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AGREEMENT

between

**THE BOARD OF EDUCATION OF THE
BREWSTER CENTRAL SCHOOL DISTRICT OF
THE TOWNS OF
SOUTHEAST, PATTERSON AND CARMEL**

and

THE BREWSTER TEACHERS' ASSOCIATION

**JULY 1, 2013
to
JUNE 30, 2016**

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PREAMBLE

This Agreement was entered into July 1, 2013 by and between the Board of Education of the Brewster Central School District (hereafter referred to as the "Board" or "BOE") of the Towns of Southeast, Patterson, and Carmel having its principal place of business at Farm-to-Market Road, Brewster, New York, Putnam County, and the Brewster Teachers' Association (hereafter referred to as "BTA"), having its principal place of business at Brewster, New York, and this Agreement entered into at Brewster, New York.

WITNESSETH

WHEREAS, the Board and the Association recognize and declare that providing a quality education for the children of Brewster is their mutual aim and that the character of such education depends primarily upon the quality and morale of the teaching service, and

WHEREAS, the members of the teaching profession are particularly qualified to assist in formulating policies and programs designed to improve educational standards, and

WHEREAS, the Board has a statutory obligation, pursuant to Article 14 of the Civil Service Law, Public Employees Fair Employment Act as amended, to negotiate with the Association as the representative of its teaching personnel with respect to hours, wages, terms, and conditions of employment, and

WHEREAS, the parties have reached certain understandings which they desire to confirm in this Agreement.

In consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I

RECOGNITION

The Brewster Board of Education recognizes the Brewster Teachers Association as the exclusive representative of all registered nurses, licensed practical nurses, occupational therapists, physical therapists, teaching assistants and all certified personnel except the Superintendent of Schools, the Assistant Superintendents, the Building Principals, Director of Physical Education and Athletics and other Administrators.

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

The Association recognizes the rights of the Board, subject to state and federal laws, rules and regulations, and to the provisions of this Agreement to control, supervise and manage the

school district and its staff, to determine the standards of service, the standards of selection for employment, and the method, means and personnel with which its operation are to be conducted. The Board, after consultation with the Association, shall have full authority in the taking of disciplinary action, in relieving employees from duty for lack of work or for any legitimate reason,

and in taking all actions necessary to maintain operations in emergencies, subject, however, to such provisions of law or of this Agreement as may be applicable.

ARTICLE II

COMPENSATION

A. Salary Schedules

See appendix.

1. In year one of the contract, 2013-2014, the following will apply:
 - a. There will be no increase in salary during the 2013-2014 school year, except for graduate credits. Unit members will forfeit any step increase that they would have otherwise been entitled to for the 2013-2014 school year.
 - b. Members will only accrue time for years of service for longevity purposes. Additionally, no new longevity payments will be paid out during the 2013-2014 school year.
2. In year two of the contract, 2014-2015, the following will apply:
 - a. The teachers' schedule has been reconfigured according to Appendix A. Appendix A reflects the insertion of new steps 2, 3, 6, 17, and 19, and the renumbering of the remaining steps. Every teacher will be moved to a new cell (equal to old cell), and then moved up one step.
 - b. During the 2014-2015 school year the top step shall be increased by 1.3%, split into two equal increases effective July 1, 2014 and February 1, 2015. All financial items in the contract shall also be increased by 1.3% with one-half of the increase effective July 1, 2014, and one-half of the increase effective February 1, 2015 except for the per credit amount.
 - c. The nurse's schedule will be reconfigured to a ten step schedule according to Appendix B. Appendix B reflects the insertion of new steps 2, 5, and 10, and the renumbering of the remaining steps. Step 10 starts \$1,200 over current step 7. Every nurse will be moved to a new cell (equal to old cell), and then moved up one step.
 - d. The Association agrees to give the District a one time credit of \$130,000 during the 2014-2015 school year, which will be deducted from unit payroll. The \$130,000 shall be

divided by the number of unit members on the payroll as of September 1, 2014. Then, that dollar amount shall be deducted from each unit member's annual salary over the course of that fiscal year. This one time credit shall not be considered precedent setting.

e. Effective July 1, 2014, \$500.00 will be added to teachers' 15 year career increment.

f. Effective July 1, 2014, \$200.00 will be added to nurses' longevity 15 year.

g. The teaching assistant schedule, which is a ten step schedule shall not be reconfigured.

3. In year three of the contract, 2015-2016, the following will apply:

a. A 0.9% increase will apply to all steps. This will be split into two equal increases, effective July 1, 2015 and February 1, 2016. All unit members who are on step 20 on the teachers' schedule and step 10 on the nurses' schedule during the 2015-2016 school year shall receive an additional 0.9% increase in two equal increases effective July 1, 2015 and February 1, 2016.

b. All financial items in the contract shall also be increased by 0.9% with one-half of the increase effective July 1, 2015, and one-half of the increase effective February 1, 2016.

c. Effective July 1, 2015, \$300.00 will be added to the Master's degree.

d. Effective July 1, 2015, \$200.00 will be added to the teachers' 20 and 20A career increment.

e. Effective July 1, 2015, a \$500.00 longevity 20 year will be established on the nurses' schedule.

B. Attainment of Step

1. To attain step 13 requires a total of twelve (12) credits beyond the B.A.

2. To attain step 14 requires a total of fifteen (15) credits beyond the B.A.

3. a. To attain step 15 requires a total of thirty (30) credits beyond the B.A., permanent certification, and tenure.

b. After September, 1975, staff members who have not earned thirty (30) credits beyond the B.A. will be required to have a Master's Degree to attain step 15.

c. Any staff member for which Section 3b of this Article is applicable will receive the salary scale adjustment of an additional \$900 effective July 1, 2011 and an additional \$800 effective July 1, 2012.

C. Graduate Credits

1. Graduate credits and in-service credits will be remunerated in blocks of twelve (12). Teachers hired on or before June 30, 2013, will have up to a maximum of one hundred eighteen (118) such credits. Teachers hired after June 30, 2013 will have up to a maximum of one hundred (100) such credits.
2. Courses approved for graduate credit must be designated as graduate level courses by an accredited institution offering the course and must be taken subsequent to the earning of the Bachelor's Degree.
3. For teachers hired on or after January 1, 2002, the Superintendent, at his or her sole discretion, shall determine the number of credits, prior to their hire, for which each individual teacher shall receive remuneration. Teachers hired prior to January 1, 2002 who did not receive credit in excess of 30, which were required for their Masters Degree, shall receive half credit for each credit not previously remunerated.
4. Effective July 1, 2013, the maximum amount of graduate credits and in-service credits to be submitted per year is twelve (12).

D. Guidelines For Course Approval

1. The teaching profession is one that requires the educator to continue his studies beyond the initial degree. To recognize the increased proficiency which additional courses may bring to the teacher, the Board of Education provides additional compensation to the teacher for approved credits beyond the B.A. The Board of Education and professional staff are committed to using the course system to improve instruction and enhance the quality of courses offered to students. Courses that are approved for this additional compensation must add to the professional competence of the teacher and, in turn, improve the education available to the students. Unless explicitly waived by the Superintendent or Board of Education, credit will not be granted for courses that do not meet the criteria set forth in paragraph 2 below.
2. A unit member can only receive remuneration for graduate course credit being offered by a third-party institution, if such credit is accepted for credit by the unit member's institution of higher education which is an accredited university or college. Any graduate course submitted for approval for salary remuneration should comply with at least one or more of the following guidelines:
 - a) Meeting advances in teacher practice in pedagogy, methodology and/or content;
 - b) Alignment with teacher and/or building and/or district goals;

- c) Alignment of courses as related to the applicant's assignment;
 - d) Courses prescribed by certification requirements in the teaching assignment currently held by the applicant or for future course assignment requested by the district;
 - e) Courses requested by the school district for the improvement of the teacher; and/or
 - f) If a teacher's assignment changes as requested by the District, salary credit will be allowed for certification courses.
3. Correspondence courses, TV courses, and similar ones which lack a minimum of contact and supervision by an instructor are not acceptable. (These are not to be confused with the acceptable independent study type courses which generally are approved.) Courses in continuing education or adult education where no credit is recommended by the institution are never approved. Teachers are urged to seek pre-approval before registering in any course where doubt exists concerning approval and remuneration upon its completion.
 4. Requests for payment of new credits must be submitted with official college transcripts or official grade reports, prior to October 1st if payment is to be made during that school year.
 5. Graduate courses approved for salary remuneration shall require fifteen (15) work hours per each unit of graduate credit. Exceptions to the 15:1 ratio may be granted at the discretion of the District.
 6. A graduate course defined as "workshop" shall qualify for remuneration so long as the criteria set forth below are met and the 15:1 ratio is maintained.

Graduate courses that are also offered as in-service courses and workshops shall not be approved, unless the applicant can establish that the course requirements for graduate credit exceed requirements for in-service credit and satisfy the criteria set forth above.
 7. Teachers should pursue courses from accredited universities and colleges. The following sources may be used, but are not limited to, in making selections: a) Graduate Schools in the U.S. (Peterson current edition), b) Regional accreditation agencies, i.e. Middle States, NYSED. Teachers will submit course outlines or assignment requirements. For On-line courses that mirror campus courses, the college catalog description will be sufficient.
 8. No greater than nine (9) credits of independent study courses and/or

correspondence courses in any school year will be approved.

9. No employees, other than those in matriculation on July 1, 1998 shall be eligible to receive graduate credit for any courses leading to administrative certification.
10. Course requests must be submitted for approval at least two (2) weeks in advance of starting. Any course submitted after this date is subject to approval by the district.

E. In-Service Courses

1. The teaching profession as described in D1 above, requires continued studies. In-service credit is recognized as an avenue to achieve this purpose. The in-service course(s) should be chosen to achieve this purpose. The in-service course(s) should be chosen to promote district goals and to pursue professional development. Courses taken by teachers shall be in alignment with district and school goals and should be in areas that are not currently being provided by the district. Evidence must be produced of satisfactory completion of courses and attendance requirements. Should the district not be able to provide courses in these areas of instructional needs, the district may approve in-service courses which meet the following guidelines.
2. Subject to prior approval, in-service courses and workshops will be compensated at the rate reflected in Appendix F. Evidence must be produced of satisfactory completion of courses and attendance requirements.
3. There shall be a lifetime maximum of eighteen (18) in-service credits for salary adjustments, paid at the same rate as graduate credits.
4. Teachers who have received payment for in-service credit prior to 1978-79 shall continue to receive such payment. Such payment shall be equivalent to that paid for graduate credits.
5. The Board may require a teacher's participation in fifteen (15) hours of local in-service work every three (3) years. The Board shall compensate such teachers at the rate reflected in Appendix F.
6. Effective January 1, 2013, tuition for the required courses for BCSD coaching certificates by a Brewster teacher will be reimbursed by the District, if the Brewster teacher is appointed for a coaching position during that school year. The above reimbursement shall be paid at the conclusion of the season during which the Brewster teacher coaches for BCSD. In addition, if a Brewster teacher is appointed for a coaching position during that school year, the District shall provide, where possible, at no cost to the member, yearly courses in CPR and First Aid (initial and update). The District will provide such courses after school hours and the unit

member shall not be entitled to any additional compensation for time spent at the course.

7. It shall be in the Superintendent's or his/her designee's sole discretion to determine approval for in-service credits earned.

F. Career Increments: Teachers

1. Years of credited experience shall be determined based upon the methodology used by the District for the 2001-2002 school year.
2. Upon the attainment of fifteen (15) year of credited experience in the Brewster Central School District, an increment will be paid as per Appendix A.
3. Upon the attainment of twenty (20) years of credited experience in the Brewster Central School District, an additional increment will be paid as per Appendix A.
4. Upon the attainment of twenty-five (25) years of credit experience in the Brewster Central School District, an additional increment will be paid as per Appendix A.
5. For any teacher hired after April 1, 1998, credited service for career increment purposes shall mean only time served as a teacher in the Brewster Central School District.

G. Summer Workshops and Curriculum Study

Teachers employed during the summer in workshops or curriculum study will be compensated for a six (6) hour work day for four (4) weeks at the rate reflected in Appendix F. Pay will be pro-rated for a work day of less than six (6) hours or a time period of less than four (4) weeks.

H. Per Diem - Guidance

Compensation for work by guidance counselors for extra days worked beyond the normal school year will be 1/200th for a six (6) hour day, pro rated as applicable. The number of guidance counselors required to work shall be as determined by the Superintendent, but the total time worked shall, insofar as is practicable, be divided equally among the counselors on the staff.

I. Stipends for Supporting Personnel, Co-Curricular and Coaching Staff

1. The salary schedule cited in the Appendix does not necessarily constitute a guarantee that all positions will be filled during every school year. It does guarantee that persons appointed to these positions will receive the salaries indicated.

2. Salaries of all supporting personnel, co-curricular and coaching staff are in appendices D, E and F.
3. The supporting personnel structure shall be bi-level: building liaisons and curriculum coordinators.

- a) Building Liaisons shall be responsible to the respective building principals.

English - HS, MS, JFK, CVS
Social Studies - HS, MS, JFK, CVS
Mathematics - HS, MS, JFK, CVS
Science - HS, MS, JFK, CVS
Reading - JFK, MS, CVS
Foreign Language - HS, MS
Business - HS
Art - HS, MS (1 liason)
Special Education - HS, MS, CVS, JFK

The amount paid for Building Liaisons are reflected in Appendix F.

- b) Curriculum Coordinators in the following areas shall be responsible to the Assistant Superintendent for Instruction:

- English
- Social Studies
- Mathematics
- Special Education
- Science
- Foreign Language
- Performing Arts
- Visual Arts
- Elementary Consultant Teacher for Science and Mathematics
- Elementary consultant Teacher for English and Social Studies

1. The District, at its discretion, may appoint, on an annual basis, non-tenured or tenured teachers to the position of Curriculum Coordinator.
2. The District may phase-in the Curriculum Coordinator positions, with each coordinator responsible for a full teaching load, except for the Performing Arts Coordinator, who will maintain a .6 teaching/.4 coordinator format.

3. Curriculum coordinators may commence reduced teaching loads as follows:
 - English: .6 teaching/.4 coordinator
 - Social Studies: .6 teaching/.4 coordinator
 - Science: .6 teaching/.4 coordinator
 - Mathematics: .6 teaching/.4 coordinator
 - Special Education: .6 teaching/.4 coordinator
 - Foreign Language: .6 teaching/.4 coordinator
 - Performing Arts: .6 teaching/.4 coordinator
 - Visual Arts: .6 teaching/.4 coordinator
 - Elementary Consultant Teacher for Science and Mathematics: 1.0 Coordinator
 - Elementary Consultant Teacher for English and Social Studies: 1.0 Coordinator
4. Coordinators' salaries are reflected in Appendix D.
5. The responsibility of each coordinator will be limited to serving as a member of the District Curriculum Coordinators, District administrators, and the Assistant Superintendent for Instruction. Said limitation does not apply to the Performing Arts Coordinator, or to any other coordinator whose teaching load has been reduced per Section 3 above, who will be responsible for assuming all tasks pursuant to Subsection 6 below.
6. Curriculum Coordinator Job Description
 - a) Serve as a member of the District Curriculum Council, along with other Curriculum Coordinators, District administrators, and Assistant Superintendent for Instruction.
 - b) Serve as head of the department for all curriculum offerings in the specified area and perform such tasks as are usual for a department head.
 - c) Develop, in cooperation with other members of the department, the annual goals of the department and the action plans or tasks pursuant to their achievement.
 - d) Supervise the curriculum at all appropriate levels.
 - e) Provide input into, or develop and monitor, the budget process as appropriate.

- f) Plan and supervise course offerings at middle and high school levels (Elementary Consultant Teachers excepted).
- g) Provide instructional assistance to members of the department.
- h) Plan and supervise all extracurricular activities pursuant to department and curriculum.
- i) Assist appropriate District and building administrators in personnel selection.
- j) Supervise development of instructional technology integration in conjunction with the Director of Technology.
- k) Arrange for outside presenters, artists, and performers to present programs, workshops, and demonstrations to students in the appropriate field of study.
- l) Plan, schedule, and assume responsibility for supervising and/or coordinating presentations by students to the public at-large.
- m) Maintain and upgrade material and equipment inventories pursuant to curricular area.
- n) Develop strategies to generate community support for the academic program.
- o) Meet with and counsel students and parents interested in pursuing private study in specified curricular area.
- p) Identify and utilize community resources to support curricular and extracurricular content area programs.
- q) Assist in the planning and implementation of in-service programs.
- r) Perform, as assigned by the Assistant Superintendent for Instruction, additional or alternate duties that are within the scope of employment and certification
- s) Type of Appointment: Annual reappointment at the

discretion of the District.

