicians/AV Specialists will be eligible for a plan equal to or better than the SEHBP Direct 15 until they have completed five (5) full years of employment.
 2. Employees will contribute to health insurance premiums in accordance with Chapter 78, P.L. 2011 or Ch. 44, P.L. 2020.

3. Employees may elect to defer health insurance during the transition to a new plan or at the annual open enrollment. The Board shall pay the employee 25%, or \$5,000, whichever is less of the amount saved by the Board because of the employee's waiver of coverage. Payment schedule will be determined by the date of election to defer health benefits. Re-entry will be determined by open enrollment or all recognized life changing events.

4. Provisions of the health-care insurance program shall be detailed in master policies and contracts agreed upon by the Board and the Association and shall include:

Hospital room and board and miscellaneous costs

Out-patient benefits

Laboratory fees, diagnostic expenses and therapy treatments

Maternity costs

Surgical costs

Medical coverage

B. The Board shall provide to each employee a description of the health-care insurance coverage provided under this Article which shall include a clear description of conditions and limits of coverage as listed above.

C. The Board shall provide and pay the premium for a Dental Insurance Program for the employees and their dependents covered by the Agreement during 2021-2024 contract years.

D. The Board shall provide and pay the premium for an Optical Insurance Program for the employees covered by the Agreement during the 2021-2024 contract years.

Article VII TEMPORARY LEAVES OF ABSENCE

A. Sick Leave:

1. The sick leave allowance for all 10 month employees will be ten (10) days annually, cumulative from year to year and twelve (12) days annually for 12-month contract employees, cumulative from year to year.

2. The following absences will not be chargeable to the Sick Leave Allowance:

Absence from school due to being quarantined by the Board of Health for a contagious disease within the employee's household;

Absence from school due to an injury sustained while on official business of the school which is eligible for Workmen's Compensation.

B. Personal leave:

The Superintendent shall grant up to three (3) days a year leave of absence with pay to a Board employee. Application to the employee's principal or other immediate supervisor for personal leave shall be made at least five days before taking such leave except in the case of emergencies. A stated reason shall not be required for such days except for a day immediately before or after a vacation or holiday. A personal day immediately before or after a vacation will require a documented, written reason and the approval of the Superintendent. It is understood that the decision of the Superintendent regarding personal days immediately before or after vacations or holidays will be final and not subject to the grievance procedure.

C. Death in Family:

Four (4) days' absence with pay are allowed for death in the "immediate" family. Two days' absence with pay is allowed for "second-degree" relatives. One day's absence with pay is allowed for "third degree" relatives. The "immediate" family is considered to include wife, husband, father, mother, son, daughter, brother, sister, mother-in-law, father-in-law, grandparents, stepmother, stepfather, stepson and stepdaughter. "Second-degree" relatives are considered to be brother-in-law, sister-in-law, spouse's grandparents, nieces and nephews. "Third-degree" relatives are considered to be aunt, uncle and cousin.

D. Hardship Cases

Any unique hardships, caused by circumstances not covered above, may be reviewed by the superintendent upon the request of the employee.

E. New Child Leave

Five (5) days absence with pay is allowed for immediate new child leave in the case of birth or adoption period. This leave may be taken immediately before or after birth/adoption or intermittently over a twelve-week period following birth/adoption.

**ARTICLE VIII
EXTENDED LEAVES OF ABSENCE**

A. Maternity Leave:

The Board of Education shall grant any request for a maternity/paternity leave of absence. This absence shall be in accordance with the following provisions in compliance with Federal (federal Medical Leave Act) and State (family Leave Act) guidelines, any conflict between the contract and the Federal and State acts supersedes the contract:

1. A request for maternity/paternity leave must be submitted at least 60 days prior to commencement of such leave. The request for maternity/paternity leave shall state a specific commencement date at any time prior to the expected date of birth and a specific return date which in no case shall be later than the first day of the second September following the beginning of the maternity leave.

Date of Birth	Date of Return
July 1, 2021 -day before the first day of school in September, 2021	1st day of school, September 2022
Day of/after the first day of school in September, 2021; day before the first day of school in September 2022	1st day of school, September 2023
Day of/after the first day of school in September, 2022- day before the first day of school in September, 2023	1st day of school, September 2024
Day of/after the first day of school in September, 2023-June 30,2024	1st day of school, September 2025

2. At the employee's request, or at the request of the Board of education and upon the recommendation of the superintendent, the commencement and/or return dates may be extended or reduced for a reasonable period for medical reasons associated with the pregnancy or the birth. In no case shall the employee on maternity/paternity leave be returned to duty until the Board's contractual obligations for the employee's replacement have been fulfilled and such action is deemed by the Board to be in the best interests of the pupils and the school under the then existing circumstances of any individual case.
3. No salary or other fringe benefits shall be paid to an employee on maternity/paternity leave of absence, and time spent on maternity leave of absence shall not count toward placement on the salary guide or seniority.
4. The Board of Education shall not be obligated to extend the maternity/paternity leave of absence of a non-tenured employee beyond the expiration date of the employment contract in effect at the time the maternity leave of absence commences.
5. Any employee giving notice of intent to adopt an infant child shall receive similar leave which shall commence upon the receipt of de facto custody of said infant, or earlier if necessary to fulfill the requirements for the adoption, providing the superintendent received notice at the time of the making of the application for adoption.
6. Notwithstanding the provisions set forth above, upon the recommendation of the superintendent, the Board of Education may require a maternity leave of absence to commence on a date earlier than applied for if the pregnant employee is determined to be not medically able to continue teaching or perform other regular duties by written notice following examination and consultation by employee's physician and Board physician. However, if there is a difference of medical opinion between the physicians, the two shall in good faith designate a third impartial physician who shall examine the employee, and whose medical opinion shall be conclusive and binding on the medical capacity to continue teaching or other regular duties.

B. General (Extended Leaves)

1. Other leaves of absence without pay may be granted by the Board for good reason.
2. All benefits to which an employee was entitled at the time his leave of absence commenced, including unused accumulated sick leave and longevity credits shall be restored to him upon his return.
3. All extensions or renewals of leaves shall be applied for and granted on the recommendation of the superintendent and approval of the Board.

**Article IX
BONUS FOR ACCUMULATED SICK DAYS**

The employee shall notify the Board of Education of his/her intention to retire by January 1, to be eligible for the bonus for accumulated sick days earned to be paid on the following July 1st. If the employee notifies the Board of Education of his/her intention to retire after January 1, it will result in the payment of the bonus for accumulated sick days to be paid the following January 1st. This is necessary for budgetary purposes.

Upon retirement from the Northern Valley Regional School District an employee must be employed at least fifteen (15) years in the school district to be eligible for the following payment of accumulated sick days:

2021-2022 Teachers \$105.00 per day
2022-2023 Teachers \$52.50 per day
2023-2024 Teachers \$52.50 per day

2021-2022 Custodian and Maintenance \$52.50 per day
2022-2023 Custodian and Maintenance \$26.25 per day
2023-2024 Custodian and Maintenance \$26.25 per day

2021-2022 Office Professionals \$70.00 per day
2022-2023 Office Professionals \$35.00 per day
2023-2024 Office Professionals \$35.00 per day

2021-2022 Tech Employees \$52.50 per day
2022-2023 Tech Employees \$26.25 per day
2023-2024 Tech Employees \$26.25 per day

The employee may choose an option to have the payment for accumulated sick days made as a contribution to the employee's 403(b) retirement plan.

All technology department employees will have a cap on unused sick leave of seven thousand five hundred dollars (\$7,500.00).

Article X
MISCELLANEOUS PROVISIONS

A. Conflict with Existing Law:

1. If any provision of the Agreement is held to be contrary to law, then such provision shall be deemed invalid and all other provisions shall continue in full force and effect.
2. The Association and the Board recognizes that strikes and other forms of work stoppages by employees are contrary to public policy. The Association and the Board subscribe to the principle that differences shall be resolved by peaceful and appropriate means without interruption of the school program. The Association, therefore, agrees that there shall be no strikes, work stoppages, or other concerted refusal to perform work, by the employees covered by this Agreement nor any instigation thereof.

B. Violation of Contract

1. Should either the Board of Education or the Northern Valley Education Association feel that a violation of contract has occurred or that an interpretation of a contract is required, then at the request of either party, in writing, setting forth the nature of the alleged violation or misinterpretation and outlining the facts and circumstances, the superintendent shall call a meeting of the respective negotiations committees within fifteen (15) calendar days after receipt of such written notice.
2. In the event the two negotiating committees cannot agree within ten days, either party may appeal to the appropriate agencies or courts.

C. Printing of Agreement

Copies of this Agreement shall be printed after agreement between the parties on format, at the expense of both the Board and the association, cost to be shared equally. The Agreement shall be presented to all persons designated in Article 1-A, herein, now employed, hereafter employed, or considered for employment by the Board. The method of reproduction and the selection of the printer will be mutually agreed upon by both parties.

D. Notice:

All communications between the parties relating to this Agreement shall be made in writing, addressed and given to the President and Secretary of the Association and to the Superintendent and Board Secretary on behalf of the Board.

