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### Contract Database Metadata Elements

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CONTRACT  
BETWEEN  
THE MATTITUCK-CUTCHOGUE  
UNION FREE SCHOOL DISTRICT  
AND  
THE MATTITUCK-CUTCHOGUE  
TEACHERS ASSOCIATION  
TOWN OF SOUTHOLD  
MATTITUCK, NEW YORK

July 1, 2005 – June 30, 2014

250



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## **PREAMBLE**

In order to implement the provisions of Chapter 392 of the Laws of 1967 (The Public Employees' Fair Employment Act, as amended), to encourage and increase effective and harmonious working relationships between the Mattituck-Cutchogue Union Free School District (hereinafter referred to as the "District") and its professional employees represented by the Mattituck-Cutchogue Teachers Association (hereinafter referred to as the "Association"), it is agreed that good faith negotiations between the District and the Association with a free and open exchange of views is essential.

As a result of collective negotiations the Association as the recognized representative of the professional employees, and the District reached certain agreements which they desire to confirm in this contract.

Both parties agree on this 18th day of June, 2009 to the following :

## **ARTICLE I**

### **RECOGNITION**

The Mattituck-Cutchogue Union Free School District having determined that the Mattituck-Cutchogue Teachers Association is supported by a majority of the teachers in a unit composed of all professional certified personnel, except the Administrative Personnel; hereby recognizes the Mattituck-Cutchogue Teachers Association as the exclusive bargaining agent for the teachers in said unit.

The District agrees not to negotiate with any other teacher organization other than the Association for the duration of this Agreement.

## **ARTICLE II**

### **NEGOTIATION PROCEDURES**

A. The terms and conditions of employment provided in this agreement shall remain in effect until altered by mutual agreement in writing between the parties or the termination date of this agreement whichever is sooner. The parties agree that all negotiable items have been discussed during the negotiations leading to this agreement, and therefore agree that negotiations will not be reopened on any item, unless mutually agreed upon, whether contained herein or not, during the life of this agreement.

B. No later than January 15th of the year the written agreement between the District and the Association determining terms and conditions of employment expires, the parties will enter into good faith negotiations for a successor agreement covering the following school year and any mutually agreed extensions. If such an agreement is not concluded by one hundred twenty (120) days prior to the end of the fiscal year of the public employer, either party may request mediation.

The parties will seek to agree on a mutually acceptable mediator and will obtain a commitment from the said mediator to serve. In case of mediation by a private person, the cost of such mediator shall be shared equally by the employer and the Association. If the District and the Association are unable to agree upon a mediator or to obtain such a commitment within ten (10) days, the parties shall request the State Public Employment Relations Board to assist the parties to reach an agreement. If the parties retain a private mediator and have not reached agreement one hundred (100) days prior to the end of the employer's fiscal year, either party may request the State Public Employment Relations Board to assist the parties to reach agreement. Such mediation and fact finding will be governed by the provisions of Section 209 of the Public Employee Fair Employment Act.

C. Neither party in any negotiations shall have any control over the selection of the representatives of the other party and each party may select its representatives from within or outside the school district. While no final agreement shall be executed without ratification by the Association and the District, the parties mutually agree to pledge their representatives will be delegated with the necessary power and authority to make proposals and to reach compromises in the course of negotiations.

## **ARTICLE III**

### **PAYROLL DEDUCTIONS**

A. The District agrees when authorized by individual teachers, to deduct from their salaries dues for the following organizations: MCTA, NYSUT, AFT. Individual teacher's authorization shall be in writing on forms provided by the Association. The District shall, following each pay period from which a dues deduction is made, transmit the amount so deducted for each organization to the Treasurer of the Association. The first and/or the final transmittal to the Association Treasurer shall be accompanied by a listing of the members for which deductions have been made and the amount deducted. If deductions have been made for only a portion of the deduction period the listing should show the date of commencement of such deduction. The Association shall furnish proof to the Business Office that moneys deducted were transmitted to the proper organization.

B. The Association shall furnish to the District in writing a certification of the current rate of the membership dues of each of the organizations listed in Paragraph A above. In the event that any organization shall change the rate of its membership dues, the Association shall give the District thirty (30) days notice prior to the effective date of such change.

C. Deductions referred to in Paragraph A above shall be made in the following manner: The total annual membership dues for those designated professional organizations, certified as mentioned above, shall be deducted in equal installments beginning with the first pay period in October. No later than two (2) weeks prior to the first scheduled paycheck in October, the Association shall provide the District Business Office with a list and the original signed dues authorization cards of those employees who voluntarily authorized the District to deduct dues for the organization named in Paragraph A. The Association shall forward at the same time to the respective organizations a list of the members and their addresses who have elected payroll deduction for such organizations.

D. Additional authorizations submitted by the Association Treasurer at least two (2) weeks prior to any regularly scheduled pay date shall be honored and deductions made for the balance of the scheduled deduction period as set forth in Paragraph C above.

E. Any employee may withdraw his authorization at any time by written notice received by the District between September 1-15th of any school year.

F. Payroll deductions shall be allowed for the Teachers Federal Credit Union (TFCU), individual tax sheltered annuities, and any group insurance coverage maintained by the Association.

## **ARTICLE IV**

### **TEACHER AND ASSOCIATION RIGHTS**

A. The Administration shall meet with the Association Executive Committee or its representatives at the request of either party within seven (7) days of the request to discuss school operations and questions relating to the implementation of this contract. These meetings shall be held at a mutually agreed time. Proposed changes in new and existing policies and procedures for the school shall be appropriate subjects for discussion at such meetings; it being understood that such policies and procedures will be consistent with the terms of this contract.

B. The District and the Association shall make available to each other upon request, any and all information, relevant to negotiations, or necessary for the proper administration of enforcement of this contract.

C. When it is necessary for the President of the association and/or his designated building representatives, acting in their capacity as representatives of the teachers, to engage in Association activities which cannot be performed after school hours; such person or persons shall be given time without loss of pay for the performance of these duties. Specific times for such activities shall have the approval of the Superintendent of Schools. The President of the Association or his representative shall be allowed to investigate terms and conditions of employment, problems or other matters relating to Association affairs, as pertains to this contract.

D. A copy of the agenda of all regular Board meetings will be available to the Association as soon as possible prior to the Board meetings. The Association may obtain from the District Office copies of the official minutes of Board meetings as soon as they are approved.

E. The Association shall be given a place on the agenda of the Orientation Program for new teachers.

F. All teachers employed by the District shall be entitled to attend, free of charge, all school activities, including athletic events.

G. No existing District policies, instructions or handbooks shall in any way limit the rights granted teachers in this contract. Any portion of the above mentioned documents that is inconsistent with this contract shall be void.

H. Copies of this agreement will be reproduced at District and Association expense and a copy given to each teacher now employed and hereinafter employed by the District.

I. The Association shall have the right to use school buildings, facilities and equipment, pursuant to existing practice and policies, provided that such use shall not interfere with the regular school program or other scheduled activities. Duly authorized representatives of the Association and their respective affiliations shall be permitted to transact official organizational business related to the Association on school property at all reasonable times, provided this business shall neither interfere with or interrupt normal school operations nor add any cost to the District.

J. There will be no reprisals of any kind taken against any teacher by reason of his membership in the Association or participation in its lawful activities, nor shall any teacher use his Association membership or teacher contract to avoid his professional responsibilities.

K. It shall be the sense of this agreement to protect the teachers of this District in their roles as educators and employees from the imposition of arbitrary restraints by either the Board of Education, community groups, or individual citizens.

L. The Association shall be granted Agency Shop Status.

## ARTICLE V

### SALARY PROVISIONS

A. 1. Salary will be determined by proper placement in the appropriate Salary Schedule. The Salary Schedule in effect for the 2005-2006 school year is attached hereto as Appendix "A", and it provides for a 3.5% increase from the Salary Schedule in effect for the previous year. The Salary Schedules in effect for the 2006-2007, 2007-2008, 2008-2009, 2009-2010, 2010-2011, 2011-2012, 2012-2013, and 2013-2014 are set forth in Appendices B, C, D, E, F, G, H, and I respectively. Each provides increases as follows: 2006-2007 4.0%, 2007-2008 4.25%, 2008-2009 4.25%, 2009-2010 2.25%, 2010-2011 2.25%, 2011-2012 3.125%, 2012-2013 3.125%, and 2013-2014 3.125%.

Those unit members who previously received longevity increments of either \$500 or \$1,000 under the expired agreement shall continue to receive such payments in the same amounts. No other unit members shall be eligible for longevity payments. During the hiatus period in negotiating a successor agreement, those longevity payments shall continue to be paid.

2. For the duration of this contract: a new teacher employed prior to February 1, shall advance one (1) step the following school year; a new teacher employed after February 1, shall remain on the same step for the remainder of that school year and for the following school year. Teachers who have worked forty (40) days during the school year and are leaving the district during an academic year on an approved leave will receive credit on the salary guide for that full year.

3. The Board of Education may grant experience credit for out of district service and military service to those teachers new to the district. The agreement will not adversely affect those presently employed or those returning from leaves of absence.

4. Compensation for education (college graduate + inservice credits) shall be paid in accordance with the applicable column on the salary indices. All requests for service credit shall be submitted to the Superintendent of Schools prior to the commencement of the graduate course or inservice program. The Superintendent has the sole discretion whether or not to approve the service credit for purposes of movement on the salary schedule.

5. For pay purposes, a contract half year for those teachers paid on: a ten month basis, shall be September through January, February through June; a twelve month basis shall be September through February, March through August.

6. Teachers employed after July 1, 1975 may not advance past the tenth experience step without a minimum of BA+30 credits nor beyond the 13th experience step without a Masters Degree. However, longevity steps will be paid in years 17, 22, and 27, as indicated in the index in Appendices A, B, C, D, E, F, G, H and I.

7. A teacher who wishes salary compensation beyond BA+70 or MA+50 must have prior written approval of the Board of Education.

8. Salary adjustments for additional education credit compensation or MA degree compensation shall be made only on the first payroll period following September 30th and February 28th in each year of the contract provided the teacher furnishes to the Business Office a certified transcript, official letterhead, official grades, or other proof of satisfactory course completion by these dates.

9. The Board of Education may increase the salary of any teacher over and above the salary index when the teacher's effort, abilities, and/or accomplishments, in the opinion of the Board of Education, have resulted in outstanding contributions to the District.

## B. SALARY COMPENSATION

1. Guidance personnel shall receive their normal teaching salary plus 5% additional compensation.
2. For the duration of this contract, Department Coordinators shall receive:
  - 8% of BA-BA 30 step 1, for the applicable year for departments of 3 or less members.
  - 9% of BA-BA 30 step 1, for the applicable year for departments of 4 or 5 members.
  - 10% of BA-BA 30 step 1, for the applicable year for departments of more than 5 members and athletic director(s).
3. Each department coordinator may be required to meet with the Board of Education twice during each school year at the request of the Board and with reasonable written notice.

4. Teachers may be assigned additional class coverage duties during the school day in excess of regular teaching/duty schedules. Teachers may be assigned additional coverage duties as follows:

a. Teacher illness, emergency, lateness, athletic/co-curricular supervisory responsibility (not in excess of two periods). Each teacher may be assigned three (3) such coverage duties during the school year; coverage duties assigned in excess of this number will be compensated at a rate of fifteen dollars (\$15.00) per coverage.

b. Teachers may be assigned additional class coverage duties when deemed necessary by the building administration to facilitate staff development conferences, grade level meetings, or other managerial considerations; such coverage duties will be compensated as assigned but are not to be considered one of the contractually obligatory assignments described in paragraph (a); such coverage duties will be compensated at a rate of fifteen dollars (\$15.00) per coverage.