4. Instructional Technology Specialist-HS, MS, JFK, CVS
Individuals appointed to said position will serve a probationary period. The length of the probationary period is as follows:
Tenured Teachers: One school year
Non-Tenured Teachers: Two school years

It is further understood that Article VIII, Section F, Paragraph 1 (just cause) is not applicable pursuant to the individuals so appointed during the aforementioned probationary period and that said individuals may be removed from the position, without cause at the discretion of the District at any time during probationary period. It is further understood that Article VIII, Section F, Paragraph 1 (just cause) will apply upon completion of the aforementioned probationary period.

5. Co-Curricular and Coaching Positions

In mutual recognition of the need for personal contact between a professionally trained, interested adult, and young, impressionable youth, the Board and the Association agree to make every reasonable effort to provide sponsorship and/or supervision of school related activities. The compensation for these positions is set forth as per the Appendices. A joint committee will develop recommendations for new criteria for positions which will be subject to Board approval and which will be the basis for stipends. The criteria will be jointly re-evaluated every three (3) years.

- a) The compensation for coaching positions will be made in two installments per season. The first will be approximately mid-way through the coaching season, and the second will be within 21 days of the completion of the majority of the sports in that season, but only after completion of coaching obligation. In addition, coaches are expected to attend the District Awards Night pertaining to their coaching season.

- b) The compensation for co-curricular and liaison positions will be made in three installments per year to coincide with the final pay period for each coaching season.

- c) In addition, individuals who have held a coaching or co-curricular assignment in the same sport or activity, or liaison position shall receive an additional 3.00% after 3 years, 5.0% after 5 years, 7.0% after 7 years and 10.0% after 10 years. This will include years of experience within that position in this School District.

- d) Stipends for cafeteria duty are reflected in Appendix F.

e) Effective June 30, 2013, any coach who advances a player or team past the sectional level will be compensated on a per diem basis until the season comes to an end, subject to the limitations set forth herein. Per diem will be calculated by taking the coach's stipend divided by the number of days in the season (up to the winning of sectionals). Coaches of team sports will receive 100% of this amount and coaches of individual sports will receive 50% of this amount. In no event, however, shall a coach receive an additional payment that exceeds 10% of the coach's stipend.

J. Teacher Transportation

Teachers who are required on a regular basis as part of their job to use their own vehicle for transportation in order to perform their duties shall be reimbursed at the District approved rate. Such rate, which shall be no less than the IRS deductible business travel allowance in effect at the time, shall be established annually at the District re-organizational meeting.

K. Tutoring Stipend

Stipends for tutoring students at home will be at the rates reflected in Appendix F.

L. Extended Detention Stipend

An after-school detention in the high school will be held one day per week from 2:00 p.m. to 5:30 p.m. On some occasions, it may be necessary to hold detention more than once per week, but the total for the year shall not exceed forty (40) weeks per year. A stipend reflected in Appendix F will be paid (in three [3] payments, as per the co-curricular pay dates) to any teacher who is assigned to the after-school detention. This stipend shall be increased as reflected in Appendix F. This stipend is based on a minimum of thirty-five (35) weeks and a maximum of forty (40) weeks. The position will become part of the co-curricular positions listed in the Appendix D; however, the continuation of the position is contingent upon the annual determination by the District of the need for such position.

M. National Board Certification

All teachers possessing National Board Certification on January 1st shall receive a bonus payment equal to \$3,000. Effective July 1, 2014, this amount shall increase to \$3,020. Effective February 1, 2015, this amount shall increase to \$3,039. Effective July 1, 2015, this amount shall increase to \$3,053. Effective February 1, 2016, this amount shall increase to \$3,067.

N. Veterans Day and Memorial Day Obligations

In the event that a music instructor chaperones and supervises a musical group at Veterans' Day and/or Memorial Day ceremonies, said instructor shall receive rates reflected in Appendix F. There shall be a guarantee of 3.5 hours of pay per event. Compensation shall not exceed 3.5 hours on these occasions unless pre-authorization is given by the Assistant Superintendent for Instruction or the Superintendent of Schools.

O. Enrichment Clusters

It is hereby recognized between the Brewster Central School District and the Brewster Teachers' Association that additional co-curricular stipends are to be maintained for the position of enrichment clusters at the CV Starr Intermediate School. The Brewster Teachers' Association acknowledges the following provisions pursuant to this arrangement:

1. The enrichment clusters will each run for 10 weeks.
2. Enrichment clusters will be offered in the fall and the spring of each year.
3. Enrichment clusters will be offered before or after the CV Starr school day.
4. The building principal has the final authority over which enrichment clusters will be offered. This decision will be based upon the appropriateness of the offering, and the number of students enrolled.
5. The stipend paid for teaching a 10-week enrichment cluster is reflected in Appendix F.

ARTICLE III

BENEFITS

A. Insurance

- 1.a. The amount of employee contribution to health insurance shall be 12% of premium effective July 1, 2012. That amount shall be raised to 14% effective July 1, 2015. Percentage contributions shall be based on the previous year's premium. Effective July 1, 2012, the amount of contribution will not exceed \$2,400 for family coverage and \$920 for individual coverage. Effective July 1, 2015, the amount of contribution will not exceed \$2,800 for family coverage and \$1,100 for individual coverage.
- 1.b. The District shall pay the full cost of health, surgical, prescription drug and major medical insurance for all retired former employees of the unit and their dependents for those employees hired prior to July 1, 2010. Those employees hired on or after July 1, 2010, who retire from the District shall contribute to their health insurance premium as follows:

0 to 7 years	No retirement health insurance
≥ 7 years to < 23 years	Same as active employees % contribution rate
≥ 23 years	100% District contribution

2. The District shall provide such insurance, including the GHI and HMO options, through the Putnam/Northern Westchester Health Insurance Consortium. If an employee desires GHI or HMO the employee shall pay the difference in cost, if any, between GHI or HMO and the basic health insurance plan.
3. Members of this unit, whose spouses are not enrollees of the Health Consortium, may at their own option withdraw from the District's health insurance plan, provided they are covered by another plan. A unit member who voluntarily does not participate in the health insurance plan shall receive a cash payment of \$2,000. That amount shall be increased to \$2,013 effective July 1, 2014, \$2,026 effective February 1, 2015, \$2,032 effective July 1, 2015, and \$2,041 effective February 1, 2016. Unit members who elect this option must notify the District by November 30. The payment, in lieu of health insurance, will be made in two installments, the last paycheck in January and no later than the last paycheck in June, following withdrawal from the plan. These payments will be made for each year that the unit member remains withdrawn from the health insurance plan. A unit member who has withdrawn from the insurance plan may re-enter the plan at any time, by notifying the Business Office in writing. Health Insurance will become effective at the earliest date after receipt of written notice as permitted under the rules of the health insurance plan. In the case of re-entry, payments made for time withdrawn from the plan will be pro-rated. The mandatory buyout rates are: \$3,800 effective July 1, 2012, \$3,825 effective July 1, 2014, \$3,850 effective February 1, 2015, \$3,867 effective July 1, 2015, and \$3,884 effective February 1, 2016.

In the event an employee and spouse are employed in Brewster as teachers, only one may carry a family health plan. Any employee subject to the mandatory buyout who is retired from the District and either: (a) predeceased his/her spouse; or (b) divorced, shall be eligible to re-enter the District's health insurance plan.

B. Welfare Fund

1. The Brewster Teachers' Association Welfare Fund shall be continued. The Fund shall be administered by Trustees elected by the membership of the Association.
2. An agreement and a Declaration of Trust meeting all federal requirements shall be written and filed with the District. The Fund shall provide adequate fiduciary safeguards.
3. The District shall make payments to the Fund semi-annually, one-half (50%) on October 1st and one-half (50%) on February 1st for the total amount. The February

payment will not be issued until receipt of the annual audit by the District.

4. Financial reports of the monies shall be made available to the District for periodic review. At intervals of no less than semi-annually the trustees shall forward to the Board copies of the Fund's financial report, pursuant to the Agreement and Declaration of Trust.
5. The monies shall be used solely to purchase or to provide insurance benefits to participants of the Fund. No Fund monies can be used by any participant or by the Fund itself in any litigation against the Brewster Central School District.
6. Administrators and civil service managers with District-wide authority may participate in the Plan subject to the payment of the same per unit member costs as paid for other employees, plus service fees.
7. The Welfare Fund contribution shall be \$2,101 effective July 1, 2013. There will be a one-time credit of \$300,000 to the District deducted from the February 1, 2015 contribution. The Welfare Fund contribution shall be increased as follows: \$2,115 effective July 1, 2014; and \$2,129 effective February 1, 2015; \$2,139 effective July 1, 2015; and \$2,149 effective February 1, 2016.

C. Flexible Spending Plan

A Flexible Spending Plan shall be made available to the members of the unit. The parties agree that Preferred Group Plan, Inc. of Schenectady, New York (PGP) shall serve as the Plan Administrator for an IRC Section 125/129 (flexible spending plan) for members of the unit represented by the BTA. PGP shall remain the Plan Administrator until the parties mutually agree to replace the designated plan administrator.

D. Personal Property Loss

The District shall reimburse teachers who without fault on their part suffer any loss, damage, or destruction of clothing and/or accessories such as eyeglasses, watches, or personal adornments, while (both) in the performance of their duties and as a result of the performance of their duties. Claims for such loss shall be submitted within thirty (30) days of the loss, unless such loss is covered by insurance or reimbursement is obtainable from other sources. However, this shall not apply to other personal property used in the performance of duties unless permission for its use is secured in advance from the building principal.

E. Waiver of Tuition

The admission of nonresident children of members of the faculty, tuition free, shall be implemented under Board policy then existing.

F. Credit Union

All teachers shall be given the opportunity to participate in a credit union on a payroll deduction basis. All transactions for members of the credit union will take place at the credit union's office. The District's only overhead will be in the payroll department of the business office. Changes in payroll deductions are restricted to October and February.

G. Unused Accumulated Sick Leave

1. Any teacher employed in the Brewster Central School District as of June 30, 2000 but prior to July 1, 2015, shall be eligible to deduct thirty (30) days of compensable accumulated sick leave, i.e. from 190 to 160 days ("160-Day Option"), except that all teachers with fewer than ten years of Brewster teaching service will no longer be eligible to accumulate in excess of 160 compensable sick leave days.

Teachers opting or required to take the above retirement benefit reduction ("160-Day Option") will be eligible to receive an additional \$500 added to the 20th year longevity step. The increase in the 20th year step will become a permanent increase in that step for all teachers who have opted or have been required to take the retirement benefit reduction.

For those employees hired on or after July 1, 2015, the unused sick day payout will be paid out at the rate of \$150.00 per day and a maximum of 120 days.

2. The retiring teacher is to give to the Superintendent written notice of the intent to retire (with selected plan) not later than the beginning of the school year in September, unless there are exceptional circumstances to justify such notice at a later time. In recognition of the value of uninterrupted services in terms of both teacher effectiveness and monetary savings, the District has provided three plan options for the Teachers' Retirement Benefit, as outlines below:
 1. No Cash Option No employee shall be entitled to receive cash in lieu of or as an alternative to any of the Employer's Non-elective contributions to the employees 403(b).
 2. Contribution Limitations In any applicable year, the maximum Employer Contribution shall not cause an employee's 403(b) account to exceed the applicable contribution limit under Section 415(c)(1) of the Code, as adjusted for cost-of-living increases. For Employer Non-elective Contributions made post-employment to former employees' 403(b) account, the Contribution Limit shall be based on the employee's compensation, as determined under Section 403(b)(3) of the Code and in any event, no Employer Non-elective Contribution shall be made on behalf of such former employee after the fifth

taxable year following the taxable year in which that employee terminated employment.

In the event that the calculation of the Employer Non-elective Contribution referenced in any of the preceding paragraphs exceeds the applicable Contribution Limits, the excess amount shall be handled by the Employer as follows:

A. For all members in the New York State Teachers' Retirement System ("TRS") with a membership date before June 17, 1971⁽¹⁾, the Employer shall first make an Employer Non-elective Contribution up to the Contribution Limit of the Internal Revenue Code by December 31st of the "school year" in which retirement is to take place, and a second contribution no later than the subsequent June 30th. If any excess remains, the employer will then pay any excess amount as compensation directly to the Employee. In no instance shall the Employee have any rights to, including the ability to receive, any excess amount as compensation unless and until the Contribution Limit of the Internal Revenue Code are fully met through payment of the Employer's Non-Elective Contribution; and

B. For all members in the New York State Teachers Retirement System ("TRS") with a membership date in the TRS on or after June 17, 1971, and for all members in the New York State Employees' Retirement System regardless of their membership date, the Employer shall first make an Employer Non-elective Contribution up to the Contribution Limit of the Internal Revenue Code by December 31st of the "school year" in which retirement is to take place, and a second contribution no later than the subsequent June 30th. To the extent that the Employer Non-elective Contribution still exceeds the Contribution Limit, such excess shall be

(A) **Explanation for TRS Categories:** Under *Education Law* § 501(11)(a), the calculation of a pre-June 17, 1971 TRS Tier I member's last five years final average salary (upon which a member's life-time pension is, in part, calculated) includes any non-ordinary income (such as termination pay) which is received as compensation prior to December 31st of the year of retirement. Thus, such a member would benefit from receiving, as compensation, in their final year of employment that portion of the Employer Non-elective contribution, which is in excess of the maximum Contribution Limits of IRC §415.

The final average salary of all other members of the TRS (*i.e.* all TRS members with a membership date on or after June 17, 1971) may not include any form of Termination Pay; therefore, the Employer's post-retirement payment into the employee's 403(b) account of that portion of the Employer Non-elective Contribution, which is in excess of the maximum Contribution Limits of IRC §415, is more advantageous for those member.

reallocated to the Employee the following year as an Employer Non-elective Contribution (which Contribution shall not exceed the maximum amount permitted under the Code), and on or before December 31st of each subsequent year for up to four (4) years after the year of the Employee's employment severance or until such time as the Employer Non-elective Contribution is fully deposited into the Employee's 403(b) account, whichever is sooner. In no case shall the Employer Non-elective Contribution exceed the Contribution Limit of the Internal Revenue Code.

3. 403(b) Accounts: Employer contributions shall be deposited into one of the approved 403(b) provider accounts of each recipient employee.
4. Tier I Adjustments: Tier I members with membership dates prior to June 17, 1971, Employer Non-elective Contribution hereunder will be reported as non-regular compensation to the New York State Teachers' Retirement System.
5. This MOA shall be subject to IRS regulations and rulings. Should any portion be declared contrary to law, then such portion shall not be deemed valid and subsisting, but all other portions shall continue in full force and effect. As to those portions declared contrary to law, the Association and Employer shall promptly meet and alter those portions in order to provide the same or similar benefit(s) which conform, as closest as possible, to the original intent of the parties.
6. This MOA shall further be subject to the approval of ING, which shall review the MOA solely as a matter of form and as the provider of investment products designed to meet the requirements of Section 403(b) of the Internal Revenue Code.
7. Both the Employer and Employee are responsible for providing accurate information to the 403(b) Provider. This information includes both Elective and Employer Non-Elective Contributions and the amount of the participant's Includible Compensation.
8. Employer Non-Elective Contribution Equal to Termination Pay: The Employer agrees to make an Employer Non-elective Contribution to the 403(b) account of each covered employee, who severs their employment with the Employer during the contract year and who is eligible to apply for and who commences their retirement from the state sponsored retirement system. The Employer shall make up to the maximum contribution

permitted under Section 415(c)(1) of the Internal Revenue Code of 1986, as amended, for the year in which the employee severs employment. The Employer shall deposit the contribution no later than December 31st following the employee's severance date and in accordance with the schedule outlined below. The retiring employee is to give to the Superintendent written notice of the intent to retire (with selected plan) not later than the beginning of the school year in September, unless there are exceptional circumstances to justify such notice at a later time. The employee may select one of three plans for "Retirement Benefit."

- Plan A:

For Employees Hired Prior to July 1, 2015: Upon a three (3) year advance written notice, a teacher will receive, as an Employer Non-elective Contribution, the value of one half (50%) of unused accumulated sick leave in accordance with Article III, paragraph G, section 1 of the Collective Bargaining Agreement ("CBA"), based on the teacher's current salary. The Employer Non-elective Contribution will be distributed as follows: the value of 30% of such days, not to exceed 28½ days per year, shall be deposited to the 403(b) account of the teacher no later than December 31st in each of the final three school years of employment; and the value of 10% of such days, not to exceed 9½ days per year, shall be deposited to the 403(b) account of the teacher in the final school year of employment, no later than June 30th of the final school year of employment.