**ARTICLES XI THROUGH XVI APPLY TO TEACHING STAFF
MEMBERS**

**Article XI
IN-SCHOOL WORK YEAR**

- A. Effective upon ratification by both Parties, the in-school work year for the ten (10) month professional staff shall be 185 days. In addition, there shall be additional days for teachers new to our district for purposes of orientation as the Administration shall determine. The in-school work year schedule shall be published not later than May 1 preceding the school year in which it is to become effective.
- B. The superintendent shall prepare a student calendar and shall consult with the Association, other individuals and organizations within the school system, and, as he sees fit, individuals and organizations other than within the school community and shall recommend a student calendar to the Board.
- C. The superintendent shall consult with the Association, other individuals and organizations within the school system prior to any modification of the "in-school work year" due to an emergency situation.
- D. It is hereby understood that the student calendar is a nonnegotiable item.
- E. Effective upon ratification of this Agreement, all Northern Valley Regional Programs (VRP) work year shall consist of eleven (11) months (paid over 12 months) with 11 sick days. The specific work calendar shall be the teacher calendar including scheduled holidays plus the month of July with the exception of July 4, not to exceed twenty (20) work days. When considering the 4th of July holiday, VRP staff will follow the district office calendar for 12-month employees. The compensation for the 11-month will be made in the form of a pensionable stipend included in their 12-month salary. The pensionable stipend will be based on 1/10 of a staff members base salary prorated accordingly. Given the nature of the VRP programs and the inconsistent enrollment during the summer month, the Superintendent reserves the right to reduce staff and associated stipends during the summer month based on the needs of the program. The final staffing determination will be made by May 15 of each year and offered on a seniority basis. Personal day requests for the month of July will be considered on a case-by-case basis with 5 business days' advance notice. The work year for VRP staff members hired after July of each year shall be 10 months and they will be paid as 10 month employees for the first year of employment.

**Article XII
TEACHER IN-SCHOOL WORKDAY**

The teacher in-school work day shall be seven and one half (7.5) hours of scheduled time. In addition, there will be regular faculty meetings and such other meetings which the administration may consider necessary.

A schedule of teachers meetings will be provided by September 15th of each school year. This meeting schedule and references to the agenda and goals of these meetings will be established outside of the contract in a procedure provided by the Superintendent of Schools.

Article XIII
TEACHING WORK LOAD

The teaching work load shall be:

- A. Fourteen to seventeen periods of classroom contact in a four-day cycle. One professional period and one lunch period shall be assigned each day and all other periods to be assigned as needed.
- B. The instructional period shall be fifty-six (56) minutes.
- C. It is agreed that teachers who travel and lose their lunch period once every four days shall not have duties assigned.
- D. It is agreed that under certain circumstances the administration may assign up to eighteen (18) instructional periods per cycle when the Board of Education deems it educationally necessary. Those teachers teaching eighteen (18) instructional periods in a four (4) day cycle shall receive \$65.00 per day.
- E. It is agreed that under certain circumstances a teacher may be assigned a sixth class. Any teacher assigned a sixth class shall be paid at the rate of \$65.00 per day beginning with the sixth day retroactive to the first day.
- F. Any teacher assigned seventeen (17) or more teaching periods will receive no duties. The Administration may call upon teachers with seventeen (17) contact periods during TBA periods only after all other staff have been utilized including staff members with eighteen (18) contact periods.
- G. Student Assistance Coordinators and Wellness Coordinators will not be assigned for more than four (4) nights per year. On those nights the student assistance coordinators will receive 1/2 (one-half) the per diem rate per evening.
- H. Student Risk Assessment:
Qualified staff are expected to conduct student risk assessments during contractual hours. Future flex time will be offered to staff who stay beyond contractual hours to complete risk assessments. NVEA members who are qualified to conduct student risk assessments shall not be required to begin risk assessments after contractual hours.

Article XIV
TUITION AID PROGRAM

- A. The Northern Valley Regional High School Board of Education will provide a Tuition Aid Plan as approved. Paragraph (B) applies to all employed during the 2021-2024 school years.
- B. Generally, the plan contemplates that such study will be in the specific field in which the employee is instructing or such course will improve the job performance and contribute to the individual's professional progress. For professional staff, the studies should be at the graduate level, except in the case in which the subject supervisor, principal, and superintendent consider undergraduate courses to be more beneficial to the District.

All others shall be governed by the following:

C. Generally, the plan contemplates that study for a Masters Degree will be in the specific field in which the employee is instructing and courses beyond the Masters Degree will improve the job performance and contribute to the individual's professional progress. For the professional staff, the studies should be at the Graduate level, except in the case in which the department chairman, principal, and superintendent consider undergraduate courses to be more beneficial to the District.

The plan is subject to the following features:

1. Control of the plan will remain with the Board of Education.
2. Applicant must receive approval to pursue courses from the supervisor/department chairperson, principal and superintendent prior to two weeks before registration.
3. If the initial request for tuition aid is denied, a tuition-aid committee of one administrator and two teachers will try to resolve the difference.

D. The Board of Education will pay tuition in accordance with the following provisions:

1. Tuition reimbursement will be granted for approved courses to those certified teachers who have completed the first three years of employment and have received tenure.
2. Tuition reimbursement will be granted to all other personnel at the discretion of the superintendent.
3. Tuition reimbursement will not exceed \$1,200 per individual per year. Sixty-six thousand dollars (\$66,000) will be allotted respectively for each contract year.
4. Six hundred dollars (\$600) will be allotted for each custodial and maintenance. This money will be part of the funds allocated in for each year in the overall fund.
5. Six hundred dollars (\$600) will be allotted for each lead technician, computer technician and computer technician/AV specialist. This money will be part of the funds allocated in for each year in the overall fund.
6. Tuition reimbursement will not exceed \$1,750 per individual per year for Office Professionals.
7. Tuition reimbursement is not applicable during any leave of absence.

E. All regular full-time employees will be eligible to participate in the plan. Employees granted any form of leave shall not be eligible for tuition reimbursement.

F. All approved online courses must be taken through an accredited New Jersey college and/or university that has a physical campus located in New Jersey. The Superintendent has the discretion to make exceptions to this. This provision is effective upon ratification of this Agreement for any employee not currently matriculated in an online degree program.

G. The plan will operate July 1 through June 30. Credits earned will be evaluated and, where applicable, applied

toward salary improvement, if transcripts are submitted prior to October 1. Transcripts received after this date will be credited to the next annual salary.

H. Professional improvement is expected of employees of the Northern Valley Regional High School District.

I. The annual tuition aid (\$66,000 for each year of the contract) will be dispensed in two separate times e.g., \$33,000 for summer and fall requests (July 1st to December 31st) and 33,000 for spring requests (January 1st to June 30th). Unused monies for the summer/fall will carry over to the spring fund. Unused monies in the spring fund will carry over to the subsequent years in the contract.

J. Home instruction shall be compensated at \$52.50 per hour.

Article XV PROFESSIONAL ASSIGNMENTS

Professional assignments will be made each September, for those activities which have been scheduled, according to the following guidelines:

A. All staff may be required to be present for Back-to School Night and Graduation.

B. All staff may be assigned to chaperone one additional activity.

C. If additional chaperones are needed beyond the three (3) required duties above, these shall be volunteers and shall be compensated at the rate of \$40.00 per activity.

D. With the exceptions of the following assignments (Back to School Night, College Night, and Graduation), guidance counselors will have eight (8) additional working days each school year. Those days must fall between September 1 and June 30 and will be divided as follows: one full day at the start of the school year, one full day at the end of the school year, and not more than eight (8) guidance sponsored evening programs, each equaling one-half a work day. Counselors will be paid for these days on a per diem basis, thereby increasing their annual salary to reflect the additional eight (8) working days. Reasonable attempts will be made not to schedule evening assignments on consecutive evenings.

E. The President and Vice-President of the NVEA shall not be assigned any duties.

Article XVI CO-CURRICULAR PROGRAM

A. The Board and the Association agree that co-curricular activities listed in Appendix B, Schedule 7 (B-7) are educationally sound. This list is not intended to restrict the formation of new activities.

B. Teacher participation in co-curricular activities shall be compensated according to the rate of pay in Appendix B, Schedule 7 (B-7).

C. The Board will publish the job descriptions to correspond to the activities listed in Appendix B, Schedule 7.

D. Contracts for such activities will be issued to the individual advisor before the activity begins. If a contract is terminated prior to the stated duration of the contract, the stipend shall be pro-rated for the period of time under which the contract was in effect.

E. Stipends for special/co-curricular assignments will be increased as follows each year:

2021-2022	2.8%
2022-2023	2.8%
2023-2024	2.8%

ARTICLES XVII THROUGH XXII APPLY TO OPERATIONS AND MAINTENANCE EMPLOYEES

Article XVII WORK SCHEDULE

A. Work Day - the work day will be eight hours exclusive of meal period.

B. Work Week

1. The work week will be forty hours.
2. Two custodians in the district, one in each building, will work a Tuesday to Saturday schedule.

Volunteers for the Tuesday to Saturday schedule will be sought first; if there are no (or insufficient) volunteers, custodians will be assigned based on least seniority in coordination with the Supervisor of Buildings and Grounds. Remaining custodians will work Monday to Friday.

3. All other scheduled work will be compensated according to the Overtime Schedule.
4. A prior notice of three (3) working days will be given to all employees prior to any shift change. In the case of an emergency situation, the prior notification may be reduced to 24 hours.

C. Overtime

Overtime shall be at the rate of time and one-half for hours worked beyond the forty-hour work week. Unscheduled overtime on Sundays and holidays will be at a double time rate.

1. If overtime is not continuous with the normal shift hours due to an emergency situation, then there will be a guaranteed minimum of four hours of overtime compensation. If an employee is called in before or after his scheduled work hours for continuous hours of work, he will receive overtime compensation for the additional hours.

