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Green Island Ufsd And Green Island
Teachers Assn

AGREEMENT BETWEEN
THE BOARD OF EDUCATION

OF THE

GREEN ISLAND UNION FREE SCHOOL DISTRICT

AND THE

GREEN ISLAND TEACHERS' ASSOCIATION

JULY 1, 2001 - JUNE 30, 2006

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NYS PUBLIC EMPLOYMENT
RELATIONS BOARD

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ARTICLE I RECOGNITION

- A. The Board of Education of the Green Island Union Free School District, Town of Green Island, New York, having determined the Green Island Teachers' Association is supported by a majority of the teachers in the UNIT described below, hereby recognizes the Green Island Teachers' Association (GITA) as the exclusive negotiating agent for the teachers in such unit. The Board of Education recognizes the Executive Committee as established by the GITA as a primary conduit of information between the Board, Administration and the GITA.**
- B. The membership is open to teachers and/or special staff who are paid from the GITA Salary Scale for all or part of their yearly salary.**

ARTICLE II NEGOTIATION PROCEDURES

- A. It is agreed that terms and conditions of employment provided in the agreement shall remain in effect until altered by mutual agreement in writing between the parties.**
- B. Neither party in any negotiations shall have control over the selection of the representatives of the other party and each party may select its representatives from within or outside the school district. While the Association and the Board shall execute no final agreement without ratification, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, consider proposals, and reach compromises in the course of negotiations.**

ARTICLE III GRIEVANCE PROCEDURES

A. DEFINITIONS

- 1. A "grievance" is a claim based upon an event(s) or condition(s), which affects the welfare and/or terms and conditions of employment of a teacher or a group of teachers and/or the interpretation, meaning or application of any of the provisions of the**

Agreement or any subsequent Agreement entered into pursuant to this Agreement.

2. An "aggrieved person" is the person or persons making the claim.

3. A "party of interest" is the person or persons making the claim and any person who might be required to take action or against whom action might be taken in order to resolve the claim.

B. PURPOSE

1. The purpose of this procedure is to secure equitable solutions to the problems which might arise between teachers, Association and/or Administration and Board of Education.

C. PROCEDURE

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum and every effort shall be made to expedite the process. One-day period is accepted as the time limitation for initiating a grievance. A grievance may be withdrawn at any time.

LEVEL ONE

Nothing herein contained will be construed as limiting the right of any teacher(s) and or the Association having a grievance to discuss the matter with any appropriate member of the Administration. No settlement of any informal nature shall be made with an individual teacher, which shall be inconsistent with the provisions of this Agreement. If the complaint is not settled within two (2) school days and the employee decides to pursue the matter further, he may proceed to LEVEL TWO.

LEVEL TWO

Upon receipt of a written grievance by the Superintendent, the Superintendent will arrange a meeting with the aggrieved person and/or his designee within five (5) school days. The Superintendent will make a disposition of the grievance to the parties of interest in writing within five (5) school days of such meeting.

LEVEL THREE

If the Superintendent makes no decision concerning the grievance within five (5) school days of his meeting with the aggrieved person, or if the aggrieved person is not satisfied with the decision made at LEVEL TWO, he shall submit his grievance to the Executive Committee, and/or the Negotiating Committee or its designee. If the Executive Committee, and/or the Negotiating Committee or its designee deems the grievance to be meritorious, it shall refer the grievance to the President of the Board of Education. Within thirty (30) calendar days of receipt of the grievance, the Board of Education shall transmit its determination to the Association in

writing.

LEVEL FOUR

If the grievance is not settled at LEVEL THREE or if no decision has been rendered within ten (10) school days after the completion of LEVEL THREE, either party may request that the grievance be submitted to arbitration before an impartial third party. Either the Board or the Association may commence an arbitration proceeding by asking the American Arbitration Association to submit the names of five (5) proposed arbitrators.

A copy of such request shall be delivered to the other party at the same time. The parties alternately striking a name from the list shall choose the Arbitrator. The order of striking names shall be determined by lot.

The decision of the arbitrator shall be advisory in nature, and not binding on either party.

The fees of the arbitrator shall be borne equally by the Board and the Association.

The aggrieved retains the right to pursue the grievance to the Commissioner of Education and the courts in keeping with the statutes and regulations pertained therein.

D. RIGHTS OF TEACHERS TO REPRESENTATION

1. No reprisal of any kind will be taken by the Board or by any member of the Administration against any party in interest, or any other participant in the grievance procedure by reason of such participation.
2. Any party of interest may be represented at any or all stages of the grievance procedure by a person(s) of his own choosing. When the Association does not represent a teacher, the Association shall have the right to be present and to state its views at all stages of the grievance procedure.

E. MISCELLANEOUS

1. If in the judgement of the Executive Committee, and/or the Negotiating Committee, or its designee, a grievance affects a group or class of teachers, the Committee or its designee, may process such a grievance as though it were an individual grievance. In such a case, the Association may process a grievance for all persons concerned, even though an individual aggrieved person may not wish to do so.
2. All documents, communications and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants.
3. Forms for the filing of grievances, serving notices, making appeals, making reports and recommendations and other necessary documents will be prepared, with the approval

of the Association, by an appointee of the Superintendent and be given appropriate distribution so as to facilitate operation of the grievance procedure.

4. It is expressly understood that this grievance procedure shall not be used to delay the resolution of conflicts that might arise related to the interpretation of this agreement.