For Employees Hired On or After July 1, 2015: Upon a three (3) year advance written notice, a teacher will receive, as an Employer Non-elective Contribution, the value of unused accumulated sick leave in accordance with Article III, paragraph G, section 1 of the Collective Bargaining Agreement ("CBA"). The Employer Non-elective Contribution will be distributed as follows: the value of 30% of such days, not to exceed 36 days per year, shall be deposited to the 403(b) account of the teacher no later than December 31st in each of the final three school years of employment; and the value of 10% of such days, not to exceed 12 days per year, shall be deposited to the 403(b) account of the teacher in the final school year of employment, no later than June 30th of the final school year of employment.

- Plan B:

For Employees Hired Prior to July 1, 2015: Upon a two (2) year advance written notice, a teacher will receive as an Employer Non-elective

Contribution the value of one half (50%) of unused accumulated sick leave in accordance with Article III, paragraph G, section 1 of the CBA, based on the teacher's current salary. The Employer Non-elective Contribution will be distributed as follows: the value of 45% of such days, not to exceed 42¾ days per year, shall be deposited to the 403(b) account of the teacher no later than December 31st in each of the final two school years of employment; and the value of 10% of such days, not to exceed 9½ days per year, shall be deposited to the 403(b) account of the teacher in the final school year of employment, no later than June 30th of the final school year of employment.

For Employees Hired On or After July 1, 2015: Upon a two (2) year advance written notice, a teacher will receive as an Employer Non-elective Contribution the value of unused accumulated sick leave in accordance with Article III, paragraph G, section 1 of the CBA. The Employer Non-elective Contribution will be distributed as follows: the value of 45% of such days, not to exceed 54 days per year, shall be deposited to the 403(b) account of the teacher no later than December 31st in each of the final two school years of employment; and the value of 10% of such days, not to exceed 12 days per year, shall be deposited to the 403(b) account of the teacher in the final school year of employment, no later than June 30th of the final school year of employment.

- Plan C:

For Employees Hired Prior to July 1, 2015: Upon a one (1) year advance notice, a teacher will receive, as an Employer Non-elective Contribution, the value of one half (50%) of unused accumulated sick leave in accordance with Article III, paragraph G, section 1 of the CBA, based on the teacher's annual salary for that teacher's final year. The Employer Non-elective Contribution will be distributed as follows: the value of 90% of such days, not to exceed 85½ days, shall be deposited to the 403(b) account of the teacher no later than December 31st in the final school year of employment, in accordance with the limits prescribed by Section 415 of the Internal Revenue Code; and the value of 10% of such days, not to exceed 9½ days per year, shall be deposited to the 403(b) account of the teacher in the final school year of employment, no later than June 30th of the final school year of employment.

For Employees Hired On or After July 1, 2015: Upon a one (1) year advance notice, a teacher will receive, as an Employer Non-elective Contribution, the value of unused accumulated sick leave in accordance with Article III, paragraph G, section 1 of the CBA. The Employer Non-elective

Contribution will be distributed as follows: the value of 90% of such days, not to exceed 108 days, shall be deposited to the 403(b) account of the teacher no later than December 31st in the final school year of employment, in accordance with the limits prescribed by Section 415 of the Internal Revenue Code; and the value of 10% of such days, not to exceed 12 days per year, shall be deposited to the 403(b) account of the teacher in the final school year of employment, no later than June 30th of the final school year of employment.

9. To the extent that a teacher may use part of the said accumulated sick leave, an appropriate deduction will be made from such compensation.
10. Once a teacher gives written notice of intent to resign and such resignation is accepted by the Board, it may only be withdrawn by mutual consent of both parties.
11. Upon the acceptance by the District and the teacher of a retirement incentive, whether offered by the District or the state, the necessary advanced written notice for the Unused Accumulated Sick Leave Compensation will be waived if necessary due to the timeliness of the incentive offered.

H. Sick Leave Bank

1. A Sick Leave Bank shall be established consisting of contributions of two (2) days from each teacher who elects to participate in the bank. Additional days, up to 30, may be contributed pursuant to Article XII(A)(1). Days contributed may not be withdrawn except through sick bank usage. Teachers who have exhausted accumulated sick leave, who are members of the bank and who are victims of prolonged illness or disability of a catastrophic nature, shall be eligible to use the bank.

The Sick Leave Bank shall be administered by a committee of two administrators appointed by the Superintendent and two representatives from the unit appointed by the Association. The functions of the governing committee shall be to approve or disapprove sick leave bank applications. The governing committee shall establish its own operational procedures including the selection of chairpersons, meeting times and appropriate forms for the application for the use of sick leave.

Prolonged illness shall mean illnesses of no less than twenty (20) consecutive school days, exclusive of holidays and vacations, unless otherwise approved by the committee.

Applications for the use of time shall be supported by the statement of need from the member's physician, which shall be subject to review by the District's physician.

In the event of a disagreement between the employee's physician and the School Board's physician as to the applicant's disability, any dispute shall be referred to the Chief of Staff of Danbury Hospital for review by the Chief of the Discipline in which the illness or disability falls. The cost of the third consultation shall be shared equally by the employee and the District. If the third physician certifies this disability, the application shall be granted subject to Committee approval on the number of days to be used.

The maximum number of days usable within the career of a teacher shall not exceed 100 days, plus any days, up to 30, contributed pursuant to Article XII(A)(1).

In the event that applications and approvals cause the number of days initially contributed to be reduced to a level where only 200 remain in the bank, the bank will be renewed under the following conditions:

- a. Unit members will be requested to submit additional day(s) to the Sick Leave Bank.
- b. Those sick leave day(s) will be added to the total existing in the bank at the time of the renewal.
- c. Only staff members who contribute on renewal will be eligible for future withdrawals.
- d. Days once contributed can no longer be withdrawn by the individual member.

2. Permanent substitutes are not entitled to participate in the sick bank.

I. Part-Time Teacher Benefits

Teachers hired after July 1, 2005, shall be provided health insurance, by the same ratio as the percentage of time taught when they are hired as part-time teachers. Part-time teachers falling into the ratio agreement shall be entitled to buyout health insurance on the same ratio basis. The superintendent may increase the health ratio for specific hiring without regard to practice.

ARTICLE IV

TEACHING CONDITIONS

A. Class Size and Teaching Load

1. In recognition of the fact that the size of classes is a matter of mutual concern to both the Board of Education and the Association, it is agreed that the Association will appoint a committee to deal with this question on a continuing basis jointly with the Superintendent or such person(s) as the Superintendent may designate. The committee is to keep under study and to review class sizes in the schools and to make plans and recommendations with a view toward achieving class sizes that will make for maximum teaching effectiveness.

2. High School

a) All teachers shall have no more than three (3) preparations a day, subject to such additional preparations for which the teacher may volunteer. Each class requiring a different preparation shall be considered a separate preparation. Insofar as possible, teachers of other subjects shall have no more than four (4) preparations.

b) All teachers shall be assigned no more than five (5) classes daily. In addition, the teacher may be assigned a home room, one study hall per day, or equivalent daily assignments.

c) Teachers who are assigned six (6) teaching periods in areas other than those enumerated in Section b) above, shall not be subject to the extra assistance provided in Article V, B.4.

d) Teachers assigned more than five classes in the high school will be paid an additional $\frac{1}{6}$ of $\frac{1}{200}$ of their annual salary for each additional class assignment.

3. Middle School

a) Teachers shall be assigned no more than five (5) class periods, not to exceed 48 minutes per period. Insofar as possible, teachers shall not have more than three (3) consecutive teaching periods.

b) There shall be a teacher's lunch period of no less than thirty (30) minutes; two (2) preparation periods of approximately the same length as a class period; and one (1) period to be used for supervised activities or tutorial

assistance not requiring preparation, team meetings, or a duty assignment.

- c) Teachers assigned more than five classes in the middle school will be paid an additional $\frac{1}{6}$ of $\frac{1}{200}$ of their annual salary for each additional class assignment.

4. Elementary School

- a) When possible, elementary teachers shall not have more than three (3) consecutive teaching periods (45- minute periods).
- b) The District will provide one half-day per semester for elementary curriculum development. The District and the BTA will jointly decide the nature of this day. The superintendent has sole discretion regarding the scheduling of these days.
- c) When possible, classroom teachers will be assigned a 30-minute lunch period adjacent to a 30-minute preparation period.
- d) A scheduling committee, consisting of the building principal and teachers, will be formed on an annual basis to collaboratively develop the building schedule. The committee will be advisory only with the ultimate responsibility for the schedule resting with the building principal.
- e) Teachers, grades K-5, will be given a minimum of 350 minutes preparation time per week. Class coverage may be assigned during prep time. Any time that exceeds the 350 minutes may be used for assigned duties.
- f) Grade level meetings may be called when deemed necessary by the administration. These meetings will be held during the school day and will not exceed 30 minutes.

5. Team Meetings

- a) Academic teachers in grades 6-8 will be scheduled for team meetings every other day.
- b) No teacher in grades 6-8 may be assigned more than one (1) supervisory duty every day.
- c) The parties agree that the purpose of teaming is to develop more effective programs for students by providing for joint planning. The team meeting periods are intended as a time when teachers can discuss shared students, meet with parents, plan joint activities or address other grade level needs.

- d) A committee consisting of the building administrators and the BTA President or their designees will meet to determine which team responsibilities will foster the most effective functioning of the teams. Upon completion, their recommendations will be presented at the next meeting of the middle school staff.
- e) The building administrator(s) and the BTA president or their designees will meet on an as needed basis to review team responsibilities if further modifications or additions are necessary.
- f) In the exceptional case when the above limits in the high school and middle school are exceeded at any level (e.g., science labs), adjustments will be made on a teacher's total building assignment. Non-instructional duties are not equivalent to instructional duties.
- g) Every reasonable effort shall be made to minimize the number of different classrooms in which a teacher's assignments occur. It shall be the goal of the School District to provide for teaching schedules that require teachers to be in no more than two (2) different classrooms during a given school day.
- h) Since pupils are entitled to be taught regularly by teachers who are working within their areas of competence, regularly employed teachers shall not be assigned outside the scope of their teaching certificates, unless the teacher is willing to take another position.
- i) The Association recognizes that teachers should prepare and use long-range and daily lesson plans which are in conformance with good educational practices and approved course of study.
- j) Committees will be created at both the secondary and elementary levels consisting of three (3) teachers and three (3) District representatives to study questions of workload, preparations, consecutive teaching periods, and time. The Committee shall complete a report as quickly as possible. The report shall be submitted to the Board and BTA.
- k) Circumstances regarding the assignment of students to a classroom where there is not an available station to accommodate those students will be addressed by both parties and mutually resolved within thirty (30) days.

6. **Duties**

- a) Unit members who are assigned (voluntarily or otherwise) to supervisory

duty in the cafeteria in the middle school or high school during the regular student lunch periods will receive an annual stipend as set forth in the Appendices provided that they complete the year. In the event that the year is not completed, a pro-rated payment will be made.

- b) Cafeteria duty shall be in addition to the regular five (5) teaching periods and one supervisory duty. Selection of members of the unit shall be first by a voluntary method. If more than one teacher applies for a specific lunch period, management reserves the right to select the teacher to be assigned. If there are no volunteers for a specific student lunch period, assignment shall be made by the annual appointment of the least senior unit member available for duty during that lunch period. No teacher with six (6) teaching assignments will be assigned. Two or more members of the unit could volunteer to split the supervisory position, with a corresponding proportionate split in the stipend.
- c) If a teacher who has been assigned to cover a specific lunch period is absent, another teacher, or substitute, if necessary, will be assigned to cover that cafeteria duty and receive the regular rate of pay as in Article IV, E for class coverage. If the regular teacher assigned to cafeteria duty is absent for more than two weeks with an extended illness or injury, they will cease to receive the stipend for the cafeteria duty until such time as they return to work. Those assigned to this duty will be evaluated as part of the annual teacher evaluation in Article VIII, E.
- d) A program may be operative in which a high school teacher or middle school teacher may be relieved of non-teaching duties.
- e) Teachers must submit to the school principal and receive his/her approval on a plan of substituting educational activities for non-teaching duties. Such activities could include independent studies, tutoring, etc.
- f) The District may request unit members to perform supervisory duties in their buildings before and after the normal school day. Unit members who perform such supervisory duties will be paid at the rate of 1/200th of the cafeteria duty stipend in Appendix F for each period of supervision equivalent in length to the approximate duration of a cafeteria duty period. There shall be no negative ramification to any teacher who chooses not to participate in such duties.

B. School Aides

- 1. The Board and the Association acknowledge that a teacher's primary responsibility is to teach and that a teacher's energies should be utilized to this end. They also

recognize that problems and desires of building faculties may differ within our School District with respect to the non-teaching duties which may most appropriately be assigned to school aides. Therefore, in order that individual teacher and faculties within each of our schools may pursue their primary responsibilities to the fullest degree possible, it is agreed that the number of weekly hours of school aide service shall not be reduced below that of: John F. Kennedy School - 85; Wells M.S. 118; and Brewster H.S. 170.

2. It is further agreed that the school aide service which has been assigned to assist or relieve teachers with respect to bus duty, cafeteria and playground supervision and supervision of hallways shall be reviewed by a committee of the faculty to be appointed by the Association for each school building. It is also agreed that the manner in which the services of such school aides shall be used during the school year shall be based upon the recommendation of the Association committee in each building. The principal shall then assign the school aides. The weekly total of such aide time shall be at least 70 hours in John F. Kennedy School.
3. In addition, it is agreed by both parties that school aides who have been assigned to assist teachers in special education classes and to work in the area of attendance shall have their duties assigned upon the recommendation of the building principal subject to the approval of the Superintendent.
4. It is also agreed that it is within the prerogatives of the Board and the Superintendent to create additional positions other than those provided for in Section 1 above. It is the exclusive right of the Board and the Superintendent to fill the school aide positions, to determine job descriptions, and to make assignments of such personnel.
5. School aides are to be used for the relief of teachers and not to relieve clerical or administrative staff members of their duties.
6. All school aides shall have an orientation meeting to familiarize them with their duties and responsibilities. Monthly meetings will also be held to offer school aides continued assistance in performing their duties. Such meetings will be conducted by the building administrator working in consultation with the Association.

C. Special Education

1. Joint Study Committee (JSC)

- a) A JSC shall be formed to study all matters related to education of the disabled, including the impact this issue will have on the terms and conditions of employment of persons in the bargaining unit, and to make appropriate reports to the District and to the Association.

- b) The JSC shall be comprised of three (3) persons designated by the District and three (3) persons designated by the Association. Additional persons designated by either party, or by the Committee, shall be permitted to meet with and advise the Committee.
- c) The BTA retains its right to negotiate matters of impact upon the terms and conditions of employment as such impact circumstances arise.

2. Receiving Teachers

- a) Each teacher receiving a student having disabling conditions, if known to the District, shall be notified of the conditions a minimum of one (1) school day before the child enters that teacher's class, even if no modification of program is needed.
- b) The District shall endeavor to implement inclusion of disabled (children or students) in a way which meets the needs of the child and provides for the best use of teaching staff consistent with CSE requirements.

3. Supporting Staff

- a) The District shall provide adequate certified educational/clinical support personnel where/when needed.
- b) Special Education teachers shall receive additional assistance in the classroom. There will be at least one (1) full-time teacher aide per building for Special Ed.
- c) Special Education teachers shall be allowed to leave students in the charge of an assistant/ teacher aide with prior knowledge of the building principal. This time period shall not exceed one-half hour.

4. Self-Contained Classes

- a) The District shall adhere to the Commissioner's Regulations with respect to class size/composition in Special Ed. classes.
- b) The District shall notify the BTA when making application for any variance.
- c) Substitutes will be hired to release teachers from normal instructional responsibilities for up to the equivalent of three (3) full days (may be a combination of half days) for triennial and annual reviews.

5. **Definitions**

The Regulations of the Commissioner of Education and the implementing regulations for the IDEA shall be the source for definitions of disabling conditions.

6. **School Aides**

Special Education teachers shall make recommendations to the building principal with regard to the use of aide time.

D. Integrated Co-Teaching

The District and Association agree that Integrated Co-teaching is one approach in a broad continuum of possible services and that it should only be employed in appropriate situations. The following factors impact upon the appropriateness of Integrated Co-teaching for students: ability, educational needs, physical needs, social needs, required support services, required behavior controls, class composition, and teacher recommendations. The CSE shall establish the criteria for placement of Special Education in an integrated co-teaching class.

The parties agree that the needs of all students must be considered in making decisions regarding Integrated Co-teaching programs. In order to provide for the most effective program for all students, the District and the Association will maintain ongoing dialogue pertaining to the implementation and assessment of inclusion.

All Integrated Co-teaching decisions regarding individual students will be provided under the auspices of CSE. Consultation time shall be provided for participating teachers. The District and the Association will work collaboratively to determine training needs for the staff.

Nurses will provide nursing services to all students, consistent with their training and licenses.

The District will provide the Association with the District's plan for Special Education whenever the plan is updated for information purposes only.

