

# AGREEMENT

between

MATAWAN-ABERDEEN REGIONAL BOARD OF EDUCATION

and

MATAWAN-ABERDEEN REGIONAL EDUCATION ASSOCIATION

(Custodial, Maintenance and Technology Employees)

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JULY 1, 2024 through JUNE 30, 2028

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PREAMBLE

This Agreement made and entered into on this August 29, 2024, between the MATAWAN-ABERDEEN REGIONAL BOARD OF EDUCATION, hereinafter referred to as the "Board", and the MATAWAN-ABERDEEN REGIONAL EDUCATION ASSOCIATION, a labor organization hereinafter referred to as the "Association."

WITNESSETH:

WHEREAS, the Association has presented proof that it represents a substantial majority of a unit composed of all custodial, maintenance and technology employees;

AND

WHEREAS, the Board, by virtue thereof, has recognized the said Association as the sole and exclusive bargaining agent for all Custodial, maintenance and technology employees of the Board;

AND

WHEREAS, the Board has an obligation, pursuant to Chapter 123, Public Laws of 1974, to negotiate with the Association as the representative of all custodial, maintenance and technology employees of the Board with respect to the terms and conditions of employment,

NOW, THEREFORE, it is mutually agreed between the parties, as follows:

**ARTICLE I**  
**RECOGNITION**

A. Representation

The Board hereby recognizes the Association as the sole and exclusive representative for collective negotiations concerning the terms and conditions of employment herein provided for all custodial, maintenance and technology employees now employed or to be employed by the Board.

B. Bargaining Unit

The bargaining unit shall consist of all custodial, maintenance and technology employees of the Board. All other employees of the Board are excluded from the collective bargaining unit.

C. Definition

Wherever used herein, the term "employee" shall mean and be construed only as referring to a custodial, maintenance and technology employee of the Board.

**ARTICLE II**  
**MANAGEMENT RIGHTS CLAUSE**

A. The Board, on its own behalf and on behalf of the electors of the District, hereby retains and reserves unto itself, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of New Jersey, and of the United States, including but without limiting the generality of the foregoing, the right:

(1) To executive management and administrative control of the school system and its properties and facilities, and the activities of its employees while said employees are engaged in the performance of their duties.

(2) To hire all employees and, subject to the provisions of law, to determine their qualifications and the conditions for their continued employment or their dismissal or demotion, and to promote and transfer all such employees, to relieve employees from duty because of lack of work, or other legitimate reasons. Where the Board has agreed to procedures in the above areas, the Board will follow said procedures.

(3) To decide upon the means and methods of operations, the selection of materials and equipment.

(4) To determine work schedules, the hours of work, and the duties, responsibilities and assignments of employees with respect thereto, subject to this Agreement.

(5) To take whatever actions may be reasonably necessary to carry Out the mission of the school district in situations of emergency.

(6) The exercise of the foregoing powers, right, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and expressed terms of this Agreement and then only to the extent such specific and expressed terms hereof are in conformance with the Constitution and Laws of the State of New Jersey and the Constitution and Laws of the United States.

### **ARTICLE III**

#### **UNION SECURITY**

A. The Board agrees it will give effect to the following form of Union Security.

(1) It is agreed that at the time of hiring, the Board will inform newly hired employees who fall within the bargaining unit, that they may join the Association thirty-one (31) days thereafter.

### **ARTICLE IV**

#### **CHECK-OFF**

A. Membership Dues:

1. The Board agrees to deduct from the salaries of its employees dues for the Matawan Aberdeen Regional Education Association, the Monmouth County Education Association, the New Jersey Education Association, and the National Education Association, or any one of any combinations of such Associations.
2. Such deductions shall be made in compliance with N.J.S.A. 52:14-15.9 and N.J.A.C. 6A:23A-16-7. Said monies, together with records of any corrections, shall be transmitted to such person as may from time to time be designated by the MAREA by the fifteenth (15<sup>th</sup>) of each month following the monthly pay period in which deductions were made. The MAREA Treasurer shall disperse such monies to the appropriate association or associations. Employee authorizations shall be in writing using the appropriate form.
3. Each of the associations named in A.1 shall certify to the Board, in writing, the current rate of its membership dues. Any association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.

4. Additional authorization for dues deduction may be received after August 1 under rules established by the State Department of Education.
  5. The filing of notice of an employee's withdrawal shall be prior to December 1 and become effective to halt deductions as of January 1 next succeeding the date on which notice of withdrawal is filed.
- B. Bargaining unit members shall have the right to have deductions made from their salaries upon written authorization for deposit in their account in the First Financial Credit Union.
  - C. Payroll deductions for Tax Sheltered Annuity Programs shall be provided for those teachers expressing an interest in participating in such a program. No more than one (1) change may be made in this selection per school year. This deduction is in addition to the deduction permissible for participation in the Supplemental Annuity Plan of the T.P.A.F

## ARTICLE V

### PROBATIONARY PERIOD

A. The first thirty (30) days of employment for all new employees will be considered a probationary period for purposes of this Agreement. The Board, through its representatives, may request of the Association an extension of the probationary period for an additional thirty (30) days where the Board believes the thirty (30) day probationary period is insufficient. In all cases where this request is reasonably justified, the same will be granted.

B. During the aforementioned probationary period, the Board may discharge such employee for any reason whatsoever. An employee discharged during such probationary period shall not have recourse to the grievance procedure as set forth in this Agreement. The Board shall have no responsibility for the re-employment of newly engaged probationary employees if they are dismissed during the probationary period.

## ARTICLE VI

### SENIORITY

A. The Board shall establish and maintain a seniority list of employees' names and dates of employment from date of last hire on a system wide job classification basis, with the employee with the longest length of continuous and uninterrupted system wide service to be placed at the top of said seniority list. The name of all employees with shorter length of continuous service shall follow the name of such senior employee in order until the name of the employee with the shortest length of service appears at the foot of the list. The seniority of each employee shall date from the employee's date of last hiring with the Board. The provisions of this Article shall be subject to requirements of Title 18A:17-3.

B. New employees retained beyond the probationary period shall be considered regular employees and their length of service with the Board shall begin with the original date of their employment

and their names placed on the "seniority list." Such seniority list shall be kept up to date with additions and subtractions as required.

- C. Employee's seniority shall be deemed lost for the following reasons:
  - (1) Justifiable discharge
  - (2) Resignation.
  - (3) Layoff for a period of one (1) year.
  - (4) Failure to reply within eight (8) days after an employee is notified by registered letter delivered to last known address by Board on recall of layoff.
- D. One (1) shop steward shall be granted top seniority for the purposes of lay-off.

## ARTICLE VII

### WORK SCHEDULES

#### A. Work Week

(1) Monday through Friday, both inclusive, shall be comprised of five (5) days of eight (8) hours each for maintenance/custodial employees and seven (7) hours each for technology employees, subject to the exception relating to maintenance employees set forth in Article VIII, Section D. Article VIII, Section D, shall not pertain to technology employees.

(2) During the summer recess period (July through August), the normal work week shall be from Monday through Friday, both inclusive, and shall be comprised of five (5) days of eight (8) hours each for maintenance/custodial employees and seven (7) hours each for technology employees.

B. (1) During the academic school year (September through June), the normal work day shall be in accordance with the following:

#### CUSTODIAL EMPLOYEES:

- Schedule A 6:30 A.M. to 3:00 P.M.
- Schedule B 10:00 A.M. to 6:30 P.M.
- Schedule C 1:00 P.M. to 9:30 P.M.
- Schedule D 2:30 P.M. to 11:00 P.M.
- Schedule E 4:30 P.M. to 1:00 A.M.
- Schedule F 8:00 A.M. to 4:30 PM
- Schedule G 11:00 PM. to 7:00 A.M.

Exact time for custodial shifts may be modified by the Board to meet changes to school starting/ending times each year.

MAINTENANCE EMPLOYEES:

Schedule H 6:00 A.M. to 2:30 P. M.

Schedule I 7:00 A.M. to 3:30 P.M.

Schedule J 9:00 AM. to 5:30 P.M.

Up to four (4) maintenance employees' shifts may be modified to reflect a starting time between 6:00 A.M. and 9:00 A.M. and ending time between 2:30 P.M. and 5:30 P.M. Shifts will be assigned by the Director of O & M or designee.