ARTICLE IV

DUES DEDUCTION

A. The School District agrees to deduct from the salaries of teachers, dues payable to the Green Island Teachers' Association. The teacher's authorization will be in writing.

B. The Association named in paragraph "A" above will certify to the District Treasurer, in writing, the current rate of its membership dues. The Association will give the School District sixty (60) days written notice prior to the effective date of any change in dues.

C. Deductions referred to in the paragraphs above will be made in as nearly equal monthly installments as is practicable during the school year. The School District will not be required to honor any month's deduction authorization that is delivered to it later than thirty (30) days prior to the distribution of the payroll from which the deduction is to be made (see Appendix II).

D. No later than September 30, of each year, the School District will provide the Association with a list of those employees who have voluntarily authorized the School District to deduct dues for the Association. The School District will notify the Association monthly of any changes in said list. Any teacher desiring to have the School District discontinue deductions previously authorized must notify the School District and the Association, in writing, by September 10 of each year for that school year's dues.

E. Effective September 1, 1989 the School District shall deduct from the salary of employees in the negotiating unit who are not members of the GITA and shall transmit the sum as deducted to the GITA. These employees may request a refund of these monies by submitting a written request to GITA by April 1, of the current school year.

ARTICLE V

REPRISAL

A. No teacher shall suffer professional disadvantage by reason of his membership in the Association or participation in its lawful activities.

ARTICLE VI

TEACHER EVALUATION

A. Evaluation of all teachers, both tenured and non-tenured will be managed as per the document titled *Annual Professional Performance Review Plan* mandated by the State Education Department and adopted by the Board of Education June 2001 and as amended during the life of this contract.

B. The teacher will have the right to submit a written comment on the evaluation, which is to be attached to the file copy.

C. If the performance of a teacher is less than satisfactory, the teacher must be so advised. If said teacher is so advised, the evaluator shall have the responsibility to make specific recommendations in writing to the teacher to improve his/her performance.

D. No derogatory materials, such as confidential reference information, shall be placed in the teacher's permanent file without the teacher's knowledge and the opportunity to make a written statement of defense to be attached to said materials.

E. A teacher's personnel file shall be open and available for his inspection.

F. The teacher shares with the administration the responsibility of keeping his file current.

ARTICLE VII

CLASS SIZE

A. The Board of Education and the Green Island Teachers' Association recognize the suggested number of students in each grade level as follows:

Level	Goal	Range
K - 3	20	25
4 - 6	25	30

Level	Goal	Range
7 - 8	25	30

A. If the Goal in grades K-6, as stated in this agreement is reached or exceeded the District shall not accept tuition students for grades above the stated goal. An exception would be in the case of split grades, where each class has not met the stated goal. In this situation tuition students may be admitted at the discretion of the Board of Education.

ARTICLE VIII

WORK DAY

A. It is recognized by GITA and the Board of Education that in order that the best interests of the students be served, part-time positions, job share positions and a flexible workday are beneficial. The seven-hour day shall be maintained, but with a degree of flexibility being built in order to accommodate the changing needs of children. Teachers employed by the District prior to July 1, 1993 must mutually consent to scheduling changes affecting the seven-hour day. However, no teacher will be required to do so as a condition of continued employment.

1. Part-time teachers will be paid for a full day of pay if required to be in school for the full day. This will be calculated using the formula $1/200$ of the teacher's pay for each full day worked minus the regular days pay already received.

B. Efforts will be made to afford all classroom teachers one period of duty-free time each day for planning and other professional activities. Such time in the elementary school would be in accord with the schedule of the special teachers.

C. Junior High and High School homeroom assignments will be made on a rotating basis each school year. The Superintendent will give any established homeroom teacher wishing to continue in his/her present homeroom assignment first consideration. A rotation schedule will be established through a joint effort of the Administration and the Association. Special subject teachers (art, music, library, social worker and physical education) are not required to have homeroom duties.

ARTICLE IX

SUBSTITUTES

A. A list of substitutes' telephone numbers will be prepared and kept up to date so that teachers may request specific substitutes. Such a list will be kept in the office. Teachers must call this service to arrange for a substitute.

ARTICLE X

PUBLICITY OF POSITIONS

A. The Superintendent will make known to all teachers a list of new positions and vacancies. During the school year the list of postings will be put in each teacher's mailbox. During summer vacations faculty will be notified through mailings.

B. Teachers affected by possible staff reductions will be made aware of those possibilities by May 1st of the school year prior to the school year that the reduction will take place. Every effort will be made to notify staff members of a final decision by June 1.

ARTICLE XI

EXTENDED LEAVES

A. The President of the Green Island Teachers' Association or a representative chosen by the Association shall be permitted to attend meetings of the New York State Teachers Retirement System. No salary or sick or personal day deductions shall be made for such leave provided it does not exceed a total of five (5) days.

B. The Board of Education agrees to continue to grant leave to faculty members to attend professional meetings or workshops. Such leave will not be deducted from the teacher's sick or personal leave. The Superintendent must authorize such requests.

C. A teacher may be granted a parental leave of absence without pay. (S) he will notify the Superintendent of the pregnancy as soon as possible. The Board of Education and the teacher will mutually agree upon the date upon which this leave will become effective and terminate. The medical insurance program may be continued at the expense of a teacher. A teacher has the option of requesting accumulated sick leave at this time or having it carried over to his/her return.

D. With the permission of the Board of Education, a tenured teacher will be granted an extended leave without pay for the purpose of caring for a sick member of the teacher's immediate family.