E. Class Coverage

1. **Class Coverage** – The unavailability of a teacher to cover a class constitutes an emergency and it is recognized that, in such a case, the principal has the responsibility to assign a teacher to cover that particular class. Therefore, teachers who are assigned to cover classes during their preparation period will be paid at the rate set forth in Appendix F.

2. Extended Absence – Class Coverage – in exceptional instances, when the regular teacher’s absence is to be of an extended duration, the Administration shall attempt to find coverage for this class utilizing a substitute or those faculty members qualified and willing to take on an extra preparation above their normal assignments. Payment for the teacher/teachers involved in such extra teaching situations shall be made based on the individual teacher’s salary at the rate of 1/6 of the 1/200 of the teacher’s annual salary per period per coverage. Review of these situations shall be held at least quarterly with the teacher, Administration and the BTA. It shall be within the sole discretion of the District to select which faculty member shall be assigned.

3. Split Classes - When, because of overcrowding, etc., of a single class, it may become necessary to divide the large group into 2 smaller units, the paid coverage per class shall be the normal class coverage rate. This would apply only in situations when the number of students and work program would remain the same as the original class.

4. Creating a New Class - In instances where the drawing off of students from a number of classes due to overcrowding creates a new entity, payment shall follow the extended absence coverage formula (See E-2).

5. Elementary Class Coverage - The principal shall make every effort not to divide an absent teacher’s class among the other grade level classes. However, when teachers are assigned extra students above their normal class load in an emergency, they shall be paid at the following rate:

Class coverage rate x 5 divided by number of grade level teachers affected
 (Example: \$32.00 x 5 = \$160.00 divided by 3 = \$53.33).

In addition, elementary teachers (probably specials) who are asked to double their class load during assigned periods shall be paid class coverage rate per period of such situations.

6. Uncompensated Class Coverage -Each teacher shall provide two (2) uncompensated CSE coverages per year. Records will be carefully maintained to attempt to reach even distribution of these coverages throughout the entire staff, subject to scheduling and teacher availability.

Compensation for Class Coverage per class as set forth in Appendix F, shall be reduced from \$46.00 per class to \$40.00 per class. This amount shall increase to \$41.00 effective February 1, 2015.

F. Maintenance and Custodial Work

Every reasonable effort will be made to see that maintenance and custodial work of a distracting or hazardous nature will be done before or after school hours to prevent interference with the instructional climate

G. Staff Selection for Summer School and Adult Evening School

Qualified teachers employed by the Brewster School District who desire to teach in the summer or adult evening school shall be given preference over teachers not employed by the District. Those teachers who have satisfactorily served in summer or adult evening classes the previous term shall receive preference over other applicants.

H. Textbooks

The selection of all textbooks, including electronic, shall be made by departmental and/or grade level teachers and subject matter specialists, subject to the approval of the building principal and the Superintendent.

I. Teaching Assignments

Teachers shall be given their September teaching assignments not later than the preceding June 15th. Thereafter, there shall be no change in any schedule so assigned unless made necessary by an unexpected change in the size or character of the enrollment, or by such a change in the teaching staff, or by an unforeseen development beyond control.

J. Employment of Certified Teachers

The Superintendent will make every reasonable effort to employ competent and certified teachers. When certified teachers are not available the Superintendent will employ the best qualified applicants available. Persons employed who are not properly certified will be required to work toward the completion of their certification requirements at the rate of at least six (6) hours of credit per year.

K. Health & Safety Committee

The Union may appoint one (1) member to the Health & Safety Committee.

L. E-mail and Voice Mail

E-mail and voice mail are provided by the District for the convenience and work efficiency of its professional staff. The District shall have access to e-mail and voice mail communications produced on District equipment at all times. Teachers are expected to

respond to parent e-mail and voice mail queries within a reasonable period of time. Teachers are expected to check e-mail and voice mail, when accessible, on a daily basis and respond to those associated with their professional responsibilities in a timely manner, but in no event later than two (2) school days after receipt, except for weekends, holidays, personal days, sick days and conference days. Use of District-owned technology shall be restricted to professional use only. No personal use shall be permitted.

M. Professional Attire Guidelines

It is understood that teachers must, at all times, be good role models for students. Such role modeling includes the wearing of appropriate attire during the execution of their professional responsibilities. It is expected that teachers dress in a manner that reflects a high degree of professionalism.

N. Health Safeguards

Whenever a student is identified as a carrier of hepatitis or tuberculosis, teachers who work with the student shall be so informed. The District will provide, at its expense, an examination and blood test or other needed tests to those who have been identified as working with such student.

ARTICLE V

TEACHING YEAR, DAY, AND MEETINGS

A. Teaching Year

1. The work year will consist of up to 182 work days. The District may schedule two of these days as Superintendent's Conference Days the Wednesday/Thursday prior to Labor Day, one district driven and one teacher driven. If only one Superintendent's Conference Day is scheduled before Labor Day, it must be teacher driven. This will be planned at calendar adoption. At the discretion of the Superintendent, Superintendent's Conference Days can be scheduled at other times during the school year. BTA input will be sought in the planning of conference days scheduled by the District. In the event that there is an increase in the number of mandated student attendance days beyond 180 days, the District shall have the option to either: (1) replace conference days with student attendance days at no additional cost; or (2) increase the work year. In the event there is an increase in the work year beyond 182 days, then unit members shall be paid their per diem rate for each day beyond 182 days.
2. Guidance counselors may be required to work after the close of school in June and before school opens in September.

3. For the kindergarten through 8th grade only, there shall be two half-days during the last week of school, provided it is legally possible.

B. Teacher Day

1. The teacher work day for all full-time teachers in the high school and middle school shall be seven (7) hours with a six and one-half (6 1/2) hour teaching day. It shall be six (6) hours and fifty (50) minutes for all full-time teachers in the elementary schools, regardless of the length of the student day. This prescribed time allotment shall be the period of time between arrival and departure of the teacher.
2. Open Time is the time between the arrival of teachers and the arrival of students and the time between the departure of students and the departure of teachers. This Open Time shall be used for professional job-related work; the teacher shall be accountable to the principal for the use of such time. This time period is not to be used for duties other than specifically assigned duties, e.g., bus and hall duty.
3. A preparation period is a regularly scheduled period of time to be used by the teacher for instructional planning. This period of time shall be at least as long as an instructional period in the high school and middle school and approximately thirty (30) or more consecutive minutes in the elementary schools. These periods are necessary to meet instructional responsibilities and will not be used for administrative assignments. Every reasonable effort will be made to distribute preparation periods equally throughout the week.
4. The members of the BTA recognize their professional responsibility to render assistance to students during school hours and for a reasonable period of time thereafter without added compensation, except where such compensation is provided for by this Agreement. Teachers in grades 9 through 12 will post their office hours, totaling one hour per week, when they will be available for providing such assistance to students and for parent conferences to be conducted in private. The need for help will be requested by the teacher and/or the student. Said time will be scheduled within the regular teacher work day unless the teacher elects to schedule the time beyond the work day. The District will provide adequate space for such office hours. The members of the Association also recognize the need for the timely grading of homework and examination papers.

In addition to the above, teachers in the Middle School and High School shall be available for and shall post an additional preparation period per week to provide assistance as requested by students.

5. Members of the staff shall notify their building principal or the building principal's secretary if they are out of the building during the school day on school business or

during the individual teacher's lunch period. On occasions when there is need for members to leave the building on personal business, educational workshops, and / or community involvement in the District, they may do so with the approval of the building principal or the building principal's designated representatives.

6. Teachers may request, subject to administrative approval, or may be assigned to, a tutorial period in lieu of an assigned duty period. Teachers and/or administrators, at their discretion, may assign students to these tutorial periods. Teachers, during the tutorial period, might perform any of the following functions:
 - a. provide remedial assistance to their own students,
 - b. provide remedial assistance to students of other teachers in the area of the teacher's certification and assigned teaching responsibilities,
 - c. attend parent-teacher conferences,
 - d. meet with the administration regarding curriculum and instructional matters, and
 - e. provide additional enrichment activities to students which require no "lesson planning" on the part of the teacher.

The tutorial period shall not become nor be construed as a sixth teaching assignment and at no time should the students assigned to the tutorial period exceed fifteen (15), unless the teacher voluntarily accepts a larger number.

C. Meetings

1. Certain Tuesdays shall be set aside for faculty meetings, called by the building principal. Faculty meetings shall not be more than sixty (60) minutes in length and shall begin as promptly as possible, preferably within fifteen (15) minutes of student dismissal.
2. In the High School and Middle School, certain Tuesdays shall be set aside for department meetings, up to ten (10) hours. These meetings shall not be more than sixty (60) minutes in length, and shall begin as promptly as possible, preferably within fifteen (15) minutes of student dismissal.
3. Attendance at meetings shall be required and expected of all teachers unless a request to be excused is presented to the person in charge of the meeting and approval is granted.
4. At least forty-eight (48) hours' notice will be given for meetings. Provision of such notice may be in the form of a schedule of such meetings developed annually by the administrative staff and given to the teachers during the first few weeks of the school year.

5. The Association recognizes the right of the building principal to call emergency faculty meetings without forty-eight (48) hours notice.
6. One (1) Tuesday per month shall be set aside for BTA meetings.
7. In an effort to minimize the disruption caused by the removal of a teacher from a classroom to attend meetings of the Committee on Special Education (CSE), it is agreed that the District may require a teacher to attend and participate in CSE meetings conducted after school hours. The teacher shall be involved with the scheduling process, and the teacher's availability to meet will be respected to the extent legally permissible. Any teacher required to attend a CSE meeting conducted during more than two of his/her preparation periods per year or beyond the regular school hours shall be paid at a rate consistent with Article IV, E-1. - Class coverage.

D. Evening Obligations

1. Open House will be held one (1) night each year, in each District school, in order to inform the public of the educational program being offered.
2. Parent Teacher Conferences -- In the elementary schools four (4) half-day (½) school sessions and one (1) evening session will be scheduled for parent-teacher conferences. Within the time provided in these sessions, teachers will schedule and conduct interviews with the parent(s) of each child at least once a semester. Middle School and High School teachers shall be required to attend one (1) evening session per year for parent-teacher conferences at no additional compensation, except as provided in Article V, E.1. The District shall also schedule a second evening session for parent-teacher conferences. When the second evening session is scheduled by the District for parent-teacher conferences, such conferences will be held from 5PM to 7PM. Teachers will finish their day at 12:00 noon on the following day.
3. Attendance by any teacher at any evening meetings, other than Open House Night, and the one (1) evening parent- teacher conference hereinabove provided for in the elementary schools, is to be entirely voluntary.

E. Teachers Assigned to More than One School

1. A teacher who works in more than one (1) building shall not be required to attend functions or perform duties in excess of a teacher who is assigned to a single building and who teaches in the same program/subject area, except for a second and/or subsequent Open House Night, and a second or subsequent evening parent-teacher conference. Required attendance for a second and/or subsequent Open House Night and evening parent-teacher conference shall be reimbursed at the rates

reflected in Appendix F.

2. Travel time between building assignments shall be allowed at a minimum of 15 minutes out of prep time in middle and high schools. In elementary schools travel time shall be taken from duty assignments.
3. Wherever possible, a shared teacher will not be assigned to more than two schools.
4. Shared secondary teachers will have a seven-hour day. Shared elementary teachers will have a six-hour fifty-minute day. In both cases, assigned hours shall be consecutive.
5. Every attempt will be made to provide preparation time at each building in which the shared teacher is assigned.

ARTICLE VI

TEACHER FACILITIES

A. Teaching Facilities

The Board shall make every reasonable effort to provide the following facilities in each school building:

1. Space in each teacher's classroom or home-base area where the teacher may lock up personal belongings, instructional materials, and supplies;
2. A teacher workroom or area containing adequate equipment and supplies to aid in the preparation of instructional materials and supplies;
3. An appropriately furnished room to be used as a faculty lounge, which shall include a telephone. This shall be in addition to the aforementioned teacher's work area;
4. Well-lighted and clean teacher restrooms consistently supplied with paper towels, soap, etc.
5. A communication system which permits teachers to communicate with the main office from their classrooms shall be installed in all new buildings and such communication systems as presently exist shall be maintained in good working order; and
6. All school buildings in the District will be supplied with a stove, microwave, sink, and refrigerator unit conveniently located for use by staff members, or, in lieu of

this, dispensing machines serving the same purpose.

B. Supplies

Supplies requested promptly following budget approval shall be ordered in the spring or early weeks of summer. Everything possible will be done to ensure that these supplies and materials will be on hand at the start of school.

ARTICLE VII

SUPPORTING PERSONNEL

A. Appointments

1. A teacher must have tenure at the time of appointment to a supporting personnel position except when the parties agree otherwise.
2. Appointments and reappointments shall be in accordance with Articles VIII, F and XI of the contract.

B. Job Descriptions

1. Supporting personnel shall have no supervisory responsibilities over other staff members.
2. A Building Liaison shall:
 - a) serve as a building facilitator in coordinating the building subject area curriculum;
 - b) serve as liaison between the building department teachers and the building administration by relating the needs and concerns expressed by teachers to the administration as well as transmitting the needs and concerns from the building administration to the department staff;
 - c) review, coordinate, and recommend budget requests relative to materials, equipment, texts, and other expenses for the building department;
 - d) where necessary, prepare, review, and select bid items for the building department budget;
 - e) maintain an inventory of the building department's materials, equipment and texts;

- f) maintain the care and repair where possible of building department's materials, equipment, and texts;
- g) plan, chair, and maintain minutes of building department meetings;
- h) plan, chair, and maintain minutes of subject area sub-meetings on Superintendent's Conference Days;
- i) attend bimonthly meetings with the District liaison in the subject area;
- j) attend building liaison meetings not to exceed ninety (90) minutes per each 4-week period beginning with Teacher Orientation Day in September;
- k) assist building administrators in preparing the teaching schedules and assignments for members of the building department;
- l) assist building administrators in interviewing new teachers for the building department; and
- m) represent the building department at 5th grade or 8th grade Orientation programs.

C. Assignments

1. Supporting personnel shall be given regular teaching assignments.
2. In order to attain the maximum benefits of supporting personnel, teachers in such positions shall be provided the following release time:
 - a) elementary – ninety minutes per week if possible, or 6 hours per month.
 - b) middle school and high school - no supervisory assignments, such as study hall or lunch duty.
3. No teacher shall assume responsibilities in excess of a normal assignment as a result of the appointment of colleagues to supporting personnel positions.

D. Evaluations

1. All building liaisons shall be evaluated in writing by the building principal once a year.

2. Within two (2) weeks of the time the evaluation is made supporting personnel shall meet in conference with the respective administrator to review the evaluation report. Supporting personnel shall receive a copy of their evaluation report at least one (1) day prior to the conference. The supporting personnel shall be provided with the opportunity to make written comment on the report and to sign it prior to its inclusion in their personnel folder.

ARTICLE VIII

TEACHER EVALUATION

A. Evaluation Committee

A Committee shall be created to study the system of evaluation, teachers performance and productivity, and the quality of education. The Committee shall be comprised of ten (10) committee members, of which five (5) shall be designated by the Association and five (5) shall be designated by the District.

Just as instructional standards are intended to encourage thoughtful, analytical and in-depth delivery of instruction, the Brewster teacher evaluative procedures are designed to allow for a practical, yet intensive process to positively impact teacher growth and development.

The evaluation of teachers will be divided into three areas, those non-tenured teachers, tenured classroom teachers and tenured non-instructional teachers. A parallel process for the non-instructional teachers will be developed by the Evaluation Committee.

B. Probationary Teachers

Probationary teachers shall be observed a minimum of four (4) times a year (twice each semester), one of which will be unannounced, by the building principal, and/or assistant principal.

C. Tenured Classroom Teachers

1. Announced Evaluation:

Teachers shall have a minimum of one in depth evaluation per school year. This shall consist of an initial pre-observation conference with the focus on Danielson components. This will be followed by a classroom observation and post conference with the evaluator. Teachers shall be entitled to receive a copy of the preliminary observation report at least one (1) day prior to the post observation

conference, which shall take place within six (6) school days following the observation. The post observation report shall be signed by the evaluator and the teacher for the personnel folder. The teacher shall have the right to make a written comment on the report.

2. Unannounced Evaluation:

Teachers shall have a minimum of one unannounced evaluation per school year. As a professional courtesy, teachers shall be advised as to the week of the unannounced evaluation. An unannounced observation shall be approximately twenty (20) minutes, when practicable. After an unannounced observation, a teacher may request an optional post observation conference. Any components rating as ineffective or developing shall warrant a mandatory post observation conference with the evaluator.

