

# **AGREEMENT**

between

**BOARD of EDUCATION**

of

**ROTTERDAM-MOHONASEN  
CENTRAL SCHOOL DISTRICT**

and

**MOHONASEN TEACHERS'  
ASSOCIATION  
NYSUT, AFT, NEA, AFL-CIO**

**July 1, 2014 to June 30, 2018**

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## **ARTICLE I**

### **PERIOD OF UNCHALLENGED REPRESENTATION STATUS**

The Mohonasen Board of Education and the Mohonasen Teachers' Association agree to extend the period of unchallenged representation status until seven months prior to the expiration of the collective bargaining agreement.

## **ARTICLE II**

### **NEGOTIATION PROCEDURES**

- A. This recognition constitutes an agreement between the Board and the Association to negotiate regarding matters related to terms and conditions of employment, as defined by Article XIV (201.4) of the Civil Service Law (salaries, wages, hours, and other terms and conditions of employment). The Board and the Association recognize that the Board is the legally constituted body responsible for the determination of policies covering all aspects of the Mohonasen Central School District public school system.
- B. The parties agree that all negotiable items presented by either party have been discussed during the negotiations leading to this Agreement and, therefore, agree that negotiations will not be reopened on any item whether contained herein or not during the life of this Agreement, except by mutual consent of both parties; however, items may be re-introduced at the time negotiations commence on a subsequent Agreement as specified in the procedural agreement previously adopted by both parties.
- C. Neither party in these negotiations shall have any control over the selection of the representatives of the other party; each party may select its representatives from within or outside the school district. No final agreement shall be executed without ratification by the Association and the Board. The parties shall charge their representatives to make proposals, consider proposals, reach compromise in the course of negotiations, and to make tentative agreements.

## ARTICLE III

### GENERAL PROVISIONS

#### A. Miscellaneous Contract Provisions

1. The term “teacher” and “teaching assistant” as used in this Agreement shall pertain only to those certificated professional personnel in the bargaining unit serving in those respective job titles and does not include a ten-month or twelve-month school nurse.
2. If an agreement or contract between the Board and an individual bargaining unit member, heretofore executed, contains any provisions inconsistent with this agreement, then this agreement, throughout its duration, shall be controlling. Any agreement or contract between the Board and an individual bargaining unit member hereafter executed shall be expressly made subject to and consistent with the terms of this Agreement.
3. If any provision of this Agreement or any application thereof to any employee or group of employees shall be found to be held to be contrary to law or any rule or regulation having the effect of law by a decision of the tribunal or competent jurisdiction or shall have the effect of loss to the district of funds otherwise available under state or federal law then such provision or application thereof shall be null and void, but all other provisions or applications will continue in full force and effect. At the option of either party, negotiations shall be immediately undertaken with respect to a substitute for such provision or application becoming null and void..
4. In the event that there shall be a conflict of intent or purpose between the terms of this Agreement and any rules, regulations, or policies of the Board, then the terms of this Agreement shall control.
5. It is recognized that at times during the term of this Agreement it would be desirable to have an exchange of opinions and information concerning items which have not been negotiated. To this end, the parties agree:
  - a. That the Board Clerk shall furnish the Association President with a copy of all notices of and agenda of general and special meetings, Board minutes, and all other items distributed to Board members, excepting those of a confidential nature.
  - b. That the Board and Association shall communicate such opinions and information, including any requests for meetings by mutual agreement, through the Superintendent and as promptly as practicable.

- c. That the MTA shall furnish the Board of Education and Superintendent with a copy of all items of general distribution, excepting those of a confidential nature.
6. All rights and prerogatives heretofore exercised by the employer with respect to all matters not specifically covered in this Agreement shall remain rights and prerogatives of the employer.
7. Both parties recognize that the Association is a professional organization and that the granting of exclusive representation for the professional staff carries with it concomitant responsibilities including, but not limited to, encouraging bargaining unit members to observe professional ethics.
8. It is understood that nothing contained in this article shall be considered to prevent the Mohonasen Teachers' Association or any Mohonasen Central School District official from meeting with any individual or organization to air their views on any matters, except that with regard to matters which are subjects of collective negotiation, any changes or modifications shall be made only through negotiation and agreement with the Mohonasen Teachers' Association in accordance with the terms of this Agreement.
9. As prescribed by law:
  - a. The Association affirms that it does not assert the right to strike against any government, to assist or participate in any such strike or to impose an obligation to conduct, assist or participate in such a strike.
  - b. The Board agrees not to negotiate with any other teacher organization for the duration of this period of unchallenged representation status.
10. The Association also affirms that it will represent all employees in the unit described in the Resolution of Recognition without regard to whether or not they are or remain members of the Association.
11. Teachers assigned by building principals to grade Regents Competency Tests or State assessments will be relieved of teaching duties and assignments to corridor and study hall supervision for the time designated by the principal for such assignment.

## B. Maintenance of Standards

1. Except as required by this Agreement, all terms and conditions of employment of bargaining unit members in any position in the negotiating unit will not be substantially altered without prior negotiation with the Association. Any dispute with regard to the substantiality of any such alteration shall be resolved pursuant to the grievance procedure provided in Article XV of this Agreement. Such grievance procedure shall be the sole and exclusive remedy for disputes with regard to the substantiality of any alteration and recourse to the Public Employment Relations Board under any of its procedures is hereby expressly waived by the Association.
2. Both parties agree to the following specific standards:
  - a. A high school or middle school teacher will not teach in more than two (2) subject areas at any one time. A subject area shall be defined as English, social studies, mathematics, science, et al. Three (3) teaching preparations within the subject areas shall be considered appropriate except in the areas of art, business, home economics, technology, foreign languages, music, reading and electives in the subject area of English and social studies, where the varied offerings make the limit of three (3) preparations atypical. When the number of teaching preparations exceed three (3), that teacher will not be assigned to study hall or corridor supervision.
  - b. The appropriate teaching load for a teacher in the high school and middle school is twenty-five (25) periods a week, except in the area of science (with scheduled labs) and physical education where twenty-six (26) periods are appropriate. When the appropriate teaching load is exceeded, the “extra duties” of that teacher will be lessened in that they will not be assigned to study hall or corridor supervision. A written statement of reason must accompany the assignment of four (4) preparations, no more than four (4) preparations shall be assigned except by mutual consent of the teacher and teachers who are assigned more than three (3) preparations will be relieved of specified duties.
  - c. A full time high school or middle school teacher will have two (2) preparation periods each day.

Notwithstanding the above, where a block schedule exists, a full time high school or middle school teacher will have the equivalent of two (2) eighty (80) minute preparation blocks over the course of two (2) days with no less than one-half (0.5) block preparation time on any one (1) day. Where a one-half (0.5) preparation block is necessary, the District will make every effort to schedule such preparation at a time other

than the first or last periods of the student instructional day. In the event it becomes necessary for the District to schedule such preparation during the first or last period of the student instructional day, then the District shall meet with the Association and the impacted teacher to discuss the matter.

- d. Notwithstanding subsections (a), (b) and (c) above, tenured teachers may voluntarily agree to teach a 6<sup>th</sup> daily teaching assignment (for up to 30 periods per week or 31 periods per week for teachers of science and physical education), which may or may not be an additional preparation. Any teacher who accepts such an assignment will not be assigned a supervisory duty and will be paid an additional 12% of their base salary, for an additional daily assignment which lasts a full year, prorated for a partial assignment.

If the District chooses to request a 6<sup>th</sup> assignment, it will do so in the following order:

- a. To any qualified bargaining unit member who was “laid off” due to a reduction in force which occurred in the previous two calendar years, and is on a preferred eligible list (“PEL”). This requirement shall not apply to any assignment for which the “reduction in force” was caused by a resignation, retirement or termination.
  - b. To any other qualified bargaining unit member
  - c. To any qualified bargaining unit member on the PEL for more than two years;
  - d. To any non-bargaining unit member.
- e. Core area teachers at the middle school will meet once or twice per week as a team. These meetings will take place during common planning periods. It is understood that it may be practical for teachers to meet more than once or twice per week one week, and less than once or twice per week during another week. Each team leader will inform the building principal of the times team meetings are scheduled the Friday prior to the meeting(s). Core area teachers will meet as needed to fulfill their professional obligations as members of their respective teams. Core area teachers will communicate with special area teachers as needed.



- f. Daily Planning Time. Commencing with the 2005-06 school year, each full-time elementary teacher will receive five (5) preparation periods per week and each such period shall be, whenever possible, at least forty (40) consecutive minutes. All elementary teachers except Special Education teachers and Remedial/AIS teachers will be scheduled to have access to team members a minimum of two (2) of these preparation periods per week and will meet and use at least one of these periods for the purpose of team planning. Special Education and Remedial/AIS teachers will meet for team planning as his/her schedule permits with at least one (1) of his/her preparation periods per week used to attend a team planning meeting. It is understood that it may be practical for teachers to meet more than once per week one week and not at all during another week depending on the team's needs.
- g. One (1) teacher planning period/block per month shall be directed by the District for things, including but not limited to:
  - i. team meetings
  - ii. CSE meetings
  - iii. interdisciplinary planning time
  - iv. parent meetings
  - v. training.
  - vi. data verification

The dates for the District directed planning periods/blocks shall be established and provided to the Association by the end of the first week of school. In addition, the agenda for such meetings shall be provided at least one week before the scheduled meeting date. If the agenda is not provided at least one week in advance, then the meeting will be cancelled and may not be rescheduled.

- h. A teacher required to travel between buildings as part of his/her assignment shall have no supervisory duties.
- i. The teacher work day is as follows:
  - 1. Pinewood or Bradt Elementary School 8:05 a.m. to 2:50 p.m.
  - 2. Draper Middle School 7:30 a.m. to 2:50 p.m.
  - 3. Mohonasen High School 7:30 a.m. to 2:50 p.m.

Each teacher will sign in upon arriving at their teaching location on or before the start time indicated above.

C. Work Incurred Disability

1. When a bargaining unit member becomes disabled by reason of injury arising out of and in the course of employment with the District and receives compensation under Workers' Compensation on account of such disability, such unit member may elect in writing to use sick leave accruals, if any, for the period of such disability. In the event of such election, the unit member shall for the period of such disability, not exceeding accumulated sick leave time, be paid the difference between the sums paid under the Workers' Compensation Law and such unit member's regular rate of pay.

The amount so paid by the District shall be deducted from such unit member's accrued sick leave time on a proportional basis.

The School District will reimburse unit members for the reasonable cost of any clothing or other personal property damaged or destroyed as a result of an assault suffered by a unit member while the unit member was acting in the discharge of his/her duties within the scope of employment.

## ARTICLE IV

### TEACHER RESPONSIBILITY AND EVALUATION

The Annual Professional Performance Plan for bargaining unit members required to be evaluated pursuant to Education Law Section 3012-c or 3012-d shall be conducted in accordance with the District's collectively negotiated APPR plan. Only members of the bargaining unit who are not required to be evaluated pursuant to the provisions of Education Law Section 3012-c or 3012-d shall be evaluated in accordance with the provisions of this Article.

A. Teacher Responsibility

Teachers shall prepare plans in advance of all classes. Such plans shall be available to administrators and to substitute teachers. Such plans may be reviewed by the teacher's administrators as a means of assisting and improving classroom practices and to review the teacher's progress.

B. Evaluation (Pre-Tenure)

Tenure recommendations are the responsibility of the Superintendent.

To assure that formal evaluations are made on pre-tenure teachers, the following procedure shall be used:

1. A minimum of three (3) written evaluations on each probationary teacher will be prepared during each year during the probationary period one of which shall be prepared during the first semester.

Ordinarily, evaluations will be made by the Principal or Administrator responsible for the area to which the teacher evaluated is assigned. The responsible Principal or Administrator may request the assistance of other teachers in assisting and aiding the teacher in becoming more proficient.

All written evaluations will be prepared in triplicate. The teacher, Administrator and Superintendent shall each receive a copy. Before the copies are distributed, the Administrator and the teacher shall discuss the report. The teacher may affix any comment he/she wishes to the supervisory report. The teacher shall sign the Administrator's and Superintendent's copy of the report to indicate that the teacher has read, discussed and received a copy of the report. Written supervisory reports on teachers shall be kept on file in the Superintendent's office and shall be available to the teacher during his/her probationary term.

2. Whenever a teacher believes that the most recent evaluation of his/her performance is in error, such teacher may discuss such error with the evaluating administrator. Thereafter, and within thirty (30) school days of such evaluation, such teacher may request an evaluation by another evaluator to be mutually selected by the Superintendent and the teacher. Such request shall be made in writing to the Superintendent setting forth the alleged error or errors in the evaluation.
3. A probationary teacher whose period of probation terminates August 31, will be informed in writing of the Superintendent's recommendation concerning the granting or denial of tenure at least on or before March 1 prior to the expiration of his/her probationary period, and shall be informed in writing of the action of the Board concerning the granting or denial on or before May 1 prior to the expiration of his/her probationary period.

#### C. Evaluation (Tenure)

To assure that formal evaluations are made on tenured teachers, the following procedure shall be used:

Ordinarily, evaluations will be made by the Principal or Administrator responsible for the area to which the teacher being evaluated is assigned. The responsible Principal or Administrator may request the assistance of other teachers in assisting and aiding the teacher in becoming more proficient. Alternate assessments may be elected at the option of the teacher.

All written evaluations will be prepared in triplicate. The teacher, Administrator and Superintendent shall each receive a copy. Before the copies are distributed, the Administrator and the teacher shall discuss the report.

The teacher may affix any comment he/she wishes to the supervisory report. The teacher shall sign the Administrator's and Superintendent's copy of the report to indicate that the teacher has read, discussed and received a copy of the report. Written supervisory reports on teachers shall be kept on file in the Superintendent's office and shall be made available to the teacher.