(1) During the summer recess period (July through August), the normal work day shall be in accordance with the following:

TECHNOLOGY EMPLOYEES:

Schedule K 7:30 A.M. to 3:30 P.M.

Exact time for technology shifts may be modified by the Board to meet changes to school starting/ending times each year.

CUSTODIAN EMPLOYEES:

Schedule L 7:00 A.M. to 3:30 P.M.

MAINTENANCE EMPLOYEES:

Schedule M 7:00 AM. to 3:30 PM.

C. Premium Rates

Employees who are scheduled to begin work after 1:30 P.M. but prior to 7:30 P.M. shall receive thirty-four cents (\$.34) per hour premium for each hour worked on said schedule. Employees who are scheduled to begin work after 7:30 P.M. but prior to 1:00 AM. shall receive forty-four cents (\$.44) per hour premium for each hour worked on said schedule.



## ARTICLE VIII

### HOURS OF WORK AND OVERTIME

- A. The normal workweek for maintenance/custodial employees shall consist of forty (40) hours and shall be comprised of five (5) consecutive days of eight (8) hours each. The normal work week for technology employees shall consist of thirty-five (35) hours and shall be comprised of five (5) consecutive days of seven (7) hours each.
- B. Any work performed by maintenance/custodial employees beyond forty (40) hours in any week shall be considered overtime and compensated for at one and one-half (1 and 1/2) times the regular hourly rate of pay. Any work performed by technology employees beyond thirty-five (35) hours and up to forty (40) hours shall be compensated at the employee's regular hourly rate of pay. Any work performed beyond forty (40) hours shall be compensated at one and one-half (1 and 1/2) times the regular hourly rate of pay.
- C. Any work performed on Sunday shall be compensated for at double the hourly rate of pay.
- D. The scheduled work week shall be from Monday to Friday. However, in order to provide maintenance coverage on Saturdays, the Board shall have the right to schedule from Tuesday through Saturday. Assignment of employees, not to exceed four (4), to a Tuesday through Saturday schedule shall be restricted to maintenance personnel employed after July 1st, 1969.
- E. It is understood that holiday pay, vacation and personal days shall be considered as time worked for the purpose of computing overtime.
- F. Employees called to work prior to the start of their normally assigned shift shall be paid overtime for any such time worked.
- G. In the event an employee is called back to work after the conclusion of his normal work shift, the employee will be entitled to a minimum of four (4) hours pay at one and one-half (1-1/2) times the employee's regular rate of pay.
- H. The Board shall notify the employees of any Saturday or Sunday work not later than the end of the shift of Thursday of that Week except for emergencies.
- I. In the event an employee reports for work without having been previously notified that there is no work, the employee shall be guaranteed four (4) hours pay at his regular rate of pay.
- J. Overtime shall be distributed equally as practical among the employees qualified and capable of performing the work available. Overtime work offered but refused by any employee shall be counted as overtime worked for the purpose of determining the equitable distribution of overtime.
- K. Hours of work shall not be reduced during an established work week or work schedule for the purpose of avoiding overtime payment.
- L. Any vouchers for extracurricular work submitted after June 30<sup>th</sup> shall not be paid until the following school year. Any vouchers submitted July 1<sup>st</sup> or after will not be paid until the following July 15<sup>th</sup> of the next school year.

**ARTICLE IX**  
**FORCE REDUCTION**

A. The Board agrees that it will not engage any new employees unless all of the employees presently employed are working the scheduled hours noted in this Agreement.

B. In the reduction or restoration of the working force, the rule to be followed shall be the length of service with the Board. The employee with the least seniority shall be laid off first and in rehiring, the same principle shall apply; namely, the last employee laid off shall be first to be rehired. The provisions of the Article shall be subject to the provisions of Title 18A: 17-4.

C. The shop steward and the employees involved in such lay-off shall receive seventy-two (72) hours notice prior to any lay-off.

D. If the Board subcontracts any custodial/maintenance services during the life of the Agreement, each member who loses his/her job shall be compensated in the amount of two (2) months salary. If the Board decides to subcontract the services of members of the custodial/maintenance bargaining unit at the end of this Agreement, the Board shall give at least ninety (90) days notice, in writing, to the Association and each member. Article IX.D shall expire June 30, 2028.

**ARTICLE X**  
**JOB VACANCIES, NEW JOBS CREATED OR PROMOTIONS**

A. The Board agrees to post a notice of such new job, vacancy, or promotion on the bulletin board for a period of three (3) working days. Such notice shall contain a description of the job, the rate, and when the job will be available. Anyone interested in applying for the position must send a letter to the District Administration. A copy of such notice shall be sent to the shop steward in addition to being posted on the bulletin board.

B. The successful bidder and the Association shall be notified in writing of the employee's acceptance by the Board within three (3) days of such acceptance. If there are no successful bids, the Board may appoint or hire to fill such job.

C. Any employee so selected to fill such job shall be granted a trial period of up to sixty (60) days. If it shall be determined by the Board, during the said trial period, that the promoted employee is not qualified to discharge the duties of the position to which he was promoted, the employee shall resume his former position or a position equivalent thereto. During the trial period, the employee shall receive no increase in salary by reason of the promotion but shall, if accepted in the new position, receive such an increase in salary retroactive to the commencement date of the trial period. However, if the employee has experience and has previously performed the higher rated position such employee shall receive the higher rate immediately.

D. Any employee may elect to return to his/her previous shift for a period of sixty (60) days after such voluntary change of shift is made.

## ARTICLE XI

### GRIEVANCE PROCEDURE AND ARBITRATION

#### A. DEFINITIONS

Grievance — A “grievance” shall mean a Complaint by an employee alleging a violation, misinterpretation, or inequitable application of any provision of this Agreement Board Policy, or Board and/or administrative practice which adversely affects the terms and conditions of employment, except that the term, “grievance”, shall not apply to:

- (1) Any rule or regulation of the State Department of Education having the force and effect of law.
- (2) Any rule or regulation of the State Commissioner of Education having the force and effect of law.
- (3) Any matter which, according to law, is beyond the scope of Board authority.
- (4) Any matter which, according to law, is exclusively within the discretion of the Board.

Grievant - Grievant shall mean an employee believing to have been or to be aggrieved.

Employee - An employee shall mean an employee within the negotiating unit.

Immediate Superior - The principal or such person acting as the principal in the latter's absence.

#### B. PRINCIPLES

- (1) A grievance to be considered under this procedure shall be presented by the grievant or his/her representative not later than twenty (20) calendar days following its occurrence or the time when he/she should have about it. The number of days allotted at each step of the grievance procedure is to be considered as maximum time limit. Every attempt should be made to resolve grievances as quickly as possible: A grievance which occurs near the end of the school year shall be presented on or before June 30th of the school year in which it occurred.
- (2) A grievant may present and process his/her grievance personally or through the Association. Should the grievant want to process his/her grievance personally, he/she may do so; however, the Association shall be notified and shall have the right to have its own representative present at all proceedings.
- (3) No reprisals shall be taken by the Board or Administration against any employee because he/she utilizes the grievance procedure.
- (4) Should a grievance result from action taken by the Superintendent or the Board, a grievant may present his/her grievance initially at STEP THREE of the grievance procedure.
- (5) Forms developed jointly by the Board and the Association will be used for the filing of grievances.

## C. PROCEDURE

### STEP ONE:

(a) A grievant may initially discuss the matter identified as a grievance with the Immediate Superior in an attempt to settle the grievance informally. This is not intended to extend the time limitation as set forth in Section B, sub-section 1.

### STEP TWO:

(a) A grievant of the Association shall file a grievance in writing by presenting the written grievance to the Immediate Superior and forwarding copies to the Superintendent and the Association.

(b) The grievant and/or the Association and the Immediate Superior shall meet in an attempt to resolve the grievance not later than seven (7) calendar days following the date on which it is filed.

(c) The Immediate Superior shall communicate his/her decision in writing to the grievant not later than seven (7) calendar days following the meeting between the grievant and the Immediate Superior. A copy of the decision shall also be forwarded, at the same time, to the Superintendent and the Association.

### STEP THREE:

(a) If the grievance has not been resolved at STEP TWO of the procedure, the grievant and/or the Association may request a meeting of his/her grievance by the Superintendent or his/her designated representative. This shall be done not later than seven (7) calendar days following the Immediate Superior's written decision.