D. Tenured Non-Instructional Teachers

The goal of this segment is to provide varied professional opportunities for the tenured staff members. Individuals with tenured status that have been deemed satisfactory in performance will enter into a three-year cycle of evaluation. The first year will include the *formal in-depth evaluation*, represented by a minimum of one classroom observation. The teacher will receive an initial conference with the administrator in order to discuss the design, intent and scope of the teaching/learning experience, and address any curriculum or instructional questions. This will be followed by the formal observation and post-conference. A final summative evaluation will be written at the conclusion of the school year. The skills pursuant to the various attributes comprising the four domains of professional performance will serve as the foundation supporting the in-depth summative evaluation.

In the other two years of the cycle, the teacher and administrator will jointly select from one of the three options listed below as the chosen method of evaluation:

1. In-Depth Evaluation
2. Informal Evaluation-All tenured staff not scheduled for the required in-depth evaluation and those not choosing the pilot evaluation or in-depth will be afforded the opportunity of this routine maintenance evaluation. This will include a brief supervisory classroom visit with a short narrative write-up to follow, and the year-end summative evaluation.
3. Alternative Evaluation-The options for this process include a *group project*, an *individual project*, or *peer observation with observation journal*. Individuals choosing this option and completing all activity pursuant thereto will receive a letter acknowledging successful completion of this experience.
 - a. Group Project

Elementary and secondary teachers could participate in the same project. Teachers could form groups within or across grade levels and disciplines. Examples: study group, work with consultant toward common goal, committee work, pilot program, joint lesson planning, grade level or department project, experimental project, combinations of activities, program evaluation, etc.

b. Individual Project

Examples: course work, workshops, teacher exchange program, independent/self-study, classroom experimentation, combination of activities, program evaluation, etc.

c. Peer Observation with Observational Journal

Teachers have the option of observing teachers within any public school. This project can be dyad in nature. Teachers selecting this option will have their respective projects evaluated on an individual basis. There will be a minimum of three observations required of teachers selecting this option. Development of an observational journal is a key ingredient of this option. This journal will include the dates of observations, a description of the lessons observed, and positive strategies that the observer could implement in his or her classroom.

d. The following guidelines will apply to Options I and II above:

1. Accountability will be reinforced through the Professional Growth Plan (See APPR Plan for forms).
2. Approved projects will tie into professional responsibilities, District goals, or mission statement.
3. The immediate supervisor of each teacher involved in the plan must formally approve the plan after a discussion of the proposed project that should lead to consensus on the end result.
4. Deadline for selection of option: October 1 of current year.
5. Deadline for submission of Professional Growth Plan form: December 1 of current year. Supervisor's approval must be received within 15 calendar days of submission.
6. Deadline for withdrawing from Alternative Assessment (in favor of In-Depth or Informal Assessment): March 1
7. Summary of Professional Growth Experience (See APPR Plan for forms) will be submitted to supervisor for discussion within one month of completion of project (but before June 1 of current year).

8. An administrative response to the summary will be presented within 15 calendar days by the supervisor. Teachers will then be given the opportunity to respond to the evaluation.

Other Considerations:

1. Teachers must select an In-Depth Evaluation every three years.
2. Summative evaluations will be provided for teachers involved in both the In-Depth Evaluation and the Informal Evaluation Processes.
3. Teachers completing the Alternative Assessment Process will receive a letter (with copy to personnel file) verifying satisfactory completion of that process.
4. Year-end summary forms that include the total sick days used, etc., will continue to be provided for all teachers, regardless of the nature of the evaluation.

E. Overall Evaluation

At least one (1) overall evaluation of professional performance will be made and discussed by the teacher and the building Principal, Assistant Principal, or Program Director. The teacher shall have the right to make written comment on the report. Copies of the evaluation signed by the Principal, Assistant Principal or Program Director the evaluator and the teacher shall be prepared for the teacher, Principal and personnel folder.

F. Just Cause

1. No teacher shall be disciplined, reprimanded, reduced in rank or compensation, or deprived of any professional advantage without just cause. In no case shall this be done publicly, except as may be required in the state tenure law. Any such discipline, reprimand, reduction in rank and/or compensation, or deprivation of advantage, including adverse evaluation of teacher performance or violation of professional ethics asserted by the Board or any agent or representative thereof, shall be subject to the grievance procedure hereinafter set forth.
2. A teacher shall not be reprimanded in front of pupils or other teachers.

G. Personnel Files

1. Teachers shall have the right upon reasonable notice to arrange a mutually convenient appointment to review the contents of their personnel files which are in

the District Office.

2. No material other than routine financial notices shall be placed in the file unless the teacher has had an opportunity to read the material. Teachers shall acknowledge that they have read such material by affixing their signature on the actual copy to be filed; it is understood that such signature merely signifies that they have read the material to be filed and does not necessarily indicate agreement with its contents.
 3. Teachers shall have the right to answer any materials filed, and their answer shall be attached to the file copy.
 4. Teachers shall be permitted to receive a copy of material from their file which was not previously made available to them.
 5. References and information, such as included in college credentials obtained in the process of evaluating the teacher for employment, shall not be subject to the above provisions.
 6. The District personnel file shall be the sole repository of teacher evaluative material.
- H.** A committee consisting of an equal number of representatives of both the BTA and the Administration will convene during the 2013-2014 school year to create standardized evaluation criteria for all stipended and co-curricular positions.

ARTICLE IX

TEACHER PROTECTION

A. Student Discipline

1. The teacher's effectiveness in the classroom is closely related to the establishment of an appropriate climate for the educational program. When reasonable efforts on the part of the teacher have been insufficient to handle discipline or behavior problems that interfere with effective teaching and learning, the Board recognizes its responsibility to give all reasonable support and assistance to the teacher with respect to the maintenance of control and discipline in the classroom.
2. It is recognized by the Board that building Principals have the ultimate responsibility for the supervision of students in their buildings. However, the Association recognizes that teachers cannot be indifferent to violations of the rules

and regulations of the school in the corridors, lavatories, and on the school grounds as well as in their classrooms.

B. Assault on Teachers

Any case of employment-related assault upon a teacher shall immediately be reported to the Board or its designated representative(s). The Board shall provide legal counsel to advise the teachers of their rights and obligations in connection with handling of the incident by law enforcement and judicial authorities.

C. Legal Protection

If teachers are involved in any proceedings arising out of the discharge of their professional duties, the Board shall provide legal counsel for their defense in the manner stipulated by the Education Law. A process served upon a teacher shall be given to the District within ten (10) calendar days after service.

D. Parental and/or Student Complaints

Any formal complaint by a parent and/or a student directed toward a teacher shall be called promptly to the teacher's attention. In any conference with the teacher in such a situation, other than for the purpose of notification and explanation of the circumstances, the teacher shall be entitled to have one designated representative present. Prior notice must be given to the administrator of the identity of the designated representative.

ARTICLE X

ASSOCIATION RIGHTS

A. Association Activities

1. Association meetings may be held after the teacher day. The arrangement for the use of a school building for meetings is to be in accordance with established procedures. Permission to use school buildings, when not in use for school purposes, may be obtained from the principal of the school. Requests for the use of a school building for Association meetings are to be submitted to the principal at least 24 hours prior to the desired time of the meeting.
 - a) The BTA shall be permitted to use up to fifteen (15) days off with pay each school year for the purpose of conducting Union business. The BTA President shall notify the Superintendent of the need for such leave by

giving three (3) days written notice. The BTA will not use such leave in a manner which would require more than four (4) teachers to be absent on the same work day.

- b) The BTA President shall not be assigned to supervisory/administrative duties. The BTA President shall be assigned to a maximum of four (4) teaching periods or 80 percent the normal teaching load and the BTA President's work schedule shall end with the completion of the seventh period in the BHS or HWMS. In CV Starr and JFK, arrangements will be worked out in the future based upon the above provision.
 - c) The Association designee in charge of grievance may, upon approval of the building principal, be relieved of non-teaching duties to perform duties relating to matters of mutual concern. Coverage, at no cost to the District, may be obtained by the Association with the principal's approval.
2. The Association shall have the right to use the teacher mail boxes for distribution of material.
 3. A bulletin board space shall be reserved in an accessible place in each school building for exclusive use by the Association for posting material dealing with proper and legitimate Association business. Bulletin boards located in areas normally frequented by students may not be used.
 4. Four (4) copies of the minutes of any open meeting of the Board of Education will be sent to the President of the Association during the week preceding the next regular meeting.
 5. The Association shall officially designate a member of its unit to act as building representative in each of the Brewster Schools. Such representative shall have the responsibility of being fully acquainted with the provisions of the Agreement and shall bring to the attention of the Brewster Teachers Association any members of the professional staff who are acting in violation of the agreed upon provisions of the contract. The Association recognizes its responsibility to share in implementing the Agreement.
 6. The Association shall be provided with a room for office space in the District. Telephone service may be installed and made available at the expense of the Association. Such room will continue to be provided as long as the District has available space.

B. Job Security

1. Should a situation develop that, in the opinion of the Board, requires a reduction in staff or the elimination of a position covered by this Agreement, the Board will consult with the Association before taking action and afford the Association the opportunity of submitting a plan for dealing with the situation.
2. If a position is eliminated, the person who held that position must be notified immediately in writing. The person who held that position shall be offered a comparable position or one for which that person is qualified, if such a position exists. In this event all benefits, such as accumulated sick leave, seniority, and tenure, shall continue as if the position had not been eliminated.
3. Should a situation develop that, in the opinion of the Superintendent, requires a change of duties performed by any person covered by this Agreement, the proposed change will be discussed with the person affected.

C. Voluntary Dues Deduction

The Board agrees that upon application of a teacher for payroll deduction of the employee's membership dues in the Association, the proper deduction shall be made from the teacher's salary and forwarded to the Association.

D. Agency Fee Deduction

The board shall deduct from the wage or salary of employees in the bargaining unit who are not members of the BTA, an amount equivalent to the dues levied by the BTA and shall submit the sum so deducted to the BTA for the period of time authorized by law.

E. Benefit Trust Deductions

Teachers shall be entitled to participate in the New York State United Teachers Benefit Trust through payroll deductions provided that no more than two (2) changes be made in any such authorized deduction within the school year.

F. Liaison Meetings

The Superintendent and/or the Superintendent's representative(s) will meet and consult once a month during the school year at a mutually agreeable time and place with the representative(s) of the Association on matters of mutual concern.

G. School Calendar

Two (2) official representatives of the Association will serve in an advisory capacity with the Superintendent in the development of the school calendar.

H. Copies of Agreement

Copies of this Agreement shall be printed at the expense of the Board and distributed to all teachers employed by the Board within a reasonable period of time after the execution of this contract.

I. Vote COPE

The District shall add Vote-COPE to the voluntary payroll deductions for members of the unit.

ARTICLE XI

TRANSFERS AND VACANCIES

A. Transfers and Job Openings

1. When new positions and/or job openings appear, whether administrative or non-administrative, notice of such positions shall be given to the Association and to the building principals for dissemination so that teachers in the system may apply.
2. Teacher requests for transfers shall be sent in writing to the Superintendent, who will carefully consider each request in relation to the needs of the educational program. Wherever feasible, such requests will be honored. Teachers with seniority will be given priority, provided all other factors are equal.
3. There will be at least a two (2) week application period between the date of posting and the date of appointment of a person to the position. Should an emergency occur requiring a shorter period of time, the above application period may be altered by mutual agreement between the BTA and the District.

B. Supporting Personnel, Co-Curricular and Coaching Positions

These are positions in which annual/seasonal appointments are made. Reappointments shall be based upon the willingness of the individual to serve and upon an annual/seasonal evaluation of services previously rendered.

1. Annual positions will be recommended for reappointment no later than the end of the third week in June with a response due no later than June 30.
2. Seasonal positions will be recommended within thirty (30) days after the close of the regular season with response due thirty (30) days after the date of notification.

C. Right of First Refusal

Members of the unit will be given the right of first refusal for all positions. Current incumbents will not be affected.

ARTICLE XII

LEAVES OF ABSENCE

A. Sick Leave

1. Each teacher hired before July 1, 2015 shall be granted fifteen (15) days per year sick leave for personal illness, without salary deduction, cumulative to 190 days without the 160-Day Option, or cumulative to 160 days with the 160-Day Option with an additional 30 days contributable to the sick bank. For those teachers with at least twenty (20) years experience in any school system, sick leave shall be thirty (30) days a year, cumulative to 190 days without the 160-Day Option or cumulative to 160 days with the 160-Day Option, with an additional 30 days contributable to the sick bank. Once a teacher who has acquired at least twenty (20) years of service in any school District reaches 190 days, he or she shall thereafter be entitled to twenty (20) days a year, regardless of whether or not the accumulated days fall below 190 without the 160-Day Option or 160 with the 160-Day Option.

Each teacher hired on or after July 1, 2015 shall be granted fifteen (15) days per year sick leave for personal illness, without salary deduction, cumulative to 190 days. For those teachers with at least twenty (20) years experience in any school system, sick leave shall be thirty (30) days a year, cumulative to 190 days. Once a teacher who has acquired at least twenty (20) years of service in any school District reaches 190 days, he or she shall thereafter be entitled to twenty (20) days a year. Teachers hired on or after July 1, 2015 shall only be paid out for 120 days of unused sick days.

2. Teachers who are absent for five (5) consecutive days may be required to present a doctor's statement as to the cause of illness.
3. For illness in the immediate family involving a person for whom the teacher is responsible, a maximum of fifteen (15) days of the teacher's accumulated sick leave shall be granted. Requests for additional leave for this purpose must be submitted to the Board for approval.

B. Personal Days

1. Each teacher shall be allowed two (2) personal leave days per year without deduction in pay in accordance with the remainder of this article. Any unused personal leave shall become additional accumulated sick leave effective at the end of each academic year.
2. Personal leave shall be defined as leave necessary for the conduct of personal or legal business which cannot be conducted at any other time during the day or week except when the teacher is working.
3. Notice of personal leave days shall be made on the appropriate form. No statement of reason shall be requested unless the day requested is before or after a holiday or during the first and last week of school.
4. Except in cases of emergency, notice of personal leave days shall be given to the building principal at least five (5) days in advance. Receipt of said notice will be acknowledged no later than the school day prior to the requested leave.

C. Death in Family

There will be no deduction in pay for five (5) consecutive days of absence because of the death of an immediate family member. (Immediate family shall include the teacher's spouse, domestic partner, children, parents, foster parents, parents-in-law, brothers, sisters, grandparents and any other person for whose financial or physical care the employee is principally responsible.) In case of extreme need, the Superintendent will grant additional time.

D. Graduation Exercises

Upon written request to the Superintendent, any teacher may be granted a leave of absence without deduction in pay in order to attend their own secondary or post secondary graduation exercises or those of their son, daughter, husband, wife or domestic partner. Such leave may be of one (1) day's duration. Where extended travel is required, an additional day or more may be granted at the discretion of the Superintendent. The application should be submitted at least two (2) weeks prior to graduation.

E. Paid Leaves for Other Purposes

Leaves of absence not chargeable against the teacher's sick leave shall be granted for the following reasons:

1. Upon proof of necessity, leave for jury duty or court attendance for other than personal reasons shall be granted. The employees involved will be expected to carry on their regular duties when not obligated to be in court. The length of absence will depend upon the extent of the demand made by the court. Jury duty pay excluding expenses shall be returned to the District.
2. Leave shall be granted when a certified employee has been subpoenaed as a witness in any case connected with the teacher's employment or the school.
3. Leave shall be granted for approved visitation to other schools or attendance at conferences and professional meetings.
4. Leave shall be granted when attending any function requested by the administration.
5. Leave shall be granted to teachers enrolled in summer graduate programs which start before the end of the school year, provided the teachers have fulfilled all of their obligations and responsibilities to the District. If the teachers cannot fulfill their duties to the District before they leave for summer courses, they will receive a deduction of 1/200th of their annual salary for each day of early leave.
6. Leave shall be granted for individuals required to take the selective service physical examination during school hours.

F. Unpaid Leave

Requests for unpaid leave shall be submitted in writing to the Superintendent by March 1st for leave beginning the following September. The District will notify the applicant of approval or rejection in writing on or before April 1st. Such teacher may continue insurance at the teacher's own expense.

G. Child Care Leave

1. A teacher can apply for up to 24 months of child care leave without pay.
2. Ordinarily, certified personnel on child care leave may return to the system only at the beginning of the school year and must notify the Superintendent by March 15 of their intention to return to work in September.
3. After returning from child care leave, certified personnel will resume their place on the salary scale as follows:

- a) on the succeeding step if the employee completed half or more of the last year of teaching;
 - b) on the same step if the employee completed less than half of the last year of teaching.
4. Granting of child care leave shall not result in loss of tenure rights.