Article XVIII HOLIDAYS AND VACATIONS

A. Holidays

1. The work year for all Operations and Maintenance employees shall consist of twelve (12) months. Weekends and the following holidays are excluded as workdays: Independence Day*, Labor Day, Columbus Day, Veterans' Day**, Thanksgiving Day and the Day after Thanksgiving, Christmas Eve Day***, Christmas Day***, New Year's Eve Day**, New Year's Day***, Martin Luther King Day, Presidents' Day, Good Friday, Memorial Day. When Columbus Day, Veteran's Day, and Martin Luther King Day are days in which school is in session, "in-lieu of days" will be awarded at the rate of one-to-one. These "in-lieu of days" will be taken by the Operations and Maintenance employees on a date when school is not in session.
 - a. *If Independence Day falls on a Saturday, the Friday before will be granted as a holiday. If this day falls on a Sunday, the Monday after will be granted as a holiday.
 - b. **If Christmas Eve Day and New Year's Eve Day and/or Veterans Day fall on a Saturday or Sunday,

"in-lieu" of days will be awarded at the rate of one-to-one.

- c. ***If Christmas Day and New Year's Day fall on a Sunday, the Mondays after will be granted as a holiday. If Christmas Day and New Year's Day fall on a Saturday, "in-lieu of days" will be awarded at the rate of one-to-one.

Work Schedules will be arranged to omit the Saturday mornings following (1) Thanksgiving, (2) Good Friday as well as (3) Independence Day, (4) Christmas and (5) New Year's if such days fall on a Friday. Any employee required to work on such Saturdays will be compensated at the rate of one and one half.

The days on which the "in-lieu of" days may be used will be determined by the mutual convenience of the employee and the Building and Grounds Supervisor. If the employee and the Building and Grounds Supervisor cannot agree on an "in-lieu-of" date, the employee and the Building and Grounds Supervisor will appeal to the building Principal and the President of the Northern Valley Education Association who shall together decide when the "in-lieu-of" day shall be taken.

B. Vacations

Vacation time is earned from July 1 of each year and granted as follows:

1. Two (2) weeks after one (1) year of service.
2. Three (3) weeks after five (5) years of service.
3. Four (4) weeks after ten (10) years of service.

Those employed on a twelve-month contract with less than one year of service will be granted a vacation on a pro-rated schedule as approved by the Superintendent.

Vacation schedules will be posted no later than May 1. Vacations may be taken between September 1 and June 30 according to the following rules:

1. One (1) employee per building may take up to give (5) consecutive vacation days at one time, to be granted on a "first come, first served basis."
2. No employee may take vacation days during the first two (2) weeks of September or the last two (2) weeks of June.
3. Thirty (30) days advance notice must be given by the employee. Vacation schedules will be posted no later than May 1.

Vacations may not accrue from year to year and employees will not be paid for vacation time not taken.

**Article XIX
TENURE**

A. Tenure shall be obtained after five (5) full years and one (1) day of employment.

**Article XX
UNIFORMS**

Each employee will be granted the following for uniforms:

Effective July 1, 2021 -- \$774.00
Effective July 1, 2022 -- \$799.00
Effective July 1, 2023 -- \$824.00

Uniform allowances shall be payable in one lump sum per year payable through payroll on the 1st pay period in September. Though no receipts will be required, it is understood that the money will be used for cleaning and maintaining uniforms, purchasing work shoes, safety shoes or work boots, and purchasing a winter coat.

**Article XXI
SALARY INCENTIVE FOR JOB-RELATED EDUCATION**

An additional amount of \$300.00 per annum shall be added to an employee's gross salary in the event that the employee successfully completes a Board-approved job-related educational program of thirty (30) credit hours or its equivalent.

**Article XXII
SALARIES**

- A. The Operations and Maintenance Salary Guide for 2021-2022 shall be revised by 2.0% inclusive of increment and a non-pensionable stipend as outlined in Article IV.
- B. The Operations and Maintenance Salary Guide for 2022-2023 shall be revised by 3.0% inclusive of Increment.
- C. The Operations and Maintenance Salary Guide for 2023-2024 shall be revised by 3.0% inclusive of increment.

ARTICLES XXIII THROUGH XXVIII APPLY TO OFFICE PROFESSIONAL EMPLOYEES

Article XXIII WORK SCHEDULE

A. Work Week

1. The work week for office professional staff will consist of 35 hours, Monday through Friday. (One hour a day is granted for lunch).
2. Compensation time will be given on an hour by hour basis.

B. Athletic Director Secretary

The Athletic Director Secretary will be afforded an additional five (5) days of work in the summer, totaling fifteen (15) days altogether.

Article XXIV SALARIES

- a. The 2021-2022 Office Professional Salary Guide shall be revised by 2.0% inclusive of increment and a non-pensionable stipend as outlined in Article IV.
- b. The 2022-2023 Office Professional Salary Guide shall be revised by 3.0% inclusive of increment.
- c. The 2023-2024 Office Professional Salary Guide shall be revised by 3.0% inclusive of increment.

Article XXV TENURE

The Board and the Office Professionals recognized that secretarial and clerical employees may achieve tenure in the district after the successful completion of the statutory period of service pursuant to N.J.S.A. 18A:17-2.

Article XXVI SENIORITY PROVISION

The Board reserves the right to abolish support staff positions and reduce district staff commensurately whenever reason of economy, reorganization or the school district, reduction in the number of students, or other good cause so warrant. The Superintendent of Schools, assisted by the Business Administrator, shall continually review the efficiency and effectiveness of district organization and recommend to the Board the creation of and abolishment of support staff positions and reallocation of duties and positions.

There shall be seniority for tenured employees for the purpose of recall from a reduction in force. Such seniority shall be computed on a system wide basis. Eligibility for application of seniority for recall purposes shall be limited to one (1) year from the date of layoff. The Board shall maintain an up-to-date list of seniority of all tenured employees laid off within the previous year.

Article XXVII
TRANSFERS, REASSIGNMENTS, VACANCIES AND NEW POSITIONS

The Office Professionals and Board agree that the transfer of employees from one position to another may be disturbing to the individual involved; however, it is sometimes necessary to transfer a member of the bargaining unit to another position in order to continue to serve the educational needs of the children of the district. In all such transfers, the immediate supervisor must give prior notice to the employee.

The Board agrees to notify the Association of all openings at least ten (10) days prior to a closing date for applications.

Employees interested in a vacancy must make written application for the position not later than the specified closing date.

When filling any position covered by the terms of this Agreement, the Board of Education shall have the discretion to choose among all qualified candidates.

Article XXVIII
VACATIONS AND HOLIDAYS

For twelve-month employees, Vacation Time is stated as follows:

One year to less than five years:	2 weeks (10 days)
Five year to ten years:	3 weeks (15 days)
Ten years or more:	4 weeks (20 days)

Illnesses incurred during a vacation will not be charged to vacation time, but to sick leave with a doctor's note. Unusual circumstances may be reviewed by the Superintendent.

Authorized holidays are as follows: Independence Day, Labor Day, Columbus Day, Christmas Eve Day afternoon (12:00p.m.), Christmas Day, New Year's Eve Day afternoon (12:00 p.m.), New Year's Day, Presidents' Day, Good Friday, Memorial Day, Veteran's Day, Thanksgiving Day, Friday after Thanksgiving, and Martin Luther King Day.

A total of 21 days off- 14 holidays, 7 extra days that school is not in session will be granted to 12 month employees, both full-time and part-time (prorated).

All ten month employees will follow the school calendar.

One hour early dismissal for office personnel before the following holidays:

Thanksgiving Recess
Christmas Recess
February Recess
Spring Recess
Memorial Day

All Office Professionals hired on or after July 1, 2018 shall be eligible to accrue only five (5) AV days per year.

**ARTICLES XXIX THROUGH XXXII APPLY TO DISTRICT TECHNOLOGY DEPARTMENT
EMPLOYEES**

**Article XXIX
WORK SCHEDULE AND OVERTIME**

A. Work Day

1. The workday for the Lead Computer Technicians in the Northern Valley District shall be Monday through Friday. The work day will be eight (8) hours exclusive of meal period. The eight (8) hour work shifts shall be flexible in nature and scheduled by the department supervisor.
2. The workday for Computer Technicians and Computer Technician/AV Specialists will be eight (8) hours exclusive of meal period. The eight (8) hour work shifts shall be flexible in nature and scheduled by the department supervisor.

B. Work Week – The work week will be forty (40) hours Monday through Friday.

C. Each district technology department employee may be required to work one (1) evening per month for a total of twelve (12) evenings per year, not to exceed four (4) hours in length per event.

D. All other scheduled work will be compensated according to the overtime schedule established by the department supervisor.

E. Prior notice of three (3) working days will be given to all employees prior to any shift change. In the case of an emergency situation, the prior notification may be reduced and the District will endeavor to provide twelve (12) hours' notice.

F. Overtime shall be at a rate of one and one-half for hours worked beyond the forty (40) hour work week. Unscheduled overtime on Sundays and holidays will be at a double time rate. The only exception is for the Computer Technician/AV Specialist who is required to shift his/her schedule to work the school productions (shows).

**Article XXX
VACATION LEAVE**

A. Vacations. All Computer Technicians shall be granted vacation as follows:

Years 1 through 5	10 days
Years 6 through 9	15 days
After 10 years	20 days

Those employed on a twelve (12) month contract with less than one (1) year of service will be granted vacation on a pro-rated schedule as approved by the Superintendent.

Vacations may be taken according to the following rules:

1. While school is in session – One (1) employee per building may take up to five (5) consecutive

- vacation days at one time, to be granted on a “first come, first served basis.”
2. No employee may take vacation days during the last week in August and the first three (3) weeks of September and the first three (3) weeks of June (or until the completion of laptop collection and graduation).
 3. Thirty (30) days’ advance notice must be given by the employee in order to utilize vacation leave.
 4. No employee may take vacation during scheduled high stakes testing days such as NJSLA, WIDA, World Language AP Testing, etc., without appropriate coverage as determined by the department supervisor.
 5. Single vacation day requests will be reviewed on a case-by-case basis.

Vacations may not accrue from year-to-year and employees will not be paid for vacation time not taken.

