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Contract Database Metadata Elements

Title: **West Islip Union Free School District and West Islip Teachers Association (WITA), New York State United Teachers (NYSUT), American Federation of Teachers (AFT), AFL-CIO (2010)**

Employer Name: **West Islip Union Free School District**

Union: **West Islip Teachers Association (WITA), New York State United Teachers (NYSUT), American Federation of Teachers (AFT), AFL-CIO**

Local:

Effective Date: **07/01/2010**

Expiration Date: **06/30/2013**

PERB ID Number: **6493**

Unit Size:

Number of Pages: **62**

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WEST ISLIP PUBLIC SCHOOLS

West Islip, New York 11795

NEGOTIATED AGREEMENT

FROM JULY 1, 2010 to JUNE 30, 2013

BETWEEN

The Board of Education of the West Islip Public Schools

AND

THE WEST ISLIP TEACHERS' ASSOCIATION

BOARD OF EDUCATION
West Islip Union Free School District

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Annemarie LaRosa, Vice-President
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Superintendent of Schools
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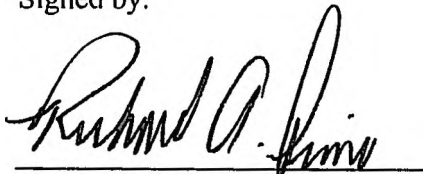
PREAMBLE

In order to effectuate the provision of Chapter 392 of the Laws of 1967 as amended (the Public Employee's Fair Employment Act), to encourage and increase effective and harmonious working relationships between the West Islip Board of Education (hereinafter referred to as the Board) and its professional employees represented by the West Islip Teachers' Association (hereinafter referred to as the Association or WITA), and to enable the professional employees more fully to participate in and contribute to the development of policies for the school district so that the cause of public education may best be served in West Islip U.F.S.D.:

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

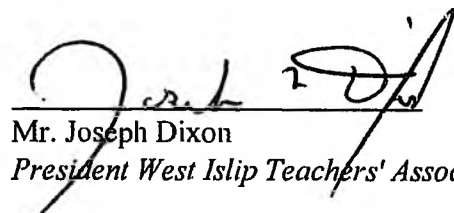
THIS AGREEMENT IS entered into June 15, 2010 and is effective July 1, 2010 by and between the Board and the Association, and shall continue in full force, and remain in effect until its termination date, June 30, 2013.

Signed by:



Mr. Richard Simon

Superintendent of Schools



Mr. Joseph Dixon

President West Islip Teachers' Association

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ARTICLE I RECOGNITION

Whereas, the Board has heretofore duly defined the community of interest areas of the school district employees, and

Whereas, conferences have been held with the representatives of the Association and the membership of such organization has been considered and proof thereof received certifying that a majority of the employees are members of the Association and recognition shall be for a maximum period permissible by law, and

Whereas, the Association has made a formal request for recognition and has affirmed that it shall not assert the right to strike against any government, to assist or participate in any such strike, or to impose an obligation to conduct, assist or participate in such a strike, now therefore be it

RESOLVED: That relying on evidence submitted by the Association as to its current dues-paying members, the Board of Education of West Islip Union Free School District, hereby confirms that in accordance with Section 208C of the Civil Service Law, it has recognized the Association as exclusive representative of the teaching personnel of said school district for the purpose of collective negotiation, except all Principals, Assistant Principals, Coordinators, Directors, Supervisors, per diem substitutes and all other full-time Administrative Personnel for the period ending June 30, 2013.

It is further agreed that not later than February 15th prior to the termination of this agreement, parties will commence good faith negotiation over a successor agreement covering the following school year.

ARTICLE II DUES DEDUCTION POLICY

A. The District agrees to deduct from the salaries of its employees dues for the Association, the state and national organizations or any one or any combination of such organizations as said teachers individually and voluntarily authorize the District to deduct, and to transmit the monies promptly to the Association. Teachers authorizations shall be in writing in the form agreed upon.

B. Any association which shall change the rate of its membership dues shall give the District thirty (30) days written notice prior to the effective date of such change.

C. Deductions shall be made in the following manner: The total annual membership dues for the designated professional associations shall be deducted in one (1), five (5) or ten (10) equal installments beginning with the last paycheck in September of each year. No later than one (1) week prior to that date the Association shall (1) provide the District with a list of those employees who have voluntarily authorized the District to deduct dues for the designated associations, together with the original signed authorizations, and (2) forward to the respective associations a list of the members who have elected payroll deduction for such association dues.

D. Additional authorizations submitted at least two (2) weeks prior to any regularly scheduled pay date shall be honored and deductions made for the balance of the scheduled deduction period. For example, an authorization submitted to become effective on October 9 would result in the authorized amount being deducted in nine (9) installments instead of ten (10).

E. The District shall, within not more than five (5) business days following each pay period from which a dues deduction is made, transmit the amounts so deducted to each organization for which deductions have been made. The final transmittal of such deductions shall be accompanied by a listing of members for whom deductions have been made and the amount deducted for each. If deductions have been made for only a portion of the deduction period, the listing should show the date of commencement of such deductions.

F. An employee may withdraw his/her authorization at any time by written notice received by the District at least two (2) weeks prior to the effective pay date.

G. The District does hereby agree to an Agency Fee. Each employee who is not a member of the Association will pay to the collective bargaining agent each month a service charge toward the administration of this agreement and the representation of such employee, provided, however, that each employee have available to him/her membership in the Association on the same terms and conditions as are available to every other member of the Association. The service charge shall be certified to the District by the Association. The District shall deduct such fee in the same manner the membership dues are deducted.

H. The Association shall indemnify and save the District harmless against any and all claims, demands, suits or other forms of liability that shall arise out of or by reason of action taken or not taken by the District for the purpose of complying with any of the provisions of this article.

I. The Association shall supply the District with a list of names of non-members at least fifteen (15) days prior to the deduction of any Agency Fee.

ARTICLE III GRIEVANCE PROCEDURE

A "grievance" is defined as a complaint by a teacher or a group of teachers based upon an event or condition which affect the terms and conditions of employment of a teacher or group of teachers and/or an alleged violation or a variation from the provisions of this agreement or the interpretation or application thereof.

A. PURPOSE

The purpose of this procedure is to secure at the lowest possible administrative level equitable solutions to the problems which may from time to time arise affecting the working conditions of teachers. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

Nothing herein contained will be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the administration and having the grievance adjusted without intervention of the Association, provided the adjustment is not inconsistent with the terms of this agreement.

B. PROCEDURE

Since it is important that grievances be processed as rapidly as possible, the number of days at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual written agreement. In the event a grievance is filed on or about June 1 which, if left unresolved until the beginning of the following school year, could result in irreparable harm to a party of interest, the time limits set forth herein will be reduced so that the grievance procedure may be exhausted prior to the end of the school term or as soon thereafter as is practicable.

1. **Level One.** The parties will endeavor to resolve alleged grievances informally prior to submitting the grievance in writing. After an attempt to resolve the grievance informally with the person at the lowest administrative level with the authority to resolve the grievance, the grievance will be discussed by the union president with the Superintendent before the grievance is submitted in writing. However, all unresolved grievances must be submitted in writing within thirty (30) school days of when the grievant knew or should have known of the act or condition on which the grievance is based. The written grievance is brought to the attention of the person at the lowest administrative level with the authority to resolve the grievance provided, however, that said written grievance shall be filed at a supervisory level no lower than principal or relevant area director. The grievant and/or the representative has the opportunity to present and explain the nature of the grievance to the administrator.

The administrator will review the alleged grievance and respond to the grievant and the president of WITA in writing within fifteen (15) school days of receipt of alleged grievance.

2. **Level Two.** If grievance is not satisfactorily resolved at Level 1, WITA may submit grievance to Level 2 within fifteen (15) school days of receipt of Level 1 decision. The grievance is reduced to writing and submitted to the Superintendent of Schools.

The Superintendent will review the alleged grievance and render a written decision within fifteen (15) school days of receipt of Level 2 grievance.

3. **Level Three.**

- a. The Association may submit a grievance to arbitration within fifteen (15) school days of receipt of the Superintendent's Level 2 decision, or in the event that the Superintendent has failed to render such a decision, within fifteen (15) school days after the expiration of his/her time limit to do so.
- b. The District and the Association may agree upon a mutually acceptable arbitrator. If the parties are unable to agree upon an arbitrator, the request for a list of arbitrators shall be made to the American Arbitration Association. The parties will then be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator.
- c. The arbitrator so selected will confer with representatives of the District and the Association and hold hearings promptly and will issue his/her decision not later than twenty (20) school days from the date of the close of the hearings, or, if oral hearings have been waived, then from the date that the final statements and proofs are submitted to him/her. The arbitrator's decision will be in writing and will set forth his/her findings of fact, reasonings and conclusions on the issues submitted. The

arbitrator will be without power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement. The decision of the arbitrator to the District and the Association, and subject to the law, shall be final and binding.

The arbitrator shall have no power to alter, add to or detract from the provisions of this Agreement.

- d. The cost for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel and subsistence expenses, will be borne equally by the District and the Association.

C. RIGHTS OF TEACHERS TO REPRESENTATION

1. No reprisals of any kind will be taken by the Board, by any member of the Administration or by the Association against any party in interest or any other participants in the grievance procedure by reason of such participation.

2. Any party in interest may be represented at all stages of the grievance procedure by a person of his/her own choosing, except that he/she may not be represented by a representative of any teacher organization other than the Association. When a teacher is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the grievance procedure.

D. MISCELLANEOUS

1. If, in the judgment of the Association, a grievance affects a group or class of teachers, the processing of such a grievance shall be commenced at Level Two and the Superintendent or Assistant Superintendent will meet with the aggrieved person(s).

2. Decisions at all levels of the grievance procedure will be in writing setting forth the decision and reason therefore and will be transmitted promptly to all parties in interest.

3. Unless the teacher in question requests otherwise, any documents, communications and records dealing with a grievance will be kept in the strictest confidence and will not be made available to potential employers or others inquiring about said teacher.

4. Forms for filing grievances, serving notices, taking appeals, making reports and recommendations and other necessary documents will be jointly prepared by the Superintendent and the Association and given appropriate distribution so as to facilitate grievance procedure.

5. July and August shall be considered one school day for purposes of this Article.

6. The grievance procedure may not be utilized in the absence of an individual teacher grievant.

ARTICLE IV PRIVATE AND PERSONAL LIFE

The private and personal life of a teacher is not within the appropriate concern or attention of the District except as it may interfere with the teacher's responsibilities to and relationships with students and/or the school system.

ARTICLE V TEACHER EMPLOYMENT

A. 1. Credit of one (1) year will be given for military or Peace Corps, Vista, or National Teaching Corps experience upon initial employment provided certification requirements have been completed prior to entry in the service. Credit beyond the aforementioned one (1) year may be given at the discretion of the Superintendent if, in his/her opinion, the functions performed while in the service warrant it.

2. All newly employed teachers shall be placed on the proper step of the salary schedule according to their experience and education up to a maximum of one (1) year, except that additional credit may be given at the discretion of the Superintendent when in his/her judgment the best interest of the School District will be served.

B. 1. A teacher who is required to perform military service will receive credit up to the maxima set forth in section A.

2. If a probationary teacher's performance is deemed deficient in the second year, the Superintendent or Assistant Superintendent shall discuss with the teacher his/her evaluation reports and probable future in the district.

C. It is the intent of the District that no applicant shall be hired who is not eligible for a New York State teaching certificate pursuant to the education law of the State of New York and the regulations of the Commissioner of Education. Under unusual circumstances, this condition may be waived, however, correction of deficiencies will be made a condition of continuing employment.

D. Notification of teachers not being asked to return in September of the following year is to be given by June 1st of that year, at the latest. The District will inform the Association of its intent to eliminate any teaching position prior to teacher notification. This provision may be waived upon written agreement between the Superintendent and Association President.

E. No teacher shall be required to act as an administrative substitute except in cases of emergency.

F. Leave replacements (regular substitutes) shall refer to teachers who were hired for a one (1) year contract terminating on June 30th and/or teachers hired for more than one (1) term to replace teachers on leaves of absence. Teacher replacements hired for more than one (1) term shall be placed properly on the Teacher's Salary Schedule and receive the benefits under this contract. These teachers shall be considered for any probationary openings in their area of certification. Seniority shall be a factor in such considerations. Leave replacements are not entitled to the June 1st notification for excessing as referenced in Paragraph D of this Article.

ARTICLE VI TEACHING DAY, TEACHING YEAR AND TEACHING LOAD

A. Except as provided in this Article, the starting and dismissal times for students will be established by the District. No change in the present schedule will increase the length of the teacher day.

B. 1. Teachers shall sign in prior to the commencement of their educational duties and responsibilities and sign out after completion of their educational duties and responsibilities.

The length of the elementary school teacher (K-5) day shall be 7 hours and the student day shall be 6 hours and 15 minutes. The before and after student period time shall be 35 minutes and 10 minutes. Changes to the schedules of individual teachers may occur with the mutual consent of the teacher and the building principal. The before student period may be subject to specific staff development activities directed by the building principal. The activities to be performed on any given day during this professional period shall be determined by the building principal from the following list to a maximum of five (5) periods in each two week cycle. During the remaining professional period, the individual teacher shall select specific activities in accordance with said list. The principal shall provide five days advance notice to teachers for assignments pursuant to paragraphs 1, 2 and 3 of the following list. One day notice shall be provided in connection with assignments from paragraphs 4, 5 and 6 of said list.

Authorized Professional Activities

1. Extra-help for students (limited to two days per week and to students in a teacher's own class). Teachers may volunteer to provide extra help for students who are not in that teacher's own class. If a teacher does not volunteer, the District may only assign a teacher to extra help for students not in that teacher's own class if an agreement to do so is reached between the Superintendent and the WITA President.
2. Professional Meetings (grade level, child study, IST, etc.).
3. Staff Development
4. Parent Contacts
5. Lesson and Curriculum Planning
6. Other activities as mutually agreed upon between the District and WITA.

Special subject teachers who spend a majority of their time in an elementary school, shall be responsible for professional activities pursuant to this paragraph.

Teachers in grades 6-12 in the West Islip School District will work a seven (7) hour day, inclusive of the before and after periods.

The length of the student day, student periods and passing time shall be determined by the District. However, the before and after periods shall continue to be at least 10 minutes.

2. There will be an equitable distribution of all duties among all members of the faculty.

C. The school calendar for each school year shall be negotiated between the parties during the previous year. The teacher work year obligation is 182 contact days plus two (2) conference days, for a total of 184. To the extent that snow days are added to the calendar, they shall be in addition to the total days referred to herein. The District may substitute up to two (2) contact days (i.e., days of instruction) for conference days for teachers at grade levels to be determined by the District for the purposes of scoring State tests.

D. With the exception of guidance counselors, teachers may be required to attend no more than two (2) evening meetings each school year. Attendance at all other evening meetings will be at the option of the individual teacher. Effective September 1, 1999, in addition to the meetings set forth herein, all teachers (without exception) grades K-12 shall be required to attend an evening parent/teacher conference of no more than three hours duration.

E. Teachers may be required to remain after the teacher dismissal time without additional compensation for up to one (1) hour to attend up to three (3) staff meetings each month. These meetings may be devoted to staff development and other professional activities as determined by the building principal. This limitation may be exceeded only in emergency situations beyond the control of the administration or for good and sufficient reasons approved in advance by the Superintendent.

F. Teachers will have a duty-free lunch period of at least the following lengths:

(a) Middle and Senior High School – One full period to parallel student lunch periods.

(b) Elementary School – A lunch period of one (1) hour.

G. The teaching load at the Middle and High School levels shall consist of no more than six (6) periods per day, no more than five (5) of which shall be teaching periods. In extraordinary circumstances with approval by the Superintendent and the Association, these assignments may be altered. Where a part-time teacher is necessary for two periods or less in a subject area, a sixth teaching period can be assigned by the Superintendent in consultation with the Union. Such consent shall not be unreasonably withheld. Teachers so assigned shall be compensated at the rate of $1/6^{\text{th}}$ of their annual salary for each additional course (five (5) additional teaching periods per week). The annual maximum additional $1/6^{\text{th}}$ compensation for 2010-11 shall be \$13,999; for 2011-12: \$14,209; and 2012-13: \$14,635. Thereafter, the maximum stipends for the $1/6^{\text{th}}$ compensation shall be increased by the same percentages applicable to the salary schedule. The District shall endeavor to avoid assignment of an additional $1/6^{\text{th}}$ to the same teacher more than two (2) consecutive years. In such a case, the Superintendent shall consult with the WITA President. Compensation for the $1/6^{\text{th}}$ assignment will only be paid for days when the person assigned actually provides this service. Science teachers may be assigned a maximum of twenty-eight (28) periods per week including labs, for a full year. Teachers who receive such additional assignments will receive 10% of annual salary. An effort will be made by the principal to equitably distribute these assignments. However, the interests of the District shall be determinative and the decision of the principal shall be final.

For teachers at Grades 6 through 12, the day shall consist of five (5) teaching periods, one (1) lunch, one (1) prep, one (1) duty, and a sixth (6th) contact period for which the listed activities will apply. Lesson plans and grading for the sixth (6th) contact period are not required.