Whenever a teacher believes that the most recent evaluation of his/her performance is in error, such teacher may discuss such error with the evaluating administrator. Thereafter, and within thirty (30) school days of such evaluation, such teacher may request an evaluation by another evaluator to be mutually selected by the Superintendent and the teacher. Such request shall be made in writing to the Superintendent setting forth the alleged error or errors in the evaluation.

D. Performance Improvement

The District will provide written notification to a teacher and the Association whenever it believes apparent deficiencies in performance warrant a Teacher Improvement Plan. The District shall meet and confer with the teacher, and at the teacher's request, the Association. The District shall be responsible for the costs associated with requirements of the Teacher Improvement Plan.

E. School nurses shall be evaluated by their building principals annually. An evaluation form shall be mutually developed by the District and the MTA for such purpose.

F. An evaluation of a teaching assistant shall be conducted annually by a member of the administrative staff. The evaluation shall be reduced to writing and an opportunity given to the teaching assistant to provide rebuttal or explanation for a matter(s) contained in the evaluation.

## ARTICLE V

### PERSONNEL FILE

A. A bargaining unit member shall have the right, upon request, to review the contents of his or her personnel file in the presence of a representative of the Superintendent's office. The unit member may elect to have an additional witness of his/her own choosing.

B. No material derogatory to a unit member's conduct, service, character or personality shall be placed in the unit member's personnel file unless the unit member has had the opportunity to review the material. The unit member will be provided a copy of all such material. The unit member will acknowledge that he/she has had the opportunity to review such material by affixing his/her

signature to the copy to be filed; it is expressly understood that such signature in no way indicates agreement or disagreement with the contents thereof. The unit member shall also have the right to submit a written answer to such material and to have the written answer reviewed by the Superintendent and included in the file.

- C. Any significant or repeated complaints regarding a unit member and made to any member of the administration by a parent, student, or other person, shall be called promptly to the attention of the unit member.

## **ARTICLE VI**

### **PROFESSIONAL STANDARDS**

- A. Whenever the Board considers applicants for appointment to a position with the District and a unit member in the employ of the District has applied for such position, the Board will take such unit member's longevity into consideration. In no event shall longevity be the sole consideration. Longevity, for the purpose of this section, shall mean consecutive years of employment with the District. Consecutive years shall mean a term of service not interrupted by resignation or voluntary or involuntary termination of employment.
- B. Lay-off, recall, and any discipline of ten-month and twelve-month registered school nurses shall be consistent with Civil Service Law, Rules and Regulations.

## **ARTICLE VII**

### **PARENT-TEACHER CONFERENCES**

- A. Elementary conferences shall be held during parent-teacher conference days. For the convenience of parents unable to attend conferences at such times, it is permissible for the teacher to schedule conferences during special area classes, at other times when the teacher is relieved of child supervision, or outside school hours provided a conference may be scheduled at a time mutually agreeable to the teacher and the parent. If a parent can't attend a personal conference, then a telephone conference will suffice.

Secondary parent-teacher conferences shall be held during the teacher workday. For the convenience of parents unable to attend conferences at such times, it is permissible for the teacher to schedule conferences during special area classes, at other times when the teacher is relieved of child supervision, or outside school hours provided a conference may be scheduled at a time mutually agreeable to the teacher and the parent. If a parent can't attend a personal conference, then a telephone conference will suffice.

- B. When a parent, guidance person, or administrator feels that a conference is necessary because of a student-teacher problem in the classroom, then it is normally intended that the teacher be present at such a conference. It is recognized, however, that there may be circumstances wherein this may not be possible or in which the good of all parties would be better served otherwise, in the judgment of the administrator. In this event, the teacher shall be informed of the result of the conference.
- C. At the request of the Assistant Superintendent for Curriculum and Instruction, a nurse may be required to attend a conference with a parent(s) and/or teacher(s) during the nurse's workday.

## **ARTICLE VIII**

### **SCHOOL CALENDAR**

- A. The school calendar shall not exceed 185 teacher workdays. New teachers will be required to attend an orientation day.

When there are lost days due to adverse weather or other conditions making it impossible to meet a normal school day, two (2) of the 185 teacher workdays will not be made up. Any days lost under the 183 teacher workdays will be made up at times to be determined by the Superintendent after conferring with the President of the Association.

- B. Elementary teachers shall have two half-days the last week of school, free of student supervision, to take care of those duties necessary to the closing of school.

In addition, the last day of the student school year shall be a contingent day wherein teachers will not have students unless necessary in order to meet State Regulations regarding the number of days of required student attendance.

- C. The Association shall cooperate with the Superintendent in developing a school calendar.
- D. Unit members shall attend mandated in-service programs as implemented by the District. Completion of an accredited college course may be substituted for an in-service program by approval of the Superintendent.
- E. Superintendent Conference Days and Professional Development Conference Days will be planned by the District Professional Development Plan (PDP) Committee. The Committee will plan, identify and designate said days on the school calendar subject to the review and approval of the Superintendent. Items not approved by the Superintendent will be returned to the Committee for further consideration.

- F. In the event no snow day or only one snow day is used in any school year, the day before the Memorial Day weekend will be designated a staff development day requiring teacher attendance until 12:00 p.m. Any designation of the day before Memorial Day as a staff development day will be in addition to the professional development days provided for hereinbefore.
- G. In the event of an early student departure due to adverse weather conditions or an emergency, bargaining unit members may leave provided the Superintendent authorizes an early departure.
- H.
1. A full-time teaching assistant will work thirty-five (35) hour week. Such week shall consist of five (5) days, seven (7) hours per day excluding a one-half (1/2) hour unpaid lunch period per day. The work year shall consist of 185 school calendar work days
  2. A part-time teaching assistant will work less than thirty-five (35) hours per week. Such week shall consist of some number of hours less than seven (7) hours per day, five (5) days per week. The work year shall consist of 185 school calendar work days.
  3. Lay-off and recall of a full-time teaching assistant shall be consistent with New York Education Law.
  4. In the event of a reduction in the number of part-time teaching assistant positions, part-time teaching assistants will be laid off in the following order:
    - a. Any part-time teaching assistant with less than six (6) years of continuous service with the District as a teaching assistant may be laid off at any time.
    - b. A part-time teaching assistant with six (6) years or more of continuous service with the District will be laid off in inverse order of his/her seniority as a teaching assistant with the District.
  5. As part of his/her professional responsibility, a full-time teaching assistant may be required to attend all faculty meetings as directed by his/her building principal which may be held after the teaching assistant scheduled work day.
- I. Ten (10) month school nurses will work a thirty-five (35) hour work week. Such week shall consist of five (5) days, seven (7) hours per day. The work year shall consist of 185 days, exclusive of 12 paid holidays, between September 1 and June 30 plus three (3) additional days between July 1 and August 31. Ten (10) month nurses are not required to work school recesses and holidays which fall within their normally scheduled work year.

- J. The twelve (12) month school nurse will work a thirty-five (35) hour work week consisting of five (5) days, seven (7) hours per day. The twelve month nurse will work each day in the year except his/her vacation, Saturdays, Sundays and designated holidays.

The twelve (12) month nurse shall receive annual paid vacation as follows:

<b>Years of Continuous Service (measured from July 1, first occurring after commencement of employment)</b>	<b>Number of Vacation Days Credited</b>
After completion of 1-3 years	10 days
After completion of 4 years	11 days
After completion of 5 years	12 days
After completion of 6 years	13 days
After completion of 7 years	14 days
After completion of 8-13 years	15 days
After completion of 14 years and thereafter	20 days

Vacation will be earned upon completion of the years' service required and will be credited on July 1 of the year succeeding the year in which it was earned.

If the twelve month nurse has completed less than one (1) year of continuous service on June 30 of the previous year, then one (1) day of paid vacation shall be granted for each month of continuous service rendered during the previous year not to exceed ten (10) working days at regular basic pay.

Vacation will be scheduled at the time most desired by the twelve month nurse but, in order to ensure orderly operations, the final right to schedule vacation and the final right to require the nurse to work in lieu of vacation, is exclusively reserved to the School District. Vacation is not cumulative except that a maximum of five (5) vacation days may be carried over from one school year to the next school year. Up to five (5) consecutive days of vacation may be used when school is in session. Only one (1) vacation day may be used to extend an existing school break or vacation.

- K. Bargaining unit members shall receive time off with pay for the following holidays: New Year's Day, Martin Luther King, Jr.'s Birthday, Washington's Birthday, Good Friday, Memorial Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve\* , and Christmas Day. In addition to the above holidays, the twelve (12) month school nurse shall also receive July 4<sup>th</sup> as a paid holiday.

\*If Christmas Eve falls on a Saturday or Sunday, the District will assign an alternate day as a paid holiday. This will be determined by the District and will be scheduled during the Christmas recess.



- L. In the event it becomes necessary to reduce twelve (12) month or ten (10) month school nurse positions, layoff shall be as follows:
1. Layoffs among full and part-time twelve (12) month school nurses and ten (10) month school nurses shall be made in inverse order of seniority by title with seniority based upon total District service.
  2. The least senior employee within the twelve (12) month school nurse job title shall be first to be excessed if twelve (12) month school nurse positions are to be reduced.
  3. The least senior employee within the ten (10) month school nurse job title shall be the first to be excessed if ten (10) month school nurse positions are to be reduced.
  4. A laid off twelve (12) month school nurse shall be entitled to displace or “**bump**” less senior ten (10) month school nurses. Seniority shall be based upon total District service.
  5. Part-time school nurses shall not be entitled to displace or “**bump**” full-time school nurses.
  6. In the event of a layoff, the Association president will be so notified at least ten (10) days in advance of such anticipated layoffs.
  7. Recall
    - a. A recall list covering layoffs in the titles of twelve (12) month school nurse and ten (10) month school nurse will be established. Names will remain on the list for a period of twelve (12) months. Recall shall be in the reverse order of layoff and based upon total continuous District service.

Only those employees who have performed satisfactorily, as evidenced by their performance evaluation, will be entitled to the provisions of 7a-e herein.
    - b. An individual whose name appears on the recall list shall provide the District with a mailing address where the individual may be contacted. It is the individual’s responsibility to notify the District of any changes in mailing address during the one-year recall period.
    - c. The District shall be required to contact a recalled individual one (1) time by certified mail at the address supplied in (b) above.

- d. A recalled individual must respond to the District's recall notice within five (5) working days. Failure to respond within the time allotted will be deemed a waiver of the employee's recall rights under this provision.
- e. A recalled individual may refuse recall notice up to two (2) times without waiving the employee's rights under this provision.
- f. This provision is not subject to the grievance procedure contained in Article XIV.

## **ARTICLE IX**

### **SICK LEAVE**

#### **Personal Illness**

- A. The number of days of annual sick leave with pay granted to teachers, full-time teaching assistants, and ten-month school nurses will be fifteen (15) days per school year; and eighteen (18) days per work year for twelve-month school nurses. Part-time teaching assistants will receive the prorated equivalent number of sick leave days based on his/her part-time service. Effective July 1, 2006, sick leave may be accumulated to a maximum of 300 days. A bargaining unit member may use up to five (5) days of his/her annual sick leave because of illness in the unit member's immediate family defined as a unit member's spouse, child, brother, sister, parent, grandparent, parent-in-law, grandparent-in-law, or a person residing with the unit member as part of the family. Use of sick leave for an immediate family member will be indicated as such on the absence report. The annual sick leave allowance will be awarded at the beginning of the school year. A unit member who has been absent five (5) or more consecutive school days shall provide a doctor's certificate stating that such unit member was ill on any or all of such days for which sick leave pay is requested. For persons employed after the beginning of the school year, the allowance for the first year will be prorated on the basis of the number of months remaining in the school year and will be awarded at the beginning of employment. For persons leaving during the school year, sick leave will be prorated on the basis of the number of months service rendered.
- B. In deserving cases of serious disability or ailment, the Superintendent may grant sick leave, not to exceed thirty (30) days, in advance of accrual. In the event that an employee be granted any sick leave in advance of accrual and should fail to return to work or fail to complete the necessary time in the employment of the Mohonasen Central School District to accrue the number of days granted in advance, the employee becomes liable for the payment of that

portion of the sick leave not earned, except in the case of permanent disability or death. The Superintendent, or the Superintendent's designated representative, shall approve or disapprove all applications for sick leave. The Board reserves the right to make extensions in individual cases. Whenever a request is presented to the Board seeking an extension, the Board shall confer with the Association for the purpose of determining the extent of professional assistance such applicant is to receive from the Association.

- C. Whenever sick leave has been exhausted, a personal leave without pay may be granted by the Board upon a request for such personal leave. Such personal leave shall be granted for the remaining duration of the illness but shall be for a period not to exceed one (1) year.
- D. Each unit member shall be notified in writing of the number of accumulated sick leave days to which the unit member is entitled. This notification shall be completed prior to October 1.
- E. At the time of retirement, teachers and nurses with at least ten (10) years consecutive service with the District shall receive \$25 per day up to a maximum of 200 days for each day of accumulated sick leave as of the completion of the last year of service. Payment for such days shall be made by the District in the form of an employer non-elective contribution deposited into a mutually agreed upon 403(b) provider in the name of the employee. One-half of the payment shall be made in July of the retirement year and one-half shall be made the following July. In the event of the retiree's death, any unpaid portion of this payment shall be made to the retiree's estate.
- F. Sick Leave Bank
  - 1. A pool of days shall be established for the purpose of providing additional sick leave for an extended illness after the exhaustion of all personally earned leave credits.
  - 2. Only those unit members who are credited with annual sick leave pursuant to the provision of Article IX shall be eligible to participate in the Sick Leave Bank. For initial contribution, each eligible participant shall contribute one (1) day of existing sick leave. Initial contribution will be made on forms supplied by the Superintendent within thirty (30) days of the signing of this agreement.
  - 3. Employees who retire may elect to contribute up to twenty (20) days of his/her accumulated sick leave accruals.
  - 4. Future contributions will be required if the total in the pool falls below fifty (50) days. Notice of Assessment will be made by the trustees.