Article XXXI SALARY INCENTIVE FOR JOB-RELATED EDUCATION

- A. All technicians are eligible to receive up to two thousand eight hundred ninety-five dollars (\$2,895.00) in stipends for obtaining any combination of the industry valued credentials listed below. The employee is required to keep the eligible certification up to date. Certificates that are expired will negate any salary-incentive. The department supervisor will be responsible for confirming valid certificates on an annual basis.

Tier 1 = \$750.00

Tier 2 = \$500.00

Tier 3 = \$300.00

CompTIA Certifications

- A+ Certification (Tier 1)
- Network+ Certification (Tier 1)
- Security+ Certification (Tier 3)
- Server+ Certification (Tier 2)

Apple Repair Certifications

- Laptop (Tier 1)
- Desktop (Tier 2)
- iOS devices (Tier 3)

Microsoft

- Microsoft Certified Technology Associate (MCTA) (Tier 1)
- Microsoft Certified Solutions Associate (MCSA) (Tier 2)
- Microsoft Certified Solutions Expert (MCSE) (Tier 3)

Cisco

- Cisco Certified Entry Network Technician (CCENT) (Tier 1)
- Cisco Certified Technician (CCT) (Tier 2)
- Cisco Certified Networking Associate – Routing and Switching (CCNA-RS) (Tier 3)
- Cisco Certified Networking Associate – Security (CCNA-S) (Tier 3)

JAMF

- Casper Certified Technician (e.g., - CCT/200) (Tier 1)
- Casper JSS Administrator (e.g., - CJA/300) (Tier 2)

Dell

- Technology Associate (Tier 2)
- Dell/EMC Certified Professional (Tier 2)

Google

- G Suite Certification (Tier 1)

ETC

- ETC Ion XE Training (A/V systems training) (Tier 2)

**Article XXXII
SALARIES**

All salary increases and/or step progression shall become effective July 1, 2021 through June 30, 2024.

Lead Computer Technician	Salary		Computer Technician and CT/AV Specialist	Salary	
Step 1	\$ 51,435	2.87	Step 1	\$ 43,147	2.87
Step 2	\$ 52,669	2.4	Step 2	\$ 44,182	2.4
Step 3	\$ 53,934	2.4	Step 3	\$ 45,243	2.4
Step 4	\$ 55,228	2.4	Step 4	\$ 46,328	2.4
Step 5	\$ 56,553	2.4	Step 5	\$ 47,440	2.4
Step 6	\$ 57,911	2.4	Step 6	\$ 48,579	2.4
Step 7	\$ 59,301	2.4	Step 7	\$ 49,745	2.4
Step 8	\$ 60,724	2.4	Step 8	\$ 50,939	2.4
Step 9	\$ 62,181	2.4	Step 9	\$ 52,161	2.4
Step 10	\$ 63,673	2.4	Step 10	\$ 53,413	2.4
Step 11	\$ 65,202	2.4	Step 11	\$ 54,695	2.4
Step 12	\$ 66,766	2.4	Step 12	\$ 56,008	2.4
Step 13	\$ 68,369	2.4	Step 13	\$ 57,352	2.4

All Computer Technicians who exceed the highest step will be considered off-guide and will receive a 1.435% salary increase each year of this agreement.

DURATION

The provisions of this Agreement will be effective as of July 1, 2021, and will continue and remain in force and effect through June 30, 2024.

In the event either party herein should desire to amend this Agreement prior to its expiration, such party shall notify the other party in writing and request a meeting for such purpose not less than ten days before the date of such meeting. The notice of the meeting shall set forth an agenda which shall include:

- A. The provisions of the Agreement to be amended;
- B. The proposed amendment;
- C. The reasons, specifically stated, for such amendment.

If the other party, for any reasons whatever, should decline to attend such a meeting, it shall notify in writing the party requesting the same at least two days before the date of such meeting, and the failure of such party to attend such meeting shall not be sufficient grounds to constitute an impasse under the terms of R.S. 34:13A-6 (b). Further, in the event such meeting is held and no agreement is reached between the parties amending the Agreement, then neither party shall be charged with having created an impasse as set forth in said statute. It is understood and agreed that this Agreement shall not be amended except by an instrument in writing duly executed by both parties.

Schedule I – Order of Appeals

FROM	to Col. 1	to Col. 2	to Col. 3	to Col. 4	to Col. 5
Teachers	District Supervisors	Principal	Superintendent	Teacher-Board Committee	Board
Counselors	Guidance Director	Principal	Superintendent	Teacher-Board Committee	Board
Librarians	Principal	Superintendent		Teacher-Board Committee	Board
Nurses	Principal Supervisors	Superintendent		Teacher-Board Committee	Board
Operations & Maintenance	Head Custodian	Principal	Business Administrator	Teacher-Board Committee	Board
CST and Related Services*	District Supervisors	Principal	Superintendent	Teacher-Board Committee	Board

*CST and Related Services includes Psychologists, Social Workers, Learning Disabilities Teachers, Valley Regional Program Teachers, Speech, OT, PT and Transition Counselors.

Schedule I – Order of Appeals – Office Professionals

FROM	to Col. 1	to Col. 2	to Col. 3	to Col. 4	to Col. 5
Superintendent: Associate Secretary	Administrative Assistant	Superintendent	Superintendent	Secretary/Board Committee	Board
Board Office: Secretary Associate Secretary Bookkeeper/Payroll Clerk	Assistant Business Administrator	Board Secretary	Superintendent	Secretary/Board Committee	Board
Curriculum: Administrative Secretary Associate Secretary	Director	Superintendent		Secretary/Board Committee	Board
Region III: Administrative Secretary Associate Secretary Secretary	Director	Superintendent		Secretary/Board Committee	Board
Child Study: Secretary Associate Secretary	Director	Superintendent		Secretary/Board Committee	Board
Main Office: Administrative Secretary Secretary Associate Secretary	Principal/Assistant Principal	Principal	Superintendent	Secretary/Board Committee	Board
Library: Associate Secretary	Librarian/Principal	Principal	Superintendent	Secretary/Board Committee	Board
Guidance: Administrative Secretary Associate Secretary	Director	Principal	Superintendent	Secretary/Board Committee	Board
Technology: Secretary Clerk	Technology Engineer	Board Secretary	Superintendent	Secretary/Board Committee	Board

10 MONTH TEACHERS SALARY GUIDE
2021-2022

STEP	Scale I Bachelors	Scale II B+15	Scale III Master	Scale IV M+15	Scale V M+30	Scale VI M+45
-1	\$54,758	\$56,391	\$60,739	\$63,459	\$66,178	\$68,898
0	\$56,033	\$57,666	\$62,015	\$64,734	\$67,454	\$70,173
1	\$57,308	\$58,941	\$63,291	\$66,010	\$68,729	\$71,448
2	\$60,044	\$61,661	\$66,554	\$69,273	\$71,991	\$74,711
3	\$62,745	\$64,377	\$70,089	\$72,807	\$75,526	\$78,246
4	\$65,466	\$67,098	\$73,623	\$76,342	\$79,061	\$81,779
5	\$68,181	\$69,819	\$77,157	\$79,877	\$82,596	\$85,314
6	\$70,902	\$72,535	\$80,692	\$83,411	\$86,130	\$88,849
7	\$73,623	\$75,256	\$84,227	\$86,946	\$89,665	\$92,384
8	\$76,339	\$77,972	\$87,762	\$90,480	\$93,200	\$95,919
9	\$79,060	\$80,693	\$91,297	\$94,015	\$96,734	\$99,453
10	\$81,776	\$83,414	\$94,831	\$97,550	\$100,268	\$102,988
11	\$84,497	\$86,129	\$98,365	\$101,085	\$103,803	\$106,523
12	\$87,218	\$88,850	\$101,900	\$104,619	\$107,338	\$110,057
13	\$88,482	\$90,136	\$105,435	\$108,154	\$110,873	\$113,591
14	\$89,747	\$91,426	\$108,969	\$111,688	\$114,408	\$117,126
15			\$112,150	\$114,949	\$117,750	\$120,550

1. Experience credit for military service will be awarded for each full year of military service up to a maximum of four (4) years, e.g. one (1) full year of military service equals one (1) experience step on the salary guide. Five (5) months equals one full year of service.
2. Experienced teachers, new to the district, will be hired in at a negotiated salary determined by the Superintendent and ratified by the Board of Education. In all cases they will be placed on the appropriate educational scale.
3. Increment and adjustments shall be granted only upon the recommendation of the Superintendent of Schools and the approval of the Board of Education.
4. Teachers employed prior to the 1973-74 School Year and who have completed three years of continuous service by the beginning of the school year and who are employed on Scale I or Scale II as of the 1999-2000 school year will receive a long service increment of \$300. There will be an additional long service increment of \$300 to any teacher employed on Scale I or Scale II as of the 1999-2000 school year and who has completed ten (10) years of continuous service by the beginning of the school year.
5. Teachers employed before September 1, 2006 on Scale III, IV, V & Va who have reached Step 14 of the respective Guide by the beginning of the school year shall receive a long service increment of \$3,500.
6. Teachers employed after September 1, 2006 on Scale III, IV, V & Va who have completed 14 years of service by the beginning of the school year shall receive a long service increment of \$3,500.

You may advance on the salary guide a maximum of one step and/or one scale in a complete school year.
EXCEPTION: Permission is granted to move two scales when teacher is on a sabbatical.
 To advance to Scales IV, V, Va, credits must be earned after the Masters Degree has been conferred.

Teachers holding Doctorate Degree will be paid \$600 more than the commensurate step on Scale VA (MA+45).

