



Cornell University  
ILR School

### **NYS PERB Contract Collection – Metadata Header**

This contract is provided by the Martin P. Catherwood Library, ILR School, Cornell University. The information provided is for noncommercial educational use only.

Some variations from the original paper document may have occurred during the digitization process, and some appendices or tables may be absent. Subsequent changes, revisions, and corrections may apply to this document.

For more information about the PERB Contract Collection, see  
<http://digitalcommons.ilr.cornell.edu/perbcontracts/>

Or contact us:

Catherwood Library, Ives Hall, Cornell University, Ithaca, NY 14853  
607-254-5370 [ilrref@cornell.edu](mailto:ilrref@cornell.edu)

#### **Contract Database Metadata Elements**

Title: **Longwood Central School District and Middle Island Teachers Association (MITA) (2003)**

Employer Name: **Longwood Central School District**

Union: **Middle Island Teachers Association (MITA)**

Local:

Effective Date: **07/01/03**

Expiration Date: **06/30/08**

PERB ID Number: **5611**

Unit Size: **830**

Number of Pages: **68**

For additional research information and assistance, please visit the Research page of the Catherwood website - <http://www.ilr.cornell.edu/library/research/>

For additional information on the ILR School, <http://www.ilr.cornell.edu/>

TA  
5611

Agreement Between  
The Board of Education  
Longwood Central School District  
The Superintendent of Schools

And

The Middle Island Teachers Association  
{MITA}

**RECEIVED** 2003 - 2008

FEB 14 2005

NYS PUBLIC EMPLOYMENT  
RELATIONS BOARD

**Middle Island Teachers Association  
Professional Advancement Committee**

Vincent E. Giglio **Chief Negotiator**

Thomas Bachy

Barbara Collins

Frank J. DiGregorio

Eileen Donnelly

Willis Fremont

Barbara Governale

Janice Higgins

Marc Linden

Jo Ann Millard

George O'Donnell

Gary Zamek

Daniel Bahr/Richard D'Esposito

**NYSUT Labor Relations Specialists**

\*\*\*\*\*

**MITA OFFICERS  
July 1, 2002 - June 30, 2004**

**President**

Barbara Governale

**1st Vice President**

Vincent E. Giglio

**2nd Vice President**

Willis Fremont

**Secretary**

Barbara Collins

**Treasurer**

Frank J. DiGregorio/Ralph Alfieri

\*\*\*\*\*

**Longwood Central School District  
Negotiating Team**

Dr. Candee Swenson

**Superintendent of Schools**

Dr. Allan Gerstenlauer

**Asst. Superintendent for Instruction and Learning**

**Longwood Central School District  
Board of Education**

Andrew G. Tarantino, Jr. **President**

Ellen M. Grimes

William K. Miller **Vice President**

Ronald C. Manning

Diane M. Cardinale

Maureen E. Silvestri

Helen Thebold/Daniel Tomaszewski

---

## TABLE OF CONTENTS

Article I	Recognition	1
Article II	Association Rights	2
Article III	Payroll Deduction	3
Article IV	School Calendar & School Day	4
Article V	Teachers	6
Article V-A	Substitutes	8
Article VI	Compensation	8
Article VII	Insurance	11
Article VIII	Teaching Conditions	13
Article IX	Total Professional Evaluation	17
Article X	Special Teaching Assignments	18
Article XI	Leaves	20
Article XII	Professional Behavior	24
Article XIII	Professional Improvement	25
Article XIV	Grievance Procedure	26
Article XV	Guidance Counselor	28
Article XVI	Department Chairpersons	29
Article XVII	House Captains	30
Article XVIII	Coaches/Working Conditions & Comp	30
Article XIX	Psychologists	33
Article XX	Teachers of the Speech and Hearing	34
Article XXI	Learning Specialists	34
Article XXII	Nurses	34
Article XXIII	Management Rights	35
Article XXIV	Miscellaneous	35
Appendix A	Salary Schedules	36
Appendix B	Extra Pay Schedule	47
Appendix C	Longwood C.S.D. Checklist	51
Appendix D	Chapter I/Title I Teachers	53
Appendix E	Special Education Teaching Assistants	55
Appendix F	Permanent Substitutes	57
Exhibit 1	Health Insurance	58
Exhibit 2	Dental Insurance	61
Exhibit 3	Claims Appeal Process	62



AGREEMENT made this 1st day of July 2003 BY AND BETWEEN CENTRAL SCHOOL DISTRICT, LONGWOOD, TOWN OF BROOKHAVEN, SUFFOLK COUNTY, STATE OF NEW YORK herein referred to as the "DISTRICT" and the MIDDLE ISLAND TEACHERS ASSOCIATION, hereinafter referred to as "MITA".

WITNESSETH:

WHEREAS, after collective bargaining procedures the parties have come to an agreement and it is desired to set forth the terms and conditions of said agreement herein.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the parties hereto agree one with the other as follows:

ARTICLE 1  
Recognition

A) Unit Defined: The District hereby recognizes MITA as the sole and exclusive bargaining agent for all certified school personnel (full time, part time, part year), who are paid according to the teachers' pay schedule, including classroom teachers, special teachers, teacher media-librarians, psychologists, guidance counselors, school nurse-teachers, department chairpersons, TESOL teachers, house captains, facilitators, teachers of the speech and hearing handicapped, teachers of the blind and partially sighted, teachers of deaf and hearing impaired, learning specialists, teachers of the academically gifted and talented, learning disabilities teachers, permanent substitutes who have been appointed to regular positions for the ensuing school year, home study teachers, social workers, per diem substitutes employed for a period of forty (40) or more consecutive days who are filling newly created or unencumbered positions, Chapter 1 Teachers/Title I Teachers as per separate agreement (Appendix D), special education teaching assistants as per separate agreement (Appendix E), permanent substitutes who work on a per diem basis as per separate agreement (Appendix F). Also included in the bargaining unit are non-certified personnel on the AA schedule to include, but not limited to, community workers, registered nurses, and sign language interpreters. Additionally, the bargaining unit shall include four (4) year degree media specialists. All of the foregoing are hereinafter referred to as "teachers".

B) Exclusions - The bargaining unit shall not include the Superintendent of Schools, Assistant Superintendents of Schools, Principals, and Assistant Principals, or administrative aides to the Principals, or Central Office Staff, for the period ending seven (7) months prior to the expiration date of this contract pursuant to Section 208(2) of the Civil Service Law of the State of New York as amended.

ARTICLE II  
Association Rights

1. MITA shall have the right to apply for the use of school buildings for its meetings, and to transact association business on school property, all of which shall be outside of regular school hours. The application for such uses shall be made upon proper forms of the Board of Education of the District (hereinafter referred to as the "Board"), shall be subject to the approval of the Board and shall be without charge.

2. MITA may post notices on bulletin boards in faculty rooms.

3. At dates and times to be mutually agreed upon by the Superintendent of Schools and the MITA President, the Superintendent of Schools, or his/her designee, and the MITA President will meet monthly during the school year to discuss matters regarding the implementation of the various terms of this contract. Either party desiring the discussion as herein set forth shall submit an agenda therefore one week in advance of the date set for the meeting. Implementation of such matters agreed upon will be completed within a period of three (3) school days after the meeting.

This paragraph shall not be interpreted so as to preclude any teachers represented by this contract from filing a grievance.

4. Upon the request of MITA representatives, said representatives shall have a place on the agenda of the Board of Education of the District at the next public meeting of the Board, said place to be as early as possible on said agenda.

5. MITA representatives shall, upon request, have a maximum of fifteen (15) minutes at building faculty meetings in which to make announcements and brief reports of MITA business. This time shall not be used for any other purpose.

6. The Board shall advise MITA in writing of any new or modified construction programs or major revisions of educational policy which are proposed or under consideration, and shall provide for MITA's advisory involvement.

7. The Board shall enter into no contract except BOCES' contracts, which will result in instruction being provided, supervised, or influenced by any organization other than MITA, without first notifying MITA, and providing for public discussion and disclosure in which MITA will have the right to participate.

8. Tuition waivers shall be placed in the governance of MITA if permitted by the granting institution. A tuition waiver is a certificate issued by a college or university entitling the recipient to enroll without any payment or tuition in a three credit course offered by the said college or university.

9. A. The MITA President shall be released from all District responsibilities and shall be classified as a "Teacher on Special Assignment," continuing to receive all benefits including but not limited to accruing seniority and maintaining all benefits of the membership in the New York State Teachers' Retirement Systems.

MITA shall remit to the District a sum of money in the amount listed as Step 1-A of each current year as its total contribution towards this release time in twenty installments.

B. The MITA 1st Vice President shall receive two hours and ten minutes of release time at the end of the day, inclusive of lunch and preparation period. The MITA 1st Vice President shall be allowed to leave his/her assigned building during this period of time. If a building is on split session, the District and MITA shall arrive at the schedule of the 1st Vice President on an annual basis.

C. The MITA Second Vice President shall be released at the end of the day from lunch, preparation, and duty periods to attend to insurance concerns. In the event that the MITA 2nd Vice President is an elementary teacher, MITA and the District shall meet to discuss the arrangement of release time.

10. Attendance at professional planning sessions shall not be required of the MITA President, First Vice President, and Second Vice President.

11. MITA building representatives shall be released for five (5) minutes in the morning and fifteen (15) minutes in the afternoon.

### ARTICLE III Payroll Deductions

1. Within thirty (30) calendar days of the beginning of the school year, the teachers may sign and deliver to the district an assignment authorizing deduction of membership dues and assessments of MITA.

2. Dues deduction may also be authorized by a similar assignment for the New York State United Teachers, the American Federation of Teachers, the AFL-CIO, Vote/Cope and NYSUT Benefit Trust and any other professional association approved by the District and MITA.

3. Teachers may also authorize deductions for the Teachers' Federal Credit Union and mass marketing automobile and homeowners insurance provided, however, that all such authorizations be made in accordance with paragraph "1" and "4" hereof, and further provided that no changes may be made except during the period beginning December 1st in each year and ending on the last day prior to the Christmas recess with deductions to be put into effect in January of the following year. Changes may also be made during the first 14 days of March and June to become effective for the first payroll of the following month.

4. Teachers entering employment or returning from leave after the school year may make such assignments within thirty (30) calendar days of their employment.



5. Dues deduction authorization shall be in form to be agreed upon by the District and MITA and shall become effective fifteen (15) days after the filing thereof with the Superintendent of Schools.

6. The amount of each deduction from each regular payment shall be certified by the District to MITA and the District agrees to remit to MITA all monies as deducted accompanied by a list of teachers from whom the deductions have been made. Deductions may be for a period of twenty (20) payments. The District shall not be responsible for the application of such monies after the payment thereof to MITA.

7. In the event a mass marketing operator cancels an individual teacher's policy, said teacher shall notify the business office of this change and the business office shall correct this matter.

8. Pursuant to the passage of legislation enabling the implementation of Agency Shop Fee, the Longwood Board of Education does hereby agree that no later than fifteen (15) days after effective date of this agreement or fifteen (15) days after the effective date of employment, whichever is later, each employee will pay the Middle Island Teachers Association each month a service charge toward the administration of this agreement and the representation of such employee; provided, however, that each employee will have available to him/her membership in the Middle Island Teachers Association on the same terms and conditions as are available to every other member of the Union. The service charge shall be an amount equal to the collective bargaining agent's monthly dues for each month thereafter. The Board of Education shall deduct such fee in the same manner as the membership dues are deducted. MITA shall supply the Board with a list of names of non-members at least fifteen (15) days prior to the deduction of the agency fee.

9. MITA has submitted to the District, pursuant to Chapter 677 of the Laws of 1977 of the State of New York a procedure providing for the processing of demands, by members of the bargaining unit, for the return of that portion of the agency fee deduction, if any, which represents the employee's pro-rata share of expenditures by MITA in aid of activities or causes only incidentally related to negotiation of terms and/or conditions of employment. The aforementioned procedure shall not be substantially changed without the prior approval of the Board of Education.

10. The District and MITA agree to work to establish a 403b Employer Contribution Plan for the payment and distribution of Retirement Incentive monies, the sell back of sick days upon retirement and any other incentive the District may offer to the limits established by IRS.

#### ARTICLE IV

##### School Calendar & School Day

1. Through all grade levels, kindergarten through 12, a daily exercise specifically including the Pledge of Allegiance shall be conducted.

2. All teachers shall remain after the official closing date until the checklist requirements are complete. Checklist requirements shall be listed in Appendix C of this contract.

3. The Administration will not schedule any after school meetings for teachers on Mondays of each month during the school year except in the event of an emergency so that MITA may schedule its meetings.

4. Returning teachers shall be required to report one (1) day before the opening of the school for the purpose of orientation.

5. Newly employed teachers shall report two (2) days before the opening of school for the purpose of orientation.

Newly employed teachers shall also attend three (3) two (2) hour workshops after school. These shall be held once a month in September, October, and November. They shall be held on one Tuesday, one Wednesday, and one Thursday. MITA shall have 30 minutes for its use at each of these workshops.

For teachers hired during the school year after these workshops, the series shall be repeated once a month in April, one in May, and one in June. All other provisions above remain as written.

6. A committee composed of administrators and representatives of MITA in equal numbers shall be formed to act in an advisory capacity on the program for such orientation with the final decision thereof to be made by the Superintendent of Schools, not subject to the grievance procedure. Such meetings shall be held so that a decision is made prior to May 1st.

7. The length of the official school day for both elementary and secondary schools shall be seven (7) hours. Faculty meetings may be scheduled Tuesday through Thursday, beginning ten (10) minutes after the close of the teachers' day, and being no longer than one (1) hour in duration. Only two (2) faculty meetings shall be held in September and June and these shall be in different weeks. During the months of October through May faculty meetings will be limited to one (1) time per month.

Up to four (4) of these faculty meetings per school year may be held out of the school building and may involve different departments or grade levels rather than the faculty of an entire school site. The district will designate which of these meetings up to four (4) it will hold as departmental style faculty meetings. Each year the district may elect which months up to four (4) that it will utilize for departmental style meetings in that school year. If these require travel out of an assigned building, they shall begin no later than twenty-five (25) minutes after the end of the teachers' day and last no longer than fifty (50) minutes. If these will not require anyone to travel out of his/her regularly assigned building, they shall start ten (10) minutes after the close of the teachers' day, and shall be no longer than fifty (50) minutes in duration. MITA relinquishes its fifteen (15) minutes at these departmental style faculty meetings up to 4 times per year.\*

MITA will receive a list of the designated months and a copy of all of the schedules of in-building and out-of-building faculty meetings.

The month of the year from October through May or the week in September or June in which you are assigned to a whole site faculty meeting, you shall not be required to attend a departmental style meeting and vice-versa.

\*Nothing contained herein alters Article II, Section 5 of the 2003-2008 MITA/District contract except as expressly written above.

8. Teachers shall be required to attend one "open-house" type meeting per year with the maximum amount of time of the program being no more than two (2) hours, and one additional evening school activity at the discretion of the administration. The second evening meeting may be for parent conferences and may not exceed two (2) hours.

9. Every effort will be made by the responsible individuals to make uniform class loads, preparations, etc., for teachers in the special tenure areas.

10. School Calendar:

- A. The calendar shall henceforth be negotiated.
- B. In the event it becomes necessary for an emergency amendment to the calendar, the District recognizes its responsibility to negotiate with MITA.
- C. The calendar shall in no event contain more than 182 teaching days.
- D. The district calendar will contain 179 days of student attendance and three conference days: one of which will be the first day and one the last day. In addition to the above, two days for emergency school closings shall be included in the calendars. If one or both of these days are unused, they shall be added to the Memorial Day holiday. Further, MITA and the District agree to negotiate arrangements of the days of the aforesaid calendars for each school year and the method of making up snow day closings above 2.
- E. The district may require the attendance of staff members for purposes of In-service Training for a period not to exceed two (2) days during the life of this contract. Teachers shall be given six (6) months notice of the time at which the training will take place and will be salaried at 1/200th per day of the median salary as of the September of the year in which the inservice activity takes place. The training session will be held between the beginning and the end of the school year.
- F. The last two (2) days of student attendance at the elementary and middle schools shall be half days for students.

#### ARTICLE V Teachers

1. The District agrees that it will attempt to use teachers in the areas of the teacher's certification, except on a temporary basis were required.

2. Room assignments shall be made on the basis of availability and suitability of the room assigned for the classes to be taught. Every effort shall be made to assign teachers to not more than three (3) classrooms. Where more than three (3) classrooms are assigned to any one teacher, a review shall be made in an effort to satisfy all parties.

3. All teaching assignments will remain the same unless notice is given by June 15.
4. In the event the District plans to rent classrooms away from school property, MITA may submit recommendations for such classrooms, The final decision, however, shall be made by the Board and the recommendations of MITA, if any, shall be advisory only.
5. Adequate chalkboard, bulletin board space and pencil sharpeners shall be available in every classroom and teaching station.
6. No staff member who has not been designated a Department Chairperson or House Captain, by the Board shall be required to attend Department Chairperson's meetings or House Captain's meetings unless such staff member has been elected by the Department or Team and volunteers to attend.
7. The session and level to which a teacher will be assigned will be based on seniority in the District if the position is open and if, in the opinion of the Superintendent of Schools, it is in the best interests of the District. Written educational reasons shall be given to anyone whose request for assignment has been denied.
8. The District shall take whatever steps are necessary to promote timely receipt of supplies.
9. Copies shall be provided, exclusively for the teacher's use, of all texts and, where available, teacher's editions and manuals used in each of the courses he/she is to teach. All efforts shall be made to supply such materials prior to the first day of school.
10. Adequate grade books, paper, pencils, pens, chalk, erasers, and other materials required in daily teaching responsibility shall be made available.
11. Lockable space shall be made available in each classroom and/or teaching station for the storage of instructional materials and supplies.
12. All teachers shall be provided with a handbook of the building policies and procedures in practice within the building to which they are assigned.
13. Teachers whose positions are eliminated due to curriculum change or program reduction will be offered another teaching position, if available, in their area or another area of their certification.
14. Teachers whose building assignments are proposed to be changed involuntarily, shall be notified of the proposed transfers as soon as it is practicable, but prior to June 15th. Prior to said date, the Superintendent and/or his/her designee shall meet with the MITA President and/or his/her designee to discuss the proposed transfers. Following the announcement of the transfers, the teachers involuntarily affected may request a meeting, at which a MITA representative shall be present, with the Superintendent and/or his/her designee to review the transfer and discuss alternatives.

