

**Agreement Between  
the  
Board of Education of Rutherford  
and the  
Rutherford Education Association**

**2025-2028**

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This Agreement entered into on July 1, 2025, effective from the 1st day of July, 2025 by and between the Board of Education of Rutherford, the Borough of Rutherford, New Jersey, hereinafter called the "Board", and the Rutherford Education Association, hereinafter called the "Association".

**ARTICLE 1**  
**RECOGNITION**

- A. The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning the terms and conditions of employment for all regularly employed personnel including:

All teachers in any category provided however, that the predominant duties of such teachers are not supervisory in nature. This shall include nurses, librarians, guidance counselors, learning disability teacher-consultants, school social workers, SAC (Student Assistance Counselors), behaviorists, and the school psychologists. In addition to the foregoing, the Association is also recognized as the representative for custodians, maintenance personnel, school administrative assistants, electricians, plumbers, bus drivers, utility people, delivery personnel, clerical assistants, teacher assistants, and bus assistants, but excluding:

Principals, Assistant Principals, Supervisors, Director of Buildings and Grounds, Confidential Administrative Assistant to the Superintendent, Confidential Administrative Assistant to the Business Administrator, Confidential Business Analyst, Confidential Administrative Assistant, Confidential Payroll-Bookkeeper, Network Systems Administrator and IT Managers, Network Technician, Confidential Accounts Payable Bookkeeper, Registrar, and Data Coordinator/Administrative Assistant for Information Technology and any other regularly employed personnel exercising supervisory functions.

**ARTICLE 2**  
**NEGOTIATIONS PROCEDURE**

- A. The parties agree to enter into collective negotiations pursuant to the provisions of Chapter 303, Public Laws of 1968 and Chapter 123, Public Laws of 1974, in a good faith effort to reach agreement on all matters concerning the terms and conditions of all employees for whom the Rutherford Education Association is authorized to negotiate. Such negotiations shall begin no later than the date established by P.E.R.C. (Chapter 123, Public Laws of 1974). Subject to ratification by a majority vote of the full Board of Education and the Rutherford Education Association, any agreement so negotiated shall apply to all personnel for whom the Rutherford Education Association is authorized to negotiate, be reduced to writing, be signed by the Board and approved by the membership of the Rutherford Education Association.
- B. Whenever tentative agreement is reached upon any provision to become incorporated in a contract, the parties shall endeavor to have said tentative agreement reduced to writing.

**ARTICLE 3**  
**REPRESENTATION FEE**

A. Purpose of Fee

If an employee does not become a member of the Association during any membership year (i.e., from September 1 to the following August 31) which is covered in whole or in part by this agreement, said employee will be required to pay a representation fee to the Association for that membership year to offset the costs of services rendered by the Association as majority representative.

B. Amount of Fee

Prior to the beginning of each membership year, the Association will notify the Board in writing of the amount of the regular membership dues, initiation fees and assessments charged by the Association to its own members for that membership year. The representation fee to be paid by nonmembers will be equal to the maximum allowed by law.

C. Deduction and Transmission of Fee

1. The Board agrees to deduct from the salary of any employee who is not a member of the Association for the current membership year the full amount of the representation fee set forth in Section B above and promptly will transmit the amount so deducted to the Association.
2. The Board agrees to deduct the representation fee in equal installments, as nearly as possible, from the paychecks paid to each employee during the remainder of the membership year in question. The deductions will begin 30 days after the employee begins his or her employment in a bargaining unit position.

D. Termination of Employment

If an employee who is required to pay a representation fee terminates his or her employment with the Board before the Association has received the full amount of the representation fee to which it is entitled under this Article, the Board will deduct the unpaid portion of the fee from the last paycheck paid to said employee during the membership year in question and promptly forward same to the Association. The employee shall give sixty (60) days written notice to both the Board and Association.

E. Mechanics

Except as otherwise provided in this article, the mechanics for the deduction of representation fees and the transmission of such fee to the Association will, as nearly as possible, be the same as those used

for the deduction and transmission of regular membership dues to the Association.

F. Indemnification Clause

The Association shall indemnify and hold the employer harmless against any and all claims, demands, suits and other forms of liability, including liability for reasonable counsel fees and other legal costs and expenses that may arise out of, or by reason of, any action taken or not taken by the employer in conformance with this provision.

G. Certification

The Association will certify to the Board prior to the start of each membership year that the amount of the representation fee to be assessed does not exceed 85% of dues, fees and assessments and does not include any amount of dues, fees and assessments that are expended (1) for partisan, political or ideological activities or causes that are only incidentally related to terms and conditions of employment or (2) applied toward the cost of benefits available only to members of the majority representative.

**ARTICLE 4**  
**GRIEVANCE PROCEDURE**

**A. DEFINITIONS**

1. A grievance shall be defined as, and limited to an interpretation, application or violation of policies or agreements affecting an employee or a group of employees or by the Rutherford Education Association on their behalf.

In cases involving the withholding of increments pursuant to the provisions of R.S. 18A: 29-14, an individual affected by such action shall have the right to invoke the grievance procedure through the hearing before the Board. From the final determination by the Board the method of review shall be that set forth in R.S. 18A: 29-14.

2. The term "employee" shall mean any individual or group of employees covered by this master contract.
3. The term "representative" shall include any organization, agency, or person authorized or designated by any employee, or any group of employees, or by a public employees association or by the Board to act on its or their behalf and to represent it or them.
4. The term "immediate" superior shall mean the person to whom the aggrieved employee is directly responsible under the Table of Organization (available from building principal) prevailing in this School District.
5. The term "party" means an aggrieved employee, his immediate superior, the school principal, or any staff member below the Superintendent in connection with the procedure herein established.
6. The term "day" shall mean a calendar day.

**B. PROCEDURE**

1. The aggrieved employee shall institute action under the provisions hereof within fourteen (14) days of the occurrence complained of, or within fourteen (14) days after he/she would reasonably be expected to know of its occurrence. Failure to act within said fourteen (14) day period shall be deemed to constitute an abandonment of the grievance.
2. The employee processing a grievance shall be assured freedom from restraint, interference, coercion, discrimination, or reprisal.
3. In the presentation of a grievance, the employee shall have the right to present his/her own appeal or to designate a representative to appear with him/her at any step in his/her appeal.

4. Whenever the employee appears with a representative, the Board shall have the right to designate a representative to participate at any stage of the grievance procedure.
5. To initiate the grievance procedure, an employee shall file a request to discuss his/her grievance with his/her immediate supervisor within the time period set forth in section 1. Where the immediate superior is below the rank of principal, the principal shall be notified and shall have the right to be present at and to participate in said hearing. The hearing shall be conducted within fourteen (14) days of the filing of the request. A written decision shall be rendered within five (5) days of said hearing.
6. If the grievance is not resolved to the employee's satisfaction, within five (5) days from the determination referred to in Paragraph 5 above, the employee shall submit his/her grievance to the Superintendent of Schools in writing, specifying:
  - (a) The nature of the grievance;
  - (b) The results of the previous discussion;
  - (c) The basis of his/her dissatisfaction with the determination;
  - (d) The remedy being sought must be stated.
7. A copy of the writing called for in Paragraph 6 above, shall be furnished to the school principal and to the immediate superior of the aggrieved employee.
8. Within ten (10) days from the receipt of the written grievance (unless a different period is mutually agreed upon), the Superintendent shall hold a hearing at which all parties in interest shall have the right to be heard.
9. Within ten (10) days of said hearing (unless a different period is mutually agreed upon), the Superintendent shall, in writing, advise the employee and his/her representative, if there be one, of the superintendent's determination and shall forward a copy of said determination to the school principal and to the immediate superior of the aggrieved employee.
10. In the event of the failure of the Superintendent to act in accordance with the provisions of Paragraphs 8 and 9, or, in the event a determination by him/her in accordance with the provisions thereof, is deemed unsatisfactory by either party - the dissatisfied party, within ten (10) days of the failure of the Superintendent to act or within ten (10) days of the determination by him/her, may appeal to the Board of Education.