E. Other Leaves: A teacher may request a personal leave without pay or medical benefits of up to one school year in duration. The leave will be granted upon recommendation of the Superintendent and permission of the Board of Education. The teacher must notify the Board of his/her intent to return to work three (3) months prior to the agreed end of the leave. If the leave

is for less than three months, the agreed date of return would take place at the inception of the leave. A mutually agreed upon extension is permissible with the approval of the Superintendent.

ARTICLE XI - EXTENDED LEAVES Cont'd.

F. All the benefits to which a tenured teacher was entitled at the time his leave of absence commenced, including unused accumulated sick leave will be restored to him upon his return. A teacher who returns from such leave will be placed on at least the same level of the salary schedule he was on when the leave commenced, except that a teacher having served at least five months in the school year in which the leave commenced shall be placed on the next higher level of the salary schedule.

ARTICLE XII

SABBATICAL LEAVE

A. The Board of Education would consider granting a sabbatical leave for approved study of at least one year at not less than one-half pay or one-half school year at full pay, to be paid at the regular pay periods during the period of sabbatical leave, without restriction on grants or fellowship awards received, to a reasonable percentage of all duly certified education personnel after at least seven (7) years of service in the school system. The recipient of the sabbatical leave will agree to teach at least two (2) years in the school district at the termination of the sabbatical. If this is not fulfilled, the teacher must return all salary and fringe benefit expenses as well as other documented necessary expenses received while on sabbatical.

B. Regular annual salary increases shall be given for the time on leave as for regular service in the district, and leave time shall count as active service for retirement providing contributions are made in the regular manner. The teacher shall be eligible for health insurance providing contributions are made in the usual manner.

B. Applications will not be considered after January 1, for leave to begin the following September 1.

ARTICLE XIII

SICK LEAVE

A. Each full-time teacher will be granted a total of twelve (12) sick days annually which may be accumulated as usable sick leave to a total of three hundred sixty (360) days. In the event of sick leave absence on the scheduled workday before or after a holiday or vacation, or an absence of three (3) consecutive workdays, a physician's certificate may be required.

B. Each part-time employee will be granted sick leave on a pro-rated basis rounded up to the nearest half-day.

Example: A sixty percent employee would be granted 7.0 to 7.5 sick days per year.

D. Establish a Sick Leave Bank as follows:

1. A pool of days shall be established to provide additional sick leave to teachers who are members of the negotiating unit, with more than one year of service in the District, in the event that current and accumulated personally earned leave credits are exhausted and illness continues.

2. Teachers in the negotiating unit electing to participate in such sick leave bank shall contribute two (2) days of their individual sick leave; part-time teachers will contribute one (1) day. All teachers in the negotiation unit are eligible to participate, but those teachers not electing to contribute shall not be eligible to draw from the bank.

3. The maximum number of accumulated days in the sick bank will not exceed fifty (50) days. If the number of teachers in the sick leave bank should increase, then the maximum number of accumulated days shall increase at the rate of two (2) days per additional teacher.

4. The Superintendent and the President of the Association, or their designee, shall act as trustees of the Sick Leave Bank, and all decisions relating to the use of the sick bank days shall be made by them. Such decisions shall not be subject to the grievance procedure. However, a rejected applicant may ask for and will receive a review of the decision, stating reasons for rejection.

5. A teacher who has contributed to the sick bank may be granted days from the bank by submitting to the trustees a request in writing, including supporting documents to establish the appropriateness of each request. In no event shall a full-time member be granted more than thirty (30) days (part-time more than fifteen (15) days) per request. Upon exhausting such 30 or 15 days respectively, a member may be granted additional days from the bank through a second request as per procedure stated above.

6. The sick leave bank shall be replenished when the number of accumulated days has been depleted by 50% of the bank maximum. At such time, established members shall contribute one (1) day each. New members will contribute in accordance with "Procedure to Join Sick Leave Bank" as indicated below.

E. Procedure to Join Sick Leave Bank

1. To be eligible for membership in the sick leave bank the teacher must be a member of the negotiating unit.

2. The teacher may join the sick leave bank by signing a waiver form (see Appendix I-A) authorizing two (2) sick days to be deducted from his/her sick leave and placed in the sick leave bank.

3. In order to establish this sick bank, teachers may join the bank any time up to September 30, 1986. Any teacher not joining by this date will be eligible again when the sick leave bank is replenished.

4. New teachers in the negotiating unit will have up to September 30 of his/her second year of service to join the sick bank. Any teacher not joining by this date will be eligible again when the sick leave bank is replenished.

F. Termination of Membership

1. Any teacher may terminate his/her membership in the sick leave bank by notifying the sick leave bank Trustees in writing (see Appendix I-B).

2. Any teacher withdrawing membership in the bank waives all rights to the benefits of membership. Days contributed will not be refunded.

ARTICLE XIV

LEAVES: PERSONAL AND FAMILY

A. Personal Leave

1. Each full-time teacher shall be granted five (5) days of paid leave annually for personal business.

2. Each part-time employee shall be granted personal leave on a pro-rated basis rounded up to the nearest half-day.

Example: A sixty percent employee would be granted 3.0 personal days per year.

3. Teachers shall give twenty-four (24) hours notification of personal leave, except in cases of emergency or unavoidable circumstances.

4. Personal days may be taken immediately preceding or immediately following a school vacation or holiday.

At these times, the teacher must give reason for requesting the personal day(s) to the Superintendent, who shall make the decision as to whether the day(s) shall be granted.