Under the conditions of the current nine (9) period day, teachers will be assigned class coverage duties for only one (1) preparation period. This designated period will be established by the administration and all teachers will be notified of the class coverage period at the conclusion of the first full week of classes in September.

5. Teachers may volunteer to teach a sixth period. Tenured teachers shall have the first right of refusal with respect to such assignments. In such event, teachers shall receive an additional \$5,000 payment per year. Teachers must be certified in the area volunteered for in the 6<sup>th</sup> teaching assignment. Such positions must be posted and these appointments must be approved by the Board of Education. This sixth period does not include AIS assignments in accordance with Article VIII, Paragraph A. The District shall not offer sixth period assignments to the extent such assignments result in more than four (4) such assignments in a given tenure area.

6. Teachers who are required to work time which is in addition to the school calendar year shall be compensated at the rate of 1/200th per diem of their annual salary in effect at the time the work is being performed.

7. Teachers who have earned an MA before September 30th of the school year shall receive additional compensation at the rate of \$300. This additional compensation shall be divided equally among pay periods in addition to the teacher's proper placement on the appropriate index. A teacher earning an MA degree between October 1st and February 28th of a school year shall be paid one-half of the above-mentioned compensation for that school year. Teachers who begin working for the District after the 1985-86 school year will not be eligible for this additional Masters compensation.

8. Unit members who indicate their intention to retire at the end of the 2009/10 school year or at the end of 2010/11 school year and retire at either of those times, shall receive a \$3,000 retirement incentive payment upon retirement.

## ARTICLE VI

### SALARY BY-LAWS

A. Teachers who are required to serve on jury duty will receive full salary during the period of such service, subject to their prompt remittance to the District of an amount equal to the compensation paid to them for such jury duty. Teachers must give the administration notice of any impending jury duty within two (2) working days of receipt of jury notice. Teachers will make every effort to serve jury duty when school is not in session. When excused from jury duty before noon, teachers will return to their school position for the remainder of that day.

B. Paychecks will be issued every other Friday commencing with Friday of the first week of school. Each check will be based on either a 10 or 12 month salary year at the teacher's option. Teachers must select a method of payment not later than September 10th of each school year.

C. With respect to extended weekends (up to an additional two (2) days), pay checks that are due to be issued on a day that school is not in session shall be issued and be negotiable on the school day prior to the recess.

D. All payments for services other than contract salary will be made on a monthly basis and on a separate itemized check with written code explanations.

## ARTICLE VII

### CO-CURRICULAR ACTIVITIES

A. Athletic and Co-Curricular activity positions will be filled on an annual basis by the Superintendent of Schools subject to approval of the Board of Education. The compensation to be paid for these positions appears in Appendix J, K, L, M, N, O, P, Q and R for coaching positions and Appendix S for advisory positions.

B. All athletic coaching positions and co-curricular vacancies shall be posted and members of the staff shall be given the opportunity to apply for such positions before such positions are publicly advertised.

C. Effective July 1, 1992 when the stage director(s) provide lighting and/or sound equipment for additional activities approved by the District Superintendent or his designee, the teacher will be paid the same rate as assigned chaperones. Included will be preparation, production, and striking the equipment.

## **ARTICLE VIII**

### **TEACHING HOURS AND TEACHING LOADS**

A. 1. The program of a secondary school teacher shall consist of five (5) teaching periods, one (1) duty period, one (1) preparation period, one (1) lunch period, and one (1) professional period (2 days per week or AIS 2.5 days per week).

2. The administration may assign the following responsibilities during the professional period:

- a. Academic Intervention Services: Not withstanding anything contained herein, teachers may be assigned to provide academic intervention services ("AIS") for no more than one-half of the school year. Such assignments shall be made within a teacher's certification areas, and the District shall consider any voluntary requests to provide such services. Teachers shall not be assigned to more than six (6) students during each AIS session when such service is being provided as part of the professional period. The limit of six (6) shall increase to eight (8) as of July 1, 2003. These restrictions do not apply to AIS services provided as part of a teachers five (5) core classes. Teachers who are assigned to AIS as part of this professional period shall not be assigned a contractual duty during that school year. However, such teachers may be assigned a professional period once per week in addition to their AIS assignment. On those days that a teacher is assigned to AIS, he/she shall not be assigned a professional period. On those days when a teacher is assigned AIS as part of his/her professional period the teacher shall not be scheduled for more than three (3) consecutive academic instructional periods without the teachers consent. Teachers may not be assigned to more than three (3) preparation periods per day. However, the AIS/professional period and voluntary electives shall not be considered as preparations.
- b. Curriculum involvement and development.
- c. Professional Growth Activities and Staff Development.
- d. Mentoring of new staff members.
- e. Participate in case study, child study, special committees, CSE meetings and parent/teacher conferences.
- f. Central Administration, building, departmental, grade level, program development and team meetings.
- g. Review and evaluation of software, textbooks, instructional materials, etc.
- h. Evaluate students, review of student records.
- i. Or any other educationally agreed upon activity between the teacher and principal, which can include, but is not limited to, independent study projects or extra help for students.

3. To the extent that a teacher is not given a particular assignment during his/her professional period(s), the teacher shall perform those professional assignments he/she deems appropriate. The Administration may not assign teachers supervisory duties (i.e., hall duty or study hall) during the professional period.

4. The high school principal and his designee will consult with each department coordinator in the construction of individual teacher schedules for that department. Interested teachers from the department may participate in the meeting, and will be notified in advance of the time and place of the meeting.

a. In those departments for which there is no coordinator, teachers will be consulted individually.

b. It shall be the responsibility of the high school principal to make final teaching assignments, consistent with item 1, above.

5. Department coordinators and faculty representatives from areas not having coordinators will meet as a group with the high school principal and a representative from the Guidance Department to discuss such scheduling considerations as student population, scheduling priorities, curriculum modifications, and departmental problems which may have impact on other departments.

B. 1. The work of the teachers shall begin no earlier than two (2) work days prior to the first day that students are required to report at the opening of school, and will end no later than one (1) day after the last student attendance day. The work year shall in no event be longer than three (3) days more than the number of days of pupil attendance.

2. The school calendar for each school year shall be determined between the Association and the Superintendent of Schools for the ensuing year with final approval of the Board. When adopted by the Board of Education, the calendar will be distributed to each teacher.

3. Commencing with the 2010-2011 school year, the school calendar will be extended from 183 to 184 days with students in attendance 180 days. The work year shall in no event be longer than four days longer than the number of days of student attendance.

C. Homeroom assignments shall be distributed on an equitable rotating basis among all unit members except where exclusion is provided elsewhere in the agreement. Homeroom teachers shall be in their assigned rooms or designated areas ten (10) minutes prior to the start of the first period. Teachers are expected to remain in their schools for thirty (30) minutes after the close of school to assist students in studies. However, the normal work day including these times shall not exceed 6  $\frac{3}{4}$  hours. Commencing with the 2010-2011 school year, on Tuesdays and Thursdays of each week that school is in session, the work day will be lengthened from 6  $\frac{3}{4}$  hours to 7  $\frac{1}{4}$  hours in the morning for elementary teachers and in the afternoon for Jr./Sr. High School teachers, but may be adjusted with prior approval of building administration in order to meet individual needs. During the 2010-2011 school year the District has the option on the fourth week of each month to combine this extended time to one hour on the fourth Tuesday five times during the school year. After the 2010-2011 school years, the District may combine the two half hours into a one hour period on the fourth Tuesday or Thursday of each month at the District's discretion. The District will provide a schedule to the MCTA membership of the District's intent to combine the aforementioned days no later than the start of each school year. On these extended days, teachers are expected to be available in their classrooms for office hours to assist students who may require extra help or assistance. At the discretion of the District,

teachers may be required to participate in meetings, professional development, departmental and/or grade level meetings, or team meetings on those days. The District will provide a schedule of meetings to the MCTA membership no later than the 10<sup>th</sup> day of the preceding month so that teachers will know when they would not be available for student assistance. Teachers may be assigned to bus duty, hall duty, or athletic study hall on those days. Teachers will not be expected to have an extended day when the day falls on a day immediately before a school vacation day.

D. The membership of the Association and the Board of Education will meet for the purpose of discussing school problems, plans, and items of mutual interest. Such meetings, not to exceed three per school year, may be held at the request of either the Board of Education or the Association at any time during the school year. The meetings are to be informal and are to be jointly presided over by the President of the Association and the President of the Board of Education.

E. Teachers shall have at least one preparation period each day equal to an instructional period, as well as a lunch period of not less than 30 minutes (during which periods they should not be assigned to any other duties). Department coordinators, Art Supervisor and A.V. Coordinator will teach a normal teaching load of five periods and no other assigned periods, to include no assigned homeroom. Athletic Directors will be responsible for teaching nine periods, the fifth teaching period to be assigned on a rotating basis, and there shall be no assigned homeroom.

F. Teachers shall be informed of a telephone number which they should call at least one and one-half hours before the normal work day begins to report their unavailability for work. Once a teacher has reported his/her unavailability, he/she shall not be responsible for obtaining a substitute.

G. On or about May 1, but not later than May 15, the administration shall give to each teacher notice of his or her tentative daily schedule or grade assignment for the coming year.

H. Teachers may be required to attend after school meetings for one (1) day per month for an hour per meeting commencing at the close of the school day.

## **ARTICLE IX**

### **EVALUATION**

A. Only certified administrative personnel, employed by the District, whose duties are 50% or more administrative, shall be eligible to observe and evaluate teachers. All monitoring or observation of the work performance of a teacher will be conducted openly, with full knowledge of the teacher. The Administrators, with the consent of the teacher, may bring other persons to visit classrooms in the school district.

B. A copy of the written draft of the observation or evaluation report will be presented to the teacher a minimum of two (2) school days before the post observation or evaluation conference is held. The teacher shall have the right to waive this two (2) day requirement.

C. Teachers will be given a copy of any class or visitation report prepared by the administrator, before the report is placed in their files. The report will not be placed in the file of a teacher until it is signed by the teacher and a conference is held between the teacher and administrator, unless both agree a formal conference is unnecessary. Should a

conference be requested by either party, it must be held within ten (10) school days after the teacher receives the report.

D. A teacher may have his evaluation reviewed by the Superintendent of Schools if the observation is made by another administrator.

E. Probationary teachers not employed for the following school year will be so notified at least thirty (30) days prior to the expiration of the school year. If a teacher is not notified that he will be denied tenure sixty (60) days prior to the expiration of probationary appointment he shall acquire tenure.

F. Teachers will have the right, upon request, to review the contents of their personnel files and to make copies of any documents in it.

G. No materials derogatory to a teacher's conduct, service, character or personality will be placed in the teacher's personnel file unless the teacher has had an opportunity to review the material. The teacher shall indicate that the material has been reviewed by affixing his signature to the file copy, but such signature in no way indicates the agreement with the contents thereof. In the event that a teacher refuses to affix his/her signature, a second request that he/she sign will be made in the presence of a witness. Should the teacher again refuse to sign, a notation will be placed on or with the material to the effect that the material was reviewed with the teacher. The teacher may submit a rebuttal within thirty (30) school days after its presentation, which rebuttal will be attached to the relevant material.

H. An advisory committee consisting of no more than five MCTA members shall meet with appropriate elementary and secondary administrators to discuss matters, issues, and concerns relative to observation and evaluation procedures. Such meetings may be initiated by request of either party at mutually agreeable times.

## ARTICLE X

### STUDENT DISCIPLINE

A. 1. The teachers, the administration and the Board of Education will cooperate to maintain the highest standard of student discipline in the District.