11. Where an appeal is taken to the Board, there shall be submitted by the appellant:
  - (a) The writing set forth in Paragraphs 6 and 9, and a further statement in writing setting forth the appellant's dissatisfaction with the Superintendent's action. A copy of said statement shall be furnished to the Superintendent and to the aggrieved party.
12. The appellant in his/her appeal to the Board shall have the right to appear unless he/she notifies the Board within seven (7) days that he/she does not so desire, in which event the Board may consider the appeal on the written record submitted to it, or the Board may on its own conduct a hearing; or it may request the submission of additional written material. Where additional written materials are requested by the Board, copies thereof, shall be served upon the aggrieved parties who shall have the right to reply thereto. Where the appellant requests in writing a hearing before the Board, a hearing shall be held.
13. The Board shall make a determination within thirty (30) days from the receipt of the grievance and shall in writing notify the employee, his/her representative if there be one, the principal, and the Superintendent of its determination. This time period may be extended by mutual agreement of the parties.
14.
  - a. If not settled at the Board stage, the grievance may, within fifteen (15) days thereafter be submitted by the Rutherford Education Association, to final and binding arbitration before an arbitrator experienced in school matters to be selected by mutual agreement of the parties. In the event such selection is not promptly agreed upon, the rules of the Public Employment Relations Commission shall apply with regard to the selection of an arbitrator and the conduct of the arbitration proceeding.
  - b. The arbitrator's decision shall be in writing and shall set forth his/her findings, reasoning and conclusion(s) on the issue(s) submitted.
  - c. The arbitrator shall not have the authority to add to, modify or change any of the provisions of the written agreement.
  - d. The arbitrator shall not make any decision or award which would be contrary to law or which limits or interferes with the powers, duties and responsibilities of the Board of Education under applicable laws or rules and regulations having the effect of law, unless such powers, duties and responsibilities are limited under this Agreement.



- e. The costs for the services of the arbitrator, including expenses, if any, shall be borne equally by the Association and the Board.
15. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be waiver of further appeal of the decision.
16. In the event a grievance shall be filed by an employee who is not subject to the jurisdiction of any principal or who may be answerable to more than one principal, he/she shall discuss his/her grievance initially with the Superintendent and if dissatisfied, with the determination, may appeal to the Board in accordance with the provisions herein set forth.
17. a. In any case, where a grievance is based upon the direct order, ruling or determination of the Superintendent, the aggrieved employee may appeal directly to the Board within ten (10) days of the issuance of said order, ruling or directive, or within ten (10) days of the time when same have been brought to the employee's attention by filing with the Secretary of the Board, a writing setting forth,
- (1) The order, ruling or determination complained of;
  - (2) The basis of the complaint;
  - (3) A request for a hearing if a hearing is desired.
- b. A copy of the writings set forth above shall be served upon the Superintendent who shall have the right to reply in writing thereto. A copy of such reply shall be served upon the aggrieved employee.
18. Upon receipt of a grievance filed under the provisions of Paragraph 17, the procedure shall be as set forth in Paragraphs 12 and 13.
19. Forms for filing grievances, serving notices, taking appeals, making reports and recommendations, and other necessary documents shall be prepared jointly by the Superintendent and the Association.
20. All meetings and hearings under the procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representatives, heretofore referred to in this ARTICLE.
21. All employees shall be entitled to resort to the full procedure hereinabove set forth.
22. Whenever any teaching staff member is required to appear before the Board of Education or any committee or member thereof concerning

any matter which could adversely affect the continuation of that teaching staff member in his/her office, position or employment or the salary or any increments pertaining thereto, then he/she shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a person of his/her own choosing present to advise and represent him/her during such meeting or interview. (Chapter 451, Laws of 1968)

C. YEAR END GRIEVANCE

In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, and, if left unresolved until the beginning of the following school year, could result in irreparable harm to a party in interest, then the time limits set forth herein, could be reduced, upon mutual agreement of all parties, so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.

**ARTICLE 5**  
**ASSOCIATION RIGHTS AND PRIVILEGES**

- A. The Board agrees to furnish to the Association in response to reasonable requests from time to time pertinent information concerning the financial resources of the school district. This is to include one copy of the annual audit and current school budget. At the beginning of each school year, the Association shall be supplied with the names and addresses of all unit members.
- B. Whenever any representative of the Association or any employee under this contract participates during working hours in negotiations, grievance proceedings, conferences, or meetings called by the Board and/or its representative, he/she shall suffer no loss of pay.
- C. The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings when school is not in session and facilities are available. The requests for said use shall be approved by the Superintendent. The Association shall have the right to call at least six meetings per year at 3:30 p.m., giving advance notice to the Superintendent.
- D. The Association shall have in each school building a bulletin board in each faculty lounge.
- E. The Board of Education and the REA will establish a liaison committee which will consist of the Superintendent of Schools and the Rutherford Education Association. Said committees will meet twice during each school year. This committee is not intended to replace the grievance procedure.
- F. An Association representative may speak to teachers at any building faculty meeting for a period of up to 10 minutes on request of the representative.

## **BOARD RIGHTS AND RESPONSIBILITIES**

- A. The Board, on its own behalf and on behalf of the citizens of the Borough of Rutherford, New Jersey, hereby retains and reserves unto itself except as specifically limited by this Agreement, all powers, rights, authority, duties and responsibilities conferred upon and vested in it, prior to the signing of this Agreement, by the laws and the Constitution of the State of New Jersey and of the United States.
- B. The exercise of the foregoing powers, rights, authority, duties and responsibilities of the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of New Jersey and of the United States.
- C. Nothing contained herein shall be construed to deny or restrict the Board of its rights, responsibilities and the authority under N.J.S.A. 18A, Education School Laws of New Jersey and any other national, state or country laws or regulations as they pertain to education.

**ARTICLE 6**  
**HEALTH BENEFITS**

**A. Health Care Benefits**

1. The Board shall make available to all eligible employees, employed prior to July 1, 2020, health care insurance coverage provided by the School Employee Health Benefits Plan (SEHBP) under the Direct 15 program.
2. All benefits-eligible employees hired prior to July 1, 2020 shall be eligible to participate in any of the plans offered in the School Employees Health Benefits Program (SEHBP). However, any untenured employee shall pay the difference in premium for the plan selected and the New Jersey Educators Health Plan (NJEHP) by a payroll deduction until such time as the employee acquires tenure or, if the employee is not eligible for tenure, after the time required for certificated staff to achieve tenure under New Jersey law, at which time the employee shall have the option to participate in either the Direct 15 plan or the Direct 10 plan as hereinafter provided. An employee who is enrolled in the NJEHP may thereafter enroll in any plan available under the SEHBP in accordance with the open enrollment period and the rules of the SEHBP.
3. For all employees commencing employment on or after July 1, 2020, but before January 1, 2028, enrollment shall be limited to either the NJEHP or the Garden State Health Plan.
4. For employees hired prior to July 1, 2020, the health benefit contribution for tenured employees and untenured employees who are not eligible for tenure, but who have worked the time required for certificated staff to achieve tenure, who participate in the Direct 15 plan will be made in accordance with Tier 4 of P.L. 2011, c. 78. The Board will offset the employee contribution as per a mutually agreed upon Chapter 78 Relief Guide for Employees with Direct 15 Coverage.
5. For employees hired prior to July 1, 2020, the health benefit contribution for tenured employees and untenured employees who are not eligible for tenure, but who have worked the time required for certificated staff to achieve tenure, who choose to participate in the Direct 10 plan will be made in accordance with Tier 4 of P.L. 2011, c. 78, and shall additionally include the difference in premium for the Direct 10 Plan and the Direct 15 plan.
6. If the Board determines to leave SEHBP, it must provide an equal to or better than level of benefits as those at the time of the decision to leave the Plan from an alternate carrier.
7. Health benefit contribution will be made in accordance with Tier 4 of P.L. 2011 c 78. For participation in Direct 10 or Direct 15 plans in

accordance with PL2020. C44 benefit contribution as per law.

Enrollment may occur during the open enrollment period which shall be effective January 1. An employee can enroll in the health plan immediately if he/she submits proof of a life status change (e.g., unemployment, death or disability of a spouse; divorce or legal separation; activation to full-time military status; or a material change in the status of the spouse's insurance coverage).

B. DENTAL PLAN

1. The Board will pay the full premium for one party coverage for each employee.
2. Dependent coverage (2 party or family) will remain available at a cost to the employee of the balance over and above the single coverage expense.
3. The Board will pay one (1) additional month's premium on the health and three (3) additional months' premiums on the dental plans for each retiree.
4. For retiring employees wishing to continue applicable benefits, the Board of Education shall provide those benefits by complying with the current provisions of COBRA.