(b) The grievant and/or the Association and Superintendent or his/her designated representative shall meet in an attempt to resolve the grievance not later than seven (7) calendar days following the date on which the meeting was requested.

(c) The Superintendent or his/her designated representative shall communicate his/her decision in writing to the grievant not later than thirty (30) calendar days following the meeting. A copy of the written decision shall also be forwarded, at the same time, to the Association.

### STEP FOUR:

(a) In the event the grievant is dissatisfied with the determination of the Superintendent or his/her designated representative's written decision, and in the further event the grievance involves the interpretation or application of this Agreement, the matter may be submitted to binding Arbitration. The grievant shall request in writing that the Association submit his/her grievance to Arbitration. If the Association decides the grievance is meritorious, it may submit the grievance to Arbitration. A Request for Arbitration and application to secure a list of Arbitrators through the New Jersey Public Employment Relations Commission ("NJ PERC") shall be made in writing within fifteen (15) school days following the written determination of the Superintendent or his/her designated representative. The parties shall then be bound by the rules and procedures of the NJ PERC in the selection of an Arbitrator. Failure to request Arbitration and make said application to the NJ PERC within the above period of time shall constitute an absolute bar to such Arbitration unless the Superintendent and the Association shall mutually agree upon, in writing, a longer time period within which to assert such a demand.

(b) The Superintendent may also request Arbitration concerning any dispute regarding the interpretation or application of this Agreement. The time limits applicable to the Association are also applicable to the Superintendent.

(c) The Arbitrator shall have no power or authority to add to, subtract from, change, or modify any of the terms of this Agreement.

(d) The Arbitrator so selected shall confer with the Superintendent and the Association and hold hearings promptly, and the Arbitrator shall issue his/her written decision not later than twenty (20) calendar days from the close of hearings, or, if oral hearings have been waived, then from the date that the final statements and proofs are submitted to him/her. The Arbitrator's decision shall be in writing and shall set forth his/her finding of fact, reasoning, and conclusions on the issue submitted. The decision of the Arbitrator shall be submitted to the Superintendent and the Association and shall be final and binding on both parties.

(e) The costs for the services of the Arbitrator, including per diem expenses, if any, and the cost of the hearing room, if any, shall be borne equally between the parties. Any other expenses incurred shall be paid by the party incurring the expense.

## ARTICLE XII

### HOLIDAYS

- A. The Board agrees to grant to all of the maintenance/custodial employees within the bargaining unit the following holidays with full day's pay at the employee's regular straight time rate of pay:

Independence Day

Labor Day

Veteran's Day

Thanksgiving Day

Workday after Thanksgiving Day

Christmas Day

Workday after Christmas Day

New Year's Day

Martin Luther King Jr. Day

Presidents Day

Good Friday

Memorial Day

13th-15th days to be selected at time of calendar formulation.

- B. The Board agrees to grant all technology employees within the bargaining unit the same holidays and days off as all other twelve (12) month employees, excluding maintenance/custodial employees, within the District.
- C. Employees who work on any of the above holidays shall be paid for such work at two and one-half (2-1/2) times the employee's regular rate which shall include the holiday pay.
- D. In the event that a paid holiday falls within the vacation period of an employee, the employee shall be entitled to an additional day's vacation.
- E. In order to be eligible for holiday pay, an employee must work on the scheduled work day immediately preceding and following the holiday unless sick or reasonably excused.
- F. The work schedule for maintenance employees assigned to a Tuesday through Saturday schedule shall be agreed to by the parties at the time the school calendar is approved by the Board.

**ARTICLE XIII**  
**PAID VACATIONS**

A. Vacations

The Board agrees to grant to all employees within the bargaining unit, vacations in accordance with the following schedules:

Completed Years of Service	Vacation Days
0-1 Year of Service*	0.833 day per month
1 Year or More of Service	10 Working Days' Vacation
5 Years or More of Service	15 Working Days' Vacation
10 Years or More of Service	20 Working Days' Vacation

\* In the event that an employee begins employment after July 1<sup>st</sup> of any year, all vacation time will be prorated accordingly.

B. Accrued Vacation Time

The Board agrees that in the event an employee voluntarily leaves the employ of the Board before the vacation period, and provided that employee gives not less than two (2) weeks' notice of his intent to leave, he shall be compensated for any accrued vacation time that may be due him in accordance with the above schedule.

C. Posting Vacation Schedules

The vacation schedule shall be drafted by the Board on or before April 1st of each year and posted on the bulletin board. It is specifically agreed that the assignment of all vacations shall be determined by the Board with due regard to its efficient operation.

D. Vacation Periods

Employees may request that any of their vacation time may be taken at a period other than the time set forth herein, and the Board will give fair consideration to such request.

E. Lay-off Periods

During lay-off periods, for reasons of lack of work, vacation benefits shall continue to accrue for a period of one (1) year. Such accrual shall be for the purpose of, and shall be limited to the determination of service in accordance with schedule set forth in Section A, Article XIII.

## ARTICLE XIV

### ABSENCE

#### A. Sick Leave

Twelve (12) days sick leave each year shall be granted to all employees and the same shall be cumulative from year to year. Employees on sick leave may be required to furnish a physician's certificate of illness or other proof of illness satisfactory to the Board after the third (3rd) day of absence. However, the Board retains the right to require a doctor's note any time it deems necessary due to suspected abuses of the sick leave provisions or if a pattern of absence is evident. Employees shall be given a written accounting of their accrued sick leave no later than September 15th of each school year. Sick leave is hereby defined to mean the absence from his or her post of duty for any of the reasons set forth in NJSA 18A:30.

#### B. Jury Duty

An employee who is called and/or serves on jury duty shall be paid the difference between the daily fee allowed by the court and straight time pay for scheduled working time lost.

#### C. Death in Family

In case of the death of a parent, stepparent, brother, brother-in-law, step-brother, sister, sister-in-law, step-sister, husband, wife, domestic partner, child, stepchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandmother, grandchild, uncle, aunt, nephew, niece, and cousin or a relative who is a member of the immediate household of the employee, the employee shall be excused, without loss of pay provided the absence does not exceed five (5) consecutive school days.

#### D. Leave of Absence

Upon timely application, employees may apply to the Board for a leave of absence without pay for a period not exceeding ninety (90) days without loss of benefits. The reason for such request shall be made known to the Board, and the Board will give reasonable consideration to such application.

#### E. Reporting Absence

An intended absence shall be reported as soon as such intention is known to the employee. Any absence not reported prior to the beginning of the scheduled work day may be considered as an unexcused absence.

#### F. Personal Days

Members of the bargaining unit shall enjoy two (2) undesignated personal days per year. They shall suffer no loss of pay and no approval shall be required. These days shall be non-accumulative as personal days.

(1) Members of the bargaining unit shall give the Superintendent or his designee at least three (3) days' notice. The Superintendent or his designee, in his discretion, may waive the notice requirement in the event of an emergency.

(2) No more than one (1) employee in the bargaining unit per shift in each building nor a total of four (4) employees in the entire bargaining unit per shift may be out on any one shift without the prior approval of the Superintendent or his designee.



(3) Any unused undesignated personal days shall be added on to the individual's accumulated sick leave.

G. Quarantine or Court Order

An employee absent from school by reason of quarantine by the Board of Health, or in compliance with the requirements of a court subpoena shall not suffer deductions in pay for such absence. Any employee absent because of a subpoena to appear at a legal proceeding shall suffer no deduction in pay except where the relevant employee is himself/herself person in interest, either directly or on behalf of another person or organization representing the subpoenaed person in an action against the Board.

H. On the Job Injury

(1) Whenever any full time employee of the Matawan-Aberdeen Regional School District is absent from his post of duty as a result of personal injury caused by an accident arising out of and in the course of his employment, such employee shall receive his full salary or wages for the period of such absence for up to one (1) calendar year without having such absence charged to the annual sick leave or the accumulated sick leave.

(2) Any amount of salary or wages paid or payable to the employee pursuant to this policy shall be reduced by the amount of any workers' compensation award made for temporary disability. Salary or wage payments provided by the section shall be made for absence during the waiting period and during the period the employee received or was eligible to receive a temporary disability benefit under Chapter 15 of Title 34 of the Revised Statutes.