5. Unit members may only withdraw an annual maximum number of days from the sick leave bank equivalent to five (5) times the employee's number of years of District Service.
6. The Superintendent and the President of the Association, or their designees, shall act as trustees of the Sick Bank. All decisions of the trustees shall be binding and non-grievable. However, an applicant who is dissatisfied with the decision of the trustees may appeal to a review board comprised of two (2) members appointed by the Superintendent, two (2) members appointed by the President of the Association, and one (1) representative appointed by the Superintendent and the President of the Association. Decisions of the Appeal Board are final, binding, and non-grievable.
7. The trustees are empowered and required to establish general guidelines and rules of procedure to cover, among other things, based upon service to the District, under what circumstances an applicant would be approved for usage in more than one school year, the application procedure and the appeals procedure. The Appeals Board must operate within these guidelines and rules.

## **ARTICLE X**

### **LEAVES OF ABSENCE**

#### **A. Short Term Leaves**

1. Upon prior request in writing stating the purpose of the intended absence and approval of the Superintendent, each unit member shall be allowed a maximum of three (3) days of leave with full pay during each school year for personal business, except that part-time teaching assistants shall receive the prorated equivalent number of personal leave days based on his/her part-time service. Personal business days may be taken immediately preceding or immediately following a vacation day, the beginning day or the last day of the school year only when a true emergency exists.

Short term leaves of absences without pay may be granted at the discretion of the Superintendent. The decision of the Superintendent shall be final and binding, shall not be subject to the grievance procedures and shall not be appealable to any administrative, judicial or other forum.

Personal leave may be taken without stating the purpose of the intended leave. However, personal leave is intended for personal business which can only be conducted during the regular school day. (It shall not be used for social affairs, pleasure trips, part-time employment or to extend a vacation.)

One personal leave day per year may be used for the purpose of attending their own child's educational field trip.

Personal leave is not cumulative and shall not be charged against sick leave. Unused personal leave days will be credited to the employee's accumulated sick leave days as of July 1<sup>st</sup> of each year.

2. Serious Illness or Death in the Immediate Family

- a. Each unit member shall be granted a maximum of five (5) days of leave, subject to approval of the Superintendent, with full pay during each school year because of serious illness or death in the unit member's immediate family (spouse, child, brother, sister, parent, grandparent, parent-in-law, grandparent-in-law, or any person residing with the unit member as a part of the family.) In the event of death in the unit member's immediate family, as defined above, such leave shall be on a per occurrence basis. In the event of death of the unit member's brother-in-law or sister-in-law, a maximum of two (2) days of leave with full pay shall be granted. A unit member may take a personal leave under paragraph A-1 of the Article when such unit member requires an absence during school hours as a result of the death of any person not described in this paragraph. An additional five (5) days may be granted at the discretion of the Superintendent. Such leaves shall not be cumulative and shall not be charged against sick leave, or other leaves of absence. A unit member shall be granted an extended leave of absence without pay of up to one (1) year for the purpose of caring for a seriously ill member of the unit member's immediate family (spouse, child, brother, sister, parent, grandparent, parent-in-law, grandparent-in-law, or any person residing with the unit member as part of the family). The Board may also grant additional leave without pay for these purposes.
- b. In the event of serious illness in the unit member's immediate family, as defined above, a unit member may use up to 20 days of accumulated sick leave, and possibly up to 10 days of additional leave (separate and apart from all other categories), in the following order:
  - 1) Up to five (5) days of annual sick leave under Article IX, Section A.
  - 2) Up to fifteen (15) additional days of accumulated sick leave under Article X, Section A6.
  - 3) A maximum of five (5) days of leave, subject to the approval of the Superintendent under Article X, Section A, paragraph 2a.
  - 4) An additional five (5) days of leave which may be granted at the discretion of the Superintendent under Article X, Section A, paragraph 2a.

### 3. Public Obligations

- a. Unit members shall be granted such leave with full pay as may be necessary to perform jury services, less any fees or allowances paid for such jury services.
- b. Unit members shall be granted such leave with full pay as may be necessary to appear in a court of law as a defendant in an action arising out of the discharge of the unit member's duties within the scope of employment.
- c. Unit members shall be granted such leave with full pay as may be necessary to testify in a court of law pursuant to a subpoena except when such unit member is a plaintiff, defendant, or otherwise has an interest in the outcome of the proceedings, less any fees or allowances paid for such court attendance. Leaves with pay granted pursuant to this section shall not be charged against sick leave.

### 4. Professional Association Meetings

Unit members who are designated by the Association to attend conferences of the New York State United Teachers shall be granted such leave with pay as is necessary in order to attend such conferences. Such leave shall not be charged against sick leave, or other leaves of absence. The number of such delegates shall not exceed the number allotted to the Association, which is determined by NYSUT regulations, nor shall the number of delegate days exceed twelve (12) days per year.

A unit member involved in an official capacity as an elected officer; namely, president, first vice-president, secretary or treasurer of either state or national professional associations may have, whenever practical, an adjusted schedule adapted to the demands of the office as arranged with the Superintendent.

### 5. Professional Conferences and Reimbursement

Unit members may be excused to attend professional visitations, conferences, trips, or meetings without loss in salary or charge against sick leave, provided that the Principal (or the Director of Pupil Personnel Services with respect to school nurses) and Superintendent approve such absence in advance.

Professional conferences, visitations, trips or meetings for which unit members expect reimbursement for necessary expenses must be approved in advance by the office of the Superintendent. Written application for such approval shall be made on prescribed forms. Request for

reimbursement shall be filed with the Superintendent on prescribed forms together with supporting receipts and other pertinent documents. Mileage reimbursements for transportation by personal automobile will be made at the Internal Revenue Service approved rate.

## 6. Family Medical Leave

In accordance with the Family and Medical Leave Act of 1993 and Board of Education Policy 6550 (as amended in 1999 to provide for the utilization of up to 20 days of accumulated sick leave for a serious illness in the employee's immediate family), the District will grant family and medical leave for a total of twelve (12) weeks per twelve (12) month period inclusive of the 20 days referenced above, to eligible employees for the following reasons:

- a. The birth, adoption or acceptance for foster care purposes of a child by the employee and care of the child;
- b. To care for a spouse, child, or parent of the employee if such immediate family member has a serious health condition; or
- c. The employee's own serious health condition makes the employee unable to perform the functions of his/her position.

Leave time beyond the twelve (12) weeks provided for herein shall only be limited by the provisions of Article IX, Sick Leave and/or Article X, Leaves of Absence.

NOTE: The 20 days of accumulated sick leave referenced herein are those days specified in Section A, paragraphs 2b(1) and (2) of this Article.

7. Each unit member shall be entitled to be excused to undertake an annual medical screening for breast cancer and/or prostate cancer. Excused absence without charge to the unit member's leave accruals shall not exceed one 4-hour medical visit per screening per school year. Cost of all medical screening is to be paid by the unit member's medical insurance or, if the unit member has no medical insurance, by the unit member. The unit member must submit medical certification for such screening for such leave to be authorized as an excused leave. Failure to provide certification will result in the absence being charged to the unit member's sick leave, if available, or payroll deduction if no leave is available.

## B. Long Term Leaves

### 1. Military Obligation

A bargaining unit member of the Mohonasen Central School District who is a member of an organized militia or reserve force is entitled to a leave for the duration of the ordered military duty; such leave shall not be

charged against sick leave. The unit member is also entitled to receive his/her salary for a period of 30 days when such military obligation must be discharged during the period September 1 to June 30. However, if the reserve duty is at the discretion of the unit member, military duties shall be assumed during the non-teaching periods of July 1 through August 31 without pay.

## 2. Sabbatical Leave

- a. A teacher will be eligible to apply for a sabbatical leave after seven (7) consecutive years of service in the district. The recommendation of the Superintendent with respect to such application will be reviewed by the Board together with such other considerations as it may deem appropriate, including, but not limited to, the budgetary limitations of the district, the value of the proposed sabbatical program to the needs of the school system and the degree of relationship between the proposed sabbatical program and the teacher's then current assignment. The final determination with respect to such application shall rest solely and exclusively with the Board.
- b. Sabbatical leaves for one (1) year shall be at one-half (1/2) of the salary the teacher would have received during the period of such leave and for one-half (1/2) of a year at the full salary the teacher would have received. Teachers shall be given credit toward salary increment while on sabbatical leave.
- c. Applications for sabbatical leave must be submitted no later than March 1 of the school year prior to the fall semester or no later than June 1 of the school year prior to the spring semester for which leave is requested.
- d. A Sabbatical Leave Committee shall be established to examine all requests for sabbatical leave and to recommend to the Board through the Superintendent the granting or rejection of sabbatical leave requests. The Sabbatical Leave Committee shall be established as follows:
  - (1) Membership
    - (a) Superintendent or the Superintendent's representative.
    - (b) A secondary school principal appointed by the Superintendent.
    - (c) An elementary school principal appointed by the Superintendent.
    - (d) Two elementary school teachers selected by the Association.
    - (e) Two secondary school teachers selected by the Association.
  - (2) The Committee, at its first meeting, shall select a chairperson and establish necessary rules for the operation of the committee.



- (3) The duties and responsibilities of the committee shall be as follows:
  - (a) Provide suitable forms for applicants.
  - (b) All applications received will be reviewed and recommendations thereon reported to the Superintendent no later than ten (10) school days after the appropriate dates mentioned in item 2(c) above.
- e. The Superintendent, upon receipt of the recommendations of the Sabbatical Leave Committee, shall make recommendations to the Board. The final disposition of the recommendation shall be made by the Board so that the teacher-applicant will receive notification as to the disposition of his/her March 1 application by April 15, and notification as to the disposition of the teacher's June application by July 15.
- f. Miscellaneous Terms:
  - (1) Periods of sick leave or approved leave without pay will not be counted as service for sabbatical leave when such leaves cumulatively equal one school semester during any school year. Sabbatical leaves will not be counted as service toward later eligibility for sabbatical leave.
  - (2) A teacher on sabbatical leave may engage in remunerative activities provided that they are related to or will facilitate accomplishment of the purpose for which the leave was granted.
  - (3) A teacher who returns to the district at the termination of a sabbatical leave shall:
    - (a) Receive service and credit for the sabbatical leave period for salary step placement.
    - (b) Retain his/her tenure status at the commencement of such leave.
    - (c) Receive retirement contributions based on sabbatical leave salary.
    - (d) Retain sick leave accrued at the commencement of such leave.
    - (e) Have hospitalization and medical insurance benefits continued during such leave at the same level as other teachers employed during such leave period.

- (4) The teacher who takes a sabbatical leave shall not voluntarily terminate his/her employment in the Mohonasen Central School District for a period of twenty-four (24) months next succeeding the expiration of such leave. Failure to fulfill such twenty-four (24) month commitment shall entitle the district to a reimbursement of all sums of money paid to or on behalf of the teacher during the sabbatical leave (including district paid benefits). The sum owing to the district as provided herein shall be reduced by 50% for the satisfactory completion of service for one full school year immediately following conclusion or termination of the sabbatical leave and by 75% for the satisfactory completion of service for three consecutive school semesters immediately following conclusion or termination of the sabbatical leave. Reimbursement of sums owing to the district pursuant to this paragraph shall be made in full to the district within sixty (60) days of written notification to the district of such voluntary termination or within thirty (30) days after an unexcused failure by such teacher to report for scheduled services without providing the district with written notification of such voluntary termination.

By accepting any portion of the benefits provided by this article, a teacher acknowledges the right of the district to initiate legal proceedings for the purpose of recovering any disbursement claimed to be owing to the district pursuant to the terms of this paragraph.

- (5) A teacher may be granted sabbatical leave only after receiving the affirmative recommendation of the Sabbatical Leave Committee.
- (6) Persons granted a sabbatical leave shall signify in writing their intent to return by April 1 following the granting of the sabbatical leave.

### 3. Maternity Leave

Maternity leave without pay will be granted upon application to the Board. Maternity leave will be granted for a period not to exceed fifteen (15) school months. Longer periods will be granted at the discretion of the Board. An employee on maternity leave shall notify the board in writing by April 1 whether or not she intends to return for the following school year. The absence of such notification shall be accepted as a voluntary termination of employment by the unit member.

If any provision of the agreement entitled "Maternity Leave" shall be held contrary to State or Federal statute by any court of competent jurisdiction, then such agreement shall be null and void.

4. Professional or Pro Bono Publico

The Board may grant a leave of absence for one (1) year without pay to a teacher who has completed three (3) successive years of full time service in Mohonasen for the purpose of temporary employment in public service or in activities of social significance which will result in professional growth. Such teacher shall be entitled to return to a position in Mohonasen in the same teaching areas as the one held prior to going on leave and shall not in the event that the teacher exercises his/her right to return at the end of such leave, lose any retirement benefits, accrued sick leave, his/her place on the salary schedule had the teacher not taken such leave, and in the case of a probationary teacher his/her accrued time toward tenure. The teacher must advise the Superintendent by April 1 of his/her intention to return the following September. Absence of such notification shall be accepted as voluntary termination of employment by the teacher.

**ARTICLE XI**

**NON-INSTRUCTIONAL DUTIES**

- A. Non-instructional duties in both elementary and secondary schools shall be distributed equitably among all teachers.
- B. Elementary teachers shall perform corridor supervision as deemed necessary by the building principal.
- C. Teachers shall not be required to perform such functions as the collection of money for insurance and pictures.
- D. Teachers shall be required to perform those clerical functions associated with planning and preparation, classroom management, student instruction, assessment and parent communication. Teachers shall not be required to perform custodial functions or those clerical functions such as recording grades on permanent records or scoring standardized tests other than those required to be scored by a teacher under state law or regulations, copying student individualized education plans, generating student folders, attendance cards and disseminating generalized information materials to parents during the last three days of school. Each teacher will be responsible for keeping an attendance register for each assigned class and reporting student absences, late arrivals and early departures consistent with District policy
- E. Teachers shall be held responsible for the preparation of materials for classroom use.