10 MONTH TEACHERS SALARY GUIDE
2022-2023

STEP	Scale I Bachelors	Scale II B+15	Scale III Master	Scale IV M+15	Scale V M+30	Scale VI M+45
-1	\$56,518	\$58,151	\$62,499	\$65,219	\$67,938	\$70,658
0	\$57,793	\$59,426	\$63,775	\$66,494	\$69,214	\$71,933
1	\$59,068	\$60,701	\$65,051	\$67,770	\$70,489	\$73,208
2	\$61,804	\$63,421	\$68,314	\$71,033	\$73,751	\$76,471
3	\$64,505	\$66,137	\$71,849	\$74,567	\$77,286	\$80,006
4	\$67,226	\$68,858	\$75,383	\$78,102	\$80,821	\$83,539
5	\$69,941	\$71,579	\$78,917	\$81,637	\$84,356	\$87,074
6	\$72,662	\$74,295	\$82,452	\$85,171	\$87,890	\$90,609
7	\$75,383	\$77,016	\$85,987	\$88,706	\$91,425	\$94,144
8	\$78,099	\$79,732	\$89,522	\$92,240	\$94,960	\$97,679
9	\$80,820	\$82,453	\$93,057	\$95,775	\$98,494	\$101,213
10	\$83,536	\$85,174	\$96,591	\$99,310	\$102,028	\$104,748
11	\$86,257	\$87,889	\$100,125	\$102,845	\$105,563	\$108,283
12	\$88,978	\$90,610	\$103,660	\$106,379	\$109,098	\$111,817
13	\$90,242	\$91,896	\$107,195	\$109,914	\$112,633	\$115,351
14	\$91,507	\$93,186	\$110,729	\$113,448	\$116,168	\$118,886
15			\$113,910	\$116,709	\$119,510	\$122,310

1. Experience credit for military service will be awarded for each full year of military service up to a maximum of four (4) years, e.g. one (1) full year of military service equals one (1) experience step on the salary guide. Five (5) months equals one full year of service.
2. Experienced teachers, new to the district, will be hired in at a negotiated salary determined by the Superintendent and ratified by the Board of Education. In all cases they will be placed on the appropriate educational scale.
3. Increment and adjustments shall be granted only upon the recommendation of the Superintendent of Schools and the approval of the Board of Education.
4. Teachers employed prior to the 1973-74 School Year and who have completed three years of continuous service by the beginning of the school year and who are employed on Scale I or Scale II as of the 1999-2000 school year will receive a long service increment of \$300. There will be an additional long service increment of \$300 to any teacher employed on Scale I or Scale II as of the 1999-2000 school year and who has completed ten (10) years of continuous service by the beginning of the school year.
5. Teachers employed before September 1, 2006 on Scale III, IV, V & Va who have reached Step 14 of the respective Guide by the beginning of the school year shall receive a long service increment of \$3,500.
6. Teachers employed after September 1, 2006 on Scale III, IV, V & Va who have completed 14 years of service by the beginning of the school year shall receive a long service increment of \$3,500.

You may advance on the salary guide a maximum of one step and/or one scale in a complete school year.
EXCEPTION: Permission is granted to move two scales when teacher is on a sabbatical.
 To advance to Scales IV, V, Va, credits must be earned after the Masters Degree has been conferred.

Teachers holding Doctorate Degree will be paid \$600 more than the commensurate step on Scale VA (MA+45).

10 MONTH TEACHERS SALARY GUIDE
2023-2024

STEP	Scale I Bachelors	Scale II B+15	Scale III Master	Scale IV M+15	Scale V M+30	Scale VI M+45
-1	\$58,393	\$60,026	\$64,374	\$67,094	\$69,813	\$72,533
0	\$59,668	\$61,301	\$65,650	\$68,369	\$71,089	\$73,808
1	\$60,943	\$62,576	\$66,926	\$69,645	\$72,364	\$75,083
2	\$63,679	\$65,296	\$70,189	\$72,908	\$75,626	\$78,346
3	\$66,380	\$68,012	\$73,724	\$76,442	\$79,161	\$81,881
4	\$69,101	\$70,733	\$77,258	\$79,977	\$82,696	\$85,414
5	\$71,816	\$73,454	\$80,792	\$83,512	\$86,231	\$88,949
6	\$74,537	\$76,170	\$84,327	\$87,046	\$89,765	\$92,484
7	\$77,258	\$78,891	\$87,862	\$90,581	\$93,300	\$96,019
8	\$79,974	\$81,607	\$91,397	\$94,115	\$96,835	\$99,554
9	\$82,695	\$84,328	\$94,932	\$97,650	\$100,369	\$103,088
10	\$85,411	\$87,049	\$98,466	\$101,185	\$103,903	\$106,623
11	\$88,132	\$89,764	\$102,000	\$104,720	\$107,438	\$110,158
12	\$90,853	\$92,485	\$105,535	\$108,254	\$110,973	\$113,692
13	\$92,117	\$93,771	\$109,070	\$111,789	\$114,508	\$117,226
14	\$93,382	\$95,061	\$112,604	\$115,323	\$118,043	\$120,761
15			\$115,785	\$118,584	\$121,385	\$124,185

- Experience credit for military service will be awarded for each full year of military service up to a maximum of four (4) years, e.g. one (1) full year of military service equals one (1) experience step on the salary guide. Five (5) months equals one full year of service.
- Experienced teachers, new to the district, will be hired in at a negotiated salary determined by the Superintendent and ratified by the Board of Education. In all cases they will be placed on the appropriate educational scale.
- Increment and adjustments shall be granted only upon the recommendation of the Superintendent of Schools and the approval of the Board of Education.
- Teachers employed prior to the 1973-74 School Year and who have completed three years of continuous service by the beginning of the school year and who are employed on Scale I or Scale II as of the 1999-2000 school year will receive a long service increment of \$300. There will be an additional long service increment of \$300 to any teacher employed on Scale I or Scale II as of the 1999-2000 school year and who has completed ten (10) years of continuous service by the beginning of the school year.
- Teachers employed before September 1, 2006 on Scale III, IV, V & Va who have reached Step 14 of the respective Guide by the beginning of the school year shall receive a long service increment of \$3,500.
- Teachers employed after September 1, 2006 on Scale III, IV, V & Va who have completed 14 years of service by the beginning of the school year shall receive a long service increment of \$3,500.

You may advance on the salary guide a maximum of one step and/or one scale in a complete school year.
EXCEPTION: Permission is granted to move two scales when teacher is on a sabbatical.
 To advance to Scales IV, V, Va, credits must be earned after the Masters Degree has been conferred.

Teachers holding Doctorate Degree will be paid \$600 more than the commensurate step on Scale VA (MA+45).

COTA Salary Guide 2021-2024

Step	Scale I	
1	\$50,354	2.87%
2	\$51,562	2.4%
3	\$52,800	2.4%
4	\$54,067	2.4%
5	\$55,365	2.4%
6	\$56,693	2.4%
7	\$58,054	2.4%
8	\$59,447	2.4%
9	\$60,874	2.4%
10	\$62,335	2.4%
11	\$63,831	2.4%
12	\$65,363	2.4%

1. Credit for experience may be granted not to exceed three (3) years upon the recommendation of the Superintendent.
2. All COTAs who exceed the highest step will be considered off-guide and will receive a 1.435% salary increase each year of this agreement

SUMMER SCHOOL SALARY SCHEDULE
2021-2022

Years of Employment In N.V.R.H.S. Summer School	Two Sessions
1	\$4,313
2	\$4,742
3	\$5,171
Director of Music Program	\$482
Student Aides	\$739

SUMMER SCHOOL SALARY SCHEDULE

2022-2023

Years of Employment In N.V.R.H.S. Summer School	Two Sessions
1	\$4,434
2	\$4,875
3	\$5,316
Director of Music Program	\$496
Student Aides	\$760

SUMMER SCHOOL SALARY SCHEDULE

2023-2024

Years of Employment In N.V.R.H.S. Summer School	Two Sessions
1	\$4,558
2	\$5,011
3	\$5,464
Director of Music Program	\$510
Student Aides	\$781

Operations and Maintenance Salary Guide
2021-2022

Years of Employment	Janitor	Janitor Maintenance	Maintenance	Matron*
1	\$53,098	\$55,600	\$58,102	\$45,592
2	\$55,298	\$57,910	\$60,522	\$47,462
3	\$57,498	\$60,220	\$62,942	\$49,332
4	\$59,697	\$62,529	\$65,361	\$51,201
5	\$61,895	\$64,837	\$67,779	\$53,069
6	\$64,093	\$67,145	\$70,197	\$54,937
7	\$66,295	\$69,457	\$72,619	\$56,809
8	\$68,494	\$71,766	\$75,038	\$58,678
9	\$70,693	\$74,075	\$77,457	\$60,547
Increment	\$	\$	\$	\$
			*Ten month Contract	

1. Credit for experience may be granted not to exceed three (3) years upon the recommendation of the Superintendent.
2. Full step credit will be given if employed before November 1.
Half step credit if employed prior to March 1.
No credit if employed March 1 or after.
3. There will be a long service increments of \$1,600 to any employee employed who has completed ten (10) years of continuous service in the Northern Valley Regional High School District by the beginning of the school year.
4. There will be a stipend of \$5,448 for two (2) lead custodians assigned in each building.

Operations and Maintenance Salary Guide
2022-2023

Years of Employment	Janitor	Janitor Maintenance	Maintenance	Matron*
1	\$54,173	\$56,675	\$59,177	\$46,667
2	\$56,373	\$58,985	\$61,597	\$48,537
3	\$58,573	\$61,295	\$64,017	\$50,407
4	\$60,772	\$63,604	\$66,436	\$52,276
5	\$62,970	\$65,912	\$68,854	\$54,144
6	\$65,168	\$68,220	\$71,272	\$56,012
7	\$67,370	\$70,532	\$73,694	\$57,884
8	\$69,569	\$72,841	\$76,113	\$59,753
9	\$71,768	\$75,150	\$78,532	\$61,622
Increment	\$	\$	\$	\$
			*Ten month Contract	

1. Credit for experience may be granted not to exceed three (3) years upon the recommendation of the Superintendent.
2. Full step credit will be given if employed before November 1.
Half step credit if employed prior to March 1.
No credit if employed March 1 or after.
3. There will be a long service increments of \$1,600 to any employee employed who has completed ten (10) years of continuous service in the Northern Valley Regional High School District by the beginning of the school year.
4. There will be a stipend of \$5,601 for two (2) lead custodians assigned in each building.