2. Pupils who so seriously disrupt classroom work as to impede instruction or deprive others of the opportunity to learn will be moved by an Administrator from that classroom for a period of time not to exceed five class periods at the secondary level, or a full day at the elementary level (unless alternative instruction is provided) while a solution is sought to the student's problem.

3. The principal, after consultation with the teacher involved, will determine when the student may be returned to class. Every effort will be made to achieve a satisfactory resolution to the problem promptly and informally when circumstances warrant this approach.

4. Should the circumstances call for a more formal approach, the teacher will be requested to make a detailed oral report before the end of the school day, and a detailed written report within 24 hours, describing the events leading to the removal of the students from class.

5. When the report is received by the Administrator and after consultation with the parents and appropriate school personnel and/or outside agencies, the

Administrator will take those steps which in his judgment best serve the needs of the student and the District.

B. The District shall provide an in-school suspension room where students may, if the Superintendent of Schools or principal so desires, attend school during a suspension and yet be segregated from the rest of the student body during the term of suspension.

## ARTICLE XI

### EMPLOYMENT PROTECTION

A. 1. Seniority shall be defined as the period of service with the school district dating from the teacher's initial placement within the appropriate tenure area.

2. In the event that reduction of personnel shall become necessary, teachers will be laid-off according to reverse order of seniority as defined above, consistent with New York State Education Law. In the event of the recall of laid-off teachers, such recall will be accomplished according to seniority, that is the person with the most seniority will be recalled first.

3. In the event of layoff, the District will make every effort to insure that separated personnel be placed in other teaching situations and employed as a substitute teacher whenever possible.

B. In the event that no successor agreement is reached prior to the expiration of this contract, the terms and conditions of employment contracted herein shall be continued in full force and effect until a successor agreement is reached, except where services cease to be rendered.

C. No teacher shall be disciplined, reprimanded, reduced in rank or compensation, or deprived of any professional advantage without just cause. Any such action asserted by the Board of any agent or representative thereof, shall be subject to the grievance procedure set forth in Appendix V. In the event of infractions of rules and procedures set forth in this contract, the Superintendent of Schools may, at his discretion, proceed with disciplinary action by referral to the Board. In such cases, the teacher must be made aware of the date, time, and place when charges will be made. Further, the teacher must be informed that he has the right to be present when said charges are made, that he may be advised or assisted by another person of his choosing when said charges are made, and that he may elect to send a representative in his stead when said charges are made, providing that such representative present written authorization from the teacher to so act in the teacher's behalf.

## ARTICLE XII

### PERSONAL INJURY AND PROPERTY BENEFITS

A. Whenever a teacher is absent from school as a result of personal injury caused by an accident or an assault occurring in the course of his employment, he will be paid his full salary (less the amount of any Workmen's Compensation award and disability insurance made for temporary disability due to said injury) for a period of such absence, not to exceed 12 months and no part of such absence will be charged to his annual or accumulated sick leave.

B. 1. The District will reimburse a teacher (less any coverage the teacher might have by other insurance) for any clothing or personal property (except motor vehicles) damaged, destroyed, or stolen in the course of employment, providing the incident is reported to the Administrator immediately upon discovery by the teacher. To claim reimbursement for stolen property, there must be physical evidence of breaking and unlawful entry into the teacher's locked file cabinet, locker or closet, except where the loss occurs at a time when the teacher was absent from the teaching area due to an emergency (i.e. fire drill, fight in hall, etc.). With respect to items of personal property for which the teacher seeks reimbursement the teacher must also adhere to the following procedures:

Before the teacher brings any personal item into the school for instructional purposes which has a declared value of \$150.00 or more, the teacher shall notify the Administrator of this occurrence one school day in advance, if possible. The Administrator shall then:

- a. Request that the item not be used, in which case if the teacher brings the item into school, it will be at his/her own risk; or;
- b. Request that the item be stored in the Administrator's Office and may be withdrawn at the specific times needed for instruction; or;
- c. Allow the teacher to place the item in the teacher's locked file cabinet, locker or closet, when not in actual use for instructional purposes.

2. The cost of medical, surgical or hospital service (less the amount of any insurance reimbursement) incurred as the result of any injury sustained arising out of and in the course of his employment will be reimbursed to the teacher by the District.

## ARTICLE XIII

### SICK LEAVE

A. 1. All teachers will be entitled to 1.5 days of sick leave per month (September through June). Sick leave shall be accumulated from year to year up to 180 days. In the event of need by a teacher who has not accumulated sufficient time, the Superintendent of Schools may advance up to 15 days of sick leave. The District agrees to pay each teacher at a rate of \$25.00 per day for the number of sick days in excess of 180 that are not used at the end of the school year. Such payment shall be made within two weeks of the last day of school in June of that school year.

2. Teachers shall be allowed to use half-days for sickness.

B. 1. A sick bank which has been heretofore established shall continue for the purpose of providing sick days for any unit member whose illness or injury will keep or has kept him/her off the job for more than 20 working days. It is understood that the 20 working days is a waiting period before which the teacher shall be eligible to draw on the bank. The teacher may draw up to 180 consecutive days from the bank for an illness or injury.

2. If the accumulated days in the bank drop below 100 then each teacher shall donate one (1) day from his accumulated sick leave and the Board shall donate one (1) day per unit member.

3. The teacher shall submit, prior to the granting of any days from the sick bank, a written report from his/her doctor or a medical facility stating the prognosis with regard to the approximate date of return to work. This report shall be reviewed by a

committee comprised of the President of the Association, the President of the Board of Education and the Superintendent of Schools. The committee shall approve or disapprove the request within five (5) days and may request periodic medical reports concerning the employee's progress.

C. In the case of merit, the District may allow sick leave beyond the above limit.

D. At the discretion of the Superintendent of Schools, a physician's certificate may be required in case of two (2) or more consecutive days absence.

E. Sick leave shall be applied equally and in the same manner to any disability whether or not caused or contributed to by pregnancy, miscarriage, abortion, childbirth and/or recovery therefrom.

F. The District shall notify each teacher upon request at the end of each year of the total cumulative unused sick leave days.

G. Teachers may use up to five (5) days of their yearly sick and personal leave days for immediate family illness. The first of these family sickness days should be counted as a personal day. Immediate family is defined in ARTICLE XV (Paragraph A).

## **ARTICLE XIV**

### **PAYMENT FOR UNUSED SICK DAYS**

A. Upon retirement, all eligible teachers shall be granted a payment for unused sick days. The payment for unused sick days shall be computed on the basis of \$264.00 for each day of accumulated sick leave up to a maximum of 180 days. Such payment shall be made, at the teacher's option, in one lump sum at retirement, or in equal payments during the last year of employment.

1. To be eligible for unused sick day payment a teacher must:
  - a. Be an employee of the district for ten (10) years
  - b. Have twenty (20) years of credited service in the New York State Teachers Retirement System, and
  - c. Have reached the minimum retirement age without penalty as specified by the New York State Teachers' Retirement System.

B. Teachers who do not retire when they are first eligible to do so pursuant to Subsection "1" above shall relinquish their right to payment for unused sick time.

C. Any teacher, at his/her discretion, shall be eligible for the unused sick leave payment earlier than the minimum requirement age, if the teacher meets the criteria of Subsections A.1.a. and A.1.b. above.

D. The teacher must give reasonable notice of his/her intention to retire. Such notice shall be delivered to the District on or before March 1st in the school year prior to the announced retirement, unless extenuating circumstances prevail.

E. The Board of Education may, at its discretion, waive the requirements of A.1. above and grant the payment for unused sick days stipulated by this article to any teacher making application.

F. Notwithstanding any other provision contained herein, this retirement incentive payment is not available for any employees hired after January 1, 1996.

## **ARTICLE XV**

### **TEMPORARY LEAVES OF ABSENCE**

A. Teachers will be entitled to the following temporary leaves of absence with pay each school year:

1. a. Personal leave will be granted for up to three (3) days per school year for the purpose of conducting personal business which cannot be performed at other times. At least two (2) days notice shall be given to the administration except in cases of emergency. Personal days will not be used to lengthen Thanksgiving, Christmas, Winter, and Spring vacations.

- b. Teachers shall be allowed to use half-days for personal reasons.
- c. Unused personal days shall be accumulated as sick days.

2. In addition to statutory benefits, a maximum of thirty (30) days per school year for persons called into temporary active duty in any unit of the U.S. Reserves or the State National Guard, provided such obligations cannot be fulfilled on days when school is not in session.

3. Teachers are encouraged to attend educational conferences.

4. Death Leaves. Up to three (3) days leave will be allowed for death in the immediate family. Immediate family should be considered to be: mother, father, sister, brother, child, parent, mother-in-law, father-in-law, or any relative residing within the employee's household. Requests for additional bereavement days beyond the family members listed above may be requested for administrative approval. (i.e. grandparent, close personal friend).

5. A maximum of two days per year will be granted for religious observances upon written notice to the building principal one week in advance. It is understood that the tenet of the religion requires the individual to abstain from work.

6. Leaves taken pursuant to this Article will be in addition to sick leave and not deducted there from.

## **ARTICLE XVI**

### **EXTENDED LEAVES OF ABSENCE**

A. A leave of absence, without pay, may be granted by the Board of Education, upon proper application, to any teacher for the purpose of participation in any educational activity deemed by the Board of Education to be of value to the teacher and the District. At the completion of such leave, and upon resumption of work in the District, all accumulated fringe benefits in existence at the time such leave commenced shall be reinstated; in addition, the teacher shall be paid for experience as he would have been had he continued in the District.

B. A leave of absence, without pay, may be granted by the Board of Education upon proper application by any teacher for any purpose if such leave is felt to benefit the teacher and the District. At the conclusion of such leave and upon resuming work in the

District, any accumulated fringe benefits in effect at the time the leave started shall be restored.

C. Child care leave shall be granted whenever the teacher requests same. Such leave shall be applicable to natural births or adoptions. Notice of the intention to request such leave shall be given as soon as possible, preferably no later than two (2) months prior to the commencement of the leave. The leave may extend for the duration of the school year in which the application is made, a semester, or at any appropriate time of the academic year with the consent of the District. Such consent shall not be unreasonably withheld. Such leave shall be without compensation nor shall it apply towards tenure.

D. On any leave of a full year or longer, the teacher will give the District six (6) months notice of intent to return. A leave of a shorter duration will require two (2) months notification.

## **ARTICLE XVII**

### **SABBATICAL LEAVES**

A. Sabbatical leaves may be granted at the discretion and approval of the Board of Education to teachers who have continuously served at least seven (7) years in the District upon written application by February 15th of the preceding school year in which the sabbatical leave is to be taken.

B. When such leave is approved by the Board of Education, it shall be taken for two or three consecutive summers at the rate of one-sixth (1/6) of the annual salary that the teacher will receive commencing September 1st of the following year. Accrual toward future sabbatical leaves shall commence one school year after granting of the sabbatical.

C. While sabbatical leaves will normally be taken during consecutive summers, it is recognized that full year sabbaticals may benefit the District. Such sabbaticals may be approved by the Board of Education, at two-thirds (2/3) pay.

D. Teachers will be informed of the action taken on their applications no later than the first of April after the application has been made. The teacher should make final notification of acceptance or refusal to the Board in writing no later than April 15th. A District application form requesting a sabbatical leave shall be used for making application.

E. Any sabbatical leave which is interrupted for health or Board-approved reasons shall be made up at a future date convenient to the teacher and the Board of Education.

F. At the completion of the sabbatical leave the teacher shall submit to the District a written report outlining the work or study performed.