ARTICLE V - A

Substitutes

1. Teachers shall maintain emergency lesson plans which are updated so as to be relevant to the program for the use of the substitute teacher.
2. Outside substitutes shall be hired on the first and subsequent days of teacher's absence if a substitute is available excepting for those teachers as outlined in the District teachers' handbook for whom substitutes are not called.
3. A teacher, upon realizing that he/she will be absent, shall notify the District's answering service. This shall be done at any time not less than one and one-half hours prior to the opening of the school session except in the event of an emergency so that an outside substitute can be hired.
4. To the extent possible a teacher shall have the prerogative of requesting a substitute from a list previously approved by the Superintendent of Schools providing the teacher anticipates being out for two or more days.
5. In the event that a regular teacher is required to supervise students because of the absence of a colleague due to an emergency, that teacher will be paid .00072 of the September BA Schedule of that year for each class period if their coverage is more than 15 minutes of a class period (40 minutes is a class period). A portion of time past the initial 15 minutes of a period will be considered a class period. However, a teacher will receive pay for the first two (2) periods only after completing six (6) periods of substitute service during a school year.
6. MITA agrees that teachers used in an emergency situation two (2) times for up to one period each time during the school year will not be paid for those periods.
7. The school district will not limit the number of substitutes on the substitute list.
8. The school district will continue to give clear instruction in the use of the county system to exhaust the list in providing the school district with substitute teachers.
9. Per diem substitutes employed to fill newly created positions and other unencumbered positions for a period of twenty (20) consecutive working days or less shall be paid a per diem rate established by the Board of Education. Employment beyond twenty (20) consecutive working days up to and including forty (40) consecutive working days shall be at the said per diem rate plus \$10.00. Employment following the fortieth (40) consecutive working day shall be at the rate of 1/200th per day of the regular teaching salary schedule.

ARTICLE VI

Compensation

1. Teachers participating in non-school day trips shall be compensated at the rate of two (2) times the substitute's daily rate of pay. The teacher-pupil ratio shall be determined in advance on an individual basis. This does not apply to teachers who are being paid for the sponsorship of an activity.

2. Such non-school day trips or other field trips or other business of the District shall be subject to the approval of the Superintendent of Schools or his/her designee.

3. A teacher required to use his/her personal car to transport pupils on such trips shall be compensated at the maximum amount allowable by IRS per mile for the use of such automobile and must have the Superintendent of Schools' approval of said use in advance thereof.

4. Teachers involved in extra duty assignments set forth in Appendix B, which is annexed to and made part of this agreement, shall be compensated in accordance with the provisions thereof.

5. Teachers required to perform lunch duty shall be compensated at the rate of .00072 of Step 1A of that September's salary schedule per period. However from July 1, 2003 to June 30, 2008 **only**, the rate will remain at that of September 2002 per period (\$28.23). Effective June 30, 2008 the rate will return to .00072 of Step 1A of each successive September's salary schedule per period. If there is no contract in place for September 2008, the rate shall be based upon that of September 2007 until such time as the September 2008 schedule is finalized and adjustments to the rate can be made.

6. Salary

A. Using the 2002-03 salary schedules there shall be adjustments to the longevity steps as follows:

The salary on the longevity step labeled Step 28 shall be moved to Step 27.

The salary listed on the longevity step labeled Step 31 shall be moved to Step 29.

The salary listed on the longevity step labeled Step 34 shall be moved to Step 31.

A new longevity step shall be created at Step 33. It shall be calculated as follows: Add one thousand nine hundred fifty-seven dollars (\$1957.00) to Step 31 in each lane after the above adjustments have been made.

After all of the above adjustments have occurred using the 2002-03 salary schedules, then the salary schedules for 2003-2008 shall be increased as follows:

6. B.

1. Effective July 1, 2003, the salary schedule, including longevity steps, shall be increased by two percent (2%) plus increment.

2. Effective February 1, 2004, the salary schedule, including longevity steps, shall be increased by one and a half percent (1.5%) plus increment.

3. Effective July 1, 2004, the salary schedule, including longevity steps, shall be increased by two percent (2%) plus increment.

4. Effective February 1, 2005, the salary schedule, including longevity steps, shall be increased by one and a half percent (1.5%) plus increment.

5. Effective July 1, 2005, the salary schedule, including longevity steps, shall be increased by two percent (2%) plus increment.

6. Effective February 1, 2006, the salary schedule, including longevity steps, shall be increased by two and a half percent (2.5%) plus increment.

7. Effective July 1, 2006, the salary schedule, including longevity steps, shall be increased by two percent (2%) plus increment.
8. Effective February 1, 2007, the salary schedule, including longevity steps, shall be increased by two and a half percent (2.5%) plus increment.
9. Effective July 1, 2007, the salary schedule, including longevity steps, shall be increased by three and ninety-five hundredths percent (3.95%) plus increment.
10. The salary schedules referenced above shall include steps 1-25 and longevity steps 27, 29, 31, and 33.

7. Salary schedules setting forth their effective dates are attached hereto as Appendix A. Notwithstanding the effective dates of said salary schedules, horizontal movement on the salary schedules shall be permitted during the term of this agreement.

However during their first three years on the regular salary schedule, a teacher may have only one column of horizontal movement per year. After this initial three year period on the regular salary schedule, the teacher will be advanced horizontally to the appropriate column in accordance with credits earned or degrees achieved.

8. LAP Program - Compensation for teachers and guidance counselors, (etc.) in the LAP program shall be at the same hourly rate as home tutoring, including the paid prep for every five hours of instruction.

The director(s) of the LAP program shall receive an additional 25% per hour over the compensation paid to teacher(s) in the program. In addition, the director(s) shall also receive 2 hours of additional paid prep time at their hourly rate of pay for each 5 hours of the program.

If this program, or any similar program (i.e. twilight school, etc....) is extended, modified, or redeveloped beyond that which is presently in existence, the district and MITA shall negotiate the terms and conditions of employment prior to the implementation of said program(s).

9. All compensation for items including, but not limited to, contract stipends, coaching, co-curricular and extra-curricular salaries, home tutoring, adult education, curriculum writing, summer school, guidance counselors, department chairpersons, house captains, supervision and servicing of athletic events, chaperoning, and class size coverage, shall be raised by the salary increases referred to above.

10. Anyone who is paid on the AA salary schedule and who has a BA or BS degree in a field directly related to his/her job shall receive an annual differential of five percent (5%) above that individual's salary on the AA schedule. (Examples of "a field directly related" shall include a BS in Nursing or for sign interpreters a BA/BS in Special Education. These are meant to be examples, not the only fields deemed "directly related.")

ARTICLE VII

Insurance

1. Effective September 2003, active employees shall contribute a maximum of 10% of the premium cost of medical insurance for a single or family plan. However, this contribution shall be limited to the following:
  - a. During the school years 2003-2004 and 2004-2005 the maximum individual employee contribution shall not exceed 1% of his/her base salary.
  - b. During the school year 2005-2006 the maximum individual employee contribution shall not exceed 1.5% of his/her base salary.
  - c. During the school years 2006-2007 and 2007-2008 the maximum individual employee contribution shall not exceed 2% of his/her base salary.
  - d. Individuals who choose to sell back all their insurance will not be responsible for any premium payments.
  - e. All employee contributions to insurance premiums shall come from pre-tax money as permitted by the IRS Code.
  - f. Nothing contained above (a - e) shall apply to retiree health insurance coverage. Such coverage is addressed separately in Art. VII, Section 7 and modified separately in a Memorandum of Agreement.

The District shall pay for all full time teachers the remaining premium cost for health insurance, providing benefits no less than those provided in Exhibits 1 and 3 herein. (As used herein, health insurance shall be defined as all health insurance and/or benefit and/or reimbursement covered either by self-insurance and/or by any other insurance providers).

2. The District shall pay for all full time teachers 100% of the premium of the same plan of disability income insurance in effect in the District for the school year 1969-70.
3. The District shall provide term life insurance for all full time teachers in the principal amount of \$25,000 or one full year's salary, whichever is greater for each teacher according to a group plan to be purchased and paid for by the District.
4. While a teacher is out on disability, the District shall pay the full premium cost of a teacher's health, dental, and life insurance. If the teacher had a family plan, the district shall pay for a family plan. This payment shall be limited to two years for each accident or illness.
5. The District shall contribute 1% of the amount budgeted for teachers' salaries for each year in this agreement toward the premium for a dental insurance plan, but in no event shall the District pay 100% of any teacher's premium thereof.
6. Selection of the insurance carrier or carriers shall be made by a committee composed of the President or his/her designee, of MITA and MIAA together with the Superintendent of Schools or his/her designee. Votes on the committee's resolutions shall be weighted as follows: Superintendent -3; MITA-3; and MIAA-1.



7.A. Upon retirement, a teacher may elect to continue dental insurance and/or life insurance in the amount of \$50,000.00 provided said retiring teacher reimburses the district for the full premium costs of those insurances elected to be continued at the group rate.

B. Effective July 1, 1992, the district shall provide those retirees who were participants in the district's health insurance program on or after said date with the same health insurance in effect for active employees. Under the Empire Plan, the district is required to pay a minimum of fifty percent (50%) of the cost of individual coverage and thirty-five percent (35%) of the cost of family coverage.

In addition to the above, the district shall pay an additional two percent (2%) per year for each year of service in the district to a maximum of twenty-seven and a half (27 1/2) years or fifty-five percent (55%) towards the cost of a family plan. The total cost of the district's contribution toward a family plan shall be a maximum of ninety percent (90%)\* for the lifetime of the retired teacher in the district's group health plan;

or

The district will also pay an additional four percent (4%) per year for each year of service in the district to a maximum of twelve and one-half (12.5) years or fifty percent (50%) toward the cost of a single plan. The total cost of the district's contribution towards a single plan shall be a maximum of one hundred percent (100%) for the lifetime of the retired teacher in the district's group health plan.

\*Nothing contained herein is intended to negate any agreement the district has made with any individual teacher to provide one hundred percent (100%) coverage.

In the event that the district leaves the New York State Health Insurance Program, all of the following provisions shall apply:

The district will pay 2% per year for each year of service in the district to a maximum of 27 1/2 years (55%) towards the cost of a family plan for the lifetime of the retired teacher in the district's group health plan.

The district will pay 4% per year for each year of service in the district to a maximum of 25 years (100%) towards the cost of a single plan for the lifetime of the retired teacher in the group health plan.

C. Upon the death of a retired teacher who had a family plan, his/her spouse or domestic partner, and/or dependents will continue to be covered for two (2) full years at the retired teacher's percentage rate. If coverage is for one person (spouse or domestic partner, or one dependent), that person's coverage would automatically be converted to a single plan at the retired teacher's percentage rate provided he/she pays the balance for two (2) years. Thereafter, the full cost of the family plan or (converted) single plan must be assumed by the surviving spouse or domestic partner, and/or dependents in order for coverage to be continued at the group rate in the group plan.

8. Teachers who waive family health insurance shall receive \$3,500.00 or waive single health insurance shall receive \$2,500 or change from family health insurance to single health insurance shall receive \$2,000.00.

9. Effective July 1, 1994, the district shall establish a voluntary Cafeteria Plan to the extent permitted by the Internal Revenue Code. This shall contain the following elements:

1. A salary reduction plan for the purpose of paying medical, dental and optical costs.
2. A child care and elder care salary reduction plan.
3. At the teacher's option, "buy-out" funds arising from a waiver of health insurance as hereinbefore referred to for the purpose of establishing a medical, dental and optical reimbursement plan, and a child care and elder care expense reimbursement program.

10. Dual family health coverage shall not be permitted as of December 31, 2003.

- a. Dual coverage refers **only** to spouses or domestic partners who are **both actively employed by the Longwood School District**.
- b. Each spouse or domestic partner may elect to have a single health plan and therefore each may receive the sell back difference between a family plan and a single plan as stipulated under Article VII, Section 8 of the MITA/District contract, or
- c. One spouse or domestic partner may elect to have family health coverage and the other spouse or domestic partner may sell back his/her family health insurance coverage under the terms of Article VII, Section 8 of the MITA/District contract.
- d. Upon retiring, a spouse or domestic partner who has sold back his/her insurance may still elect to have a single plan in retirement, or a family plan in retirement unless the other spouse or domestic partner has elected a family plan.
- e. Upon retiring a spouse or domestic partner who has had a family plan during active employment may still elect to have a single plan in retirement, or a family plan in retirement unless the other spouse or domestic partner has elected a family plan.
- f. Nothing contained herein is intended to have any effect on individuals who have retired and/or will retire on or before December 31, 2003.
- g. Items a., b., c., d., e., and f. above shall be in full force and effect even after December 31, 2003.

11. Upon the death of an active teacher, the district shall pay the full premium cost for health insurance for that teacher's surviving spouse or domestic partner and/or dependents for two (2) full years. Thereafter, the full cost of the family plan or (converted) single plan must be assumed by the surviving spouse or domestic partner and/or dependents in order for coverage to be continued at the group rate in the group plan.

#### ARTICLE VIII Teaching Conditions

1. Where there is a wardrobe closet in a classroom or teaching station, said closet shall be provided with a workable lock prior to the first day of school.

2. Professional Planning:
  - A. The Administration may assign the period of time formally known as "common planning" to other professional activities excluding additional student contact time. (However, student tutorials may be conducted by a teacher, subject to the approval of his/her Administrator.) "Common planning" does not have to be at same time, building wide, or at the beginning or end of the day and it shall be 30 or more minutes.
  - B. A committee composed of MITA representatives shall be established to advise the Superintendent of Schools and/or his/her designee, i.e., a Building Principal, regarding utilization of this period of time. However, such advisory committee shall not diminish the authority of the Superintendent of Schools to schedule such time in his/her discretion pursuant to Section 2-A hereof.
  - C. The position of House Captain shall be continued. The time that previously was assigned, known as "common planning", shall be professionally assigned in the discretion of the Superintendent of Schools.
  - D. Nothing herein is intended to permit the assignment of teachers during the period formally known as "common planning" to non-professional duties.
3. Teachers shall not be required to be involved in the distribution of, collection of, or accounting for forms and funds for commercial enterprises, such as student insurance or student pictures.
4. The District shall provide each teacher with a lockable two drawer file prior to the first day of school.
5. All teachers shall be given a duty-free uninterrupted lunch period of at least forty (40) minutes each day.
6. All teachers shall have a preparation period which shall average thirty (30) or more minutes per day.
7. A list of clerical duties not to be performed by MITA personnel will be placed in the District teachers' handbook and distributed to all professional staff. Teachers shall be permitted access to reproduction machines during periods of time designated by the Administration, which access shall not be unreasonably withheld.
8. Scheduled instructional time will not be interrupted, cancelled or curtailed except in an emergency situation.
9. Class size:
  - (a1) To the extent possible, the district shall utilize a class size of twenty-nine (29) for planning purposes for grades 3-12, and class size of twenty-six (26) for grades K-2.

The planning period continues through each June 30, for each subsequent September. The aforementioned class sizes of twenty-six (26) and twenty-nine (29) shall not refer to averages.

(a2) To the extent possible, the district shall maintain a maximum class size of twenty-nine (29) for grades 3-12 and twenty-six (26) for grades K-2. The aforementioned class sizes of twenty-six (26) and twenty-nine (29) shall not refer to averages. However, the district may increase the class size of a particular class or classes, section or sections within the following limitations:

- 1) Elementary - In the event a teacher at the elementary level is required to instruct 32 to 33 students, said teacher shall receive a daily stipend in the amounts per day as indicated below for the 32nd child and for the 33rd child, after the first month of assignment of the child to his/her class. In the event of the proposed assignment of the 34th child to a class, the procedures set forth in Paragraph (b) below shall apply. Additionally, at the elementary level, each special area teacher who is required to teach an average class size of 32 children, shall receive a daily stipend after the first month of assignment of the said 32nd child to his/her average class in the amounts per day indicated below. In the case of an average class size of 33, the teacher shall receive a daily stipend after the first month of assignment of the said 33rd child to his/her average class in the amounts per day indicated below. In the event of the proposed assignment of a 34th child to his/her average class size the procedures set forth in Paragraph (b) below shall apply.

Elementary Art, Music, and Physical Education teachers shall be credited for one (1) class/section in their work load for each 12 students mainstreamed into their classes.

	<u>7/03</u>	<u>2/04</u>	<u>7/04</u>	<u>2/05</u>	<u>7/05</u>	<u>2/06</u>	<u>7/06</u>	<u>2/07</u>	<u>7/07</u>
A. 32 students	\$5.33	\$5.41	\$5.52	\$5.61	\$5.72	\$5.86	\$5.98	\$6.13	\$6.37
B. 33 students	\$6.65	\$6.75	\$6.89	\$6.99	\$7.13	\$7.31	\$7.45	\$7.64	\$7.94

C. 34 students - refer to the procedure set forth in paragraph (b) below.

- 2) Secondary - to the extent possible, teachers shall not have a total student register in excess of 145. In the event any teacher's student load exceeds 155 they will be compensated as follows:

	<u>7/03</u>	<u>2/04</u>	<u>7/04</u>	<u>2/05</u>	<u>7/05</u>	<u>2/06</u>	<u>7/06</u>	<u>2/07</u>	<u>7/07</u>
A. 156-160 students	\$5.33	\$5.41	\$5.52	\$5.61	\$5.72	\$5.86	\$5.98	\$6.13	\$6.37
B. 161-165 students	\$6.65	\$6.75	\$6.89	\$6.99	\$7.13	\$7.31	\$7.45	\$7.64	\$7.94

C. Above 165 refer to the procedure set forth in paragraph (b) below.

(b) The parties have agreed to a procedure, dated 3/7/78, that shall apply to classes that exceed the limits of class size set forth above. Said procedure is incorporated by reference herein.

(c) The District and MITA agree to establish a committee to examine the practices of mainstreaming special education students and its effect on class size. The committee shall make recommendations to the Superintendent of Schools. Such recommendations shall be only advisory in nature.

10. Staff responsible for preparing Phase II I.E.P.'s will have available one day to prepare I.E.P.'s.

11. The District and MITA agree to establish a six-member on-going committee to examine the current trends in the professionalization of teaching. MITA shall appoint the three teacher members of the committee. The Superintendent of Schools shall appoint the three administrators.