**ARTICLE 7**  
**LEAVES**

All categories of personnel covered by this contract shall be eligible for the following days of leave:

A. SICK LEAVE

1. All persons holding any office, position, or employment in this school district who are steadily employed by the Board of Education shall be allowed sick leave with pay for a minimum of ten school days in any school year for ten month employees; eleven school days for eleven month employees; and twelve school days for twelve month employees. All unused sick leave days are cumulative for future use. Sick leave is prorated to actual months worked.

2. Extended Sick Leave

In the event an employee has used up his/her sick leave and has been out ill for more than ten (10) days, at the request of the employee or the Association, the Superintendent of Schools shall bring such cases to the Board of Education for a decision on whether the Board shall grant extended sick leave. Each case shall be based on the past record of the individual and each case shall be reviewed on its own merits.

In the case of an employee who is out ill for an extended period and is rapidly approaching depletion of his/her accumulated sick days, the Superintendent can bring this to the attention of the Board for possible immediate extension of time for said illness by Board granted sick days and/or side bar agreement.

3. Quarantine/Pandemic

There shall be no deduction of time or salary for absence due to mandated quarantine during a declared state, county, or local health emergency.

#### 4. Unused Sick Leave

Only upon retirement, payment for unused sick days shall be paid according to the following schedule (for the duration of the contract). Schedule B will be followed when:

- an employee plans to retire between July 1 and September 1 AND has given notice to the Board of Education prior to February 1 of that year, or
- an employee plans to retire at any other time of the year AND has given notice to the Board of Education at least 5 months in advance of the retirement date.

In the event that a staff member chooses to retire in lieu of non-renewal or layoff, he/she will be eligible for the Schedule B payout.

Schedule A will be followed for all others

##### **For Certificated Staff:**

Schedule A			Schedule B	
# of days	Rate	Maximum	Rate	Maximum
1-100	\$40	\$ 4,000	\$55	\$ 5,500
101-200	\$45	\$ 4,500	\$60	\$ 6,000
201-300	\$50	\$ 5,000	\$65	\$ 6,500
Maximum Reimbursement:				
				\$13,500
				\$15,000

##### **For Non-Certificated Staff:**

Schedule A			Schedule B	
# of days	Rate	Maximum	Rate	Maximum
1-100	\$30	\$ 3,000	\$40	\$ 4,000
101-200	\$35	\$ 3,500	\$45	\$ 4,500
201-300	\$40	\$ 4,000	\$50	\$ 5,000
Maximum Reimbursement:				
				\$10,500
				\$13,500



## B. BEREAVEMENT

1. All employees are entitled to up to four (4) bereavement days, following a death in their immediate or step family.
2. "Immediate family" or "step family" is defined as the employee's husband, wife, legal domestic partner, children, parents, grandchildren, grandparents, brothers, sisters, brothers-in-law and sisters-in-law, sons-in-law and daughters-in-law of either the employee or his/her spouse/legal domestic partner, and any other person who resides in the employee's household.
3. A fifth (5<sup>th</sup>) bereavement day may be requested for any of the following circumstances:
  - Funeral travel exceeding 200 miles round trip
  - Delay of funeral due to extenuating circumstances
  - Established religious customs

## C. PERSONAL DAYS

Personal Days are to be taken to handle business which cannot be scheduled outside of school hours.

1. All employees shall be eligible for up to four (4) Personal Days per year without loss of pay. Circumstances which may be approved by the Superintendent are noted below in number 3.
  - a. Personal Days are not cumulative except as described in Section D (Family Illness/Excused Absence Bank).
  - b. Personal Days are not eligible for payment at retirement.
2. An "Application for Personal Day" shall be submitted to the Superintendent at least five (5) days prior to the day requested. If due to an emergency an advance application is not possible, the employee's school shall be notified immediately by telephone and the application will be filed as promptly as possible afterwards.
3. Circumstances which may be approved are listed below and on the Application for Personal Day. The superintendent reserves the right to verify reasons offered for Personal Day requests.
  - Legal business which cannot be conducted outside of school hours
  - Funeral (other than immediate family)
  - Graduation in the immediate family

- Illness of someone in the immediate family or immediate household
  - Observance of a religious holiday
  - Home emergency
  - Other (explanation necessary)
4. Two (2) of the four (4) Personal Days may be requested without specifying the reason except as here noted.
- a. Personal Day without reason may not be used for vacation purposes.
  - b. Personal Day without reason provided may not be used during the month of June.
  - c. Personal Days without reason may not be approved if, on the day requested, more than five other staff members request a Personal Day without reason. Approvals will be granted on a first come first served basis.

D. FAMILY ILLNESS/ PERSONAL DAY BANK

Unused Personal Days can be accrued in a bank to be used in subsequent years according to these guidelines:

- 1. Up to 10 Personal Days from prior years may be accrued in this bank.
- 2. Application for use of banked days follows the procedures prescribed above for annual Personal Days. The Superintendent reserves the right to verify reasons offered for banked day requests.
- 3. Banked days may be used only for:
  - a. Attending to health/medical needs of immediate family that cannot be taken care of outside of regular work hours.
  - b. Religious observance day if the employee's traditional religious observance days fall on school days. Such observance days should appear on the list of state recognized religious observance days, which can be found on the district's web site.
  - c. For funeral services not covered in Section B, "Bereavement."
- 4. Family Illness/ Personal Day Bank days are not eligible for payment at retirement.

#### E. Donation of Sick Days

In the event an employee has used up his/her sick leave and has been out ill for more than ten (10) days, at the request of the employee or the Association, the Superintendent of Schools shall bring such cases to the Board of Education for a decision on whether the Board shall grant extended sick leave. Each case shall be based on the past record of the individual and each case shall be reviewed on its own merits.

In the case of an employee who is out ill for an extended period and is rapidly approaching depletion of his/her accumulated sick days, the Superintendent can bring this to the attention of the Board for possible immediate extension of time for said illness by Board granted sick days pursuant to N.J.S.A 18A:30-6. and/or side bar agreement. Should the Board deny the request, the employee could remain eligible for paid sick days by following the guidelines outlined below. Any member of the Association who chooses to donate should do so on a voluntary basis.

1. A person requesting extra sick days may not have used more than an average of five sick days per calendar year during the last five years unless a long-term illness occurred during that time.
2. There will be an appeals panel regarding guideline one above if someone does not meet the requirements and still wants to request days. The three-person panel will consist of the REA president, one of the REA vice presidents and one REA member (not an officer).
3. There must be a cap of time that can be given. Example - a four-month limit of days after one's sick time runs out. (The appeals panel may review special circumstances that might require more time). A minimum of ten days must be requested.
4. A special period of days must be requested so the REA does not have to ask for additional sidebars for the same illness. Example - consult with your doctor regarding the time you should be out. A shorter time needed than requested would refund unused days already allotted.
5. A doctor's note must accompany the request for granted days to prevent abuse of extra days.
6. Extra sick days may not be requested to extend maternity leave.
7. Part-time people may only donate half days.
8. The Head Representative for each building or department will be in charge of sending the form out to its members for needed days.
9. If more days are needed than may be obtained from the single source in guideline seven above, the REA president will make a request from the district to grant the additional needed days.
10. The names of the donors shall remain confidential.

11. All REA members are encouraged to obtain insurance coverage to help in any long-term illness since we are not eligible for disability.

12. The Association acknowledges that the members of the Association who have donated sick days have voluntarily agreed to have their accumulated sick days reduced by the number of donated days in question. In the event that any members of the Association should decide to rescind his/her decision or file a lawsuit or grievance challenging his/her decision, the Association agrees to indemnify and hold the Board harmless from any such claim, including the reimbursement of reasonable attorney's fees and cost of litigation.

13. The Board's decision to allow staff members to donate sick days is without prejudice to its position that the Board does not have the legal obligation to grant such a request or that the Association has a right to the relief requested. In particular, the decision of the Board to allow teaching staff members to donate sick days shall be inadmissible in any litigation between the parties. This shall include, but is not limited to, any unfair grievance, arbitration, lawsuit or unfair labor practice. The Board's decision shall not be used as precedent or constitute a basis upon which a past practice is alleged to exist

## **ARTICLE 8**

### **VACATION**

All maintenance, full time 12 month bus drivers, custodial, and secretarial personnel shall earn vacation as follows:

1. Vacation time shall be scheduled at a time approved by the Superintendent or his/her designee.
2. Vacation time must be taken in the fiscal year following the fiscal year that the vacation time was earned.
3. Up to two unused vacation days shall carry over into the next school year. These accrued days must be used within that year.
4. No vacation time shall accrue during the first two months of employment.
5. Anyone retiring may have the opportunity to either receive the accrued vacation in cash or to take the time during the thirty (30) days prior to the retirement date.