- F. Teachers at the elementary school level (K-5) shall not be required to perform cafeteria supervision.

The Association shall furnish each elementary level building principal with a list of teachers volunteering to perform bus supervision. Absent such volunteers, the district will assign elementary teachers to such bus supervision. The Association will have the right and opportunity to present the building principal with a list of elementary teachers in a descending order of seniority. The building principal will, absent volunteers, make assignments from such seniority list selecting in rotating order the next person on the list who is free from any other prior assignments.

Secondary teachers shall perform one supervisory duty such as corridor supervision, study hall supervision, or advisory as deemed necessary by the building principal. Advisory is a support or study period to provide students access to secondary teachers for assistance. The Association shall furnish each building principal at its secondary level (6-12) with a list of teachers volunteering to perform such cafeteria or bus supervision. Absent such volunteers, the district will assign teachers to such supervision. The Association will have the right and opportunity to present the building principal with a list of secondary teachers in a descending order of seniority. The building principal will, absent volunteers, make assignments from such seniority list selecting in rotating order the next person on the list who is free from any other prior assignments

Teachers assigned to detention, cafeteria supervision or bus supervision, will receive compensation for such supervision as set forth in Article XVIII, Section H (Non-Instructional Duties)

- G. Teachers shall not be assigned lavatory supervision. Notwithstanding the foregoing, teachers are expected to report as soon as practicable incidents which may result in a violation of the Student Code of Conduct including but not limited to smoking in the lavatory.

## **ARTICLE XII**

### **TEACHER APPOINTMENT AND ASSIGNMENT**

A teacher's annual assignment shall indicate the school levels (elementary, middle school, or senior high), the class subject title, and class level if appropriate, and shall be distributed by June 1. Insofar as possible, a teacher's annual assignment shall not be changed without prior consultation with the teacher. It is recognized by both parties that circumstances may arise requiring a change of assignment. In the event of such a change the teacher involved shall, upon being informed of the

easons for the change, accept and comply with the change. Notice of such an assignment change shall be given, insofar as possible, to the teacher at least thirty (30) days before the start of the school year. Such notice shall be in writing and if after the end of the school year forwarded to the teacher by registered mail. If the teacher believes the change to be arbitrary or capricious, the change shall be considered sufficient cause for the invocation of the grievance procedure. If the teacher believes an alternative solution is possible, the administration shall consider the alternative without prejudice to the teacher. Unless changes result from either the grievance procedure or discussion, the teacher shall continue in the reassigned duties.

Upon written request by the teacher, a teacher seeking a transfer to another grade level or building shall be granted an interview by the District where a vacancy exists.

When a teacher is notified that the teacher's room assignment for the following school year is to be changed, the teacher shall be provided either release time for the purpose of relocation work during the teacher workday or be compensated at the non-instructional duty rate in effect at the time if relocation work is required to be performed after the teacher workday. Relocation activities may also be performed by the teacher during special area classes or at other times when the teacher is relieved of child supervision. Payment for relocation work will not exceed one day without the prior approval of the building administrator.

Teaching assistants will be notified of the next year's assignment by June 30 of the preceding school year. Notice of an assignment change shall be given insofar as possible to a teaching assistant at least thirty (30) days before the start of the school year.

A school nurse's annual assignment shall indicate the school building to which the nurse will be assigned and shall be distributed on or before May 15 where possible.

### **ARTICLE XIII**

#### **PROVISIONS SUBJECT TO LEGISLATIVE ACTION**

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

## ARTICLE XIV

### GRIEVANCE PROCEDURE

#### A. Definitions

1. **Grievance** shall mean, and shall be limited to, a tenable claim that a specific provision of this agreement has been violated, provided, however, that neither the term “grievance” nor this grievance procedure shall refer to, include or apply to any disciplinary procedures, any termination of employment or to any provision of this agreement which is otherwise expressly excluded from such definition and procedures.
2. The term **supervisor** shall mean the building principal.
3. The **Chief Executive Officer** shall mean the Superintendent of Schools.
4. **Association** shall mean Mohonasen Teachers’ Association.
5. **Grievant** shall mean any person or group of persons in the negotiating unit filing a grievance.
6. **Party in interest** shall mean any person named in the grievance except the grievant, or any person who may have given rise to the claimed grievance.
7. **Hearing officer** shall mean any individual or Board charged with the duty of rendering decisions at any stage of grievances hereunder.
8. **Grievance committee** shall mean the committee selected to act as such by the Association.

#### B. Procedures

1. All written grievances shall include the name and position of the grievant, the provisions of this agreement claimed to be violated, the time when and the place where the alleged events or conditions constituting the grievance occurred, the identity of the party responsible for causing the said events or conditions if known to the grievant, the specific circumstances of the claimed grievance and the redress sought by the grievant.
2. If a grievance affects a group of bargaining unit members and appears to be associated with system-wide policies, it may be submitted by the Association directly at stage 2 described below.

3. Conferences and hearings held hereunder shall be held during non-working hours and conducted at a time and place which will afford a fair and reasonable opportunity for all persons entitled to be present to attend. If, in the judgment of the Superintendent, conferences or hearings must be held during working hours, persons who participate shall be excused from their assignments without loss of pay. Notwithstanding any of the foregoing, there shall be no interference with the instructional program.
4. Forms for filing grievances, serving notices, taking appeals and other documents necessary to the procedures were developed during the 1987-88 school year and are on file with the Teachers' Association and the school district.
5. Nothing contained herein will be construed as limiting the right of any grievant to discuss the matter informally with any appropriate member of the administration and having the grievance informally adjusted without intervention of the Association. The Association reserves the right, at the final disposition of any grievance, to submit, in writing, its opinions on said grievance. In the event that any grievance is adjusted without formal determination, pursuant to this procedure, while such adjustment shall be binding upon the grievant and shall, in all respects, be final, said adjustment shall not create a precedent or ruling binding upon either party to this agreement in future proceedings.
6. The Chief Executive Officer shall be the repository of the official grievance record which shall consist of the written grievance, all exhibits, transcripts, communications, minutes or notes of testimony, as the case may be, written arguments and briefs considered at all levels and all written decisions and responses at all stages. The official grievance record shall be available for inspection or copying by the grievant, any party in interest, the Association and the Board but shall not be deemed a public record.
7. Everything herein shall be interpreted that grievant shall perform all duties assigned to the grievant that he/she is grieving until the grievance is processed with the exception of such acts which endanger the safety of the students or teacher.
8. The grievant shall have the right at all stages to represent himself/herself, or to be represented by the Association, or by any person of his/her own choice except that such grievant shall not be represented by any representative of an employee organization other than the Association and its affiliates.
9. The expense of all stenographic services, including all transcripts of the proceedings, shall be borne equally by the Board and the Association.

### C. Time Limits

1. No grievance will be processed in accordance with these procedures and will be deemed waived and contractually barred unless the grievance is submitted in writing at the first available stage for a written grievance within fifteen (15) school days after the unit member(s) knew or should have known of the act or condition on which the grievance is based. The failure of a grievant to appeal a decision at any step within the time periods provided by the grievance procedure shall likewise constitute a contractual bar to processing of the claimed grievance and such grievance shall be deemed waived and abandoned.
2. Failure at any stage of the grievance to communicate a decision to the grievant, his/her representatives and Association within the specified time limit shall permit the lodging of an appeal at the next stage of the procedure within the time which would have been allotted had the decision been communicated by the final day.

### D. Stages - Grievance

#### 1. Supervisor

- a. A grievant will discuss the grievance with his./her supervisor, either directly or through a representative, with the objective of resolving the matter informally. If the grievant submits the grievance through a representative, the grievant may be present during the discussion of the grievance.
- b. If the grievance is not resolved informally within five (5) school days after discussion with the grievant, as provided in (a) above, it shall be reduced to writing and presented to the supervisor within seven (7) school days after such discussion with the grievant. Within five (5) school days after the written grievance is presented to the supervisor, the supervisor shall render a response thereto in writing and present the response to the unit member, his/her representative, if any, and the Association.

#### 2 Chief Executive Officer

- a. If the grievant is not satisfied with the written response at stage 1 and wishes to proceed further under this grievance procedure, the grievant shall, within five (5) school days after receipt of the written response, present the grievance to the Association's grievance committee for its consideration. There shall be no right of further appeal in the event the grievance committee determines that the grievance is without merit.



- b. If the grievance committee determines that the grievant has a meritorious grievance, then the grievant may file a written appeal of the response at stage 1 with the Chief Executive Officer within ten (10) school days after the grievant has received such written response at stage 1. Copies of the written response at stage 1 shall be submitted with the appeal.
- c. Within ten (10) school days after the receipt of the appeal, the Chief Executive Officer, or his/her duly authorized representative shall meet and confer with the grievant and the grievance committee, or its representative, and all other parties in interest.
- d. The Chief Executive Officer shall render a decision in writing to the grievant, the grievance committee and its representative within ten (10) school days after the meeting and conference.

### 3. Arbitration

- a. Any unresolved grievance, as defined in section B of this grievance procedure, having been processed through step 2 of the grievance procedure may be submitted to arbitration by the Association.
- b. A demand for arbitration submitted under the article shall constitute a waiver by the grievant, the Association and the Chief Executive Officer, of the right, if any, to submit the underlying dispute to any other administrative or judicial tribunal.
- c. Arbitration shall be initiated by serving a written demand for arbitration upon the American Arbitration Association within five (5) school days after notification to the Association of the Chief Executive Officer's response at step 2 of the grievance procedure. Any demand for arbitration submitted after such five (5) school days shall be contractually barred and the unresolved grievance shall be deemed waived and abandoned.
- d. The demand for arbitration shall include, but need not be limited to, the following information:
  - (1) A statement of the specific provisions of this agreement claimed to be violated.
  - (2) The specific circumstances of the claimed grievance including time, place and persons involved, if any.
  - (3) The specific remedy requested.

- (4) A copy of the arbitration procedures set forth in this article.
  - (5) The name and position of the grievant.
- e. Arbitration will proceed before a single arbitrator, except that upon the written request of either party upon the other in the initial demand or within five (5) days after demand has been made by the other party, such arbitration shall proceed before a three-member review panel. In the case of a panel, the Association and the Chief Executive Officer shall each select one member of the panel. The two members so selected shall select the third panel member who shall act as chairman. The procedures of the American Arbitration Association for Labor Arbitration shall be applicable throughout the arbitration process herein provided except as expressly provided otherwise by this article.
- f. The authority and jurisdiction of the single arbitrator or the panel, as the case may be, shall be limited and determined as follows:
- (1) Neither shall have the power to add to or subtract from, modify or expand the provisions of this agreement in arriving at a decision of the issues presented;
  - (2) Each shall confine his/her its decision solely to the intent of the parties as expressed by the agreement;
  - (3) Each shall consider only the precise issue submitted to arbitration and shall have no authority to determine any other issue or questions not so submitted;
  - (4) Neither shall include in the decision any observations or declarations of opinion not essential to the decisions;
  - (5) Nor shall the parties hereto be required to do or refrain from doing an act beyond his/her/its or their powers as provided by law or otherwise;
  - (6) The decision made shall set forth the findings of fact and conclusions upon which the decision is based;
  - (7) A substantial error of law or mistake of fact affecting the final decision shall be grounds for vacatur;
  - (8) The decisions shall be supported by a preponderance of the evidence set forth in the rationale of the decision;

- g. In the event the Chief Executive Officer asserts that the dispute contained in a request for arbitration is not arbitrable, an arbitrator will be selected through the rules of the American Arbitration Association. The arbitrator's decision will be confined to the questions of arbitrability.
- h. A record of the proceedings shall be made upon the request of either party to the appeal. All fees and expenses of the arbitrator and the stenographer which may be involved in the arbitration proceeding shall be equally divided between the parties. Each party shall bear the cost of preparing and presenting its own case.
- i. If either party, within ten (10) school days after an arbitrator's decision, states in writing, to the other party, its intention to seek clarification or interpretation of the decision submitted, then both parties will agree to appear before the arbitrator.
- j. Any party to the arbitration procedure shall have the right to counsel, the right to cross-examine all witnesses called against him/her, to testify and to call witnesses in his/her own behalf.
- k. The Chief Executive Officer may initiate a grievance in stage 3 and proceed directly to arbitration.
- l. Unless the arbitration decision and award is appealed pursuant to Article 75 of the New York Civil Practice Law and Rules, it will be accepted as final and binding on the parties.

## ARTICLE XV

### EXTRACURRICULAR ACTIVITIES

- A. Notwithstanding any inconsistent provision of any general, special, or local law, the Board shall provide an attorney or attorneys for, and pay such attorney's fees and expenses necessarily incurred in the defense of a teacher or unit member in any civil or criminal action or proceeding arising out of disciplinary action taken against any pupil of the district while in the discharge of his/her duty within the scope of his/her employment. Notwithstanding any inconsistent provision of law, general, special or local, the Board shall save harmless and protect all teachers, practice or cadet teachers and unit members from financial loss arising out of any claim, demand, suit or judgment by reason of alleged negligence or other act resulting in accidental bodily injury to any person, or accidental damage to the property of any person within or without the school building, provided such teacher, practice or cadet teacher, or unit member at the time of the accident or injury was acting in the

discharge of his/her duties, was in the scope of his/her employment and/or under the direction of said Board. The Board, however, shall not be subject to the duty imposed by Sections 3023 and 3028 of the Education Law unless such teacher, practice or cadet teacher, or unit member shall, within ten (10) days of the time the teacher is served with any summons, complaint, process, notice, demand or pleading, deliver the original or a copy of the same to such Board, and unless there is compliance with the insurance policy obtained by the Board for purposes of these sections of the Education Law. A certificate of such insurance policy shall be delivered to the Association upon request.