## **ARTICLE XVIII**

### **INSURANCE**

A. 1. The District at its expense shall provide (100%) of the premium cost for the New York State Employees Health Insurance Program (Empire Plan-Core Plus Enhancements), coupled with a self-funded vision plan as listed in Appendix W, upon the withdrawal from the Self-Funded Island Group Health Plan. Such coverage shall be

applicable to individual or family plans for each Teacher covered by the contract, and for Teachers who are on sabbatical or sick leave.

All employees hired after January 1, 1996, shall be required to contribute 15% toward the cost of the health insurance premiums for the plan they are eligible to receive (Family or Individual). Such contribution shall be pursuant to an IRS 125 Plan. Any teacher currently receiving 100% coverage of their health insurance shall continue to receive such coverage unless such teacher subsequently works a lesser time schedule, and subject to the limitations set forth below.

Those unit members who are not making health insurance premium contributions shall contribute the following annual amounts when the premium costs to the District reach the following levels:

Family Premium - \$8,500 - Employee Contribution - \$250.00  
Family Premium - \$9,000 - Employee Contribution - \$450.00

Should the above premium levels be reached, those unit members receiving individual health insurance coverage shall pay fifty (50%) percent of the amounts reflected above.

2. Any teacher eligible for health insurance electing to not participate shall receive \$4,000 for opting out of the family coverage for the year and \$2000 for opting out of individual coverage for the year.

3. No Teachers married to other District employees will qualify for the opt-out benefit. However, unit members who are currently receiving this benefit as of June 30, 2005, shall continue to be eligible for this benefit.

B. 1. The District agrees to pay one hundred (100) percent of the premium cost of the Connecticut General Life Insurance Dental Plan presently in force, Policy No. 0477825-01 dated November 15, 1981, which is incorporated by reference herein (or for an equivalent reasonable and customary plan selected by the Association) for each teacher covered by this contract. Premium payments will be made by the Business Office upon presentation of properly executed invoices.

2. The Association shall be the policy holder with a copy on file in the Business Office.

3. Any refunds, dividends, or other savings paid by the insurance carrier will be held by the Association in an interest bearing account to be used to offset future premium costs or increases; or to increase coverage of aforementioned plans.

C. The District will continue to pay one hundred (100) percent of the health insurance plan, whether family or individual, of the faculty hired by the District on or before June 30, 1988, during their retirement. The District will pay one hundred (100) percent of the individual health insurance plan during retirement for faculty employed by the District on July 1, 1988, or thereafter. Those retirees hired on or after July 1, 1988 who wish to retain the family health insurance plan must annually reimburse the District for the difference between the individual plan and the family plan. The District shall provide exit contracts to retiring unit members in accordance with the provisions of this subparagraph. Sample unit contracts are set forth herein in Appendices T and U.

D. The payment of health insurance premiums by the DISTRICT shall be offered to unit members in direct proportion to the percentage of salary they receive in comparison to their full-time counterparts. All employees who work less than full-time shall be eligible

for the buy-back option provided in ARTICLE XVIII, Paragraph A.2, in proportion to the amount of the health insurance premiums contributed by the District.

## **ARTICLE XIX**

### **ATTENDANCE**

The District shall provide an attendance system and the personnel to operate the same.

## **ARTICLE XX**

### **SUMMER SCHOOL**

A. In view of budget controls by participating agencies in summer programs, the Board shall determine salaries when programs are approved. All teachers on comparable time basis should receive the same pay. Teachers employed by the District shall be given first refusal privilege for any summer teaching position opening provided they are certified in the subject matter area.

B. The District shall inform the entire staff of the summer school position openings no later than ten (10) days after the annual budget vote or within ten (10) days after their opening.

## **ARTICLE XXI**

### **PROFESSIONAL STAFF RECRUITMENT**

A. Openings for all positions shall be written and distributed to all members of the MCTA through notices in their mail boxes in enough time to allow for applications. Members of the faculty shall be given the opportunity to apply for such positions.

B. The Association President or his designee, as well as department coordinators where applicable, or an Association member selected by the President where there are no coordinators, shall have the opportunity to be present during interviews and actively participate in those interviews.

C. It shall be the obligation of the administrator conducting the interview to:

1. Give reasonable notice to the Association President of the times established for such interviews, in order to give the Association representatives time to examine resumes and references; and

2. Notify the Association President of the date and time when the administrator(s) will present candidates to the Board of Education for approval.

It is understood that the Association representatives will have the opportunity to make recommendations to the Board of Education and to support those recommendations. These recommendations are advisory in nature.

D. All extra-curricular (athletics, co-curricular) positions shall be posted, and members of the staff given opportunity to apply for such positions.

## **ARTICLE XXII**

### **MISCELLANEOUS PROVISIONS**

A. Except in emergency, all communications to teachers will be made via notes delivered to the teachers in person or placed in the teacher's mailbox. Teachers should check their mailbox each morning, at noon, and at the end of the school day.

B. Whenever possible, a twenty-four hour notice will be given to teachers prior to any faculty meetings.

C. Any physical examination which the District or the Superintendent of Schools may require of any teacher shall be paid for in full by the District. Teachers may have an annual physical examination by a licensed physician of choice and the District shall not pay more than \$15.00 for such physical examination. The District will also pay for all flu shots taken by teachers providing they are arranged by the nurse-teacher and school physician and administered in the school health office.

D. Teachers are required to maintain a plan book during their first year of service to the District, to be turned in to the appropriate office each Friday afternoon for administration and/or curriculum coordinator review. All teachers are required: (1) to submit general term plans which constitute an overview of the work planned for the year for each grade level to be taught, before September 30 and (2) to submit contingency plans for three distinct lessons for each class they are assigned. These will be prepared for use by substitutes in the event of teacher absences and will be reviewed by the teacher at the beginning of each year to insure that they remain current and relevant.

E. The District shall make available to each member of the teaching staff a file cabinet, locker or closet, which is capable of being locked. The teaching staff shall keep the aforesaid file cabinet, locker or closet, locked when storing personal items of value.

F. 1. It shall be the sense of this agreement that teachers will advise the Department Coordinator and/or the building principal in preparing recommendations to the Superintendent of Schools and the Board of Education respecting the selection of textbooks and other materials of instruction, development of curriculum, the preparation of departmental requisitions, and proper placement of students for instruction in the annual scheduling process, all of which require professional judgment and affect the instructional program.

2. Teachers, on a volunteer basis only, may assist in lunch period supervision and shall be paid \$15.00 per lunch period.

G. 1. After submitting annual requisitions, teachers will be consulted by their Department Coordinator or by the appropriate principal in making changes in their requisitions for textbooks and other materials of instruction prior to the submission to the Superintendent of Schools. Thereafter teachers will be notified of any changes or deletions in their requisitions by the Department Coordinator and/or appropriate principal. Where items are unavailable, teachers will be permitted to submit alternative requisitions to the Superintendent of Schools.

2. Teachers assigned new preparations after the budget submission date will be allotted time and authorization to modify existing budgeted items for those new preparations.

H. A private non-pay phone shall be provided in each building for the exclusive use of teachers to conduct school business.

I. 1. The sum of \$5,000.00 shall be included in the District budget each year to provide professional conferences and seminars or workshops for the faculty, and to explore new educational programs.

2. Three half-days, exclusive of the Superintendent's Conference Day, may be provided to the faculty for staff development purposes. These half-days may be used for in-house, full-faculty workshops, conferences, visitations to other schools, investigations of new programs or equipment, or combinations of these. Use of these half-days shall be jointly determined by the Superintendent, or his designee and the Association President or his designee.

J. A non-evaluative Peer Coaching Program shall be established.

K. Any teacher(s) who designs and receives administration approval for a field trip for any of their classes shall be allowed to be involved in all aspects of that field trip.

L. Teachers who use privately owned vehicles for school business shall receive mileage reimbursement equal to the current allowable IRS rate.

M. This agreement and all provisions herein are subject to all applicable laws of the state of New York and regulations and decisions of the Commissioner of Education. In the event any provision of this agreement is held to violate the laws, said provision shall not bind either of the parties but the remainder of the agreement shall remain in full force and effect as if the invalid provision had not been a part of this agreement.

N. It is agreed by and between the parties that any provision of this agreement requiring legislative action to permit its implementation by amendment of law or by providing the additional funds therefore, shall not become effective until the appropriate legislative body has given approval.

O. This agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. The provisions of this agreement shall be incorporated into and be considered part of the established policies of the Board for the duration of this contract.

P. This agreement shall constitute the full and complete agreement between both parties and may be altered, changed, added to, deleted from or modified only through the mutual consent of the parties in a written and signed amendment to this agreement.

## ARTICLE XXIII

### DURATION OF AGREEMENT

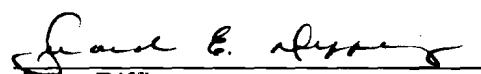
This contract shall be effective as of July 1, 2005 and shall continue in effect through June 30, 2014.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

MATTITUCK-CUTCHOGUE  
UNION FREE SCHOOL DISTRICT  
TOWN OF SOUTHOLD  
SUFFOLK COUNTY, NEW YORK

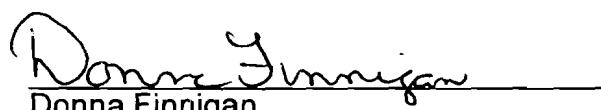


James McKenna  
Superintendent of Schools

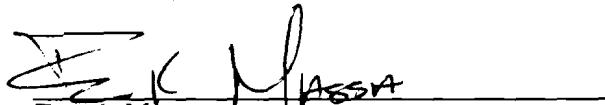


Jerry Diffley  
President, Board of Education

MATTITUCK-CUTCHOGUE TEACHERS  
ASSOCIATION



Donna Finnigan  
President, M.C.T.A.



Frank Massa  
Chief Negotiator, M.C.T.A.

**APPENDIX A**  
**SALARY SCHEDULE 2005-2006**

STEP	BA-BA30	BA40	BA50 MA	BA60 MA10	BA70 MA20	MA30	MA40	MA50	
	1	42528	43517	44506	45495	46484	47473	48462	49476
1.035	2	43506	44517	45528	46542	47553	48564	49576	50613
	3	44468	45502	46536	47570	48604	49638	50673	51732
	4	45452	46508	47564	48623	49680	50735	51792	52876
	5	46456	47536	48616	49698	50777	51857	52939	54046
	6	48793	49928	51062	52198	53332	54468	55601	56764
	7	51131	52319	53509	54698	55886	57076	58264	59483
	8	53467	54711	55956	57198	58442	59685	60928	62203
	9	55806	57102	58400	59699	60996	62294	63593	64923
	10	58142	59494	60846	62199	63551	64903	66255	67641
	11	60479	61885	63293	64700	66105	67512	68918	70360
	12	62816	64277	65738	67199	68661	70121	71582	73079
	13	65154	66669	68184	69700	71215	72730	74244	75798
	14	67491	69060	70630	72200	73770	75339	76908	78517
	15	69828	71452	73076	74701	76323	77948	79572	81236
	16	72166	73844	75522	77201	78878	80557	82236	83955
	17	74503	76235	77968	79700	81433	83165	84898	86675
	18	74503	76235	80413	82201	83987	85775	87561	89393
	19	74503	76235	82860	84701	86542	88383	90225	92112
	20	74503	76235	82860	84701	86542	88383	90225	92112
	21	76839	78627	85307	87202	89097	90992	92890	94832
	22	76839	78627	85307	87202	89097	90992	92890	94832
	23	76839	78627	85307	87202	89097	90992	92890	94832
	24	76839	78627	85307	87202	89097	90992	92890	94832
	25	76839	78627	85307	87202	89097	90992	92890	94832
	26	79177	81018	87751	89702	91652	93601	95552	97552
	27	79177	81018	87751	89702	91652	93601	95552	97552