5. The applicant shall not be required to specify the reason for taking personal leave, except in the above mentioned cases.

6. Unused personal leave will be accumulated as sick leave on an annual basis each June 30th.

B. Bereavement Leave: bereavement leave at full pay will be allowed for the following reasons with no deduction from sick leave or personal leave:

1. Death in the immediate family. Immediate family is defined as parents (in-laws), spouses, significant other, sons, daughters, brothers, and sisters of both spouses, foster parents, and foster children. This leave is not to exceed five (5) days.

2. Death of a relative other than immediate family (nieces, nephews, aunts, uncles, grandparents of both spouses). This leave is not to exceed three (3) days.

3. Each part-time employee will be granted bereavement leave on a pro-rated basis rounded up to the nearest half-day.

Example: A sixty percent employee would be granted three (3) bereavement days for a death in the immediate family and two (2) days for situations other than immediate family.

C. Due to extenuating circumstances and with administrative approval, additional days may be granted under Article IX. These days will be deducted from accumulated sick leave.

ARTICLE XV MEDICAL INSURANCE

A. During the 2001-02, 02-03 and 03-04 school years, the Board of Education will offer medical and dental coverage for either the Capital District Physician's Health Plan, or the Blue Shield Health Matrix Plan offered by the Capital Area Schools' Health Consortium as long as these plans are made available to the district.

B. The District will provide Medical coverage (all will include an Optical Rider) on the share-pay basis of 90% District - 10% employee for the individual, two-person or family plan. Faculty members will continue to have choice of plans currently offered by the District. Each faculty member's share of medical cost will be computed by taking the base cost of the coverage for the respective plan offered and multiplying the premium by 10%. The Board of Education will seek no further share in the cost of providing medical care through the life of this contract.

C. The district will provide Dental coverage on the share-pay basis of 90 % - District 10 - % employee for the individual, two-person, or family plan in the Blue Shield Dental Plan. This plan provides the Basic Contract with an 80/20 co-pay and Riders A-1, B-1, C, and D. Each faculty

member's share of the dental cost will be computed by taking the base cost of the coverage for the respective plan offered and multiplying the premium by 10%. The Board of Education will seek no further share in the cost of providing medical care through the life of this contract.

D. Part-time employees will be provided health and dental insurance on a pro-rated basis commensurate with their position using the same formula outlined in paragraph A.

E. Anyone employed full time prior to July 1, 1997 shall keep his/her full medical/dental benefits if he/she is reduced in time in subsequent years to equal to or greater than 50% employment. If such teacher is reduced in time to less than 50%, he/she will be covered by the district at the percentage of employment.

F. A Health/Dental Insurance Buy Out will be made available to the District's Teachers for the duration of the contract on the following schedule:

	Health	Dental
Family	\$1,800.00	\$300.00
Two Person	\$1,000.00	\$200.00
Individual	\$ 600.00	\$100.00

The buy out payments will be paid quarterly beginning in October of each year. A teacher that either enters the buy out during the school year or wishes to discontinue coverage during the school year, may do so only if approved by the Health Insurance carrier. Payments to either the teacher or the health provider will be pro-rated upon entrance or exit of the insurance plan after July 1 of each school year. Employees may be asked to provide proof of insurance coverage in order to receive the Insurance buy out.

RETIREED TEACHERS

A. The School District shall continue to pay for medical insurance coverage for all teachers who retired from the District before June 30, 1994 at the following rates:

Individual: 100%

Family: (Family Rate - Individual Rate) x .65

B. Individual medical coverage for those who retired from the District July 1, 1994 through June 30, 2001 will be paid at the percentage and share as is in effect at the time of their retirement. This computes at 90% District 10% Employee.

C. Family coverage for those who retired from the district July 1, 1994 through June 30, 2001 will be paid at the same percentage and share as is in effect at the time of their retirement times 65%. This computes at 90% District 10% Employee. The employee is then responsible for 65%

of the District total.

D. The School District shall continue to pay for medical insurance coverage for all teachers who retired from the District July 1, 2001 through June 30, 2006 at the following rates:

Individual: 100%

Two Person: Two person total – Individual total x .50

Family: Family-Individual x .50

Examples: Say Individual Coverage is \$1000; Two person is \$1800; and is Family \$5000

A retiring teacher requests: Individual Coverage: District pays 100% or \$1000.

Two Person Coverage: $(\$1800 - 1000) \times .50 = \400 to be paid by teacher.

Family Coverage: $(\$5000 - 1000) \times .50 = \2000 to be paid by teacher

E. Retirees wishing to extend their dental insurance may do so by reimbursing the District the full expense.

F. The Insurance Buy Out is available only to teachers employed by the district. Retired teachers are not eligible to receive this benefit.

SPECIAL NOTE

The intent of Article XV is to provide the District's teachers with adequate medical insurance. It is not the intent of this Article to have the Board expend money on premium payments for teachers if little or no advantage in coverage is obtained. This type of situation arises when the spouse of a teacher already is provided with medical insurance, even if that insurance is a different plan.

ARTICLE XVI

TELEPHONE

A. Where the need for privacy exists, an office telephone will be made available upon request. Office telephones which allow for privacy are the Superintendent's, Principal's, Guidance Counselor's, Nurse's and Athletic Director's. The need for privacy should be school related or pressing personal business which cannot be postponed.