- B. Each teacher shall be paid, commencing on the date of execution of this Agreement, at the rate of \$74.80 for chaperoning at each home event and \$89.95 for chaperoning at each event conducted away from the school district in school year 2014-2015; at the rate of \$75.55 for chaperoning at each home event and \$90.85 for chaperoning each event conducted away from the school district in 2015-2016; and at the rate of \$76.31 for chaperoning at each home event and \$91.76 for chaperoning each event conducted away from the school district in 2016-2017 and 2017-2018.

Unit members volunteering as chaperones for athletic contests will be responsible for spectator supervision and enforcement of sportsmanship standards. The designation of volunteer chaperones to act at either a home event or at an event away from the school district will be conducted by the Athletic Director and/or the building principal.

Teachers in a designated building will be canvassed to serve as chaperones for non-athletic functions before other staff excluding police department personnel and/or District security personnel.

- C. Ten month school nurses and the twelve month school nurse shall accompany students on one (1) extended workday field trip per school year as part of the nurse's professional responsibilities in accordance with the 2003 Memorandum of Understanding between the District and the MTA.

## **ARTICLE XVI**

### **STUDENT TEACHERS**

The minimum period of supervision is that designated by the college. There shall be no restriction as to the total number of student teachers which a supervising teacher may accept during the teacher's period of employment in the district.

## ARTICLE XVII

### INSURANCE BENEFITS

- A. The Board participates in a health insurance plan commonly known as Blue Shield, Par Plus with additional riders available to eligible employees for Major Medical, Vision and Dental Care thereunder.

Effective July 1, 2006, the Blue Shield Par Plus Plan shall no longer be available to active employees in the bargaining unit but shall remain available to those who retired from the bargaining unit on or before June 30, 2006.

The School District shall contribute to the premium cost associated with an eligible retiree's continued participation in the Blue Shield Par Plus at the same percentage level of premium contribution for the retiree in effect on June 30, 2006.

1. The Blue Shield Par Plus/Major Medical for retirees shall provide:
  - a. The Major Medical deduction for individuals will be \$150 and for a family \$300.
  - b. The deductible for hospital stay will be \$240.
  - c. Except as otherwise required by law, effective September 1, 1999, the coverage for major medical/catastrophic illness coverage will be a lifetime maximum of One Million (\$1,000,000) Dollars.
  - d. Effective July 1, 2010, the prescription drug plan provided through the third party administrator will have co-pays of \$5 generic, \$20 formulary, \$35 non-formulary and mail order co-pays of \$10 generic, \$40 formulary and \$70 non-formulary (mail order prescription of three (3) month supply for two (2) co-pays.)
  - e. Dental coverage for retirees shall be made available with the retiree paying 100% of the premium cost.
2. It is expressly understood that the District is reviewing alternative health insurance plans for the purpose of providing comparable benefits to District employees at less cost to the District. It is agreed by the parties to this agreement that the District may, in seeking to achieve such objective, withdraw from the Blue Shield Par Plus, and transfer to another plan provided that it first furnishes the Mohonoasen Teachers' Association with a written certification by an independent consultant that the new plan provides comparable to, or better than, those presently provided by the

Blue Shield Par Plus Health Insurance Plan in which the District presently participates. Such consultant will be selected by the District but shall be one who is recognized in the insurance profession, or an appropriate department of the State Education Department, as experienced and qualified to give such opinion with regard to health insurance plans.

- B. Dental for Active Employees
  - 1. Individual Plan – 70% of the premium cost
  - 2. Two-Person or Family Plan – 60% of the premium cost
- C. Teachers and nurses (teaching assistants please see Section I below) have the option of participating in the Traditional Blue PPO 813 Plan, the Capital District Physicians' Health Plan or the Mohawk Valley Physicians' Health Plan. The School District will pay 85% of the premium cost associated with said participation for either individual, two-person or family coverage for each of the plans specified in this section in 2014-2015; 84% in 2015-2016; 83% in 2016-2017; and 82% in 2017-2018.

For teachers and nurses hired on or after July 1, 2016 the school district will pay 80% of the premium cost associated with said participation for either individual, two-person, or family coverage for each of the plans specified in this section.

- D. Persons continuing in the employ of the District shall have the District's share of health insurance paid by the District for the months of July and August.
- E. Except as to those persons taking unpaid leave pursuant to the Family and Medical Leave Act, persons taking a leave of absence without pay may continue such insurance by paying both the District and the employee contribution plus a two (2%) percent administrative cost through the District office. Persons on leave who are returning to employment in the District shall not be required to pay the District share for the months of July and August preceding return to employment, the District paying that portion.
- F. An employee may participate in a Flexible Benefit IRS Section 125 Plan for purposes of health insurance premium contributions. An employee may participate in a Flexible Benefit IRS Section 125 Plan for purposes of unreimbursed medical expenses. An employee may participate in a Flexible Benefit IRS Section 125 Plan for purposes of child and dependent care. Employees' health insurance premium contributions will be deducted on a pre-tax basis unless the employee notifies the District in writing that he/she wants to be excluded.
- G. The District shall contribute 65% of the premium cost for individual coverage and 50% of the premium cost for two-person or family coverage for members of the bargaining unit retiring on or after the final school day of the 2002-2003 school year.

H. The prescription drug plan will be provided through a third party administrator and, the co-pays for all District health insurance enrollees will be \$5 generic, \$20 formulary, and \$35 non-formulary and mail order co-pays will be \$10 generic, \$40 formulary and \$70 non-formulary (mail order prescription of three (3) month supply for two (2) co-pays.).

I. District Premium Contributions for Teaching Assistants

Teaching Assistants have the option of participating in the Traditional Blue PPO 813 Plan, the Mohawk Valley Physicians' Health Plan or the Capital District Physicians' Health Plan. The School District will contribute to the premium cost associated with an eligible teaching assistant's participation as follows:

a. Eligible teaching assistants hired prior to July 1, 1991.

The School District will contribute 90% of the premium cost for individual, two-person, or family.

b. Eligible teaching assistants hired July 1, 1991, or thereafter.

The School District will contribute 80% of the premium cost for individual, two-person, or family coverage.

J. Any individual eligible to participate in the District's health insurance program shall have the right to elect any District sponsored health insurance plan during any open enrollment period which shall occur at least once annually.

K. Health Insurance Buy-out (Effective July 1, 2016)

Provided at least sixty eight (68) bargaining unit members decline coverage under the District sponsored health insurance plans, such employees shall receive a buy-out as follows:

a. In the first year a bargaining unit member opts out, he/she shall receive a one-time payment of \$2,000.

b. In any subsequent year that a bargaining unit member opts out, he/she shall receive an annual payment of \$1,000. This shall apply to bargaining unit members who were not covered under District insurance in the 2015-2016 school year and continue to opt out of coverage.

c. Payments shall be made in two equal (50%) installments, one by January 31 and one by June 30 and are based on full year buy-out.

- d. In any year that the number of bargaining unit members declining coverage under District sponsored health insurance plans falls below 68, no payments shall be made.
- e. Bargaining unit members who elect a buy-out must file written notice of exercising this option, with proof of other health insurance coverage, to the District's business office no later than May 15<sup>th</sup>, for a period of one year, effective July 1<sup>st</sup>.
- f. Bargaining unit members whose spouse is also in the MTA bargaining unit are eligible for the buy-out at the \$1,000 level.
- g. Re-entry into a Mohonasen health insurance plan will be upon a qualifying event or during an open enrollment period. The buy-out will be pro-rated if the unit member re-enters the Mohonasen health insurance plan during a plan year.



**ARTICLE XVIII**

**TEACHERS' SALARY SCHEDULE**

A. Salary schedules for Teachers.

Step	Salary Scale 2014-15	Salary Scale 2015-16	Salary Scale 2016-17	Salary Scale 2017-18
1	\$ 44,450	\$ 44,895	\$ 45,388	\$ 45,842
2	\$ 45,414	\$ 46,095	\$ 46,602	\$ 47,068
3	\$ 46,511	\$ 47,209	\$ 47,728	\$ 48,205
4	\$ 46,960	\$ 48,134	\$ 48,663	\$ 49,150
5	\$ 48,084	\$ 49,238	\$ 49,780	\$ 50,277
6	\$ 49,354	\$ 50,144	\$ 50,745	\$ 51,278
7	\$ 50,784	\$ 51,393	\$ 51,959	\$ 52,478
8	\$ 51,628	\$ 52,402	\$ 53,031	\$ 53,588
9	\$ 53,315	\$ 53,848	\$ 54,440	\$ 54,985
10	\$ 55,003	\$ 55,553	\$ 56,153	\$ 56,715
11	\$ 56,689	\$ 57,256	\$ 57,874	\$ 58,453
12	\$ 58,377	\$ 58,961	\$ 59,598	\$ 60,194
13	\$ 59,782	\$ 60,440	\$ 61,092	\$ 61,703
14	\$ 61,670	\$ 62,240	\$ 62,863	\$ 63,491
15	\$ 63,700	\$ 64,289	\$ 64,932	\$ 65,581
16	\$ 65,688	\$ 66,296	\$ 66,959	\$ 67,628
17	\$ 67,937	\$ 68,565	\$ 69,251	\$ 69,944
18	\$ 69,625	\$ 70,321	\$ 71,130	\$ 71,841
19	\$ 71,700	\$ 72,363	\$ 73,195	\$ 73,927
20	\$ 74,700	\$ 75,391	\$ 76,145	\$ 76,868
21	\$ 77,950	\$ 78,671	\$ 79,426	\$ 80,197
22	\$ 81,450	\$ 82,203	\$ 82,993	\$ 83,798
23	\$ 83,684	\$ 84,458	\$ 85,303	\$ 86,156
24	\$ 85,934	\$ 86,729	\$ 87,596	\$ 88,472
25	\$ 87,450	\$ 88,325	\$ 89,208	\$ 90,144

A.1. In addition to the salary increase in each year of the Agreement provided for in the teacher salary schedule, a teacher will receive a longevity payment each school year following completion of one full year at step 25 of the salary schedule provided he/she continues in the employment of the school district thereafter. The longevity payment shall be as set forth below in A.2.

A.2.

	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
Longevity	\$2,575	\$2,650	\$2,750	\$2,750
Master's Degree	\$675	\$725	\$825	\$825
Doctorate Degree	\$1,307	\$1320	\$1333	\$1333
Speech Therapist	\$2,213	\$2235	\$2257	\$2257
School Psychologist	\$3,079	\$3110	\$3141	\$3141
Guidance Counselors	\$3,079	\$3110	\$3141	\$3141
Graduate Hours and/or in-service (paid in blocks of three credits)	\$102	\$103	\$104	\$104
National Board Certification <i>Annually, as long as certification is valid per MOA signed 12/17/1999</i>	\$638	\$644	\$650	\$650

## B. Salary Schedules for Teaching Assistants

A teaching assistant will be compensated at a rate of 40% of the teacher's salary schedule.

Effective July 1, 2016, a teaching assistant will be compensated at a rate of 41% of the teacher's salary schedule.

Step	Full-Time TA Salary 2014-15	Full-Time TA Salary 2015-16	Full-Time TA Salary 2016-17	Full-Time TA Salary 2017-18
1	\$ 17,825	\$ 17,958	\$ 18,609	\$ 18,795
2	\$ 18,211	\$ 18,438	\$ 19,107	\$ 19,298
3	\$ 18,649	\$ 18,883	\$ 19,568	\$ 19,764
4	\$ 18,829	\$ 19,254	\$ 19,952	\$ 20,152
5	\$ 19,279	\$ 19,695	\$ 20,410	\$ 20,614
6	\$ 19,787	\$ 20,057	\$ 20,806	\$ 21,024
7	\$ 20,359	\$ 20,557	\$ 21,303	\$ 21,516
8	\$ 20,696	\$ 20,961	\$ 21,743	\$ 21,971
9	\$ 21,371	\$ 21,539	\$ 22,321	\$ 22,544
10	\$ 22,046	\$ 22,221	\$ 23,023	\$ 23,253
11	\$ 22,721	\$ 22,902	\$ 23,728	\$ 23,966
12	\$ 23,396	\$ 23,584	\$ 24,435	\$ 24,679
13	\$ 23,958	\$ 24,176	\$ 25,048	\$ 25,298
14	\$ 24,713	\$ 24,896	\$ 25,774	\$ 26,032
15	\$ 25,525	\$ 25,716	\$ 26,622	\$ 26,888
16	\$ 26,320	\$ 26,518	\$ 27,453	\$ 27,728
17	\$ 27,220	\$ 27,426	\$ 28,393	\$ 28,677
18	\$ 27,895	\$ 28,129	\$ 29,163	\$ 29,455
19	\$ 28,725	\$ 28,945	\$ 30,010	\$ 30,310
20	\$ 29,925	\$ 30,156	\$ 31,219	\$ 31,516
21	\$ 31,225	\$ 31,468	\$ 32,565	\$ 32,881
22	\$ 32,625	\$ 32,881	\$ 34,027	\$ 34,357
23	\$ 33,519	\$ 33,783	\$ 34,974	\$ 35,324
24	\$ 34,419	\$ 34,692	\$ 35,914	\$ 36,274
25	\$ 35,025	\$ 35,330	\$ 36,575	\$ 36,959

Step	TA Hourly 2015-16	TA Hourly 2016-17	TA Hourly 2017-18
1	\$ 12.83	\$ 13.29	\$ 13.43
2	\$ 13.17	\$ 13.65	\$ 13.78
3	\$ 13.49	\$ 13.98	\$ 14.12
4	\$ 13.75	\$ 14.25	\$ 14.39
5	\$ 14.07	\$ 14.58	\$ 14.72
6	\$ 14.33	\$ 14.86	\$ 15.02
7	\$ 14.68	\$ 15.22	\$ 15.37
8	\$ 14.97	\$ 15.53	\$ 15.69
9	\$ 15.39	\$ 15.94	\$ 16.10
10	\$ 15.87	\$ 16.44	\$ 16.61
11	\$ 16.36	\$ 16.95	\$ 17.12
12	\$ 16.85	\$ 17.45	\$ 17.63
13	\$ 17.27	\$ 17.89	\$ 18.07
14	\$ 17.78	\$ 18.41	\$ 18.59
15	\$ 18.37	\$ 19.02	\$ 19.21
16	\$ 18.94	\$ 19.61	\$ 19.81
17	\$ 19.59	\$ 20.28	\$ 20.48
18	\$ 20.09	\$ 20.83	\$ 21.04
19	\$ 20.68	\$ 21.44	\$ 21.65
20	\$ 21.54	\$ 22.30	\$ 22.51
21	\$ 22.48	\$ 23.26	\$ 23.49
22	\$ 23.49	\$ 24.30	\$ 24.54
23	\$ 24.13	\$ 24.98	\$ 25.23
24	\$ 24.78	\$ 25.65	\$ 25.91
25	\$ 25.24	\$ 26.13	\$ 26.40

C. Full-time and part-time teaching assistants hired on or after February 1, 2010, will be placed on a Step as determined in the discretion of the District consistent with the experience and credentials of the new hire.