### Twelve Month Contract

Year	Vacation Earned	Vacation Taken
Year 1	10*	0
Years 2,3,	10	10
Year 4,	15	10
Years 5,6,7,8,9,10,11	15	15
Year 12	16	15
Year 13	16	16
Year 14	17	16
Year 15	20	17
Year 16+	20	20

### Eleven Month Contract

Year	Vacation Earned	Vacation Taken
Year 1	10*	0
Years 2,3,4	10	10
Year 5	14	10
Years 6,7,8,9,10,11	14	14
Year 12	15	14
Year 13	15	15
Year 14	16	15
Year 15	19	16
Year 16+	19	19

\* May be pro-rated based upon hire date

### **ARTICLE 9**

#### **TRAVEL EXPENSES**

Any employee using his/her private vehicle for approved school business will be reimbursed for mileage. The rate for such reimbursement will be at the maximum rate allowed by law.

**ARTICLE 10**  
**LONGEVITY**

Longevity payments will be made as follows:

A.           Certificated employees:

Certificated employees, after service to the Board for the period set forth immediately below, shall receive the corresponding longevity payment:

	<b><u>2025-26</u></b>	<b><u>2026-27</u></b>	<b><u>2027-28</u></b>
After 18 Years	\$2,631	\$2,710	\$2,791
After 20 Years	\$2,923	\$3,011	\$3,101
After 25 Years	\$3,507	\$3,612	\$3,721
After 30 Years	\$4,092	\$4,215	\$4,341

B.           Custodians, Administrative Assistants and Maintenance employees:

Custodians, Administrative Assistants and Maintenance employees, after service to the Board for the period set forth immediately below, shall receive the corresponding longevity payment:

	<b><u>2025-26</u></b>	<b><u>2026-27</u></b>	<b><u>2027-28</u></b>
After 15 Years	\$1,462	\$1,505	\$1,551
After 20 Years	\$2,047	\$2,108	\$2,171
After 25 Years	\$2,923	\$3,011	\$3,101
After 30 Years	\$3,507	\$3,612	\$3,721

C.           Teacher Assistants, Clerical Assistants, Bus Assistants, and Bus Drivers:

Teacher Assistants, Clerical Assistants, Bus Assistants, and Bus Drivers, after service to the Board for the period set forth immediately below, shall receive the corresponding longevity payment:

	<b><u>2025-26</u></b>	<b><u>2026-27</u></b>	<b><u>2027-28</u></b>
After 15 Years	\$994	\$1,024	\$1,054
After 20 Years	\$1,285	\$1,324	\$1,364
After 25 Years	\$1,579	\$1,626	\$1,675
After 30 Years	\$1,870	\$1,927	\$1,984

Longevity amounts are not cumulative and shall be pro-rated to the employee's anniversary date.

**ARTICLE 11**  
**PROFESSIONAL DEVELOPMENT**

For purposes of this article, the term "teacher" shall include any employee working in a position which requires an instructional certificate or an educational services personnel certificate.

**A. Requirements**

1. All teachers shall complete one hundred (100) hours of professional development activities during each five (5) year cycle.
2. All newly certified teachers or those starting after the first year of each five-year cycle will be required to complete a pro-rated number of hours equal to 20 hours for each year remaining in the cycle.
3. Teachers on leave for less than one year have the option to stop the professional development clock or to accrue professional development hours if the teacher has a written and approved PDP for the school year.
4. A teacher on leave, during any given school year, who has opted to stop the professional development clock and whose leave is:
  - a) 3-5 months will deduct 10 professional development hours from the 100 hour requirement
  - b) 6-10 months will deduct 20 professional development hours from the 100 hour requirement
5. To the extent possible, training shall be provided during the school year, prior to the implementation of any new program or Board of Education initiatives.

**B. Documentation and Reporting**

1. Each tenured teacher will be required to maintain records of his/her own professional development hours and produce such record and documentation at the conclusion of each five-year cycle or earlier if requested by the school administrator or designee.
2. Each non-tenured teacher will be required to maintain records of his/her own professional development hours and produce such record and documentation as requested by the school administrator or designee annually until tenured. Non-tenured teachers who do not demonstrate significant progress toward meeting the cycle requirement shall not be awarded a tenure contract. Significant progress is determined to be earning at

least ninety (90) hours within the first three years of the cycle.

### C. Activities

1. All activities must be linked to teacher practice, student achievement or district/school goals. In order to count for professional development hours, the activity must be included in the teacher's professional development plan.
2. Participation in the activities listed below may earn professional development hours. Other items may earn credit with prior advance approval of the administrator.
  - a. Graduate courses related to the teacher's current work assignment (actual clock hours)
  - b. Undergraduate courses required by the administration or with advance approval of the administration (actual clock hours)
  - c. Participation on boards or committees (up to a maximum of 50 hours per cycle)
  - d. In-service courses, workshops, seminars, institutes, conferences
  - e. On-line courses and webinars (actual clock hours)
  - f. Action Research, portfolio development, educational research, contributions to professional literature
  - g. Presentations, teaching a course (hours for teaching and preparation for the same activity may accrue only once in each cycle)
  - h. Faculty, departmental or grade level meetings whose primary purpose is student achievement, teacher practice or school/district goals
  - i. Curriculum writing
  - j. Mentoring and/or supervising a student teacher (one hour of credit for each week of supervision)
  - k. Supervising a practicum teacher (maximum of three hours per semester)
  - l. Travel related to teaching field
3. Teachers shall be paid \$100 to prepare for each half-day workshop and \$200 to prepare for each full-day workshop, or be given



release time. Release time shall be mutually agreed upon between the supervisor and members to be approved by the Superintendent.

4. Teachers shall be paid \$35 an hour or be given release time to write curriculum. Release time shall be mutually agreed upon between the supervisor and members to be approved by the Superintendent.

- D. Any teacher who fails to meet the professional development requirement at the conclusion of the five- year cycle shall have his/her adjustment and employment increment withheld for the subsequent year.

E. Tuition Reimbursement - Teachers

The Board will pay a maximum of \$1,000 per person per school year for tuition of graduate courses approved by the Superintendent to a maximum of \$18,000 per year. Only course work approved by the superintendent of schools shall be eligible for educational level and step advancement. Tuition will not include cost of books, meals, etc. This policy applies to tenured employees only. Payment will be made upon completion of the course and presentation of a report card, transcript, or letter stating such. The college bill will be submitted to the business office for reimbursement. The school year is July 1 through June 30. All recipients must maintain a minimum of a "B" average.

F. Tuition Reimbursement - Non-Certificated Employees

The Board will pay a maximum tuition reimbursement of \$1000 per person per year. The Board will establish a pool of \$4,000 per year to be used by non-certificated employees for tuition for courses related to their work. Employees must have their courses approved in advance by the Superintendent or Business Administrator, as appropriate. The decisions of the Superintendent and Business Administrator shall not be grievable.

G. Reimbursement for All Employees

All requests for reimbursement must be submitted by June 1<sup>st</sup> to the business office. If the cap is exceeded, the distribution will be done on a pro-rata basis.

**ARTICLE 12**  
**PAYROLL AND RETIREMENT PLANS**

A. Section 125 Plan

The Board will institute a Section 125 Plan for all unit members at no cost to the employee.

B. Direct Deposit

All employees will have their payroll deposited directly into the individual employee's bank of choice, up to two accounts.

C. Voluntary Investment Plans

The district will offer employees participation in the following investment plans:

- a. Roth 403b
- b. TSA 403b

**ARTICLE 13**  
**SCHOOL CALENDAR**

A. In determining the school calendar the Board, through the Superintendent, will hold discussions and seek suggestions from the Association. Final approval of the school calendar rests with the Board.

B. The Board agrees to grant half-day sessions on the days before Thanksgiving and Holiday Recess.

C. At the conclusion of the winter season, or no later than April 15<sup>th</sup> of each academic year, the Board shall determine the number of unused snow days remaining. Two unused snow days shall be returned to staff and students in the form of additional non-instructional days and non-professional development days.