Topics for discussion by the committee shall include: observation/evaluation forms, student attendance policy procedures, teacher goal setting and measurement, professional attire, and volunteer programs.

All meetings shall be scheduled during the school day at times agreeable to the six committee members.

No recommendation or report will be issued by this committee unless five of its members are in agreement with the recommendation or the contents of any report the committee may generate. Any recommendations or reports shall be sent to the Superintendent of Schools and the MITA President and shall be advisory only.

Nothing contained in this section is intended to negate or diminish any rights an individual teacher has by contract or by law. Nothing contained in this section is intended to negate, alter or expand any portion of the MITA/District contract without the express consent of both MITA and the District..

12. 1. A joint committee shall be formed consisting of three (3) teachers appointed by the President of MITA and three (3) administrators appointed by the Superintendent. The Committee shall conduct a comprehensive review of teacher safety concerns in the District. The Committee shall issue a report of its findings and recommendations to the Superintendent annually for serious consideration.

2. Any teacher who suffers the theft of or damage to personal property arising from a student assault or misconduct, or as a result of appropriate physical intervention with a pupil(s) engaging in misconduct, shall be reimbursed up to two hundred and fifty dollars (\$250.00) by the District per incident. The teacher shall provide the district with proof of the value of his/her personal property damaged which may include receipts and/or an affidavit establishing the fair market value of the damaged or stolen item.

3. Any teacher who suffers physical injury or illness arising from a student assault or misconduct, or as a result of appropriate physical intervention with a pupil(s) engaging in misconduct, shall be made whole with respect to any sick leave used due to the physical injury or illness. Upon the district's receipt of the determination that the illness or injury is compensable under the Worker's Compensation plan provided by the district, any sick leave previously used by the teacher shall be re-credited to the teacher. Any additional absence from work shall not be charged to sick leave. However, in no event shall the entire paid leave exceed five (5) months per incident. The District shall retain any payments for lost wages granted by Worker's Compensation, not to exceed the sum of Worker's Compensation payments for up to the five (5) month paid leave period.

In the event that the teacher's absence is less than seven (7) days and therefore not compensable under Worker's Compensation, restoration of used sick leave shall be made

---

at the discretion of the Superintendent of Schools based upon a review of the incident and any required medical verification.

13. A teacher who is physically assaulted shall be permitted to have a violent student(s) immediately and/or permanently removed from his/her class.

14. A teacher who has been involved in an incident of physical violence shall be permitted to have meaningful input into decisions about the placement of the student(s) from that incident.

15. A teacher who has been seriously threatened with physical violence or who has been assaulted will be temporarily released from teaching responsibilities on the day of the incident if this is requested by the teacher.

#### ARTICLE IX Total Professional Evaluation

1. Evaluation of teachers shall be for the purpose of improving the instructional program as well as the total professional performance exclusive of lunch, preparation, and the period of time known as professional planning periods.

2. Classroom observations shall be conducted openly. No eavesdropping, public address, audio system or similar surveillance devices shall be used for such observations.

3. A copy of classroom observation reports and/or any observation of professional performance during the work day shall be given to the teacher observed before it is submitted to the Central Office or placed in the teacher's personal file.

4. Classroom observations for the purpose of evaluation need not be announced to the teachers in advance.

5. Non-tenure teachers shall be observed at least three (3) times a year except during September and June. The only exception to this will be teachers hired after March 1st of that school year.

6. Classroom observations shall be of a duration to be meaningful and shall be performed by supervisory personnel.

7. Any written report of observation of a teacher's professional performance during the work day shall be discussed with the teacher observed within five (5) school days after the observation unless such discussion is prevented by illness, absence, or is determined unnecessary by both the principal and teacher. The reports and conferences should be of a constructive nature, i.e., suggestions for improvement, etc.

8. Any written observation which included a statement of unsatisfactory professional performance shall also include recommendations for the improvement of this

unsatisfactory performance. Subsequent observations should include, but not be limited to correction or lack of correction of this unsatisfactory performance.

9. A teacher shall have the right to record any response he/she wishes on any written observation/evaluation form before the form is in the teacher's file. The required teacher's signature on any observation/evaluation form is for the purpose of indicating receipt of the form. A copy of the observation/evaluation form shall subsequently be filed in the Central Office.

10. A teacher shall have the right to see his/her official file pertaining to his/her professional status at the Central Office in the presence of one of the personnel of the Central Administration Office, except for confidential materials such as college transcripts and references, upon two (2) days notice to the Central Administration Office. Viewing the official file shall take place on the teacher's free time.

11. No tenured teacher will be disciplined, dismissed, reduced in rank or compensation, or deprived of any professional advantages without just cause.

12. Material will be removed from the files when a teacher establishes that it is inaccurate, untrue, or unproven.

13. Any computer presently installed or to be installed in the future shall not be used for the purpose of teacher evaluation.

14. Tenured teachers shall be observed at least once per year, excluding the months September and June.

15. Observations and evaluations may be performed by administrators and department chairpersons. Evaluations may specifically reference observations done by other administrators and/or department chairpersons during that current year.

16. All teachers shall receive their annual evaluations on or before May 1st.

#### ARTICLE X Special Teaching Assignments

1. In making assignments for home tutoring, summer school teaching and adult education, teaching preference shall be given to qualified teachers regularly employed in the District. A teacher who has taught in the above programs in the District during the previous session shall be reassigned except that such teachers need not be assigned if, in the opinion of the District Administration, who shall have the final decision, service was less than satisfactory or there is other justifiable cause. Evaluation in the programs shall follow the guidelines set forth in Article IX.

a) A teacher who has taught in the summer school for two (2) consecutive sessions shall not be guaranteed employment and the District shall be free to hire said \_\_\_\_\_

teacher or any other teacher, even if said teacher's service has been satisfactory. In such an event, the Superintendent of Schools need not demonstrate "other justifiable cause."

2. All professional positions vacant or newly created shall be advertised in the personnel bulletin as soon as possible.

3. Compensation for home tutoring and adult education shall be at the rate of:

\$41.26 per hour as of July 1, 2003  
 \$41.88 per hour as of February 1, 2004  
 \$42.72 per hour as of July 1, 2004  
 \$43.36 per hour as of February 1, 2005  
 \$44.22 per hour as of July 1, 2005  
 \$45.33 per hour as of February 1, 2006  
 \$46.24 per hour as of July 1, 2006  
 \$47.39 per hour as of February 1, 2007  
 \$49.26 per hour as of July 1, 2007

After five (5) hours, the teacher will be paid for the sixth (6th) hour as a prep. The payment for the prep time does not apply to adult education.

4. Compensation for curriculum writing shall be at the rate of:

\$33.27 per hour as of July 1, 2003  
 \$33.77 per hour as of February 1, 2004  
 \$34.45 per hour as of July 1, 2004  
 \$34.96 per hour as of February 1, 2005  
 \$35.66 per hour as of July 1, 2005  
 \$36.55 per hour as of February 1, 2006  
 \$37.29 per hour as of July 1, 2006  
 \$38.22 per hour as of February 1, 2007  
 \$39.73 per hour as of July 1, 2007

5. Compensation for summer school will be paid on the basis of:

No. of Classes

	1st Year	2nd Year	3rd Year
July 1, 2003			
1	\$2,396	\$2,529	\$2,664
2	\$4,792	\$5,057	\$5,323
2.5	\$5,990	\$6,323	\$6,656
3	\$7,186	\$7,588	\$7,987
July 1, 2004			
1	\$2,481	\$2,618	\$2,758
2	\$4,961	\$5,236	\$5,511
2.5	\$6,202	\$6,546	\$6,890
3	\$7,440	\$7,856	\$8,269
July 1, 2005			
1	\$2,568	\$2,710	\$2,856
2	\$5,136	\$5,420	\$5,706
2.5	\$6,421	\$6,777	\$7,134
3	\$7,702	\$8,133	\$8,560



No. of Classes	1st Year	2nd Year	3rd Year
July 1, 2006			
1	\$2,685	\$2,834	\$2,986
2	\$5,370	\$5,667	\$5,965
2.5	\$6,713	\$7,086	\$7,458
3	\$8,053	\$8,503	\$8,950
July 1, 2007			
1	\$2,861	\$3,019	\$3,181
2	\$5,722	\$6,038	\$6,356
2.5	\$7,153	\$7,550	\$7,947
3	\$8,580	\$9,060	\$9,536

6. One sick day shall be provided for all teachers in the summer school program, etc.

## ARTICLE XI Leaves

1. **SICK LEAVE**
- A. After three (3) years service in the district teachers will be granted twelve (12) days sick leave per year cumulative to 180 days.
- B. Teachers will less than three (3) years service in the District shall be granted ten (10) days sick leave cumulative to 180 days.
- C. After a teacher has accumulated eighty (80) unused days of sick leave, the teacher shall have the option of adding future unused days of sick leave to the cumulative total thereof to a maximum of 180 days or being paid 1 1/2 times the substitute teacher's per diem rate of pay per day for fifty (50) per cent of such annual unused days of sick leave with the balance thereof added to the cumulative total to a maximum of 180 days.
- D. In an effort to promote and reward good attendance, all teachers who complete any given school year with no absences which require the use of Sick and/or Personal Days shall be given a bonus of five hundred dollars (\$500.00). Teachers using a total of 1 to 4 Sick or Personal Days shall be paid according to the following schedule:

Total of 1 day = \$400 bonus  
 Total of 2 days = \$300 bonus  
 Total of 3 days = \$200 bonus  
 Total of 4 days = \$100 bonus

The District reserves the right to cancel the plan for the next following school year if in its judgment, the plan has not improved attendance. Bonus monies shall be paid following the closing of that school year.

- E. Effective immediately teachers who are retiring shall be permitted to sell back accumulated days of sick leave up to a total of 180 days at 1 1/2 times the substitute teacher rate per day.

2. **TEACHER ATTENDANCE REVIEW**

Both the District and MITA agree to work cooperatively to improve teacher attendance wherever possible.

If the District believes that a teacher has had an excessive amount of absence or has a pattern of absence, that teacher may be required to meet with the Assistant Superintendent and the teacher's administrator or supervisor, accompanied by the 1st Vice President of MITA to discuss his/her complete attendance record.

Following this meeting, a letter reviewing the discussion which took place at the meeting may be sent to the teacher by the Assistant Superintendent. The teacher has the right to affix his/her response to this letter.

If after a reasonable period of time following this meeting, the Assistant Superintendent still feels that the alleged problem persists, he/she may cite his/her concerns in written form to the teacher, as well as initiate whatever action he/she deems appropriate, consistent with the terms of the contract and the law, in order to correct the alleged problem. The teacher has the right to affix his/her response to this letter.

Nothing contained herein shall be construed to be a prerequisite to the initiation of any disciplinary proceeding. Nothing contained herein shall abridge any rights said teacher has by contract or by law.

3. **VOLUNTARY SICK BANK**

The District shall recognize and permit the establishment by MITA of a Sick Bank for the purpose of covering teachers stricken with catastrophic illness or accidents with the extension of needed sick leave after they have exhausted all of their accumulated leave.

The main purpose of the Sick Bank is to allow teachers with real needs for additional days to receive these days with no loss of pay.

Another purpose is to encourage teacher responsibility in use of sick days and to make teachers fully aware of the impact both financial and educational of teacher absence.

A committee shall be formed by MITA and the District, which shall establish by-laws and regulations under which the Sick Bank will conduct its operations. The committee shall consist of the Superintendent of Schools, the Assistant Superintendent, the President of MITA, the First Vice President of MITA and one Building Representative from each school building.

This Sick Bank Committee shall operate and maintain the Sick Bank and shall meet semi-annually and/or as needed. Monthly reports of total days available and total days used shall be reported to the District and to MITA by the secretary to the committee.

Any teacher (as used herein the word "teacher" refers to all employees covered by the MITA/District contract's recognition clause) shall be eligible to enroll in the MITA/District Sick Bank. All enrollments in the Sick Bank are and henceforth shall remain voluntary. Only teachers who are contributors to the Sick Bank shall be eligible to receive days from the Sick Bank.

During the first year of the Sick Bank's operation, enrolling teachers must assign no fewer than two (2) sick days to the Bank. However, teachers wishing to assign more than two (2) days may assign up to ten days.

In subsequent years any teacher may assign up to one half of that given year's sick days, with a two (2) day per year minimum requirement in order to remain in the Sick Bank. Two (2) days shall remain the minimum number of days necessary for new enrollments.

For the year in which they are granted, Personal Days shall not be considered as Sick Days by the Sick Bank.

Any teacher requesting sick days shall have his/her need reviewed by the Sick Bank Committee (the membership of which is outlined below.\*) This Sick Bank Committee shall have the right to assign days to said teacher depending on said teacher's needs, the number of days available in the bank, and the best interests of the District. At no time shall the Sick Bank be allowed to extend more days than the total in the bank at that given time.

Since all membership is voluntary, any enrolled teacher may elect to resign from the Sick Bank at the end of June or upon termination of employment in the District.

In instances of dispute regarding whether a particular case meets the requirements of being "catastrophic," a neutral third party shall act as an impartial arbitrator. His/her decision shall be binding on all parties.

\*For purposes of approving requests, the Committee shall be comprised of Superintendent, Assistant Superintendent, President of MITA, 1st Vice President of MITA, and Building Representative of the requestor.

#### 4. PERSONAL LEAVE

A teacher may have five (5) personal leave days without loss of pay for personal business, family or religious matters not capable of performance outside school hours. Any personal leave days not used in each year shall be added, along with unused sick days, to that teacher's accumulation of sick day total.

No personal leave days may be taken on the day before, or the day after, a holiday or school recess period except for good cause shown, upon the prior written approval of the Superintendent of Schools or his/her designee, except in the event of an emergency.

#### 5. COURT APPEARANCE

- A. No pay shall be withheld by the School District from any teacher serving on Jury Duty. However, any funds received from the court, except for transportation expense, shall be turned over to the District.
- B. Teachers required by subpoena to appear as a witness not in a case wherein the teacher is a party shall not lose pay for the time required.

6. UNPAID LEAVE OF ABSENCE

A leave of absence of up to one (1) year without pay may be granted to any teacher upon application for the purpose of participating in exchange teaching programs in other states, territories or countries, or for the purpose of participating in foreign or military teaching programs, or for the purpose of service in the Peace Corps, Teacher Corps or Job Corps, or engaging in a cultural travel or work program related to his/her professional responsibilities. Credit for the service and/or education is to be on an individual case basis subject to the approval of the Board on the recommendation in advance of the granting of the leave and shall be subject to satisfactory completion of the purpose for which the leave is granted.

With the exception of medical and/or emergency leaves, the term of all leaves shall coincide with the school year or semester and must be requested six (6) weeks prior to their commencement.

Any teacher with ten (10) or more years of service in the district may request and shall be granted a leave of absence for one (1) year without pay which may be granted for career exploration. This leave may not be consecutive with any other leaves.

7. ILLNESS IN THE FAMILY

A leave of absence of up to one (1) year without pay may be granted to any teacher upon application wherein the teacher shall verify that a member of the said teacher's family or a teacher's domestic partner is seriously ill and requires the said teacher's full time presence for the care of the ill person. Application therefore shall be made in writing and shall be subject to the approval of the Board. Action on such application by the Board shall not be subject to the grievance procedure. A teacher taking such leave shall not advance upon the salary schedule while on leave or at the end thereof, but shall be placed on the basis of the next step to which such teacher would be entitled at the beginning of the leave. Such a leave granted to a non-tenure teacher shall not be credited toward the achievement of tenure. A leave, if granted under this section, may not be terminated prior to its normal termination date, except upon approval of the Board.

8. DEATH IN THE IMMEDIATE FAMILY

A maximum of five (5) days per each occurrence shall be granted without loss of pay for absence due to death in the immediate family of the teacher, not to be deducted from sick leave. For the purpose of this provision, the immediate family is defined as anyone of the following: husband, wife, domestic partner, child, father, mother, brother, sister, grandfather, grandmother, mother-in-law, father-in-law, grandchild, brother-in-law, sister-in-law, daughter-in-law, son-in-law, stepdaughter, stepson, stepmother, stepfather, stepgrandchildren, stepbrother, stepsister, or relative living with and dependent on the family. In the case of the death of a more distant relative or a close friend, absence shall be permitted under the personal leave provisions hereinafter set forth.

9. BIRTH OF MALE TEACHER'S CHILD

One (1) day's leave shall be granted without loss of pay to a teacher for the birth of his child.

10. MATERNITY/CHILD CARE

A. Present maternity/child care leave provisions as provided by law shall continue in full force and effect.

B. A teacher adopting a child requiring personal care may receive a leave which shall commence at the time said teacher receives custody of the child to be adopted.

11. PROFESSIONAL CONFERENCES

Teachers designated by MITA as voting delegates of the New York State United Teachers, AFT, AFL-CIO or the New York State Retirement Systems shall be granted such leave with pay as is necessary to discharge their obligations as such voting delegates. The number of delegates shall not exceed six (6).

12. A committee shall be established composed of two (2) teachers appointed by the President of MITA and two (2) Administrators appointed by the Superintendent of Schools to study and thereafter make a recommendation regarding retirement incentive plans and a sick leave bank. When the committee issues a report, the same shall be provided to MITA and the district.

13. A domestic partnership is one in which you and your partner are 18 years of age or older, unmarried and not related by marriage or blood in a way that would bar marriage, living together, involved in a lifetime relationship and financially interdependent. The partners must be each other's sole domestic partner and must have been in the partnership for six months and be able to provide proof of shared residency and financial interdependence.

A teacher may voluntarily register his/her domestic partner with the district in advance by supplying documentation as outlined in the above paragraph for the purpose of accessing Article XI, Sections 3, 7, and 8. If that individual is not registered as a domestic partner, the teacher will have to provide the above documentation to prove that relationship before accessing the abovementioned sections.

ARTICLE XII  
Professional Behavior

1. Teachers shall comply with reasonable rules, regulations and directions of the District and their superiors except that a teacher may refuse to carry out a direction which threatens physical safety or is offensive to generally accepted moral standards.

2. Any complaint regarding a teacher's professional performance made to the Administration shall be called to the teacher's attention and the teacher shall have an opportunity to respond to such complaint. If the complaint is filed in the teacher's record, the teacher's response thereto will also be filed. (The provisions of Article IX (12) shall apply to the foregoing.)