**APPENDIX B**  
**SALARY SCHEDULE 2006-2007**

	<b>BA-BA30</b>	<b>BA40</b>	<b>BA50 MA</b>	<b>BA60 MA10</b>	<b>BA70 MA20</b>	<b>MA30</b>	<b>MA40</b>	<b>MA50</b>
<b>STEP</b>								
1	44229	45257	46286	47314	48344	49372	50401	51455
2	45246	46298	47349	48403	49455	50507	51559	52638
3	46247	47322	48397	49473	50548	51623	52700	53801
4	47270	48369	49466	50568	51667	52765	53864	54991
5	48314	49438	50560	51686	52808	53931	55056	56208
6	50745	51925	53105	54286	55465	56646	57825	59035
7	53176	54412	55649	56885	58122	59359	60595	61862
8	55606	56899	58194	59486	60779	62073	63365	64691
9	58038	59386	60736	62087	63436	64786	66136	67519
10	60468	61873	63280	64687	66093	67499	68905	70347
11	62898	64361	65825	67288	68749	70212	71675	73174
12	65329	66848	68368	69887	71407	72926	74445	76003
13	67760	69336	70911	72487	74064	75639	77214	78830
14	70191	71822	73456	75088	76720	78353	79984	81657
15	72621	74310	75999	77689	79376	81065	82755	84486
16	75053	76798	78543	80289	82034	83779	85525	87313
17	77483	79285	81087	82888	84690	86492	88294	90142
18	77483	79285	83630	85489	87347	89206	91064	92969
19	77483	79285	86174	88089	90003	91919	93834	95796
20	77483	79285	86174	88089	90003	91919	93834	95796
21	79913	81772	88719	90690	92661	94631	96605	98625
22	79913	81772	88719	90690	92661	94631	96605	98625
23	79913	81772	88719	90690	92661	94631	96605	98625
24	79913	81772	88719	90690	92661	94631	96605	98625
25	79913	81772	88719	90690	92661	94631	96605	98625
26	82344	84259	91261	93291	95318	97345	99374	101454
27	82344	84259	91261	93291	95318	97345	99374	101454

**APPENDIX C**  
**SALARY SCHEDULE 2007-2008**

<b>STEP</b>	<b>BA-BA30</b>	<b>BA40</b>	<b>BA50 MA</b>	<b>BA60 MA10</b>	<b>BA70 MA20</b>	<b>MA30</b>	<b>MA40</b>	<b>MA50</b>
1.0425	1 46109	47181	48254	49325	50398	51470	52543	53642
	2 47169	48265	49362	50461	51557	52653	53750	54875
	3 48212	49333	50454	51575	52696	53817	54940	56088
	4 49279	50424	51569	52717	53863	55007	56153	57329
	5 50367	51539	52709	53882	55053	56223	57396	58596
	6 52902	54132	55362	56593	57822	59054	60283	61544
	7 55436	56725	58014	59303	60592	61882	63170	64491
	8 57969	59317	60667	62014	63363	64711	66058	67440
	9 60505	61910	63317	64725	66132	67539	68947	70389
	10 63038	64503	65970	67436	68902	70368	71834	73336
	11 65571	67096	68622	70147	71671	73196	74721	76284
	12 68105	69689	71274	72857	74442	76025	77609	79233
	13 70640	72283	73925	75568	77211	78853	80495	82180
	14 73174	74875	76578	78279	79981	81683	83383	85128
	15 75707	77469	79229	80990	82749	84511	86272	88077
	16 78243	80062	81881	83701	85520	87340	89160	91024
	17 80776	82654	84533	86411	88290	90168	92046	93973
	18 80776	82654	87184	89122	91059	92997	94934	96920
	19 80776	82654	89837	91833	93829	95825	97822	99868
	20 80776	82654	89837	91833	93829	95825	97822	99868
	21 83309	85247	92489	94544	96599	98653	100711	102817
	22 83309	85247	92489	94544	96599	98653	100711	102817
	23 83309	85247	92489	94544	96599	98653	100711	102817
	24 83309	85247	92489	94544	96599	98653	100711	102817
	25 83309	85247	92489	94544	96599	98653	100711	102817
	26 85843	87840	95139	97255	99369	101482	103597	105765
	27 85843	87840	95139	97255	99369	101482	103597	105765

**APPENDIX D**  
**SALARY SCHEDULE 2008-2009**

	<b>BA-BA30</b>	<b>BA40</b>	<b>BA50 MA</b>	<b>BA60 MA10</b>	<b>BA70 MA20</b>	<b>MA30</b>	<b>MA40</b>	<b>MA50</b>
<b>STEP</b>								
1	48069	49186	50304	51422	52540	53657	54776	55922
2	49174	50317	51460	52605	53748	54891	56034	57207
3	50261	51430	52598	53767	54936	56105	57275	58472
4	51373	52567	53760	54958	56152	57345	58539	59765
5	52508	53729	54949	56172	57392	58613	59835	61087
6	55150	56432	57715	58999	60280	61563	62845	64160
7	57792	59135	60480	61823	63167	64512	65855	67232
8	60433	61838	63245	64650	66055	67461	68866	70306
9	63076	64541	66008	67476	68943	70409	71877	73381
10	65717	67244	68773	70302	71830	73359	74886	76453
11	68358	69948	71539	73129	74717	76307	77897	79526
12	71000	72651	74303	75954	77606	79257	80907	82600
13	73642	75355	77067	78780	80493	82205	83916	85673
14	76284	78057	79832	81606	83380	85154	86927	88746
15	78925	80761	82596	84432	86266	88102	89939	91820
16	81568	83464	85361	87259	89155	91052	92949	94893
17	84209	86167	88125	90084	92042	94000	95958	97967
18	84209	86167	90889	92910	94929	96950	98969	101039
19	84209	86167	93655	95736	97816	99898	101979	104112
20	84209	86167	93655	95736	97816	99898	101979	104112
21	86850	88870	96420	98563	100705	102846	104991	107186
22	86850	88870	96420	98563	100705	102846	104991	107186
23	86850	88870	96420	98563	100705	102846	104991	107186
24	86850	88870	96420	98563	100705	102846	104991	107186
25	86850	88870	96420	98563	100705	102846	104991	107186
26	89492	91573	99183	101389	103592	105795	108000	110260
27	89492	91573	99183	101389	103592	105795	108000	110260

**APPENDIX E**  
**SALARY SCHEDULE 2009-2010**

STEP	BA-BA30	BA40	BA50 MA	BA60 MA10	BA70 MA20	MA30	MA40	MA50	
	1	49150	50292	51436	52579	53722	54865	56009	57180
1.0225	2	50280	51449	52617	53789	54958	56126	57295	58494
	3	51392	52587	53782	54977	56172	57367	58563	59787
	4	52529	53750	54970	56194	57415	58635	59857	61110
	5	53689	54938	56186	57436	58684	59931	61182	62461
	6	56391	57702	59013	60326	61636	62949	64259	65603
	7	59092	60466	61841	63215	64588	65963	67337	68745
	8	61792	63230	64668	66104	67542	68979	70415	71888
	9	64495	65994	67493	68994	70494	71994	73495	75032
	10	67196	68757	70321	71884	73446	75009	76571	78173
	11	69896	71521	73148	74774	76398	78024	79650	81315
	12	72597	74285	75975	77663	79352	81040	82728	84459
	13	75299	77050	78801	80552	82304	84054	85805	87601
	14	78000	79813	81628	83442	85256	87070	88883	90742
	15	80701	82578	84454	86332	88207	90085	91962	93886
	16	83404	85342	87282	89222	91161	93101	95041	97028
	17	86104	88106	90108	92111	94113	96115	98117	100171
	18	86104	88106	92934	95000	97065	99131	101196	103313
	19	86104	88106	95762	97890	100017	102145	104274	106455
	20	86104	88106	95762	97890	100017	102145	104274	106455
	21	88804	90870	98590	100780	102971	105160	107353	109598
	22	88804	90870	98590	100780	102971	105160	107353	109598
	23	88804	90870	98590	100780	102971	105160	107353	109598
	24	88804	90870	98590	100780	102971	105160	107353	109598
	25	88804	90870	98590	100780	102971	105160	107353	109598
	26	91505	93634	101414	103670	105923	108176	110430	112741
	27	91505	93634	101414	103670	105923	108176	110430	112741

**APPENDIX F**  
**SALARY SCHEDULE 2010-2011**

STEP	BA-BA30	BA40	BA50 MA	BA60 MA10	BA70 MA20	MA30	MA40	MA50	
	1	50256	51424	52594	53762	54931	56099	57269	58467
1.0225	2	51411	52606	53801	54999	56194	57389	58584	59810
	3	52548	53770	54992	56214	57436	58658	59881	61133
	4	53711	54959	56207	57458	58707	59955	61203	62485
	5	54897	56174	57450	58728	60004	61280	62558	63867
	6	57659	59000	60341	61683	63023	64365	65704	67079
	7	60422	61826	63232	64637	66041	67447	68852	70292
	8	63183	64652	66123	67592	69061	70531	71999	73506
	9	65947	67478	69012	70547	72080	73613	75148	76720
	10	68707	70305	71903	73502	75099	76697	78294	79932
	11	71468	73131	74794	76456	78117	79779	81442	83145
	12	74231	75957	77684	79410	81137	82863	84589	86359
	13	76993	78784	80574	82365	84156	85946	87735	89572
	14	79755	81609	83465	85320	87175	89029	90883	92784
	15	82516	84436	86355	88275	90192	92112	94032	95998
	16	85280	87262	89246	91230	93212	95195	97179	99211
	17	88041	90088	92136	94183	96230	98278	100325	102425
	18	88041	90088	95025	97138	99249	101361	103472	105637
	19	88041	90088	97917	100093	102268	104444	106620	108850
	20	88041	90088	97917	100093	102268	104444	106620	108850
	21	90802	92914	100808	103048	105288	107526	109769	112064
	22	90802	92914	100808	103048	105288	107526	109769	112064
	23	90802	92914	100808	103048	105288	107526	109769	112064
	24	90802	92914	100808	103048	105288	107526	109769	112064
	25	90802	92914	100808	103048	105288	107526	109769	112064
	26	93564	95740	103696	106003	108306	110610	112915	115278
	27	93564	95740	103696	106003	108306	110610	112915	115278

**APPENDIX G**  
**SALARY SCHEDULE 2011-2012**

STEP	BA-BA30	BA40	BA50 MA	BA60 MA10	BA70 MA20	MA30	MA40	MA50	
	1	51826	53031	54237	55442	56648	57852	59058	60294
1.03125	2	53018	54250	55483	56718	57950	59182	60415	61679
	3	54190	55450	56711	57971	59231	60491	61752	63043
	4	55389	56677	57963	59254	60542	61828	63116	64437
	5	56613	57930	59245	60564	61879	63195	64513	65862
	6	59461	60844	62227	63611	64992	66376	67758	69175
	7	62310	63758	65208	66657	68105	69555	71003	72488
	8	65157	66673	68190	69704	71220	72735	74249	75803
	9	68007	69587	71168	72751	74333	75914	77497	79117
	10	70855	72502	74150	75798	77445	79094	80741	82430
	11	73702	75416	77132	78846	80558	82273	83987	85743
	12	76550	78330	80112	81891	83673	85453	87233	89058
	13	79399	81246	83092	84939	86786	88631	90477	92371
	14	82248	84159	86073	87986	89899	91811	93723	95684
	15	85095	87075	89053	91033	93010	94990	96970	98998
	16	87945	89989	92035	94080	96125	98170	100216	102311
	17	90792	92904	95015	97126	99238	101349	103460	105626
	18	90792	92904	97995	100173	102350	104529	106706	108938
	19	90792	92904	100977	103221	105463	107708	109952	112251
	20	90792	92904	100977	103221	105463	107708	109952	112251
	21	93640	95818	103958	106268	108578	110886	113199	115566
	22	93640	95818	103958	106268	108578	110886	113199	115566
	23	93640	95818	103958	106268	108578	110886	113199	115566
	24	93640	95818	103958	106268	108578	110886	113199	115566
	25	93640	95818	103958	106268	108578	110886	113199	115566
	26	96488	98732	106937	109315	111691	114066	116443	118880
	27	96488	98732	106937	109315	111691	114066	116443	118880