- D. Ten-month school nurses shall be compensated at the rate of 61% of the teachers' salary schedule as set forth in A. above (Salary Schedules for Teachers). Effective July 1, 2016 ten-month school nurses shall be compensated at the rate of 62% of the teachers' salary schedule as set forth in A. above (Salary Schedules for Teachers).

Twelve-month school nurse(s) shall be compensated at the rate of 61% of the teachers' salary schedule as set forth in A. above (Salary Schedules for Teachers). Effective July 1, 2016, twelve-month school nurse(s) shall be compensated at the rate of 62% of the teachers' salary schedule as set forth in A. above (Salary Schedules for Teachers). Additional days worked by the twelve-month school nurse(s) in excess of the ten-month school nurses' work year shall be computed as follows:

The twelve-month school nurse(s)' appropriate step amount at 61% (62% effective July 1, 2016) of the teachers' salary schedule ÷ 200 (ten-month school nurse work year including paid holidays) x the number of additional days worked.

- E. 1. Maximum credits allowed are: 60 credits without a Master's Degree, 75 credits with a Master's Degree, 90 credits for certified Doctoral candidates and those persons who have received Doctorates.
2. Teachers will be paid for professional development days of attendance or for summer curriculum services at a per diem rate of .004 of Step 1 of the Teachers' Salary Schedule for the year of the Agreement in which such attendance or services are provided.
3. Teacher having indicated to the building principal his/her willingness to fill in during his/her planning period, in an emergency for another teacher, will be compensated for such fill in services at the rate of \$33.59 per hour (prorated) in school year 2014-2015, \$33.93 per hour (prorated) in school years 2015-2016; and \$34.27 per hour (prorated) in school years 2016-2017 and 2017-2018.

F. Coaching Salaries

Coaches' salaries will be determined based upon the district-wide point system that is on file with the MTA and the school district administration.

<b>Football-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Soccer-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$4,534	\$4,579	\$4,625	\$4,625		1	\$3,672	\$3,709	\$3,746	\$3,746
	2	\$4,697	\$4,744	\$4,791	\$4,791		2	\$3,834	\$3,872	\$3,911	\$3,911
	3	\$4,858	\$4,907	\$4,956	\$4,956		3	\$3,996	\$4,036	\$4,076	\$4,076
	4	\$5,020	\$5,070	\$5,121	\$5,121		4	\$4,158	\$4,200	\$4,242	\$4,242
	5	\$5,182	\$5,234	\$5,286	\$5,286		5	\$4,320	\$4,363	\$4,407	\$4,407
	6	\$5,344	\$5,397	\$5,451	\$5,451		6	\$4,483	\$4,528	\$4,573	\$4,573
	7	\$5,506	\$5,561	\$5,617	\$5,617		7	\$4,643	\$4,689	\$4,736	\$4,736
<b>Football-Varsity Assistant</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Soccer-Varsity Assistant</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
and	1	\$3,800	\$3,838	\$3,876	\$3,876	and	1	\$2,651	\$2,678	\$2,705	\$2,705
<b>J.V. Head Coach</b>	2	\$3,957	\$3,997	\$4,037	\$4,037	<b>J.V. Head Coach</b>	2	\$2,813	\$2,841	\$2,869	\$2,869
	3	\$4,114	\$4,155	\$4,197	\$4,197		3	\$2,976	\$3,006	\$3,036	\$3,036
	4	\$4,272	\$4,315	\$4,358	\$4,358		4	\$3,137	\$3,168	\$3,200	\$3,200
	5	\$4,427	\$4,471	\$4,516	\$4,516		5	\$3,298	\$3,331	\$3,364	\$3,364
	6	\$4,585	\$4,631	\$4,677	\$4,677		6	\$3,461	\$3,496	\$3,531	\$3,531
	7	\$4,742	\$4,789	\$4,837	\$4,837		7	\$3,623	\$3,659	\$3,696	\$3,696
<b>Football – J.V. Assistant</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>						
and	1	\$3,446	\$3,480	\$3,515	\$3,515						
<b>Modified Head Coach</b>	2	\$3,602	\$3,638	\$3,674	\$3,674						
	3	\$3,760	\$3,798	\$3,836	\$3,836						
	4	\$3,917	\$3,956	\$3,996	\$3,996						
	5	\$4,073	\$4,114	\$4,155	\$4,155						
	6	\$4,230	\$4,272	\$4,315	\$4,315						
	7	\$4,387	\$4,431	\$4,475	\$4,475						

<b>Football – Modified Assistant</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Soccer – Modified</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$2,976	\$3,006	\$3,036	\$3,036		1	\$2,275	\$2,298	\$2,321	\$2,321
	2	\$3,137	\$3,168	\$3,200	\$3,200		2	\$2,437	\$2,461	\$2,486	\$2,486
	3	\$3,298	\$3,331	\$3,364	\$3,364		3	\$2,598	\$2,624	\$2,650	\$2,650
	4	\$3,461	\$3,496	\$3,531	\$3,531		4	\$2,761	\$2,789	\$2,817	\$2,817
	5	\$3,623	\$3,659	\$3,696	\$3,696		5	\$2,923	\$2,952	\$2,982	\$2,982
	6	\$3,784	\$3,822	\$3,860	\$3,860		6	\$3,086	\$3,117	\$3,148	\$3,148
	7	\$3,947	\$3,986	\$4,026	\$4,026		7	\$3,246	\$3,278	\$3,311	\$3,311
<b>Cross-Country-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Volleyball – Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$2,705	\$2,732	\$2,759	\$2,759		1	\$3,672	\$3,709	\$3,746	\$3,746
	2	\$2,868	\$2,897	\$2,926	\$2,926		2	\$3,834	\$3,872	\$3,911	\$3,911
	3	\$3,030	\$3,060	\$3,091	\$3,091		3	\$3,996	\$4,036	\$4,076	\$4,076
	4	\$3,191	\$3,223	\$3,255	\$3,255		4	\$4,158	\$4,200	\$4,242	\$4,242
	5	\$3,354	\$3,388	\$3,422	\$3,422		5	\$4,320	\$4,363	\$4,407	\$4,407
	6	\$3,516	\$3,551	\$3,587	\$3,587		6	\$4,483	\$4,528	\$4,573	\$4,573
	7	\$3,679	\$3,716	\$3,753	\$3,753		7	\$4,643	\$4,689	\$4,736	\$4,736
<b>Golf-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Volleyball-J.V.</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$2,059	\$2,080	\$2,101	\$2,101		1	\$2,812	\$2,840	\$2,868	\$2,868
	2	\$2,221	\$2,243	\$2,265	\$2,265		2	\$2,972	\$3,002	\$3,032	\$3,032
	3	\$2,384	\$2,408	\$2,432	\$2,432		3	\$3,135	\$3,166	\$3,198	\$3,198
	4	\$2,545	\$2,570	\$2,596	\$2,596		4	\$3,297	\$3,330	\$3,363	\$3,363
	5	\$2,706	\$2,733	\$2,760	\$2,760		5	\$3,459	\$3,494	\$3,529	\$3,529
	6	\$2,869	\$2,898	\$2,927	\$2,927		6	\$3,621	\$3,657	\$3,694	\$3,694
	7	\$3,031	\$3,061	\$3,092	\$3,092		7	\$3,783	\$3,821	\$3,859	\$3,859

<b>Golf– J.V.</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Volleyball – Freshman</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$1,733	\$1,750	\$1,768	\$1,768		1	\$2,488	\$2,513	\$2,538	\$2,538
	2	\$1,889	\$1,908	\$1,927	\$1,927		2	\$2,651	\$2,678	\$2,705	\$2,705
	3	\$2,044	\$2,064	\$2,085	\$2,085		3	\$2,813	\$2,841	\$2,869	\$2,869
	4	\$2,201	\$2,223	\$2,245	\$2,245		4	\$2,976	\$3,006	\$3,036	\$3,036
	5	\$2,356	\$2,380	\$2,404	\$2,404		5	\$3,137	\$3,168	\$3,200	\$3,200
	6	\$2,511	\$2,536	\$2,561	\$2,561		6	\$3,298	\$3,331	\$3,364	\$3,364
	7	\$2,668	\$2,695	\$2,722	\$2,722		7	\$3,461	\$3,496	\$3,531	\$3,531
<b>Cheerleading – Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Volleyball – Modified</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$3,781	\$3,819	\$3,857	\$3,857		1	\$2,116	\$2,137	\$2,158	\$2,158
	2	\$3,943	\$3,982	\$4,022	\$4,022		2	\$2,328	\$2,351	\$2,375	\$2,375
	3	\$4,104	\$4,145	\$4,186	\$4,186		3	\$2,491	\$2,516	\$2,541	\$2,541
	4	\$4,266	\$4,309	\$4,352	\$4,352		4	\$2,652	\$2,679	\$2,706	\$2,706
	5	\$4,428	\$4,472	\$4,517	\$4,517		5	\$2,814	\$2,842	\$2,870	\$2,870
	6	\$4,591	\$4,637	\$4,683	\$4,683		6	\$2,977	\$3,007	\$3,037	\$3,037
	7	\$4,752	\$4,800	\$4,848	\$4,848		7	\$3,138	\$3,169	\$3,201	\$3,201
<b>Cheerleading – J.V.</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Cheerleading - Freshman</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$2,651	\$2,678	\$2,705	\$2,705		1	\$1,950	\$1,970	\$1,990	\$1,990
	2	\$2,813	\$2,841	\$2,869	\$2,869		2	\$2,112	\$2,133	\$2,154	\$2,154
	3	\$2,976	\$3,006	\$3,036	\$3,036		3	\$2,275	\$2,298	\$2,321	\$2,321
	4	\$3,137	\$3,168	\$3,200	\$3,200		4	\$2,437	\$2,461	\$2,486	\$2,486
	5	\$3,298	\$3,331	\$3,364	\$3,364		5	\$2,598	\$2,624	\$2,650	\$2,650
	6	\$3,461	\$3,496	\$3,531	\$3,531		6	\$2,761	\$2,789	\$2,817	\$2,817
	7	\$3,623	\$3,659	\$3,696	\$3,696		7	\$2,923	\$2,952	\$2,982	\$2,982



<b>Swimming</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Basketball-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>1</b>	\$3,028	\$3,058	\$3,089	\$3,089		<b>1</b>	\$4,534	\$4,579	\$4,625	\$4,625
	<b>2</b>	\$3,190	\$3,222	\$3,254	\$3,254		<b>2</b>	\$4,697	\$4,744	\$4,791	\$4,791
	<b>3</b>	\$3,353	\$3,387	\$3,421	\$3,421		<b>3</b>	\$4,858	\$4,907	\$4,956	\$4,956
	<b>4</b>	\$3,515	\$3,550	\$3,586	\$3,586		<b>4</b>	\$5,020	\$5,070	\$5,121	\$5,121
	<b>5</b>	\$3,675	\$3,712	\$3,749	\$3,749		<b>5</b>	\$5,182	\$5,234	\$5,286	\$5,286
	<b>6</b>	\$3,838	\$3,876	\$3,915	\$3,915		<b>6</b>	\$5,344	\$5,397	\$5,451	\$5,451
	<b>7</b>	\$4,000	\$4,040	\$4,080	\$4,080		<b>7</b>	\$5,506	\$5,561	\$5,617	\$5,617
<b>Swimming – Modified</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Basketball- Varsity- Assistant and J.V. Head Coach</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>1</b>	\$1,816	\$1,834	\$1,852	\$1,852		<b>1</b>	\$2,976	\$3,006	\$3,036	\$3,036
	<b>2</b>	\$1,914	\$1,933	\$1,952	\$1,952		<b>2</b>	\$3,137	\$3,168	\$3,200	\$3,200
	<b>3</b>	\$2,011	\$2,031	\$2,051	\$2,051		<b>3</b>	\$3,298	\$3,331	\$3,364	\$3,364
	<b>4</b>	\$2,109	\$2,130	\$2,151	\$2,151		<b>4</b>	\$3,461	\$3,496	\$3,531	\$3,531
	<b>5</b>	\$2,205	\$2,227	\$2,249	\$2,249		<b>5</b>	\$3,623	\$3,659	\$3,696	\$3,696
	<b>6</b>	\$2,303	\$2,326	\$2,349	\$2,349		<b>6</b>	\$3,784	\$3,822	\$3,860	\$3,860
	<b>7</b>	\$2,400	\$2,424	\$2,448	\$2,448		<b>7</b>	\$3,947	\$3,986	\$4,026	\$4,026
<b>Diving Coach</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>						
	<b>1</b>	\$2,271	\$2,294	\$2,317	\$2,317						
	<b>2</b>	\$2,393	\$2,417	\$2,441	\$2,441						
	<b>3</b>	\$2,515	\$2,540	\$2,565	\$2,565						
	<b>4</b>	\$2,637	\$2,663	\$2,690	\$2,690						
	<b>5</b>	\$2,756	\$2,784	\$2,812	\$2,812						
	<b>6</b>	\$2,878	\$2,907	\$2,936	\$2,936						
	<b>7</b>	\$3,000	\$3,030	\$3,060	\$3,060						