ARTICLE XVII

FACULTY ROOM

A. Within the limits of the plant, the present facilities for the exclusive use of the staff will be retained.

ARTICLE XVIII

MISCELLANEOUS PROVISIONS

A. In the event that snow days built into the calendar are unused, at least one (1) will be granted to extend the Memorial Day holiday.

B. If school has been in session in excess of 180 days for the current school year, students in grade K-6 shall be excused from attendance for the afternoon sessions for the two days immediately preceding closing day. Teachers will work a regular school day.

C. All K-6 faculty will attend Parent Orientations. All 7-12 faculty will attend Report Card Nights. All K-12 faculty will attend Graduation. Prior approval must be granted by the Superintendent to be absent from any of the above listed activities. Also, there may be other functions which take place during the course of the year, which may require attendance by all or part of the faculty. These additional events will be mutually agreed upon between GITA and the Board of Education.

D. The Association President will be provided with a copy of the minutes of official Board of Education meetings as soon as possible after such meetings. A copy of the official advance agenda of the meetings will also be made available to the Association President prior to said meeting at the same time as they are made available to the Board of Education.

E. For the purpose of professional growth, and by mutual agreement, a teacher may request to observe another teacher's class. Arrangement to cover the observer's class will be made by the Administration with advanced notice.

ARTICLE XIX

EXTRACURRICULAR ASSIGNMENTS - ATHLETICS

A. A job description of each sport will be kept on file by the Athletic Director. These will serve as a guide for coaches in conducting the sports program.

B. The compensation of coaches' salaries is as follows: there is a 5% increase on the 2000-2001 school year coaching salary for each sport. Coaches will advance on Steps each year. A longevity allowance is added at the beginning of 11th (eleventh) year of service and each year beyond the eleventh year for each sport's team coached. (See attached salary schedule for salaries and longevity):

SPECIAL NOTE: Athletic longevity payments for service in the same activity - service does not have to be continuous.

1. Using such factors as season duration; practice hours necessary; hours of the day and weekends required; preparation required; and responsibility involved, the following percentages have been established (original information derived from a report entitled "Physical Education Program Review" submitted to the Board of Education on March 18, 1977:

Varsity Basketball - Boys	100%
Varsity Basketball - Girls	100%
J.V. Basketball - Boys	85%
J.V. Basketball - Girls	85%
Varsity Soccer - Boys	75%
Varsity Soccer - Girls	75%
Varsity Baseball	75%
Varsity Softball	75%
Varsity and J.V. Volleyball	75%
J.V. Soccer - Boys	60%
J.V. Soccer - Girls	60%
J.V. Baseball	60%
Tennis	55%
Modified Soccer	55%
Modified Basketball	80%
Modified Softball	55%
Modified Baseball	55%
Bowling	50%
Golf	40%
Intramurals*	30%

*Based on a five week or equivalent program. Compensation will increase by 2.5% per week (calculated using the base as defined in Section F. 1) up to an additional five weeks. Or decrease by 2.5% per week down to two weeks, depending on the recommendation of the Athletic Director, the Superintendent and the Intramural Coach.

3. Cheerleading Advisor:	One Squad	Two Squads
Will be paid in accordance	(Varsity Only)	(JV and Varsity)
with the number of squads	30%	50%

C. Payment will take place on the next regular payday upon completion of services rendered provided that the Coach's Season Ending Checklist is completed and signed by the Athletic Director. (E.g. The compensation to the basketball coach will take place on the first payday following the completion of the basketball season.)

F. It is understood that by merely listing the above sports does not mean each sport will be offered. The sports to be offered during any school year are determined by the Board of

Education. Also, the designation of each coach is to be made by the Board of Education before the start of each sport season.

G. New extracurricular athletic assignments may be added during the length of this contract, by mutual agreement between the Association and the Board of Education. Any additional extracurricular athletic assignments will be posted before assignment is made. Fees for such assignment will be negotiated.

ARTICLE XX

EXTRACURRICULAR ASSIGNMENTS - NON ATHLETICS

A. A job description of each extracurricular assignment will be kept on file by the Superintendent. The job description will serve as a guide for those responsible for each extracurricular assignment. Each job description shall be updated as necessary.

B. The compensation for Extra-curriculum activities is as follows: there is a 5% increase on the 2000-2001 school year activity salary schedule for each activity. Advisors will advance on Steps each year. A longevity allowance is added at the beginning of 11th (eleventh) year of service and each year beyond the eleventh year for each extra curricular activity. (See attached salary schedule for salaries and longevity):

Special Note: Longevity payments for service in the same activity - service does not have to be continuous.

1. Extracurricular salaries are to be computed using the negotiated base of \$1890.

Key Club	100%
Yearbook	100%
CEIP Coordinator	100%
Yearbook Business Manager	75%
Major Musical Director	70%
Major Drama Director	70%
Student Council	55%
SADD Advisor	55%
Gifted and Talented	50%
Fine Arts	50%
Junior Class Advisor	45%
After School Enrichment Program	45%
*Senior Class Advisor	40%
T.V. Media	40%
Minor Musical/Drama Director	40%
Drama Club	35%
French Club	35%
Sophomore Class Advisor	35%

Spanish Club	35%
Elementary Newspaper	35%
Varsity Club	35%
High School Newspaper	35%
Freshman Class Advisor	30%
Major Musical/Drama Assistants	30%
Junior High Advisor	30%
NHS Senior High	25%
Attendance Examiner	25%
Minor Musical Assistants	20%
*Class Night Advisor	20%
NJHS	15%

*Senior Class Advisor will also be appointed to direct Class Night. Upon the recommendation of the Senior Class Advisor and the Administration, the Board may appoint a person other than the Senior Class Advisor to direct Class Night.