**APPENDIX H**  
**SALARY SCHEDULE 2012-2013**

	<b>BA-BA30</b>	<b>BA40</b>	<b>BA50 MA</b>	<b>BA60 MA10</b>	<b>BA70 MA20</b>	<b>MA30</b>	<b>MA40</b>	<b>MA50</b>	
<b>STEP</b>									
1	53446	54688	55932	57174	58418	59660	60904	62178	
2	54675	55946	57216	58490	59761	61032	62303	63607	
3	55884	57183	58483	59782	61082	62381	63682	65013	
4	57120	58448	59775	61106	62434	63760	65088	66451	
5	58382	59740	61097	62456	63813	65170	66529	67921	
6	61320	62745	64171	65599	67023	68451	69875	71337	
7	64257	65751	67246	68740	70233	71729	73222	74754	
8	67193	68756	70321	71882	73445	75008	76570	78172	
9	70133	71762	73392	75025	76655	78286	79918	81590	
10	73069	74767	76467	78167	79866	81566	83264	85006	
1.03125	11	76005	77773	79542	81310	83076	84844	86611	88423
	12	78943	80778	82615	84451	86288	88123	89959	91841
	13	81880	83785	85688	87593	89498	91401	93304	95257
	14	84818	86789	88763	90736	92708	94681	96652	98674
	15	87754	89796	91836	93878	95917	97959	100000	102092
	16	90693	92801	94911	97020	99128	101238	103348	105508
	17	93630	95807	97984	100161	102339	104516	106693	108926
	18	93630	95807	101057	103304	105549	107796	110041	112343
	19	93630	95807	104132	106446	108759	111073	113388	115759
	20	93630	95807	104132	106446	108759	111073	113388	115759
	21	96566	98812	107207	109589	111971	114351	116737	119177
	22	96566	98812	107207	109589	111971	114351	116737	119177
	23	96566	98812	107207	109589	111971	114351	116737	119177
	24	96566	98812	107207	109589	111971	114351	116737	119177
	25	96566	98812	107207	109589	111971	114351	116737	119177
	26	99503	101818	110278	112731	115181	117631	120082	122595
	27	99503	101818	110278	112731	115181	117631	120082	122595

**APPENDIX I**  
**SALARY SCHEDULE 2013-2014**

	<b>BA-BA30</b>	<b>BA40</b>	<b>BA50 MA</b>	<b>BA60 MA10</b>	<b>BA70 MA20</b>	<b>MA30</b>	<b>MA40</b>	<b>MA50</b>
<b>STEP</b>								
1	55116	56397	57680	58961	60244	61525	62807	64121
2	56383	57694	59004	60318	61629	62939	64250	65594
3	57630	58970	60310	61650	62990	64330	65672	67045
4	58905	60275	61643	63015	64385	65753	67122	68528
5	60206	61607	63006	64408	65807	67206	68608	70043
6	63236	64706	66177	67649	69118	70590	72059	73566
7	66265	67806	69348	70888	72428	73970	75511	77090
8	69293	70905	72518	74129	75740	77352	78962	80615
9	72324	74004	75686	77369	79051	80733	82416	84139
10	75352	77104	78857	80610	82361	84115	85866	87663
11	78380	80203	82028	83851	85672	87495	89318	91186
12	81410	83302	85197	87090	88984	90877	92770	94711
13	84439	86403	88366	90330	92295	94257	96220	98234
14	87469	89501	91537	93571	95605	97639	99672	101757
15	90496	92602	94706	96812	98914	101020	103125	105282
16	93528	95701	97877	100052	102226	104402	106577	108805
17	96555	98801	101046	103291	105537	107782	110027	112330
18	96555	98801	104215	106532	108847	111164	113479	115854
19	96555	98801	107386	109773	112158	114545	116931	119377
20	96555	98801	107386	109773	112158	114545	116931	119377
21	99583	101900	110557	113013	115470	117925	120385	122902
22	99583	101900	110557	113013	115470	117925	120385	122902
23	99583	101900	110557	113013	115470	117925	120385	122902
24	99583	101900	110557	113013	115470	117925	120385	122902
25	99583	101900	110557	113013	115470	117925	120385	122902
26	102613	105000	113725	116254	118781	121307	123835	126426
27	102613	105000	113725	116254	118781	121307	123835	126426

**APPENDIX J**  
**ATHLETICS 2005-2006**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$5,535	\$4,214	\$3,037
Wrestling	\$5,661	\$4,311	\$3,037
Soccer	\$4,749	\$3,715	\$2,754
Field Hockey	\$4,625	\$3,715	\$2,754
Baseball	\$5,186	\$3,984	\$2,754
Volleyball	\$4,625	\$3,715	\$2,754
Softball	\$4,798	\$3,715	\$2,754
Track	\$4,853	\$4,032	\$2,989
Tennis	\$4,416	\$3,715	
Golf	\$3,575	\$2,933	
Bowling	\$3,449		
Cross Country	\$3,449	\$2,481	\$2,205
Cheerleading	\$3,449	\$2,481	\$2,205
Timekeeper	\$25.21	per hour (Minimum of 2 hours per event)	

Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

**APPENDIX K**  
**ATHLETICS 2006-2007**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$5,701	\$4,340	\$3,129
Wrestling	\$5,831	\$4,440	\$3,129
Soccer	\$4,892	\$3,827	\$2,837
Field Hockey	\$4,763	\$3,827	\$2,837
Baseball	\$5,342	\$4,104	\$2,837
Volleyball	\$4,763	\$3,827	\$2,837
Softball	\$4,942	\$3,827	\$2,837
Track	\$4,999	\$4,153	\$3,079
Tennis	\$4,548	\$3,827	
Golf	\$3,682	\$3,021	
Bowling	\$3,553		
Cross Country	\$3,553	\$2,556	\$2,271
Cheerleading	\$3,553	\$2,556	\$2,271
Timekeeper	\$25.97	per hour (Minimum of 2 hours per event)	

Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

**APPENDIX L**  
**ATHLETICS 2007-2008**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$5,872	\$4,470	\$3,222
Wrestling	\$6,006	\$4,573	\$3,222
Soccer	\$5,039	\$3,941	\$2,922
Field Hockey	\$4,906	\$3,941	\$2,922
Baseball	\$5,502	\$4,227	\$2,922
Volleyball	\$4,906	\$3,941	\$2,922
Softball	\$5,090	\$3,941	\$2,922
Track	\$5,149	\$4,278	\$3,171
Tennis	\$4,685	\$3,941	
Golf	\$3,793	\$3,112	
Bowling	\$3,660		
Cross Country	\$3,660	\$2,632	\$2,340
Cheerleading	\$3,660	\$2,632	\$2,340
Timekeeper	\$26.75	per hour (Minimum of 2 hours per event)	

Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

**APPENDIX M**  
**ATHLETICS 2008-2009**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$6,048	\$4,604	\$3,319
Wrestling	\$6,186	\$4,710	\$3,319
Soccer	\$5,190	\$4,060	\$3,010
Field Hockey	\$5,054	\$4,060	\$3,010
Baseball	\$5,667	\$4,353	\$3,010
Volleyball	\$5,054	\$4,060	\$3,010
Softball	\$5,243	\$4,060	\$3,010
Track	\$5,303	\$4,406	\$3,266
Tennis	\$4,825	\$4,060	
Golf	\$3,907	\$3,205	
Bowling	\$3,769		
Cross Country	\$3,769	\$2,711	\$2,410
Cheerleading	\$3,769	\$2,711	\$2,410
Timekeeper	\$27.55	per hour (Minimum of 2 hours per event)	

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Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

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**APPENDIX N**  
**ATHLETICS 2009-2010**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$6,169	\$4,697	\$3,386
Wrestling	\$6,310	\$4,804	\$3,386
Soccer	\$5,294	\$4,141	\$3,070
Field Hockey	\$5,155	\$4,141	\$3,070
Baseball	\$5,780	\$4,441	\$3,070
Volleyball	\$5,155	\$4,141	\$3,070
Softball	\$5,347	\$4,141	\$3,070
Track	\$5,409	\$4,494	\$3,332
Tennis	\$4,922	\$4,141	
Golf	\$3,985	\$3,270	
Bowling	\$3,845		
Cross Country	\$3,845	\$2,766	\$2,458
Cheerleading	\$3,845	\$2,766	\$2,458
Timekeeper	\$28.10	per hour (Minimum of 2 hours per event)	

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Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

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**APPENDIX O**  
**ATHLETICS 2010-2011**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$6,292	\$4,791	\$3,454
Wrestling	\$6,436	\$4,900	\$3,454
Soccer	\$5,400	\$4,224	\$3,131
Field Hockey	\$5,258	\$4,224	\$3,131
Baseball	\$5,896	\$4,224	\$3,131
Volleyball	\$5,258	\$4,224	\$3,131
Softball	\$5,454	\$4,224	\$3,131
Track	\$5,517	\$4,584	\$3,399
Tennis	\$5,020	\$4,224	
Golf	\$4,065	\$3,335	
Bowling	\$3,922		
Cross Country	\$3,922	\$2,821	\$2,507
Cheerleading	\$3,922	\$2,821	\$2,507
Timekeeper	\$28.66	per hour (Minimum of 2 hours per event)	

Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

**APPENDIX P**  
**ATHLETICS 2011-2012**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$6,418	\$4,887	\$3,523
Wrestling	\$6,565	\$4,998	\$3,523
Soccer	\$5,508	\$4,308	\$3,194
Field Hockey	\$5,363	\$4,308	\$3,194
Baseball	\$6,014	\$4,308	\$3,194
Volleyball	\$5,363	\$4,308	\$3,194
Softball	\$5,563	\$4,308	\$3,194
Track	\$5,628	\$4,676	\$3,467
Tennis	\$5,121	\$4,308	
Golf	\$4,146	\$3,402	
Bowling	\$4,000		
Cross Country	\$4,000	\$2,878	\$2,557
Cheerleading	\$4,000	\$2,878	\$2,557
Timekeeper	\$29.24	per hour (Minimum of 2 hours per event)	

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Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

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**APPENDIX Q**  
**ATHLETICS 2012-2013**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$6,547	\$4,984	\$3,593
Wrestling	\$6,696	\$5,098	\$3,593
Soccer	\$5,618	\$4,394	\$3,258
Field Hockey	\$5,471	\$4,394	\$3,258
Baseball	\$6,134	\$4,394	\$3,258
Volleyball	\$5,471	\$4,394	\$3,258
Softball	\$5,674	\$4,394	\$3,258
Track	\$5,740	\$4,769	\$3,536
Tennis	\$5,223	\$4,394	
Golf	\$4,229	\$3,470	
Bowling	\$4,080		
Cross Country	\$4,080	\$2,935	\$2,608
Cheerleading	\$4,080	\$2,935	\$2,608
Timekeeper	\$29.82	per hour (Minimum of 2 hours per event)	

Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

**APPENDIX R**  
**ATHLETICS 2013-2014**

<b>SPORT</b>	<b>VARSITY</b>	<b>JR. VARSITY / ASST. VARSITY</b>	<b>JR. HIGH</b>
Basketball	\$6,678	\$5,084	\$3,665
Wrestling	\$6,830	\$5,200	\$3,665
Soccer	\$5,730	\$4,482	\$3,323
Field Hockey	\$5,580	\$4,482	\$3,323
Baseball	\$6,256	\$4,482	\$3,323
Volleyball	\$5,580	\$4,482	\$3,323
Softball	\$5,788	\$4,482	\$3,323
Track	\$5,855	\$4,864	\$3,607
Tennis	\$5,328	\$4,482	
Golf	\$4,313	\$3,540	
Bowling	\$4,162		
Cross Country	\$4,162	\$2,994	\$2,661
Cheerleading	\$4,162	\$2,994	\$2,661
Timekeeper	\$30.42	per hour (Minimum of 2 hours per event)	

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Coaches of the various Varsity sports shall receive an additional five (5) percent of their coaching salary for each level of post season play (county/state playoffs).