**ARTICLE 14**  
**TEACHER ASSIGNMENT**

A. All teachers shall be given written notice of the teaching schedules. Tentative schedules and assignments shall be posted in each school when available with proper notification if any change occurs.

B. The Superintendent shall assign all newly-appointed personnel to their specific positions within their subject area for which the Board has appointed the teacher.

C. The final authority to determine assignments is the Board of Education acting through the Superintendent.

**ARTICLE 15**  
**TEACHING HOURS AND TEACHING LOAD**

- A. Teachers shall indicate their presence or absence in the building in the appropriate manner as set forth by the building principal.
- B. The teacher workday shall be as follows:
1. Grades Pre-K-3. The total workday for teachers will be seven (7) hours.
  2. Grades 4-12. The total day will be seven (7) hours and twelve (12) minutes.
- C. Lunch
1. Teachers volunteering and assigned to lunch supervision during their duty free lunch will be paid \$19.00 per hour.
  2. All teachers shall have a duty free lunch period. (Grades PreK-3 will be 45 minutes; Grades 4-8 will be 42 minutes; and Grades 9-12 will be 51 minutes.) Lunch supervision may be an assigned duty.
- D. Whenever an emergency arises necessitating the coverage of classes, the principal may ask for this coverage among the faculty.
- E. 1. Certified personnel shall return to their home school for one Back-to-School Night each year. Any staff required to attend Back-to-School Night shall be permitted to leave at student dismissal on the day of Back-to-School Night.
2. Participation in co-curricular activities and other school sponsored events within one's home school are considered a part of the certified staff member's professional obligations, including when such activities occur outside of the normal school day. In the event that a school activity is not adequately chaperoned by faculty volunteers, the administration may assign coverage from among faculty on a fair, equitable and rotating basis. In the event that a staff member is unable to fulfill the assignment upon request due to a personal commitment, he/she may ask to substitute it for a future event.
- If departure of past practice regarding the number of events, chaperone coverage required or timing of events occurs, the Administration and the REA will discuss in advance of events.
- F. 1. Faculty members shall be required to attend no more than 25 meetings after school on a Monday per school year. Faculty members shall not be required to stay longer than one hour past the end of the contracted day.

2. Teachers will be expected to remain, after the end of the normal school day on Tuesdays through Thursdays for extra help when requested by the students, but said time concludes at the end of the teacher workday.
3. The notice of an agenda for any faculty building meetings shall be given to the teachers prior to meetings, except in an emergency. The teachers shall have the opportunity to suggest items for the agenda at such meetings.
4. Teachers may leave the buildings without requesting permission during their scheduled duty-free lunch periods. Teachers shall sign out when leaving and sign in upon return.
5. Teachers may leave at student dismissal on Fridays and any other day beginning a holiday.

#### G. Calendar

The work year shall be 188 days (186 pupil days and 2 teacher only days). The Board may replace one or more teacher/student days with teacher only days. The last three days of the school year shall be the legal minimum days for students and full days for teachers.

#### H. Pre-K-6 Parent Conference Days

1. There will be one evening conference.
2. On the day the evening conference is held, the Pre-K-6 classroom teachers and students shall have a legal minimum day. The Pre-K-6 classroom teachers shall leave with the students and return for the evening conference.
3. If a teacher has 30 or more students in a Pre-K through Grade 6 class he/she will receive coverage during the school day to hold additional conferences.
4. The manner by which the conferences are administered will be reassessed each year. However, items 1. and 2. of the agreement concerning Parent Conference Days remain in effect.

#### I. Teaching Load:

1. The grade 4-12 schedule shall be a nine (9) period schedule.
2. Teachers in grades 4-12 shall teach no more than six (6) periods, or have five (5) teaching periods and one (1) duty period.
  - a. Whenever possible, consideration will be given to the equitable assignment of homerooms in grades seven through twelve.

3. One of the nine periods created at the grade 4-12 level shall be an administrative period, not a teaching period nor a duty period. Teachers will not be required to grade student work, assign grades or prepare lessons. The administrative period will not include covering classes except for a bona fide emergency. The definition of bona fide emergency is defined as critical staffing shortages that impact the continuity of school operations.
4. A sixth class is assigned for a semester or year based on student enrollment and/or class size. A sixth class will not be assigned across a department or grade level to effectuate a reduction in force. A full year course stipend of \$800 and a half year course stipend of \$400 for the 2025-2026 school year. A full year stipend of \$1,300, and a half year stipend of \$650 for the 2026-2027 and the 2027-2028 school year.

A sixth class in place of a duty period can be added to a teacher's schedule in grades 7-12 in order to temporarily fill a job opening. In the case that a sixth class is added to a teacher's schedule for a minimum of two weeks and for less than a semester, said teacher will be paid according to the prorated scale described below.

If a teacher works beyond a full semester and for less than two semesters (i.e. Covering a class from September through February) the additional portion of the class will be paid according to the prorated scale described below.

For each class period that is being covered, the teacher providing coverage will be compensated at a rate of \$5.80 per class period in 2025-2026 and \$9.42 per class period in 2026-2027 and 2027-2028

Rationale: There are 4 days in a cycle.  $184 \text{ school days} / 4 = 46$  cycles. Teachers teach 3 out of 4 days per cycle.  $184 - 46 = 138$  days teaching a class. The full year stipend is divided by 138.

5. In grades Pre-K to 3, all prep time exceeding 210 minutes per week is considered an administrative period. In Pre-K to 3, no less than 60 minutes a week will be considered administrative time. When utilizing administrative time for scheduled meetings, all attempts shall be made to utilize homeroom teacher's administrative period.
- Any administrative or prep time shall be scheduled in at least 10 consecutive minute increments.
6. Changes to the district grade level configuration and schedule will be allowed as long as the teaching load remains the same.
  7. If a teacher is Board approved to cover a long term absence in an area outside of the teacher's certification he or she shall not be required to prepare lessons or assessments, nor maintain grades for that coverage. Any other teacher(s) in the district shall also not

be required to prepare lessons or assessments, nor maintain grades for said teacher on leave.

J. Teacher Preparation Time

1. Elementary school teachers will be guaranteed 210 minutes prep time per normal school week. The superintendent will review the master schedule.
1. All grade 4 through 6 classroom teachers will be guaranteed one period per day of preparation time, one period per day of administration time, and one lunch period. All grade 7 through 12 classroom teachers will be guaranteed of 840 minutes of preparation time and 840 minutes of administration time during the course of a 20 school day cycle, as well as a daily lunch period. To the extent possible, teachers will have a prep or administrative period each day.
3. The Superintendent of Schools shall make every effort to secure substitutes for specialists, handling entire classes, when they are out of school so that elementary school teachers are not deprived of their preparation period(s) and/or administrative period(s).
4. Teachers will not be paid for lost preparation periods.

K. Course Preparation Load

To the extent possible, the 4th - 12<sup>th</sup> grade teachers' schedule will not require more than four course preparations at any given time.

**ARTICLE 16**  
**TEACHER-ADMINISTRATION LIAISON**

The faculty in each school shall elect a liaison committee if either teachers or principal so request. The committee shall meet as requested by either the principal or committee within five school days. The meetings shall not exceed more than once a month, unless mutually agreed upon. They will review and discuss local school problems and practices, revision or development of building policies, and suggested areas for curriculum improvement. This committee shall be limited to these aforementioned areas. This Committee shall not supplant the grievance procedure.

**ARTICLE 17**  
**TEACHER EVALUATION**

- A. 1. All monitoring or observation of the work performance of a teacher shall be conducted openly, with full knowledge of the teacher, by a duly certificated person.
2. A teacher shall be given a copy of any evaluation report prepared by his/her evaluators at least two (2) days before any

conference to discuss it. No such report shall be submitted to the central office, placed in the teacher's file, or otherwise acted upon, without prior conference with the teacher. No teacher shall be required to sign a blank or incomplete evaluation form.

3. Signature on the written evaluation report does not necessarily imply agreement with its content.

Board Policy #3222 related to Evaluations can be found on the District website.