<b>Basketball – Freshman</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Basketball-Modified</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>1</b>	\$2,705	\$2,732	\$2,759	\$2,759		<b>1</b>	\$2,166	\$2,188	\$2,210	\$2,210
	<b>2</b>	\$2,868	\$2,897	\$2,926	\$2,926		<b>2</b>	\$2,328	\$2,351	\$2,375	\$2,375
	<b>3</b>	\$3,030	\$3,060	\$3,091	\$3,091		<b>3</b>	\$2,491	\$2,516	\$2,541	\$2,541
	<b>4</b>	\$3,191	\$3,223	\$3,255	\$3,255		<b>4</b>	\$2,652	\$2,679	\$2,706	\$2,706
	<b>5</b>	\$3,354	\$3,388	\$3,422	\$3,422		<b>5</b>	\$2,814	\$2,842	\$2,870	\$2,870
	<b>6</b>	\$3,516	\$3,551	\$3,587	\$3,587		<b>6</b>	\$2,977	\$3,007	\$3,037	\$3,037
	<b>7</b>	\$3,679	\$3,716	\$3,753	\$3,753		<b>7</b>	\$3,138	\$3,169	\$3,201	\$3,201
<b>Bowling-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Wrestling-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>1</b>	\$2,166	\$2,188	\$2,210	\$2,210		<b>1</b>	\$4,212	\$4,254	\$4,297	\$4,297
	<b>2</b>	\$2,328	\$2,351	\$2,375	\$2,375		<b>2</b>	\$4,374	\$4,418	\$4,462	\$4,462
	<b>3</b>	\$2,491	\$2,516	\$2,541	\$2,541		<b>3</b>	\$4,536	\$4,581	\$4,627	\$4,627
	<b>4</b>	\$2,652	\$2,679	\$2,706	\$2,706		<b>4</b>	\$4,698	\$4,745	\$4,792	\$4,792
	<b>5</b>	\$2,814	\$2,842	\$2,870	\$2,870		<b>5</b>	\$4,860	\$4,909	\$4,958	\$4,958
	<b>6</b>	\$2,977	\$3,007	\$3,037	\$3,037		<b>6</b>	\$5,021	\$5,071	\$5,122	\$5,122
	<b>7</b>	\$3,138	\$3,169	\$3,201	\$3,201		<b>7</b>	\$5,183	\$5,235	\$5,287	\$5,287
<b>Wrestling – J.V.</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Indoor Track-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>1</b>	\$3,243	\$3,275	\$3,308	\$3,308		<b>1</b>	\$3,135	\$3,166	\$3,198	\$3,198
	<b>2</b>	\$3,405	\$3,439	\$3,473	\$3,473		<b>2</b>	\$3,297	\$3,330	\$3,363	\$3,363
	<b>3</b>	\$3,566	\$3,602	\$3,638	\$3,638		<b>3</b>	\$3,459	\$3,494	\$3,529	\$3,529
	<b>4</b>	\$3,729	\$3,766	\$3,804	\$3,804		<b>4</b>	\$3,621	\$3,657	\$3,694	\$3,694
	<b>5</b>	\$3,890	\$3,929	\$3,968	\$3,968		<b>5</b>	\$3,783	\$3,821	\$3,859	\$3,859
	<b>6</b>	\$4,052	\$4,093	\$4,134	\$4,134		<b>6</b>	\$3,946	\$3,985	\$4,025	\$4,025
	<b>7</b>	\$4,214	\$4,256	\$4,299	\$4,299		<b>7</b>	\$4,108	\$4,149	\$4,190	\$4,190

<b>Wrestling-Modified-Head Coach</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Indoor Track-Assistant</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$3,028	\$3,058	\$3,089	\$3,089		1	\$2,436	\$2,460	\$2,485	\$2,485
	2	\$3,190	\$3,222	\$3,254	\$3,254		2	\$2,597	\$2,623	\$2,649	\$2,649
	3	\$3,353	\$3,387	\$3,421	\$3,421		3	\$2,760	\$2,788	\$2,816	\$2,816
	4	\$3,515	\$3,550	\$3,586	\$3,586		4	\$2,921	\$2,950	\$2,980	\$2,980
	5	\$3,675	\$3,712	\$3,749	\$3,749		5	\$3,082	\$3,113	\$3,144	\$3,144
	6	\$3,838	\$3,876	\$3,915	\$3,915		6	\$3,245	\$3,277	\$3,310	\$3,310
	7	\$4,000	\$4,040	\$4,080	\$4,080		7	\$3,407	\$3,441	\$3,475	\$3,475
<b>Wrestling-Modified-Assistant</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>						
	1	\$2,615	\$2,641	\$2,668	\$2,668						
	2	\$2,778	\$2,806	\$2,834	\$2,834						
	3	\$2,941	\$2,971	\$3,000	\$3,000						
	4	\$3,106	\$3,137	\$3,169	\$3,169						
	5	\$3,269	\$3,301	\$3,335	\$3,335						
	6	\$3,433	\$3,468	\$3,502	\$3,502						
	7	\$3,599	\$3,634	\$3,671	\$3,671						
<b>Baseball-Varsity Softball-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Tennis-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	1	\$3,566	\$3,602	\$3,638	\$3,638		1	\$2,166	\$2,188	\$2,210	\$2,210
	2	\$3,729	\$3,766	\$3,804	\$3,804		2	\$2,328	\$2,351	\$2,375	\$2,375
	3	\$3,890	\$3,929	\$3,968	\$3,968		3	\$2,491	\$2,516	\$2,541	\$2,541
	4	\$4,052	\$4,093	\$4,134	\$4,134		4	\$2,652	\$2,679	\$2,706	\$2,706
	5	\$4,214	\$4,256	\$4,299	\$4,299		5	\$2,814	\$2,842	\$2,870	\$2,870
	6	\$4,376	\$4,420	\$4,464	\$4,464		6	\$2,977	\$3,007	\$3,037	\$3,037
	7	\$4,539	\$4,584	\$4,630	\$4,630		7	\$3,138	\$3,169	\$3,201	\$3,201

<b>Baseball-JV</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Tennis-JV</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
<b>Softball-JV</b>	<b>1</b>	\$2,543	\$2,568	\$2,594	\$2,594		<b>1</b>	\$1,840	\$1,858	\$1,877	\$1,877
	<b>2</b>	\$2,705	\$2,732	\$2,759	\$2,759		<b>2</b>	\$1,996	\$2,016	\$2,036	\$2,036
	<b>3</b>	\$2,868	\$2,897	\$2,926	\$2,926		<b>3</b>	\$2,151	\$2,173	\$2,195	\$2,195
	<b>4</b>	\$3,030	\$3,060	\$3,091	\$3,091		<b>4</b>	\$2,308	\$2,331	\$2,354	\$2,354
	<b>5</b>	\$3,191	\$3,223	\$3,255	\$3,255		<b>5</b>	\$2,463	\$2,488	\$2,513	\$2,513
	<b>6</b>	\$3,354	\$3,388	\$3,422	\$3,422		<b>6</b>	\$2,618	\$2,644	\$2,670	\$2,670
	<b>7</b>	\$3,516	\$3,551	\$3,587	\$3,587		<b>7</b>	\$2,775	\$2,803	\$2,831	\$2,831
<b>Baseball-Freshmen</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Ice Hockey</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
<b>Softball-Freshmen</b>	<b>1</b>	\$2,393	\$2,417	\$2,441	\$2,441		<b>1</b>	\$4,534	\$4,579	\$4,625	\$4,625
	<b>2</b>	\$2,553	\$2,579	\$2,605	\$2,605		<b>2</b>	\$4,697	\$4,744	\$4,791	\$4,791
	<b>3</b>	\$2,713	\$2,740	\$2,767	\$2,767		<b>3</b>	\$4,858	\$4,907	\$4,956	\$4,956
	<b>4</b>	\$2,874	\$2,903	\$2,932	\$2,932		<b>4</b>	\$5,020	\$5,070	\$5,121	\$5,121
	<b>5</b>	\$3,033	\$3,063	\$3,094	\$3,094		<b>5</b>	\$5,182	\$5,234	\$5,286	\$5,286
	<b>6</b>	\$3,194	\$3,226	\$3,258	\$3,258		<b>6</b>	\$5,344	\$5,397	\$5,451	\$5,451
	<b>7</b>	\$3,356	\$3,390	\$3,424	\$3,424		<b>7</b>	\$5,506	\$5,561	\$5,617	\$5,617
<b>Baseball-Modified</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Ice Hockey- Assistant</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
<b>Softball-Modified</b>	<b>1</b>	\$2,166	\$2,188	\$2,210	\$2,210		<b>1</b>	\$2,976	\$3,006	\$3,036	\$3,036
	<b>2</b>	\$2,328	\$2,351	\$2,375	\$2,375		<b>2</b>	\$3,137	\$3,168	\$3,200	\$3,200
	<b>3</b>	\$2,491	\$2,516	\$2,541	\$2,541		<b>3</b>	\$3,298	\$3,331	\$3,364	\$3,364
	<b>4</b>	\$2,652	\$2,679	\$2,706	\$2,706		<b>4</b>	\$3,461	\$3,496	\$3,531	\$3,531
	<b>5</b>	\$2,814	\$2,842	\$2,870	\$2,870		<b>5</b>	\$3,623	\$3,659	\$3,696	\$3,696
	<b>6</b>	\$2,977	\$3,007	\$3,037	\$3,037		<b>6</b>	\$3,784	\$3,822	\$3,860	\$3,860
	<b>7</b>	\$3,138	\$3,169	\$3,201	\$3,201		<b>7</b>	\$3,947	\$3,986	\$4,026	\$4,026

<b>Track-Varsity</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Track-Assistant</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>1</b>	\$3,458	\$3,493	\$3,528	\$3,528		<b>1</b>	\$2,436	\$2,460	\$2,485	\$2,485
	<b>2</b>	\$3,620	\$3,656	\$3,693	\$3,693		<b>2</b>	\$2,597	\$2,623	\$2,649	\$2,649
	<b>3</b>	\$3,782	\$3,820	\$3,858	\$3,858		<b>3</b>	\$2,760	\$2,788	\$2,816	\$2,816
	<b>4</b>	\$3,944	\$3,983	\$4,023	\$4,023		<b>4</b>	\$2,921	\$2,950	\$2,980	\$2,980
	<b>5</b>	\$4,106	\$4,147	\$4,188	\$4,188		<b>5</b>	\$3,082	\$3,113	\$3,144	\$3,144
	<b>6</b>	\$4,267	\$4,310	\$4,353	\$4,353		<b>6</b>	\$3,245	\$3,277	\$3,310	\$3,310
	<b>7</b>	\$4,430	\$4,474	\$4,519	\$4,519		<b>7</b>	\$3,407	\$3,441	\$3,475	\$3,475

**Strength & Conditioning**

<b>Fall &amp; Spring</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>1</b>	\$2,275	\$2,298	\$2,321	\$2,321
	<b>2</b>	\$2,437	\$2,461	\$2,486	\$2,486
	<b>3</b>	\$2,598	\$2,624	\$2,650	\$2,650
	<b>4</b>	\$2,761	\$2,789	\$2,817	\$2,817
	<b>5</b>	\$2,923	\$2,952	\$2,982	\$2,982
	<b>6</b>	\$3,086	\$3,117	\$3,148	\$3,148
	<b>7</b>	\$3,246	\$3,278	\$3,311	\$3,311

**Strength and Conditioning**

<b>Winter</b>	<b>Step</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
	<b>1</b>	\$2,705	\$2,732	\$2,759	\$2,759
	<b>2</b>	\$2,868	\$2,897	\$2,926	\$2,926
	<b>3</b>	\$3,030	\$3,060	\$3,091	\$3,091
	<b>4</b>	\$3,191	\$3,223	\$3,255	\$3,255
	<b>5</b>	\$3,354	\$3,388	\$3,422	\$3,422
	<b>6</b>	\$3,516	\$3,551	\$3,587	\$3,587
	<b>7</b>	\$3,679	\$3,716	\$3,753	\$3,753

<b>Pre-season conditioning</b>	\$343	\$346	\$350	\$350
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<b>Certified Athletic Trainer</b>	\$17,185	\$17,357	\$17,531	\$17,531
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**Longevity:** non-cumulative payment for coaching services provided to the school district:

Beginning in the 11 <sup>th</sup> year of service	\$267	\$270	\$273	\$273
Beginning in the 14 <sup>th</sup> year of service	\$533	\$538	\$543	\$543
Beginning in the 17 <sup>th</sup> year of service	\$799	\$807	\$815	\$815
Beginning in the 20 <sup>th</sup> year of service	\$1,067	\$1,078	\$1,089	\$1,089
Beginning in the 25 <sup>th</sup> year of service	\$1,553	\$1,569	\$1,585	\$1,585

<b>Intramurals:</b> 50 sessions and authorized payment from Athletic Director	\$710	\$717	724	724
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<b>Extramurals:</b> Physical Education teachers/coaches are encouraged to organize Extramural sports teams. Said individual shall be paid for the completion of each session	\$555	\$561	\$567	567
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## G. Extra Curricular Stipends

All positions are appointed annually by the Board of Education. Such stipend shall not be deemed part of the teacher's base salary.