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**APPENDIX S**  
**CO-CURRICULAR ACTIVITIES**

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010
Yearbook Advisor	\$3,616	\$3,725	\$3,837	\$3,952	\$4,031
AV Coordinator	\$3,893	\$4,010	\$4,131	\$4,254	\$4,340
Mattitalk Advisor	\$2,706	\$2,787	\$2,871	\$2,957	\$3,016
Office Service Squad	\$1,057	\$1,088	\$1,121	\$1,155	\$1,178
Student Council	\$5,849	\$6,025	\$6,206	\$6,392	\$6,520
Sr. Homeroom Advisor (2)	\$1,503	\$1,548	\$1,594	\$1,642	\$1,675
Jr. Homeroom Advisor	\$1,057	\$1,088	\$1,121	\$1,155	\$1,178
Soph. Homeroom Advisor	\$897	\$924	\$952	\$980	\$1,000
Fresh. Homeroom Advisor	\$897	\$924	\$952	\$980	\$1,000
Jr. High Advisor (2)	\$1,057	\$1,088	\$1,121	\$1,155	\$1,178
School Play Advisor	\$3,018	\$3,108	\$3,202	\$3,298	\$3,364
Variety Show Advisor	\$2,706	\$2,787	\$2,871	\$2,957	\$3,016
Variety Show Adv (if 2)	\$1,370	\$1,411	\$1,453	\$1,497	\$1,527
Stage Director	\$2,977	\$3,066	\$3,158	\$3,253	\$3,318
Stage Directors (if 2)	\$1,488	\$1,533	\$1,579	\$1,626	\$1,659
Literary Magazine	\$1,800	\$1,854	\$1,910	\$1,967	\$2,007
Honor Society	\$1,197	\$1,233	\$1,270	\$1,308	\$1,334
Set Design & Decoration	\$2,267	\$2,335	\$2,405	\$2,477	\$2,527
Driver Education	\$11,477	\$11,822	\$12,176	\$12,542	\$12,792
Dr. Ed. Per Semester / Summer	\$5,737	\$5,909	\$6,086	\$6,269	\$6,394
All Clubs	\$897	\$924	\$952	\$980	\$1,000
Chaperones (per hour)	\$25	\$26	\$27	\$27	\$28
Home Tutoring	\$33	\$34	\$35	\$36	\$37
H.S. Stage Band Director	\$1,516	\$1,562	\$1,608	\$1,657	\$1,690
J.H. Stage Band Director	\$1,516	\$1,562	\$1,608	\$1,657	\$1,690
Select Chorus	\$1,516	\$1,562	\$1,608	\$1,657	\$1,690
Elementary Yearbook	\$1,454	\$1,498	\$1,543	\$1,589	\$1,621
Elementary Student Council	\$2,924	\$3,012	\$3,102	\$3,195	\$3,259
JH Student Council	\$2,924	\$3,012	\$3,102	\$3,195	\$3,259
Elementary Advisor	\$897	\$924	\$952	\$980	\$1,000
School to Work Coordinator	\$2,814	\$2,898	\$2,985	\$3,075	\$3,136
Homework Zone	\$2,814	\$2,898	\$2,985	\$3,075	\$3,136
Portfolio Class	\$1,969	\$2,028	\$2,089	\$2,152	\$2,195
Lead Teacher	\$562	\$579	\$597	\$615	\$627
Web Page Facilitator	\$1,093	\$1,126	\$1,159	\$1,194	\$1,218

Such in-house activities as athletic events, dances, etc., will be compensated as indicated. Chaperoning activity which extends the teacher's day beyond 9 3/4 hours, such as field trips, will be compensated as indicated after 9 3/4 hours.

**APPENDIX S**  
**CO-CURRICULAR ACTIVITIES**

	2010-2011	2011-2012	2012-2013	2013-2014
Yearbook Advisor	\$4,112	\$4,194	\$4,278	\$4,363
AV Coordinator	\$4,427	\$4,515	\$4,606	\$4,698
Mattitalk Advisor	\$3,076	\$3,138	\$3,201	\$3,265
Office Service Squad	\$1,202	\$1,226	\$1,250	\$1,275
Student Council	\$6,650	\$6,783	\$6,919	\$7,057
Sr. Homeroom Advisor (2)	\$1,709	\$1,743	\$1,778	\$1,813
Jr. Homeroom Advisor	\$1,202	\$1,226	\$1,250	\$1,275
Soph. Homeroom Advisor	\$1,020	\$1,040	\$1,061	\$1,082
Fresh. Homeroom Advisor	\$1,020	\$1,040	\$1,061	\$1,082
Jr. High Advisor (2)	\$1,202	\$1,226	\$1,250	\$1,275
School Play Advisor	\$3,431	\$3,500	\$3,570	\$3,641
Variety Show Advisor	\$3,076	\$3,138	\$3,201	\$3,265
Variety Show Adv (if 2)	\$1,558	\$1,589	\$1,620	\$1,653
Stage Director	\$3,384	\$3,452	\$3,521	\$3,592
Stage Directors (if 2)	\$1,692	\$1,726	\$1,761	\$1,796
Literary Magazine	\$2,047	\$2,088	\$2,130	\$2,172
Honor Society	\$1,361	\$1,388	\$1,416	\$1,444
Set Design & Decoration	\$2,578	\$2,629	\$2,682	\$2,735
Driver Education	\$13,048	\$13,309	\$13,575	\$13,846
Dr. Ed. Per Semester / Summer	\$6,522	\$6,652	\$6,785	\$6,921
All Clubs	\$1,020	\$1,040	\$1,061	\$1,082
Chaperones (per hour)	\$29	\$29	\$30	\$30
Home Tutoring	\$38	\$38	\$39	\$40
H.S. Stage Band Director	\$1,724	\$1,758	\$1,793	\$1,829
J.H. Stage Band Director	\$1,724	\$1,758	\$1,793	\$1,829
Select Chorus	\$1,724	\$1,758	\$1,793	\$1,829
Elementary Yearbook	\$1,653	\$1,686	\$1,720	\$1,755
Elementary Student Council	\$3,324	\$3,391	\$3,458	\$3,528
JH Student Council	\$3,324	\$3,391	\$3,458	\$3,528
Elementary Advisor	\$1,020	\$1,040	\$1,061	\$1,082
School to Work Coordinator	\$3,199	\$3,263	\$3,328	\$3,395
Homework Zone	\$3,199	\$3,263	\$3,328	\$3,395
Portfolio Class	\$2,239	\$2,284	\$2,329	\$2,376
Lead Teacher	\$640	\$652	\$665	\$679
Web Page Facilitator	\$1,242	\$1,267	\$1,293	\$1,318

Such in-house activities as athletic events, dances, etc., will be compensated as indicated. Chaperoning activity which extends the teacher's day beyond 9 3/4 hours, such as field trips, will be compensated as indicated after 9 3/4 hours.

## **APPENDIX S (cont.)**

### **CO-CURRICULAR ACTIVITIES**

Teachers extending their day beyond 9-3/4 hours in chaperoning activities for which they are being compensated as advisors may not submit additional vouchers for such chaperoning duty.

Teachers chaperoning authorized overnight trips with students, such as the Senior trip, or language club tours, will be eligible for compensation at a rate of \$50.00 per day for Saturdays, Sundays, and legal holidays.

**Video Productions:** For filming/taping of activities or events approved by the Superintendent or his designee, the teacher will be paid at the same rate as assigned chaperones. Included will be time spent in preparation, time spent in filming/taping, and time spent in editing.

### **ATHLETICS/CO-CURRICULAR LONGEVITY**

A. Coaches and advisors will receive additional compensation as follows:

After 5 years:	Additional 10% of coaching/advisor salary.
After 10 years:	Additional 10% of both 5 year Longevity and coaching/advisor salary.
After 15 years:	Additional 10% of both 10 year longevity and coaching/advisor salary.

B. Credit for accrued coaching service, prior to the 1981-82 school year, shall be at a rate of one-half the number of years of service accumulated in that sport. Where calculation for prior service produces a one-half year credit, that half-year will be counted as a whole year. To be eligible for that prior service credit, teachers must have coached during the 1980-81 school year and not have had a break of greater than four years in coaching that sport.

C. Credit for accrued advisor service, prior to the 1988-89 school year, shall be at a rate of one-half the number of years of service accumulated in that activity. Where calculation for prior service produces a one-half year credit, that half-year will be counted as a whole year. To be eligible for that prior service credit, teachers must have served as advisor of the activity during the 1987-88 school year and not have had a break of greater than four years in service in advising that activity.

D. The following absences from Coaching or Co-curricular service will not count toward longevity, but will also not be considered a break in service. The intent is to preserve the right of the coach/advisor to the position under the circumstances listed.

1. Approved leaves of absence.
2. Individual illness that prevents service.

3. Illness in the teacher's immediate family (with service leave approved by the Superintendent.)
4. If the sport or activity is discontinued by the District and subsequently reinstated.
5. When the Administrator requests a coach/advisor switch sports/activities, any accumulated service would apply to the new sport/activity.

**APPENDIX T**

**EXIT CONTRACT PRE JUNE 30, 1988**

**PRE JUNE 30, 1988**

**EMPLOYEES**

TO: [Employee]

RE: Health Insurance Coverage

Dear [Employee]:

This shall serve as an agreement between you and the Board of Education of the Mattituck-Cutchogue Union Free School District that the District shall provide you with fully paid health insurance coverage (individual or family) during your period of retirement as a teacher in New York State. The coverage provided herein results from the fact that you were hired by the Mattituck-Cutchogue Union Free School District prior to June 30, 1988.

Sincerely,

[Superintendent]

**APPENDIX U**

**EXIT CONTRACT POST JUNE 30, 1988**

**POST JUNE 30, 1988**

**EMPLOYEES**

TO: [Employee]

RE: Health Insurance Coverage

Dear [Employee]:

This shall serve as an agreement between you and the Board of Education of the Mattituck-Cutchogue Union Free School District that the District shall provide you with fully paid individual health insurance coverage during your period of retirement as a teacher in New York State. If you wish to retain the family health insurance plan you must annually reimburse the District for the difference between the individual plan and the family plan. The coverage provided herein results from the fact that you were hired by the Mattituck-Cutchogue Union Free School District after June 30, 1988.