I. Absence in Case of Serious Family Illness/Religious Observance Days

In case of absence because of illness of a parent, brother, sister, husband, wife, domestic partner, child, mother-in-law, father-in-law, or a relative who is a member of the immediate household of the employee, or in the case of religious observance days, the employee may be excused without loss of pay, provided the absences do not exceed three (3) days in any school year. Note: The total number of days taken for serious family illness and/or religious observance shall not exceed three (3) days in total per school year. For example, an employee can take 2 serious family illness days and 1 religious observance day, 2 religious observance days and 1 serious family illness day, 3 serious family illness days, or 3 religious observance days.

J. MATERNITY/PATERNITY LEAVE

(1) The Board shall grant leaves of absence for medical reasons associated with pregnancy and birth to pregnant members on the same terms and conditions governing leaves of absence for other illness or medical disabilities as set forth in N.J.S.A. 18A:30-1 et seq. and the rules, regulations and policy statements and this Agreement.

(2) It is recognized that a member's maternity leave application involves both a disability phase and a child care phase. The disability phase is that period of time, both pre-natal and post-natal, during which physician certifies inability to work. The child care phase is that period of time selected by the member which follows the disability phase during which time the member voluntarily suspends her employment to care for the newborn child. The child care leave shall also be available to an adoptive parent or the father of a newborn infant.

(a) **DISABILITY PHASE:** Any member seeking a leave of absence on the basis of medical reasons associated with pregnancy or birth shall apply to the Board. At the time of application, which shall be made upon sixty (60) days' notice to the Board, the member shall specify in writing, the date on which she wishes to commence leave and the date on which she wishes to return to work after the birth. The Board shall require any member to produce a certificate from a physician in support of the requested leave dates. Where medical opinion is supportive of the leave dates requested, such request shall be granted by the Board. It is understood that the disability period as certified jointly by the member's and the Board's physicians may be treated as compensable sick leave time at the option of the member.

(b) **CHILD CARE PHASE:** Where the requested leave dates are beyond the period of disability associated with pregnancy and is for child care purposes as defined above, the member shall be granted, at his/her discretion, a leave for (1) the balance of the school year in which the birth or adoption occurred, or (2) the balance of the school year in which the birth or adoption occurred and the entire following school year. Any further extensions of child care leave shall be discretionary with the Board.

The Board need not grant or extend the leave of absence of any non-tenured employee beyond the end of the contract school year in which the leave is obtained.

(3) A member returning from pregnancy leave of absence shall be entitled to all benefits to which members returning from other types of sick or disability leave would be entitled.

(4) No member shall be barred from returning to work after the birth of her child solely on the ground that there has not been a stated or prescribed lapse of time between that birth and her desired date of return except as is provided herein. Nothing contained in this article shall be construed to preclude the Board from requiring any member, after birth of her child, to produce a certificate from her physician showing that she is physically capable of resuming her duties.

## ARTICLE XV

### RIGHTS AND BENEFITS

#### A. Non-Discrimination

It is agreed that the parties hereto will not discriminate against any employee because of race, color, creed, religion, nationality, age, or sex, and further, that no employee shall be discriminated against or interfered because of Association activities, so long as such activity does not interfere with or interrupt the normal conduct or maintenance of the school system.

#### B. Veteran's Rights and Benefits

(1) The seniority rights of all employees who enlist or who are drafted pursuant to an appropriate law now in force, or to be enacted, shall be maintained during such period of military service. Each such employee shall have the right to reinstatement to his former position or to a position of equal status, at the salary rate previously received by him at the time of his induction into military service, together with all salary increases during the period of such military service.

(2) Such reinstatement of veterans shall be upon application theretofore made within ninety (90) days after such an employee is honorably discharged from service. This clause shall be subject to all pertinent and applicable provisions of the Selective Training and Service Act as amended.

(3) The Board agrees to allow the necessary time for any employee in the Reserves to perform his duties when called without impairment of his seniority rights.

(4) The Board agrees to pay an employee for all reasonable time lost in reporting for a physical examination for military service.

## ARTICLE XVI

### HEALTH BENEFIT INSURANCE

A. (1) Effective July 1, 2018, for all existing employees, the Board will continue to pay all premiums for full family coverage, including domestic partner, under the present plan. The Board shall provide the Horizon Direct Access 15 Plan for medical. Pursuant to Chapter 78 of the Laws of the State of New Jersey, the Board will collect all required health care contributions as defined therein using the Premium Sharing Charts found in Appendix B. This includes \$100.00 ER visitation on both the Direct 15 and Direct 15/25 Plans.

The Board shall establish a Section 125 Cafeteria Plan, pursuant to the rules and regulations of the Internal Revenue Service.

Employees who submit proof to the Board and the MAREA of substitute coverage shall be permitted to waive medical and prescription insurance coverage. The Board shall offer an incentive payment for a complete waiver of both medical and prescription coverage in the amount of twenty-five percent (25%) of the premium savings of the Plans, but not to exceed \$5,000.00 to the employee who can establish that he/she has already secured coverage. The calculation for computing the complete waiver will be as follows and will be based on the annual NJEHP premiums for medical/prescription insurance: (medical premium \* 25%).

Should any employee fail to submit an insurance waiver and a letter showing proof of alternate insurance coverage before or at open enrollment, the waiver shall be forfeited, and the employee will be enrolled in the NJEHP single coverage plan. Payments for waiver shall be made in two (2) equal installments in January and June of the school year for which coverage was waived. Employees will have the right to opt in/out of the Section 125 Cafeteria Plan each year by following the established procedure.

(2) The Horizon Direct Access 20/30 Plan will be the base plan for all employees who were hired between July 1, 2018 and June 30, 2020. Employee premium sharing will be based upon the Premium Sharing Charts found in Appendix B. Pursuant to P.L. 2020, c.44 ("Chapter 44") of the Laws of the State of New Jersey, the New Jersey Educators Health Plan ("NJEHP") shall be the base plan for all employees hired on or after July 1, 2020.

(3) Effective July 1, 2018, all existing employees who elect the Horizon Direct Access 20/30 plan or any plan at below the premium cost of the Horizon Direct Access 20/30 plan will have their premium sharing based on the Premium Sharing Chart found in Appendix B.

(4) All employees who elect the NJEHP shall have their contributions collected in accordance with Chapter 44.

B. Pursuant to state law, all employees are required to participate in the State of New Jersey Public Employees Retirement System.

C. Effective July 1, 2022, the Board will continue to pay all premiums to provide to each employee for the duration of this Agreement the New Jersey Dental Service Plan (known as the Delta Incentive Plan) family coverage, including domestic partner. The base plan for dental coverage shall be the Delta Dental Preferred Plan. The Delta Dental Preferred Plan maximum accumulated benefit shall be at least \$2000 of coverage per year and will have orthodontic coverage for up to 50% but not to exceed \$2000 for each employee and those who are covered under the Delta Dental Preferred Plan.

Employees shall have the option to buy up to the Delta Dental Premier Plan. If an employee chooses to buy up to the Delta Dental Premier Plan, the employee is solely responsible for the difference in costs between the Delta Dental Preferred Plan and the Delta Dental Premier Plan. This cost will be taken from the employee in equal installments over twenty (20) pay periods. The Delta Dental Premier Plan maximum accumulated benefit shall be \$2000 of coverage per year and no orthodontic coverage will be provided for this plan.

The dental cap for both the Delta Dental Preferred Plan and the Delta Dental Premier Plan shall be fixed at the rates in effect on June 30, 2028, which shall reflect the full actual costs to the Board of the benefit for each employee. As part of the Section 125 Cafeteria Plan, pursuant to the rules and regulations of the Internal Revenue Service, employees who submit proof to the Board and Matawan Aberdeen Regional Education Association of substitute coverage shall be permitted to waive dental insurance coverage in return for a \$100 payment. Submission of proof and request to waive coverage must be completed on or before May 1, in the school year prior to the waiver. Payments for waiver shall be made in two equal installments in January and June of the school year for which coverage was waived. Employees will have the right to opt in/out of the Section 125 Cafeteria Plan each year by following the established procedure. In the event the Board seeks to change carriers during the course of this agreement, the Board must provide equal to or better coverage for the benefit plan then in effect.

A. (1) The Board will replace the direct optical reimbursement of \$200 with the Optical Vision Plan. The Optical Vision Plan premiums will be paid by the board for up to family coverage, including domestic partner. This is a hardware-only policy and eye exams remain with medical policies. The employee will have the right to opt in/out of the plan each year by following the established procedure. No substitute coverage or waiver payment will be permitted if an employee chooses to opt-out. In the event the Board seeks to change carriers during the course of this agreement, the Board must provide equal to or better coverage for the benefit plan then in effect.