Operations and Maintenance Salary Guide
2023-2024

Years of Employment	Janitor	Janitor Maintenance	Maintenance	Matron*
1	\$55,463	\$57,965	\$60,467	\$47,957
2	\$57,663	\$60,275	\$62,887	\$49,827
3	\$59,863	\$62,585	\$65,307	\$51,697
4	\$62,062	\$64,894	\$67,726	\$53,566
5	\$64,260	\$67,202	\$70,144	\$55,434
6	\$66,458	\$69,510	\$72,562	\$57,302
7	\$68,660	\$71,822	\$74,984	\$59,174
8	\$70,859	\$74,131	\$77,403	\$61,043
9	\$73,058	\$76,440	\$79,822	\$62,912
Increment	\$	\$	\$	\$
			*Ten month Contract	

1. Credit for experience may be granted not to exceed three (3) years upon the recommendation of the Superintendent.
2. Full step credit will be given if employed before November 1.
Half step credit if employed prior to March 1.
No credit if employed March 1 or after.
3. There will be a long service increments of \$1,600 to any employee employed who has completed ten (10) years of continuous service in the Northern Valley Regional High School District by the beginning of the school year.
4. There will be a stipend of \$5,758 for two (2) lead custodians assigned in each building.

Office Professional Salary Guide
2021-2022

STEP	A	B	C	D	E
0	\$51,564	\$54,482	\$57,400	\$60,318	\$63,235
1	\$54,057	\$57,124	\$60,192	\$63,259	\$66,327
2	\$55,849	\$59,024	\$62,199	\$65,374	\$68,549
3	\$57,710	\$60,997	\$64,283	\$67,570	\$70,856
4	\$59,642	\$63,045	\$66,447	\$69,850	\$73,252
5	\$61,647	\$65,170	\$68,693	\$72,216	\$75,738
6	\$63,728	\$67,376	\$71,023	\$74,671	\$78,319
7	\$65,889	\$69,666	\$73,444	\$77,221	\$80,998
8	\$68,132	\$72,044	\$75,956	\$79,868	\$83,780
9	\$70,461	\$74,513	\$78,564	\$82,616	\$86,668
10	\$72,878	\$77,075	\$81,271	\$85,468	\$89,665
11	\$75,387	\$79,734	\$84,081	\$88,429	\$92,776

1. Credit for experience may be granted not to exceed three (3) years upon the recommendation of the Superintendent.
2. Full step credit will be given if employed before November 1.
Half step credit if employed prior to March 1.
No credit if employed March 1 or after.
3. There will be longevity service of \$1,800 to employees effective July 1, 2007. Effective July 1, 2008 no new hires will be eligible for longevity pay.
4. There will be \$400 per option granted for the completion of the NJAEO Professional Development Plan or \$1,200 per Associate Degree. An additional \$400 will be granted for completion of a Bachelor's Degree.

Office Professional Salary Guide
2022-2023

STEP	A	B	C	D	E
0	\$52,724	\$55,642	\$58,560	\$61,478	\$64,395
1	\$55,217	\$58,284	\$61,352	\$64,419	\$67,487
2	\$57,009	\$60,184	\$63,359	\$66,534	\$69,709
3	\$58,870	\$62,157	\$65,443	\$68,730	\$72,016
4	\$60,802	\$64,205	\$67,607	\$71,010	\$74,412
5	\$62,807	\$66,330	\$69,853	\$73,376	\$76,898
6	\$64,888	\$68,536	\$72,183	\$75,831	\$79,479
7	\$67,049	\$70,826	\$74,604	\$78,381	\$82,158
8	\$69,292	\$73,204	\$77,116	\$81,028	\$84,940
9	\$71,621	\$75,673	\$79,724	\$83,776	\$87,828
10	\$74,038	\$78,235	\$82,431	\$86,628	\$90,825
11	\$76,547	\$80,894	\$85,241	\$89,589	\$93,936

1. Credit for experience may be granted not to exceed three (3) years upon the recommendation of the Superintendent.
2. Full step credit will be given if employed before November 1.
Half step credit if employed prior to March 1.
No credit if employed March 1 or after.
3. There will be longevity service of \$1,800 to employees effective July 1, 2007. Effective July 1, 2008 no new hires will be eligible for longevity pay.
4. There will be \$400 per option granted for the completion of the NJAEO Professional Development Plan or \$1,200 per Associate Degree. An additional \$400 will be granted for completion of a Bachelor's Degree.

Office Professional Salary Guide
2023-2024

STEP	A	B	C	D	E
0	\$53,909	\$56,827	\$59,745	\$62,663	\$65,580
1	\$56,402	\$59,469	\$62,537	\$65,604	\$68,672
2	\$58,194	\$61,369	\$64,544	\$67,719	\$70,894
3	\$60,055	\$63,342	\$66,628	\$69,915	\$73,201
4	\$61,987	\$65,390	\$68,792	\$72,195	\$75,597
5	\$63,992	\$67,515	\$71,038	\$74,561	\$78,083
6	\$66,073	\$69,721	\$73,368	\$77,016	\$80,664
7	\$68,234	\$72,011	\$75,789	\$79,566	\$83,343
8	\$70,477	\$74,389	\$78,301	\$82,213	\$86,125
9	\$72,806	\$76,858	\$80,909	\$84,961	\$89,013
10	\$75,223	\$79,420	\$83,616	\$87,813	\$92,010
11	\$77,732	\$82,079	\$86,426	\$90,774	\$95,121

1. Credit for experience may be granted not to exceed three (3) years upon the recommendation of the Superintendent.
2. Full step credit will be given if employed before November 1.
Half step credit if employed prior to March 1.
No credit if employed March 1 or after.
3. There will be longevity service of \$1,800 to employees effective July 1, 2007. Effective July 1, 2008 no new hires will be eligible for longevity pay.
4. There will be \$400 per option granted for the completion of the NJAEO Professional Development Plan or \$1,200 per Associate Degree. An additional \$400 will be granted for completion of a Bachelor's Degree.

SPECIAL ASSIGNMENTS CO-CURRICULAR SALARY GUIDE 2021-2022

Group A	Advisor	\$8,177		Group III	Advisor	\$2,132
	Assistant	\$3,522			Assistant	\$701
Marching Band Director				Literary Magazine		
Yearbook				Building Reporter		
All School Production - Director				International Relations Club		
				Chess Club		
Group 1	Advisor	\$4,600		Football Photographer		
	Assistant	\$2,256		Northern Valley Network (NVN)		
Newspaper				Ski Club		
Class Advisor-Senior				Science League		
Gifted & Talented				Peer Mediation		
Stage Manager/Stage Crew				All School Musical Business Director		
Student Council				All School Musical Orchestra Director		
Peer Mentors				Hand-in-Hand		
S.O.P.E.				Multicultural Club		
Academic Decathlon						
				Group IV	Advisor	\$1,591
Group II	Advisor	\$3,750			Assistant	\$538
	Assistant	\$1,619		<i>All Intramurals per Season</i>		
Debate Team				Safety Inspector		
Modern Dance Club				Media Tech Club		
Class Advisor – Grade 9, 10, 11				F.C.C.L.A.		
Mathematics Team & Club				Varsity Club		
Drama Club & One-Act Plays				Office Aides Club		
Vocal Music Ensembles				Latin Club		
				Chemistry Olympics		
				Student Action		
Instrumental Music Activities				Tri-M Music Honor Society		
All School Musical Producer				School Store		
All School Musical Vocal Director						
All School Musical Choreographer				Group V	Advisor	\$1,291
FBLA				All Other Activities		
Honor Society				All School Musical Theater Design		
Flag & Color Guard				All School Musical Costume Coordinator		
Marching Bank Percussion Instructor				All School Musical Lighting Director		
DECA				All School Musical Set Construction		
				All School Musical Set Painting		
				Technology Student Assoc.		

1. Grouping depends upon frequency of meeting, student involvement, time commitment and importance to the school community.
2. Clubs must have a minimum of ten (10) students.
3. A schedule of meetings, etc., must be provided to the students and administration sufficiently in advance of the activities.
4. Goals and objectives must be written by the Advisor at the acceptance of the contract.
5. Co-Curricular activities will be evaluated on all of the above.
6. Principals will recommend full payment of the stipend if it is warranted by the evaluation.

SPECIAL ASSIGNMENTS CO-CURRICULAR SALARY GUIDE 2022-2023

Group A	Advisor	\$8,406		Group III	Advisor	\$2,192
	Assistant	\$3,621			Assistant	\$721
Marching Band Director				Literary Magazine		
Yearbook				Building Reporter		
All School Production - Director				International Relations Club		
				Chess Club		
Group 1	Advisor	\$4,729		Football Photographer		
	Assistant	\$2,320		Northern Valley Network (NVN)		
Newspaper				Ski Club		
Class Advisor-Senior				Science League		
Gifted & Talented				Peer Mediation		
Stage Manager/Stage Crew				All School Musical Business Director		
Student Council				All School Musical Orchestra Director		
Peer Mentors				Hand-in-Hand		
S.O.P.E.				Multicultural Club		
Academic Decathlon						
				Group IV	Advisor	\$1,636
Group II	Advisor	\$3,855			Assistant	\$553
	Assistant	\$1,664		<i>All Intramurals per Season</i>		
Debate Team				Safety Inspector		
Modern Dance Club				Media Tech Club		
Class Advisor – Grade 9, 10, 11				F.C.C.L.A.		
Mathematics Team & Club				Varsity Club		
Drama Club & One-Act Plays				Office Aides Club		
Vocal Music Ensembles				Latin Club		
				Chemistry Olympics		
				Student Action		
Instrumental Music Activities				Tri-M Music Honor Society		
All School Musical Producer				School Store		
All School Musical Vocal Director						
All School Musical Choreographer				Group V	Advisor	\$1,327
FBLA				All Other Activities		
Honor Society				All School Musical Theater Design		
Flag & Color Guard				All School Musical Costume Coordinator		
Marching Bank Percussion Instructor				All School Musical Lighting Director		
DECA				All School Musical Set Construction		
				All School Musical Set Painting		
				Technology Student Assoc.		