1. **Extra Help/Academic Support Learning Centers** – each teacher will be assigned rooms to be available for extra help. Extra help assignments will be posted on the department office door, in classrooms, and sent to parents. Students may go there instead of study hall voluntarily, or may be assigned by a teacher, a guidance counselor, or the principal. No more than twelve (12) students will be assigned to a teacher per period by the principal, but such limitation shall not apply regarding students who voluntarily appear for extra help or are assigned thereto by teachers or guidance counselors.
2. **Writing labs, computer labs, science labs, business department computer rooms** – teachers with skills and interest would be assigned or could volunteer to monitor labs so that students needing help or wishing to make up work or do enrichment work would have an opportunity to use these labs during study halls.
3. **Remediation for RCT's/SAT/PSAT, Standardized State Test Review/Regents Review/AIS, and Preparation for Component Testing** – teachers may be scheduled for these review classes, providing students the opportunity to prepare for the RCT exams that they must take or re-take, or for SAT/PSAT preparation. The number of students so assigned to an RCT group should be limited to twelve (12).
4. **Staffing meetings/case conferences/parent contact** – each teacher would be assigned to make parent telephone calls, hold parent meetings, case conferences for at-risk students with his/her colleagues and to collectively devise strategies to help these youngsters.
5. **Office hour assignments** – teachers would be assigned to the department office to be available to meet with his/her own students to discuss work, progress, research papers, independent study, etc.
6. **Teacher Mentor Program** – teachers who volunteer for such a program would be matched up with a new teacher from the first day of the year to work with the novice teacher to improve skills. Full documentation and schedules would be submitted to the principal for prior approval. All such forms and approvals will be filed with the Superintendent of Schools. Assignments, procedures, appropriate forms shall be considered the mentor's responsibility, however, this is not to be construed as infringing upon the confidentiality of the mentor and the novice teacher. The Teacher Mentor Program referred to herein shall not be construed as a reference to mentoring under the District's Professional Development Program.
7. **Common planning/teaming meetings** – teachers would be assigned to the department office where grade level meetings, curriculum work, authentic assessment tools would be developed, mini staff development opportunities, etc. would also take place.

8. **Special Area Teachers** – such as Physical Education could provide make-up classes currently provided outside of the school day.
9. **Other activities** – other professional activities, as agreed to by the Superintendent and the WITA President may be included on an as needed, short term basis. Permanent inclusion of these activities is subject to the negotiations process.
10. **Supervision of Testing Accommodation Rooms.**
11. **Special Education Testing.**
12. **Curriculum Writing and Updates made in consultation with the Curriculum Council.**

Principals will assign teachers to a sixth contact period, on an alternating day basis at the start of the school year. Teachers will inform their principal of their selection for the remaining days, by the end of the first week of school. Deviations by the District or the teacher from the scheduled activities must be reasonable.

The District will not schedule a volunteer for before school duty, the result of which extends the seven (7) hour day, without prior consultation by the Superintendent with the WITA President.

H. Pupils should not be assigned to any classroom in larger number than the capacity of the teaching facilities.

I. Except where a particular situation or the nature of a subject make it impossible, Middle and High School teachers will not be required to teach more than two (2) subject areas nor more than three (3) teaching preparations within said areas at any one time. In such extraordinary circumstances, mutual consent of the teacher and principal with the approval of the Superintendent in consultation with the President of the Union, may alter these assignments. For purposes of this provision, language arts and reading shall be considered separate preparations.

J. The Interim Report of the Special Committee on the Duties of teachers should be used as guidelines on teacher load, class size, non-instructional duties and use of school aides. Since this report was prepared by New York State Teachers Association in cooperation with the New York State Department of Education and encouraged by the Commissioner, we feel that the best interest of education will be served.

1. Class size and class load should be limited:
 - a. for pre-kindergarten: 12-15 pupils for 1 teacher
 - b. for kindergarten: 18-22 pupils
 - c. for primary grades: 20-24
 - d. for grades 4-6: 24-27
 - e. 1) Grades 7-12 art: no more than 25 pupils regardless of level unless aides are employed and facilities available. Total class load should be in the range of 100-125 pupils.
 - 2) Academic subjects (Grades 7-12) using conventional classrooms: no more than five classes per day with no more than 125 pupils.

- 3) Grades 7-12, laboratory, shop and other special room teachers (includes home economics, industrial arts, music, speech, lab periods, etc.): a guideline of 18-22 pupils in a class unless the teacher is assisted by a qualified aide and the physical facilities permit more pupils. The total class load should be in the range of 90-110 pupils.

2. Classes may exceed the guidelines by 10% in each case and the totals will be increased accordingly. For example, a teacher with a class load maximum of 125 students may be assigned no more than 137 students. The guidelines as set forth herein shall reflect the class load average over two (2) semesters. These guidelines may be exceeded only in situations beyond the control of the District, or for good and sufficient reasons approved in advance by the Superintendent.

These guidelines will be proper topics for discussion under Article XX Paragraph B, of the negotiated agreement.

3. Nothing contained herein shall require the splitting of a class after the second week of school. However, a teacher aide or teaching assistant shall be provided when the District exceeds by more than 10% the guidelines contained in Article VI(J) after the second week of school. The District shall be permitted to exceed the class size limits as set forth herein when exceeding the limits is due to the mainstreaming of elementary special education students into specials, provided the District assigns an additional teacher, teaching assistant or teacher aide to the specials class.

K. Elementary classroom teachers should not be required to remain in the classroom while a special teacher is instructing except for a few minutes at the beginning and at the end of a lesson. The district will make a reasonable effort to schedule specials to approach one (1) period a day for each elementary school teacher. A reasonable effort will be made to schedule a one-half (1/2) hour preparation period (separate from lunch preparation) for Special Teachers. This preparation period shall be in blocks of not less than fifteen (15) minutes. This will be for full-time employees. Notwithstanding the above, teachers shall be required to remain with their classes during all visits to the District's Planetarium. An effort will be made by the principal to schedule visits to the Planetarium so as not to result in the loss of preparation time. However, the interests of the District shall be determinative and the decision of the principal shall be final.

L. 1. Teacher supervision of official extra-curricular activities will be strictly voluntary and teachers will be compensated for all such participation in accordance with the provisions set forth in this Agreement. Where qualifications and expertise are equal and conforming to school needs, length of service will be a factor in making assignments. The District agrees to give preference to members of the bargaining unit for all paid activities unless applications from within the District's staff are not sufficient to meet school needs.

2. If the District offers students courses outside of the school day, teachers volunteering for this assignment shall receive additional compensation at the rate of one-sixth (1/6th) of their regular annual salary for each five (5) periods per week course taught. (Pro-rated for less than five periods.) Independent study courses and instruction shall not be compensated in accordance with the one-sixth formula set forth herein, but shall be compensated pursuant to the hourly home instruction rate.

3. At the elementary school level music teachers will offer Band, Orchestra and Chorus either before or after school as part of their regular working day. The Music teacher's daily reporting and leaving time shall be adjusted accordingly, so that their school day will be equal in length to that of other classroom teachers. This will be reviewed annually by the Superintendent.

M. The administration shall make every effort to obtain substitute teachers as necessary.

N. Teachers shall report their unavailability for work as far in advance as possible. Such report shall be by the internet based substitute system or other means implemented by the District, unless, due to emergency, the teacher is unable to access that system. Once a teacher has reported his/her unavailability, he/she shall not be responsible for obtaining a substitute.

O. Teachers will not be required to drive pupils to activities which take place away from the school building.

P. The principal shall consult with the faculty one (1) week prior to any change in the school day schedule unless such change could not have been foreseen a week in advance.

Q. There will be no new regularly assigned teacher supervisory assignments and/or duties without full discussion with the Superintendent of Schools. The Superintendent of Schools may create new duties after consulting with the President of the Association.

R. 1. The District may assign each member of the unit one (1) period (or its equivalent) each month to cover classes in lieu of the use of a substitute teacher. Effective March 1, 1995 substitute service pursuant to this paragraph shall be limited to situations wherein a regular teacher leaves school early, arrives at school late, or attends a meeting during the school day. The provisions of this paragraph shall not limit the District's right to assign teachers to classes in lieu of a substitute teacher as part of their duty assignment. Assignments to such classes will not require instructional responsibilities to be placed upon a teacher. Activities such as taking attendance and distribution/collection of papers shall not be considered an instructional responsibility.

2. **Substitute Coverage** – Secondary teachers (6-12) may volunteer to provide substitute teaching service during their preparation period and/or their lunch period. The selection of volunteers to perform substitute teaching services pursuant to this paragraph shall be at the discretion of the building principal. Teachers selected shall be compensated at the rate of \$25.00 per period. This provision shall not diminish the right to assign teachers pursuant to this paragraph without compensation. As to teachers grades K-5 who are assigned to remain with their classes pursuant to this paragraph due to the absence of special subject teachers, in the event that such assignment results in the teacher receiving less than the minimum preparation time set forth at Paragraph K of this Article, that teacher shall be compensated at the rate of \$25.00 for each such period below the minimum set forth in Paragraph K.

S. Staff Development

1. The District and WITA shall establish a Staff Development Committee (SDC). The SDC shall be made up of:

- a. Three (3) representatives designated by WITA.
- b. Three (3) representatives designated by the Superintendent.

2. The functions of the Staff Development Committee shall be:
 - a. Collection and circulation of information about professional meetings and conferences.
 - b. Generation of proposals for in-service courses and programs.
 - c. Development and implementation of an orientation program for new staff.
 - d. Making budgetary proposals to the Superintendent on the financial resources necessary to implement programs developed by the committee.
3. The Staff Development Committee may meet periodically on an after school basis without additional compensation.
4. The Superintendent of Schools may require teachers to attend up to twelve (12) hours of staff development activities annually as determined by the Superintendent of Schools in consultation with the Staff Development Committee, without additional compensation. Except as indicated below and excluding a maximum of 15 minutes to allow for travel between buildings, these activities shall generally be scheduled in two hour increments contiguous to the end of the teacher workday on days when schools are otherwise in session. On those occasions when the Superintendent determines to conduct staff development on other than a building-wide basis, said session generally shall be of two hours duration and shall commence no later than 15 minutes after the end of the teacher workday at the last school to close from which teachers are participating in the session.

T. Notwithstanding any policy or practice to the contrary, mid-term examinations at the secondary level may be determined by the Superintendent to be given during class time. To the extent determined by the Superintendent, regular class schedules will be maintained by teachers for students not participating in mid-year examinations or on days set aside for such purpose by the Superintendent.

U. Extra Help – At the Middle School and High School, all teachers shall be required to provide 40 minutes of extra help outside of the 7 hour work day pursuant to a schedule determined by the building principal in consultation with the individual teacher. Extra help would be available to all students within the department to which the teacher is assigned. Fridays will be excluded from assignments unless agreed to by mutual consent of the teacher and the principal.

V. Emergency Situations – In situations of catastrophic emergency, elementary teachers may be required to escort students home by riding on the buses, after which teachers shall be returned to their schools. The District will utilize a list of volunteers before making involuntary assignments.

W. Passing Time Supervision – Teachers shall have due regard for the safety of pupils. In order to assist with the supervision of students, teachers shall be required to supervise corridors during the passing time between classes and subject to the needs of teachers to utilize restroom facilities and respond to the academic needs of students.

X. Teachers shall prepare five (5) week progress reports and quarterly grade reports for each student in their charge. Such reports and such other information as directed by administration shall be by the internet based system or other means implemented by the District and posted in accordance with District policy. All grades will be calculated and maintained on said system and may be viewed by such parents.

ARTICLE VII TEACHER ASSIGNMENT

A. No later than July 31st, teachers will be notified in writing of their tentative teaching assignments for the following year, including the school to which they will be assigned, the grade and/or subjects they will teach and any special or unusual classes that they will have and shall have the right to discuss changes with the appropriate administrator within one (1) week of the receipt of notice **if practical**.

B. In order to assure that pupils are taught by teachers working within their areas of competence, teachers will not be assigned, except temporarily and for good cause, outside the scope of their teaching certificate and/or their major or minor fields of study.

C. In making changes in elementary and secondary school assignments, the convenience and wishes of the individual teacher will be honored to the extent that these do not conflict with the best interests of the school system and the pupils.

Where qualifications and expertise are equal and conforming to school needs, length of service will be a factor in making assignments. In addition, in the elementary schools, scheduling of special subjects will be done by the principal. Consultation will be held with the teacher and/or specialist. This shall not be construed as requiring bumping.

D. Teachers who desire a change in grade or subject assignment will file a written statement of such desire with the office of the Superintendent not later than January 31. Such statement will include the grade and/or subject to which the teacher desired to be assigned. As soon as practicable, and not later than July 31, the Superintendent shall respond in writing to each request for transfer. Teachers who had previously filed a request for change of grade, school or assignment, shall be given priority consideration but should re-file each year. Any request for a transfer that is sent to the Superintendent will also include a copy for the immediate supervisor.

E. In arranging schedules for teachers who are assigned to more than one school an effort will be made to limit the amount of inter-school travel. Such teachers will be notified of any changes in their schedules as soon as practicable. Teachers who are assigned to more than one (1) school per day shall be paid pursuant to this paragraph at the IRS approved per mile rate.

F. A master schedule for each school shall be given to WITA chief building delegates in the school as soon as practical following the beginning of the school year. A copy of the master schedule of each building shall be given to the President of the Association as soon as practical but no later than the end of the second week of school.

G. Elementary School Assembly Programs which develop as an extension of classroom activities shall be planned jointly by the building principal and classroom teachers.

ARTICLE VIII TEACHER EVALUATION

A. All monitoring or observation of the work performance of a teacher will be conducted openly and with the full knowledge of the teacher. Teachers will be given a copy of any evaluation report prepared by their supervisors and will have the right to discuss such reports with their supervisors. This process should be completed by the end of ten (10) working days.

B. Subsequent to his/her employment, no material derogatory to a teacher's conduct, service, character or personality will be placed in his/her personnel file, unless the teacher has had an opportunity to review such material. The teacher will acknowledge that he/she has had the opportunity to review such material by affixing his/her signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher will also have the right to submit a written answer to such material and his/her answer shall be reviewed by the Superintendent and attached to the file copy.

C. Any complaints regarding a teacher made to any member of the Administration by any parent, student or other person which may result in administrative action will be promptly called to the attention of the teacher.

D. The Association recognizes the authority and responsibility of a principal for disciplining or reprimanding a teacher for delinquency in professional performance. If a teacher is to be disciplined or reprimanded by the Superintendent or Assistant Superintendent, however, he/she may request that a representative of the Association be present.

E. No teacher will be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause. This provision shall not apply to the termination of a probationary teacher.

F. Teachers will have the right upon request to review the contents of their personnel files and to make copies of any documents in it. A teacher will be entitled to have a representative of the Association accompany him/her during such review.

G. All teacher evaluation forms will be developed by the administration in concert with the Association.

H. No teacher shall receive adverse comments from any observer in the presence of students or non-teaching personnel who are not directly involved in the evaluation of teaching.

ARTICLE IX TRANSFERS

Although the District and Association recognize some transfer of teachers from one school to another is unavoidable, they also recognize that frequent transfer of teachers is disruptive of the educational process and interferes with optimum teaching performance.

A. In making transfers, the convenience and wishes of the individual teacher will be honored to the extent that these do not conflict with the best interest of the school system and the pupils.

B. 1. When involuntary transfers are necessary, a teacher's area of competence, major and/or minor field of study, quality of teaching performance, and length of service in the West Islip School System will be considered in determining which teacher is to be transferred. Teachers being involuntarily transferred will be transferred only to a comparable position.

For Grades (K-6), the following procedure will be followed:

- a. Teachers who are subject to involuntary transfers will have preference over voluntary transfers to open positions.
- b. Teachers returning from leaves of absence will be placed in the pool of involuntary transfers.
- c. Seniority in tenure area N-6 will be a major consideration in transfers from grade and building. Teachers with the least seniority in grade levels losing sections in a building will have first choice to open positions in that building, in order of seniority. If no open positions exist in that building, the teacher may choose to take the grade level class in that building of the teacher with the least elementary tenure area seniority. Such displaced teachers shall be placed in the pool of involuntary transfers. Exceptions to the above may be made if the Superintendent, in consultation with the President of the Association, determines in a manner that is neither discriminatory nor arbitrary that such exceptions are in the best interests of the teachers and the District.
- d. Teacher Assignment positions will be considered open positions each year.
- e. Teachers in the involuntary transfer pool will be permitted to choose from a list of open positions furnished by the District in order of decreasing seniority.
- f. A teacher may voluntarily leave a building and enter the involuntary transfer pool in place of the teacher who would have been transferred.
- g. This entire procedure will be reviewed annually by the Superintendent and President of the Association in order to minimize problems arising in this area.

2. An involuntary transfer will be made only after a meeting between the teacher involved and the Superintendent (or his/her designee), at which time the teacher will be notified of the reasons for the transfer. In the event the teacher objects to the transfer at this meeting, the Association upon the request of the teacher will be notified and the Superintendent (or his/her designee) will meet with the Association's representative to discuss the transfer.

C. A list of open positions in other schools in the system will be made available to all teachers being transferred, and all other factors being substantially equal, preference will be given in filling such positions on the basis of length of service in the tenure area in the West Islip School System.

D. Notice of transfer will be given to teachers as soon as practicable and under normal circumstances not later than the last day of school.

E. Exceptions to the provisions of paragraph A, B, C, and D may be made only if the Superintendent determines that it is necessary to do so in the best interests of the teacher(s) and/or school(s) affected. A disagreement over whether an exception is justified will be subject to the grievance procedure and will be initiated at Level Two thereof.

ARTICLE X PROMOTION AND SALARY DIFFERENTIAL POSITIONS

For purpose of this Article, a “promotional position” is defined as any position in the bargaining unit paying a salary differential.