(2) The Board will pay all premiums for full family coverage, including domestic partner, for a mandatory generic prescription card with required co-payments of \$3.00 for generic drugs, \$10.00 for preferred drugs and \$5.00 for generic drugs and \$15 for preferred drugs for mail order. The Board shall provide the coverage through Benecard. Major medical coverage of prescription co-pay amounts shall not be provided. In the event the Board seeks to change carriers during the course of the agreement, the Board must provide equal to or better coverage for the benefit plan then in effect.

D. Any employee on an authorized unpaid sick leave of absence shall continue to have his/her health benefits (medical, dental, prescriptions and optical plans) premiums paid for by the Board while on such an authorized sick leave in accordance with Chapter 78, using the Premium Sharing Chart found in Appendix B.

E. Any employee who has opted into a section 125 Cafeteria Plan is allowed to carry over \$500.00 per year to a Section 125 Cafeteria Plan (effective January 1, 2016).

## ARTICLE XVII

### DISCHARGE

A. There shall be no discharge except for just and sufficient cause, except that a newly engaged employee shall be subject to dismissal for any cause whatsoever prior to the expiration of the probationary period or any extension thereof. The Association shall be notified in writing of the discharge of any employee at the time of such discharge, which notification shall set forth the reason for the discharge. The provision of this Article shall be subject to the provision of Title 18A:17-4.

B. Employees shall be entitled automatically to a written statement of reasons for termination.

## ARTICLE XVIII

### MISCELLANEOUS PROVISIONS

A. No employee shall make or be requested to make any agreement or to enter into any understanding inconsistent or conflicting with the terms of this Agreement.

B. The Board shall provide reasonable bulletin board space for the posting of Association notices to its members; said posting to be subject to the approval of the Board Secretary.

C. Employees not included in the bargaining unit shall not be permitted to perform the duties of employees in the aforesaid bargaining unit, except temporary employees working within the period July 1st to August 31st.

D. No clause in this Agreement shall be construed or interpreted as to imply any lowering of present wages or working conditions.

E. All members of the bargaining unit (excluding head custodians whose benefits are listed below) shall receive seven hundred fifty-eight (\$758.00) dollars for the holding of a valid State of New Jersey Black Seal Fireman's License.

F. Clothing Allowance

(1) Two (2) perma-press winter uniforms per man each school year will be supplied by the Board at no cost to the employee where the Board requires employees to wear specific uniforms.

(2) Where the duties of the custodial and maintenance employees require safety shoes, the Board shall supply two (2) pairs of safety shoes.

(3) The Board Shall supply all custodians and maintenance employees with foul weather gear consisting of raincoat and pants and boots.

(4) The Board will supply all custodians and maintenance employees with a lined jacket.

G. Travel Allowance

The mileage allowance paid to employees shall be in accordance with applicable State law.

H. Employees shall be permitted to submit claims to the Board for damage to personal property as a result of actions taken by others on school grounds against the employee's property. The Board agrees to review the employee's claim for such losses; and subject to the employee's verification as to the cause of the damage, the Board shall determine the appropriate level of reimbursement.

I. Tuition Reimbursement

1. Effective July 1, 2014, unit members will be reimbursed for job or certificate related courses taken and successfully completed. Unit members who are eligible for tuition reimbursement for specialized technical training will only be reimbursed for courses that meet applicable federal and/or state standards, or are certified by accepted industry standards. The maximum reimbursement per employee shall be the cost of a three (3) credit graduate course at Rutgers, the State University. The procedure for Tuition Reimbursement shall be as set forth in Article XXIV, page 34 of the Teacher's Collective Bargaining Agreement.

Reimbursement shall be made upon the completion of the following conditions:

2. The specific course(s) requested shall be submitted to the Superintendent at least two (2) weeks prior to the start of the course. The Superintendent's approval of the course must be obtained prior to the starting of the course. In the event the Superintendent denies the approval, the employee may appeal the denial to the board of education.

3. Courses taken must lead to a definite educational objective related to the assigned position of the applicant, or the course must be directly related to the individual's professional needs as determined by his or her assigned position. The tuition assistance or additional compensation shall be provided only for a course related to the employee's current or future job responsibilities.

4. All courses eligible for tuition reimbursement must be successfully completed in accordance with the standards of the organization offering the course; however, the Board's obligation toward the reimbursement shall be limited to those courses which require physical attendance in a class in order to obtain the additional certificate.

5. To be eligible for tuition reimbursement, the employee must file official evidence of successful completion of all reimbursable courses with the office of the Superintendent of Schools. Successful completion shall be:

- (a) A grade of "B" or better where letter grades are given
- (b) "Pass" where "Pass-Fail" is given
- (c) An official document that the course was completed in those situations where grades are not given.

6. In order to avoid duplication of benefits from public funds, those courses taken under the Veterans Benefits Act, National Science Foundation Grants, NDEA grants or other public scholarship and aids shall not be eligible for reimbursements.

7. Employees whose employment relationship with the District terminates for any reason, except in the case of a reduction in force, prior to the payment of the appropriate funds, shall not receive reimbursement.

J. PERFECT ATTENDANCE

**Option #1:**

An employee is eligible for a perfect attendance monetary incentive if the employee has perfect attendance in any school year (i.e., not absent for a single day of the defined number of days in the work year, excluding vacation days). The employee shall receive a payment of \$655.00. Such payment shall be made in the 1<sup>st</sup> pay period of the following school year after perfect attendance is achieved.

**Option #2:**

An employee is eligible for a perfect attendance monetary incentive if the employee uses no sick, personal, family illness days, or any other leave of absence in any school year (excluding vacation days). However, an employee is allowed to use one (1) bereavement leave for a maximum of five (5) days and still be eligible to receive the perfect attendance monetary incentive. The employee shall receive a payment of \$550.00. Such payment shall be made in the 1st pay period of the following school year after perfect attendance is achieved.

K. All members of the bargaining unit when called into work during a State of Emergency shall receive the sum of \$8.00 for lunch and \$16.00 for dinner.

L. All members of the bargaining unit shall receive full reimbursement for obtaining a commercial driver's license ("CDL"). This reimbursement shall include the cost of State or Federally mandated requirements for which the employee has an out-of-pocket expense.

M. Copies of this Agreement shall be posted on the District's website within thirty (30) days after the Agreement is reached. If an employee wants a printed copy of this Agreement, that employee is permitted to one (1) copy of the Agreement using District equipment and supplies.

N. SICK LEAVE BANK

In accordance with N.J.S.A. 18A:30-10, the Matawan-Aberdeen Regional Board of Education ("Board") and the Matawan Aberdeen Regional Education Association ("MAREA") have agreed to the establishment of a Sick Leave Bank ("SLB"). Sick leave drawn from the SLB shall be treated all purposes as if it were accrued sick leave time of the employee who receives it. No employee shall be required to participate in the SLB. The SLB shall operate under the following provisions as mutually agreed upon by the Board and the MAREA:

1. Review Committee.

A Review Committee shall be established by the Board and the MAREA. The Review Committee shall be comprised off six (6) members. The following members shall comprise the Review Committee:

- (a) School Business Administrator
- (b) Two (2) School Administrators
- (c) Three (3) members of the MAREA

Should an MAREA member on the Review Committee request days from the SLB, he/she will be prohibited from any discussions regarding the approval/denial of the same application for usage.

Rather, an MAREA Executive Board member shall be chosen by a majority of the MAREA Executive Board members. This alternate member shall have the same authority to review and approve/deny any applications for usage of the SLB as all other members of the Review Committee.

The Review Committee shall receive a regular update on the number of days in the SLB not less than every two (2) months (excluding summer break).

The Review Committee is responsible for reviewing and approving or denying all SLB requests. All approvals or denials of SLB requests must be voted upon by a majority of the full membership of the Review Committee. In other words, at a minimum, four (4) votes are required to approve or deny all SLB requests.

Only an employee who has exhausted or will exhaust his/her accumulated sick and personal days as a result of a prolonged absence caused by a catastrophic illness or injury will be given consideration for use of the SLB.