3. A teacher called in for a reprimand by a superior shall have the right to have his/her MITA representative, counsel, or any other party of his/her choice present.

### ARTICLE XIII Professional Improvement

1. The present District policy as to salary credit for college or university work as approved by the Superintendent of Schools shall be maintained.

2. A teacher may receive up to a maximum of 30 in-service credits for pay purposes, but not more than 15 before obtaining a Master's Degree, all subject to the Superintendent's approval.

3. Within budget guidelines, arrangements shall be made by the District for after school courses, workshops, conferences and programs designed to improve the quality of education. MITA may make recommendations to the administration for such programs. The District shall make the final decision.

4. Within budget guidelines, the District shall pay membership dues for the school in recognized professional organizations upon approval of the Superintendent of Schools.

5. The District shall grant credit for salary increments for SCOPE courses subject to the provisions of Section 2 of this Article.

6. The District shall offer one (1) in-service course a year for teachers from a list provided by MITA worth three (3) in-service credits. The Superintendent of Schools shall make the final decision as to which course, if any, shall be offered.

7. A committee shall be formed composed of MITA members and Administration designees in equal numbers to discover possible methods of increasing MITA member productivity and to report its findings jointly to the District Administration and the MITA Board of Trustees.

8. In an effort to improve instruction, the Assistant Superintendent shall review the observations and evaluations of teachers which contain negative ratings.

Those teachers whose observation(s) and/or evaluation(s) contain unsatisfactory rating(s) may be directed to attend a meeting with the Assistant Superintendent and said teacher's principal and/or administrator accompanied by the MITA 1st Vice President. All parties shall attempt to make constructive suggestions for said teacher's improvement. Following that meeting the Assistant Superintendent may make further suggestions for course work which shall be intended to improve the teacher's

performance in the area(s) of alleged weakness in the teacher's skill(s) and/or knowledge.

If the teacher elects to take any suggested courses, the District shall pay all costs associated with the course, including the course fee, mileage allowance, books and materials, and compensation at the rate of 1/1400th of the teacher's salary for each hour of attendance at the course if the course meets outside of the teacher's regular work day. Or the teacher may elect to take such courses for salary credit in lieu of any payments.

Teachers who elect not to take these courses on a voluntary basis and whose performance continues to receive unsatisfactory rating(s) may be directed to take one course per semester in an area chosen by the Assistant Superintendent, the purpose of which shall be to improve that teacher's effectiveness. These courses would be funded in the same manner as those listed above.

The affected teacher may appeal to the Assistant Superintendent for other consideration if the suggested and/or mandated course work presents a particular hardship. The Assistant Superintendent shall recommend alternative courses or activities, wherever possible.

Nothing herein shall be construed to be a prerequisite to the initiation of any disciplinary proceeding. Nothing contained herein shall abridge any rights said teacher has by contract or by law.

#### ARTICLE XIV Grievance Procedure

##### GRIEVANCE PROCEDURES FOR CERTIFIED EMPLOYEES

###### Definitions:

1. Certified Employee shall mean any employee whose position requires certification by the State Education Department or any group of such employees. It shall include all professional personnel other than the Building Principals, Assistant Principals, Superintendent of Schools and Assistant Superintendent of Schools.
2. Building Principal shall mean that person directly responsible for the administration of a particular school building with the District.
3. Superintendent of Schools shall mean the chief school administrator of the LONGWOOD CENTRAL SCHOOLS.
4. A Representative shall mean the person designated by the aggrieved teacher as his/her counsel or to act in his/her behalf.
5. Grievance hereunder shall mean any claimed violation, misinterpretation or inequitable application of the terms of this agreement, but shall not include any matter involving rate of compensation and retirement benefits.

###### BASIC PRINCIPLES

1. It is the intent of these procedures to provide for the orderly settlement of difference in a fair and equitable manner. The resolution of a grievance at the earliest stage is encouraged.

2. A teacher shall have the right to present a grievance in accordance with these procedures, free from coercion, interference, restraint, discrimination or reprisal.
3. A teacher shall have the right to be represented at any stage of the procedure by a person of his/her choice.
4. Each party to a grievance shall have access at reasonable times to all written statements and records pertaining to such case.
5. All hearings shall be confidential.
6. It shall be the responsibility of the Superintendent of Schools to take such steps as may be necessary to give force and effect to these procedures. Each Building Principal shall have the responsibility to consider promptly each grievance presented to him/her and make a determination within the authority delegated to him/her within the time specified in these procedures.
7. A grievance shall not be accepted at the informal stage if filed more than one (1) year from the date of the grievance.

#### PROCEDURES

1. **Informal Stage.** The aggrieved teacher shall orally present his/her grievance to the Building Principal who shall orally and informally discuss the grievance with the aggrieved teacher. The discussion and resolution of grievance at the first stage shall be held within three (3) business days of the initial presentation. If such grievance is not satisfactorily resolved at the first stage, such employee may proceed to the second stage.
2. **Second Stage.** The second procedural stage shall consist of a request for the aggrieved employee for a review and determination (within the following five (5) business days) of his/her grievance by the Superintendent of Schools or his/her designee. In such case, the aggrieved person and his/her immediate supervisor shall each submit to the Superintendent of Schools or his/her designee a written statement setting forth the specific nature of the grievance and facts relating thereto. Thereupon, within five (5) business days, the Building Principal shall appear at an informal hearing at which the teacher, or his/her representative may present oral and written statements. The final determination of the second stage of this grievance procedure shall be made by the Superintendent of Schools or his/her designee within (5) five business days.
3. **Third Stage**
  - A. If MITA is not satisfied with the disposition of the grievance at State Two, or no decision has been rendered with the time limit specified above, MITA may submit a written demand for arbitration to the American Arbitration Association. MITA will notify the Superintendent of Schools that it has taken this action. The rules of the American Arbitration for "voluntary labor arbitration" shall apply. The parties reserve the right to mutually agree to an arbitrator other than one proposed by the American Arbitration Association.



- B. The person appointed by the American Arbitration Association shall hold a hearing within five (5) days of the date of his/her appointment or at any other time with the mutual agreement of the parties.
- C. At said hearing each party shall present his or her proofs in the form of testimony and/or documents and shall have the right to be represented by a person of his/her own choosing.
- D. The person rendering binding arbitration shall make his/her report within five (5) days after the close of the hearing in writing with copies to each party, the Administration, the Board, and MTA.
- E. The cost of each binding arbitration, i.e., fees of person named, shall be paid by the party not sustained.
- F. Binding arbitration shall be limited to items covered in this contract.
- G. The arbitrator shall be without authority to add to, change or modify the terms of this agreement.

ARTICLE XV  
Guidance Counselor

1. A guidance counselor shall be paid a differential of :

\$2,130 as of July 1, 2003  
\$2,162 as of February 1, 2004  
\$2,205 as of July 1, 2004  
\$2,238 as of February 1, 2005  
\$2,283 as of July 1, 2005  
\$2,340 as of February 1, 2006  
\$2,387 as of July 1, 2006  
\$2,446 as of February 1, 2007  
\$2,543 as of July 1, 2007

2. Guidance counselors shall work two (2) days in addition to the normal work year for a teacher: one (1) day prior to the beginning of the school year and one (1) day after the end of the school year; and seven (7) evenings (not to exceed 2 hours per meeting) per year, per counselor, in addition to those specified in Article IV, Section 8. Should the District find it necessary, it may require that these two (2) days be performed directly after the end of the school year or prior to the beginning of the school year for a total of no more than two (2) days.

ARTICLE XVI  
Department Chairpersons

1. The salary work load schedule in effect in the District in the 2003-2004, 2004-2005, 2005-2006, 2006-2007, and 2007-2008 school years for Department Chairpersons shall be as follows:

No. of Teachers in Dept. (Incl. chrprs)	Step 1	Step 2	Step 3
<b>July 1, 2003</b>			
1-12	\$3,663	\$3,992	\$4,327
13+	\$3,992	\$4,327	\$4,658
<b>February 1, 2004</b>			
1-12	\$3,718	\$4,052	\$4,392
13+	\$4,052	\$4,392	\$4,728
<b>July 1, 2004</b>			
1-12	\$3,792	\$4,133	\$4,480
13+	\$4,133	\$4,480	\$4,823
<b>February 1, 2005</b>			
1-12	\$3,849	\$4,195	\$4,547
13+	\$4,195	\$4,547	\$4,895
<b>July 1, 2005</b>			
1-12	\$3,926	\$4,279	\$4,638
13+	\$4,279	\$4,638	\$4,993
<b>February 1, 2006</b>			
1-12	\$4,024	\$4,386	\$4,754
13+	\$4,386	\$4,754	\$5,118
<b>July 1, 2006</b>			
1-12	\$4,105	\$4,474	\$4,849
13+	\$4,474	\$4,849	\$5,220
<b>February 1, 2007</b>			
1-12	\$4,207	\$4,586	\$4,970
13+	\$4,586	\$4,970	\$5,351
<b>July 1, 2007</b>			
1-12	\$4,373	\$4,767	\$5,166
13+	\$4,767	\$5,166	\$5,562

2. Department Chairpersons may apply for additional work at the end of the regular school year to be compensated at the rate of 1/200th of annual salary per day. Application for such additional work shall be made through the Building Principal and shall be subject to the approval of the Superintendent of Schools. Notification of employment opportunities shall be made by April 1.

3. If the service of a Department Chairperson is needed, the Superintendent of Schools may require additional work beyond the school year at the same rate of pay. Department Chairpersons may delegate such work to a substitute subject to the approval of the Superintendent of Schools.

ARTICLE XVII  
House Captains

1. House Captains shall receive a differential of:

- \$3,992 as of July 1, 2003
- \$4,052 as of February 1, 2004
- \$4,133 as of July 1, 2004
- \$4,195 as of February 1, 2005
- \$4,279 as of July 1, 2005
- \$4,386 as of February 1, 2006
- \$4,474 as of July 1, 2006
- \$4,586 as of February 1, 2007
- \$4,767 as of July 1, 2007

2. House Captains shall be released from two (2) periods per day.

3. House Captains shall supervise lunch duty for one (1) period per day.

ARTICLE XVIII  
Coaches/Working Conditions and Compensation

1. In season coaches will report to daily practices at the prescribed time set by the head coach and the athletic director.

2. Head coaches shall be evaluated immediately following termination of the season. The status of that coach's position will be indicated for the following year by the athletic director. Assistant coaches will be evaluated through a series of conferences between the head coach and the athletic director.

3. Coaches' salaries shall be paid in two (2) equal installments upon completion of 1/2 of the season and at the end of the season.

4. Coaches are not expected to become involved in maintenance or custodial duties.

5. Any professional staff member of the District may assume coaching responsibilities on any level based on his/her individual talent and time commitments.
6. A committee composed of the athletic director, a representative of MITA and the Superintendent's designee shall determine the weighting for existing and/or new sports.

GROUP A	GROUP B	GROUP C	GROUP D	GROUP E
100%	95%	90%	85%	80%
Football	Basketball Wrestling	Field Hockey Gymnastics Baseball Soccer Softball Sp. Track Wt. Track Lacrosse Cheerleading Lionettes	Cross Country Tennis Volleyball Golf Bowling Step Squad	Athletic Trnr. Equipment Mgr. Athletic Mgr.

	A	B	C	D	E
HEAD VARSITY (.10)	100%	95%	90%	85%	80%
VARSITY ASS'T. (.07)	85%	80%	75%	70%	65%
HEAD JUNIOR VARSITY (.05)	75%	70%	65%	60%	55%
JUNIOR VARSITY ASS'T. (.03)	65%	60%	55%	50%	45%
JUNIOR HIGH (7-9) (.01)	60%	55%	50%	45%	40%
JV-9 (88% of HEAD J V COACHING SALARIES)					

## JULY 1, 2003 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 6,389	\$ 6,070	\$ 5,751	\$ 5,432	\$ 5,113
VARSITY ASST.	\$ 5,432	\$ 5,111	\$ 4,792	\$ 4,472	\$ 4,154
HEAD JR. VARSITY	\$ 4,792	\$ 4,472	\$ 4,154	\$ 3,832	\$ 3,515
JR. VARSITY ASST.	\$ 4,154	\$ 3,832	\$ 3,514	\$ 3,195	\$ 2,875
JUNIOR HIGH	\$ 3,832	\$ 3,514	\$ 3,195	\$ 2,875	\$ 2,557
JV-9	\$ 4,216	\$ 3,934	\$ 3,655	\$ 3,372	\$ 3,093

## FEBRUARY 2004 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 6,485	\$ 6,161	\$ 5,837	\$ 5,513	\$ 5,190
VARSITY ASST.	\$ 5,513	\$ 5,188	\$ 4,864	\$ 4,539	\$ 4,217
HEAD JR. VARSITY	\$ 4,864	\$ 4,539	\$ 4,217	\$ 3,890	\$ 3,568
JR. VARSITY ASST.	\$ 4,217	\$ 3,890	\$ 3,567	\$ 3,243	\$ 2,919
JUNIOR HIGH	\$ 3,890	\$ 3,567	\$ 3,243	\$ 2,919	\$ 2,595
JV-9	\$ 4,279	\$ 3,993	\$ 3,709	\$ 3,423	\$ 3,139

## JULY 1, 2004 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 6,615	\$ 6,284	\$ 5,954	\$ 5,623	\$ 5,294
VARSITY ASST.	\$ 5,623	\$ 5,292	\$ 4,961	\$ 4,630	\$ 4,301
HEAD JR. VARSITY	\$ 4,961	\$ 4,630	\$ 4,301	\$ 3,967	\$ 3,639
JR. VARSITY ASST.	\$ 4,301	\$ 3,967	\$ 3,638	\$ 3,307	\$ 2,977
JUNIOR HIGH	\$ 3,967	\$ 3,638	\$ 3,307	\$ 2,977	\$ 2,647
JV-9	\$ 4,364	\$ 4,073	\$ 3,784	\$ 3,491	\$ 3,202

## FEBRUARY 2005 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 6,714	\$ 6,379	\$ 6,043	\$ 5,708	\$ 5,373
VARSITY ASST.	\$ 5,708	\$ 5,371	\$ 5,036	\$ 4,699	\$ 4,366
HEAD JR. VARSITY	\$ 5,036	\$ 4,699	\$ 4,366	\$ 4,027	\$ 3,694
JR. VARSITY ASST.	\$ 4,366	\$ 4,027	\$ 3,693	\$ 3,357	\$ 3,022
JUNIOR HIGH	\$ 4,027	\$ 3,693	\$ 3,357	\$ 3,022	\$ 2,687
JV-9	\$ 4,430	\$ 4,134	\$ 3,840	\$ 3,544	\$ 3,250

## JULY 1, 2005 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 6,848	\$ 6,508	\$ 6,164	\$ 5,822	\$ 5,461
VARSITY ASST.	\$ 5,822	\$ 5,478	\$ 5,136	\$ 4,793	\$ 4,453
HEAD JR. VARSITY	\$ 5,136	\$ 4,793	\$ 4,453	\$ 4,107	\$ 3,767
JR. VARSITY ASST.	\$ 4,453	\$ 4,107	\$ 3,766	\$ 3,424	\$ 3,082
JUNIOR HIGH	\$ 4,107	\$ 3,766	\$ 3,424	\$ 3,082	\$ 2,741
JV-9	\$ 4,519	\$ 4,217	\$ 3,917	\$ 3,614	\$ 3,315

## FEBRUARY 2006 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 7,020	\$ 6,669	\$ 6,318	\$ 5,967	\$ 5,618
VARSITY ASST.	\$ 5,967	\$ 5,615	\$ 5,265	\$ 4,913	\$ 4,564
HEAD JR. VARSITY	\$ 5,265	\$ 4,913	\$ 4,564	\$ 4,210	\$ 3,862
JR. VARSITY ASST.	\$ 4,564	\$ 4,210	\$ 3,861	\$ 3,510	\$ 3,159
JUNIOR HIGH	\$ 4,210	\$ 3,861	\$ 3,510	\$ 3,159	\$ 2,809
JV-9	\$ 4,632	\$ 4,322	\$ 4,015	\$ 3,705	\$ 3,398

## JULY 1, 2006 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 7,160	\$ 6,802	\$ 6,444	\$ 6,087	\$ 5,730
VARSITY ASST.	\$ 6,087	\$ 5,728	\$ 5,370	\$ 5,011	\$ 4,656
HEAD JR. VARSITY	\$ 5,370	\$ 5,011	\$ 4,656	\$ 4,294	\$ 3,939
JR. VARSITY ASST.	\$ 4,656	\$ 4,294	\$ 3,938	\$ 3,580	\$ 3,222
JUNIOR HIGH	\$ 4,294	\$ 3,938	\$ 3,580	\$ 3,222	\$ 2,866
JV-9	\$ 4,724	\$ 4,409	\$ 4,095	\$ 3,779	\$ 3,466

## FEBRUARY 2007 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 7,339	\$ 6,972	\$ 6,605	\$ 6,239	\$ 5,873
VARSITY ASST.	\$ 6,239	\$ 5,871	\$ 5,504	\$ 5,136	\$ 4,772
HEAD JR. VARSITY	\$ 5,504	\$ 5,136	\$ 4,772	\$ 4,402	\$ 4,037
JR. VARSITY ASST.	\$ 4,772	\$ 4,402	\$ 4,036	\$ 3,669	\$ 3,303
JUNIOR HIGH	\$ 4,402	\$ 4,036	\$ 3,669	\$ 3,303	\$ 2,937
JV-9	\$ 4,842	\$ 4,519	\$ 4,198	\$ 3,873	\$ 3,552

## JULY 1, 2007 COACHING SALARY SCHEDULE

	A	B	C	D	E
HEAD VARSITY	\$ 7,629	\$ 7,248	\$ 6,866	\$ 6,485	\$ 6,105
VARSITY ASST.	\$ 6,485	\$ 6,103	\$ 5,722	\$ 5,339	\$ 4,960
HEAD JR. VARSITY	\$ 5,722	\$ 5,339	\$ 4,960	\$ 4,576	\$ 4,197
JR. VARSITY ASST.	\$ 4,960	\$ 4,576	\$ 4,196	\$ 3,814	\$ 3,433
JUNIOR HIGH	\$ 4,576	\$ 4,196	\$ 3,814	\$ 3,433	\$ 3,053
JV-9	\$ 5,034	\$ 4,697	\$ 4,364	\$ 4,026	\$ 3,693

7. A coach shall receive an additional stipend of \$66.56 per practice as of July 1, 2003, \$67.55 per practice as of February 1, 2004, \$68.90 per practice as of July 1, 2004, \$69.94 per practice as of February 1, 2005, \$71.34 per practice as of July 1, 2005, \$73.12 per practice as of February 1, 2006, \$74.58 per practice as of July 1, 2006, \$76.45 per practice as of February 1, 2007, and \$79.47 per practice as of July 1, 2007 and \$99.84 per contest as of July 1, 2003, \$101.34 per contest as of February 1, 2004, \$103.36 per contest as of July 1, 2004, \$104.91 per contest as of February 1, 2005, \$107.01 per contest as of July 1, 2005, \$109.69 per contest as of February 1, 2006, \$111.88 per contest as of July 1, 2006, \$114.68 per contest as of February 1, 2007, and \$119.21 per contest as of July 1, 2007 when the coaching season is lengthened due to playoffs.