A. Whenever any vacancy in any position occurs between September and June, it will be adequately published by the Superintendent by means of a notice placed on the Association bulletin board in every school as far in advance of the appointment as possible. During the months of July and August written notice of any such vacancy will be posted on the District website when said vacancy occurs. Qualifications for the position, its duties and the rate of compensation will be clearly set forth. The qualifications set forth for a particular position will not be changed when such future vacancies in such positions occur unless the Association has been notified in advance of such changes and the reasons therefore. Except on a temporary basis, vacancies will not be filled within two (2) weeks and ordinarily not within thirty (30) days from the date the notice is posted in schools or mailed to the teachers.

B. All teachers will be given adequate opportunity to make application for such position and the District agrees to give due weight to the professional background and attainments of all applicants, the length of time in the school system and other relevant factors. When in the opinion of the District, all other factors are substantially equal, consideration will be given to the qualified teachers already employed by the District. The decision of the Board will not be subject to arbitration. Wherever practicable, appointments will be made not later than sixty (60) days after the notices is posted or mailed.

C. Appointments shall be based on qualification, experience and seniority.

ARTICLE XI PROTECTION OF TEACHERS

A. Teachers will report all cases of assault suffered by them in connection with their employment to their principal and Superintendent in writing within ten (10) days. The Superintendent will comply with any reasonable request from the teacher for information in his/her possession relating to the incident, or the persons involved and will act as liaison between the teacher, the police and the courts.

B. Whenever a teacher is absent from school as a result of personal injury caused by an accident occurring in the course of his/her employment, he/she will be paid his/her full salary for up to one (1) year. When such absence is occasioned by an assault upon said teacher within the course of his/her employment, payment will be for up to two (2) years. No part of such absence will be charged to his/her annual or accumulated sick leave. After such payments, the teacher shall receive long term disability benefits under Article XXV D. of the Contract or benefits under the N.Y.S. Teachers' Retirement System, at the option of the teacher.

ARTICLE XII TEACHER FACILITIES

A. Each school presently in use will have the following facilities:

1. Space in each classroom for safe storage of personal belongings, instructional materials and supplies.
2. Adequate equipment and supplies which are accessible to teachers to aid in the preparation of instructional materials.
3. An appropriately furnished dining lounge for the exclusive use of teachers.
4. Well lighted and clean teacher rest rooms with adequate supplies.
5. Blinds, shades or other room darkening window covering.
6. Copy machines will be made available in each school building and will be properly maintained.

B. Repairs in each classroom are to be made as expeditiously as possible after being reported in writing to the office by the teacher.

C. Outside telephones, District computers, internet access, a fax machine and e-mail shall be made available to teachers for official business only. When a teacher wishes to discuss private or confidential matters concerned with his/her official duty, the principal shall make every effort to provide a telephone, the location of which insures privacy of conversation. Except in the event of an occasional emergency, teachers shall only be permitted to use cell phones during lunch or prep, unless prior authorization is obtained from the building principal.

D. An internal communication system should be provided so that teachers can communicate with the main office from their classrooms. Every reasonable effort shall be made to keep these systems in working order.

E. An adequate portion of the parking lot of each school will be reserved for teacher parking.

F. A CD player will be provided for every primary grade level.

G. According to a planned program, shelf space shall be provided in every classroom.

H. An appropriate petty cash fund will be provided for each school building.

I. Teachers shall be consulted in the preparation and final determination of the school supply budget as it pertains to their teaching requirements.

J. Adequate chalk or white board and bulletin board space shall be available in every classroom.

K. Adequate grade books, paper, pencils, pens, chalk, erasers and other subject material required in daily teaching responsibilities shall be available.

L. At the elementary level, a dictionary shall be available for each grade level for the primary use of teachers; and also as required, dictionaries will be provided for each department at the secondary level.

M. Copies of all teacher editions, textbooks and manuals, when available, shall be provided for the exclusive use of a teacher for each course he/she is required to teach.

**SICK LEAVE,
ARTICLE XIII TEMPORARY LEAVES OF ABSENCE,
EXTENDED LEAVES OF ABSENCE**

Professional staff members must realize that absence from the classroom by the regular teacher disrupts the educational process of the pupils, and every effort should be made to hold such absences to a minimum.

A. PERSONAL ILLNESS

1. Probationary Teachers

A teacher on probationary appointment will be credited with ten (10) days sick leave at full salary in any school year and all unused sick leave is accumulated during the probationary period. Under extenuating circumstances, provided satisfactory medical proof is furnished, the District may grant up to thirty (30) days in any one year.

2. Unlimited Sick Leave

All teachers having three (3) or more consecutive years of service in the district will be eligible for unlimited sick leave not to exceed 180 days. The 180 days sick leave is for each serious extended illness or disability, and, thereafter, the teacher will receive long term disability benefits under Article XXV D., or New York State Teachers' Retirement benefits, at the option of the teacher. Teachers requesting leave for extended illness or disability shall be required to submit upon request, and up to every thirty (30) days thereafter, documentation from a healthcare provider as to the diagnosis of the medical condition, the date the condition began, the health provider's judgment as to the probable duration of the condition, the prescribed treatment protocol and the specifics as to the extent to which the employee is limited in the performance of teaching duties.

3. Proof of Illness

The Superintendent may require proof of illness in the form of a medical certificate or statement from the attending physician which will be subject to review by a school physician or a consultant designated by him/her. Such verification shall be provided after five (5) consecutive school days of illness or ten (10) total school days of illness and the District may require a teacher to be examined by a District doctor. Holidays, vacations, etc. shall not constitute breaks in consecutive days of absence.

B. ILLNESS OR DEATH IN THE FAMILY

1. When absence is necessary due to illness of any member of the immediate family, a teacher may be permitted a total of two (2) full days absence with pay per year. Additional days may be allowed at the discretion of the Superintendent when unusual circumstances warrant such action. These days will not be charged against annual sick leave.

2. For a death in the immediate family (the immediate family includes wife, husband, son daughter, father, mother, brother, sister, or proven close relative) three (3) days with full pay shall be allowed. Additional days may be allowed at the discretion of the Superintendent when unusual circumstances warrant such action. These days will not be charged against the annual sick leave.

C. PERSONAL BUSINESS

Permission for absence for personal business shall be obtained in advance from the Superintendent. Two (2) days with pay shall be allotted for this purpose. Such personal days will not be deducted from the accumulated sick leave. An additional day may be allowed at the discretion of the Superintendent when unusual circumstances warrant this action. It is understood that personal days may not be used as an extension of holidays or for activities that could normally be carried out at times that school is not in session. Personal business days may be utilized for religious holidays requiring a full day of observance.

D. JURY DUTY/LEGAL

Jury duty or attendance required in court as witness or by Subpoena will not result in payroll deductions and the number of days will not be deducted from sick leave. Teachers shall request that they be placed on call, where possible, and shall make themselves available at all times they are not specifically required to be on jury duty. Jury duty fees and witness fees, if any, should be turned over to the District. Mileage reimbursement shall be retained by the teacher. All employees must notify the building principal as soon as possible after receipt of notice of jury duty, and a copy of such notice shall be provided to the Business Office as soon as possible and prior to the date for such service. In addition, proof of jury service must be submitted to the Business Office upon completion of jury service. Failure to submit notification and proof of jury service may result in the loss of pay for days served.

E. LEAVES OF ABSENCE FOR CHILD-BEARING AND/OR CHILD REARING

1. Child-Bearing

- a. A teacher who is pregnant will be permitted to continue to work as long as she is physically capable of performing the normal duties of her position.
- b. The teacher will return to work when she is capable of performing the normal duties of her position unless she applies for child-rearing leave as set forth below.
- c. Whenever the teacher who is pregnant cannot perform the normal duties of her position, she will be permitted to utilize all or any portion of her sick leave because of a medical disability connected with or resulting from her pregnancy. A teacher planning to apply for this leave will, if possible, give written notification to the Superintendent one month prior to the commencement of the leave.

2. Child-Rearing

- a. If a teacher plans to apply for a child-rearing leave of absence, written notification should, if possible, be made to the Superintendent of Schools at least one month before the September 1st or February 1st prior to the semester in which the leave will commence. The leave of absence shall be without pay. The leave shall commence at the date mutually agreed upon by the District and the applicant.
- b. A child-rearing leave may not extend beyond two (2) years.
- c. Child-rearing provisions will apply to adoption of children.
- d. Teachers on such leave may be assigned to a non-regular teaching assignment on the September 1st or February 1st prior to such leave notwithstanding the provisions of Articles IX and VII and without a reduction in salary.

3. Returning from Leave

- a. All benefits and rights accumulated by a faculty member prior to the effective date of the leave of absence shall be resumed upon returning to service except that this will not conflict with other portions of the contract.
- b. Teachers shall return from such child rearing leave at the beginning of a school year only, or as agreed to by the teacher and the Superintendent and approved by the Board of Education.

F. MILITARY LEAVE

Military leave will be granted to any teacher who is required to serve in any branch of the armed forces of the United States. Upon return from such leave, a teacher will be placed on the salary schedule at the level which he/she would have achieved had he/she remained actively employed in the system during the period of his/her absence, up to a maximum of two (2) years. All benefits, including sick leave credit, to which the teacher would normally be entitled will continue to accumulate during his/her leave of absence.

G. OTHER EXTENDED LEAVES OF ABSENCE

1. A tenured faculty member may be granted, upon written request, a leave of absence without pay of up to one (1) year. Such request shall contain the reason for the leave.
2. Applications must be filed at least one (1) month before the September 1st or February 1st prior to the semester in which the leave will commence. This may be waived by the Superintendent.
3. All benefits and rights accumulated by a faculty member prior to the effective date of the leave of absence shall be retained except that this will not conflict with other portions of the contract.
4. One (1) percent of the faculty may be granted such leave in any one (1) year.
5. Teachers on such leave may be assigned to a non-regular teaching assignment on the September 1st or February 1st prior to such leave notwithstanding the provisions of Articles IX and VII and without a reduction in salary.
6. Teachers shall return from such leaves at the beginning of a school year, or as otherwise agreed to by the teacher and the Superintendent and as approved by the Board of Education.

H. EXCHANGE TEACHER LEAVES OF ABSENCE

1. Upon recommendation of the Superintendent of Schools, a leave of absence for exchange teacher positions under either national or international programs may be granted by the District to teachers who have successfully completed five (5) years of satisfactory service in the school district.
2. The District shall compensate any teacher granted exchange teacher leave of absence on the basis of said teacher's regular salary status. Any period served as an exchange teacher shall be applied to the salary schedule set forth in Appendix A of the agreement as if such period has been served by the teacher in the West Islip School District.

I. It is agreed that a teacher granted any type of leave of absence shall notify the Board of Education prior to April 1 of his/her intentions for the coming year.

J. APPROVED VISITATION AT OTHER SCHOOLS

Upon the recommendation of the Superintendent, leave to visit other schools to observe methods and programs may be granted to teachers who have successfully completed their probationary period.

K. Teachers taking courses or receiving grants commencing before the end of the school year will be granted permission to leave. The time of departure will be mutually agreed upon in advance by the Superintendent and the applicant.

CONVERTIBILITY OF UNUSED SICK DAYS ARTICLE XIV AT RETIREMENT AND RETIREMENT INCENTIVES

A. CONVERTIBILITY

Teachers will be permitted to accumulate up to ten (10) unused sick days per year based upon the last twenty (20) years of service prior to the teacher's retirement. Accumulated days will be converted to compensation at the rate of \$210 per day. Long-term illness (i.e. of twenty (20) consecutive days or more) will have a twenty (20) day charge limit for that year. Other absences will be charged day-for-day against the total accumulation for that entire period. The teacher must have the necessary requirements for retirement as defined by the New York State Teachers' Retirement System (i.e. at least 55 years of age and/or 20 years of teaching). Compensation will be made in accordance with paragraph B below. Teachers must provide written notice of their election from the following options at the time of submission of the notice required by paragraph B(2) hereof:

- a. Payment in accordance with the above to a maximum of \$14,000 in which case long-term illness (i.e., of twenty (20) consecutive days or more) will have a twenty (20) day charge limit for that year.
- b. Payment in accordance with the above to a maximum of \$18,000 in which case there shall be no charge limit in connection with long-term illness.

Other absences will be charged day for day against the total accumulation for that entire period. The teacher must have the necessary requirements for retirement as defined by the New York State Teachers' Retirement System (i.e., at least fifty-five (55) years of age and/or twenty (20) years of teaching). Compensation will be made in accordance with paragraph B below.

B. PROCEDURES

1. Records of accrued days for each teacher will be maintained at the District Office. Information regarding these accrued days will be furnished upon request of the interested teacher.
2. A written request for such compensation will be submitted to the District at least four (4) months prior to his/her intended retirement date. The teacher will declare his/her intent to retire on a specified date. Intent to retire shall be irrevocable except at the sole discretion of the Superintendent and Board of Education.
3. Payment pursuant to this Article shall be in the form of a non-elective contribution to the authorized 403-b account.
4. The benefits accrued under this article will be paid to a named beneficiary in the event of death. Benefits accrued under this article will be paid to totally disabled teachers covered as retirees by law.

C. RETIREMENT INCENTIVE

For retirements from the District and the New York State Teachers' Retirement System effective during the life of this contract only, the following retirement incentive shall be offered:

In addition to its contribution for the cost of health insurance premium in retirement set forth at Article XXIV, Paragraph (1) of the collective bargaining agreement, the District shall annually contribute a dollar amount equal to the difference between 65% of such cost and 85% thereof, measured as of the date of retirement.

In order to be eligible for this retirement incentive:

- a. Teachers must retire in the first year of eligibility to retire from the New York State Teachers' Retirement System without penalty. Teachers may also elect to retire in the first year that they reach age 55 and have completed at least 18 steps on the teachers' salary schedule provided that this qualification occurs prior to the first year of eligibility to retire from the New York State Teachers' Retirement System without penalty. Teachers who do not elect to avail themselves of this first optioned shall nevertheless remain eligible for this incentive in the first year of eligibility to retire without penalty.
- b. Teachers who are first eligible pursuant to subparagraph (a) above on or before July 1, 2010, shall be deemed eligible for this incentive for retirements effective on or before July 22, 2010 only.
- c. For retirements effective as per subparagraph (b) above, written irrevocable notice of retirement must be submitted to the Superintendent on or before July 21, 2010.

- d. Teachers who are first eligible to retire as defined above during the period July 1, 2010 through June 30, 2011 must retire effective June 30, 2011 and must submit written irrevocable notice of retirement to the Superintendent on or before March 1, 2011.
- e. Teachers who are first eligible to retire as defined above during the period July 1, 2011 through June 30, 2012 must retire effective June 30, 2012 and must submit written irrevocable notice of retirement to the Superintendent on or before March 1, 2012.
- f. Teachers who are first eligible to retire as defined above during the period July 1, 2012 through June 30, 2013 must retire effective June 30, 2013 and must submit written irrevocable notice of retirement to the Superintendent on or before March 1, 2013.

This provision shall sunset effective June 30, 2013.

ARTICLE XV INSERVICE CREDIT/GRADUATE CREDIT

A. THE PURPOSE OF INSERVICE EDUCATION

The continuing improvement of the quality of instruction should be a vital concern of every school system. Inservice education is one means of achieving this goal. The West Islip Public Schools are deeply interested in encouraging the professional growth of the staff through inservice education conducted by qualified personnel.

B. APPROVAL OF INSERVICE COURSES

1. All inservice courses taken for credit must have the approval of the Superintendent of Schools prior to the time of registration.
2. Inservice credit acquired as a full-time employee of another school district will be allowed only upon the evaluation and approval of the Superintendent of Schools.
3. Credit will be given only for courses which are conducted by institutions, agencies of groups approved by the Superintendent of Schools.
4. For the purpose of salary advancement, a maximum of nine (9) inservice credits may be taken within a twelve month period beginning September 1 of each year.
5. As a basis for determining credit approval for inservice courses, it is the responsibility of the teacher to provide the Superintendent with the following information about the course:
 - a. Name of Course
 - b. Sponsor of Course
 - c. Place where course is given
 - d. Number and length of meetings
 - e. Description of course
6. To apply inservice credit toward a salary adjustment, the teacher must supply the Superintendent of Schools with evidence of satisfactory completion of the course.
7. Teaching staff members may audit inservice programs without receiving inservice credit. This may be limited at the behest of the lecturer.

C. APPLICATION OF INSERVICE CREDIT FOR SALARY PURPOSES

1. No inservice credit shall be used to advance to any column up to and including MA on the salary schedule.
2. Between the MA and MA + 60 level, a teacher will be credited for inservice workshops or courses up to nine (9) credits per year, to a total career maximum of thirty (30) inservice credits, for which he/she has received prior approval from the Superintendent or his/her designee.

D. GRADUATE CREDITS

1. The limitation of nine (9) credits per year on inservice credits shall not be construed to limit the number of graduate credits from an accredited college or university a teacher may take in any year. Teachers shall be limited to no more than twelve (12) "non-traditional" credits per year.
2. Effective July 1, 1980, graduate courses will be acceptable for salary credit if:
 - a. the institution is regionally accredited, or
 - b. the institution is accredited by a nationally recognized accrediting agency, or
 - c. the accrediting agency is the Board of Regents, or
 - d. the accrediting agency is recognized by the U.S. Office of Education, and
 - e. graduate courses must be provided by the instructional faculty of the college or university at which the course is taken. Credits earned through such courses must be acceptable by the college or university for any graduate degree bearing program. Such courses must be directly relevant to the subject(s) taught by the teacher or constitute courses in instructional methodology which are applicable to the teacher's program. Notwithstanding the above, NYSUT sponsored Effective Teaching courses and courses offered through the Staff Development Center of the Islips, if taken for graduate credit and undergraduate level courses, shall be accepted provided they are directly relevant to the subject(s) taught by the teacher or constitute courses in instructional methodology which are applicable to the teacher's program. As to undergraduate courses, however, the teacher must establish that there is no appropriate graduate level course, as defined above, in the particular subject area. All graduate courses taken for credit must have the approval of the Superintendent of Schools prior to registration. Salary credit may be denied for all courses for which prior approval has not been obtained.
3. Non-traditional courses of study for a graduate degree (e.g. correspondence courses) and, except as referred to in subparagraph (e), all undergraduate courses must be approved by the Superintendent in advance of registration.