4. Teachers will be given at least two (2) days to prepare for pre-conference preceding an announce observation.

- B. A teacher shall have the right upon request to review the contents of any evaluation. A teacher shall be entitled to have a representative accompany him/her during such review.
- C. Prior to any annual evaluation report, the immediate supervisor of a non-tenured teacher shall have had (written) communication, including but not limited to all steps in Section 2 below, with said teacher regarding his/her performance as a teacher.
- D. Increment Withholding

1. The Superintendent shall have the power to recommend to the Board of Education the withholding of any salary increment and/or adjustment for inefficiency as determined by at least two successive evaluations indicating unsatisfactory performance or effectiveness or other good cause which may have an adverse effect on the performance or effectiveness of the teacher. Said successive evaluations must be at least six (6) weeks apart so that an individual has an opportunity for correction. All unsatisfactory performance observations must be accompanied by written corrective measures by the administrative observer.
2. Whenever the withholding of an increment is proposed by the Superintendent, the individual concerned shall be given a written statement of reasons setting forth the particulars constituting the basis of said withholding. No such recommendation which is based on classroom performance shall be made by the Superintendent that is based on observation not conducted openly and with full knowledge of the teacher; and, where appropriate, neither shall any such recommendation, whether related to classroom performance or for other just cause, be made without notification to the teacher that a deficiency exists which may call for a recommendation for the withholding of an increment unless said deficiency is corrected immediately or within a time period prescribed by the administration.

3. Whenever the withholding of an increment is proposed, the individual involved shall have the right to appeal to the Board of Education and, upon filing in writing of a Notice of Appeal, setting forth the reasons why it is alleged that such action should not be taken, a hearing will be afforded by the Board to the aggrieved individual.
4. At such hearing the aggrieved individual shall have the right to be represented by counsel of his/her own choosing or by his/her duly designated representative.
5. From any adverse determination of the Board, the aggrieved shall have the right to appeal to the Commissioner of Education. The aggrieved party shall not have the right to request arbitration from any adverse determination of an evaluation indicating unsatisfactory performance or effectiveness or from any adverse determination of this Board to the Commissioner of Education.
6. The term "increment" is intended to mean the next step on the salary guide where the aggrieved individual would be placed. Where an increment is withheld, the individual shall remain at the same step on the salary guide even though the dollar amount may be higher than the previous year.
7. It shall not be mandatory upon the Board of Education to pay any such denied increment in any future year as an adjustment increment.
  - a. Any evaluation made of a non-tenure teacher shall not be subject to the Grievance Procedure and the willingness of the Board to permit discussion with reference to any such evaluation procedure shall not be deemed to constitute a waiver of the Board of its prerogatives relative to the employment and/or continued employment of such personnel.
  - b. Such supervisory reports are to be provided for non-tenure teachers at least four times each year.
  - c. Tenured teachers are to be evaluated according to the current state mandated regulations.

**ARTICLE 18**  
**PROMOTIONS & VACANCIES**

- A. Promotional positions are defined as follows:
  1. Positions paying a salary differential and/or positions on the administrator-supervisory levels of responsibility.
  2. All vacancies, including promotional positions, shall be adequately publicized by the Superintendent in accordance with the following procedure:



- a. When school is in session, a notice shall be posted in each school as far in advance as practicable. A copy of the said notice shall be given to the Association at the time of posting. Teachers who desire to apply for such vacancies shall submit their applications in writing to the Superintendent within the time limit specified in the notice, and the Superintendent shall acknowledge the receipt of all such applications.
  - b. Whenever a vacancy or promotion becomes available during the summer months a copy of the notice shall be given to the Association and shall be posted on the bulletin board outside the superintendent's office. In addition, the superintendent will notify individual staff members, who have previously indicated general interest in such a vacancy. Interest must be expressed in written form and submitted to the superintendent's office with appropriate contact information by March 1<sup>st</sup> of each year.
- B. In both situations set forth in Section A above, the qualifications for the position, its duties, and the rate of compensation, shall be clearly set forth.
  - C. A list of appointments shall be given to the Association indicating which positions have been filled and by whom.
  - D. In no event shall anyone seeking consideration to fill a promotional vacancy be considered if the vacancy in question requires a specific certificate and the applicant does not possess such a certificate.
  - E. The Board is willing to consider applications from the staff for any vacancies in promotional positions. The willingness of the Board to consider applications by the staff shall not be deemed to limit the absolute right of the Board to make the final determination as to who shall be promoted and, if in the sole and unlimited discretion of the Board the position in question can best be filled by an individual outside of the system, the Board shall have the right to fill such position with such individual and the action of the Board in such a determination shall not be subject to review under Grievance Procedure.

**ARTICLE 19**  
**TRANSFERS AND REASSIGNMENTS**

- A. Involuntary Transfers and Reassignments
  - 1. Notice of an involuntary transfer or reassignment shall be given to teachers as soon as practicable and shall be made subject to the provisions of N.J.S.A. 34:13A-25.
  - 2. An involuntary transfer or reassignment shall be made only after a meeting between the teacher involved and the immediate

superior, at which time the teacher shall be notified of the reason therefore. In the event that a teacher objects to the transfer or reassignment at this meeting, upon the request of the teacher, the Superintendent shall meet with him/her. The teacher may, at his/her option, have an Association representative at such meeting.

3. Regardless of any meeting which may occur relative to an involuntary transfer or reassignment, the decision of the Board acting through the Superintendent shall in all cases be final and binding so long as the transfer or reassignment is to a position which the teacher in question is certified to teach.

B. Voluntary Transfers and Reassignments

1. The Association shall formally submit to the Superintendent by March 1<sup>st</sup> a list of teachers interested in transfers, including type of position desired.
2. In the determination of request for voluntary reassignment and/or transfer, the wishes of the individual teacher shall be considered.

**ARTICLE 20**

**GUIDANCE, CHILD STUDY TEAM, STUDENT ASSISTANT COUNSELORS AND SCHOOL NURSES**

The Child Study Team and Guidance Counselors are obligated to work five (5) days during summer months. Such days shall be scheduled with the prior approval of Administration. Remuneration for this time shall be paid at the rate of 2.50% of the upcoming year's salary. School nurses will work two (2) days and student assistance counselors will work three (3) days during the summer months. Such days shall be scheduled with the prior approval of the administration. Remuneration for this time shall be paid at a per diem rate of 1/200th of the upcoming year's salary. The remuneration paid during the summer months shall be incorporated into the guidance counselors', CST members', student assistance counselors', and school nurses' pensionable salaries. Absences listed in Article 7 "leaves" are not applicable to summer work.

**ARTICLE 21**

**ADMINISTRATIVE ASSISTANTS**

1. Full time administrative assistant-clerical employment is seven hours with one additional hour for lunch, five days per week.
2. Full time administrative assistants will be given the Thursday and Friday of Teacher's Convention and the Friday of President's Day weekend as a paid holiday.

**ARTICLE 22**  
**BUS DRIVERS**

- A. Bus Drivers who are steadily employed will be granted one sick day (to a maximum of ten for ten month, and twelve for twelve month employees) per each month worked during any given school year. Said leave is pro-rated to actual hours worked per day and is accumulative.
- B. Bus Drivers will be compensated for seven holidays, namely Thanksgiving, Christmas, New Year's Day, the Friday before President's Day weekend, Presidents' Day, the Friday after Thanksgiving, and Good Friday. Payment will be made at the hourly rate and the board approved number of hours worked per day. One paid holiday commencing the first year of employment for all hourly staff. The remaining designated holidays shall be paid beginning in the second year of employment.
- C. The Board shall pay the Bus Drivers for a full day for snow/excessive heat days and any unscheduled half day. The employee gets paid for the hours worked on scheduled half days. Snow Days - On days when schools are closed because of snow, both full-time and part-time bus drivers, regardless of regular shift assignment, will report to the buses for snow removal with a two hour notice. Any part-time bus drivers who have another full-time day job are exempt from this requirement.
- D. Full-time bus drivers work up to 40 hours per week. Part-time bus drivers work up to 29.5 hours per week.
- E. The Board shall pay bus drivers at time and a half for hours worked on State holidays, provided that the Rutherford Schools are closed on that day.
- F. The Board shall provide bus drivers with a meal allowance of \$9.00 upon submission of receipt) when working extended days - 5 or more consecutive hours at one event.
- G. Bus Drivers responsible for transporting students on day-long trips on weekends for which students are dropped off and then picked up at the end of the event shall be paid two (2) hours for drop off and two (2) hours for pick up. They shall also receive \$55 as compensation for remaining on-call should the students need to return before the scheduled event. No meal allowance shall be paid.
- H. Bus drivers will be compensated for two (2) hours call time if he/she is notified of a cancellation less than 24 hours before the scheduled event.
- I. Bus drivers will be compensated for a minimum of one hour for the mid-day run.
- J. All new bus drivers will be provided a new jacket by October 31, or within two months of employment, whichever is later.