8. Coaches shall be allowed professional days to accompany teams/individuals at events sanctioned by Section XI with prior approval of the athletic director.

9. All coaches shall be supplied with all the necessary equipment to allow student participation in their sports each year.

10. An equipment checklist shall be provided by the athletic director and it shall be the responsibility of each coach to return the material before receiving final payment except for materials destroyed or stolen during the season.

ARTICLE XIX  
Psychologists

1. All Psychologists shall be provided with the following in order to perform their duties.

- A. A telephone.
- B. Blackboard.
- C. Lockable space.
- D. A tape recorder.
- E. A teacher's desk and chair.
- F. Desks and chairs for children.

2. A ratio of 1:1750 shall be established in the School District.

ARTICLE XX  
Teachers of the Speech and Hearing Handicapped

1. All Teachers of the Speech and Hearing Handicapped shall be provided with the following in order to perform their duties.
  - A. A telephone.
  - B. Blackboard.
  - C. Lockable space.
  - D. A teacher's desk and chair.
  - E. Desks and chairs for children.
  - F. A mirror.
2. A ratio of 1:1350 shall be established in the Elementary K-6.
3. In the event of an office relocation or newly appointed staff members, the District will not be required to install new telephones.

ARTICLE XXI  
Learning Specialists

1. Learning Specialists shall have a student load of no more than 1:450 within the School District.
2. Upon agreement between the Learning Specialists and the Assistant Superintendent, a proposal for summer work shall be presented to the Superintendent of Schools for his/her approval.
3. Compensation for summer work for Learning Specialists shall be 1/200th per diem of their respective salaries during the term of the contract.

ARTICLE XXII  
Nurses

1. School Nurse Teachers and School Nurses shall have a student load (ratio) of no more than 1:700 on a District basis.
2. An aide shall be provided for each School Nurse Teacher or School Nurse.
3. Effective September 1, 1999 nurses shall be a category of employee exempt from any payment referenced in Article V-A, Section 5 except that all nurses shall be paid to substitute for an absent nurse if there is no substitute available during the present nurse's lunch and/or preparation period.
4. The District will continue to use every effort to hire a registered nurse each time a nurse will be absent as per Article V-A, Section 4.
5. The District shall only employ registered nurses and they shall all be regular employees of the Longwood Central School District. Each nurse shall be annually assigned to a specific school site.

ARTICLE XXIII  
Management Rights

The District is charged by law to have in all respects the superintendence, management and control of the District. Nothing herein contained is intended, nor shall it have the effect of abridging or violating the rights and obligations accorded to or imposed upon the District by the Education Law of the State of New York except as expressly set forth herein.

ARTICLE XXIV  
Miscellaneous

1. This contract shall be effective from July 1, 2003 to and including June 30, 2008.
2. Any provision hereof which shall be contrary to the laws of the State of New York or the rules and regulations of the Commissioner of Education of the State of New York, now or hereafter enacted, shall not render the balance of this agreement void, but each section shall be considered separate and distinct from the others, and unless contrary to the said laws and regulations, shall remain in full force and effect.
3. 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 additional funds thereof shall not be effective until the appropriate legislative body has given approval.

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

CENTRAL SCHOOL DISTRICT  
LONGWOOD, TOWN OF BROOKHAVEN  
SUFFOLK COUNTY, STATE OF NEW YORK

BY *Candace A. Swenson, Ed. D.*  
SUPERINTENDENT OF SCHOOLS

MIDDLE ISLAND TEACHERS' ASSOCIATION

BY *Barbara Daly Governale*  
PRESIDENT



## July 2003 MITA Salary Schedule

Step	A BA	B BA+15	C BA+30	D BA+45	E BA+60/MA	F MA+15	G MA+30	H MA+45	I MA+60	J MA+75/PHD
1	39,974	41,698	43,419	45,164	46,864	48,585	50,911	53,242	55,400	57,395
2	41,698	43,419	45,139	46,864	48,585	50,307	52,635	54,966	57,121	59,117
3	43,419	45,139	46,864	48,585	50,307	52,025	54,353	56,681	58,840	60,836
4	45,139	46,864	48,585	50,307	52,025	53,748	56,075	58,403	60,559	62,557
5	46,864	48,585	50,307	52,025	53,748	55,470	57,795	60,125	62,284	64,280
6	48,585	50,307	52,025	53,748	55,470	57,194	59,522	61,852	64,008	66,004
7	50,307	52,025	53,748	55,470	57,194	58,914	61,243	63,569	65,730	67,725
8	52,025	53,748	55,470	57,194	58,914	60,632	62,965	65,291	67,449	69,446
9	53,748	55,470	57,194	58,914	60,632	62,355	64,683	67,012	69,167	71,163
10	55,470	57,567	59,546	61,584	63,690	65,804	68,134	70,462	72,619	74,615
11	57,194	60,428	62,442	64,437	66,668	68,813	71,144	73,471	75,628	77,623
12	58,914	62,596	64,613	66,688	68,840	70,978	73,305	75,637	77,793	79,788
13	60,632	64,480	66,503	68,577	70,718	72,856	75,187	77,515	79,672	81,669
14	62,356	66,368	68,388	70,449	72,461	74,742	77,071	79,402	81,556	83,554
15	64,086	68,251	70,264	72,332	74,482	76,628	78,957	81,286	83,443	85,440
16	65,804	70,001	72,019	74,089	76,233	78,381	80,708	83,039	85,194	87,191
17	67,520	71,753	73,774	75,841	77,987	80,133	82,463	84,790	86,949	88,945
18	69,246	73,504	75,517	77,594	79,739	81,887	84,215	86,543	88,699	90,695
19	70,961	75,255	77,268	79,344	81,488	83,635	85,963	88,290	90,450	92,445
20	72,686	77,005	79,028	81,100	83,239	85,385	87,716	90,045	92,202	94,197
21	74,413	78,762	80,802	82,864	85,018	87,158	89,487	91,815	93,972	95,970
22	76,130	80,531	82,556	84,620	86,771	88,912	91,242	93,572	95,730	97,726
23	77,872	82,272	84,299	86,360	88,512	90,657	92,985	95,314	97,471	99,466
24	79,917	84,320	86,344	88,406	90,553	92,703	95,031	97,359	99,516	101,510
25	81,696	86,095	88,120	90,183	92,333	94,478	96,807	99,136	101,292	103,289
26	81,696	86,095	88,120	90,183	92,333	94,478	96,807	99,136	101,292	103,289
27	83,692	88,091	90,115	92,180	94,329	96,475	98,802	101,133	103,289	105,284
28	83,692	88,091	90,115	92,180	94,329	96,475	98,802	101,133	103,289	105,284
29	85,688	90,089	92,111	94,176	96,325	98,469	100,797	103,128	105,284	107,281
30	85,688	90,089	92,111	94,176	96,325	98,469	100,797	103,128	105,284	107,281
31	87,685	92,084	94,107	96,172	98,320	100,465	102,795	105,124	107,281	109,277
32	87,685	92,084	94,107	96,172	98,320	100,465	102,795	105,124	107,281	109,277
33	89,681	94,080	96,103	98,168	100,316	102,461	104,791	107,120	109,277	111,273

## February 2004 MITA Salary Schedule

Step	A	B	C	D	E	F	G	H	I	J
	BA	BA+15	BA+30	BA+45	BA+60/MA	MA+15	MA+30	MA+45	MA+60	MA+75/PHD
1.00	40,574	42,323	44,070	45,841	47,567	49,314	51,675	54,041	56,231	58,256
2.00	42,323	44,070	45,816	47,567	49,314	51,062	53,425	55,790	57,978	60,004
3.00	44,070	45,816	47,567	49,314	51,062	52,805	55,168	57,531	59,723	61,749
4.00	45,816	47,567	49,314	51,062	52,805	54,554	56,916	59,279	61,467	63,495
5.00	47,567	49,314	51,062	52,805	54,554	56,302	58,662	61,027	63,218	65,244
6.00	49,314	51,062	52,805	54,554	56,302	58,052	60,415	62,780	64,968	66,994
7.00	51,062	52,805	54,554	56,302	58,052	59,798	62,162	64,523	66,716	68,741
8.00	52,805	54,554	56,302	58,052	59,798	61,541	63,909	66,270	68,461	70,488
9.00	54,554	56,302	58,052	59,798	61,541	63,290	65,653	68,017	70,205	72,230
10.00	56,302	58,431	60,439	62,508	64,645	66,791	69,156	71,519	73,708	75,734
11.00	58,052	61,334	63,379	65,404	67,668	69,845	72,211	74,573	76,762	78,787
12.00	59,798	63,535	65,582	67,688	69,873	72,043	74,405	76,772	78,960	80,985
13.00	61,541	65,447	67,501	69,606	71,779	73,949	76,315	78,678	80,867	82,894
14.00	63,291	67,364	69,414	71,506	73,548	75,863	78,227	80,593	82,779	84,807
15.00	65,047	69,275	71,318	73,417	75,599	77,777	80,141	82,505	84,695	86,722
16.00	66,791	71,051	73,099	75,200	77,376	79,557	81,919	84,285	86,472	88,499
17.00	68,533	72,829	74,881	76,979	79,157	81,335	83,700	86,062	88,253	90,279
18.00	70,285	74,607	76,650	78,758	80,935	83,115	85,478	87,841	90,029	92,055
19.00	72,025	76,384	78,427	80,534	82,710	84,890	87,252	89,614	91,807	93,832
20.00	73,776	78,160	80,213	82,317	84,488	86,666	89,032	91,396	93,585	95,610
21.00	75,529	79,943	82,014	84,107	86,293	88,465	90,829	93,192	95,382	97,410
22.00	77,272	81,739	83,794	85,889	88,073	90,246	92,611	94,976	97,166	99,192
23.00	79,040	83,506	85,563	87,655	89,840	92,017	94,380	96,744	98,933	100,958
24.00	81,116	85,585	87,639	89,732	91,911	94,094	96,456	98,819	101,009	103,033
25.00	82,921	87,386	89,442	91,536	93,718	95,895	98,259	100,623	102,811	104,838
26.00	82,921	87,386	89,442	91,536	93,718	95,895	98,259	100,623	102,811	104,838
27.00	84,947	89,412	91,467	93,563	95,744	97,922	100,284	102,650	104,838	106,863
28.00	84,947	89,412	91,467	93,563	95,744	97,922	100,284	102,650	104,838	106,863
29.00	86,973	91,440	93,493	95,589	97,770	99,946	102,309	104,675	106,863	108,890
30.00	86,973	91,440	93,493	95,589	97,770	99,946	102,309	104,675	106,863	108,890
31.00	89,000	93,465	95,519	97,615	99,795	101,972	104,337	106,701	108,890	110,916
32.00	89,000	93,465	95,519	97,615	99,795	101,972	104,337	106,701	108,890	110,916
33.00	91,026	95,491	97,545	99,641	101,821	103,998	106,363	108,727	110,916	112,942

## July 2004 MITA Salary Schedule

Step	A BA	B BA+15	C BA+30	D BA+45	E BA+60/MA	F MA+15	G MA+30	H MA+45	I MA+60	J MA+75/PHD
1	41,385	43,169	44,951	46,758	48,518	50,300	52,709	55,122	57,356	59,421
2	43,169	44,951	46,732	48,518	50,300	52,083	54,494	56,906	59,138	61,204
3	44,951	46,732	48,518	50,300	52,083	53,861	56,271	58,682	60,917	62,984
4	46,732	48,518	50,300	52,083	53,861	55,645	58,054	60,465	62,696	64,765
5	48,518	50,300	52,083	53,861	55,645	57,428	59,835	62,248	64,482	66,549
6	50,300	52,083	53,861	55,645	57,428	59,213	61,623	64,036	66,267	68,334
7	52,083	53,861	55,645	57,428	59,213	60,994	63,405	65,813	68,050	70,116
8	53,861	55,645	57,428	59,213	60,994	62,772	65,187	67,595	69,830	71,898
9	55,645	57,428	59,213	60,994	62,772	64,556	66,966	69,377	71,609	73,675
10	57,428	59,600	61,648	63,758	65,938	68,127	70,539	72,949	75,182	77,249
11	59,213	62,561	64,647	66,712	69,021	71,242	73,655	76,064	78,297	80,363
12	60,994	64,806	66,894	69,042	71,270	73,484	75,893	78,307	80,539	82,605
13	62,772	66,756	68,851	70,998	73,215	75,428	77,841	80,252	82,484	84,552
14	64,557	68,711	70,802	72,936	75,019	77,380	79,792	82,205	84,435	86,503
15	66,348	70,661	72,744	74,885	77,111	79,333	81,744	84,155	86,389	88,456
16	68,127	72,472	74,561	76,704	78,924	81,148	83,557	85,971	88,201	90,269
17	69,904	74,286	76,379	78,519	80,740	82,962	85,374	87,783	90,018	92,085
18	71,691	76,099	78,183	80,333	82,554	84,777	87,188	89,598	91,830	93,896
19	73,466	77,912	79,996	82,145	84,364	86,588	88,997	91,406	93,643	95,709
20	75,252	79,723	81,817	83,963	86,178	88,399	90,813	93,224	95,457	97,522
21	77,040	81,542	83,654	85,789	88,019	90,234	92,646	95,056	97,290	99,358
22	78,817	83,374	85,470	87,607	89,834	92,051	94,463	96,876	99,109	101,176
23	80,621	85,176	87,274	89,408	91,637	93,857	96,268	98,679	100,912	102,977
24	82,738	87,297	89,392	91,527	93,749	95,976	98,385	100,795	103,029	105,094
25	84,579	89,134	91,231	93,367	95,592	97,813	100,224	102,635	104,867	106,935
26	84,579	89,134	91,231	93,367	95,592	97,813	100,224	102,635	104,867	106,935
27	86,646	91,200	93,296	95,434	97,659	99,880	102,290	104,703	106,935	109,000
28	86,646	91,200	93,296	95,434	97,659	99,880	102,290	104,703	106,935	109,000
29	88,712	93,269	95,363	97,501	99,725	101,945	104,355	106,769	109,000	111,068
30	88,712	93,269	95,363	97,501	99,725	101,945	104,355	106,769	109,000	111,068
31	90,780	95,334	97,429	99,567	101,791	104,011	106,424	108,835	111,068	113,134
32	90,780	95,334	97,429	99,567	101,791	104,011	106,424	108,835	111,068	113,134
33	92,847	97,401	99,496	101,634	103,857	106,078	108,490	110,902	113,134	115,201

## February 2005 MITA Salary Schedule

	A	B	C	D	E	F	G	H	I	J
Step	BA	BA+15	BA+30	BA+45	BA+60/MA	MA+15	MA+30	MA+45	MA+60	MA+75/PHD
1	42,006	43,817	45,625	47,459	49,246	51,055	53,500	55,949	58,216	60,312
2	43,817	45,625	47,433	49,246	51,055	52,864	55,311	57,760	60,025	62,122
3	45,625	47,433	49,246	51,055	52,864	54,669	57,115	59,562	61,831	63,929
4	47,433	49,246	51,055	52,864	54,669	56,480	58,925	61,372	63,636	65,736
5	49,246	51,055	52,864	54,669	56,480	58,289	60,733	63,182	65,449	67,547
6	51,055	52,864	54,669	56,480	58,289	60,101	62,547	64,997	67,261	69,359
7	52,864	54,669	56,480	58,289	60,101	61,909	64,356	66,800	69,071	71,168
8	54,669	56,480	58,289	60,101	61,909	63,714	66,165	68,609	70,877	72,976
9	56,480	58,289	60,101	61,909	63,714	65,524	67,970	70,418	72,683	74,780
10	58,289	60,494	62,573	64,714	66,927	69,149	71,597	74,043	76,310	78,408
11	60,101	63,499	65,617	67,713	70,056	72,311	74,760	77,205	79,471	81,568
12	61,909	65,778	67,897	70,078	72,339	74,586	77,031	79,482	81,747	83,844
13	63,714	67,757	69,884	72,063	74,313	76,559	79,009	81,456	83,721	85,820
14	65,525	69,742	71,864	74,030	76,144	78,541	80,989	83,438	85,702	87,801
15	67,343	71,721	73,835	76,008	78,268	80,523	82,970	85,417	87,685	89,783
16	69,149	73,559	75,679	77,855	80,108	82,365	84,810	87,261	89,524	91,623
17	70,953	75,400	77,525	79,697	81,951	84,206	86,655	89,100	91,368	93,466
18	72,766	77,240	79,356	81,538	83,792	86,049	88,496	90,942	93,207	95,304
19	74,568	79,081	81,196	83,377	85,629	87,887	90,332	92,777	95,048	97,145
20	76,381	80,919	83,044	85,222	87,471	89,725	92,175	94,622	96,889	98,985
21	78,196	82,765	84,909	87,076	89,339	91,588	94,036	96,482	98,749	100,848
22	79,999	84,625	86,752	88,921	91,182	93,432	95,880	98,329	100,596	102,694
23	81,830	86,454	88,583	90,749	93,012	95,265	97,712	100,159	102,426	104,522
24	83,979	88,606	90,733	92,900	95,155	97,416	99,861	102,307	104,574	106,670
25	85,848	90,471	92,599	94,768	97,026	99,280	101,727	104,175	106,440	108,539
26	85,848	90,471	92,599	94,768	97,026	99,280	101,727	104,175	106,440	108,539
27	87,946	92,568	94,695	96,866	99,124	101,378	103,824	106,274	108,539	110,635
28	87,946	92,568	94,695	96,866	99,124	101,378	103,824	106,274	108,539	110,635
29	90,043	94,668	96,793	98,964	101,221	103,474	105,920	108,371	110,635	112,734
30	90,043	94,668	96,793	98,964	101,221	103,474	105,920	108,371	110,635	112,734
31	92,142	96,764	98,890	101,061	103,318	105,571	108,020	110,468	112,734	114,831
32	92,142	96,764	98,890	101,061	103,318	105,571	108,020	110,468	112,734	114,831
33	94,240	98,862	100,988	103,159	105,415	107,669	110,117	112,566	114,831	116,929