This provision will not prohibit a teacher from receiving salary credit for college courses that do not fall within the above criteria if prior approval is received from the Superintendent.

E. EVALUATION OF LOCALLY SPONSORED COURSES

Teachers who take inservice courses sponsored by the District shall submit to the Superintendent a written evaluation of the course content and quality of instruction.

F. COLUMN ADVANCEMENT

WITA members who advise the Superintendent of Schools or Director of Personnel, prior to October 1st, of educational credits earned warranting column advancement, shall receive column advancement retroactive to September 1st of that school year. WITA members who advise the Superintendent of Schools or Director of Personnel, prior to February 1st, of educational credits warranting column advancement, shall receive column advancement retroactive to January 1st. Payment of such column advancement shall not be required by the District unless and until transcripts of such educational credits earned are provided to the District and only if column advancement is warranted in accordance with collective bargaining agreement provisions and past practices. Any individual who advises the District of educational credits earned warranting column advancement after November 1st in any school year, shall not be entitled to such column advancement until September 1st of the following school year.

G. The provisions of this article shall not apply to courses completed by June 30, 1995. Commencing with the 2007-08 school year, teachers shall only be permitted to advance two (2) columns per year after the attainment of masters. Commencing with the 2008-09 school year, teachers shall only be permitted to move one (1) column per year after the attainment of masters. For purposes of determining the number of credits earned per year or columns advanced per year, a year shall be defined as September 1st through August 31st.

ARTICLE XVI SUMMER EMPLOYMENT

A. Teachers for the West Islip summer school program shall be hired according to the following standards:

1. West Islip teachers who have had the most recent experience teaching in the West Islip summer school shall be hired in preference to all others, if their training, experience and demonstrated competence for the position is comparable.
2. West Islip teachers with or without previous experience in the West Islip summer school shall be hired in preference to teachers from other school districts, if their training and demonstrated competence for the position is comparable.

B. Recognizing the fact that a teacher should receive professional compensation for professional services regardless of the month or season, the District agrees to compensate teachers working during the summer at the following rates:

1. A summer high school teacher will be paid \$2,490 for each class or section he/she teaches or supervises for July/August 2010; \$2,527 for July/August 2011; and \$2,603 for July/August 2012. There shall be equitable remuneration for secondary school and elementary school teachers.
2. A teacher employed to perform other professional non-teaching functions during the summer shall be compensated at a daily rate equal to one two-hundredth (1/200) of his/her regular annual salary. Anytime worked less than a full day shall be prorated.

C. Summer school teachers shall not be required to assume financial responsibility over and above that required during the regular school year. Any monies collected by them pursuant to summer school policies shall be surrendered to the principal, and the West Islip school district shall provide for the safekeeping of such funds and shall assume all responsibility for them until they are returned to the teacher.

D. Every effort will be made to maintain class sizes at reasonable levels in the summer high school.

E. WITA members required to present at CSI and/or CPSE meetings during summer recess periods shall be paid at a rate of \$58.65 per hour for 2010; \$59.53 per hour for 2011; and \$61.32 per hour for 2012. The District guarantees a minimum of two hours' pay for any days on which such service is required. For services rendered beyond two hours on any days, the hourly rate shall be prorated.

ARTICLE XVII TEACHER AIDES

The District agrees to hire and train a sufficient number of teacher aides to supervise cafeteria and playground periods in the elementary schools and cafeteria periods in the secondary schools. This provision shall not preclude the assignment of teachers in secondary schools to cafeteria duty, preferably on a rotational basis.

ARTICLE XVIII CURRICULUM AND TEXTBOOKS

A. Professional personnel of the school district interested in initiating curriculum change or textbook change will send a letter of request to the Superintendent, who will forward copies to the President of the Association and the President of WIASA. Any staff member may suggest courses for West Islip's inservice program.

B. The Superintendent and Presidents, or their designees, will meet within two(2) weeks after the Superintendent receives a request. The two (2) Presidents may mutually recommend acceptance, rejection, or the formation of a Study Committee. The recommendation will be made within one (1) week after the original meeting with the Superintendent. They will forward all findings to the Superintendent for his/her approval or disapproval. The Study Committee shall consist of at least fifty percent (50%) teacher members who will be appointed by the Superintendent and who will be directly impacted by the issue under study upon recommendation from the President of WITA. Administrative members may be recommended by the President of WIASA and appointed by the Superintendent. It is recommended that the appropriate department chairperson be a member of all study or textbook committees relative to his/her department.

C. Study Committees will submit a written report and/or recommendation to the Superintendent as soon as practicable. The Superintendent will forward copies to the President of the Association and the President of WIASA.

D. If it is determined by the Superintendent that curriculum writing is required, the Superintendent and Association President shall mutually agree to remuneration to be made to the teachers involved.

E. The Presidents and Superintendent, or one (1) designee of each, may be ad hoc members of all Study Committees.

F. All teachers will have access to teacher editions for all textbooks and supplemental materials if purchased by the District.

G. All findings and recommendations will be brought to the Board of Education by the Superintendent for its consideration and approval or disapproval.

ARTICLE XIX THE DISRUPTIVE CHILD

1. A child who threatens or engages in physical violence to himself/herself, his/her fellow students or a teacher may be directed by the teacher to report immediately to the principal or other designated supervisor under such escort as is prescribed by the school. Such pupil will not be returned to the classroom without consultation between the principal, the teacher, and other professional resource people, when deemed necessary.

2. Pupils who so seriously disrupt the classroom work as to impede effective instruction may be reported by the teacher to the principal or other supervisor. Such report shall be in writing and shall contain substantiating data on the behavior of the child.

3. Upon receiving a report of violent or disruptive behavior the principal or his/her designated representative shall make a suitable investigation and shall promptly initiate a course of action that will best serve the needs of the school and child.

4. If the problem is not solved in this manner after available courses of action have been taken, and a decision has been reached by the principal that the child still so seriously disrupts the classroom work as to impede effective instruction, the child shall be referred to other facilities within the school. If no such facilities exist within the school, the principal shall refer the case to the Superintendent under existing procedures.

5. Each plan of action should involve the parent, the teacher, the child and other appropriate personnel. No final decision on placement or care should be arrived at without such participation.

6. The District will make every effort toward the creation of additional facilities and services for special care and training of children who are found not to be fitted for the conventional educational process.

TEACHER-ADMINISTRATION

ARTICLE XX SCHOOL BOARD LIAISON

A. The Association shall select an Association representative from each school building who shall meet with the principal at least once every two (2) weeks during the school year to review and discuss local school problems and practices, unless both parties agree to waive such meeting.

B. The Association representatives shall meet with the Superintendent and members of the Board of Education at least annually, preferably in September, January, or May. By mutual consent such meetings may be postponed up to one (1) month. The purpose of such meeting will be to review and discuss current school problems and practices and the administration of the Agreement.

C. 1. At the request of the Board of Directors of the Association, the Board of Education may meet in executive session with the Executive Board of the Association to discuss problems of concern.

2. The District and the Association mutually agree that elimination of teaching positions shall not be carried out in an indiscriminate and unilateral manner. To this end the Board of Education will apprise the Association that the elimination of any teaching positions are for good and sufficient reasons approved in advance by the Superintendent.

3. In instances where conditions may make necessary a reduction in the number of teachers employed by the District, the District will make every effort to reassign the teacher to a similar position vacated within the district on the condition that the teacher is properly certified and his/her prior teaching performance indicates probable success in the new assignment. In the event a teacher's service is terminated for reasons listed above, the District will advise adjacent school districts of the teacher's availability for employment.

D. The President of the Association or his/her representatives shall be allowed to visit schools to investigate working conditions, teaching complaints, problems, or for other purposes relating to Association affairs. Upon the arrival of the President or his/her representative at any school, the principal, or in his/her absence his/her representative, shall confer with the President in order to facilitate the purpose of the visit. Whenever possible, the President shall give advance notice of his/her visit and on his/her arrival report his/her presence to the office. The Association and its officers recognize and agree that this privilege should not be abused.

ARTICLE XXI ASSOCIATION RIGHTS

A. There will be one (1) bulletin board in each school building which will be placed in the faculty lounge for the purpose of displaying notices, circulars and other Association material. The District shall not be responsible for the contents of any such material.

B. The Association will have the right to use the school buildings without cost at reasonable times for meetings. The Principal of the building in question will be notified in advance of the time and place of all such meetings.

C. The Association will be permitted the unrestricted use of the district mail-boxes and the inter-school mail delivery for the purpose of notices, circulars and other teachers' organization materials. No other teacher organization, group of teachers, or individual teacher shall have that right. The District shall not be responsible for the contents of any such material.

D. The Association shall be given a place on the agenda of the orientation program for teachers.

E. WITA representatives will be permitted to store WITA materials and files in space provided by the District for personal effects.

F. 1. In order to perform their duties under this Agreement, the Association President and Vice President will be assigned no supervisory periods or duties and no homeroom responsibilities. All professional duties of the Association President will be performed by 12:00 Noon. All professional

duties of the Association Vice President will be performed before noon and the Vice President will have a maximum of four (4) class periods per day. This provision shall not be construed so as to relieve the President and Vice President of any professional responsibilities occurring after the regular school day (e.g. parent-teacher conferences, faculty meetings).

2. The Association President shall have no more than three (3) class periods per day on the secondary level. If the Association President is an elementary teacher or is in a special area, the professional responsibilities of the Association President shall be adjusted to the equivalence of three (3) teaching classes. Adjusted assignments shall be mutually agreed upon by the Association President and the Superintendent. The Association President's classes will, if possible, be scheduled within the second to fourth teaching periods (to allow compensatory time to attend periodic morning meetings, the number of which shall not exceed four (4) per month.)

3. The four positions of Vice-President from Secondary Schools, Vice-President from Elementary Schools, Recording Secretary and Treasurer of the Association will be free of all supervisory periods and duties as presently done. At the elementary level, every attempt will be made to have special subject classes scheduled for the last period of the day, and the special subject teacher will be responsible for the dismissal of the class. At the secondary level, every attempt will be made to schedule the preparation period at the end of the school day.

G. Time will be made available for the Association representatives to attend State and National Teachers' Association conferences and conventions with the advance approval of the Superintendent or his/her designee.

H. The District will make available upon request pertinent information, which is a matter of public record, which may assist the Association in developing proposals and programs for negotiations.

I. One year leave will be granted upon request to the Board of Education to a member of the Association for State and National Teachers' Association activities without pay and without loss of tenure, step or accumulated sick leave.

J. Copies of the District's negotiated agreements with other West Islip bargaining units will be given to the President of the Association within two (2) weeks after printing.

K. Whenever a newly-titled position within the bargaining unit is created, the District shall notify the Association in advance in order that the impact of the terms and conditions of the new position may be negotiated.

ARTICLE XXII SPECIALISTS

A. An adequate number of reading specialists will be provided for the elementary schools.

B. Provision will be made to enable elementary school libraries to remain open for use by pupils during the school day.

C. A sufficient number of teachers in the areas of physical education, art, music, library, reading and speech specialists shall be provided so that these teachers will not travel to more than two (2) schools a day. This may be waived by mutual agreement of the Superintendent and President of the Association.

ARTICLE XXIII SALARY SCHEDULES FOR 2010-2013 SCHOOL YEARS

A. The Teachers' Salary Schedules effective for the life of this agreement shall be set forth in Appendix "A" hereof.

B. The Lead Teacher's Salary Schedule shall be as set forth in Appendix "B" hereof.

C. The Guidance Counselors' Salary Differential and other employee stipends shall be as set forth in Appendix "C" hereof.

D. The Coaching Salary Schedules shall be set forth in Appendix "D" hereof.

E. The Salary Schedules for Other School Activities shall be as set forth in Appendix "E" hereof.

F. Teachers shall have the option to receive their salary in 26 equal bi-weekly payments; or equal bi-weekly payments September to June. Teachers selecting the 26 payment option will receive all "summer" pay in a single check issued on the last scheduled pay date in June and the gross pay as reflected on that check will be taxed as if such sum was paid pursuant to the 26 payment option.

G. Teachers who complete requirements and receive National Teacher Certification shall be entitled an annual stipend of \$2,000.

H. Stipends for coaching, clubs and advisorships will be paid in two separate checks during the coaching season, or term of the club or advisorship, as applicable. The first of the two checks will be issued at approximately the halfway point of the season or activity, and the second check will be issued at the conclusion of the season or activity. Stipends for Guidance counselors, psychologists and special education teachers, as set forth in Appendix "C", Subdivisions (D) and (E) shall be paid by separate check.

ARTICLE XXIV INSURANCE

A. HEALTH INSURANCE

1. Employees shall be required to contribute 15% of the cost of premium for both individual and family coverage under the Empire Plan, CORE Plus Enhancements, or its equivalent. If possible, and legal, the District will implement a pre-tax Flexible Spending Agreement consistent with IRS regulations. The District assumes no additional obligations. It is also

understood that in the event pre-tax contributions are implemented, that any employee making such contributions will first agree to indemnify and hold the District harmless in the event of a subsequent determination that the District failed to withhold sufficient income taxes, since a ruling is not a judicial determination.

For retirements effective July 1, 2007 and thereafter, the District shall pay 65% of the cost of premium for individual/family coverage in retirement.

For purposes of health insurance, a recognized domestic partner pursuant to the criteria established by the Empire Plan shall be acceptable for family coverage.

2. Members of the unit hired on or after July 1, 1985, shall not be eligible for coverage if they are eligible for substantially equivalent health insurance under the plan of a spouse.

3. Members of the unit who withdraw from the District's plan during the life of this agreement shall receive an amount equal to fifty percent (50%) of the cost of the District's contribution to individual or family premium. Members going from a family plan to an individual plan shall receive \$600. All such payments shall be made at the end of the twelve (12) month period and annually thereafter. All withdrawals pursuant to this paragraph shall be made as of December 31st of a given year. Nothing contained herein shall preclude a member from re-entering the plan within the twelve (12) month period, provided, however, that in the case of a member who reenters in less than twelve (12) months no payment shall be made. A teacher may review this option each year and notify the District of any change. The payment shall be considered part of his/her salary.

4. Notwithstanding the provisions of paragraph 3 above, all teachers who have not opted out as of June 30, 2010, but who opt out July 1, 2010 and thereafter, shall receive \$2,500 for family coverage and \$1,250 for individual coverage. Excessed teachers who had opted out prior to the abolition of their position and have continued to do so through June 30, 2010, shall remain eligible for payments pursuant to subparagraph 3 hereof.

B. DENTAL INSURANCE

A non-contributory, reasonable and customary dental plan will be provided for each employee on an individual basis.

Deductible will be reimbursed by the District as previously done. A monthly contribution equal to 10% of the cost of the premium shall be required for teachers desiring individual or family coverage. The annual orthodontic maximum shall be \$3,000 and the overall maximum shall be \$3,000. This plan will be provided for teachers having three (3) or more consecutive years of service in the district. The District may self-insure with a Plan Administrator to provide the same benefits or change carriers to a plan providing substantially equivalent benefits. Such switch shall require prior negotiation with the Association. Subject to the rules and regulations of the dental plan then in effect, teachers with fewer than three (3) years of service, may buy into said plan at their own cost.

C. LIFE INSURANCE

A non-contributory life insurance policy equal to \$35,000 and including Accidental Death and Dismemberment will be provided for all teachers having three (3) or more consecutive years of service in the district. Teachers may purchase additional amounts of life insurance at cost, and carry this insurance into retirement, reimbursing the district.

D. LONG TERM DISABILITY

Members of the unit shall be entitled to long-term disability coverage to the same extent as set forth in the proposal attached as Exhibit A.

ARTICLE XXV PROFESSIONAL AUTONOMY

The District and the Association mutually agree that the highest professional standards must be established and maintained in the district. It is agreed to establish a Professional Autonomy Committee to oversee the maintenance of the high professional standards within the classroom and on the administrative level. The Professional Autonomy Committee shall consist of three (3) teachers and three (3) administrators. The teachers will be chosen by the President of the Association. The Autonomy Committee will make recommendations to the Superintendent in regard to the orientation and transfer of people to promotional positions. For purposes of this article, a "promotional position" is defined as any position in the bargaining unit paying a salary differential.

ARTICLE XXVI MISCELLANEOUS

A. The Board of Education will furnish the Association with a written notice of official Board action ratifying this Agreement.

B. The District agrees to purchase books and/or other educational resource materials for use by the professional staff for professional development and educational improvement. It is recommended that a professional library be continued.

C. The Association will be provided with one (1) up-to-date copy of the Board personnel policies and Rules and Regulations. Any changes and amendments will be immediately forwarded to the Association.

D. Copies of this Agreement will be printed at District expense and a copy given to each teacher now employed or hereafter employed by the District.

E. In the event any provision is held to be unlawful, the remaining provisions of this Agreement shall remain in effect and the parties hereto shall meet to modify according to law or negotiate provisions in lieu thereof. This will be conducted according to the Taylor Law and subject to impasse provisions.

F. It is understood and agreed that all matters in dispute and controversy between the parties hereto are completely settled, adjusted and closed by this Agreement. This Agreement may not be changed or modified except by a writing duly executed by the parties hereto.