The Board shall provide the bus drivers with new jackets every 4 years, upon their anniversary date. The cap for the jacket shall be raised to \$75.

Bus drivers will be provided five shirts and one sweatshirt each year and must be worn while working.

K. In the event that summer drivers are needed for students, current full time drivers will be given priority to accept this position.

L. The District will provide full reimbursement for Department of Transportation required physicals.

M. All drivers must provide a calendar of availability for summer work to Administration no later than June 1 of each year. All full time bus drivers hired will be on a twelve-month contract.

**ARTICLE 23**  
**WORKING CONDITIONS**  
**CUSTODIANS, MAINTENANCE PERSONNEL**

- A. Qualifications shall be the primary prerequisite for all job openings. Notification of openings shall be forwarded to the President of the REA.
- B. Notice of an involuntary transfer or reassignment shall be given to staff as soon as practicable, and subject to the provisions of N.J.S.A. 34:13A-25.
- C. An involuntary transfer or reassignment shall be made only after a meeting between the staff person involved and the immediate superior, at which time the staff person shall be notified of the reason therefore. In the event that a staff person objects to the transfer or reassignment at this meeting, upon the request of the staff person, the Superintendent shall meet with him/her. The staff person may, at his/her option, have an Association representative at such meeting.
- D. Regardless of any meeting which may occur relative to an involuntary transfer or reassignment, the decision of the Board acting through the Superintendent shall in all cases be final and binding as long as the transfer or reassignment is to be a position which the staff person in question is qualified.
- E. Custodians and maintenance personnel will be supplied with four uniforms per year, including two sweatshirts, by the opening of school. The employee will be responsible for the laundering of the uniforms. Safety shoes must be worn during working hours. The Board will reimburse employees up to \$150 per year for shoe allowance with receipts. Maintenance and custodial shoes must be purchased no later than October 31 of the contract year. The Board will not assume any responsibility for injury unless he/she is wearing his/her safety shoes. All full time maintenance and/or custodial personnel will be supplied with a jacket. New jackets shall be provided every four (4) years, upon their anniversary date. Jackets and sweatshirts rendered unusable by on-the-job accidents will be replaced. Anyone leaving our employment must return said jacket.
- F. The Board shall provide rain gear for all custodial/maintenance employees as needed for use in the performance of his/her duties.
- G. The Board will pay for the boiler licenses of custodians and maintenance personnel.
- H. 1. An employee recalled for emergencies from his/her home to work at the school after completing his/her regular shift or prior to the commencement of his/her regular shift shall be guaranteed a minimum of two (2) hours at time and one-half, except when an employee is recalled in on Sunday, recognized holidays, and "in

lieu of holidays", he/she shall be compensated for a minimum of two hours at double time.

2. Custodians who conduct scheduled building inspections on weekends and holidays shall be compensated at the rate of one and one-half (1.5) times regular pay for one (1) hour at the elementary schools and two (2) hours at the high school regardless of how long the inspection takes to complete. If the inspection is not resolved in the aforementioned timeframe, the employee will be compensated at one and one-half (1.5) times regular pay for the actual time worked.
- I. The regular work week will be 40 hours per week.
  - J. The work week shall begin at 12:01 a.m. Monday, and shall end on the next succeeding Sunday at Midnight.
  - K. Time and one-half the regular straight time rate will be paid in the following cases for all hours worked in excess of 40 hours in the work week and for all cases of scheduled overtime, except those occurring on Sunday, holidays, and "in lieu of holidays". On Sunday, holidays, and "in lieu of holidays", the overtime rate will be two times the regular straight time rate. Any overtime must be authorized by a person so designated by the Superintendent of Schools.
    1. The regular workday for custodians will be from 6:00 a.m. to 3:00 p.m. (1 hour for lunch, 30 min. for coffee break). Any shift that starts prior to or at 7:00 a.m. will be considered the first shift.
    2. Third shift shall be from 3:00 p.m. to 11:00 p.m. (1/2 hour for lunch, no coffee break) - 8% differential.
    3. The shift differential shall be paid only for hours worked on that shift.
    4. Regular workday for maintenance employees will be from 6:00am-2:30pm. Employees shall receive thirty (30) minutes for lunch and thirty (30) for coffee break.
  - L. Snow Days - On days when schools are closed because of snow, both full-time and part-time custodians, regardless of regular shift assignment, will report to his/her building on the day shift schedule for snow removal. Any part-time custodian who has another full-time day job is exempt from this requirement. All maintenance personnel will report to Pierrepont School at their regular starting time.
  - M. Discipline of custodial and maintenance personnel shall be subject to Board policy #4150. Adherence to this policy shall be subject to the grievance procedure.

- N. Whenever possible, non-certificated employees will receive notice of re-employment by 5/15.
- O. If the entire custodial or maintenance operation of the district is to be subcontracted, the Board will give the affected staff members ninety (90) days notice of termination from the day the contract with the contractor is approved by the Board. This provision shall not apply in cases of emergency or attrition or if the entire custodial or maintenance staff is not replaced simultaneously.
- P. Stipends will be paid as follows for the duration of the contract:

Head Custodian	High School	\$4,200
Head Custodian	Union School	\$3,000
Head Custodian	Pierrepont School	\$3,000
Head Custodian	Washington School	\$2,725
Head Custodian	Lincoln School	\$2,725
Head Custodian	Kindergarten Center	\$2,725

- Q. Custodians and Maintenance personnel shall receive the Friday of President's Day weekend as a paid holiday.

**ARTICLE 24**  
**CLERICAL ASSISTANTS/BUS ASSISTANTS**

Clerical/Bus Assistants will be granted one sick day per each month worked during any given school year. Said leave is pro-rated to actual hours worked and is accumulative.

Clerical/Bus Assistants will be compensated for seven holidays, namely Thanksgiving, the Friday after Thanksgiving, Christmas, New Year's Day, President's Day, Good Friday, and Memorial Day. Payment will be made at the hourly rate and board approved number of hours worked per day. One paid holiday commencing the first year of employment. The remaining designated holidays shall be paid beginning in the second year of employment.

The Board shall pay the Clerical/Bus Assistants for a full day for snow/excessive heat days and any unscheduled half day. The employee gets paid for the hours worked on scheduled half days.

The Board shall pay bus assistants for a minimum of one hour for the mid-day run.

The Board shall provide by June 1st of each year a promise of employment letter to the Clerical/Bus Assistants stating the individual's step/level and salary for the coming year.

**ARTICLE 25**  
**TEACHER ASSISTANTS**

Teacher Assistants will be granted one sick day per each month worked during any given school year. Said leave is pro-rated to actual hours worked and is cumulative.

Teacher Assistants will be compensated for seven holidays, namely Thanksgiving, Christmas, New Year's Day, Presidents' Day, the Friday after Thanksgiving, Good Friday, and Memorial Day. Payment will be made at the hourly rate and the number of hours worked per day. One paid holiday commencing the first year of employment. The remaining designated holidays shall be paid beginning in the second year of employment.

The Board shall pay the Teacher Assistants for a full day for snow/excessive heat days and any unscheduled half day. The employee gets paid for the hours worked on scheduled half days.

The Board shall provide by June 1st of each year a promise of employment letter to the Teacher Assistants stating the individuals step/level and salary for the coming year.



**ARTICLE 26**  
**OTHER RATES**

1. Parent Education Coordinator: Annual Stipend \$2,000.
2. Any staff member called upon to translate shall be compensated at the rate of \$35 per hour.

**ARTICLE 27**  
**NON-CERTIFICATED STAFF EVALUATION**

All observations of the work performances of personnel shall be conducted openly and with full knowledge of the observed. The employee shall be given a copy of any evaluation report at least one (1) day before any conference to discuss it. The employee who has performed in an unsatisfactory manner will be advised promptly and given a verbal warning. Second and further offenses will be discussed with employee and his representative and a written report issued and filed. Disciplinary action may be taken at any time if necessary.