ARTICLE XIII

GRIEVANCE PROCEDURE

A. Definitions

As used herein:

- 1. "Employee" means any person who is covered by this Agreement.
- 2. "Grievance" means a claimed violation, misinterpretation or unfair application of any provisions of this Agreement, or of any rule, regulation, procedure, or administrative order of the Board or of any department thereof. "Grievance" includes any claim that any of the foregoing have been or are being interpreted or applied in a discriminatory or inequitable manner. "Grievance" does not include any issue involving tenure. Such issue, should it arise, is to be dealt with in accordance with the applicable statutory provisions.
- 3. "Days" means calendar days, except Saturdays, Sundays, and legal holidays which are to be excluded in computing time within which notice is to be given or action taken in accordance with the provisions herein contained.

B. No Reprisal

There shall be no reprisal or discrimination against an employee or group of employees who institute a grievance or on whose behalf the Association has instituted a grievance, or who may participate as witnesses or otherwise in the processing of a grievance.

C. Waiver of Time Limits

The several time limits herein provided for the several stages of the grievance procedure may be waived by the written agreement of all parties to a grievance proceeding.

D. Access to Information

The BTA representatives selected to process a grievance shall have access to that information pertinent to the determination and processing of the grievance.

E. Right to Proceed

Failure of the responsible school officer at any step of this procedure to communicate the decision in a grievance stage within the specified time limits shall act to permit the aggrieved party to proceed to the next stage within the specified time limits provided by the contract.

Nothing herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the administration and have the grievance adjusted, provided that the adjustment is not inconsistent with the terms of this Agreement.

F. Procedures

1. Initiation of Grievance -- Not later than thirty (30) school days after the occurrence which gave rise to the grievance, the employee, group of employees, or the Association shall submit the written grievance at Stage 1 to the Principal of the building in which the grievance arose.
2. Stage 1 shall be omitted and the grievance may be initiated at Stage 2 in the event the grievance is of general nature or does not arise out of a specific occurrence in any one school building.
3. An employee, group of employees, or the Association may initiate a grievance at Stage 1, but in the event a grievance initiated by an employee or group of employees is not satisfactorily resolved at Stage 1, the Association shall become the grievant and only the Association shall be permitted to proceed to Stage 2 or beyond.

Stage 1:

4. The building principal shall, after discussing the grievance with the grievant and the Association representative, render a written decision no later than seven (7) days after the presentation of the grievance. Copies of the Stage 1 decision shall be forwarded to the grievant and the Association.
5. In the event the Association is not in agreement with the decision at Stage 1, the Association may proceed to Stage 2.

Stage 2:

6. Within seven (7) days of receipt of the building principal's decision, the Association may appeal the decision in writing to the Superintendent. The Superintendent or the Superintendent's designee shall, within five (5) days of receipt of the appeal, hold a discussion on the grievance with the Association and shall, within ten (10) days of the close of the hearing, render a written decision on the matter.
7. The Association, if it is not in agreement with the decision at Stage 2, shall notify the Superintendent in writing of its intent to proceed to arbitration. Such notice by the Association shall be made no later than ten (10) days following receipt of the Stage 2 decision.

Stage 3:

8. The arbitrator shall be selected pursuant to the Voluntary Labor Arbitration Rules of the American Arbitration Association.
9. The arbitrator shall be without power or authority to alter or change any provision of this Agreement or add thereto, nor may the arbitrator make any recommendation which requires the commission of an act prohibited by law or which violates the terms of this Agreement.
10. The award of the arbitrator shall be final and binding upon the Board and the Association.
11. The costs and expenses of the arbitrator shall be shared equally by the Board and the Association. All costs incurred in preparing and presenting the arbitration, including witness costs, shall be borne by the party incurring them.

ARTICLE XIV

MISCELLANEOUS PROVISIONS

A. Board of Education/BTA Committee (C-19)

The parties agree to establish a joint Board-BTA committee which shall include the Superintendent of Schools and members of the Board. Such committee shall be designed to keep the BTA and its membership apprised of both short and long-term goals of the Board of Education, and likewise provide the Board with input from the BTA on matters important to the education of Brewster's children. Meetings shall be held at the request of either party, and agenda items must be forwarded to participants prior to the commencement of a meeting.

The parties agree to continue joint Board-Teacher discussions pursuant to the development of a Master Teacher position in the District.

B. District/BTA Joint Committee

The parties agree to form a committee(s) to align contract with current law and best practice; current language may, in certain instances, be irrelevant or out of date. The committee will be an equal number of teachers and administrators, for example: special education or curriculum coordinator.

C. Matters Not Covered

With respect to matters not covered by this Agreement or by existing policies, regulations, or procedures not contrary to or inconsistent with the terms, the Board agrees that it will consult and negotiate with the Association prior to making changes which might normally be classified as being relative to salaries and conditions of employment.

D. Effect of Contract

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.

E. Individual Agreements

Any individual arrangement, agreement, or contract between the Board and an individual teacher, heretofore executed, shall be subject to and consistent with the terms and conditions of this Agreement. Any individual arrangement, agreement, or contract, hereafter executed, shall be expressly made subject to and consistent with the terms of this or subsequent Agreements to be executed by the parties. If an individual arrangement, agreement, or contract contains any language inconsistent with this Agreement, this Agreement during its duration shall be controlling.

F. Savings Clause

If any provision of this Agreement or any application of the Agreement to any teacher or group of teachers shall be found contrary to law, such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

G. Legislative Clause

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 thereof shall not become effective until the appropriate legislative body has given approval.

ARTICLE XV

TEACHING ASSISTANTS

A. Teaching Assistants shall not be used to replace a teacher.

B. The following sections of the contract apply to teaching assistants:

1. **Article I - RECOGNITION**

2. **Article II** - Compensation for full-time teaching assistants will be paid in accordance with the salaries set forth in the Appendices.

Part-time salaries will be adjusted proportionately.

Section E - In-service - The language of Article II, Section E shall apply except, the rate of compensation for in-service courses for teaching assistants will be calculated based upon the individual annual contract salary divided by 200 days divided by seven (7) hours per day.

Section F - Career Increments - Teaching assistants will be compensated as set forth in Appendix C.

Section G - Summer Workshops and Curriculum Study - The language of Article II Section G shall apply except, teaching assistants will be compensated as per Appendix F.

Section I - Stipends for Co-Curricular and Coaching Staff

Section J - Teacher Transportation

3. **Article III - BENEFITS**

Section A - Insurance - The language in Article III.A shall apply except, Section A shall not apply to part-time teaching assistants. Part-time teaching assistants are not eligible for health insurance benefits. (General definition of part-time teaching assistants: teaching assistants who works less than twenty (20) hrs/week.)

Section B - Welfare Fund - The language of Article III.B shall apply except, District contribution per member for part-time teaching assistants that work twenty

(20) or more hours per week will be at fifty percent (50%). This contribution for part-time teaching assistants will be for individual coverage for the part-time teaching assistants only. (i.e., Effective July 1, 2005, the contribution for a part-time teaching assistant shall be half of \$1,655, or \$828).

Section C - Flexible Spending Plan

Section D - Personal Property Loss

Section E - Waiver on Tuition - The language in Article III.E shall apply except, the benefit will not be available to part-time teaching assistants.

Section F - Credit Union

Section G - Unused Accumulated Sick Leave - The language in Article III Section G. shall apply except, i) full-time teaching assistants hired prior to July 1, 2015 shall be eligible to accumulate up to 190 unused sick days; ii) upon retirement from BCSD, full-time teaching assistants hired prior to July 1, 2015 will be compensated for fifty percent (50%) of their accumulated unused sick leave according to Section G, Numbers 2 and 3; and iii) the benefit will not be available to part-time teaching assistants.

The language in Article III, Section G providing for the unused sick day payout at the rate of \$150.00 per day and a maximum of 120 days shall apply to full time teaching assistants hired on or after July 1, 2015.

Section H - Sick Leave Bank - The language in Article III, Section H shall apply except, the benefit will not be available to part-time teaching assistants.

4. **Article IV - TEACHING CONDITIONS**

Section A.1 - Class size and Teaching Load

Section E.1 – Emergency Class Coverage - The language of Article IV Section E.1. shall apply, and additionally, the following procedures will be used in the event that a teaching assistant is needed to cover classes:

Elementary or Intermediate Level: Teaching assistants will be included, without additional compensation, in the rotation of special area teachers who are sometimes called upon to cover classes. At times, on an elementary or intermediate level, it may become necessary to cancel art, music, band, gym, health, library, etc in order to cover for a regular classroom teacher who is absent. Teaching assistants on the elementary and intermediate level will be added to the rotation of teachers who may have their regular assignments (art, music, band, gym, health, library, etc) changed on a day when there are not enough substitutes. If it is necessary to schedule

teaching assistants at a time which does not allow for their weekly 200 minutes of preparation time, they will be compensated based on the applicable hourly rate as defined in Article IV Section E.

Secondary Level: Teaching assistants can be utilized, without additional compensation, to cover classes during the time that they are not assigned a class. If it is necessary to schedule teaching assistants at a time which does not allow for their weekly 200 minutes of preparation time, they will be compensated based on their hourly rate as defined in Article IV Section E. In the event it is necessary to pay for a coverage, teachers who are willing to cover the class for payment will be given the right of first refusal.

District Wide: The District reserves the right to assign teaching assistants to cover classes, without extra compensation, during that portion of the teaching assistant's seven-hour day that does not include their regular assignment, lunch, or daily preparation time

Section H - Maintenance and Custodial Work

Section N - Health Safeguards

5. **Article V - TEACHING YEAR, DAY AND MEETINGS**

Section A.1 - Teaching Year

Section B.1 - Teacher Day - The language of Article V, Section B.1 shall apply except, Teaching Assistants will work seven (7) hour days regardless of whether placed in secondary or elementary schools.

Section B.2 – Teacher Day - The language of Article V, Section B.2 shall apply except proportionate benefit shall be provided to part-time teaching assistants.

Section B.3 – Teacher Day - The language of Article V, Section B.3 shall apply except, as applied to teaching assistants, the third sentence is replaced with “This time period is not to be used for duties other than regularly assigned duties. (e.g. bus and hall duty.)

Section B.4 – Teacher Day - The language of Article V, Section B.4 shall apply except, proportionate benefit shall be provided to part-time teaching assistants.

Section B.6 - Teacher Day

Section C - Meetings -The language of Article V, Section C shall apply except, proportionate benefit shall be provided to part-time teaching assistants.

Section D - Evening Obligations -The language of Article V, Section D shall apply except, proportionate benefit shall be provided to part-time teaching assistants.

Section E.4 - Teachers Assigned to More than One School - The language of Article V, Section E.4 shall apply except, shared teaching assistants in both secondary and elementary schools will have a seven (7) hour day.

6. **Article VI - TEACHER FACILITIES**

7. **Article VIII - EVALUATIONS**

Section A - Evaluation Committee

Section B - Probationary Teachers - Article VIII, Section B shall apply as revised to read, "Probationary Teaching Assistants, Teaching assistants shall be observed a minimum of two (2) times per year (once per semester) by an administrator in the District. It is recognized that an employee is required to work seven (7) hours per day in order to be considered full-time for the purpose of accumulating credit towards tenure. (e.g., only seven (7) hour full-time employees and those teaching assistants who were subjected to involuntary reduction from full-time to part-time status will be appointed to a probationary position and accrue time towards tenure; part time teaching assistants do not get placed on a probationary tenure track). Part-time Teaching Assistants will be observed a minimum of one (1) time per year."

Section D - Tenured Non-Instructional Teachers

Section E -- Overall Evaluation

Section F -- Just Cause

Section G -- Personnel Files

8. **Article IX - TEACHER PROTECTION**

9. **Article X - ASSOCIATION RIGHTS**

10. **Article XI - TRANSFERS AND VACANCIES**

11. **Article XII - LEAVES OF ABSENCE**

Section A.1 – Sick Leave - Article XII, Section A.1 shall apply as revised to read, "Full-time teaching assistants shall be granted fifteen (15) days per year for personal illness, without salary deduction, cumulative to 190 days. After twenty (20) years of experience as a teaching assistant in the District, sick leave shall be

increased to thirty (30) days a year cumulative to 190. Part-time teaching assistants shall be granted seven (7) days per year sick leave for personal illness. Part-time teaching assistants shall not accumulate sick leave.”

Section A.2 – Sick Leave

Section A.3 - Sick Leave

12. **Article XIII - GRIEVANCE PROCEDURE**

13. **Article XIV - MISCELLANEOUS PROVISIONS**

ARTICLE XVI

SCHOOL NURSES

A. The following sections of the contract apply to school nurses:

1. **Article I - Recognition**

2. **Article II - Compensation**

Section E - In-service (Maximum in-service credits shall be 21)
Section G - Summer Workshops and Curriculum Study
Section I - Stipends for Co-Curricular and Coaching Staff
Section J – Teacher Transportation

3. **Article III - Benefits**

Section A - Insurance
Section B - Welfare Fund
Section C - Flexible Spending Plan
Section D - Personal Property Loss
Section E - Waiver on Tuition
Section F - Credit Union
Section G - Unused Accumulated Sick Leave
Section H - Sick Leave Bank

4. **Article IV**

Section D – Integrated Co-Teaching
Section F -- Maintenance and Custodial Work
Section N - Health Safeguards

5. **Article V**

Section A.1 - Teaching Year
Section B.1,6 - Teacher Day
Section C.6 - Meetings
Section D-1 - Evening Obligations
Section E - Assigned to more than one school

6. **Article VI - Teacher Facilities**

7. **Article VIII - Evaluations**

Section A - Evaluation Committee
Section E -- Overall Evaluation
Section F - Just Cause
Section G - Personnel Files

8. **Article IX- Teacher Protection**

9. **Article X - Association Rights**

10. **Article XI - Transfers and Vacancies**

11. **Article XII - Leaves of Absence**

12. **Article XIII - Grievance Procedure**

13. **Article XIV - Miscellaneous Provisions**

B. Duty-free Lunch

All school nurses will have a duty-free lunch of no less than thirty (30) minutes.

C. Meetings

1. Nurses will be required to attend faculty meetings in accordance with Article V, C only if the agenda pertains to them. In such case, they will be notified no less than 48 hours prior to the meeting except when an emergency meeting is called.
2. Nurses may voluntarily attend any faculty meeting.

3. Nurses shall be required to attend only those planning action meetings or Superintendent's Conference Days which involve issues pertaining to their responsibilities.

D. Evening Meetings

1. Attendance by any nurse at any evening meeting, other than Open House Night, is to be entirely voluntary.

E. Evaluation

1. Nurses will be evaluated by the building principal or assistance principal once each year in accordance with the procedures in Article VIII, D.

F. Student Information

1. Nurses will be notified five (5) days in advance, if known, or else as soon as the District is aware, of the placement of any student with a serious medical problem that would require special training or equipment.
2. In all cases, nurses will receive a minimum of one (1) day notice of any student being assigned to the building, having a disability or medical condition, if known to the District.
3. The Union recognizes the District responsibility to make every effort to provide for the medical needs of all students during the school day.

The District recognizes the limits placed upon nurses as pertains to the performance of a medical procedure in which he/she is not trained.

G. Compensation

1. Nurses will be paid in accordance with the salaries set forth in Appendix B.
2. Nurses assigned to extra responsibilities such as summer records, conducting athletic physicals and other activities that must be completed outside the normal work day/work year will be compensated at their hourly rate of pay.

H. Career Increments: Nurses

1. Upon the attainment of ten years of credited experience in the Brewster Central School District, an additional increment will be paid as per Appendix A.
2. Upon the attainment of fifteen years of credit experience in the Brewster Central School District, an additional increment will be paid as per Appendix A.
3. As per Article II, Section (A)(3)(e), effective July 1, 2015, a new twenty year longevity will be established on the nurses' schedule.
4. Longevity for RNs and LPNs shall only be paid as per Appendix B.

ARTICLE XVII

OCCUPATIONAL THERAPISTS AND PHYSICAL THERAPISTS

- A. The following sections of the contract shall apply to occupational and physical therapists:

Article I RECOGNITION

Article II COMPENSATION

Only:

Section A - Salary Schedules

Section E - In-Service Courses

The Language of Article II, Section E shall apply except: Occupational Therapists and Physical Therapist may take a maximum of 15 CEUs (Continuing Educational Units) per year for current hourly payment as stipulated by this Agreement, Article II, Section E, Number 1.

Section F - Career Increments

Section G - Summer Workshops and Curriculum Study

Section J - Transportation

Article III BENEFITS

Article IV TEACHING CONDITIONS

Only:

Section F: Maintenance and Custodial Work

Section N: Health Safeguards

Article V TEACHING YEAR, DAY AND MEETINGS

Article VI TEACHER FACILITIES

Article IX TEACHER PROTECTION

Article X ASSOCIATION RIGHTS

Article XII LEAVES OF ABSENCE

Article XIII GRIEVANCE PROCEDURE

Article XIV MISCELLANEOUS PROVISION

Supervision - Occupational Therapists and Physical Therapists assigned responsibility of supervising a COTA/PTA will be given release time when warranted. This release time must be approved in advance by the Director of Pupil Personnel Services. Supervisors shall write end-of-year evaluations for their assistants.