G. This agreement shall supersede any rules, regulations, or practices of the District which shall be contrary to or inconsistent with its terms.

H. Any individual arrangement, agreement or contract between the District and an individual teacher, heretofore executed, shall be subject to and consistent with the terms and conditions of this Agreement and 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.

I. The District recognizes the desirability of providing teachers with the opportunity to attend professional conferences and meetings and will attempt to make a budgetary allotment for that purpose.

J. Teachers may twice annually request that the District deduct set sums of money from two (2) checks per month for the purpose of purchasing U.S. Savings Bonds and/or for deposit to the Credit Union and Group Insurance. Request forms will be made available at the District Office. An employee may withdraw his/her authorization by written notice at least one (1) month prior to the effective date.

K. In the event a successor contract is not agreed upon on or before the termination date of the present contract, all salaries, benefits and working conditions will be retroactive to the termination date of the contract.

L. NEGOTIATION PROCEDURES

The parties shall commence negotiations on or about February 15th of any year in which the contract expires. Meetings shall be conducted at times and places mutually agreed to in advance by the parties.

M. MANAGEMENT RIGHTS

Subject only to the express provisions of this Agreement, the District shall retain all the rights and authority granted it by law in the management and operation of the District.

ARTICLE XXVII SIDE AGREEMENTS

A. The parties agree that all of the documents reviewed and known as "side agreements" have been incorporated into a bound volume and so labeled. Copies of same shall be maintained by WITA and the District. The parties further agree that these documents as modified pursuant to paragraph B hereof, constitute all of the agreements other than the collective bargaining agreements and that no other purported agreements will be submitted by either party as constituting a change to, modification or clarification of, or in any way influencing the meaning of the provisions of the collective bargaining agreement.

B. 1. Side agreement #3 dated June 19, 1989 – delete and void.

2. Side agreement #7 dated April 17, 1986 – first sentence – delete "close" and substitute "opening"; insert "tentative" before "supervisory".

3. Side agreements #9 and #11 dated March 21, 1986 and March 29, 1982 respectively – notwithstanding the language of #9, the role of the WTA President is limited to the recommendation of teacher names for selection by the Superintendent. In the event the Superintendent rejects all of the said recommendations, there shall be no teacher representation on the study committee. The parties further acknowledge that agreements #9 and #11 as well as Article XVIII Paragraph C of the collective bargaining agreement shall not apply in connection with individuals or committee members selected to write curriculum. Said individuals or committee members shall be selected by the Superintendent even in the absence of a recommendation from the WTA President.

4. Side agreement #10 dated May 4, 1982 – the parties acknowledge that no posting shall be required with regard to regular or other substitute positions.

ARTICLE XXVIII SEXUAL MISCONDUCT

The mandatory penalty of discharge will be imposed in connection with a 3020-a proceeding for a teacher found guilty after December 1, 2006 of having engaged in sexual misconduct with a child, or one who has plead or been found guilty of criminal charges for such conduct after December 1, 2006. For purposes of this provision, sexual misconduct shall include that which is set forth under Sections 130, 235, and/or 263 of the New York State Penal Law.

ARTICLE XXIX PREFERRED SUBSTITUTE

A “preferred substitute” will be assigned full-time to the in-school suspension room. The rate of pay for this assignment shall be for 2010-11 \$146.63 per day, less withholdings; for 2011-12 \$148.83 per day, less withholdings; and for 2012-13 \$153.29, less withholdings. In the event there is no in-school suspension on a particular day, the preferred substitute will serve as a classroom substitute at the above-noted rate of pay. The individual employed for this preferred substitute position shall receive health insurance in accordance with the current collective bargaining agreement, and shall be required to contribute at the same percent rate applicable to teachers in the unit. In addition, this individual shall be entitled to ten (10) sick days per year, a lunch period, and one (1) additional preparation period to coordinate students work with appropriate teachers.

ARTICLE XXX CLUBS

The official club guidelines shall be as follows:

(a) The annual stipend for official club advisor shall be as specified in this Agreement, and will be paid bi-annually: one-half of the stipend in January and one-half of the stipend in June of each year.

(b) to qualify for the full annual stipend, a club must meet at least twice per month for each of eight (8) months, with the advisor present. The club must have an initial roster of no less than fifteen (15) students.

(c) rosters/attendance lists must be kept by the advisor, and the originals submitted to the District office with payroll authorization before payment of any stipend shall be made. No club shall be run in any school year without the written approval of the building principal prior to the commencement of club activities.

(d) exceptions to these guidelines will be considered based upon factors unique to particular clubs (for example, deadlines, competitions, timeframes, weather conditions, etc.) and only if a request for exception is submitted by the teacher/advisor and building principal to the District office prior to the start of club activity, but in no event later than October 1st of each year. If the exception is not granted, the guidelines must be followed or the club will not run.

(e) following the completion of all club activities, the building principal will evaluate the effectiveness of the club, as well as the number of students involved.

(f) in addition to the above-referenced requirements, a teacher/advisor will not receive a stipend for club activities unless and until the teacher submits a completed payroll authorization (blue), a copy of the prior approval form signed by the building principal (white) and the original roster and original attendance records.

ARTICLE XXXI SMALL GROUP INSTRUCTION/TUTORING

Small group instruction/tutoring for all Academic Intervention Services or other reasons shall be as determined in advance and approved by the Superintendent.

Such tutoring will take place before or after school and shall not run concurrently or conflict with the regular school day. Compensation for such tutoring shall be as follows: \$73.19 per hour for 2010-11; \$74.29 per hour for 2011-12; and \$76.52 per hour for 2012-13. The per hour figure shall be prorated for portions of an hour in fifteen minute increments.

The District shall not be required by this contract to provide tutoring as set forth herein. In the event such tutoring is to take place, every effort shall be made to hire a tutor from the building where the tutoring shall take place, but selection shall be as determined by the District.

ARTICLE XXXII INDEPENDENT STUDY

Teachers approved by the Superintendent to supervise and provide instruction for an independent study course or project in accordance with District Policies 8430 and 8431 shall be paid a stipend equal to the hourly home instruction rate applicable during the year in which such supervision and instruction is provided. Each teacher rendering independent study instruction and supervision shall be entitled to a maximum of twenty (20) hours at such rate per semester for each individual student instructed and supervised.

For purpose of calculating compensation, for meetings with students during which two or more students are seen concurrently, the time spent during such meetings shall be equally divided amongst the students present. (For example; a teacher who meets for one hour with three (3) students will be entitled to one (1) hour of pay, with twenty (20) minutes being attributed to each student.)

No teacher may undertake independent study with more than three (3) students per semester.

Timesheets reflecting actual instruction must be accurately maintained and cosigned by the teacher, student and department head prior to submission for payment at the conclusion of the semester.

Should instruction be provided in the home, the teacher must insure that a parent or other guardian be present.

Instruction under this agreement may only take place before or after school, except that a teacher may elect to supervise independent study during the his or her share of the sixth contact period, in which case no stipend will be credited for such time.

The provision of services by teachers for independent study shall be conducted in accordance with District Policies 8430 and 8431.

This article shall not be interpreted as modifying Policies 8430 and 8431, and the District reserves the right to approve all independent study as determined in the sole discretion of the Superintendent of Schools.

ARTICLE XXXIII AUDIO VISUAL COORDINATOR

The position of Audio Visual Coordinator shall be a District-wide position. The Audio Visual Coordinator's work year shall be governed by the approved school calendar. The stipend for the Audio Visual Coordinator shall be \$3,593 for 2010-11; \$3,647 for 2011-12; and \$3,756 for 2012-13. Thereafter, this stipend shall be increased each year consistent with the percentage increase, if any, applicable to "Salaries For Other School Activities" as set forth in Appendix "E" of the collective bargaining agreement between the District and WITA. Should a member of WITA be appointed to the position of Audio Visual Coordinator, that person shall not have a duty assignment during the time of appointment and shall be assigned four (4) teaching periods.

The job description for Audio Visual Coordinator, shall be as follows:

- Prepare yearly budget for all buildings, departments and District office;
- Assess the audio visual needs of the staff and work toward meeting those needs;
- Establish and maintain a District-wide equipment inventory;
- Coordinate the ordering and delivery of audio visual related equipment and supplies;
- Evaluate and repair audio visual equipment and coordinate outside repairs when necessary;
- Coordinate the use of audio visual equipment by outside groups or school groups on weekends and/or evenings. This shall include, but not be limited, use of sound systems, tv/vcr/dvd units and video projectors. (Note: this does not include events which are scheduled for a school auditorium.);

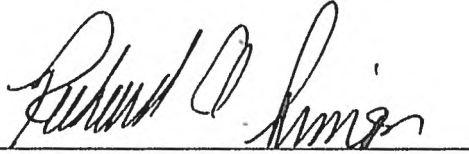
- Purchase adequate supplies for the audio visual department such as overhead transparencies, video tapes, audio tapes, bulbs, etc.;
- Coordinate purchases of audio visual equipment which will support the integration of the computers throughout the District;
- Reproduce video tapes and audio tapes as necessary;
- Maintain laminating equipment and insure adequate supply of laminating film;
- Set up sound equipment for all School Board meetings; and
- Assist the elementary school building custodians in the maintenance and operation of audio visual equipment.

WITA understands and agrees, in the event no WITA member applies, or there is no WITA applicant who is qualified for appointment to the position, the District will consider appointing another employee or hiring an outside contractor.

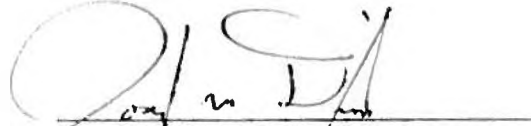
ARTICLE XXXIV PROFESSIONAL APPEARANCE

The dress and grooming of bargaining unit members shall be neat, clean and in a manner appropriate to their assignments. Administrators will meet and discuss concerns about a member's professional appearance with bargaining unit member. The member will have the opportunity to have a WITA representative present at such meeting. The District will provide an opportunity for the member to address concerns prior to an administrator reducing concerns to writing and/or reflecting such concerns in observation reports or year-end evaluations.

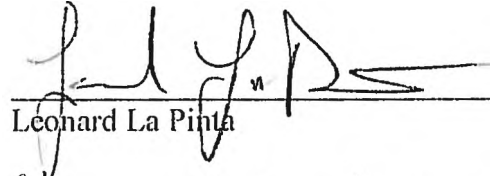
IN WITNESS WHEREOF, the parties hereto have set their hands and seals this 11th day of
January, 2011.



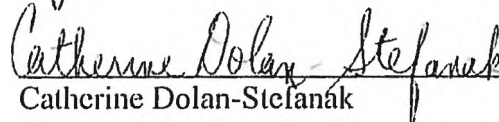
Richard Simon
Superintendent of Schools



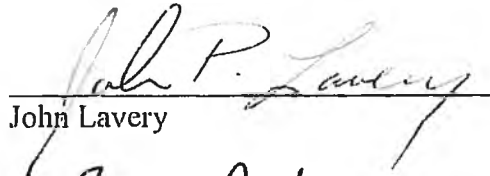
Joseph M. Dixon, President
West Islip Teachers' Association



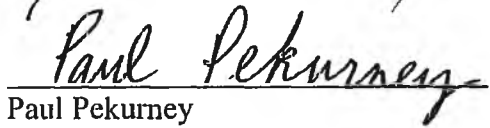
Leonard La Pinta



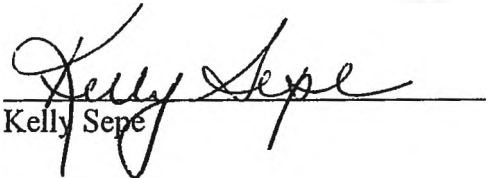
Catherine Dolan-Stefanak



John Lavery



Paul Pekurney



Kelly Sepe

APPENDIX "A"
SALARY SCHEDULES

*Included in WITA Negotiated Agreement
July 1, 2010 to June 30, 2013
For Reference Purposes*

2009/2010

3.5% INCREASE

STEP	BA	BA15	BA30	BA60/MA	MA15	MA30	MA45	MA60	MA75/PHD
1	45,051	47,304	49,557	52,170	54,783	57,396	60,009	62,622	65,235
2	47,304	49,557	51,810	54,783	57,396	60,009	62,622	65,235	67,848
3	49,557	51,810	54,063	57,396	60,009	62,622	65,235	67,848	70,461
4	51,810	54,063	56,316	60,009	62,622	65,235	67,848	70,461	73,074
5	54,063	56,316	58,569	62,622	65,235	67,848	70,461	73,074	75,687
6	56,316	58,569	60,822	65,235	67,848	70,461	73,074	75,687	78,300
7	58,569	60,822	63,075	67,848	70,461	73,074	75,687	78,300	80,913
8	60,822	63,075	65,328	70,461	73,074	75,687	78,300	80,913	83,526
9	63,075	65,328	67,581	73,074	75,687	78,300	80,913	83,526	86,139
10	65,328	67,581	69,834	75,687	78,300	80,913	83,526	86,139	88,752
11	67,581	69,834	72,087	78,300	80,913	83,526	86,139	88,752	91,365
12	69,834	72,087	74,340	80,913	83,526	86,139	88,752	91,365	93,978
13	72,087	74,340	76,593	83,526	86,139	88,752	91,365	93,978	96,591
14	74,340	76,593	78,846	86,139	88,752	91,365	93,978	96,591	99,204
15	76,593	78,846	81,099	88,752	91,365	93,978	96,591	99,204	101,817
16	78,846	81,099	83,352	91,365	93,978	96,591	99,204	101,817	104,430
17	81,099	83,352	85,605	93,978	96,591	99,204	101,817	104,430	107,043
18	83,352	85,605	87,858	96,591	99,204	101,817	104,430	107,043	109,656
19	85,605	87,858	90,111	99,204	101,817	104,430	107,043	109,656	112,269
20	87,858	90,111	92,364	101,817	104,430	107,043	109,656	112,269	114,882
21	87,858	90,111	92,364	101,817	104,430	107,043	109,656	112,269	114,882
22	87,858	90,111	92,364	101,817	104,430	107,043	109,656	112,269	114,882
23	90,111	92,364	94,617	104,430	107,043	109,656	112,269	114,882	117,495
24	92,364	94,617	96,870	107,043	109,656	112,269	114,882	117,495	120,108

The salary increase has been determined by increasing the base salary (BA, Step 1) by 3.5% and then applying an increment as follows: **Column 1-3, Steps 1-19, 22, 23, 24 added 5% (\$2,253),**

Column 4-9, Steps 1-19, 22, 23, 24 added 5.8% (\$2,613).

Teachers may move to the **MA+75** column based on credits earned after July 1, 1988 only, such credits shall be limited to graduate credits taken at an accredited university in the teacher's area of certification and other coursework approved at the sole discretion of the Superintendent. No in-service courses or other coursework taken prior to September 1, 1988 shall be used for movement onto this column. Those members of the unit with a PHD or EdD from an accredited university shall be placed on the column.

Step 26: In addition to the salaries at step 24, teachers at or above this step share an additional \$100,000. In no event, however, shall an individual share exceed \$1,250.

APPENDIX "A"
SALARY SCHEDULES

2010/2011

1.0% INCREASE

STEP	BA	BA15	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	45,502	47,777	50,052	52,691	55,330	57,969	60,608	63,247	65,886
2	47,777	50,052	52,327	55,330	57,969	60,608	63,247	65,886	68,525
3	50,052	52,327	54,602	57,969	60,608	63,247	65,886	68,525	71,164
4	52,327	54,602	56,877	60,608	63,247	65,886	68,525	71,164	73,803
5	54,602	56,877	59,152	63,247	65,886	68,525	71,164	73,803	76,442
6	56,877	59,152	61,427	65,886	68,525	71,164	73,803	76,442	79,081
7	59,152	61,427	63,702	68,525	71,164	73,803	76,442	79,081	81,720
8	61,427	63,702	65,977	71,164	73,803	76,442	79,081	81,720	84,359
9	63,702	65,977	68,252	73,803	76,442	79,081	81,720	84,359	86,998
10	65,977	68,252	70,527	76,442	79,081	81,720	84,359	86,998	89,637
11	68,252	70,527	72,802	79,081	81,720	84,359	86,998	89,637	92,276
12	70,527	72,802	75,077	81,720	84,359	86,998	89,637	92,276	94,915
13	72,802	75,077	77,352	84,359	86,998	89,637	92,276	94,915	97,554
14	75,077	77,352	79,627	86,998	89,637	92,276	94,915	97,554	100,193
15	77,352	79,627	81,902	89,637	92,276	94,915	97,554	100,193	102,832
16	79,627	81,902	84,177	92,276	94,915	97,554	100,193	102,832	105,471
17	81,902	84,177	86,452	94,915	97,554	100,193	102,832	105,471	108,110
18	84,177	86,452	88,727	97,554	100,193	102,832	105,471	108,110	110,749
19	86,452	88,727	91,002	100,193	102,832	105,471	108,110	110,749	113,388
20	86,452	88,727	91,002	100,193	102,832	105,471	108,110	110,749	113,388
21	86,452	88,727	91,002	100,193	102,832	105,471	108,110	110,749	113,388
22	88,727	91,002	93,277	102,832	105,471	108,110	110,749	113,388	116,027
23	91,002	93,277	95,552	105,471	108,110	110,749	113,388	116,027	118,666
24	93,277	95,552	97,827	108,110	110,749	113,388	116,027	118,666	121,305

The salary increase has been determined by increasing the base salary (BA, Step 1) by 1% and then applying an increment as follows: **Column 1-3, Steps 1-19, 22, 23, 24 added 5% (\$2,275),**
Column 4-9, Steps 1-19, 22, 23, 24 added 5.8% (\$2,639).