As part of its review, the Review Committee will take into account the frequency of intermittent use of sick days over the course of employment by the employee making the request. If an individual employee's request for usage of the SLB is denied that individual employee retains the right to appeal the decision to the Review Committee, provided he/she presents new and germane information that was not included in the initial request.

Should the Review Committee deny the same request again, the employee will have exhausted his/her final opportunity for receiving days from the SLB for the catastrophic illness or injury for which the days were requested.

Said employee will retain no rights to take legal action. As such, legal action of any kind (including, but not limited to the filing of grievances or any other form of litigation), against the Board of Education (or any of its members individually), MAREA (or any of its members individually), the Administration, or Review Committee members is strictly prohibited.

The Review Committee is responsible for developing an SLB donation and request form. Said forms shall be distributed to employees at the following times:

1. Beginning of the year (September 1<sup>st</sup> through September 10<sup>th</sup>)
2. Upon hire, if after September 10<sup>th</sup>
3. When the SLB fall below fifty (50) days

An individual employee is required to donate to the SLB in order to receive/use donated days from the SLB. The maximum donation to the SLB is one (1) day per school year by each employee who participates in the SLB. If the number of sick leave days available in the SLB ever falls below fifty (50) days (even if the total days available fall below fifty (50) on multiple occasions), each and every time the number falls below fifty (50) days, individual donors may donate one (1) additional day.

The SLB shall never exceed 600 donated days. In order to be eligible to donate to the SLB, a donor must retain minimum of nine (9) sick leave days after donating to the SLB. All donor contributions shall be voluntary. All contributions will be deducted from the employee's accumulated sick leave total or from the current year's allotment of personal days. Any days donated shall not be refunded if unused by the end of the year. All donors have been advised, understand, and agree that when sick leave days are donated to the SLB, the sick leave days will be lost for use by the donor in



subsequent years. Any sick leave days remaining in the SLB upon completion of the school year shall be used during the following school year.

Each request for usage of the SLB shall be limited to ninety (90) work days. Nothing shall prohibit an employee from making additional requests for more days.

An individual employee shall provide a written request for participation in the SLB on the donation and request form ("DRF"). Such DRF shall be provided to the employee by the Superintendent's office. All written requests shall be simultaneously provided on the DRF provided to the Superintendent and the School Business Administrator.

An individual employee's request for usage of the SLB shall include medical verification from a physician regarding the nature and anticipated duration of the personal disability due to the catastrophic illness or injury. If an individual employee is incapable of making and/or completing the written request for participation in the SLB, a family member or other responsible adult is allowed to make the request on the individual employee's behalf. The name of the family member or other responsible adult(s), and all necessary contact information, shall be provided on the written request form submitted to the Superintendent and School Business Administrator.

All documentation submitted by the individual employee, or by a family member or responsible adult, shall become part of the individual employee's permanent, confidential, medical file. Such documentation shall only be viewable by members of the Review Committee, and, if necessary, the Board approved, District physician. Verification of continued personal disability due to catastrophic illness or injury may be required at reasonable intervals by either or both the Board of Education and/or the Review Committee.

The Review Committee shall render all decisions within thirty (30) calendar days from the date of the written request. A completed written request shall contain all components necessary for the Review Committee to render its decision.

If one (1) or more components of a written request is/are missing or incomplete, then the Review Committee shall render its decision within thirty (30) calendar days of the date of the corrected and completed written request. All decisions regarding a completed written request are strictly within the authority and discretion of the Review Committee.

## ARTICLE XIX

### SEPARABILITY AND SAVINGS CLAUSE

A. In the event that any provision of the Agreement shall at any time be declared invalid by any court of competent jurisdiction or through government regulation or decree, such decision shall not invalidate the entire Agreement; it being the expressed intention of the parties hereto that all other provisions not declared invalid shall remain in full force and effect.

## ARTICLE XX

### WAGES

A. All employees covered by this Agreement shall receive the wages as set forth in Schedule A-1 attached hereto and incorporated as part of this Agreement.

## ARTICLE XXI

### TERMINAL LEAVE

A. Terminal leave shall be granted to all employees with thirty (30) years of service in the District as of July 1, 2005 retiring after ten(10) years of continuous service in the Matawan-Aberdeen Regional School District in an amount equivalent to one-half (1/2) month's salary providing that said employees meet the following conditions:

(1) That they are members of New Jersey State Plan that provides a pension based on their school district employment.

(2) That they have applied for and received approval for retirement benefits from said plan.

(3) This payment shall be made to the individual's 403(b) or 457 plan.

B. The payment for unused sick leave earned in the district shall be granted to all custodial/maintenance employee retiring after ten of continuous service in the Matawan-Aberdeen Regional School District in the amount of fifty-five (\$55.00) dollars per day. This payment shall be made to the individual's 403(b) or 457 plan.

C. In the event-an employee with at least ten (10) years of continuous service in the Matawan-Aberdeen Regional School District dies while employed by the Board, his/her estate shall receive a) terminal leave payments in an amount in accordance with the provisions of Section A of this Article and b) payment for unused sick leave in accordance with the provisions of Section B of this Article.

**ARTICLE XXII**

**DURATION OF AGREEMENT**

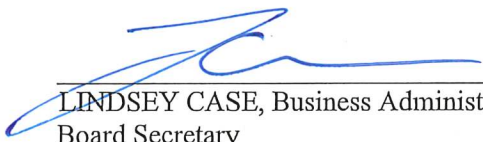
A. This Agreement shall be effective as of July 1, 2024 and shall continue in effect until June 30, 2028.

B. The terms of this Agreement are retroactive to July 1, 2024, except as specified otherwise.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized officers as of the day and year first above written.

MATAWAN ABERDEEN REGIONAL BOARD OF EDUCATION

ATTEST:

  
\_\_\_\_\_  
LINDSEY CASE, Business Administrator/  
Board Secretary

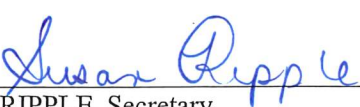
  
\_\_\_\_\_  
DIANNA M. PELL, Board President

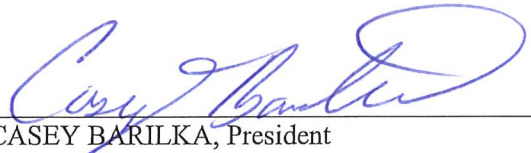
Date: 8/29/24

Date: 8/29/24

MATAWAN ABERDEEN REGIONAL EDUCATION ASSOCIATION

ATTEST:

  
\_\_\_\_\_  
SUSAN RIPPLE, Secretary

  
\_\_\_\_\_  
CASEY BARILKA, President

Date: 8/29/24

Date: 8/29/24

APPENDIX A  
**Procedure for Tuition Reimbursement**

- The total amount allotted to tuition reimbursement shall be divided equally among all applicants for tuition reimbursement.
- Staff enrolled in courses during the summer, fall and spring semesters must submit their reimbursement form on or before January 15 of the current school year.
- Staff, who may enroll in any courses that begin in May &/or June that will conclude before June 30, must also submit their request for reimbursement on or before January 15.
- These deadlines are firm and will not be waived.
- The Board shall confirm the amounts to be paid with the Association no later than February 1.
- Actual reimbursement for summer and fall courses shall be made on or about March 1<sup>st</sup> when the official transcript and tuition payment receipts have been submitted and provided a grade of B or better is attained. In the case of a pass-fail grading system, pass is acceptable. Actual reimbursement for the spring course shall be made within sixty (60) days of submission of official transcript and tuition payment receipts provided a grade of B or better is attained. In the case of a pass-fail grading system, pass is acceptable.