Evaluation - Occupational Therapists/Physical Therapists (“OT/PT”) are covered under Civil Service law and are not subject to tenure. The probationary period for OT/PT is 26 weeks. During the first three years of service in the District, OT/PTs will be observed a minimum of three (3) times by either the Director of Pupil Personnel Service, the Special Education Administrator, the building administration, or the Director of administration. Starting in the fourth year of service in the District, OT/PTs will be evaluated once a year, or will be given the options specified within the Annual Professional Performance Review.

ARTICLE XVIII

DURATION OF AGREEMENT

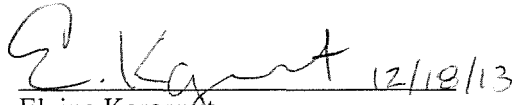
This contract shall be effective as of July 1, 2013 through June 30, 2016 and continue in full force and effect thereafter until such time as it may be modified by mutual agreement.

BOARD OF EDUCATION, BREWSTER
CENTRAL SCHOOL DISTRICT

_____

Dr. Stephen Jambor
Board President

THE BREWSTER TEACHERS' ASSOCIATION

_____ 12/18/13

Elaine Karczmik
President

APPENDIX A

Teachers' Salary Schedule 2013-2014

Step	BA	BA + 30	MA	MA + 30	MA + 60
1	\$ 52,683	\$58,833	\$ 63,627	\$ 69,777	\$ 75,927
2	\$ 57,206	\$63,356	\$ 68,150	\$ 74,300	\$ 80,450
3	\$ 59,516	\$65,666	\$ 70,460	\$ 76,610	\$ 82,760
4	\$ 65,209	\$71,359	\$ 76,153	\$ 82,303	\$ 88,453
5	\$ 67,639	\$73,789	\$ 78,583	\$ 84,733	\$ 90,883
6	\$ 70,155	\$76,305	\$ 81,099	\$ 87,249	\$ 93,399
7	\$ 72,705	\$78,855	\$ 83,649	\$ 89,799	\$ 95,949
8	\$ 75,276	\$81,426	\$ 86,220	\$ 92,370	\$ 98,520
9	\$ 77,887	\$84,037	\$ 88,831	\$ 94,981	\$ 101,131
10	\$ 80,648	\$86,798	\$ 91,592	\$ 97,742	\$ 103,892
11	\$ 83,464	\$89,614	\$ 94,408	\$ 100,558	\$ 106,708
12	\$ 86,488	\$92,638	\$ 97,432	\$ 103,582	\$ 109,732
13	\$ 89,723	\$95,873	\$ 100,667	\$ 106,817	\$ 112,967
14	\$ 94,465	\$100,615	\$ 105,409	\$ 111,559	\$ 117,709
15	\$ 100,848	\$106,998	\$ 111,792	\$ 117,942	\$ 124,092

CREDITS \$ 205

DEGREES

MASTERS	\$ 4,794
6TH YEAR	\$ 1,726
DOCTORATE	\$ 1,726

LONGEVITY

15 Years	\$ 2,497
20 Years	\$ 2,112
20A Years	\$ 2,839
25 Years	\$ 2,959

CONVERSION FROM 15 to 20 step schedule

2012-2013	
2013-2014	EQUIVALENT
<u>Step</u>	<u>Step</u>
1	1
	2
	3
2	4
3	5
	6
4	7
5	8
6	9
7	10
8	11
9	12
10	13
11	14
12	15
13	16
	17
14	18
	19
15	20

Teachers' Salary Schedule - JULY 2014

Step	BA	BA + 30	MA	MA + 30	MA + 60
1	\$ 52,683	\$58,833	\$63,658	\$69,808	\$75,958
2	\$ 53,500	\$59,650	\$64,475	\$70,625	\$76,775
3	\$ 55,550	\$61,700	\$66,525	\$72,675	\$78,825
4	\$ 57,206	\$63,356	\$68,181	\$74,331	\$80,481
5	\$ 59,516	\$65,666	\$70,491	\$76,641	\$82,791
6	\$ 63,500	\$69,650	\$74,475	\$80,625	\$86,775
7	\$ 65,209	\$71,359	\$76,184	\$82,334	\$88,484
8	\$ 67,639	\$73,789	\$78,614	\$84,764	\$90,914
9	\$ 70,155	\$76,305	\$81,130	\$87,280	\$93,430
10	\$ 72,705	\$78,855	\$83,680	\$89,830	\$95,980
11	\$ 75,276	\$81,426	\$86,251	\$92,401	\$98,551
12	\$ 77,887	\$84,037	\$88,862	\$95,012	\$101,162
13	\$ 80,648	\$86,798	\$91,623	\$97,773	\$103,923
14	\$ 83,464	\$89,614	\$94,439	\$100,589	\$106,739
15	\$ 86,488	\$92,638	\$97,463	\$103,613	\$109,763
16	\$ 89,723	\$95,873	\$100,698	\$106,848	\$112,998
17	\$ 92,500	\$98,650	\$103,475	\$109,625	\$115,775
18	\$ 94,465	\$100,615	\$105,440	\$111,590	\$117,740
19	\$ 97,500	\$103,650	\$108,475	\$114,625	\$120,775
20	\$ 101,504	\$107,654	\$112,479	\$118,629	\$124,779
CREDITS	\$ 205				
DEGREES					
MASTERS	\$ 4,825				
6TH YEAR	\$ 1,737				
DOCTORATE	\$ 1,737				
LONGEVITY					
15 Years	\$ 3,016				
20 Years	\$ 2,126				
20A Years	\$ 2,857				
25 Years	\$ 2,978				

***** This schedule does NOT reflect the one-time credit of \$130,000 during the 2014-2015 school year that will be deducted from all of the unit members. The \$130,000 shall be divided by the number of unit members on the payroll as of September 1, 2014 and then shall be deducted from each unit member's annual salary over the course of the fiscal year.

Teacher Salary Schedule - February 2015

Step	BA	BA + 30	MA	MA + 30	MA + 60
1	\$ 52,683	\$58,833	\$63,690	\$69,840	\$75,990
2	\$ 53,500	\$59,650	\$64,507	\$70,657	\$76,807
3	\$ 55,550	\$61,700	\$66,557	\$72,707	\$78,857
4	\$ 57,206	\$63,356	\$68,213	\$74,363	\$80,513
5	\$ 59,516	\$65,666	\$70,523	\$76,673	\$82,823
6	\$ 63,500	\$69,650	\$74,507	\$80,657	\$86,807
7	\$ 65,209	\$71,359	\$76,216	\$82,366	\$88,516
8	\$ 67,639	\$73,789	\$78,646	\$84,796	\$90,946
9	\$ 70,155	\$76,305	\$81,162	\$87,312	\$93,462
10	\$ 72,705	\$78,855	\$83,712	\$89,862	\$96,012
11	\$ 75,276	\$81,426	\$86,283	\$92,433	\$98,583
12	\$ 77,887	\$84,037	\$88,894	\$95,044	\$101,194
13	\$ 80,648	\$86,798	\$91,655	\$97,805	\$103,955
14	\$ 83,464	\$89,614	\$94,471	\$100,621	\$106,771
15	\$ 86,488	\$92,638	\$97,495	\$103,645	\$109,795
16	\$ 89,723	\$95,873	\$100,730	\$106,880	\$113,030
17	\$ 92,500	\$98,650	\$103,507	\$109,657	\$115,807
18	\$ 94,465	\$100,615	\$105,472	\$111,622	\$117,772
19	\$ 97,500	\$103,650	\$108,507	\$114,657	\$120,807
20	\$ 102,163	\$108,313	\$113,170	\$119,320	\$125,470

CREDITS \$ 205

DEGREES

MASTERS	\$ 4,857
6TH YEAR	\$ 1,749
DOCTORATE	\$ 1,749

LONGEVITY

15 Years	\$ 3,036
20 Years	\$ 2,140
20A Years	\$ 2,876
25 Years	\$ 2,998

***** This schedule does NOT reflect the one-time credit of \$130,000 during the 2014-2015 school year that will be deducted from all of the unit members.

The \$130,000 shall be divided by the number of unit members on the payroll as of September 1, 2014 and then shall be deducted from each unit member's annual salary over the course of the fiscal year.

Teachers' Salary Schedule - JULY 2015

Step	BA	BA + 30	MA	MA + 30	MA + 60
1	\$ 52,920	\$59,098	\$64,277	\$70,455	\$76,633
2	\$ 53,741	\$59,918	\$65,098	\$71,276	\$77,454
3	\$ 55,800	\$61,978	\$67,157	\$73,335	\$79,513
4	\$ 57,463	\$63,641	\$68,821	\$74,999	\$81,176
5	\$ 59,784	\$65,961	\$71,141	\$77,319	\$83,497
6	\$ 63,786	\$69,963	\$75,143	\$81,321	\$87,499
7	\$ 65,502	\$71,680	\$76,860	\$83,038	\$89,215
8	\$ 67,943	\$74,121	\$79,301	\$85,478	\$91,656
9	\$ 70,471	\$76,648	\$81,828	\$88,006	\$94,183
10	\$ 73,032	\$79,210	\$84,390	\$90,567	\$96,745
11	\$ 75,615	\$81,792	\$86,972	\$93,150	\$99,327
12	\$ 78,237	\$84,415	\$89,595	\$95,773	\$101,950
13	\$ 81,011	\$87,189	\$92,368	\$98,546	\$104,724
14	\$ 83,840	\$90,017	\$95,197	\$101,375	\$107,552
15	\$ 86,877	\$93,055	\$98,235	\$104,412	\$110,590
16	\$ 90,127	\$96,304	\$101,484	\$107,662	\$113,840
17	\$ 92,916	\$99,094	\$104,274	\$110,451	\$116,629
18	\$ 94,890	\$101,068	\$106,247	\$112,425	\$118,603
19	\$ 97,939	\$104,116	\$109,296	\$115,474	\$121,652
20	\$ 103,083	\$109,260	\$114,440	\$120,618	\$126,796

CREDITS \$ 206

DEGREES

MASTERS	\$ 5,180
6TH YEAR	\$ 1,756
DOCTORATE	\$ 1,756

LONGEVITY

15 Years	\$ 3,050
20 Years	\$ 2,350
20A Years	\$ 3,090
25 Years	\$ 3,011

Teacher Salary Schedule - February 2016

Step	BA	BA + 30	MA	MA + 30	MA + 60
1	\$ 53,158	\$59,364	\$64,567	\$70,772	\$76,978
2	\$ 53,983	\$60,188	\$65,391	\$71,597	\$77,802
3	\$ 56,051	\$62,257	\$67,460	\$73,665	\$79,871
4	\$ 57,722	\$63,927	\$69,131	\$75,336	\$81,541
5	\$ 60,053	\$66,258	\$71,461	\$77,667	\$83,872
6	\$ 64,073	\$70,278	\$75,481	\$81,687	\$87,892
7	\$ 65,797	\$72,003	\$77,206	\$83,411	\$89,617
8	\$ 68,249	\$74,455	\$79,658	\$85,863	\$92,069
9	\$ 70,788	\$76,993	\$82,196	\$88,402	\$94,607
10	\$ 73,361	\$79,566	\$84,769	\$90,975	\$97,180
11	\$ 75,955	\$82,160	\$87,364	\$93,569	\$99,774
12	\$ 78,590	\$84,795	\$89,998	\$96,204	\$102,409
13	\$ 81,375	\$87,581	\$92,784	\$98,989	\$105,195
14	\$ 84,217	\$90,422	\$95,625	\$101,831	\$108,036
15	\$ 87,268	\$93,474	\$98,677	\$104,882	\$111,088
16	\$ 90,532	\$96,738	\$101,941	\$108,146	\$114,352
17	\$ 93,334	\$99,540	\$104,743	\$110,948	\$117,154
18	\$ 95,317	\$101,523	\$106,726	\$112,931	\$119,137
19	\$ 98,379	\$104,585	\$109,788	\$115,993	\$122,199
20	\$ 104,010	\$110,216	\$115,419	\$121,624	\$127,830
CREDITS	\$ 207				
DEGREES					
MASTERS	\$ 5,203				
6TH YEAR	\$ 1,764				
DOCTORATE	\$ 1,764				
LONGEVITY					
15 Years	\$ 3,063				
20 Years	\$ 2,361				
20A Years	\$ 3,104				
25 Years	\$ 3,025				

APPENDIX B

Nurse Salary Schedule 2013-2014

Step	BA-RN	RN	LPN
1	\$ 53,524	\$ 46,532	\$ 39,717
2	\$ 57,206	\$ 49,832	\$ 42,691
3	\$ 59,516	\$ 51,820	\$ 44,400
4	\$ 65,209	\$ 56,715	\$ 48,610
5	\$ 67,639	\$ 58,804	\$ 50,406
6	\$ 70,155	\$ 60,967	\$ 52,268
7	\$ 73,661	\$ 64,116	\$ 55,110
LONGEVITY - 10 YEAR	\$ 1,045		
LONGEVITY - 15 YEAR	\$ 1,570		

Nurse Salary Schedule 2014-2015 *****

Step	BA-RN	RN	LPN
1	\$ 53,524	\$ 46,532	\$ 39,717
2	\$ 55,000	\$ 48,000	\$ 41,000
3	\$ 57,206	\$ 49,832	\$ 42,691
4	\$ 59,516	\$ 51,820	\$ 44,400
5	\$ 62,500	\$ 54,500	\$ 46,500
6	\$ 65,209	\$ 56,715	\$ 48,610
7	\$ 67,639	\$ 58,804	\$ 50,406
8	\$ 70,155	\$ 60,967	\$ 52,268
9	\$ 73,661	\$ 64,116	\$ 55,110
10	\$ 74,861	\$ 65,316	\$ 56,310
LONGEVITY - 10 YEAR	\$ 1,045		
LONGEVITY - 15 YEAR	\$ 1,770		

***** This schedule does NOT reflect the one-time credit of \$130,000 during the 2014-2015 school year that will be deducted from all of the unit members. The \$130,000 shall be divided by the number of unit members on the payroll as of September 1, 2014 and then shall be deducted from each unit member's annual salary over the course of the fiscal year.

APPENDIX B

Nurse Salary Schedule - JULY 2015

Step	BA-RN	RN	LPN
1	\$ 53,765	\$ 46,741	\$ 39,896
2	\$ 55,248	\$ 48,216	\$ 41,185
3	\$ 57,463	\$ 50,056	\$ 42,883
4	\$ 59,784	\$ 52,053	\$ 44,600
5	\$ 62,781	\$ 54,745	\$ 46,709
6	\$ 65,502	\$ 56,970	\$ 48,829
7	\$ 67,943	\$ 59,069	\$ 50,633
8	\$ 70,471	\$ 61,241	\$ 52,503
9	\$ 73,992	\$ 64,405	\$ 55,358
10	\$ 75,535	\$ 65,904	\$ 56,817
LONGEVITY - 10 YEAR	\$ 1,050		
LONGEVITY - 15 YEAR	\$ 1,778		
LONGEVITY - 20 YEAR	\$ 500		

Nurse Salary Schedule - FEBRUARY 2016

Step	BA-RN	RN	LPN
1	\$ 54,007	\$ 46,952	\$ 40,075
2	\$ 55,496	\$ 48,433	\$ 41,370
3	\$ 57,722	\$ 50,281	\$ 43,076
4	\$ 60,053	\$ 52,287	\$ 44,800
5	\$ 63,064	\$ 54,992	\$ 46,919
6	\$ 65,797	\$ 57,227	\$ 49,048
7	\$ 68,249	\$ 59,334	\$ 50,861
8	\$ 70,788	\$ 61,517	\$ 52,739
9	\$ 74,325	\$ 64,694	\$ 55,607
10	\$ 76,215	\$ 66,497	\$ 57,328
LONGEVITY 10 YEAR	\$ 1,054		
LONGEVITY 15 YEAR	\$ 1,786		
LONGEVITY 20 YEAR	\$ 502		

CONVERSION FROM 7 to 10 step schedule

2012-2013		2013-2014	EQUIVALENT
	Step		Step
	1		1
			2
	2		3
	3		4
			5
	4		6
	5		7
	6		8
	7		9
			10

APPENDIX C

TEACHING ASSISTANT'S SALARY

Step	2013-2014	2014-2015	JULY 2015	FEB. 2016
1	\$ 27,240	\$ 27,240	\$ 27,363	\$ 27,486
2	\$ 28,603	\$ 28,603	\$ 28,732	\$ 28,861
3	\$ 29,759	\$ 29,759	\$ 29,893	\$ 30,027
4	\$ 32,606	\$ 32,606	\$ 32,753	\$ 32,900
5	\$ 33,820	\$ 33,820	\$ 33,972	\$ 34,125
6	\$ 35,090	\$ 35,090	\$ 35,248	\$ 35,407
7	\$ 36,353	\$ 36,353	\$ 36,517	\$ 36,681
8	\$ 37,638	\$ 37,638	\$ 37,807	\$ 37,978
9	\$ 38,943	\$ 38,943	\$ 39,118	\$ 39,294
10	\$ 40,282	\$ 40,282	\$ 40,463	\$ 40,645

***** This schedule does NOT reflect the one-time credit of \$130,000 during the 2014-2015 school year that will be deducted from all of the unit members. The \$130,000 shall be divided by the number of unit members on the payroll as of September 1, 2014 and then shall be deducted from each unit member's annual salary over the course of the fiscal year.