## July 2005 MITA Salary Schedule

Step	A BA	B BA+15	C BA+30	D BA+45	E BA+60/MA	F MA+15	G MA+30	H MA+45	I MA+60	J MA+75/PHD
1	42,846	44,693	46,538	48,408	50,231	52,076	54,570	57,068	59,380	61,518
2	44,693	46,538	48,382	50,231	52,076	53,921	56,417	58,915	61,226	63,364
3	46,538	48,382	50,231	52,076	53,921	55,762	58,257	60,753	63,068	65,208
4	48,382	50,231	52,076	53,921	55,762	57,610	60,104	62,599	64,909	67,051
5	50,231	52,076	53,921	55,762	57,610	59,455	61,948	64,446	66,758	68,898
6	52,076	53,921	55,762	57,610	59,455	61,303	63,798	66,297	68,606	70,746
7	53,921	55,762	57,610	59,455	61,303	63,147	65,643	68,136	70,452	72,591
8	55,762	57,610	59,455	61,303	63,147	64,988	67,488	69,981	72,295	74,436
9	57,610	59,455	61,303	63,147	64,988	66,834	69,329	71,826	74,137	76,276
10	59,455	61,704	63,824	66,008	68,266	70,532	73,029	75,524	77,836	79,976
11	61,303	64,769	66,929	69,067	71,457	73,757	76,255	78,749	81,060	83,199
12	63,147	67,094	69,255	71,480	73,786	76,078	78,572	81,072	83,382	85,521
13	64,988	69,112	71,282	73,504	75,799	78,090	80,589	83,085	85,395	87,536
14	66,836	71,137	73,301	75,511	77,667	80,112	82,609	85,107	87,416	89,557
15	68,690	73,155	75,312	77,528	79,833	82,133	84,629	87,125	89,439	91,579
16	70,532	75,030	77,193	79,412	81,710	84,012	86,506	89,006	91,314	93,455
17	72,372	76,908	79,076	81,291	83,590	85,890	88,388	90,882	93,195	95,335
18	74,221	78,785	80,943	83,169	85,468	87,770	90,266	92,761	95,071	97,210
19	76,059	80,663	82,820	85,045	87,342	89,645	92,139	94,633	96,949	99,088
20	77,909	82,537	84,705	86,926	89,220	91,520	94,019	96,514	98,827	100,965
21	79,760	84,420	86,607	88,818	91,126	93,420	95,917	98,412	100,724	102,865
22	81,599	86,318	88,487	90,699	93,006	95,301	97,798	100,296	102,608	104,748
23	83,467	88,183	90,355	92,564	94,872	97,170	99,666	102,162	104,475	106,612
24	85,659	90,378	92,548	94,758	97,058	99,364	101,858	104,353	106,665	108,803
25	87,565	92,280	94,451	96,663	98,967	101,266	103,762	106,259	108,569	110,710
26	87,565	92,280	94,451	96,663	98,967	101,266	103,762	106,259	108,569	110,710
27	89,705	94,419	96,589	98,803	101,106	103,406	105,900	108,399	110,710	112,848
28	89,705	94,419	96,589	98,803	101,106	103,406	105,900	108,399	110,710	112,848
29	91,844	96,561	98,729	100,943	103,245	105,543	108,038	110,538	112,848	114,989
30	91,844	96,561	98,729	100,943	103,245	105,543	108,038	110,538	112,848	114,989
31	93,985	98,699	100,868	103,082	105,384	107,682	110,180	112,677	114,989	117,128
32	93,985	98,699	100,868	103,082	105,384	107,682	110,180	112,677	114,989	117,128
33	96,125	100,839	103,008	105,222	107,523	109,822	112,319	114,817	117,128	119,268

## February 2006 MITA Salary Schedule

Step	A BA	B BA+15	C BA+30	D BA+45	E BA+60/MA	F MA+15	G MA+30	H MA+45	I MA+60	J MA+75/PHD
1	43,917	45,810	47,701	49,618	51,487	53,378	55,934	58,495	60,865	63,056
2	45,810	47,701	49,592	51,487	53,378	55,269	57,827	60,388	62,757	64,948
3	47,701	49,592	51,487	53,378	55,269	57,156	59,713	62,272	64,645	66,838
4	49,592	51,487	53,378	55,269	57,156	59,050	61,607	64,164	66,532	68,727
5	51,487	53,378	55,269	57,156	59,050	60,941	63,497	66,057	68,427	70,620
6	53,378	55,269	57,156	59,050	60,941	62,836	65,393	67,954	70,321	72,515
7	55,269	57,156	59,050	60,941	62,836	64,726	67,284	69,839	72,213	74,406
8	57,156	59,050	60,941	62,836	64,726	66,613	69,175	71,731	74,102	76,297
9	59,050	60,941	62,836	64,726	66,613	68,505	71,062	73,622	75,990	78,183
10	60,941	63,247	65,420	67,658	69,973	72,295	74,855	77,412	79,782	81,975
11	62,836	66,388	68,602	70,794	73,243	75,601	78,161	80,718	83,087	85,279
12	64,726	68,771	70,986	73,267	75,631	77,980	80,536	83,099	85,467	87,659
13	66,613	70,840	73,064	75,342	77,694	80,042	82,604	85,162	87,530	89,724
14	68,507	72,915	75,134	77,399	79,609	82,115	84,674	87,235	89,601	91,796
15	70,407	74,984	77,195	79,466	81,829	84,186	86,745	89,303	91,675	93,868
16	72,295	76,906	79,123	81,397	83,753	86,112	88,669	91,231	93,597	95,791
17	74,181	78,831	81,053	83,323	85,680	88,037	90,598	93,154	95,525	97,718
18	76,077	80,755	82,967	85,248	87,605	89,964	92,523	95,080	97,448	99,640
19	77,960	82,680	84,891	87,171	89,526	91,886	94,442	96,999	99,373	101,565
20	79,857	84,600	86,823	89,099	91,451	93,808	96,369	98,927	101,298	103,489
21	81,754	86,531	88,772	91,038	93,404	95,756	98,315	100,872	103,242	105,437
22	83,639	88,476	90,699	92,966	95,331	97,684	100,243	102,803	105,173	107,367
23	85,554	90,388	92,614	94,878	97,244	99,599	102,158	104,716	107,087	109,277
24	87,800	92,637	94,862	97,127	99,484	101,848	104,404	106,962	109,332	111,523
25	89,754	94,587	96,812	99,080	101,441	103,798	106,356	108,915	111,283	113,478
26	89,754	94,587	96,812	99,080	101,441	103,798	106,356	108,915	111,283	113,478
27	91,948	96,779	99,004	101,273	103,634	105,991	108,548	111,109	113,478	115,669
28	91,948	96,779	99,004	101,273	103,634	105,991	108,548	111,109	113,478	115,669
29	94,140	98,975	101,197	103,467	105,826	108,182	110,739	113,301	115,669	117,864
30	94,140	98,975	101,197	103,467	105,826	108,182	110,739	113,301	115,669	117,864
31	96,335	101,166	103,390	105,659	108,019	110,374	112,935	115,494	117,864	120,056
32	96,335	101,166	103,390	105,659	108,019	110,374	112,935	115,494	117,864	120,056
33	98,528	103,360	105,583	107,853	110,211	112,568	115,127	117,687	120,056	122,250



## July 2006 MITA Salary Schedule

Step	A		B		C		D		E		F		G		H		I		J		
	BA	BA+15	BA+30	BA+45	BA+60/MA	MA+15	MA+30	MA+45	MA+60/MA	MA+15	MA+30	MA+45	MA+60	MA+75/PHD							
1	44,795	46,726	48,655	50,610	52,517	54,446	56,374	58,299	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	
2	46,726	48,655	50,584	52,517	54,446	56,374	58,299	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	
3	48,655	50,584	52,517	54,446	56,374	58,299	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	
4	50,584	52,517	54,446	56,374	58,299	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	
5	52,517	54,446	56,374	58,299	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	
6	54,446	56,374	58,299	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	
7	56,374	58,299	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	93,005	
8	58,299	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	93,005	94,933	
9	60,231	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	93,005	94,933	96,861	
10	62,160	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	93,005	94,933	96,861	98,789	
11	64,093	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	93,005	94,933	96,861	98,789	100,717	
12	66,021	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	93,005	94,933	96,861	98,789	100,717	102,645	
13	67,945	69,875	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	93,005	94,933	96,861	98,789	100,717	102,645	104,573	
14	69,877	71,804	73,727	75,657	77,584	79,510	81,437	83,365	85,293	87,221	89,149	91,077	93,005	94,933	96,861	98,789	100,717	102,645	104,573	106,501	
15	71,815	73,741	75,668	77,594	79,521	81,447	83,374	85,300	87,227	89,153	91,080	93,006	94,933	96,860	98,787	100,714	102,641	104,568	106,495	108,422	
16	73,741	75,668	77,594	79,521	81,447	83,374	85,300	87,227	89,153	91,080	93,006	94,933	96,860	98,787	100,714	102,641	104,568	106,495	108,422	110,349	
17	75,665	77,592	79,519	81,446	83,373	85,300	87,227	89,154	91,081	93,008	94,935	96,862	98,789	100,716	102,643	104,570	106,497	108,424	110,351	112,278	
18	77,599	79,526	81,453	83,380	85,307	87,234	89,161	91,088	93,015	94,942	96,869	98,796	100,723	102,650	104,577	106,504	108,431	110,358	112,285	114,212	
19	79,519	81,446	83,373	85,300	87,227	89,154	91,081	93,008	94,935	96,862	98,789	100,716	102,643	104,570	106,497	108,424	110,351	112,278	114,205	116,132	
20	81,454	83,381	85,308	87,235	89,162	91,089	93,016	94,943	96,870	98,797	100,724	102,651	104,578	106,505	108,432	110,359	112,286	114,213	116,140	118,067	
21	83,389	85,316	87,243	89,170	91,097	93,024	94,951	96,878	98,805	100,732	102,659	104,586	106,513	108,440	110,367	112,294	114,221	116,148	118,075	120,002	
22	85,312	87,239	89,166	91,093	93,020	94,947	96,874	98,801	100,728	102,655	104,582	106,509	108,436	110,363	112,290	114,217	116,144	118,071	120,000	121,927	
23	87,265	89,192	91,119	93,046	94,973	96,900	98,827	100,754	102,681	104,608	106,535	108,462	110,389	112,316	114,243	116,170	118,097	120,024	121,951	123,878	
24	89,556	91,483	93,410	95,337	97,264	99,191	101,118	103,045	104,972	106,899	108,826	110,753	112,680	114,607	116,534	118,461	120,388	122,315	124,242	126,169	
25	91,549	93,476	95,403	97,330	99,257	101,184	103,111	105,038	106,965	108,892	110,819	112,746	114,673	116,600	118,527	120,454	122,381	124,308	126,235	128,162	
26	91,549	93,476	95,403	97,330	99,257	101,184	103,111	105,038	106,965	108,892	110,819	112,746	114,673	116,600	118,527	120,454	122,381	124,308	126,235	128,162	
27	93,787	95,714	97,641	99,568	101,495	103,422	105,349	107,276	109,203	111,130	113,057	114,984	116,911	118,838	120,765	122,692	124,619	126,546	128,473	130,400	
28	93,787	95,714	97,641	99,568	101,495	103,422	105,349	107,276	109,203	111,130	113,057	114,984	116,911	118,838	120,765	122,692	124,619	126,546	128,473	130,400	
29	96,023	97,950	99,877	101,804	103,731	105,658	107,585	109,512	111,439	113,366	115,293	117,220	119,147	121,074	122,999	124,926	126,853	128,780	130,707	132,634	134,561
30	96,023	97,950	99,877	101,804	103,731	105,658	107,585	109,512	111,439	113,366	115,293	117,220	119,147	121,074	122,999	124,926	126,853	128,780	130,707	132,634	134,561
31	98,262	100,189	102,116	104,043	105,970	107,897	109,824	111,751	113,678	115,605	117,532	119,459	121,386	123,313	125,240	127,167	129,094	131,021	132,948	134,875	136,802
32	98,262	100,189	102,116	104,043	105,970	107,897	109,824	111,751	113,678	115,605	117,532	119,459	121,386	123,313	125,240	127,167	129,094	131,021	132,948	134,875	136,802
33	100,499	102,426	104,353	106,280	108,207	110,134	112,061	113,988	115,915	117,842	119,769	121,696	123,623	125,550	127,477	129,404	131,331	133,258	135,185	137,112	139,039

## February 2007 MITA Salary Schedule

	A	B	C	D	E	F	G	H	I	J
Step	BA	BA+15	BA+30	BA+45	BA+60/MA	MA+15	MA+30	MA+45	MA+60	MA+75/PHD
1	45,915	47,894	49,871	51,875	53,830	55,807	58,479	61,157	63,634	65,925
2	47,894	49,871	51,849	53,830	55,807	57,783	60,459	63,136	65,612	67,903
3	49,871	51,849	53,830	55,807	57,783	59,756	62,430	65,105	67,586	69,879
4	51,849	53,830	55,807	57,783	59,756	61,737	64,410	67,083	69,560	71,855
5	53,830	55,807	57,783	59,756	61,737	63,714	66,386	69,062	71,541	73,833
6	55,807	57,783	59,756	61,737	63,714	65,695	68,369	71,046	73,520	75,814
7	57,783	59,756	61,737	63,714	65,695	67,672	70,346	73,017	75,498	77,791
8	59,756	61,737	63,714	65,695	67,672	69,644	72,323	74,995	77,474	79,769
9	61,737	63,714	65,695	67,672	69,644	71,622	74,295	76,971	79,448	81,741
10	63,714	66,125	68,396	70,736	73,156	75,585	78,261	80,934	83,412	85,705
11	65,695	69,409	71,723	74,015	76,576	79,041	81,717	84,390	86,868	89,160
12	67,672	71,900	74,216	76,600	79,073	81,529	84,201	86,880	89,355	91,647
13	69,644	74,063	76,388	78,770	81,229	83,684	86,362	89,037	91,513	93,806
14	71,624	76,232	78,553	80,921	83,231	85,851	88,526	91,205	93,678	95,973
15	73,610	78,396	80,707	83,081	85,553	88,017	90,692	93,366	95,847	98,139
16	75,585	80,405	82,723	85,101	87,564	90,030	92,703	95,382	97,856	100,150
17	77,557	82,418	84,741	87,114	89,579	92,043	94,720	97,392	99,872	102,164
18	79,539	84,429	86,742	89,127	91,591	94,057	96,732	99,407	101,882	104,174
19	81,507	86,442	88,754	91,137	93,600	96,067	98,739	101,412	103,894	106,186
20	83,490	88,449	90,773	93,153	95,612	98,076	100,753	103,429	105,907	108,198
21	85,474	90,469	92,811	95,180	97,654	100,113	102,788	105,461	107,940	110,235
22	87,445	92,502	94,826	97,196	99,669	102,129	104,804	107,480	109,958	112,252
23	89,447	94,501	96,828	99,195	101,669	104,131	106,806	109,480	111,960	114,250
24	91,795	96,852	99,178	101,547	104,011	106,482	109,154	111,829	114,307	116,597
25	93,838	98,891	101,217	103,589	106,057	108,521	111,195	113,870	116,347	118,642
26	93,838	98,891	101,217	103,589	106,057	108,521	111,195	113,870	116,347	118,642
27	96,132	101,183	103,509	105,880	108,350	110,814	113,487	116,164	118,642	120,932
28	96,132	101,183	103,509	105,880	108,350	110,814	113,487	116,164	118,642	120,932
29	98,424	103,479	105,802	108,174	110,642	113,105	115,778	118,456	120,932	123,227
30	98,424	103,479	105,802	108,174	110,642	113,105	115,778	118,456	120,932	123,227
31	100,719	105,769	108,094	110,466	112,933	115,396	118,074	120,749	123,227	125,518
32	100,719	105,769	108,094	110,466	112,933	115,396	118,074	120,749	123,227	125,518
33	103,011	108,063	110,387	112,760	115,225	117,689	120,366	123,042	125,518	127,812