Teachers may move to the **MA+75** column based on credits earned after July 1, 1988 only, such credits shall be limited to graduate credits taken at an accredited university in the teacher's area of certification and other coursework approved at the sole discretion of the Superintendent. No in-service courses or other coursework taken prior to September 1, 1988 shall be used for movement onto this column. Those members of the unit with a PHD or EdD from an accredited university shall be placed on the column.
Step 26: In addition to the salaries at step 24, teachers at or above step 26 share an additional \$100,000. In no event, however, shall an individual share exceed \$1,250.

NOTE: 2010/2011 wages will be paid at the 2009/2010 rate with the 1% increase to be paid July 1, 2013 or the effective date of retirement, whichever is earlier.

APPENDIX "A"
SALARY SCHEDULES

2011/2012

1.5% INCREASE

STEP	BA	BA15	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	46,185	48,494	50,803	53,482	56,161	58,840	61,519	64,198	66,877
2	48,494	50,803	53,112	56,161	58,840	61,519	64,198	66,877	69,556
3	50,803	53,112	55,421	58,840	61,519	64,198	66,877	69,556	72,235
4	53,112	55,421	57,730	61,519	64,198	66,877	69,556	72,235	74,914
5	55,421	57,730	60,039	64,198	66,877	69,556	72,235	74,914	77,593
6	57,730	60,039	62,348	66,877	69,556	72,235	74,914	77,593	80,272
7	60,039	62,348	64,657	69,556	72,235	74,914	77,593	80,272	82,951
8	62,348	64,657	66,966	72,235	74,914	77,593	80,272	82,951	85,630
9	64,657	66,966	69,275	74,914	77,593	80,272	82,951	85,630	88,309
10	66,966	69,275	71,584	77,593	80,272	82,951	85,630	88,309	90,988
11	69,275	71,584	73,893	80,272	82,951	85,630	88,309	90,988	93,667
12	71,584	73,893	76,202	82,951	85,630	88,309	90,988	93,667	96,346
13	73,893	76,202	78,511	85,630	88,309	90,988	93,667	96,346	99,025
14	76,202	78,511	80,820	88,309	90,988	93,667	96,346	99,025	101,704
15	78,511	80,820	83,129	90,988	93,667	96,346	99,025	101,704	104,383
16	80,820	83,129	85,438	93,667	96,346	99,025	101,704	104,383	107,062
17	83,129	85,438	87,747	96,346	99,025	101,704	104,383	107,062	109,741
18	85,438	87,747	90,056	99,025	101,704	104,383	107,062	109,741	112,420
19	87,747	90,056	92,365	101,704	104,383	107,062	109,741	112,420	115,099
20	87,747	90,056	92,365	101,704	104,383	107,062	109,741	112,420	115,099
21	87,747	90,056	92,365	101,704	104,383	107,062	109,741	112,420	115,099
22	90,056	92,365	94,674	104,383	107,062	109,741	112,420	115,099	117,778
23	92,365	94,674	96,983	107,062	109,741	112,420	115,099	117,778	120,457
24	94,674	96,983	99,292	109,741	112,420	115,099	117,778	120,457	123,136

The salary increase has been determined by increasing the base salary (BA, Step 1) by 1.5% and then applying an increment as follows: **Column 1-3, Steps 1-19, 22, 23, 24 added 5% (\$2,309),**

Column 4-9, Steps 1-19, 22, 23, 24 added 5.8% (\$2,679).

Teachers may move to the **MA+75** column based on credits earned after July 1, 1988 only, such credits shall be limited to graduate credits taken at an accredited university in the teacher's area of certification and other coursework approved at the sole discretion of the Superintendent. No in-service courses or other coursework taken prior to September 1, 1988 shall be used for movement onto this column. Those members of the unit with a PHD or EdD from an accredited university shall be placed on the column.

Step 26: In addition to the salaries at step 24, teachers at or above step 26 share an additional \$100,000. In no event, however, shall an individual share exceed \$1,250.

APPENDIX "A"
SALARY SCHEDULES

2012/2013

3.0% INCREASE

Step	BA	BA15	BA30	MA	MA15	MA30	MA45	MA60	MA75
1	47,571	49,950	52,329	55,088	57,847	60,606	63,365	66,124	68,883
2	49,950	52,329	54,708	57,847	60,606	63,365	66,124	68,883	71,642
3	52,329	54,708	57,087	60,606	63,365	66,124	68,883	71,642	74,401
4	54,708	57,087	59,466	63,365	66,124	68,883	71,642	74,401	77,160
5	57,087	59,466	61,845	66,124	68,883	71,642	74,401	77,160	79,919
6	59,466	61,845	64,224	68,883	71,642	74,401	77,160	79,919	82,678
7	61,845	64,224	66,603	71,642	74,401	77,160	79,919	82,678	85,437
8	64,224	66,603	68,982	74,401	77,160	79,919	82,678	85,437	88,196
9	66,603	68,982	71,361	77,160	79,919	82,678	85,437	88,196	90,955
10	68,982	71,361	73,740	79,919	82,678	85,437	88,196	90,955	93,714
11	71,361	73,740	76,119	82,678	85,437	88,196	90,955	93,714	96,473
12	73,740	76,119	78,498	85,437	88,196	90,955	93,714	96,473	99,232
13	76,119	78,498	80,877	88,196	90,955	93,714	96,473	99,232	101,991
14	78,498	80,877	83,256	90,955	93,714	96,473	99,232	101,991	104,750
15	80,877	83,256	85,635	93,714	96,473	99,232	101,991	104,750	107,509
16	83,256	85,635	88,014	96,473	99,232	101,991	104,750	107,509	110,268
17	85,635	88,014	90,393	99,232	101,991	104,750	107,509	110,268	113,027
18	88,014	90,393	92,772	101,991	104,750	107,509	110,268	113,027	115,786
19	90,393	92,772	95,151	104,750	107,509	110,268	113,027	115,786	118,545
20	90,393	92,772	95,151	104,750	107,509	110,268	113,027	115,786	118,545
21	90,393	92,772	95,151	104,750	107,509	110,268	113,027	115,786	118,545
22	92,772	95,151	97,530	107,509	110,268	113,027	115,786	118,545	121,304
23	95,151	97,530	99,909	110,268	113,027	115,786	118,545	121,304	124,063
24	97,530	99,909	102,288	113,027	115,786	118,545	121,304	124,063	126,822

The salary increase has been determined by increasing the base salary (BA, Step 1) by 3.0% and then applying an increment as follows: **Column 1-3, Steps 1-19, 22, 23, 24 added 5% (\$2,379),**

Column 4-9, Steps 1-19, 22, 23, 24 added 5.8% (\$2,759).

Teachers may move to the **MA+75** column based on credits earned after July 1, 1988 only, such credits shall be limited to graduate credits taken at an accredited university in the teacher's area of certification and other coursework approved at the sole discretion of the Superintendent. No in-service courses or other coursework taken prior to September 1, 1988 shall be used for movement onto this column. Those members of the unit with a PHD or EdD from an accredited university shall be placed on the column.

Step 26: In addition to the salaries at step 24, teachers at or above step 26 share an additional \$100,000. In no event, however, shall an individual share exceed \$1,250.

APPENDIX "B"
LEAD TEACHER STIPENDS

PERCENTAGE SCHEDULES

DEPARTMENT SIZE OF 1-10

STEP	BA30	BA60/MA	MA15	MA30	MA45	MA60	MA75/PHD
1	0.050	0.060	0.070	0.080	0.090	0.100	0.110
2	0.055	0.065	0.075	0.085	0.095	0.105	0.115
3	0.060	0.070	0.080	0.090	0.100	0.110	0.120
4	0.065	0.075	0.085	0.095	0.105	0.115	0.125
5	0.070	0.080	0.090	0.100	0.110	0.120	0.130
6	0.075	0.085	0.095	0.105	0.115	0.125	0.135
7	0.080	0.090	0.100	0.110	0.120	0.130	0.140
8	0.085	0.095	0.105	0.115	0.125	0.135	0.145
9	0.090	0.100	0.110	0.120	0.130	0.140	0.150
10	0.095	0.105	0.115	0.125	0.135	0.145	0.155
11	0.100	0.110	0.120	0.130	0.140	0.150	0.160
12	0.105	0.115	0.125	0.135	0.145	0.155	0.165
13	0.110	0.120	0.130	0.140	0.150	0.160	0.170
14	0.115	0.125	0.135	0.145	0.155	0.165	0.175
15	0.120	0.130	0.140	0.150	0.160	0.170	0.180

DEPARTMENT SIZE OF 21-30

STEP	BA30	BA60/MA	MA15	MA30	MA45	MA60	MA75/PHD
1	0.080	0.090	0.100	0.110	0.120	0.130	0.140
2	0.085	0.095	0.105	0.115	0.125	0.135	0.145
3	0.090	0.100	0.110	0.120	0.130	0.140	0.150
4	0.095	0.105	0.115	0.125	0.135	0.145	0.155
5	0.100	0.110	0.120	0.130	0.140	0.150	0.160
6	0.105	0.115	0.125	0.135	0.145	0.155	0.165
7	0.110	0.120	0.130	0.140	0.150	0.160	0.170
8	0.115	0.125	0.135	0.145	0.155	0.165	0.175
9	0.120	0.130	0.140	0.150	0.160	0.170	0.180
10	0.125	0.135	0.145	0.155	0.165	0.175	0.185
11	0.130	0.140	0.150	0.160	0.170	0.180	0.190
12	0.135	0.145	0.155	0.165	0.175	0.185	0.195
13	0.140	0.150	0.160	0.170	0.180	0.190	0.200
14	0.145	0.155	0.165	0.175	0.185	0.195	0.205
15	0.150	0.160	0.170	0.180	0.190	0.200	0.210

DEPARTMENT SIZE OF 11-20

STEP	BA30	BA60/MA	MA15	MA30	MA45	MA60	MA75/PHD
1	0.065	0.075	0.085	0.095	0.105	0.115	0.125
2	0.070	0.080	0.090	0.100	0.110	0.120	0.130
3	0.075	0.085	0.095	0.105	0.115	0.125	0.135
4	0.080	0.090	0.100	0.110	0.120	0.130	0.140
5	0.085	0.095	0.105	0.115	0.125	0.135	0.145
6	0.090	0.100	0.110	0.120	0.130	0.140	0.150
7	0.095	0.105	0.115	0.125	0.135	0.145	0.155
8	0.100	0.110	0.120	0.130	0.140	0.150	0.160
9	0.105	0.115	0.125	0.135	0.145	0.155	0.165
10	0.110	0.120	0.130	0.140	0.150	0.160	0.170
11	0.115	0.125	0.135	0.145	0.155	0.165	0.175
12	0.120	0.130	0.140	0.150	0.160	0.170	0.180
13	0.125	0.135	0.145	0.155	0.165	0.175	0.185
14	0.130	0.140	0.150	0.160	0.170	0.180	0.190
15	0.135	0.145	0.155	0.165	0.175	0.185	0.195

DEPARTMENT SIZE OF 31 PLUS

STEP	BA30	BA60/MA	MA15	MA30	MA45	MA60	MA75/PHD
1	0.095	0.105	0.115	0.125	0.135	0.145	0.155
2	0.100	0.110	0.120	0.130	0.140	0.150	0.160
3	0.105	0.115	0.125	0.135	0.145	0.155	0.165
4	0.110	0.120	0.130	0.140	0.150	0.160	0.170
5	0.115	0.125	0.135	0.145	0.155	0.165	0.175
6	0.120	0.130	0.140	0.150	0.160	0.170	0.180
7	0.125	0.135	0.145	0.155	0.165	0.175	0.185
8	0.130	0.140	0.150	0.160	0.170	0.180	0.190
9	0.135	0.145	0.155	0.165	0.175	0.185	0.195
10	0.140	0.150	0.160	0.170	0.180	0.190	0.200
11	0.145	0.155	0.165	0.175	0.185	0.195	0.205
12	0.150	0.160	0.170	0.180	0.190	0.200	0.210
13	0.155	0.165	0.175	0.185	0.195	0.205	0.215
14	0.160	0.170	0.180	0.190	0.200	0.210	0.220
15	0.165	0.175	0.185	0.195	0.205	0.215	0.225

In addition to the scheduled salaries Lead Teachers will receive a stipend according to the size of their department, education level and years of service as a Lead Teacher with West Islip School District.

- 1) The stipend shall be based on step 3, level MA of the teacher's schedule, and
 - a) indexed at 1% in seven columns by education credit up to 9%
 - b) indexed at 1.5% in five steps by size of department up to 6%
 - c) indexed at .5% for each year of service as Lead Teacher with West Islip UFSD up to and including 15 years, (7.5%)

Included in WITA Negotiated Agreement
July 1, 2010 to June 30, 2013
For Reference Purposes

APPENDIX "B"
LEAD TEACHER STIPENDS

2009/2010

STEP 3, MA = 57,396

DEPARTMENT SIZE OF 1-10

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	2,870	3,444	4,018	4,592	5,166	5,740	6,314
2	3,157	3,731	4,305	4,879	5,453	6,027	6,601
3	3,444	4,018	4,592	5,166	5,740	6,314	6,888
4	3,731	4,305	4,879	5,453	6,027	6,601	7,175
5	4,018	4,592	5,166	5,740	6,314	6,888	7,461
6	4,305	4,879	5,453	6,027	6,601	7,175	7,748
7	4,592	5,166	5,740	6,314	6,888	7,461	8,035
8	4,879	5,453	6,027	6,601	7,175	7,748	8,322
9	5,166	5,740	6,314	6,888	7,461	8,035	8,609
10	5,453	6,027	6,601	7,175	7,748	8,322	8,896
11	5,740	6,314	6,888	7,461	8,035	8,609	9,183
12	6,027	6,601	7,175	7,748	8,322	8,896	9,470
13	6,314	6,888	7,461	8,035	8,609	9,183	9,757
14	6,601	7,175	7,748	8,322	8,896	9,470	10,044
15	6,888	7,461	8,035	8,609	9,183	9,757	10,331

DEPARTMENT SIZE OF 11-20

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	3,731	4,305	4,879	5,453	6,027	6,601	7,175
2	4,018	4,592	5,166	5,740	6,314	6,888	7,461
3	4,305	4,879	5,453	6,027	6,601	7,175	7,748
4	4,592	5,166	5,740	6,314	6,888	7,461	8,035
5	4,879	5,453	6,027	6,601	7,175	7,748	8,322
6	5,166	5,740	6,314	6,888	7,461	8,035	8,609
7	5,453	6,027	6,601	7,175	7,748	8,322	8,896
8	5,740	6,314	6,888	7,461	8,035	8,609	9,183
9	6,027	6,601	7,175	7,748	8,322	8,896	9,470
10	6,314	6,888	7,461	8,035	8,609	9,183	9,757
11	6,601	7,175	7,748	8,322	8,896	9,470	10,044
12	6,888	7,461	8,035	8,609	9,183	9,757	10,331
13	7,175	7,748	8,322	8,896	9,470	10,044	10,618
14	7,461	8,035	8,609	9,183	9,757	10,331	10,905
15	7,748	8,322	8,896	9,470	10,044	10,618	11,192

DEPARTMENT SIZE OF 21-30

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	4,592	5,166	5,740	6,314	6,888	7,461	8,035
2	4,879	5,453	6,027	6,601	7,175	7,748	8,322
3	5,166	5,740	6,314	6,888	7,461	8,035	8,609
4	5,453	6,027	6,601	7,175	7,748	8,322	8,896
5	5,740	6,314	6,888	7,461	8,035	8,609	9,183
6	6,027	6,601	7,175	7,748	8,322	8,896	9,470
7	6,314	6,888	7,461	8,035	8,609	9,183	9,757
8	6,601	7,175	7,748	8,322	8,896	9,470	10,044
9	6,888	7,461	8,035	8,609	9,183	9,757	10,331
10	7,175	7,748	8,322	8,896	9,470	10,044	10,618
11	7,461	8,035	8,609	9,183	9,757	10,331	10,905
12	7,748	8,322	8,896	9,470	10,044	10,618	11,192
13	8,035	8,609	9,183	9,757	10,331	10,905	11,479
14	8,322	8,896	9,470	10,044	10,618	11,192	11,766
15	8,609	9,183	9,757	10,331	10,905	11,479	12,053

DEPARTMENT SIZE OF 31 PLUS

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	5,453	6,027	6,601	7,175	7,748	8,322	8,896
2	5,740	6,314	6,888	7,461	8,035	8,609	9,183
3	6,027	6,601	7,175	7,748	8,322	8,896	9,470
4	6,314	6,888	7,461	8,035	8,609	9,183	9,757
5	6,601	7,175	7,748	8,322	8,896	9,470	10,044
6	6,888	7,461	8,035	8,609	9,183	9,757	10,331
7	7,175	7,748	8,322	8,896	9,470	10,044	10,618
8	7,461	8,035	8,609	9,183	9,757	10,331	10,905
9	7,748	8,322	8,896	9,470	10,044	10,618	11,192
10	8,035	8,609	9,183	9,757	10,331	10,905	11,479
11	8,322	8,896	9,470	10,044	10,618	11,192	11,766
12	8,609	9,183	9,757	10,331	10,905	11,479	12,053
13	8,896	9,470	10,044	10,618	11,192	11,766	12,340
14	9,183	9,757	10,331	10,905	11,479	12,053	12,627
15	9,470	10,044	10,618	11,192	11,766	12,340	12,914