APPENDIX D

<u>Co-Curricular</u>	2013-2014	July 2014	Feb 2015	July 2015	Feb 2016
		1.0065	1.0065	1.0045	1.0045
Audio Visual HS	4069	4096	4122	4141	4160
Audio Visual MS	2961	2980	3000	3013	3027
Audio Visual CVS	2413	2429	2445	2456	2467
Audio Visual JFK	2413	2429	2445	2456	2467
Audio Visual GSS	2413	2429	2445	2456	2467
Art MS	1613	1624	1634	1641	1649
Bear Facts HS	3856	3881	3906	3923	3941
Bowling Club HS	2286	2301	2316	2327	2337
Builders Club MS	1875	1887	1900	1908	1917
Chamber Ensemble and Fiddle Group	1617	1628	1638	1646	1653
Chess Club BHS	1613	1624	1634	1641	1649
Chess Club MS	1613	1624	1634	1641	1649
Creative Writing	1613	1624	1634	1641	1649
Credit Recovery Coordinator HS (per hr)	77	78	78	78	79
Dance Team HS	1875	1887	1900	1908	1917
Drama Advisor MS	2413	2429	2445	2456	2467
Drama Advisor (Fall Play)HS	2554	2570	2587	2599	2611
Drill Team HS	1875	1887	1900	1908	1917
Echo Literacy Club	1613	1624	1634	1641	1649
Engineering Club	1875	1887	1900	1908	1917
Extended Detention HS	4025	4051	4078	4096	4115
Frosh Advisor HS	1875	1887	1900	1908	1917
Gay-Straight Alliance (GSA) HS	1613	1624	1634	1641	1649
Inst Ensemble Chamber HS	1613	1624	1634	1641	1649
Inst Ensemble Chamber MS	1613	1624	1634	1641	1649
Inst Ensemble Fiddle HS	1613	1624	1634	1641	1649
Inst Ensemble Fiddle MS	1613	1624	1634	1641	1649
Inst Ensemble(Jazz) HS	1613	1624	1634	1641	1649
Inst Ensemble (Jazz) MS	1613	1624	1634	1641	1649
Inst Ensemble (After school) MS	1613	1623	1634	1641	1649
Junior Advisor HS	2413	2429	2445	2456	2467
Link Crew Leader BHS	1875	1887	1900	1908	1917
Marching Band HS	4301	4329	4357	4377	4397
Asst. Marching Band HS	2794	2813	2831	2844	2856
Math Club (2) MS	1613	1624	1634	1641	1649
Mu Alpha Theta Math Society	2413	2429	2445	2456	2467
Musical Advisor- Director HS	4952	4984	5017	5039	5062
Musical Advisor- Orchestra HS	2245	2259	2274	2284	2294
Musical Advisor- Vocal HS	2413	2429	2445	2456	2467
Assistant Musical Director HH Wells	1613	1624	1634	1641	1649
Musical Ensemble HS	1875	1887	1900	1908	1917
National Honor Society HS	2413	2429	2445	2456	2467

<u>Co-Curricular</u>	<u>2013-2014</u>	<u>July 2014</u>	<u>Feb 2015</u>	<u>July 2015</u>	<u>Feb 2016</u>
National Junior Honor Society MS	1613	1624	1634	1641	1649
Newspaper 6,7,8	2550	2566	2583	2594	2606
Performing Arts Curriculum Coordinator	9299	9359	9420	9463	9505
Physical Ed/Health Specialist	5352	5386	5421	5446	5470
Production Club	5912	5951	5989	6016	6043
Renaissance HS	1875	1887	1900	1908	1917
Resume HS	5913	5952	5990	6017	6044
Safe School Ambassador HS	1613	1624	1634	1641	1649
Safe School Ambassador WMS	1613	1624	1634	1641	1649
Saturday Detention	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
Science Horizons (2) MS	1612	1623	1633	1640	1648
Science Honor Society HS	2413	2429	2445	2456	2467
Science Tech Club HS	4645	4675	4705	4727	4748
Senior Advisor HS	3603	3627	3650	3667	3683
Ski Club HS	1613	1624	1634	1641	1649
Ski Club 6,7,8 (2)	1613	1624	1634	1641	1649
Ski Club 4	1613	1624	1634	1641	1649
Ski Club 5	1613	1624	1634	1641	1649
Sophomore Advisor HS	2413	2429	2445	2456	2467
String Ensemble	1613	1624	1634	1641	1649
String Ensemble MS	1613	1624	1634	1641	1649
Student Council HS	3277	3298	3319	3334	3349
Student Council 6,7,8 MS	3277	3298	3319	3334	3349
Technology MS	1613	1624	1634	1641	1649
Treasurer HS	4952	4984	5017	5039	5062
Treasurer MS	3750	3775	3799	3816	3833
Ursus HS	2550	2566	2583	2594	2606
Varsity Club	1875	1887	1900	1908	1917
Vocal Ensemble MS	1875	1887	1900	1908	1917
Vocal- Brewster Dozen MS	2102	2115	2129	2139	2148
Website Club HS	4645	4675	4705	4727	4748
Yearbook Advisor MS	2550	2566	2583	2594	2606
Young Philanthropists HS	2413	2429	2445	2456	2467

APPENDIX E

Coaching

Positions	2013-2014	July 2014	Feb. 2015	July 2015	Feb. 2016
		1.0065	1.0065	1.0045	1.0045
Football Var	\$ 7,694	\$ 7,744	\$ 7,794	\$ 7,829	\$ 7,865
Asst	\$ 5,987	\$ 6,026	\$ 6,065	\$ 6,093	\$ 6,120
JV	\$ 5,248	\$ 5,283	\$ 5,317	\$ 5,341	\$ 5,365
Mod A	\$ 4,530	\$ 4,559	\$ 4,589	\$ 4,610	\$ 4,630
Mod B	\$ 4,530	\$ 4,559	\$ 4,589	\$ 4,610	\$ 4,630
Field Hockey Var	\$ 5,027	\$ 5,060	\$ 5,093	\$ 5,116	\$ 5,139
JV	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Fresh	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467
Mod	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467
Boy's Soccer Var	\$ 5,027	\$ 5,060	\$ 5,093	\$ 5,116	\$ 5,139
JV	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Mod	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Volleyball Var	\$ 5,038	\$ 5,071	\$ 5,104	\$ 5,127	\$ 5,150
JV	\$ 3,290	\$ 3,311	\$ 3,332	\$ 3,347	\$ 3,363
Mod	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467
Cross Cntry Var	\$ 3,488	\$ 3,511	\$ 3,534	\$ 3,550	\$ 3,566
Mod	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467
Ass't	\$ 2,995	\$ 3,015	\$ 3,034	\$ 3,048	\$ 3,062
Girl's Tennis Var	\$ 3,403	\$ 3,426	\$ 3,448	\$ 3,463	\$ 3,479
JV	\$ 2,624	\$ 2,641	\$ 2,658	\$ 2,670	\$ 2,682
Cheerleading Var	\$ 3,403	\$ 3,426	\$ 3,448	\$ 3,463	\$ 3,479
JV	\$ 2,763	\$ 2,781	\$ 2,799	\$ 2,812	\$ 2,825
Cheer Competition	\$ 2,763	\$ 2,781	\$ 2,799	\$ 2,812	\$ 2,825
Intramurals HS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
MS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
CVS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
JFK	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
GSS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
Girl's Swim Var	\$ 5,027	\$ 5,060	\$ 5,093	\$ 5,116	\$ 5,139
Asst	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Diving Coach	\$ 1,185	\$ 1,192	\$ 1,200	\$ 1,205	\$ 1,211
Girl's Soccer Var	\$ 5,038	\$ 5,071	\$ 5,104	\$ 5,127	\$ 5,150
JV	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Mod B	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Boy's Basketball Var	\$ 7,125	\$ 7,171	\$ 7,218	\$ 7,250	\$ 7,283
JV	\$ 4,839	\$ 4,871	\$ 4,902	\$ 4,924	\$ 4,947
Mod A	\$ 4,839	\$ 4,871	\$ 4,902	\$ 4,924	\$ 4,947
Mod B	\$ 3,055	\$ 3,075	\$ 3,095	\$ 3,109	\$ 3,123
Girl's Basketball Var	\$ 7,125	\$ 7,171	\$ 7,218	\$ 7,250	\$ 7,283
JV	\$ 4,838	\$ 4,870	\$ 4,901	\$ 4,923	\$ 4,946
Mod A	\$ 4,838	\$ 4,870	\$ 4,901	\$ 4,923	\$ 4,946
Mod B	\$ 3,055	\$ 3,075	\$ 3,095	\$ 3,109	\$ 3,123

Positions	2013-2014	July 2014	Feb. 2015	July 2015	Feb. 2016
Wrestling Var	\$ 7,125	\$ 7,171	\$ 7,218	\$ 7,250	\$ 7,283
Asst	\$ 4,839	\$ 4,871	\$ 4,902	\$ 4,924	\$ 4,947
Mod	\$ 3,055	\$ 3,075	\$ 3,095	\$ 3,109	\$ 3,123
JV	\$ 4,839	\$ 4,871	\$ 4,902	\$ 4,924	\$ 4,947
Gymnastics Var	\$ 5,913	\$ 5,952	\$ 5,990	\$ 6,017	\$ 6,044
Asst	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Skiing V	\$ 3,425	\$ 3,447	\$ 3,470	\$ 3,485	\$ 3,501
Asst	\$ 2,729	\$ 2,747	\$ 2,765	\$ 2,777	\$ 2,789
Cheerleading Var	\$ 3,403	\$ 3,426	\$ 3,448	\$ 3,463	\$ 3,479
JV	\$ 2,763	\$ 2,781	\$ 2,799	\$ 2,812	\$ 2,825
Intramurals HS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
MS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
CVS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
JFK	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
GSS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
Intramurals	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
Ice Hockey Var	\$ 7,126	\$ 7,172	\$ 7,219	\$ 7,251	\$ 7,284
Mod (Split)	\$ 3,058	\$ 3,077	\$ 3,097	\$ 3,111	\$ 3,125
Track Var	\$ 5,913	\$ 5,952	\$ 5,990	\$ 6,017	\$ 6,044
Asst	\$ 3,634	\$ 3,658	\$ 3,682	\$ 3,698	\$ 3,715
Boy's Swim Var	\$ 5,027	\$ 5,060	\$ 5,093	\$ 5,116	\$ 5,139
Boy's Baseball Var	\$ 5,913	\$ 5,952	\$ 5,990	\$ 6,017	\$ 6,044
JV	\$ 4,172	\$ 4,199	\$ 4,227	\$ 4,246	\$ 4,265
Mod A	\$ 4,172	\$ 4,199	\$ 4,227	\$ 4,246	\$ 4,265
Mod B	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467
Girl's Softball Var	\$ 5,913	\$ 5,952	\$ 5,990	\$ 6,017	\$ 6,044
JV	\$ 4,172	\$ 4,199	\$ 4,227	\$ 4,246	\$ 4,265
Mod B	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467
Boy's Lacrosse Var	\$ 7,125	\$ 7,171	\$ 7,218	\$ 7,250	\$ 7,283
Asst	\$ 5,986	\$ 6,025	\$ 6,064	\$ 6,092	\$ 6,119
JV	\$ 4,172	\$ 4,199	\$ 4,227	\$ 4,246	\$ 4,265
Mod A	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467
Mod B	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467
Girl's Track Var	\$ 5,913	\$ 5,952	\$ 5,990	\$ 6,017	\$ 6,044
Asst	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Boy's Track Var	\$ 5,913	\$ 5,952	\$ 5,990	\$ 6,017	\$ 6,044
JV	\$ 3,635	\$ 3,659	\$ 3,683	\$ 3,699	\$ 3,716
Boy's Tennis Var	\$ 3,403	\$ 3,426	\$ 3,448	\$ 3,463	\$ 3,479
Golf Var	\$ 3,395	\$ 3,417	\$ 3,439	\$ 3,455	\$ 3,470
Intramurals HS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
MS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
CVS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
JFK	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
GSS	\$ 2,285	\$ 2,300	\$ 2,315	\$ 2,326	\$ 2,336
Girl's Lacrosse Var	\$ 7,125	\$ 7,171	\$ 7,218	\$ 7,250	\$ 7,283
JV	\$ 4,172	\$ 4,199	\$ 4,227	\$ 4,246	\$ 4,265
Mod	\$ 2,413	\$ 2,429	\$ 2,445	\$ 2,456	\$ 2,467

APPENDIX F

<u>Liaisons</u>	2013-2014	July 2014	Feb 2015	July 2015	Feb 2016
		1.0065	1.0065	1.0045	1.0045
HS Liaison	4505	4535	4564	4585	4605
MS Liaison	4505	4535	4564	4585	4605
ES Liaison	3382	3404	3426	3441	3457
Art Liaison	3769	3793	3818	3835	3852
Middle School Guidance Liaison	4505	4535	4564	4585	4605
High School Guidance Liaison	4505	4535	4564	4585	4605

<u>Stipends</u>	2013-2014	July 2014	Feb 2015	July 2015	Feb 2016
		1.0065	1.0065	1.0045	1.0045
Additional Open House	59	59	60	60	60
After School Program-Teacher (per hr)	29	29	29	30	30
Athletic Referee (per event) Home	54	54	54	55	55
Athletic Referee (per event) Away	76	77	77	78	78
Athletic Testing	54	54	55	55	55
Athletic Timekeeper (per event) Home	54	54	54	55	55
Athletic Timekeeper (per event) Away	76	77	77	78	78
Alternative High School/GED (per hr)	83	83	84	84	85
Before/After School Supervisory (per period)	23.80	23.95	24.11	24.22	24.33
Cafeteria Duty	4760	4791	4822	4844	4865
Chaperone (Eve&Ath-per event) Home	54	54	54	55	55
Chaperone (Eve&Ath-per event) Away	76	77	77	78	78
Class Coverage per class	40	40	41	41	41
CSE Rep (per hr)	55	55	55	56	56
EAS Coordinator	2292	2307	2322	2332	2343
CSE Chair	4686	4716	4747	4768	4790
EMT (per hr)	59	59	60	60	60
Emergency Class Coverage (per class)	46	46	47	47	47
Enrichment Clusters	680	685	689	692	695
Extended Detention Stipend	4025	4051	4078	4096	4115
Guidance - extra days	Per diem	Per diem	Per diem	Per diem	Per diem
Health Related Activities Coordinator	939	945	951	955	959
Homework Club (per hr)	58	58	59	59	59
In-service Instructor (per hr)	59	59	60	60	60
In-service Course	55	55	55	56	56
Instr Tech. Spc.	5171	5205	5238	5262	5286
Interpreter (per hr)	76	77	77	78	78
Lighting & Sound (per hr)	55	55	55	56	56
Stepping Stone Nurses	2632	2649	2667	2679	2691
Nurse Coordinator	1334	1343	1351	1357	1363
Proctor	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
SAT Instruction	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
Selection/Classification Testing/Sports (per hour)	47	48	48	48	48

<u>Stipends</u>	2013-2014	July 2014	Feb 2015	July 2015	Feb 2016
Stepping Stones Head Teacher	3096	3116	3137	3151	3165
Stepping Stone Classroom Teacher	3096	3116	3137	3151	3165
Summer Calculus Camp Advisor	2493	2509	2525	2537	2548
Summer Computer Camp Advisor	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
Summer Curriculum Development	Per diem	Per diem	Per diem	Per diem	Per diem
Summer Literacy Program	Per diem	Per diem	Per diem	Per diem	Per diem
Summer Workshops (6 hour day)	198	199	200	201	202
Summer Strings Camp Teacher BHS	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
Summer Music Theater Workshop Teacher BHS	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
Summer CSE/ESY/ESL	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
Substitute Nurse (per hr)	15.81	15.91	16.01	16.09	16.16
Student Orientation	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
Student Screening/Testing	Emp hrly	Emp hrly	Emp hrly	Emp hrly	Emp hrly
Teacher Mentor	1549	1559	1569	1576	1583
Tutoring per hour	55	55	55	56	56
Veterans/Mem. Day Music Obligations (per hour)	55	55	55	56	56
Videotaping (per hr)	55	55	55	56	56