### July 2007 MITA Salary Schedule

Step	A BA	B BA+15	C BA+30	D BA+45	E BA+60/MA	F MA+15	G MA+30	H MA+45	I MA+60	J MA+75/PHD
1	47,729	49,786	51,841	53,924	55,956	58,011	60,789	63,573	66,148	68,529
2	49,786	51,841	53,897	55,956	58,011	60,065	62,847	65,630	68,204	70,585
3	51,841	53,897	55,956	58,011	60,065	62,116	64,896	67,677	70,256	72,639
4	53,897	55,956	58,011	60,065	62,116	64,176	66,954	69,733	72,308	74,693
5	55,956	58,011	60,065	62,116	64,176	66,231	69,008	71,790	74,367	76,749
6	58,011	60,065	62,116	64,176	66,231	68,290	71,070	73,852	76,424	78,809
7	60,065	62,116	64,176	66,231	68,290	70,345	73,125	75,901	78,480	80,864
8	62,116	64,176	66,231	68,290	70,345	72,395	75,180	77,957	80,534	82,920
9	64,176	66,231	68,290	70,345	72,395	74,451	77,230	80,011	82,586	84,970
10	66,231	68,290	71,098	73,530	76,046	78,571	81,352	84,131	86,707	89,090
11	68,290	72,151	74,556	76,939	79,601	82,163	84,945	87,723	90,299	92,682
12	70,345	74,740	77,148	79,626	82,196	84,749	87,527	90,312	92,885	95,267
13	72,395	76,988	79,405	81,881	84,438	86,990	89,773	92,554	95,128	97,511
14	74,453	79,243	81,656	84,117	86,519	89,242	92,023	94,808	97,378	99,764
15	76,518	81,493	83,895	86,363	88,932	91,494	94,274	97,054	99,633	102,015
16	78,571	83,581	85,991	88,462	91,023	93,586	96,365	99,150	101,721	104,106
17	80,621	85,674	88,088	90,555	93,117	95,679	98,461	101,239	103,817	106,199
18	82,681	87,764	90,168	92,648	95,209	97,772	100,553	103,334	105,906	108,289
19	84,727	89,856	92,260	94,737	97,297	99,862	102,639	105,418	107,998	110,380
20	86,788	91,943	94,359	96,833	99,389	101,950	104,733	107,514	110,090	112,472
21	88,850	94,043	96,477	98,940	101,511	104,067	106,848	109,627	112,204	114,589
22	90,899	96,156	98,572	101,035	103,606	106,163	108,944	111,725	114,301	116,686
23	92,980	98,234	100,653	103,113	105,685	108,244	111,025	113,804	116,382	118,763
24	95,421	100,678	103,096	105,558	108,119	110,688	113,466	116,246	118,822	121,203
25	97,545	102,797	105,215	107,681	110,246	112,808	115,587	118,368	120,943	123,328
26	97,545	102,797	105,215	107,681	110,246	112,808	115,587	118,368	120,943	123,328
27	99,929	105,180	107,598	110,062	112,630	115,191	117,970	120,752	123,328	125,709
28	99,929	105,180	107,598	110,062	112,630	115,191	117,970	120,752	123,328	125,709
29	102,312	107,566	109,981	112,447	115,012	117,573	120,351	123,135	125,709	128,094
30	102,312	107,566	109,981	112,447	115,012	117,573	120,351	123,135	125,709	128,094
31	104,697	109,947	112,364	114,829	117,394	119,954	122,738	125,519	128,094	130,476
32	104,697	109,947	112,364	114,829	117,394	119,954	122,738	125,519	128,094	130,476
33	107,080	112,331	114,747	117,214	119,776	122,338	125,120	127,902	130,476	132,861

## MITA AA Salary Schedule

	7/1/03	2/1/04	7/1/04	2/1/05	7/1/05	2/1/06	7/1/06	2/1/07	7/1/07
Step 1	\$ 29,979	\$ 30,429	\$ 31,038	\$ 31,504	\$ 32,134	\$ 32,937	\$ 33,596	\$ 34,436	\$ 35,796
Step 2	\$ 31,270	\$ 31,739	\$ 32,374	\$ 32,860	\$ 33,517	\$ 34,355	\$ 35,042	\$ 35,918	\$ 37,337
Step 3	\$ 32,561	\$ 33,049	\$ 33,710	\$ 34,216	\$ 34,900	\$ 35,773	\$ 36,488	\$ 37,400	\$ 38,877
Step 4	\$ 33,852	\$ 34,360	\$ 35,047	\$ 35,573	\$ 36,284	\$ 37,191	\$ 37,935	\$ 38,883	\$ 40,419
Step 5	\$ 35,145	\$ 35,672	\$ 36,385	\$ 36,931	\$ 37,670	\$ 38,612	\$ 39,384	\$ 40,369	\$ 41,964
Step 6	\$ 36,435	\$ 36,982	\$ 37,722	\$ 38,288	\$ 39,054	\$ 40,030	\$ 40,831	\$ 41,852	\$ 43,505
Step 7	\$ 37,729	\$ 38,295	\$ 39,061	\$ 39,647	\$ 40,440	\$ 41,451	\$ 42,280	\$ 43,337	\$ 45,049
Step 8	\$ 39,023	\$ 39,608	\$ 40,400	\$ 41,006	\$ 41,826	\$ 42,872	\$ 43,729	\$ 44,822	\$ 46,592
Step 9	\$ 40,307	\$ 40,912	\$ 41,730	\$ 42,356	\$ 43,203	\$ 44,283	\$ 45,169	\$ 46,298	\$ 48,127
Step 10	\$ 41,602	\$ 42,226	\$ 43,071	\$ 43,717	\$ 44,591	\$ 45,706	\$ 46,620	\$ 47,786	\$ 49,674
Step 11	\$ 42,891	\$ 43,534	\$ 44,405	\$ 45,071	\$ 45,972	\$ 47,121	\$ 48,063	\$ 49,265	\$ 51,211
Step 12	\$ 44,631	\$ 45,300	\$ 46,206	\$ 46,899	\$ 47,837	\$ 49,033	\$ 50,014	\$ 51,264	\$ 53,289
Step 13	\$ 45,926	\$ 46,615	\$ 47,547	\$ 48,260	\$ 49,225	\$ 50,456	\$ 51,465	\$ 52,752	\$ 54,836
Step 14	\$ 47,220	\$ 47,928	\$ 48,887	\$ 49,620	\$ 50,612	\$ 51,877	\$ 52,915	\$ 54,238	\$ 56,380
Step 15	\$ 48,510	\$ 49,238	\$ 50,223	\$ 50,976	\$ 51,996	\$ 53,296	\$ 54,362	\$ 55,721	\$ 57,922
Step 16	\$ 49,799	\$ 50,546	\$ 51,557	\$ 52,330	\$ 53,377	\$ 54,711	\$ 55,805	\$ 57,200	\$ 59,459
Step 17	\$ 51,093	\$ 51,859	\$ 52,896	\$ 53,689	\$ 54,763	\$ 56,132	\$ 57,255	\$ 58,686	\$ 61,004
Step 18	\$ 52,385	\$ 53,171	\$ 54,234	\$ 55,048	\$ 56,149	\$ 57,553	\$ 58,704	\$ 60,172	\$ 62,549
Step 19	\$ 53,681	\$ 54,486	\$ 55,576	\$ 56,410	\$ 57,538	\$ 58,976	\$ 60,156	\$ 61,660	\$ 64,096
Step 20	\$ 54,973	\$ 55,798	\$ 56,914	\$ 57,768	\$ 58,923	\$ 60,396	\$ 61,604	\$ 63,144	\$ 65,638
Step 21	\$ 56,262	\$ 57,106	\$ 58,248	\$ 59,122	\$ 60,304	\$ 61,812	\$ 63,048	\$ 64,624	\$ 67,177
Step 22	\$ 57,555	\$ 58,418	\$ 59,586	\$ 60,480	\$ 61,690	\$ 63,232	\$ 64,497	\$ 66,109	\$ 68,720
Step 23	\$ 58,847	\$ 59,730	\$ 60,925	\$ 61,839	\$ 63,076	\$ 64,653	\$ 65,946	\$ 67,595	\$ 70,265
Step 24	\$ 60,892	\$ 61,805	\$ 63,041	\$ 63,987	\$ 65,267	\$ 66,899	\$ 68,237	\$ 69,943	\$ 72,706
Step 25	\$ 62,669	\$ 63,609	\$ 64,881	\$ 65,854	\$ 67,171	\$ 68,850	\$ 70,227	\$ 71,983	\$ 74,826
Step 26	\$ 62,669	\$ 63,609	\$ 64,881	\$ 65,854	\$ 67,171	\$ 68,850	\$ 70,227	\$ 71,983	\$ 74,826
Step 27	\$ 64,666	\$ 65,636	\$ 66,949	\$ 67,953	\$ 69,312	\$ 71,045	\$ 72,466	\$ 74,278	\$ 77,212
Step 28	\$ 64,666	\$ 65,636	\$ 66,949	\$ 67,953	\$ 69,312	\$ 71,045	\$ 72,466	\$ 74,278	\$ 77,212
Step 29	\$ 66,659	\$ 67,659	\$ 69,012	\$ 70,047	\$ 71,448	\$ 73,234	\$ 74,699	\$ 76,566	\$ 79,590
Step 30	\$ 66,659	\$ 67,659	\$ 69,012	\$ 70,047	\$ 71,448	\$ 73,234	\$ 74,699	\$ 76,566	\$ 79,590
Step 31	\$ 68,655	\$ 69,685	\$ 71,079	\$ 72,145	\$ 73,588	\$ 75,428	\$ 76,937	\$ 78,860	\$ 81,975
Step 32	\$ 68,655	\$ 69,685	\$ 71,079	\$ 72,145	\$ 73,588	\$ 75,428	\$ 76,937	\$ 78,860	\$ 81,975
Step 33	\$ 70,651	\$ 71,711	\$ 73,145	\$ 74,242	\$ 75,727	\$ 77,620	\$ 79,172	\$ 81,151	\$ 84,356

## MITA BB Salary Schedule

	<u>7/1/03</u>	<u>2/1/04</u>	<u>7/1/04</u>	<u>2/1/05</u>	<u>7/1/05</u>	<u>2/1/06</u>	<u>7/1/06</u>	<u>2/1/07</u>	<u>7/1/07</u>
Step 1	\$ 23,986	\$ 24,346	\$ 24,833	\$ 25,205	\$ 25,709	\$ 26,352	\$ 26,879	\$ 27,551	\$ 28,639
Step 2	\$ 25,019	\$ 25,394	\$ 25,902	\$ 26,291	\$ 26,817	\$ 27,487	\$ 28,037	\$ 28,738	\$ 29,873
Step 3	\$ 26,051	\$ 26,442	\$ 26,971	\$ 27,376	\$ 27,924	\$ 28,622	\$ 29,194	\$ 29,924	\$ 31,106
Step 4	\$ 27,084	\$ 27,490	\$ 28,040	\$ 28,461	\$ 29,030	\$ 29,756	\$ 30,351	\$ 31,110	\$ 32,339
Step 5	\$ 28,118	\$ 28,540	\$ 29,111	\$ 29,548	\$ 30,139	\$ 30,892	\$ 31,510	\$ 32,298	\$ 33,574
Step 6	\$ 29,152	\$ 29,589	\$ 30,181	\$ 30,634	\$ 31,247	\$ 32,028	\$ 32,669	\$ 33,486	\$ 34,809
Step 7	\$ 30,185	\$ 30,638	\$ 31,251	\$ 31,720	\$ 32,354	\$ 33,163	\$ 33,826	\$ 34,672	\$ 36,042
Step 8	\$ 31,215	\$ 31,683	\$ 32,317	\$ 32,802	\$ 33,458	\$ 34,294	\$ 34,980	\$ 35,855	\$ 37,271
Step 9	\$ 32,248	\$ 32,732	\$ 33,387	\$ 33,888	\$ 34,566	\$ 35,430	\$ 36,139	\$ 37,042	\$ 38,505
Step 10	\$ 33,281	\$ 33,780	\$ 34,456	\$ 34,973	\$ 35,672	\$ 36,564	\$ 37,295	\$ 38,227	\$ 39,737
Step 11	\$ 34,317	\$ 34,832	\$ 35,529	\$ 36,062	\$ 36,783	\$ 37,703	\$ 38,457	\$ 39,418	\$ 40,975
Step 12	\$ 35,348	\$ 35,878	\$ 36,596	\$ 37,145	\$ 37,888	\$ 38,835	\$ 39,612	\$ 40,602	\$ 42,206
Step 13	\$ 36,380	\$ 36,926	\$ 37,665	\$ 38,230	\$ 38,995	\$ 39,970	\$ 40,769	\$ 41,788	\$ 43,439
Step 14	\$ 37,414	\$ 37,975	\$ 38,735	\$ 39,316	\$ 40,102	\$ 41,105	\$ 41,927	\$ 42,975	\$ 44,673
Step 15	\$ 38,451	\$ 39,028	\$ 39,809	\$ 40,406	\$ 41,214	\$ 42,244	\$ 43,089	\$ 44,166	\$ 45,911
Step 16	\$ 39,483	\$ 40,075	\$ 40,877	\$ 41,490	\$ 42,320	\$ 43,378	\$ 44,246	\$ 45,352	\$ 47,143
Step 17	\$ 40,512	\$ 41,120	\$ 41,942	\$ 42,571	\$ 43,422	\$ 44,508	\$ 45,398	\$ 46,533	\$ 48,371
Step 18	\$ 41,548	\$ 42,171	\$ 43,014	\$ 43,659	\$ 44,532	\$ 45,645	\$ 46,558	\$ 47,722	\$ 49,607
Step 19	\$ 42,577	\$ 43,216	\$ 44,080	\$ 44,741	\$ 45,636	\$ 46,777	\$ 47,713	\$ 48,906	\$ 50,838
Step 20	\$ 43,612	\$ 44,266	\$ 45,151	\$ 45,828	\$ 46,745	\$ 47,914	\$ 48,872	\$ 50,094	\$ 52,073

APPENDIX B  
EXTRA PAY SCHEDULE

Supervision and servicing of athletic events and all chaperones shall be paid at the rate of .00072 of Step 1A of the September salary schedule of each year (per hour).

CHAPERONES

The number of chaperones needed for evening dances will be recommended by the Superintendent of Schools. Chaperones will assist class advisors in supervising such activities. The class advisor shall receive no additional compensation for chaperoning activities. The chaperone will remain at the dance during the entire evening.

CATEGORY A  
Co-Curricular Activities

Those after-school activities which do not normally meet on a regularly scheduled basis but rather are concentrated around particular events or responsibilities shall be compensated at the rate of .00072 of each September's Step 1A.

**APPENDIX B**

**Category A**

<b>Activity</b>	<b>Hours</b>	<b>7/1/03</b>	<b>7/1/04</b>	<b>7/1/05</b>	<b>7/1/06</b>	<b>7/1/07</b>
<b><u>LONGWOOD HIGH SCHOOL</u></b>						
Grade 12 Advisor**(2)	65	1870	1936	2004	2095	2232
Grade 11 Advisor**(2)	55	1583	1639	1697	1774	1890
Grade 10 Advisor**(2)	45	1295	1341	1388	1452	1547
Grade 9 Advisor**(2)	45	1295	1341	1388	1452	1547
Band	60	1726	1787	1850	1934	2061
Orchestra	70	2016	2087	2160	2259	2407
Chorus	60	1726	1787	1850	1934	2061
Marching Band*	65	1870	1936	2004	2095	2232
Flag Line*	30	864	894	926	968	1032
Central Treasurer**(2)	90	2592	2683	2778	2904	3095
Yearbook**(2)	150	4318	4470	4628	4838	5155
Newspaper* (1)	120	3455	3577	3703	3871	4125
Student Council**	120	3455	3577	3703	3871	4125
National Hr. Society**	120	3455	3577	3703	3871	4125
Music & Arts Festival (3 dept./8 people)	130	3742	3874	4011	4194	4468
Director, Drama	120	3455	3577	3703	3871	4125
Stage Crew Advisor	90	2592	2683	2778	2904	3095
<b>Music Production:</b>						
Director	120	3454	3577	3703	3871	4125
Orchestra Director	90	2592	2683	2778	2904	3095
Vocal Director	90	2592	2683	2778	2904	3095
Choreographer	60	1726	1787	1850	1934	2061
<b><u>LONGWOOD JR. HIGH</u></b>						
Grade 8 Advisors**(2)	45	1295	1341	1388	1452	1547
Grade 7 Advisors**(2)	45	1295	1341	1388	1452	1547
Band	45	1295	1341	1388	1452	1547
Orchestra	50	1440	1491	1544	1614	1720
Chorus	45	1295	1341	1388	1452	1547
Central Treasurer**	90	2592	2683	2778	2904	3095
Yearbook**(2)	80	2302	2383	2468	2580	2749
National Jr. Hr. Society	80	2302	2383	2468	2580	2749
Newspaper**(2)	80	2302	2383	2468	2580	2749
Literary Magazine	80	2302	2383	2468	2580	2749
Student Council**	60	1726	1787	1850	1934	2061
Director-Threater	80	2302	2383	2468	2580	2749

<b>Activity</b>	<b>Hours</b>	<b>7/1/03</b>	<b>7/1/04</b>	<b>7/1/05</b>	<b>7/1/06</b>	<b>7/1/07</b>
<b><u>LONGWOOD MIDDLE SCHOOL</u></b>						
Grade Advisors**(6)	45	1295	1341	1388	1452	1547
Band	45	1295	1341	1388	1452	1547
Orchestra	50	1440	1491	1544	1614	1720
Chorus	45	1295	1341	1388	1452	1547
Central Treasurer**	90	2592	2683	2778	2904	3095
Yearbook**(2)	80	2302	2383	2468	2580	2749
Newspaper**(2)	80	2302	2383	2468	2580	2749
Literary Magazine	80	2302	2383	2468	2580	2749
<b><u>ELEMENTARY SCHOOLS</u></b>						
Band	25	720	746	772	807	860
Orchestra	30	864	894	926	968	1032
Chorus	25	720	746	772	807	860

All hours listed are per advisor.

\*1 With Required Journalism/Newspaper Course which is one of teacher's 5 teaching periods.

\* Band Camp Additional (\$500)

\*\* No Duty Assignment

In the event of grade level realignment, Appendix B Category A activities related to a specific grade would be moved to the appropriate school level. This would not affect the number of hours, rates of pay, or number of persons involved in the activity being moved.

## CATEGORY B

Club activities which take place outside of regular student school hours shall be compensated at the hourly rate of .00072 of salary Step 1-A of the September salary schedule of that year.

In order to receive this extra remuneration for club activities, the formation and operation of the club must be approved in advance by the building principal and the Superintendent of Schools.

If a club should take a trip, attend a match, travel to some educational function beyond the school day, or take part in an activity on a non-school day, and such a trip takes more than two (2) hours beyond the earliest time a teacher is permitted to depart as described in the agreement on the working day of teachers, the sponsor of the club shall receive remuneration as a chaperone. The sponsor of each club who anticipates the need for such trips will submit to his/her principal an application thereof at least two (2) weeks prior to the beginning of the program for the year which will include such trips. Only those trips approved by the Superintendent of Schools will be remunerated.

If it is necessary to use an automobile other than a district assigned vehicle for approved activities, payment will be at the approved IRS mileage rate. Approval thereof must be procured in advance from the Superintendent of Schools.

20-hour club-Once weekly for 20 weeks or once every two weeks for the full school year.

30-hour club-Once weekly for a 30 week period.

40-hour club-Once weekly for entire year or twice weekly for a 20 week period.