APPENDIX "B"
LEAD TEACHER STIPENDS

2010/2011

STEP 3, MA = 57,969

DEPARTMENT SIZE OF 1-10

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	2,898	3,478	4,058	4,638	5,217	5,797	6,377
2	3,188	3,768	4,348	4,927	5,507	6,087	6,666
3	3,478	4,058	4,638	5,217	5,797	6,377	6,956
4	3,768	4,348	4,927	5,507	6,087	6,666	7,246
5	4,058	4,638	5,217	5,797	6,377	6,956	7,536
6	4,348	4,927	5,507	6,087	6,666	7,246	7,826
7	4,638	5,217	5,797	6,377	6,956	7,536	8,116
8	4,927	5,507	6,087	6,666	7,246	7,826	8,406
9	5,217	5,797	6,377	6,956	7,536	8,116	8,695
10	5,507	6,087	6,666	7,246	7,826	8,406	8,985
11	5,797	6,377	6,956	7,536	8,116	8,695	9,275
12	6,087	6,666	7,246	7,826	8,406	8,985	9,565
13	6,377	6,956	7,536	8,116	8,695	9,275	9,855
14	6,666	7,246	7,826	8,406	8,985	9,565	10,145
15	6,956	7,536	8,116	8,695	9,275	9,855	10,434

DEPARTMENT SIZE OF 11-20

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	3,768	4,348	4,927	5,507	6,087	6,666	7,246
2	4,058	4,638	5,217	5,797	6,377	6,956	7,536
3	4,348	4,927	5,507	6,087	6,666	7,246	7,826
4	4,638	5,217	5,797	6,377	6,956	7,536	8,116
5	4,927	5,507	6,087	6,666	7,246	7,826	8,406
6	5,217	5,797	6,377	6,956	7,536	8,116	8,695
7	5,507	6,087	6,666	7,246	7,826	8,406	8,985
8	5,797	6,377	6,956	7,536	8,116	8,695	9,275
9	6,087	6,666	7,246	7,826	8,406	8,985	9,565
10	6,377	6,956	7,536	8,116	8,695	9,275	9,855
11	6,666	7,246	7,826	8,406	8,985	9,565	10,145
12	6,956	7,536	8,116	8,695	9,275	9,855	10,434
13	7,246	7,826	8,406	8,985	9,565	10,145	10,724
14	7,536	8,116	8,695	9,275	9,855	10,434	11,014
15	7,826	8,406	8,985	9,565	10,145	10,724	11,304

DEPARTMENT SIZE OF 21-30

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	4,638	5,217	5,797	6,377	6,956	7,536	8,116
2	4,927	5,507	6,087	6,666	7,246	7,826	8,406
3	5,217	5,797	6,377	6,956	7,536	8,116	8,695
4	5,507	6,087	6,666	7,246	7,826	8,406	8,985
5	5,797	6,377	6,956	7,536	8,116	8,695	9,275
6	6,087	6,666	7,246	7,826	8,406	8,985	9,565
7	6,377	6,956	7,536	8,116	8,695	9,275	9,855
8	6,666	7,246	7,826	8,406	8,985	9,565	10,145
9	6,956	7,536	8,116	8,695	9,275	9,855	10,434
10	7,246	7,826	8,406	8,985	9,565	10,145	10,724
11	7,536	8,116	8,695	9,275	9,855	10,434	11,014
12	7,826	8,406	8,985	9,565	10,145	10,724	11,304
13	8,116	8,695	9,275	9,855	10,434	11,014	11,594
14	8,406	8,985	9,565	10,145	10,724	11,304	11,884
15	8,695	9,275	9,855	10,434	11,014	11,594	12,173

DEPARTMENT SIZE OF 31 PLUS

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	5,507	6,087	6,666	7,246	7,826	8,406	8,985
2	5,797	6,377	6,956	7,536	8,116	8,695	9,275
3	6,087	6,666	7,246	7,826	8,406	8,985	9,565
4	6,377	6,956	7,536	8,116	8,695	9,275	9,855
5	6,666	7,246	7,826	8,406	8,985	9,565	10,145
6	6,956	7,536	8,116	8,695	9,275	9,855	10,434
7	7,246	7,826	8,406	8,985	9,565	10,145	10,724
8	7,536	8,116	8,695	9,275	9,855	10,434	11,014
9	7,826	8,406	8,985	9,565	10,145	10,724	11,304
10	8,116	8,695	9,275	9,855	10,434	11,014	11,594
11	8,406	8,985	9,565	10,145	10,724	11,304	11,884
12	8,695	9,275	9,855	10,434	11,014	11,594	12,173
13	8,985	9,565	10,145	10,724	11,304	11,884	12,463
14	9,275	9,855	10,434	11,014	11,594	12,173	12,753
15	9,565	10,145	10,724	11,304	11,884	12,463	13,043

NOTE: 2010/2011 wages will be paid at the 2009/2010 rate with the 1% increase to be paid July 1, 2013 or the effective date of retirement.

APPENDIX "B"
LEAD TEACHER STIPENDS

2011/2012

STEP 3, MA = 58,840

DEPARTMENT SIZE OF 1-10

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	2,942	3,530	4,119	4,707	5,296	5,884	6,472
2	3,236	3,825	4,413	5,001	5,590	6,178	6,767
3	3,530	4,119	4,707	5,296	5,884	6,472	7,061
4	3,825	4,413	5,001	5,590	6,178	6,767	7,355
5	4,119	4,707	5,296	5,884	6,472	7,061	7,649
6	4,413	5,001	5,590	6,178	6,767	7,355	7,943
7	4,707	5,296	5,884	6,472	7,061	7,649	8,238
8	5,001	5,590	6,178	6,767	7,355	7,943	8,532
9	5,296	5,884	6,472	7,061	7,649	8,238	8,826
10	5,590	6,178	6,767	7,355	7,943	8,532	9,120
11	5,884	6,472	7,061	7,649	8,238	8,826	9,414
12	6,178	6,767	7,355	7,943	8,532	9,120	9,709
13	6,472	7,061	7,649	8,238	8,826	9,414	10,003
14	6,767	7,355	7,943	8,532	9,120	9,709	10,297
15	7,061	7,649	8,238	8,826	9,414	10,003	10,591

DEPARTMENT SIZE OF 11-20

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	3,825	4,413	5,001	5,590	6,178	6,767	7,355
2	4,119	4,707	5,296	5,884	6,472	7,061	7,649
3	4,413	5,001	5,590	6,178	6,767	7,355	7,943
4	4,707	5,296	5,884	6,472	7,061	7,649	8,238
5	5,001	5,590	6,178	6,767	7,355	7,943	8,532
6	5,296	5,884	6,472	7,061	7,649	8,238	8,826
7	5,590	6,178	6,767	7,355	7,943	8,532	9,120
8	5,884	6,472	7,061	7,649	8,238	8,826	9,414
9	6,178	6,767	7,355	7,943	8,532	9,120	9,709
10	6,472	7,061	7,649	8,238	8,826	9,414	10,003
11	6,767	7,355	7,943	8,532	9,120	9,709	10,297
12	7,061	7,649	8,238	8,826	9,414	10,003	10,591
13	7,355	7,943	8,532	9,120	9,709	10,297	10,885
14	7,649	8,238	8,826	9,414	10,003	10,591	11,180
15	7,943	8,532	9,120	9,709	10,297	10,885	11,474

DEPARTMENT SIZE OF 21-30

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	4,707	5,296	5,884	6,472	7,061	7,649	8,238
2	5,001	5,590	6,178	6,767	7,355	7,943	8,532
3	5,296	5,884	6,472	7,061	7,649	8,238	8,826
4	5,590	6,178	6,767	7,355	7,943	8,532	9,120
5	5,884	6,472	7,061	7,649	8,238	8,826	9,414
6	6,178	6,767	7,355	7,943	8,532	9,120	9,709
7	6,472	7,061	7,649	8,238	8,826	9,414	10,003
8	6,767	7,355	7,943	8,532	9,120	9,709	10,297
9	7,061	7,649	8,238	8,826	9,414	10,003	10,591
10	7,355	7,943	8,532	9,120	9,709	10,297	10,885
11	7,649	8,238	8,826	9,414	10,003	10,591	11,180
12	7,943	8,532	9,120	9,709	10,297	10,885	11,474
13	8,238	8,826	9,414	10,003	10,591	11,180	11,768
14	8,532	9,120	9,709	10,297	10,885	11,474	12,062
15	8,826	9,414	10,003	10,591	11,180	11,768	12,356

DEPARTMENT SIZE OF 31 PLUS

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	5,590	6,178	6,767	7,355	7,943	8,532	9,120
2	5,884	6,472	7,061	7,649	8,238	8,826	9,414
3	6,178	6,767	7,355	7,943	8,532	9,120	9,709
4	6,472	7,061	7,649	8,238	8,826	9,414	10,003
5	6,767	7,355	7,943	8,532	9,120	9,709	10,297
6	7,061	7,649	8,238	8,826	9,414	10,003	10,591
7	7,355	7,943	8,532	9,120	9,709	10,297	10,885
8	7,649	8,238	8,826	9,414	10,003	10,591	11,180
9	7,943	8,532	9,120	9,709	10,297	10,885	11,474
10	8,238	8,826	9,414	10,003	10,591	11,180	11,768
11	8,532	9,120	9,709	10,297	10,885	11,474	12,062
12	8,826	9,414	10,003	10,591	11,180	11,768	12,356
13	9,120	9,709	10,297	10,885	11,474	12,062	12,651
14	9,414	10,003	10,591	11,180	11,768	12,356	12,945
15	9,709	10,297	10,885	11,474	12,062	12,651	13,239

APPENDIX "B"
LEAD TEACHER STIPENDS

2012/2013

STEP 3, MA = 60,606

DEPARTMENT SIZE OF 1-10

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	3,030	3,636	4,242	4,848	5,455	6,061	6,667
2	3,333	3,939	4,545	5,152	5,758	6,364	6,970
3	3,636	4,242	4,848	5,455	6,061	6,667	7,273
4	3,939	4,545	5,152	5,758	6,364	6,970	7,576
5	4,242	4,848	5,455	6,061	6,667	7,273	7,879
6	4,545	5,152	5,758	6,364	6,970	7,576	8,182
7	4,848	5,455	6,061	6,667	7,273	7,879	8,485
8	5,152	5,758	6,364	6,970	7,576	8,182	8,788
9	5,455	6,061	6,667	7,273	7,879	8,485	9,091
10	5,758	6,364	6,970	7,576	8,182	8,788	9,394
11	6,061	6,667	7,273	7,879	8,485	9,091	9,697
12	6,364	6,970	7,576	8,182	8,788	9,394	10,000
13	6,667	7,273	7,879	8,485	9,091	9,697	10,303
14	6,970	7,576	8,182	8,788	9,394	10,000	10,606
15	7,273	7,879	8,485	9,091	9,697	10,303	10,909

DEPARTMENT SIZE OF 11-20

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	3,939	4,545	5,152	5,758	6,364	6,970	7,576
2	4,242	4,848	5,455	6,061	6,667	7,273	7,879
3	4,545	5,152	5,758	6,364	6,970	7,576	8,182
4	4,848	5,455	6,061	6,667	7,273	7,879	8,485
5	5,152	5,758	6,364	6,970	7,576	8,182	8,788
6	5,455	6,061	6,667	7,273	7,879	8,485	9,091
7	5,758	6,364	6,970	7,576	8,182	8,788	9,394
8	6,061	6,667	7,273	7,879	8,485	9,091	9,697
9	6,364	6,970	7,576	8,182	8,788	9,394	10,000
10	6,667	7,273	7,879	8,485	9,091	9,697	10,303
11	6,970	7,576	8,182	8,788	9,394	10,000	10,606
12	7,273	7,879	8,485	9,091	9,697	10,303	10,909
13	7,576	8,182	8,788	9,394	10,000	10,606	11,212
14	7,879	8,485	9,091	9,697	10,303	10,909	11,515
15	8,182	8,788	9,394	10,000	10,606	11,212	11,818

DEPARTMENT SIZE OF 21-30

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	4,848	5,455	6,061	6,667	7,273	7,879	8,485
2	5,152	5,758	6,364	6,970	7,576	8,182	8,788
3	5,455	6,061	6,667	7,273	7,879	8,485	9,091
4	5,758	6,364	6,970	7,576	8,182	8,788	9,394
5	6,061	6,667	7,273	7,879	8,485	9,091	9,697
6	6,364	6,970	7,576	8,182	8,788	9,394	10,000
7	6,667	7,273	7,879	8,485	9,091	9,697	10,303
8	6,970	7,576	8,182	8,788	9,394	10,000	10,606
9	7,273	7,879	8,485	9,091	9,697	10,303	10,909
10	7,576	8,182	8,788	9,394	10,000	10,606	11,212
11	7,879	8,485	9,091	9,697	10,303	10,909	11,515
12	8,182	8,788	9,394	10,000	10,606	11,212	11,818
13	8,485	9,091	9,697	10,303	10,909	11,515	12,121
14	8,788	9,394	10,000	10,606	11,212	11,818	12,424
15	9,091	9,697	10,303	10,909	11,515	12,121	12,727

DEPARTMENT SIZE OF 31 PLUS

STEP	BA30	MA	MA15	MA30	MA45	MA60	MA75/PHD
1	5,758	6,364	6,970	7,576	8,182	8,788	9,394
2	6,061	6,667	7,273	7,879	8,485	9,091	9,697
3	6,364	6,970	7,576	8,182	8,788	9,394	10,000
4	6,667	7,273	7,879	8,485	9,091	9,697	10,303
5	6,970	7,576	8,182	8,788	9,394	10,000	10,606
6	7,273	7,879	8,485	9,091	9,697	10,303	10,909
7	7,576	8,182	8,788	9,394	10,000	10,606	11,212
8	7,879	8,485	9,091	9,697	10,303	10,909	11,515
9	8,182	8,788	9,394	10,000	10,606	11,212	11,818
10	8,485	9,091	9,697	10,303	10,909	11,515	12,121
11	8,788	9,394	10,000	10,606	11,212	11,818	12,424
12	9,091	9,697	10,303	10,909	11,515	12,121	12,727
13	9,394	10,000	10,606	11,212	11,818	12,424	13,030
14	9,697	10,303	10,909	11,515	12,121	12,727	13,333
15	10,000	10,606	11,212	11,818	12,424	13,030	13,636

APPENDIX "B"

1. Provision shall be made for clerical services to be shared by all chairpersons.
2. Funds shall be appropriated for department chairperson's attendance at national subject area conventions held in eastern U.S.
3. It is recommended that the class level of department chairpersons should be as follows:
Size of department
1-10 – no more than 3 classes per day
11-20 – no more than 2 classes per day
21 – no more than 1 class per day
4. A written report on the final disposition of all budget requests and all purchase requisitions will be made to each chairperson as soon as possible after the presentation of such budget requests.
5. Chairpersons may at their option work two (2) days prior to the teachers' first day of work and two (2) days after the teachers' work year ends and shall be paid on a per diem basis, $1/200^{\text{th}}$, of their annual salary for the additional days. If the building principals, chairpersons and Superintendent mutually agree on the need to complete certain projects in a given department prior to the opening of the new school year such as the completion of work on approved curriculum projects begun during the year and necessary for the opening of school, then a specified period of compensated time of not more than two (2) weeks after July 1 and before August 31 shall be set aside.

APPENDIX "C"

GUIDANCE COUNSELORS SALARY DIFFERENTIAL AND OTHER EMPLOYEE STIPENDS

- A. Full time Guidance Counselors shall receive a differential of .06 of the individual counselors' yearly salary.
- B. Budgeted funds for guidance orientated conferences and college visitations shall be provided.
- C. The guidance counselor's minimum daily hours shall be forty-five (45) minutes longer than the classroom teacher.
- D. Guidance Counselors requested to come in after the teacher school calendar year will receive daily compensation at the rate of $1/200^{\text{th}}$ of their annual pay.
- E. Employee stipends.
 - 1. Psychologists hired prior to July 1, 1988 shall be paid a stipend of \$1,000.
 - 2. Special Education teachers in self-contained classes hired prior to July 1, 1988 shall be paid a stipend of \$500.