Tuition will only be reimbursed for courses taken from a duly authorized institution of higher learning licensed by the Commission of Higher Education or an out of state institution by the appropriate accrediting body recognized by the Council on Postsecondary Education or the United States Department of Education

APPENDIX B  
Premium Sharing Contribution Table  
Direct 15 and Direct 15/25

Family Coverage		Parent Child/2 Adults		Single	
Salary	Percent	Salary	Percent	Salary	Percent
Under \$25,000	3.00%	Under \$25,000	3.50%	Under \$20,000	4.50%
\$25,000-\$29,999.99	4.00%	\$25,000-\$29,999.99	4.50%	\$20,000-\$24,999.99	5.50%
\$30,000-\$34,999.99	5.00%	\$30,000-\$34,999.99	6.00%	\$25,000-\$29,999.99	7.50%
\$35,000-\$39,999.99	6.00%	\$35,000-\$39,999.99	7.00%	\$30,000-\$34,999.99	10.00%
\$40,000-\$44,999.99	7.00%	\$40,000-\$44,999.99	8.00%	\$35,000-\$39,999.99	11.00%
\$45,000-\$49,999.99	9.00%	\$45,000-\$49,999.99	10.00%	\$40,000-\$44,999.99	12.00%
\$50,000-\$54,999.99	12.00%	\$50,000-\$54,999.99	15.00%	\$45,000-\$49,999.99	14.00%
\$55,000-\$59,999.99	14.00%	\$55,000-\$59,999.99	17.00%	\$50,000-\$54,999.99	20.00%
\$60,000-\$64,999.99	17.00%	\$60,000-\$64,999.99	21.00%	\$55,000-\$59,999.99	23.00%
\$65,000-\$69,999.99	19.00%	\$65,000-\$69,999.99	23.00%	\$60,000-\$64,999.99	27.00%
\$70,000-\$74,999.99	22.00%	\$70,000-\$74,999.99	26.00%	\$65,000-\$69,999.99	29.00%
\$75,000-\$79,999.99	23.00%	\$75,000-\$79,999.99	27.00%	\$70,000-\$74,999.99	32.00%
\$80,000-\$84,999.99	24.00%	\$80,000-\$84,999.99	28.00%	\$75,000-\$79,999.99	33.00%
\$85,000-\$89,999.99	26.00%	\$85,000-\$89,999.99	30.00%	\$80,000-\$84,999.99	34.00%
\$90,000-\$94,999.99	28.00%	\$90,000-\$94,999.99	30.00%	\$85,000-\$89,999.99	34.00%
\$95,000-\$99,999.99	29.00%	\$95,000-\$99,999.99	30.00%	\$90,000-\$94,999.99	34.00%
\$100,000 - \$109,999.99	32.00%	\$100,000 and Over	35.00%	\$95,000 and Over	35.00%
\$110,000 and Over	35.00%				

Premium Sharing Contribution Table  
Direct 20/30 and all Plans with Equal or Lesser Premiums than Direct 20/30

Family Coverage		Parent Child/2 Adults		Single	
Salary	Percent	Salary	Percent	Salary	Percent
Under \$25,000	2.25%	Under \$25,000	2.63%	Under \$20,000	3.38%
\$25,000-\$29,999.99	3.00%	\$25,000-\$29,999.99	3.38%	\$20,000-\$24,999.99	4.13%
\$30,000-\$34,999.99	3.75%	\$30,000-\$34,999.99	4.50%	\$25,000-\$29,999.99	5.63%
\$35,000-\$39,999.99	4.50%	\$35,000-\$39,999.99	5.25%	\$30,000-\$34,999.99	7.50%
\$40,000-\$44,999.99	5.25%	\$40,000-\$44,999.99	6.00%	\$35,000-\$39,999.99	8.25%
\$45,000-\$49,999.99	6.75%	\$45,000-\$49,999.99	7.50%	\$40,000-\$44,999.99	9.00%
\$50,000-\$54,999.99	9.00%	\$50,000-\$54,999.99	11.25%	\$45,000-\$49,999.99	10.50%
\$55,000-\$59,999.99	10.50%	\$55,000-\$59,999.99	12.75%	\$50,000-\$54,999.99	15.00%
\$60,000-\$64,999.99	12.75%	\$60,000-\$64,999.99	15.75%	\$55,000-\$59,999.99	17.25%
\$65,000-\$69,999.99	14.25%	\$65,000-\$69,999.99	17.25%	\$60,000-\$64,999.99	20.25%
\$70,000-\$74,999.99	16.50%	\$70,000-\$74,999.99	19.50%	\$65,000-\$69,999.99	21.75%
\$75,000-\$79,999.99	17.25%	\$75,000-\$79,999.99	20.25%	\$70,000-\$74,999.99	24.00%
\$80,000-\$84,999.99	18.00%	\$80,000-\$84,999.99	21.00%	\$75,000-\$79,999.99	24.75%
\$85,000-\$89,999.99	19.50%	\$85,000-\$89,999.99	22.50%	\$80,000-\$84,999.99	25.50%
\$90,000-\$94,999.99	21.00%	\$90,000-\$94,999.99	22.50%	\$85,000-\$89,999.99	25.50%
\$95,000-\$99,999.99	21.75%	\$95,000-\$99,999.99	22.50%	\$90,000-\$94,999.99	25.50%
\$100,000 - \$109,999.99	24.00%	\$100,000 and Over	26.25%	\$95,000 and Over	26.25%
\$110,000 and Over	26.25%				

## NJEHP

Family Coverage		Parent Child		2 Adults		Single	
Salary	Percent	Salary	Percent	Salary	Percent	Salary	Percent
Up to \$40,000	3.3%	Up to \$40,000	2.2%	Up to \$40,000	2.8%	Up to \$40,000	1.7%
\$40,001 to \$50,000	3.9%	\$40,001 to \$50,000	2.5%	\$40,001 to \$50,000	3.3%	\$40,001 to \$50,000	1.9%
\$50,001 to \$60,000	4.4%	\$50,001 to \$60,000	2.8%	\$50,001 to \$60,000	3.9%	\$50,001 to \$60,000	2.2%
\$60,001 to \$70,000	5.0%	\$60,001 to \$70,000	3.0%	\$60,001 to \$70,000	4.4%	\$60,001 to \$70,000	2.5%
\$70,001 to \$80,000	5.5%	\$70,001 to \$80,000	3.3%	\$70,001 to \$80,000	5.0%	\$70,001 to \$80,000	2.8%
\$80,001 to \$90,000	6.0%	\$80,001 to \$90,000	3.6%	\$80,001 to \$90,000	5.5%	\$80,001 to \$90,000	3.0%
\$90,001 to \$100,000	6.6%	\$90,001 to \$100,000	3.9%	\$90,001 to \$100,000	6.0%	\$90,001 to \$100,000	3.3%
\$100,001 to \$125,000	7.2%	\$100,001 to \$125,000	4.4%	\$100,001 to \$125,000	6.6%	\$100,001 to \$125,000	3.6%

Schedule A-1  
**CUSTODIAL AND MAINTENANCE SALARY SCHEDULE 2024-25**  
 Hourly rates are established in accordance with the following schedule

Maintenance Guide			Tech A		Tech B		Custodial Guide		
Step	Hourly*	Salary	Step	Salary	Step	Salary	Step	Hourly	Salary
1-2	26.05	54400	1-2	43929	1-2	47317	1	17.29	35,480
3	26.48	55300	3	44672	3	48117	2	18.00	36,968
4	26.92	56200	4	45507	4	49017	3	18.72	38,455
5	27.39	57200	5	46436	5	50017	4	19.43	39,943
6	27.87	58200	6	47364	6	51017	5	20.14	41,430
7	28.56	59625	7	48571	7	52317	6	20.85	42,918
8	29.25	61075	8	49834	8	53677	7	21.57	44,405
9	29.97	62585	9	51236	9	55187	8	22.28	45,893
10	30.88	64485	10	52628	10	56687	9	22.99	47,380
11	31.82	66435	11	54114	11	58287	10	23.70	48,868
12	32.76	68410	12	55599	12	59887	11	24.42	50,355
13	33.73	70435	13	57177	13	61587	12	25.23	52,055
14	34.77	72610	14	58848	14	63387	13	26.04	53,755
15	36.16	75510	15	60705	15	65387	14	26.86	55,455
							15	27.67	57,155

\* Hourly rate for maintenance employees is calculated by dividing the salary by 2088 hours.

**Technician A:**

- Associates Degree or information technology certificate/degree program from a US DOE recognized accrediting institution (not 60 random credits)
- 1-3 years of experience in the field

**Technician B:**

- Associates Degree or information technology certificate/degree program from a US DOE recognized accrediting institution (not 60 random credits)
- More than 3 years of experience in the field
- Certification in specific web applications, computer platforms, or networking systems

Longevity: Upon the completion of twenty years of service to the district a custodial/maintenance employee shall receive a longevity differential of \$600 per year. Upon the completion of twenty-five years of service to the district a custodian/maintenance employee shall receive a longevity differential of \$800 per year.