A district representative chosen by the superintendent and a bargaining unit member chosen by the Mohonasen Teachers Association will meet annually to discuss the addition, deletion, or amendment of positions.

<u>POSITIONS</u>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
Sr. Class Advisor	\$1,313	\$1,326	\$1,339	\$1,339
Jr. Class Advisor	\$1,077	\$1,088	\$1,099	\$1,099
Sophomore Class Advisor	\$834	\$842	\$850	\$850
Freshmen Class Advisor	\$594	\$600	\$606	\$606
8th Class Advisor	\$594	\$600	\$606	\$606
Sr. High Student Council	\$2,381	\$2,405	\$2,429	\$2,429
Middle School Student Council	\$1,555	\$1,571	\$1,587	\$1,587
Pinewood Student Council	\$1,068	\$1,079	\$1,090	\$1,090
ECA Treasurer	\$2,863	\$2,892	\$2,921	\$2,921
ECA Auditor	\$719	\$726	\$733	\$733
Sr. High Yearbook	\$3,339	\$3,372	\$3,406	\$3,406
Middle School Yearbook	\$1,555	\$1,571	\$1,587	\$1,587
Sr. High Newspaper	\$2,377	\$2,401	\$2,425	\$2,425
Middle School Newspaper	\$1,555	\$1,571	\$1,587	\$1,587
High School Art Club	\$1,068	\$1,079	\$1,090	\$1,090
Middle School Art Club	\$1,068	\$1,079	\$1,090	\$1,090
Pinewood Art Club	\$1,068	\$1,079	\$1,090	\$1,090
Bradt Art Club	\$1,068	\$1,079	\$1,090	\$1,090
High School Science Club	\$1,068	\$1,079	\$1,090	\$1,090
Middle School Science Club	\$1,068	\$1,079	\$1,090	\$1,090
Middle School Astronomy Club	\$1,068	\$1,079	\$1,090	\$1,090
National Honor Society	\$1,068	\$1,079	\$1,090	\$1,090
National Business Honor Society	\$827	\$835	\$843	\$843
Science Honor Society	\$827	\$835	\$843	\$843
French Honor Society	\$827	\$835	\$843	\$843
Spanish Honor Society	\$827	\$835	\$843	\$843
Jr. National Honor Society	\$1,068	\$1,079	\$1,090	\$1,090
Music Honor Society	\$827	\$835	\$843	\$843
Math Honor Society	\$827	\$835	\$843	\$843
Teen Town	\$1,464	\$1,479	\$1,494	\$1,494
Peers for Peace - Middle Schools	\$827	\$835	\$843	\$843
Peers for Peace	\$827	\$835	\$843	\$843
High School Media Club	\$1,068	\$1,079	\$1,090	\$1,090
History Club- Middle School	\$1,068	\$1,079	\$1,090	\$1,090
History Club - High School	\$1,069	\$1,080	\$1,091	\$1,091
Science Olympiad Team	\$1,068	\$1,079	\$1,090	\$1,090
Audio Visual Club	\$1,068	\$1,079	\$1,090	\$1,090

Key Club	\$827	\$835	\$843	\$843
4th Grade Choir	\$1,068	\$1,079	\$1,090	\$1,090
5th Grade Choir	\$1,068	\$1,079	\$1,090	\$1,090
Chamber Choir – Elementary	\$454	\$459	\$464	\$464
Select Choir - Sr. High	\$1,122	\$1,133	\$1,144	\$1,144
Select Choir - Middle School	\$1,069	\$1,080	\$1,091	\$1,091
Elementary Orchestra	\$1,068	\$1,079	\$1,090	\$1,090
Middle School Orchestra	\$1,068	\$1,079	\$1,090	\$1,090
Orchestra - Elementary Fresh Fiddlers	\$534	\$539	\$544	\$544
Elementary Band	\$1,068	\$1,079	\$1,090	\$1,090
Middle School Select Marching Band	\$1,068	\$1,079	\$1,090	\$1,090
Middle School Stage Band	\$1,068	\$1,079	\$1,090	\$1,090
Acapella Ensemble	\$1,068	\$1,079	\$1,090	\$1,090
Sr. High Marching Band	\$4,007	\$4,047	\$4,087	\$4,087
Sr. High Pep Band	\$401	\$405	\$409	\$409
Sr. High Stage Band I	\$1,282	\$1,295	\$1,308	\$1,308
Sr. High Stage Band II	\$1,121	\$1,132	\$1,143	\$1,143
Impressions Magazine	\$1,068	\$1,079	\$1,090	\$1,090
Peer Mediation - High School	\$1,069	\$1,080	\$1,091	\$1,091
International Club - High School	\$827	\$835	\$843	\$843
Hip Hop Dance Club - High School	\$827	\$835	\$843	\$843
Hip Hop Dance Club - Middle School	\$827	\$835	\$843	\$843
Technology Club - High School	\$1,069	\$1,080	\$1,091	\$1,091
Technology Club - Middle School	\$1,069	\$1,080	\$1,091	\$1,091
Library Book Club - Middle School	\$827	\$835	\$843	\$843
Master Minds - High School	\$827	\$835	\$843	\$843
TV/News/Production (2) - Middle School	\$1,069	\$1,080	\$1,091	\$1,091
Director- Drama/Theater	\$4,062	\$4,103	\$4,144	\$4,144
Assistant - Drama/Theater	\$1,809	\$1,827	\$1,845	\$1,845
Drama Club - Middle School	\$1,808	\$1,826	\$1,844	\$1,844
Odyssey of the Mind	\$1,808	\$1,826	\$1,844	\$1,844
Chess Club - Pinewood	\$827	\$835	\$843	\$843
Rocket Club - High School	\$1,068	\$1,079	\$1,090	\$1,090
Rocket Club - Middle School	\$1,068	\$1,079	\$1,090	\$1,090
Ski Club – Head Advisor	\$1,591	\$1,607	\$1,623	\$1,623
Ski Club – Co-Advisor	\$1,061	\$1,072	\$1,083	\$1,083
Math Olympiad - Pinewood*	\$827	\$835	\$843	\$843

**Marching Band Stipends**

Director (1)	\$2,127	\$2,148	\$2,169	\$2,169
Marching/Maneuvering (5)	\$1,351	\$1,365	\$1,379	\$1,379
Percussion (2)	\$1,351	\$1,365	\$1,379	\$1,379
Color Guard (3)	\$1,351	\$1,365	\$1,379	\$1,379
Drill Design (1)	\$1,351	\$1,365	\$1,379	\$1,379
Indoor Guard (3)	\$1,351	\$1,365	\$1,379	\$1,379
Middle School Color Guard (1)	\$1,068	\$1,079	\$1,090	\$1,090



## H. Non-Instructional Duties

Detention (per hour)	\$22.71	\$22.94	\$23.17	\$23.17
Bus Supervision (per hour)	\$22.71	\$22.94	\$23.17	\$23.17
Cafeteria Supervision (per hour)	\$22.71	\$22.94	\$23.17	\$23.17

## I. Extra Instructional Duties

Appointment is subject to the approval of the Board of Education on an annual basis. Such stipend shall not be deemed a part of the teacher's base salary.

POSITIONS	2014-15	2015-16	2016-17	2017-18
Planning Period	\$33.59	\$33.93	\$34.27	\$34.27
After School Test Prep	\$33.59	\$33.93	\$34.27	\$34.27
AIS Summer Program	\$1,676	\$1,693	\$1,710	\$1,710

## J. Other Stipend Positions

Appointment is subject to the approval of the Board of Education on an annual basis. Such stipend shall not be deemed a part of the teacher's base salary.

POSITIONS	2014-15	2015-16	2016-17	2017-18
K-12 Performing Arts Facilitator	\$2,352	\$2,376	\$2,400	\$2,400
Project Leaders/Mentors	\$2,352	\$2,376	\$2,400	\$2,400
Director – High School Guidance	\$2,352	\$2,376	\$2,400	\$2,400
High School Facilitators	\$1,176	\$1,188	\$1,200	\$1,200
Elementary Facilitators	\$1,176	\$1,188	\$1,200	\$1,200
Parent Liaison – Kindergarten	\$1,176	\$1,188	\$1,200	\$1,200
Middle School Team Leaders	\$1,176	\$1,188	\$1,200	\$1,200
K-12 Technology Facilitator	\$1,176	\$1,188	\$1,200	\$1,200
Visual Arts Facilitator	\$1,176	\$1,188	\$1,200	\$1,200
Dean of Students	\$2,250	\$2,273	\$2,296	\$2,296

**ARTICLE XIX**

**PAYROLL DEDUCTION**

- A. The Board of Education of Mohonasen Central School District agrees to deduction from the salaries of its employees of dues for Mohonasen Teachers' Association, the New York State United Teachers or any one of any combination of such associations as said teacher individually and voluntarily authorizes the Board to deduct and to transmit the monies to such association or associations in the manner prescribed in Section B. Teacher authorizations shall be in writing in the form set forth below:

Designation and Payroll Deduction  
Authorization #1

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(Print) Last Name	First	Initial	Building
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Address

TO: Board of Education of Mohonasen Central School District

Pursuant to Chapter 392, Laws of 1967, I hereby designate the Mohonasen Teachers' Association as my representative for the purpose of collective negotiations, and I hereby request and authorize you, according to arrangements agreed upon with such Association, to deduct from my salary and transmit to the Association indicated below the dues as certified by the respective associations. I hereby waive all rights and claims for said monies so deducted and transmitted in accordance with this authorization and relieve the Board of Education and its officers from any liability therefrom. This authority shall be continuous while employed in this school system or until withdrawn by written notice.

\$\_\_\_\_\_ Mohonasen Teachers' Association

\$\_\_\_\_\_ New York State United Teachers

\$\_\_\_\_\_ American Federation of Teachers

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Employee Signature

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Date

Certification of Dues \_\_\_\_\_

MTA Treasurer Signature

B. Deductions referred to in Section A shall be made in the following manner: The total annual membership dues for these designated professional associations, certified by the MTA Treasurer on the authorization forms as shown in Section A, shall be deducted in ten equal consecutive installments beginning with the first pay period in November. No later than the fifteenth day of October, the Association shall submit to the Board signed original payroll deduction authorization forms for new members and two copies of a typed, alphabetic list of all Mohonasen Teachers' Association members who have authorized payroll deductions. The list will itemize for each employee the exact amount of the annual dues to be deducted for the organizations named in Section A or any combination thereof. The list will be signed by the Treasurer of the MTA.

C. Dues deductions will be made in November, December, January, February and March.

The Board of Education will transmit to the treasurer of the Mohonasen Teachers' Association within ten (10) working days from the last day of the previous month, a check covering all authorized deductions for that month for organizations named in Section A of this Article (XIX).

D. Wherever it is indicated in Article III that the MTA transmit forms, lists and other written items of information to the Board of Education, all such communications shall be directed to the Clerk of the Board of Education.

E. The Board of Education of Mohonasen Central School District agrees to deduction from the salaries of its employees for the:

1. purchase of United States Savings Bonds in denominations of \$50;
  2. loan payments to the New York State Teachers' Retirement System;
  3. Schenectady Teachers' Federal Credit Union in multiples of \$5;
  4. insurance plans offered through the New York State United Teachers;
  5. Tax Sheltered Annuity Plan;
- or any one or any combination of such deductions listed above as said unit members individually and voluntarily authorized the Board to deduct and transmit the monies to such appropriate authorities. Unit member authorization shall be in writing on forms provided by the Business Office.

F. Effective school year 1979-80, the Rotterdam-Mohonasen Central School District shall deduct from the salary of employees in the bargaining unit who are not members of the Mohonasen Teachers' Association, the amount equivalent to the dues levied by the MTA, and shall transmit the sum so deducted to the MTA, in accordance with Chapters 677 and 678 of the Laws of 1977 of the State of New York.

Except as otherwise required by law, the salary deductions to be made pursuant to this paragraph shall be made as nearly as possible in accordance with the procedures contained in this agreement for voluntary salary deductions for MTA dues.

Since voluntary and mandatory salary deductions for annual dues or equivalent are made by installments, the District will not be responsible for any unpaid installment falling due after the last pay period in which a unit member has earnings sufficient for such installment due.

As an inducement for the Board's agreement to make the agency shop fee deductions provided for by this paragraph, the Association warrants that it has established and will maintain a legally valid procedure providing for the refund to any member in the bargaining unit demanding the return of any part of the agency shop fee deduction which represents the member's pro rata share of expenditures by the Association in aid of activities or causes of a political or ideological nature only incidentally related to terms and conditions of employment.

## **ARTICLE XX**

### **RECOGNITION**

The Board of Education recognizes and certifies that for all purposes, provided by Chapter 392 of the laws of 1967 of the State of New York, the Mohonasen Teachers' Association is the exclusive representative for all non-administrative, certificated professional personnel as well as all ten-month and twelve-month registered school nurses employed by the school district.

## **ARTICLE XXI**

### **REPRESENTATION**

A unit member who at the time of questioning appears to be a potential subject of disciplinary action shall have a right to representation by the Teachers Association, or a representative of his or her choosing, and shall be notified in advance, in writing of such right. If representation is requested, a reasonable period of time shall be afforded to obtain such representation.

**ARTICLE XXII**

**DURATION OF AGREEMENT**

This Agreement shall be effective as of July 1, 2014 and shall continue in effect through June 30, 2018.

Either party may commence negotiations for a successor agreement by serving a notice in writing upon the other party by November 15, 2017 requesting a meeting for such purpose.

**ASSOCIATION:**

**BOARD:**

By \_\_\_\_\_  
President

By \_\_\_\_\_  
President

By \_\_\_\_\_  
Chairman, Negotiating Committee

By \_\_\_\_\_  
Superintendent of Schools

Dated this \_\_\_\_\_ day of February, 2016.