APPENDIX "D"
ATHLETIC COACHES

	2009/10	2010/11	2011/12	2012/13
BASEBALL				
VARSITY	6,520	6,585	6,684	6,884
VARSITY ASSISTANT	4,889	4,938	5,012	5,162
JV / JV2	4,889	4,938	5,012	5,162
FRESHMAN (JV9)	3,932	3,971	4,031	4,152
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
BASKETBALL				
VARSITY	7,369	7,443	7,555	7,781
VARSITY ASSISTANT	5,408	5,462	5,544	5,711
JV / JV2	5,408	5,462	5,544	5,711
FRESHMAN (JV9)	3,932	3,971	4,031	4,152
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
BOWLING				
VARSITY	4,578	4,624	4,693	4,834
CHEERING (per season)				
VARSITY	5,340	5,393	5,474	5,638
JV / JV2	4,006	4,046	4,107	4,230
FRESHMAN (JV9)	3,932	3,971	4,031	4,152
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
CROSS COUNTRY				
VARSITY	5,340	5,393	5,474	5,638
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
FIELD HOCKEY				
VARSITY	5,965	6,024	6,115	6,298
VARSITY ASST	4,473	4,518	4,585	4,723
JV / JV2	4,473	4,518	4,586	4,723
FOOTBALL				
VARSITY	7,909	7,988	8,108	8,352
VARSITY ASSISTANT	5,930	5,990	6,079	6,262
JV / JV2	5,930	5,990	6,079	6,262
JV / JV2 ASSISTANT	5,140	5,191	5,269	5,427
FRESHMAN (JV9)	4,745	4,792	4,864	5,010
FRESHMAN (JV9) ASST	4,351	4,394	4,460	4,594
7-8 UDALL & BEACH	3,818	3,856	3,914	4,031
7-8 ASSISTANT	3,436	3,471	3,523	3,628
GOLF				
VARSITY	5,340	5,393	5,474	5,638
JV / JV2	4,006	4,046	4,107	4,230
GYMNASTICS				
VARSITY	5,965	6,024	6,115	6,298
VARSITY ASSISTANT	4,473	4,518	4,586	4,723
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
KICKLINE				
VARSITY	4,578	4,624	4,693	4,834
LACROSSE				
VARSITY	6,520	6,585	6,684	6,884
VARSITY ASSISTANT	4,889	4,938	5,012	5,162
JV / JV2	4,889	4,938	5,012	5,162
JV / JV2 ASSISTANT	4,238	4,280	4,344	4,475
FRESHMAN	3,932	3,971	4,031	4,152
FRESHMAN ASST	3,470	3,505	3,557	3,664
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
7-8 ASSISTANT	3,228	3,261	3,310	3,409

APPENDIX "D"
ATHLETIC COACHES

	2009/10	2010/11	2011/12	2012/13
SOCCER				
VARSITY	5,965	6,024	6,115	6,298
VARSITY ASSISTANT	4,473	4,518	4,586	4,723
JV / JV2	4,473	4,518	4,586	4,723
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
SOFTBALL				
VARSITY	6,520	6,585	6,684	6,884
VARSITY ASSISTANT	4,889	4,938	5,012	5,162
JV / JV2	4,889	4,938	5,012	5,162
JV9	3,912	3,951	4,010	4,131
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
SWIMMING				
VARSITY	6,520	6,585	6,684	6,884
VARSITY ASSISTANT	4,889	4,938	5,012	5,162
7-8 UDALL/BEACH	3,470	3,505	3,558	3,664
7-8 ASSISTANT	3,229	3,261	3,310	3,409
TENNIS				
VARSITY	5,340	5,393	5,474	5,638
JV / JV2	4,006	4,046	4,107	4,230
7-8 UDALL/BEACH	3,470	3,505	3,558	3,664
TRACK				
VARSITY	6,520	6,585	6,684	6,884
ASSISTANT	4,889	4,938	5,012	5,162
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
7-8 ASSISTANT	3,124	3,156	3,203	3,299
VOLLEYBALL				
VARSITY	6,520	6,585	6,684	6,884
JV / JV2	4,889	4,938	5,012	5,162
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
WRESTLING				
VARSITY	7,369	7,443	7,555	7,781
JV / JV2	5,410	5,464	5,546	5,712
7-8 UDALL & BEACH	3,470	3,505	3,558	3,664
7-8 ASSISTANT	3,228	3,261	3,310	3,409
WINTER TRACK				
VARSITY	6,520	6,585	6,684	6,884
VARSITY ASSISTANT	4,889	4,938	5,012	5,162

POST SEASON TOURNAMENTS ' 69.68 70.38 71.44 73.58

*** Wage per day for coaches and asst coaches appointed by the Board of Education to Varsity sports for games or events for which the team or individual has qualified to participate in post-season tournaments.

* Coaching for cheerleading, for all levels, is a two (2) season commitment, with the above stipend applicable for each season.

** All coaching stipends shall be paid in two (2) installments: one (1) at the half-way point; and one (1) upon completion.

NOTE: 2010/2011 wages will be paid at the 2009/2010 rate with the 1% increase to be paid July 1, 2013 or the effective date of retirement, whichever is earlier.

COACHING COMMITMENTS

Upon satisfactory performance and satisfactory completion of all coaching contract obligations, coaching commitments shall be issued by the superintendent to the coaches in their respective sports within sixty (60) days following the termination of the sport in season. Payment will be made at the end of the season when all responsibilities have been successfully completed.

INTRAMURALS

The intramurals program should attempt to meet student interests and needs through flexibility. To this end, it is agreed that:

1. The Chairperson of the Physical Education Departments, with input from teachers of his/her department, will provide ongoing reports to the Director of Physical Education and Athletics concerning the number of sessions and kinds of intramurals to be provided based upon student interest, subject to the approval of the Superintendent.
2. Intramurals could include:
 - a. team games, i.e. basketball, volleyball, etc.
 - b. individual and dual activities, i.e. badminton, ping pong, etc.
 - c. special interest, i.e. physical education
 - d. free play – open gyms, i.e. open gyms in the high school for supervised, but unorganized play for students who are unable to come to intramurals on a regular basis...not to exceed thirty (30) sessions a year.
3. A session is defined as a forty-five (45) minute activity period plus the necessary teacher supervision before and after each session. Each teacher employed to supervise a session shall be paid as referenced in Appendix E “*Salaries for Other School Activities*”.
4. Class equipment will be used.
5. Provision will be made for each school for the purchase of awards.
6. Compensation for teachers supervising elementary intramurals will be at the per sport rate as referenced in Appendix E “*Salaries for Other School Activities*”.
7. Total cost is appropriated annually for the secondary intramural program as referenced in Appendix E “*Salaries for Other School Activities*”. Said cost to be monitored by the Physical Education Chairperson and the Athletic Director.
8. The number of teachers employed for each session shall be determined by the Superintendent.

APPENDIX "E"
SALARIES FOR OTHER SCHOOL ACTIVITIES

	2009/10	2010/11	2011/12	2012/13
High School				
Drama Coordinator	3,787	3,825	3,882	3,999
Sets Director (all productions)	2,635	2,661	2,701	2,782
Costume Director (all productions)	2,635	2,661	2,701	2,782
Director- Children's Theater	2,030	2,051	2,082	2,144
Director - Senior Play	2,030	2,051	2,082	2,144
Director - Spring Play	2,030	2,051	2,082	2,144
Director - Musical Play	2,030	2,051	2,082	2,144
Music Director - Musical Production	2,030	2,051	2,082	2,144
Pit Director	2,030	2,050	2,081	2,144
Coordinator - One Act Plays	2,030	2,051	2,082	2,144
Director - Marching/Pep Band	2,694	2,721	2,762	2,845
Asst. Director - Marching/Pep Band	2,308	2,331	2,366	2,437
Director - Jazz Ensemble	2,582	2,608	2,647	2,726
Jazz Lab	1,649	1,666	1,690	1,741
All District Jazz Ensemble	1,100	1,111	1,127	1,161
Director - Flag Team	1,649	1,666	1,690	1,741
Literary Magazine	2,089	2,110	2,141	2,205
Newspaper	3,955	3,994	4,054	4,176
Yearbook	7,435	7,510	7,622	7,851
Photographer: Newspaper/Yearbook	1,318	1,331	1,351	1,392
Senior Class Advisors	3,296	3,329	3,379	3,480
Junior Class Advisors	2,855	2,883	2,927	3,015
Sophomore Class Advisors	2,416	2,441	2,477	2,552
Freshman Class Advisors	1,989	2,009	2,039	2,101
Student Senate	2,749	2,776	2,818	2,902
Lion's Pride	2,308	2,331	2,366	2,437
National Honor Society	2,308	2,331	2,366	2,437
Mathletes	1,371	1,384	1,405	1,447
Audio-Visual Club Director	2,526	2,551	2,590	2,667
Academic Decathlon	1,649	1,666	1,690	1,741
Mock Trial	1,649	1,666	1,690	1,741
Model Congress	1,649	1,666	1,690	1,741
Media Coordinator	2,089	2,110	2,141	2,205
Extra-Curricular Treasurer	3,952	3,992	4,052	4,173
School Store	2,089	2,110	2,141	2,205
Webmaster	1,913	1,932	1,961	2,020
Robotics Team Advisor	3,772	3,810	3,867	3,983
SAT Proctoring/ session	68.62	69.30	70.34	72.45
Senior Advisorship (Olympiad, forensics, research)	1,371	1,385	1,406	1,448
Official Clubs	944	954	968	997

* All extra activities and stipends except for supervision of after school activities, shall be paid in two (2) installments: one (1) at the half-way point; and one (1) upon completion.

NOTE: 2010/2011 wages will be paid at the 2009/2010 rate with the 1% increase to be paid July 1, 2013 or the effective date of retirement, whichever is earlier.

APPENDIX "E"
SALARIES FOR OTHER SCHOOL ACTIVITIES

	2009/10	2010/11	2011/12	2012/13
High School				
Football				
Photographer/video tape / game	96.00	96.96	98.41	101.37
Game Announcer / game	79.84	80.64	81.85	84.31
Timer / game	79.84	80.64	81.85	84.31
Linesman / game	79.84	80.64	81.85	84.31
Ticker Taker / game	79.84	80.64	81.85	84.31
Reg. Supervision / game	79.84	80.64	81.85	84.31
Soccer				
Timer / game	70.68	71.39	72.46	74.63
Reg. Supervision / game	70.68	71.39	72.46	74.63
Basketball				
Timer - 1 game	70.68	71.39	72.46	74.63
Timer - 2 games**	106.28	107.34	108.95	112.22
Scorer - 1 game	70.68	71.39	72.46	74.63
Scorer - 2 games*	96.00	96.96	98.41	101.37
Ticket Taker - 1 game	70.68	71.39	72.46	74.63
Ticket Taker - 2 games*	96.00	96.96	98.41	101.37
Reg. Supervision - 1 game	70.68	71.39	72.46	74.63
Reg. Supervision - 2 games*	96.00	96.96	98.41	101.37
Wrestling				
Timer - 1 game	70.68	71.39	72.46	74.63
Timer - 2 games**	106.28	107.34	108.95	112.22
Ticket Taker - 1 game	70.68	71.39	72.46	74.63
Ticket Taker - 2 games*	96.00	96.96	98.41	101.37
Reg. Supervision - 1 game	70.68	71.39	72.46	74.63
Reg. Supervision - 2 games*	96.00	96.96	98.41	101.37
Lacrosse				
Timer / game	70.68	71.39	72.46	74.63
Reg. Supervision / game	70.68	71.39	72.46	74.63
Volleyball				
Scorer / game	70.68	71.39	72.46	74.63
Reg. Supervision / game	70.68	71.39	72.46	74.63
Video Taping - any contest except football	70.68	71.39	72.46	74.63
Equipment Coordinator - per season	1,060.31	1,070.92	1,086.98	1,119.59
Middle School				
All Events - Reg. Supervision / game	70.68	71.39	72.46	74.63
Basketball - Timer / game	70.68	71.39	72.46	74.63
Wrestling - Timer / game	70.68	71.39	72.46	74.63
Equipment Coordinator - per season	848.26	856.74	869.60	895.68

* Video photographer of the football games calculated on scale with supervision of double events such as basketball. Varsity and Junior Varsity wrestling matches are scheduled back to back in the same manner as basketball, thus the stipends were equated.

**This amount is equivalent to 1.5 times the games supervision amount. It conforms the amount to contract and maintains equity with payments for such activities made in prior years.

NOTE: 2010/2011 wages will be paid at the 2009/2010 rate with the 1% increase to be paid July 1, 2013 or the effective date of retirement, whichever is earlier.

APPENDIX "E"
SALARIES FOR OTHER SCHOOL ACTIVITIES

	2009/10	2010/11	2011/12	2012/13
Middle Schools				
Drama Directors	2,030	2,051	2,082	2,144
Sets Director (all productions)	1,811	1,829	1,857	1,912
Costume Director (all productions)	1,811	1,829	1,857	1,912
Music Director - Musical Production	1,811	1,829	1,857	1,912
Literary Magazine	1,649	1,666	1,690	1,741
Newspaper	2,378	2,401	2,437	2,511
Yearbook	2,308	2,331	2,366	2,437
Photographer: Newspaper/Yearbook	1,317	1,330	1,350	1,390
G.O.	2,749	2,776	2,818	2,902
National Junior Honor Society	1,318	1,331	1,351	1,392
Mathletes	1,371	1,384	1,405	1,447
Audio-Visual Club Director	1,867	1,886	1,914	1,972
School Store	1,867	1,886	1,914	1,972
Webmaster	1,531	1,547	1,570	1,617
LEGO League Advisor	1,398	1,412	1,433	1,476
Science Olympiad	1,371	1,385	1,406	1,448
Official Clubs (Article XXX)	944	954	968	997
Elementary Schools				
Building Drama Director	1,703	1,720	1,746	1,798
Webmaster	1,276	1,288	1,308	1,347
Combined Elementary Chorus	1,425	1,439	1,461	1,505
Combined Elementary Band	1,425	1,439	1,461	1,505
Combined Elementary Orchestra	1,425	1,439	1,461	1,505
All District Band	1,023	1,033	1,049	1,080
Official Clubs (Article XXX)	944	954	968	997
Supervision of After School Activities				
All Buildings:				
Supervision for games, dances, plays, etc.	70.68	71.38	72.45	74.63
Hall Duty Patrol - per hour	31.95	32.27	32.76	33.74
Detention - per 45 minutes	31.95	32.27	32.76	33.74

APPENDIX "E"
SALARIES FOR OTHER SCHOOL ACTIVITIES

		2009/10	2010/11	2011/12	2012/13
Miscellaneous					
Home Instruction - per 45 minutes		43.52	43.96	44.62	45.95
Home Instruction - per hour		58.07	58.65	59.53	61.32
Independent Study Instruction - per hour	Article XXXII	58.07	58.65	59.53	61.32
Intramurals: Middle and High School - per 45 mins		49.76	50.25	51.01	52.54
Intramurals: Elementary - per sport (10 sessions)		497.39	502.36	509.90	525.20
Annual appropriation for secondary intramurals		34,795	35,143	35,670	36,740
Instructors for In-service Training Courses and Parenting Programs					
per course hour (includes preparation and grading)		95.65	96.61	98.06	101.00
Curriculum Writing - per hour		34.18	34.52	35.04	36.09
District Requested Teacher Training - per day*		100.00	100.00	100.00	100.00
Summer School Instruction - per class	Article XVI	2,465	2,490	2,527	2,603
CSE/CPSE meetings (Summer) per hour	Article XVI	58.07	58.66	59.54	61.32
Small Group Instruction/Tutoring per hour	Article XXXI	72.47	73.19	74.29	76.52
Preferred Substitute (ISS) per day	Article XXIX	145.18	146.63	148.83	153.29
Supt Conference Day Lecture/Program-per hour		92.87	93.79	95.20	98.06
Audio Visual Coordinator stipend	Article XXXII	3,563	3,599	3,653	3,763
Alternative High School - per course		8,362	8,446	8,572	8,829

*When any teacher is approved by the District to attend specialized training at District request, a stipend in the sum of \$100 will be paid for each day s/he successfully completes such training.

Grading of Tests

<u>Test</u>	<u>Grade</u>				
Global Studies RCT or Regents	10	8.69	8.77	8.91	9.17
US History RCT or Regents	11	8.69	8.77	8.91	9.17
RCT Writing	11	8.69	8.77	8.91	9.17
English Regents - Task 1, Task 2, Task 3, Task 4	11	4.35	4.39	4.46	4.59
Foreign Language Regents	10-12	8.69	8.77	8.91	9.17
Math A, Math 1R, Math 2R, Math 3R		8.69	8.77	8.91	9.17
Math or Science RCT	9	2.31	2.33	2.37	2.44
Chemistry Regents	11	2.31	2.33	2.37	2.44
Earth Science, Biology or Physics Regents	9-12	4.64	4.69	4.76	4.90
Math	4	4.64	4.69	4.76	4.90
Science	4	4.64	4.69	4.76	4.90
Math	8	4.64	4.69	4.76	4.90

Payment per reading of complete test. The grading of state mandated exams/tests of unassigned students, (which do not have to be team scored as per SED directions) will be voluntary. Additional tests and rates may be negotiated as needed, should SED circumstances dictate. In the event that there are no volunteers (or insufficient volunteers) from the subject and/or grade associated with the test to be scored, teachers will be assigned according to the appropriate grade level and subject area of the test coordinated with the teaching schedule of the grader. Where test grading guidelines require more than one (1) reading per exam or where the Superintendent of Schools provides prior authorization for more than one (1) reading for exams that do not require multiple readings, Teachers will be paid the per reading payment. When any team scored exam cannot be completely graded within the contractually established day, the Superintendent may authorize payment for scoring as delineated above.

NOTE: 2010/2011 wages will be paid at the 2009/2010 rate with the 1% increase to be paid July 1, 2013 or the effective date of retirement, whichever is earlier.

APPENDIX "F"

LEGAL RIGHTS OF TEACHERS

The purpose of this appendix is to remind teachers of some of their rights which are guaranteed by law. The provisions of this Appendix or alleged violations thereof, shall not be subject to grievance or arbitration, but may be pursued in the appropriate legal forum.

1. The Board of Education recognizes its obligation under Section 3028 of the Education Law to provide legal services and pay legal fees where civil or criminal action is brought against the teacher based on disciplinary action taken against a pupil. The teacher must, however, within ten (10) days of service of a summons, complaint or other legal paper, deliver the original or a copy thereof to the Board.

2. The District will reimburse a teacher for the cost of medical, surgical or hospital services (less the amount received pursuant to any applicable insurance) incurred as a result of any injury sustained in the course of his/her employment.

3. There will be no reprisals of any kind taken against any teacher by reason of his/her membership in the Association or participation in its activities.

4. Teachers will be entitled to full rights of citizenship and no religious or political activities of any teacher (provided such activities do not take place during his/her working hours) or the lack thereof will be grounds for any discipline or discrimination with respect to the professional employment of such teacher.

5. Class size and class load for Special Education Classes: According to Commissioner's Rules and Regulations.

6. Teacher assignments will be made without regard to race, creed, color, religion, national origin, sex or marital status.

7. Appointments shall be made without regard to race, creed, color, religion, national origin, sex or marital status.