Sincerely,

[Superintendent]

## APPENDIX V

### GRIEVANCE PROCEDURE

#### A. Declaration of Purpose

WHEREAS, the establishment and maintenance of a harmonious and cooperative relationship between the District and its teachers is essential to the operation of the schools, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to alleged grievances of teachers through procedures under which they may present grievances free from coercion, interference, restraint, discrimination or reprisal, and by which the District and its teachers are afforded adequate opportunity to dispose of their differences without the necessity of time consuming and costly proceedings before administrative agencies or in the courts.

#### B. Definitions

1. A grievance is a claim by any teacher or group of teachers in the negotiating unit based upon any event or condition affecting their terms and conditions of employment. These conditions shall include but not be limited to, any claimed violation, misinterpretation, misapplication or inequitable application of law, rules or regulations having the force of law, this agreement, policies, rules, by-laws, regulations, directions, orders, work rules, procedures, practice or customs of the Board, District and Administration.

2. The term Supervisor shall mean any department coordinator, principal, immediate superior, or other administrative or supervisory officer (excluding the Chief Executive Officer) responsible for the area in which an alleged grievance arises.

3. The Superintendent of Schools is the Chief Executive Officer.

4. Association shall mean the Mattituck-Cutchogue Teachers Association.

5. Aggrieved Party shall mean any person or group of persons in the negotiating unit filing a grievance.

6. Party in Interest shall mean the Grievance Committee of the Association and any party named in a grievance who is not the aggrieved party.

7. Grievance Committee is the committee created and constituted by the Association.

8. Hearing Officer shall mean any individual or board charged with the duty of rendering decisions at any stage on grievances hereunder.

#### C. Procedures

1. All grievances shall include the name and position of the aggrieved party; the identity of the provisions of law, this agreement, policies, etc., involved in the grievance; the time when and place where the alleged events or conditions constituting the grievance existed; the identify of the party responsible for causing the said events or conditions; if known to the aggrieved party, and a general statement of the nature of the grievance and the redress sought by the aggrieved party.

2. Except for informal decisions at Stage One A, described below, all decisions shall be rendered in writing at each step of the grievance procedure, setting forth finding of fact, conclusions, and supporting reasons therefore.

3. If a grievance affects a group of teachers and appears to be associated with school district-wide policies, it may be submitted by the Association directly at Stage Two described below.

4. The preparation and processing of grievances, insofar as practicable, should not be conducted during the hours of employment. All reasonable effort will be made to avoid interruption of classroom activity and to avoid involvement of students in any phase of the grievance procedure.

5. The District and the Association agree to facilitate any investigation which may be required and to make available any and all material and relevant documents, communications and records concerning the alleged grievance.

6. Except as otherwise provided in Paragraph E, Stage One A and Stage One B, described below, an aggrieved party and any party in interest shall have the right at all stages of a grievance to confront and question all witnesses called against him, to testify and to call witnesses on his own behalf, and to be furnished with a copy of any minutes of the proceedings made at each and every stage of his grievance procedure.

7. No interference, coercion, restraint, discrimination or reprisal of any kind will be taken by the District or by any member of the administration against the aggrieved party, party in interest, representative, member of the grievance committee or any other participant in the grievance procedure, or any other person by reason of such grievance or participation therein.

8. Forms for filing grievances, serving notices, taking appeals, and making reports and recommendations, and other necessary documents as jointly developed by the District and the Association will be available at the District office. The Superintendent of Schools shall then have them printed and distributed so as to facilitate operation of the grievance procedure.

9. All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

10. Nothing contained herein will be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the administration and having the grievance informally adjusted without intervention of the Association provided the adjustment is not inconsistent with the terms of this Agreement and the Association has been given an opportunity to be present to state its views on the grievance. In the event that any grievance is adjusted without formal determination, pursuant to this procedure, while such adjustment shall be binding upon the aggrieved party and shall, in all respects, be final, said adjustment shall not create a precedent or ruling binding upon either of the parties to this agreement in future proceedings.

11. If any provisions of this grievance procedure or any application thereof to any teacher or group of teachers in the negotiating unit shall be finally determined by any court to be contrary to law, then such provisions or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications will continue in full force and effect.

12. The Superintendent of Schools shall be responsible for accumulating and maintaining an official Grievance Record which shall consist of the written grievance, all

exhibits, transcripts, communications, minutes, and/or notes of testimony, as the case may be, written arguments and briefs considered at all levels other than Stage One A, and all written decisions at all stages. Official minutes will be kept at District expense of all proceedings in Stage Two, Three, and Four. A copy of such minutes will be made available to the aggrieved party and the Grievance Committee within three school days after the conclusion of hearings at Stages Two, Three, and Four shall advise the appropriate hearing officer of any errors in said minutes. Any such claim or error in the minutes shall become a part of the Official Grievance Record and the hearing officer shall indicate the determination made respecting such claimed error. The Official Grievance Record shall be available for inspection and/or copying by the aggrieved party, the Grievance Committee and the Board of Education, but it shall not be deemed a public record.

13. The existence of the procedure hereby established shall not be deemed to require any teacher to pursue the remedies here provided and shall not, in any manner impair or limit the right of any teacher to pursue any other legal remedies available in any other form, provided the original remedy is exhausted or withdrawn before another is undertaken.

#### D. Time Limits

1. Since it is important to good relationships that grievances be processed as rapidly as possible, every effort will be made by all parties to expedite the process. The time limit specified for either party may be extended only by mutual agreement.

2. No written grievance shall be entertained as described below, and such grievances will be deemed waived unless written grievance is forwarded at the first available stage within sixty (60) school days after the teacher knew or should have known of the act or condition on which the grievance is based.

3. If a decision at one stage is not appealed to the next stage of the procedure within the time limit specified, the grievance will be deemed to be discontinued and further appeal under this agreement shall be barred.

4. Failure at any stage of the grievance procedure to communicate a decision to the aggrieved party, his representative and the 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.

5. In the event a grievance is not resolved prior to the end of the fiscal year according to the time requirements established for each stage of the grievance procedure, the aggrieved party may request in writing to the District and obtain a reasonable postponement until a mutually agreed period, but no later than the first day of student attendance in the new school year. At that time the grievance procedure would resume at whatever stage postponement occurred, and the prescribed time requirements for settlement would again be in effect. It is understood that every effort will be made to avoid unnecessary postponements.

#### E. Stages

##### 1. Stage One: Supervisor

a. A teacher having a grievance will discuss it with the Superintendent of Schools or his other supervisor or both with the objective of resolving the matter informally. The Supervisor will confer with all parties in interest. In arriving at his decision, the Supervisor will not consider any material or statements offered by or on behalf of any such party in interest with whom consultation has been had without the aggrieved party or his representative

present. If the teacher submits the grievance through a representative, the teacher may be present during the discussion of the grievance.

b. If the grievance is not resolved informally, it shall be reduced to writing and presented to the Supervisor within five (5) school days after the written grievance is presented to him the Supervisor shall render a decision thereon in writing and present it to the teacher, the chairman of the grievance committee, and the Superintendent of Schools. Any consultation pertaining to the grievance with the aggrieved party or witnesses following the informal attempt to resolve the matter must be with the expressed written consent of the aggrieved party or in the presence of the aggrieved party and/or his representative.

## 2. Stage Two: Superintendent of Schools

a. If the teacher initiating the grievance is not satisfied with the written decision at the conclusion of Stage One and wishes to proceed further under this grievance procedure, the teacher shall, within five (5) school days, after receipt of the Supervisor's written notice, present the grievance to the Association's Grievance Committee for its consideration.

b. If the Grievance Committee determines that the teacher has a meritorious grievance, it will file a written appeal of the decision at Stage One with the Superintendent of Schools within twenty (20) school days after the teacher has received such written decision. Copies of the written decision at Stage One shall be submitted with the appeal.

c. Within ten (10) school days after receipt of the appeal, the Superintendent of Schools, or his duly authorized representative, shall hold a hearing with the teacher and the Grievance Committee or its representative and all other parties in interest.

d. The Superintendent of Schools shall render a decision in writing to the teacher, the Supervisor, the Grievance Committee and its representative within ten (10) school days after the conclusion of the hearing.

## 3. Stage Three: Board of Education

a. If the teacher and the Association are not satisfied with the decision at Stage Two the Grievance Committee will file an appeal in writing with the Board within fifteen (15) school days after receiving the decision at Stage Two. The official grievance record maintained by the Superintendent of Schools shall be available for the use of the Board.

b. Within ten (10) school days after receipt of an appeal, the Board shall hold a hearing on the grievance. The hearing shall be conducted in a special meeting of the Board.

c. Within ten (10) school days after the conclusion of the hearing the Board shall render a decision, in writing, on the grievance to the concerned parties.

## 4. Stage Four: Arbitration

a. After such hearing, if the teacher and/or Association are not satisfied with the decision in Stage Three, and the Association determines that the grievance is meritorious and that appealing it is in the best interest of the school district, it may submit the grievance to arbitration by written notice to the Board within fifteen (15) school days after receipt of the decision at Stage Three.

b. Within five (5) school days after such written notice of submission to arbitration, the Board and the Association will agree upon a mutually acceptable arbitrator competent in the area of the grievance, and will obtain a commitment from said arbitrator to

serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a request for a list of arbitrators will be made to the American Arbitration Association by either party. The parties will then be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator.

c. The selected arbitrator will hear the matter promptly and will issue his decision not later than thirty (30) school days from the date of the close of the hearing, or, if oral hearings have been waived, then from the date the final statements and proof are submitted to him. The arbitrator's decision will be in writing and will set forth his findings of fact, reasoning and conclusions on the issue.

d. The arbitrator shall have no power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement.

e. The arbitrator shall have the power to interpret only what is meant by the specific clause in the Agreement which is at issue. The decision of the arbitrator shall be final and binding upon all parties.

f. The costs for the services of the arbitrator, including expenses, if any, will be borne equally by the District and the Association.

## APPENDIX W

**J.J. STANIS AND COMPANY, INC.**  
MATTITUCK-CUTCHOGUE UFSD  
SELF FUNDED VISION BENEFITS  
(Effective 08/01/2005)

**SCHEDULE OF BENEFITS**

(Non-Participating Provider)

**SERVICE**

	<b>BENEFIT/ALLOWANCE</b>
Eye exam not including glasses or contact lenses	\$ 30.00
Eye exam including single vision lenses and frame	60.00
Eye exam including bifocal lenses and frame	90.00
Eye exam including soft or hard contact lenses or any other type of lenses or frame.	140.00

**Without eye exam**

Single vision lenses and frame	\$ 30.00
Bifocal lenses and frame	60.00
Contact lenses or any other type of heavy lenses or frame	110.00

**PARTICIPATING PROVIDER**

(Co-Payments)

<b>ITEM</b>	<b>CO-PAYMENT</b>
Eye exam	None
Plan lenses & frame (Tower collection)	None
Premier Frame	\$ 25.00
Progressive Addition multifocal lenses	85.00
Blended invisible lenses	20.00
PGX single vision lenses	15.00
PGX multifocal lenses	25.00
Supershield single vision lenses	15.00
Supershield multifocal lenses	25.00
Ultraviolet coating	10.00
Polycarbonate lenses	30.00
Reflection free coating	33.00
Polaroid lenses	60.00
High Index lenses	55.00
Transition lenses	70.00
Contact lenses (standard soft daily wear)	25.00
Contact lenses (disposable two Multipacks)	45.00

BENEFIT LIMITED TO ONE EYE EXAM PLUS ONE PAIR OF EYEGLASSES OR CONTACT LENSES PER CALENDAR YEAR.

For List of Participating Davis Providers  
Call: 1-800-999-5431  
or visit  
[www.davisvision.com](http://www.davisvision.com)  
use school code 7139 for access

For Benefit Information  
Call: 516-465-3900