C. Payment for extracurricular assignments will be made in two installments: 50% will be received the last pay period of January (excluding longevity) and 50% + longevity payments will be received the last pay period of the school year. Before the final payment is received the Report of Activities form must be completed.

D. New extracurricular assignments may be added during the length of this contract, by mutual agreement between the Association and the Board of Education. Any available extracurricular advisor opportunities will be posted before assignment is made. Fees for such assignments will be negotiated.

E. Chaperones

1. Teachers will not be required to supervise or chaperone extra-curricular activities, beyond the regular instructional school day, except when there are no volunteers.

2. From a list of volunteers, the administration will select and assign teachers to supervise or chaperone extracurricular activities for which they will receive the sum of \$14.00 per hour.

3. When there are not enough volunteers, assignment to supervise or chaperone will be made on the basis of the activity level. That is, elementary teachers will be assigned to elementary activities and high school teachers to high school activities.

4. Supervision compensation shall not apply to those teachers who are already compensated for directing the particular activity.

ARTICLE XXI

COMPENSATION AND REMUNERATION FOR SERVICES

A. Salary Plan

1. The Salary Plan for the first three years of the contract is attached.
2. The final two years will be negotiated before the 2004-2005 school year.

B. Credit Hours

1. In accordance with the transcripts on file, teachers shall be paid at the rate of \$25.00 per credit hour for courses approved by the Board of Education and completed prior to July 1, 1989. Any approved courses beyond permanent certification completed after July 1, 1989 will be paid at the rate of \$35.00 per credit hour. Prior to taking these courses, approval by the Board of Education must be granted.

C. In-Service Credit

1. In-service credits officially approved by the Board will be paid at the rate of \$15 per credit hour. One (1) in-service credit will be awarded per 15 clock hours of instruction.

D. Detention Monitor

1. For supervision of detention room during the detention period immediately following school on all school days.

a. "Detention Period" is defined as the 60 minutes following the close of school

b. It is expected that the detention monitor will work 166 days from 2:10PM to 3:10PM and during that time (or its equivalent) will perform all of the duties that are outlined above.

c. Reimbursement: \$20.00 per hour X 166 = \$3320.00

E. PCEN Coordinator

1. Reimbursement will be computed from two responsibility areas:

a. Writing of the Grant: \$20.00 per hour x 70 hours (two weeks of work = 70 hours) = \$1400

b. Supervision of program during the school year: 64 days = 64 x .75 x \$ = \$864.00

Total remuneration for PCEN = \$1400 + \$960 = \$2360

Maximum Salary \$2900

Longevity payments for Title One PCEN Coordinator shall be made as follows:

Year five through nine:	\$175
Year ten through fourteen:	\$350
Year fifteen and beyond:	\$525

F. Athletic Director:

1. Reimbursement: payment will be made at the following rate:

Salary Schedule

Years 1-5	\$5000
Years 6-10	\$5500
Years 11 and beyond	\$6000

2. It is understood that payment is for Athletic Director responsibilities outside the classroom.

G. The Administration, on or before the issuance of the first check of each school year, shall furnish each teacher with a statement of the salary calculation and accumulated sick leave.

H. Any teacher who performs teaching or related professional services at the request of the District in addition to the days as required by the current school calendar will be compensated at the following hourly rates:

School Year	Rate
2001-2006	\$22

K. Any summer program which runs from (4) to six (6) continuous weeks for at least five hours per day will be paid a salary as follows 5% salary increase:

School Year	Four Weeks	Six Weeks
2001-2006	\$2415	\$3150

L. Home Teaching - A teacher covered by the terms of this contract who provides home teaching services will be paid at the following hourly rates:

School Year	Rate
2001-2006	\$22

M. Retirement Incentive

1. Upon retirement from the District, a teacher would be entitled to an incentive amount based upon his/her final yearly salary, minus salary Step One on the salary schedule in effect at the time of retirement, multiplied by .55.

Example: Teacher M makes \$55,000 and intends to retire. If the starting salary on Step One is \$30,058, the retirement incentive amount is determined as follows:
 $(\$55,000 - \$30,058) \times .55 = \$13,718$. This is the incentive amount for the retiring teacher.

2. To take advantage of this option, a teacher must have completed 14 years of service in the Green Island School district on or before June 30 of the year in which he/she will retire and be the minimum age required by the New York State Teachers Retirement System in order to retire.

3. The employee must submit his/her resignation for the purpose of retirement on or before January 1, in the school year at the end of which his/her retirement is to become effective. Reasons for failure of notification must be of an emergency or unforeseen circumstance, the validity of which will be left to administrative discretion.

4. An employee is eligible for this retirement incentive benefit only once, the year in which he/she reaches eligibility for retirement by New York State and attains at least 14 years in the district. This is to be taken in the first year of eligibility or it is forfeited.

5. The retiring employee must complete the full school year in which he/she retires in his/her capacity as an employee of the district.

6. Payment to the teacher who has retired will be made on the first official payday of July, following the June 30, official retirement date.

7. The above does not exclude a retired staff member from being re-hired on a contractual temporary basis.

N. Sick Leave Buy Back

1. Sick leave may be accumulated to a maximum of 260 days for the purpose of calculating "buy back" provisions when an employee leaves the District for reasons other than retirement. When a person retires from the District, sick leave may be accumulated to a maximum of 360 days for the purpose of calculating their sick leave buy back.