1. Grouping depends upon frequency of meeting, student involvement, time commitment and importance to the school community.
2. Clubs must have a minimum of ten (10) students.
3. A schedule of meetings, etc., must be provided to the students and administration sufficiently in advance of the activities.
4. Goals and objectives must be written by the Advisor at the acceptance of the contract.
5. Co-Curricular activities will be evaluated on all of the above.
6. Principals will recommend full payment of the stipend if it is warranted by the evaluation.

SPECIAL ASSIGNMENTS CO-CURRICULAR SALARY GUIDE 2023-2024

Group A	Advisor	\$8,641		Group III	Advisor	\$2,253
	Assistant	\$3,722			Assistant	\$741
Marching Band Director				Literary Magazine		
Yearbook				Building Reporter		
All School Production - Director				International Relations Club		
				Chess Club		
Group 1	Advisor	\$4,862		Football Photographer		
	Assistant	\$2,385		Northern Valley Network (NVN)		
Newspaper				Ski Club		
Class Advisor-Senior				Science League		
Gifted & Talented				Peer Mediation		
Stage Manager/Stage Crew				All School Musical Business Director		
Student Council				All School Musical Orchestra Director		
Peer Mentors				Hand-in-Hand		
S.O.P.E.				Multicultural Club		
Academic Decathlon						
				Group IV	Advisor	\$1,682
Group II	Advisor	\$3,963			Assistant	\$568
	Assistant	\$1,711		<i>All Intramurals per Season</i>		
Debate Team				Safety Inspector		
Modern Dance Club				Media Tech Club		
Class Advisor – Grade 9, 10, 11				F.C.C.L.A.		
Mathematics Team & Club				Varsity Club		
Drama Club & One-Act Plays				Office Aides Club		
Vocal Music Ensembles				Latin Club		
				Chemistry Olympics		
				Student Action		
Instrumental Music Activities				Tri-M Music Honor Society		
All School Musical Producer				School Store		
All School Musical Vocal Director						
All School Musical Choreographer				Group V	Advisor	\$1,364
FBLA				All Other Activities		
Honor Society				All School Musical Theater Design		
Flag & Color Guard				All School Musical Costume Coordinator		
Marching Bank Percussion Instructor				All School Musical Lighting Director		
DECA				All School Musical Set Construction		
				All School Musical Set Painting		
				Technology Student Assoc.		

1. Grouping depends upon frequency of meeting, student involvement, time commitment and importance to the school community.
2. Clubs must have a minimum of ten (10) students.
3. A schedule of meetings, etc., must be provided to the students and administration sufficiently in advance of the activities.
4. Goals and objectives must be written by the Advisor at the acceptance of the contract.
5. Co-Curricular activities will be evaluated on all of the above.
6. Principals will recommend full payment of the stipend if it is warranted by the evaluation.

SPECIAL ASSIGNMENTS SALARY GUIDE 2021-2022

Head Coaches	Step 1	Step 2	Step 3	Step 4		Assistant Coaches	Step 1	Step 2	Step 3	Step 4
Football	\$ 11,154	\$ 11,812	\$ 12,472	\$ 13,133		Football	\$ 7,542	\$ 7,950	\$ 8,355	\$ 8,763
Basketball	\$ 9,746	\$ 10,237	\$ 10,405	\$ 10,876		Football Coordinator	\$ 8,028	\$ 8,461	\$ 8,892	\$ 9,326
Wrestling	\$ 9,746	\$ 10,237	\$ 10,405	\$ 10,876		Basketball	\$ 6,676	\$ 6,991	\$ 7,308	\$ 7,625
Track & Field	\$ 9,470	\$ 9,946	\$ 10,117	\$ 10,579		Track & Field	\$ 6,676	\$ 6,991	\$ 7,308	\$ 7,625
Baseball/Softball	\$ 8,804	\$ 9,282	\$ 9,758	\$ 10,231		Baseball/Softball	\$ 6,382	\$ 6,695	\$ 7,010	\$ 7,323
Soccer	\$ 8,804	\$ 9,282	\$ 9,758	\$ 10,231		Soccer	\$ 6,382	\$ 6,695	\$ 7,010	\$ 7,323
Indoor Track	\$ 8,804	\$ 9,282	\$ 9,758	\$ 10,231		Indoor Track	\$ 6,382	\$ 6,695	\$ 7,010	\$ 7,323
Field Hockey	\$ 8,804	\$ 9,282	\$ 9,758	\$ 10,231		Field Hockey	\$ 6,382	\$ 6,695	\$ 7,010	\$ 7,323
Volleyball	\$ 8,804	\$ 9,282	\$ 9,758	\$ 10,231		Volleyball	\$ 6,382	\$ 6,695	\$ 7,010	\$ 7,323
Swimming	\$ 8,804	\$ 9,282	\$ 9,758	\$ 10,231		Swimming	\$ 6,382	\$ 6,695	\$ 7,010	\$ 7,323
Lacrosse	\$ 8,804	\$ 9,282	\$ 9,758	\$ 10,231		Lacrosse	\$ 6,382	\$ 6,695	\$ 7,010	\$ 7,323
Ice Hockey	\$ 8,461	\$ 8,948	\$ 9,433	\$ 9,917		Ice Hockey	\$ 6,676	\$ 6,991	\$ 7,094	\$ 7,625
Tennis	\$ 6,906	\$ 7,209	\$ 7,513	\$ 7,819		Tennis	\$ 4,336	\$ 4,650	\$ 4,960	\$ 5,272
Golf	\$ 6,711	\$ 7,016	\$ 7,319	\$ 7,625		Golf	\$ 4,261	\$ 4,597	\$ 4,935	\$ 5,272
Cheerleading	\$ 6,033	\$ 6,325	\$ 6,617	\$ 6,910		Cheerleading	\$ 4,411	\$ 4,703	\$ 4,998	\$ 5,290
Trainer (seasonal)	\$ 6,888	\$ 7,198	\$ 7,509	\$ 7,820		Trainer (seasonal)	\$ 4,335	\$ 4,654	\$ 4,970	\$ 5,287
	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
Bowling	\$ -	\$ -	\$ -	\$ -		Bowling	\$ -	\$ -	\$ -	\$ -
B&G	\$ 7,416	\$ 7,707	\$ 7,999	\$ 8,291		B&G	\$ 4,599	\$ 4,827	\$ 5,057	\$ 5,283
Sep. No. Asst.	\$ 6,568	\$ 6,858	\$ 7,151	\$ 7,445		Sep. No. Asst.	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
Cross Country	\$ -	\$ -	\$ -	\$ -		Cross Country	\$ -	\$ -	\$ -	\$ -
B&G	\$ 7,420	\$ 7,726	\$ 8,033	\$ 8,339		B&G	\$ 5,527	\$ 5,759	\$ 5,990	\$ 6,219
Sep. No. Asst.	\$ 6,364	\$ 6,670	\$ 6,973	\$ 7,278		Sep. No. Asst.	\$ -	\$ -	\$ -	\$ -

1. All personnel to be placed on guide according to years of experience in the position in the Northern Valley Regional High School District.
2. Increments granted only on recommendation of the Superintendent and approval by the Board of Education.
3. Coaches on this guide may be placed in accordance with their total coaching experience in the sport not only their years at Northern Valley.