**Schedule A-1**  
**CUSTODIAL AND MAINTENANCE SALARY SCHEDULE 2025-26**  
 Hourly rates are established in accordance with the following schedule

<b>Maintenance Guide</b>			<b>Tech A</b>		<b>Tech B</b>		<b>Custodial Guide</b>		
<b>Step</b>	<b>Hourly*</b>	<b>Salary</b>	<b>Step</b>	<b>Salary</b>	<b>Step</b>	<b>Salary</b>	<b>Step</b>	<b>Hourly</b>	<b>Salary</b>
1	26.76	55875	1	45298	1	48792	1	17.29	35,480
2-3	26.95	56275	2-3	45577	2-3	49092	2	18.00	36,968
4	27.38	57175	4	46413	4	49992	3	18.72	38,455
5	27.86	58175	5	47341	5	50992	4	19.43	39,943
6	28.34	59175	6	48269	6	51992	5	20.14	41,430
7	29.02	60600	7	49476	7	53292	6	20.85	42,918
8	29.72	62050	8	50739	8	54652	7	21.57	44,405
9	30.44	63560	9	52141	9	56162	8	22.28	45,893
10	31.35	65460	10	53533	10	57662	9	22.99	47,380
11	32.28	67410	11	55019	11	59262	10	23.70	48,868
12	33.23	69385	12	56504	12	60862	11	24.42	50,355
13	34.20	71410	13	58083	13	62562	12	25.23	52,055
14	35.24	73585	14	59754	14	64362	13	26.04	53,755
15	36.63	76485	15	61610	15	66362	14	26.86	55,455
							15	27.67	57,155

\* Hourly rate for maintenance employees is calculated by dividing the salary by 2088 hours.

**Technician A:**

- Associates Degree or information technology certificate/degree program from a US DOE recognized accrediting institution (not 60 random credits)
- 1-3 years of experience in the field

**Technician B:**

- Associates Degree or information technology certificate/degree program from a US DOE recognized accrediting institution (not 60 random credits)
- More than 3 years of experience in the field
- Certification in specific web applications, computer platforms, or networking systems

**Longevity:** Upon the completion of twenty years of service to the district a custodial/maintenance employee shall receive a longevity differential of \$600 per year. Upon the completion of twenty-five years of service to the district a custodian/maintenance employee shall receive a longevity differential of \$800 per year.

Schedule A-1  
**CUSTODIAL AND MAINTENANCE SALARY SCHEDULE 2026-27**  
 Hourly rates are established in accordance with the following schedule

Maintenance Guide			Tech A		Tech B		Custodial Guide		
Step	Hourly*	Salary	Step	Salary	Step	Salary	Step	Hourly	Salary
1-2	27.88	58220	1-2	47383	1-2	51037	1	17.29	35,480
3-4	28.07	58620	3-4	47754	3-4	51437	2	18.00	36,968
5	28.55	59620	5	48683	5	52437	3	18.72	38,455
6	29.03	60620	6	49611	6	53437	4	19.43	39,943
7	29.70	62020	7	50795	7	54712	5	20.14	41,430
8	30.40	63470	8	52057	8	56072	6	20.85	42,918
9	31.14	65010	9	53487	9	57612	7	21.57	44,405
10	32.05	66910	10	54880	10	59112	8	22.28	45,893
11	32.98	68860	11	56365	11	60712	9	22.99	47,380
12	33.92	70835	12	57850	12	62312	10	23.70	48,868
13	34.89	72860	13	59429	13	64012	11	24.42	50,355
14	35.94	75035	14	61100	14	65812	12	25.23	52,055
15	37.30	77885	15	62910	15	67762	13	26.04	53,755
							14	26.86	55,455
							15	27.67	57,155

\* Hourly rate for maintenance employees is calculated by dividing the salary by 2088 hours.

**Technician A:**

- Associates Degree or information technology certificate/degree program from a US DOE recognized accrediting institution (not 60 random credits)
- 1-3 years of experience in the field

**Technician B:**

- Associates Degree or information technology certificate/degree program from a US DOE recognized accrediting institution (not 60 random credits)
- More than 3 years of experience in the field
- Certification in specific web applications, computer platforms, or networking systems

**Longevity:** Upon the completion of twenty years of service to the district a custodial/maintenance employee shall receive a longevity differential of \$600 per year. Upon the completion of twenty-five years of service to the district a custodian/maintenance employee shall receive a longevity differential of \$800 per year.

Schedule A-1  
**CUSTODIAL AND MAINTENANCE SALARY SCHEDULE 2027-28**  
 Hourly rates are established in accordance with the following schedule

Maintenance Guide			Tech A		Tech B		Custodial Guide		
Step	Hourly*	Salary	Step	Salary	Step	Salary	Step	Hourly	Salary
1	29.04	60635	1	49625	1	53452	1	17.29	35,480
2-3	29.23	61035	2-3	49996	2-3	53852	2	18.00	36,968
4-5	29.42	61435	4-5	50368	4-5	54252	3	18.72	38,455
6	29.90	62435	6	51296	6	55252	4	19.43	39,943
7	30.57	63835	7	52480	7	56527	5	20.14	41,430
8	31.27	65285	8	53742	8	57887	6	20.85	42,918
9	32.01	66835	9	55181	9	59437	7	21.57	44,405
10	32.90	68685	10	56527	10	60887	8	22.28	45,893
11	33.83	70635	11	58013	11	62487	9	22.99	47,380
12	34.77	72610	12	59498	12	64087	10	23.70	48,868
13	35.74	74635	13	61077	13	65787	11	24.42	50,355
14	36.79	76810	14	62748	14	67587	12	25.23	52,055
15	38.08	79510	15	64419	15	69387	13	26.04	53,755
							14	26.86	55,455
							15	27.67	57,155

\* Hourly rate for maintenance employees is calculated by dividing the salary by 2088 hours.

**Technician A:**

- Associates Degree or information technology certificate/degree program from a US DOE recognized accrediting institution (not 60 random credits)
- 1-3 years of experience in the field

**Technician B:**

- Associates Degree or information technology certificate/degree program from a US DOE recognized accrediting institution (not 60 random credits)
- More than 3 years of experience in the field
- Certification in specific web applications, computer platforms, or networking systems

Longevity: Upon the completion of twenty years of service to the district a custodial/maintenance employee shall receive a longevity differential of \$600 per year. Upon the completion of twenty-five years of service to the district a custodian/maintenance employee shall receive a longevity differential of \$800 per year.

Special Contracts

Head custodians in the following designated schools shall be paid additional monies as set forth for checking their respective buildings on weekends and performing the duties of their classifications. In addition to the following amounts, each head custodian shall receive an additional seven hundred fifty-eight (\$758.00) dollars for holding a valid State of New Jersey Black Seal Fireman's License.

SCHEDULE A-2

(1) HEAD CUSTODIANS	<u>2024-2025</u>	<u>2025-2028</u>
Cambridge Park	\$4,370	\$4,370
Ravine Drive	\$4,370	\$4,370
Strathmore	\$4,510	\$4,510
Cliffwood Avenue	\$4,640	\$4,640
Matawan Avenue	\$4,900	\$4,900
Lloyd Road	\$4,900	\$4,900
High School	\$7,190	\$7,190
(2) HEAD GROUNDS MECHANIC	\$4,060	\$4,208.19
(3) LEAD MECHANIC	\$10,000	\$10,365
(4) DEGREES	AA: \$805 BA: \$1485	AA: \$834.38 BA: \$1539.20
(5) MASTER TRADE LICENSE	\$6,315	\$6,545.50

Any maintenance employee who holds a valid and updated master trade license shall be paid a stipend of \$6,315 for the 24-25 school year and a stipend of \$6545.50 for the remaining years of the contract on a yearly basis. Payment of the \$6,315/\$6545.50 stipend will be made under the following conditions:

1. The stipend will be pensionable.
2. The stipend will be paid as 1/24<sup>th</sup> every pay period as long as the employee remains employed in the District.
3. Employee must provide proof of a valid license from the State of New Jersey to the Business Office prior to May 1 of the preceding year to be eligible for the stipend effective the subsequent July 1.

If a maintenance employee holds more than one (1) master license, that maintenance employee is entitled to an additional flat stipend of \$1,580 for the 24-25 school year and a stipend of \$1637.67 for the remaining years of the contract no matter how many additional master trade licenses are held.

The three (3) conditions listed above also apply to the \$1,580/\$1637.67 stipend.