2. Upon leaving the District; 0 - 260 days:

- a. After five (5) years of employment, each day will be worth 50% of the current fee paid to a substitute teacher with a cap at \$50.00.
- b. After ten (10) years of employment, each day will be worth 60% of the current fee paid to a substitute teacher with a cap at \$50.00.
- c. After fifteen (15) years of employment, each day will be worth 70% of the current fee paid to a substitute teacher with a cap at \$55.00.
- d. After twenty (20) years of employment, each day will be worth 80% of the current fee paid to a substitute teacher with a cap at \$60.00.

3. Sick leave may be accumulated to a maximum of 360 days for the purpose of calculating the "buy back" provisions under the following conditions when a person retires from the District:

- a. All provisions listed in Article N. 2. Above apply to those eligible faculty members retiring from the District.
- b. Days 261 - 360: those eligible faculty members retiring from the District may be reimbursed for unused sick days 261 - 360 at the rate of \$25.00 per day. Those leaving the District for reasons other than retirement are not eligible for this benefit.

4. Payment will be made to the teacher who has retired or left the District on the first official pay of July, following the June 30, official retirement date.

5. Intention of leaving the district must be made known, in writing, to the Superintendent on or before April 1st of the school year preceding his/her departure. Reasons for failure of notification must be of an emergency or unforeseen circumstance, the validity of which will be left to administrative discretion.

O. Any employee retiring from the District is eligible to receive the Sick Leave Buy Back provision and the District Retirement Incentive provision.

P. Death Benefit

1. In case of death prior to retirement, the sum of money as established in the "Buy-Back" provisions for unused sick and personal days shall be paid to the employee's beneficiary or legal representative.

ARTICLE XXII

DURATION OF AGREEMENT

This agreement shall be effective as of July 1, 2001 and shall continue in effect through June 30, 2006 for all provisions with the exception of the salary schedule, which shall be in effect from July 1, 2001 through June 30, 2004.

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.

ASSOCIATION

Mary Ellen Muir
PRESIDENT

Matthew Maurer
VICE PRESIDENT

Karin Jensen
SECRETARY

BOARD OF EDUCATION

Vernon H. H. H.
PRESIDENT

Joe M. Alip
VICE PRESIDENT

Rebecca L. Alip
DISTRICT CLERK

Herb Oak
SUPERINTENDENT

DATED: December 6, 2001

APPENDIX I - A

DESIGNATION AND SICK LEAVE BANK CONTRIBUTION AUTHORIZATION

SOCIAL SECURITY NUMBER _____

LAST NAME FIRST M.I.

ADDRESS

TO: GREEN ISLAND UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION

I hereby designate the Green Island Teachers' Association as my representative for the purposes of collective negotiations, and I hereby request and authorize you according to arrangements agreed upon with such Association to deduct from my accrued sick leave

_____ days and transmit said sick leave days to the Association Sick Leave Bank. I hereby waive all rights and claims for said sick leave days so deducted and transmitted in accordance with this authorization and relieve the Board and its officers from any liability. This authority shall be continuous while employed in this school system or until withdrawn by written notice.

Employee Signature Date

APPENDIX I - B

DESIGNATION AND TERMINATION OF SICK LEAVE BANK MEMBERSHIP

SOCIAL SECURITY NUMBER _____

LAST NAME

FIRST

M.I.

ADDRESS

TO: GREEN ISLAND UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION

I hereby designate the Green Island Teachers' Association as my representative for the purpose of collective negotiations, and I hereby terminate my membership in the Sick Leave Bank according to arrangements agreed upon with such Association. I understand that sick leave days contributed will not be refunded and I hereby waive all rights to the benefits of membership in said Sick Leave Bank.

Employee signature

Date

APPENDIX II

DESIGNATION AND PAYROLL DEDUCTION AUTHORIZATION

SOCIAL SECURITY NUMBER _____

LAST NAME FIRST NAME M.I.

ADDRESS

TO: GREEN ISLAND UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION

Pursuant to Article 14 of the Civil Service Law (Taylor Law), I hereby designate the Green Island Teachers' Association as my representative for the purpose of collective negotiation, and I hereby request and authorize you, according to arrangements agreed upon with such Association to deduct from my salary and transmit to the Association the dues as certified by the Association.

I hereby waive all rights and claims for said monies so deducted and transmitted in accordance with this authorization and relieve the Board and its officers from any liability. This authority shall be continuous while employed in this school system or until withdrawn by written notice.

Employee Signature Date

APPENDIX

ARTICLE XIII – C

D. A one-time allocation of twenty (20) additional days sick leave shall be granted to any teacher who has taught at least 15 years in the district and is age 50 or older, provided that the maximum accumulation of 360 days is not exceeded. The days will be added on June 30th of the school year in which both of the above requirements have been fulfilled.

This article is eliminated from the contract. To hold save harmless those teachers close to receiving these days, the following is put in place as a one-time benefit only.

Before September 30, 2001 all teachers will be granted additional sick days as indicated in the chart below:

Years of Service	Age	Additional Days
15+	50+	20
15+	40-49	15
10-14	30+	8
5-9	21+	4
2-4	21+	2

After this date this article is no longer available to teachers and will be eliminated from the contract.

“HARD TO HIRE” TEACHERS

The Green Island Teachers' Association is aware that there is a shortage of certain subject area teachers. The competition to employ these teachers is problematic to smaller schools.

The board and administration will make every effort to find a solution that is sensitive to existing faculty.