APPENDIX C  
LONGWOOD CENTRAL SCHOOL DISTRICT CHECKLIST

1. Inventory, storage and/or return of all texts, materials, supplies used by the teacher.
  - A.
  - B.
  - C.
  - D.
  - E.
2. Completion of all records pertaining to students taught by the teacher.
  - A.
  - B.
  - C.
  - D.
  - E.
3. Grading of all students' papers taught by the teacher.
  - A.
  - B.
  - C.
  - D.
  - E.
4. Return of all library-instructional media materials and other districtwide department materials such as reading, art, music, physical education, pupil personnel, etc.
  - A.
  - B.
  - C.
  - D.
  - E.
5. Return of all keys.
  - A.
  - B.
  - C.
  - D.
  - E.
6. Removal of all wall, bulletin board, and showcase displays.
  - A.
  - B.
  - C.
  - D.
  - E.
7. Completion of all deficiency lists such as unpaid fines.
  - A.
  - B.
  - C.
  - D.
  - E.



8. An address where the teacher can receive mail from the district during the summer vacation (Phone number, if available).

- A.
- B.
- C.
- D.
- E.

Statement: The building principal will inform the MITA building representative as to locations pertaining to the above listed items.

Local building interpretations agreed to by the MITA building representative and the building principal may be added under the above listed groups.

APPENDIX D  
Chapter I/Title I Teachers

AGREEMENT, made this 17th day of June 1981, by and between the Longwood C.S.D. (hereinafter referred to as the "District") and the Middle Island Teachers Association (hereinafter referred to as "MITA").

I. The MITA unit shall have accreted to it the job title of Chapter I/Title I Teacher effective July 1, 1981.

II. Article 1A of the 1979-81 contract between the District and MITA is hereby amended by providing that the MITA bargaining unit shall include the job title of Chapter I/Title I Teacher.

III. The terms and conditions of employment of the said Chapter I/Title I employees shall be as follows:

- a) The following provisions of the 1979-81 contract between MITA and the district shall not be applicable to said employees: Art. IV (4), (5), 1st sentence of (7), (8), (9); Art. V (6), (13), (15); Art. VA (all); Art. VI (all); Art. VIII (2), (5), (6), (9); Art. IX (5), (11); Art. XI (1), (2), (10); and Art. XIII (1), (2), (5).
- b) The following terms and conditions of employment shall be applicable to Chapter I/Title I Teachers:
  1. Compensation  
Chapter I/Title I Teachers shall be paid on the BB Schedule.
  2. Leaves
    - A. Sick Leave
      1. Said Chapter I/Title I Teachers shall receive four (4) days sick leave per year cumulative to 30 days as set forth in Section B, Personal Leave.
      2. It is recognized that the Board may, in its sole discretion, grant additional sick leave to any teacher who has suffered a disabling accident or catastrophic illness.
    - B. Personal Leave  
Said Chapter I/Title I Teachers shall receive two (2) days personal leave per year. Any personal leave days not used in each year shall be added along with unused sick leave, to the cumulative total of 30 days of unused sick leave and personal leave.

3. Length of Day and Year
  - a. The work day of each Chapter I/Title I Teacher shall be 6 hours (40 minutes of which day shall constitute the employees' lunch/preparation period.)
  - b. The work year of each Chapter I/Title I Teacher shall be 160 days.
4. Insurance

In circumstances where the work day is 6 or more hours, the District shall pay insurance premiums in accordance with Article VII. The District reserves the right to reduce the number of hours in all the Chapter I/Title I Teachers' work day below six. In such an event, the following is applicable to insurance:

The District shall pay 50% of the premium cost for health and dental insurance for each Chapter I/Title I Teacher, provided he/she elects to have such coverage and pays the remaining 50%. A Chapter I/Title I Teacher may elect to enroll in either the health or dental insurance or both, that choice being solely within the Chapter I/Title I Teacher's discretion.
5. The employees covered by this agreement shall be deemed part-time employees and shall not be entitled to nor accrue any benefits regarding probationary appointment, the acquisition of tenure nor any rights etc. regarding excessing as are provided by the Education Law of the State of N.Y. Each employee will be annually appointed on contract.
6. Each employee shall be observed at least once annually and evaluated annually.

IV. The District and MITA have agreed to the foregoing differing terms and conditions of employment for Chapter I/Title I employees and this agreement is specifically limited to said category of employees except that the District may not assign any bargaining unit work, currently assigned to unit employees, to any persons, agency, contractor or vendor outside the bargaining unit, (except to BOCES), without prior negotiations with MITA as required by the Taylor Law of the State of New York.

V. In the event the District, under the Chapter I/Title I program, should create additional job titles other than the above, said titles shall be deemed a part of the MITA bargaining unit and the parties shall thereupon immediately meet to negotiate the terms and conditions of employment of said persons.

APPENDIX E  
1982-83 MITA/DISTRICT CONTRACT  
"Special Education Teaching Assistants"

Agreement made this twenty-third day of March 1983, by and between the Longwood C.S.D. hereinafter referred to as the "District") and the Middle Island Teachers Association (hereinafter referred to as "MITA").

I. The MITA unit shall have accreted to it the job of Special Education Teaching Assistant effective March 23, 1983.

II. Article IA of the 1981-83 contract between the District and MITA is hereby amended by providing that the MITA bargaining unit shall include the job title of Special Education Teaching Assistant.

III. The terms and conditions of employment of the said Special Education Teaching Assistant employees shall be as follows:

- a) Special Education Teaching Assistant employees shall be certified by N. Y. State. "Teaching Assistant" shall mean individuals who are certified and/or licensed to provide instructional assistance in classrooms. The District shall not hire uncertified personnel to instruct students at any time.
- b) Special Education Teaching Assistants shall assist the Special Education Teacher in the delivery of lessons. They shall implement lesson plans constructed by the Special Education Teacher.
- c) The Special Education Teacher shall not be responsible for the performance of a teaching assistant. No remarks related to the performance of a Special Education Teaching Assistant may be attached to or incorporated into any evaluative statement of the Special Education Teacher or his/her personnel file.
- d) Special Education Teaching Assistants shall not be responsible for lesson planning. No remarks shall be contained in any evaluative statements of Special Education Teaching Assistants related to any aspect of lesson planning.
- e) The following provision of the 1981-1983 contract between MITA and the District shall not be applicable to said employees: Art. IV (9); Art. V (7), (13), (15); Art. VA (1), (5), (6), (9); Art. VI (6), (7); Art. XIII (1), (2), (5).
- f) Special Education Teaching Assistants shall be paid on the BB Schedule.  
The BB Schedule shall be 60% of the A column of each year's salary schedule containing Steps 1 through 20.  
Special Education Teaching Assistants who are on Step 16 shall advance on the newly created Steps 17 through 20 at the rate of one step per year.

IV. The District and MITA have agreed to the foregoing differing terms and conditions of employment for Special Education Teaching Assistant employees and this agreement is specifically limited to said category of employees except that the District may not assign any bargaining unit work, currently assigned to unit employees, to any persons, agency, contractor or vendor outside the bargaining unit, (except to BOCES), without prior negotiations with MITA as required by the Taylor Law of the State of New York.

V. In the event the District, under the Special Education Teaching Assistant Program, should create additional job titles other than the above, said titles shall be deemed a part of the MITA bargaining unit and the parties shall thereupon immediately meet to negotiate the terms and conditions of employment of said persons.

APPENDIX F  
Permanent Substitutes

1. The MITA unit shall have accreted to it the job of Permanent Substitute effective July 1, 1989.
2. Article 1A of the 1989-1992 contract between the District and MITA is hereby amended by providing that the MITA bargaining unit shall include the job title of Permanent Substitute.
3. The terms and conditions of employment of the said Permanent Substitutes shall be as follows:
  - A. Permanent Substitute employees shall be certified by N.Y. State. "Permanent Substitutes" shall mean individuals who are certified and/or licensed to provide instruction in classrooms.
  - B. Teachers shall not be responsible for the performance of a Permanent Substitute. No remarks related to the performance of a Permanent Substitute may be attached to or incorporated into any evaluative statement of the teacher or his/her personnel file.
  - C. The following provisions of the 1989-92 contract between MITA and the District shall not be applicable to said employees:  
Article IV (2), (8), (9); Article V (7), (13), (15); Article VA (1), (2), (4), (5), (6), (9); Article VI (6), (7); Article XI (1), (3), (4); Article XIII (1), (2), (5).
  - D. Permanent Substitutes shall be paid on the BB Schedule containing Steps 1 through 3. All current Permanent Substitutes will be placed on Step 1 for 1989-90. All Permanent Substitutes subsequently hired will be placed on Step 1.
4. The District and MITA have agreed to the foregoing differing terms and conditions of employment for Permanent Substitutes and this agreement is specifically limited to said category of employees except that the District may not assign any bargaining unit work, currently assigned to unit employees, to any persons, agency, contractor or vendor outside the bargaining unit, (except to BOCES), without prior negotiations with MITA as required by the Taylor Law of the State of New York.
5. In the event the District, under the Permanent Substitutes Program, should create additional job titles other than the above, said titles shall be deemed a part of the MITA bargaining unit and the parties shall thereupon immediately meet to negotiate the terms and conditions of employment of said persons.
6. Permanent Substitute positions are not probationary positions. Permanent Subs shall relinquish any possible claim for probationary status.

## EXHIBIT 1

1. The District shall enroll itself as a participating municipality in the New York State Government Employees Health Insurance Program, Empire Core Plus Enhancements Plan.

As used throughout the MITA district contract, any reference to “the Empire Plan” shall mean the New York State Government Employees Health Insurance Program, Empire Core Plus Enhancements Plan.

Any category of benefit (such as ‘learning impairment expense’) provided under the CIGNA plan booklet dated 7/90 (as amended by any and all riders) which is not provided at all as a benefit under the Empire Plan, shall be provided under the self-insured plan administered by CBCA through the end of December 31, 2003.

Throughout this contract the term “coverages” shall refer to either single or family plan. In the case of family plan it shall include the insured, spouse or domestic partner, and any dependents.

In order to be eligible to insure your domestic partner under a family medical or dental plan that domestic partner must meet the criteria listed under Article XI, Section 13, except that the partnership for insurance purposes must have been of a one year duration or longer.

2. Regardless of number of years in the district or in the Empire Plan, retiree health insurance shall be the same as that provided for active employees.

Teachers who retired since July 1, 1992 and teachers who will retire in the future shall receive separate, signed, irrevocable contracts which shall state the percentage guaranteed to be paid by the district.

3. Retiree rights are more particularly set forth in Article VII.

A participating retiree and/or retiree’s spouse or domestic partner whose primary coverage is through Medicare shall receive back from the District that portion of his/her health insurance premium (Medicare Part B) that is required under the current Empire Plan and/or state regulation, if any. This rebate shall be paid in a timely manner.

4.\* In addition to the benefits provided above, the district shall establish a self-funded health benefit plan providing additional medical plan benefits to the extent hereinafter described. Said self-funded plan shall be administered by J. J. Newman & Company, Inc. of Garden City, New York, (hereinafter referred to as the “Plan Administrator”), pursuant to a certain separate agreement. Said self-funded plan includes the following provisions:

- a. Continuation of the 90% rate of reimbursement currently provided under the CIGNA Insurance Plan for non-Empire participating physicians and allied health professional fees, for the first \$2000

of expenses but based upon the ninetieth (90th) percentile of HIAA's schedule of "reasonable and customary fees". After \$2,000 of expenses has been reached reimbursement shall be at the rate of 100%.

- b. Reimbursement for any costs incurred by unit members arising from the difference between the Empire deductibles and CIGNA deductibles of \$75 for individual and \$150 for family.
- c. Any individual who was covered as of July 1, 1992 or thereafter under the CIGNA plan but who is refused coverage in the Empire Plan shall be covered under the self insurance fund administered by J.J. Newman & Company. This self-insurance will provide the same benefits as the health insurance provided to active employees.
- d. **Additional Plan Benefits**
  - 1. The Plan Administrator will assist unit members in the event that coverage and/or benefit issues arise with the New York State Government Employees Health Insurance plan.
  - 2. The Plan Administrator will assist any bargaining unit member currently receiving benefits due to a continuing illness or injury under the CIGNA Insurance plan with transition to the new plan.
  - 3. The plan administrator will assist any bargaining unit member with respect to any claim or dispute involving CIGNA.
- e. The District's obligation shall be limited to the provision of the level of benefits then provided by the New York State Government Employees Health Plan together with the supplemental benefits described in Section 4(a), 4(b), and 4(c) of this Exhibit 1.

**5.\* Appeals**

In the event that a bargaining unit member seeks review of a claim determination made by the Plan Administrator, the appeals procedure as set forth in Exhibit 3 hereof shall be utilized.

**6. Confidentiality**

The self-funded benefits paid for by the District will require disclosure to the Plan Administrator of utilization of plan benefits by bargaining unit members. Personally identifiable information shall be treated as confidential and shall not be utilized in an adverse manner against any bargaining unit member.

**7.\*** The District reserves the right to change the Plan Administrator provided that the Association shall receive notice and have the right to discuss the matter at least 20 days prior to the decision being finalized.

**8.** Effective December 31, 2003 dual family coverage shall not be permitted.



9.\* The above described plan will be implemented with respect to all eligible District employees and those retirees who have continued health insurance coverage and were enrolled on or after July 1, 1992.

10. The District will allow teachers to use their building's duplicating machines to make copies of all insurance forms and papers prior to submission to the insurance companies.

\*All of Sections 4, 5, 7, and 9 shall end effective the end of December 31, 2003, except that claims may be submitted through March 31, 2004 for expenses incurred in these sections through December 31, 2003.

EXHIBIT 2

Dental insurance is a self insured program administered by CBCA. The Cigna Dental Insurance Plan will be replicated except for the following changes:

1. For all participants and their dependents the annual maximum shall be \$2,000 per person.
2. The plan shall cover any unmarried child less than twenty-six (26) years of age enrolled in school as a full-time student and/or any child less than twenty-six (26) years of age incapable of self-sustaining employment by reason of mental or physical handicap.
3. All participants who voluntarily use the CBCA provider network shall have the following additional benefits:
  - a. There shall be no deductible, and
  - b. There shall be no co-pay, and
  - c. All covered expenses shall be paid at the 100% rate up to the \$2,000 annual maximum per person.
4. A family plan shall cover a spouse or domestic partner and any dependents.

MITA shall be involved in overseeing the dental plan.

EXHIBIT 3  
CLAIMS APPEAL PROCESS

Introduction:

The Longwood Central School District has the responsibility for payment of certain self-insured medical benefits above the benefits provided by the Empire Plan for expenses incurred up to and including December 31, 2003. Claims for payment of these must be submitted no later than March 31, 2004.

Additionally, the Longwood Central School District (hereinafter the "LCSD") has the ongoing responsibility for payment of certain self-insured dental plan benefits. This dental benefit does not end on December 31, 2003. The Longwood Central School District has employed a Plan Administrator to effectuate the foregoing.

Application for Claims:

Any claims by a Participant for a benefit shall be submitted to the Plan Administrator pursuant to a procedure to be effectuated by the Plan Administrator subject to the review and approval of the district and MITA. The Plan Administrator shall be responsible for deciding such claim and for providing full and fair review of the decision on such claim. Any legal action arising out of the denial in whole or in part of such claim shall be the responsibility of the LCSD.

Each participant or other interested person shall file with the Plan Administrator such pertinent information as the Plan Administrator may reasonably request, and in such reasonable manner and form as the Plan Administrator may specify or provide; and such person shall not have any rights or be entitled to any benefits or further benefits hereunder, as the case may be, unless such reasonable information is filed by the Participant or on the Participant's behalf.

Each participant claiming benefits under the Plan shall supply at such times and in such manner as the Plan Administrator may reasonably require written proof that covered expenses were incurred or that the benefit is covered under the Plan. If the Plan Administrator shall determine that a Participant or Covered Dependent has not incurred a covered expense or that the benefit is not covered under the Plan or, if the Participant or Dependent shall fail to furnish such reasonable proof as is requested, no benefit or no further benefits hereunder, as the case may be, shall be payable to such Participant or Dependent.

Payment by the Plan Administrator with respect to a claim shall be furnished to the claimant within thirty (30) days following the receipt of a satisfactory proof of claim by the Plan Administrator. Commencement of benefit payments shall constitute notice of approval of a claim to the extent of the amount of the approved benefit. If such claim shall be wholly or partially denied, such notice shall be in writing and worded in a manner calculated to be understood by the claimant, and shall set forth (a) the specific reason or reasons for the denial; (b) specific reference to pertinent provisions of the Plan on which the denial is based; (c) a description of any additional material or information necessary for the claimant to perfect the claim and an explanation of why such material or information is necessary and (d) an explanation of the Plan's claims review procedure.

If the Plan Administrator fails to notify the claimant of the decision regarding the claim in accordance with this Section or if the claimant is not satisfied with the decision of the Plan Administrator, the claimant shall then be permitted to proceed with the claims review procedure provided herein.

Claim Review Procedure:

Within forty (40) days following receipt by the claimant of notice of the claim denial, or if the Plan Administrator fails to notify the claimant of the decisions within a thirty (30) day period, the claimant may appeal denial of the claim by filing a written application for review with the Plan Administrator. Following such request for review, the Plan Administrator shall fully and fairly review the decision denying the claim. Prior to the decision of the Plan Administrator pursuant to this Section, the claimant shall be given an opportunity to review pertinent documents and to submit issues and comments in writing and request a review by the Plan Administrator of such a decision denying the claim. Such a request shall be made in writing and filed with the Plan Administrator after delivery to the claimant of written notice of the decision. Such written request for review shall contain all additional information which the claimant wishes the Plan Administrator to consider. The Plan Administrator may hold a hearing or conduct an independent investigation regarding the merits of the denied claim and promptly following receipt by the Plan Administrator of the request for review shall deliver the decision to the claimant in writing.

Final Review:

After the Appeal review has been exhausted with the Plan Administrator, an appeal shall be made directly to a committee composed of the Superintendent of Schools, one appointee of the Superintendent of Schools, the President of MITA, and one appointee of the President of MITA. The appeal must be made in writing after full or partial declination by the Plan Administrator. The review of the claim appeal by the Claims Appeal Committee shall be completed within twenty (20) days of its receipt of the claim. Throughout the claims appeal process, confidentiality of the identity of the appellant will be maintained.

In the event that the Claims Appeal Committee cannot reach a majority determination and/or if the appellant is not satisfied with the decision of the Claims Appeal Committee, the appellant may elect to submit the issue to binding arbitration before an arbitrator selected through procedures established by MITA and the district, the costs of which shall be paid equally by the District and the appellant. The determination of the arbitrator shall be final and binding.