SPECIAL ASSIGNMENTS SALARY GUIDE 2022-2023

	Step 1	Step 2	Step 3	Step 4	FY23	Assistant Coaches	Step 1	Step 2	Step 3	Step 4
Head Coaches	\$ 11,466	\$ 12,142	\$ 12,821	\$ 13,500		Football	\$ 7,754	\$ 8,172	\$ 8,588	\$ 9,008
Football						Football Coordinator	\$ 8,252	\$ 8,698	\$ 9,141	\$ 9,587
Basketball	\$ 10,019	\$ 10,523	\$ 10,697	\$ 11,181		Basketball	\$ 6,863	\$ 7,187	\$ 7,513	\$ 7,838
Wrestling	\$ 10,019	\$ 10,523	\$ 10,697	\$ 11,181		Wrestling	\$ 6,863	\$ 7,187	\$ 7,513	\$ 7,838
Track & Field	\$ 9,735	\$ 10,224	\$ 10,400	\$ 10,875		Track & Field	\$ 6,561	\$ 6,883	\$ 7,206	\$ 7,529
Baseball/Softball	\$ 9,050	\$ 9,542	\$ 10,031	\$ 10,517		Baseball/Softball	\$ 6,561	\$ 6,883	\$ 7,206	\$ 7,529
Soccer	\$ 9,050	\$ 9,542	\$ 10,031	\$ 10,517		Soccer	\$ 6,561	\$ 6,883	\$ 7,206	\$ 7,529
Indoor Track	\$ 9,050	\$ 9,542	\$ 10,031	\$ 10,517		Indoor Track	\$ 6,561	\$ 6,883	\$ 7,206	\$ 7,529
Field Hockey	\$ 9,050	\$ 9,542	\$ 10,031	\$ 10,517		Field Hockey	\$ 6,561	\$ 6,883	\$ 7,206	\$ 7,529
Volleyball	\$ 9,050	\$ 9,542	\$ 10,031	\$ 10,517		Volleyball	\$ 6,561	\$ 6,883	\$ 7,206	\$ 7,529
Swimming	\$ 9,050	\$ 9,542	\$ 10,031	\$ 10,517		Swimming	\$ 6,561	\$ 6,883	\$ 7,206	\$ 7,529
Lacrosse	\$ 9,050	\$ 9,542	\$ 10,031	\$ 10,517		Lacrosse	\$ 6,561	\$ 6,883	\$ 7,206	\$ 7,529
Ice Hockey	\$ 8,698	\$ 9,198	\$ 9,697	\$ 10,195		Ice Hockey	\$ 6,863	\$ 7,187	\$ 7,293	\$ 7,838
Tennis	\$ 7,099	\$ 7,411	\$ 7,723	\$ 8,038		Tennis	\$ 4,458	\$ 4,780	\$ 5,099	\$ 5,419
Golf	\$ 6,899	\$ 7,213	\$ 7,524	\$ 7,838		Golf	\$ 4,380	\$ 4,726	\$ 5,074	\$ 5,419
Cheerleading	\$ 6,202	\$ 6,502	\$ 6,803	\$ 7,104		Cheerleading	\$ 4,535	\$ 4,835	\$ 5,138	\$ 5,438
	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
Trainer (seasonal)	\$ 7,080	\$ 7,400	\$ 7,719	\$ 8,039		Trainer (seasonal)	\$ 4,456	\$ 4,784	\$ 5,110	\$ 5,435
	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
Bowling	\$ -	\$ -	\$ -	\$ -		Bowling	\$ -	\$ -	\$ -	\$ -
B&G	\$ 7,624	\$ 7,923	\$ 8,223	\$ 8,523		B&G	\$ 4,728	\$ 4,963	\$ 5,198	\$ 5,431
Sep. No. Asst.	\$ 6,752	\$ 7,050	\$ 7,351	\$ 7,653		Sep. No. Asst.	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
Cross Country	\$ -	\$ -	\$ -	\$ -		Cross Country	\$ -	\$ -	\$ -	\$ -
B&G	\$ 7,628	\$ 7,943	\$ 8,258	\$ 8,573		B&G	\$ 5,681	\$ 5,920	\$ 6,158	\$ 6,394
Sep. No. Asst.	\$ 6,543	\$ 6,856	\$ 7,168	\$ 7,482		Sep. No. Asst.	\$ -	\$ -	\$ -	\$ -

- All personnel to be placed on guide according to years of experience in the position in the Northern Valley Regional High School District.
- Increments granted only on recommendation of the Superintendent and approval by the Board of Education.
- Coaches on this guide may be placed in accordance with their total coaching experience in the sport not only their years at Northern Valley.

SPECIAL ASSIGNMENTS SALARY GUIDE 2023-2024

Head Coaches	Step 1	Step 2	Step 3	Step 4	FY24	Assistant Coaches	Step 1	Step 2	Step 3	Step 4
Football	\$ 11,787	\$ 12,482	\$ 13,180	\$ 13,878		Football	\$ 7,971	\$ 8,401	\$ 8,829	\$ 9,260
	\$ -	\$ -	\$ -	\$ -		Football Coordinator	\$ 8,483	\$ 8,942	\$ 9,397	\$ 9,856
Basketball	\$ 10,300	\$ 10,818	\$ 10,996	\$ 11,494		Basketball	\$ 7,055	\$ 7,388	\$ 7,723	\$ 8,058
Wrestling	\$ 10,300	\$ 10,818	\$ 10,996	\$ 11,494		Wrestling	\$ 7,055	\$ 7,388	\$ 7,723	\$ 8,058
Track & Field	\$ 10,008	\$ 10,511	\$ 10,691	\$ 11,180		Track & Field	\$ 6,744	\$ 7,076	\$ 7,408	\$ 7,739
Baseball/Softball	\$ 9,304	\$ 9,809	\$ 10,312	\$ 10,812		Baseball/Softball	\$ 6,744	\$ 7,076	\$ 7,408	\$ 7,739
Soccer	\$ 9,304	\$ 9,809	\$ 10,312	\$ 10,812		Soccer	\$ 6,744	\$ 7,076	\$ 7,408	\$ 7,739
Indoor Track	\$ 9,304	\$ 9,809	\$ 10,312	\$ 10,812		Indoor Track	\$ 6,744	\$ 7,076	\$ 7,408	\$ 7,739
Field Hockey	\$ 9,304	\$ 9,809	\$ 10,312	\$ 10,812		Field Hockey	\$ 6,744	\$ 7,076	\$ 7,408	\$ 7,739
Volleyball	\$ 9,304	\$ 9,809	\$ 10,312	\$ 10,812		Volleyball	\$ 6,744	\$ 7,076	\$ 7,408	\$ 7,739
Swimming	\$ 9,304	\$ 9,809	\$ 10,312	\$ 10,812		Swimming	\$ 6,744	\$ 7,076	\$ 7,408	\$ 7,739
Lacrosse	\$ 8,942	\$ 9,456	\$ 9,969	\$ 10,480		Lacrosse	\$ 7,055	\$ 7,388	\$ 7,723	\$ 8,058
Ice Hockey	\$ 7,298	\$ 7,619	\$ 7,939	\$ 8,263		Ice Hockey	\$ 4,582	\$ 4,914	\$ 5,242	\$ 5,571
Tennis	\$ 7,092	\$ 7,415	\$ 7,735	\$ 8,058		Tennis	\$ 4,503	\$ 4,858	\$ 5,216	\$ 5,571
Golf	\$ 6,376	\$ 6,684	\$ 6,993	\$ 7,303		Golf	\$ 4,662	\$ 4,970	\$ 5,282	\$ 5,590
Cheerleading	\$ -	\$ -	\$ -	\$ -		Cheerleading	\$ -	\$ -	\$ -	\$ -
Trainer (seasonal)	\$ 7,279	\$ 7,607	\$ 7,935	\$ 8,264		Trainer (seasonal)	\$ 4,581	\$ 4,918	\$ 5,253	\$ 5,587
Bowling	\$ -	\$ -	\$ -	\$ -		Bowling	\$ -	\$ -	\$ -	\$ -
B&G	\$ 7,837	\$ 8,145	\$ 8,453	\$ 8,762		B&G	\$ 4,860	\$ 5,102	\$ 5,344	\$ 5,583
Sep. No. Asst.	\$ 6,941	\$ 7,247	\$ 7,557	\$ 7,868		Sep. No. Asst.	\$ -	\$ -	\$ -	\$ -
Cross Country	\$ -	\$ -	\$ -	\$ -		Cross Country	\$ -	\$ -	\$ -	\$ -
B&G	\$ 7,841	\$ 8,165	\$ 8,489	\$ 8,813		B&G	\$ 5,840	\$ 6,086	\$ 6,330	\$ 6,573
Sep. No. Asst.	\$ 6,726	\$ 7,048	\$ 7,369	\$ 7,692		Sep. No. Asst.	\$ -	\$ -	\$ -	\$ -

- School District.
2. Increments granted only on recommendation of the Superintendent and approval by the Board of Education.
 3. Coaches on this guide may be placed in accordance with their total coaching experience in the sport not only their years at Northern Valley.

Athletic Trainer
2021-2024 BA

ATHLETIC TRAINERS WITH BA			
	2021-2022	2022-2023	2023-2024
STEP			
-1	\$51,972	\$53,922	\$56,557
0	\$53,183	\$55,133	\$57,768
1	\$54,395	\$56,345	\$58,980
2	\$56,994	\$58,944	\$61,579
3	\$59,560	\$61,510	\$64,145
4	\$62,145	\$64,095	\$66,730
5	\$64,724	\$66,674	\$69,309
6	\$67,309	\$69,259	\$71,894
7	\$69,894	\$71,844	\$74,479
8	\$72,474	\$74,424	\$77,059
9	\$75,059	\$77,009	\$79,644
10	\$77,639	\$79,589	\$82,224
11	\$80,224	\$82,174	\$84,809
12	\$82,809	\$84,759	\$87,394
13	\$84,010	\$85,960	\$88,595
14	\$85,212	\$87,162	\$89,797

Athletic Trainer
2021-2024 MA

ATHLETIC TRAINERS WITH MA			
	2021-2022	2022-2023	2023-2024
STEP			
-1	\$53,523	\$55,473	\$58,108
0	\$54,735	\$56,685	\$59,320
1	\$55,946	\$57,896	\$60,531
2	\$58,530	\$60,480	\$63,115
3	\$61,110	\$63,060	\$65,695
4	\$63,695	\$65,645	\$68,280
5	\$66,280	\$68,230	\$70,865
6	\$68,860	\$70,810	\$73,445
7	\$71,445	\$73,395	\$76,030
8	\$74,025	\$75,975	\$78,610
9	\$76,610	\$78,560	\$81,195
10	\$79,195	\$81,145	\$83,780
11	\$81,775	\$83,725	\$86,360
12	\$84,360	\$86,310	\$88,945
13	\$85,581	\$87,531	\$90,166
14	\$86,807	\$88,757	\$91,392

IN WITNESS THEREOF, the Northern Valley Board of Education and the Northern Valley Education Association have cause this Agreement to be signed as of the 26th day of January 2022.

Northern Valley Regional High School District Board of Education

By:  _____ Board President

By:  _____ Board Secretary

Northern Valley Education Association

By:  _____ NVEA President

By:  _____ NVEA Representative