In the event the district hires a first year teacher with no prior teaching experience and decides to:

- Hire beyond the entry level step
- Use a signing bonus
- Offer an alternative incentive

The Board of Education or its designee will inform the Green Island Teachers' Association of this decision.

		GITA						
		MASTER DEGREE SALARY SCALE						
STEP		2001-02	2002-03	2003-04				
1	29,325	30,058	30,960	31,889				
2	30,476	31,238	32,175	33,140				
3	31,626	32,417	33,390	34,391				
4	32,772	33,591	34,599	35,637				
5	33,924	34,772	35,815	36,890				
6	35,072	35,949	37,027	38,138				
7	36,221	37,127	38,241	39,388				
8	37,369	38,303	39,452	40,636				
9	38,521	39,484	40,669	41,889				
10	39,668	40,660	41,880	43,136				
11	40,820	41,841	43,096	44,389				
12	41,969	43,018	44,309	45,638				
13	43,119	44,197	45,523	46,889				
14	44,266	45,373	46,734	48,136				
15	45,418	46,553	47,950	49,388				
16	46,566	47,730	49,162	50,637				
17	47,715	48,908	50,375	51,886				
18	48,867	50,089	51,592	53,139				
19	50,018	51,268	52,806	54,390				
20	51,168	52,447	54,020	55,641				
		2,400	2,700	2,600				

This salary scale is for Master Degrees only. All others possessing lesser degrees will see a one thousand dollar (\$1000) reduction on their current step.

	2000-2001	2001-2002					
ACTIVITY	SALARY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
GROUP A							
Key Club	1800	1,890	1,990	2,090	2,190	2,290	
Yearbook	1800	1,890	1,990	2,090	2,190	2,290	
CEIP Coordinator	1800	1,890	1,990	2,090	2,190	2,290	
Yearbook Business Manager	1350	1,418	1,518	1,618	1,718	1,818	
Major Musical Director	1260	1,323	1,423	1,523	1,623	1,723	
Major Drama Director	1260	1,323	1,423	1,523	1,623	1,723	
Student Council	990	1,040	1,140	1,240	1,340	1,440	
SADD Advisor	990	1,040	1,140	1,240	1,340	1,440	
Gifted and Talented	900	945	1,045	1,145	1,245	1,345	
Fine Arts	900	945	1,045	1,145	1,245	1,345	
Junior Class Advisor	810	851					
After School Enrichment	810	851	951	1,051	1,151	1,251	
GROUP B							
TV Media	720	756	831	906	981	1,056	
Senior Class Advisor	720	756					
Minor Musical/Drama Director	720	756	831	906	981	1,056	
French Club	630	662	737	812	887	962	
Spanish Club	630	662	737	812	887	962	
Drama Club	630	662	737	812	887	962	
Varsity Club		662	737	812	887	962	
Sophomore Class Advisor	630	662					
Elementary Newspaper	630	662	737	812	887	962	
High School Newspaper	630	662	737	812	887	962	
Freshman Class Advisor	540	567					
Major Musical/Drama Assistant	540	567	642	717	792	867	
Junior High Advisor	540	567	642	717	792	867	
GROUP C							
NHS Senior High Advisor	450	473	523	573	623	673	
Attendance Examiner	450	473	428	573	623	673	
Minor Musical/Drama Assistant	360	378	428	478	528	578	
Class Night Advisor	360	378				50	
VJHS Advisor	270	284	334	384	434	484	

A Longevity allowance will be added to the salary beginning the 11th (eleventh) year of service.

Group A	\$300						
Group B	\$200						
Group C	\$100						

	2000-2001	2001-2006						
ATHLETIC ACTIVITY	SALARY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5		
Varsity Basketball G/B	2,940	3,087	3,187	3,287	3,387	3,487		
J.V. Basketball G/B	2,499	2,624	2,724	2,824	2,924	3,024		
Varsity Soccer G/B	2,205	2,315	2,415	2,515	2,615	2,715		
Varsity Baseball	2,205	2,315	2,415	2,515	2,615	2,715		
Varsity Softball	2,205	2,315	2,415	2,515	2,615	2,715		
Varsity/J.V. Volleyball	2,205	2,315	2,415	2,515	2,615	2,715		
J.V. Soccer G/B	1,764	1,852	1,952	2,052	2,152	2,252		
J.V. Baseball	1,764	1,852	1,952	2,052	2,152	2,252		
J.V. Softball	1,764	1,852	1,952	2,052	2,152	2,252		
Tennis	1,617	1,698	1,798	1,898	1,998	2,098		
Modified Volleyball	1,470	1,544	1,644	1,744	1,844	1,944		
Modified Soccer	1,617	1,698	1,798	1,898	1,998	2,098		
Modified Basketball	2,352	2,470	2,570	2,670	2,770	2,870		
Modified Baseball	1,617	1,698	1,798	1,898	1,998	2,098		
Modified Softball	1,617	1,698	1,798	1,898	1,998	2,098		
Bowling	1,470	1,544	1,644	1,744	1,844	1,944		
Cheerleading - Two Squads	1,470	1,544	1,644	1,744	1,844	1,944		
Golf	1,176	1,235	1,335	1,435	1,535	1,635		
Intramurals	882	926	1,026	1,126	1,226	1,326		
Cheerleading - One Squad	882	926	1,026	1,126	1,226	1,326		
A Longevity allowance of \$500 will be added to the salary beginning the 11th (eleventh) year of service.								