**RUTHERFORD PUBLIC SCHOOLS  
TEACHER SALARY GUIDE  
2025 - 2026**

<b>STEP</b>	<b>BA</b>	<b>BA 15</b>	<b>MA</b>	<b>MA 15</b>	<b>MA 30</b>
<b>1</b>	55,853	58,038	61,812	64,875	69,261
<b>2</b>	56,548	59,072	62,342	65,433	70,026
<b>3</b>	56,996	59,515	63,005	65,774	70,381
<b>4</b>	57,550	60,066	63,403	66,519	71,113
<b>5</b>	58,534	61,049	64,362	67,503	72,097
<b>6</b>	59,628	62,143	65,372	68,597	73,191
<b>7</b>	60,771	63,284	66,317	69,731	74,321
<b>8</b>	62,034	64,550	67,392	71,003	75,597
<b>9</b>	63,499	66,005	69,210	72,488	77,091
<b>10</b>	65,426	67,932	71,129	74,415	79,018
<b>11</b>	68,011	70,556	73,149	76,450	81,054
<b>12</b>	70,535	73,190	76,401	79,714	84,362
<b>13</b>	73,100	75,752	79,015	82,270	86,910
<b>14</b>	76,229	78,893	82,214	85,514	90,374
<b>15</b>	79,833	82,598	86,027	89,324	94,210
<b>16</b>	82,512	85,550	90,314	93,616	98,868
<b>17</b>	86,849	90,188	93,369	96,737	102,688
<b>18</b>			98,504	102,105	108,753

Movement from the B.A. level to the M.A. level must be by graduate credits earned after receiving the B.A. degree. Movement from the M.A. level on must be by graduate credits earned after receiving the M.A. degree.

Salary increments are granted upon the recommendation of the Superintendent of Schools.

**RUTHERFORD PUBLIC SCHOOLS  
TEACHER SALARY GUIDE  
2026 - 2027**

<b>STEP</b>	<b>BA</b>	<b>BA 15</b>	<b>MA</b>	<b>MA 15</b>	<b>MA 30</b>
<b>1</b>	56,579	58,792	62,616	65,719	70,161
<b>2</b>	57,282	59,840	63,153	66,283	70,937
<b>3</b>	57,809	60,374	64,130	66,957	71,642
<b>4</b>	58,701	61,267	64,671	67,849	72,535
<b>5</b>	59,704	62,270	65,649	68,853	73,539
<b>6</b>	60,404	62,951	66,222	69,489	74,142
<b>7</b>	61,622	64,171	67,245	70,707	75,362
<b>8</b>	62,841	65,389	68,268	71,926	76,580
<b>9</b>	64,324	66,863	70,110	73,430	78,093
<b>10</b>	66,276	68,815	72,054	75,382	80,046
<b>11</b>	68,896	71,473	74,100	77,444	82,107
<b>12</b>	71,452	74,141	77,395	80,751	85,459
<b>13</b>	74,124	76,813	80,121	83,422	88,127
<b>14</b>	77,220	79,919	83,283	86,625	91,549
<b>15</b>	80,871	83,672	87,145	90,486	95,434
<b>16</b>	83,585	86,662	91,488	94,833	100,153
<b>17</b>	88,439	91,831	94,863	98,285	104,331
<b>18</b>			100,674	103,839	110,602

Movement from the B.A. level to the M.A. level must be by graduate credits earned after receiving the B.A. degree. Movement from the M.A. level on must be by graduate credits earned after receiving the M.A. degree.

Salary increments are granted upon the recommendation of the Superintendent of Schools.

**RUTHERFORD PUBLIC SCHOOLS  
TEACHER SALARY GUIDE  
2027 - 2028**

<b>STEP</b>	<b>BA</b>	<b>BA 15</b>	<b>MA</b>	<b>MA 15</b>	<b>MA 30</b>
<b>1</b>	57,315	59,556	63,430	66,573	71,073
<b>2</b>	58,027	60,618	63,974	67,145	71,859
<b>3</b>	58,559	61,159	64,964	67,827	72,574
<b>4</b>	59,464	62,063	65,512	68,731	73,478
<b>5</b>	60,480	63,080	66,503	69,749	74,495
<b>6</b>	61,187	63,769	67,083	70,392	75,106
<b>7</b>	62,423	65,005	68,119	71,627	76,341
<b>8</b>	63,658	66,239	69,156	72,861	77,576
<b>9</b>	65,160	67,732	71,021	74,385	79,109
<b>10</b>	67,138	69,709	72,991	76,362	81,086
<b>11</b>	69,791	72,402	75,063	78,451	83,175
<b>12</b>	72,381	75,105	78,401	81,800	86,570
<b>13</b>	75,087	77,811	81,163	84,506	89,273
<b>14</b>	78,224	80,958	84,365	87,751	92,739
<b>15</b>	81,923	84,759	88,278	91,662	96,675
<b>16</b>	84,671	87,789	92,678	96,066	101,455
<b>17</b>	89,954	93,400	96,381	99,857	106,000
<b>18</b>			102,588	105,810	112,703

Movement from the B.A. level to the M.A. level must be by graduate credits earned after receiving the B.A. degree. Movement from the M.A. level on must be by graduate credits earned after receiving the M.A. degree.

Salary increments are granted upon the recommendation of the Superintendent of Schools.

**RUTHERFORD PUBLIC SCHOOLS  
ADMINISTRATIVE ASSISTANT SALARY GUIDE  
2025-2026**

<b>STEP</b>	<b>10 M Sec</b>	<b>11 M Sec</b>	<b>12 M Sec</b>	<b>Admin</b>
<b>1</b>	35,595	38,843	41,546	47,325
<b>2</b>	35,795	38,894	41,629	47,912
<b>3</b>	35,995	38,945	41,712	48,376
<b>4</b>	36,195	38,996	41,795	48,515
<b>5</b>	36,775	39,633	42,491	49,350
<b>6</b>	37,370	40,288	43,205	50,207
<b>7</b>	37,601	40,956	43,935	51,082
<b>8</b>	38,601	41,642	44,683	51,980
<b>9</b>	39,877	43,045	46,213	53,817
<b>10</b>	41,214	44,516	47,817	57,760
<b>11</b>	42,615	46,057	49,499	58,818
<b>12</b>	44,970	48,644	52,321	59,875
<b>13</b>	47,325	51,231	55,143	62,524
<b>14</b>	50,236	54,374	58,522	

Salary increments are granted upon the recommendation of the Superintendent of Schools.

**RUTHERFORD PUBLIC SCHOOLS  
ADMINISTRATIVE ASSISTANT SALARY GUIDE  
2026-2027**

<b>STEP</b>	<b>10 M Sec</b>	<b>11 M Sec</b>	<b>12 M Sec</b>	<b>Admin</b>
<b>1</b>	37,135	40,383	43,086	48,865
<b>2</b>	37,335	40,434	43,169	49,452
<b>3</b>	37,535	40,485	43,252	49,916
<b>4</b>	37,735	40,536	43,335	50,055
<b>5</b>	38,315	41,173	44,031	50,890
<b>6</b>	38,910	41,828	44,745	51,747
<b>7</b>	39,136	42,491	45,470	52,617
<b>8</b>	40,141	43,182	46,223	53,520
<b>9</b>	41,417	44,585	47,753	55,357
<b>10</b>	42,754	46,056	49,357	59,300
<b>11</b>	44,150	47,592	51,034	60,353
<b>12</b>	46,510	50,184	53,861	61,415
<b>13</b>	48,865	52,771	56,683	64,064
<b>14</b>	51,776	55,914	60,062	

Salary increments are granted upon the recommendation of the Superintendent of Schools.

**RUTHERFORD PUBLIC SCHOOLS  
ADMINISTRATIVE ASSISTANT SALARY GUIDE  
2027-2028**

<b>STEP</b>	<b>10 M Sec</b>	<b>11 M Sec</b>	<b>12 M Sec</b>	<b>Admin</b>
<b>1</b>	38,706	41,954	44,657	50,436
<b>2</b>	38,906	42,005	44,740	51,023
<b>3</b>	39,106	42,056	44,823	51,487
<b>4</b>	39,306	42,107	44,906	51,626
<b>5</b>	39,886	42,744	45,602	52,461
<b>6</b>	40,481	43,399	46,316	53,318
<b>7</b>	40,707	44,062	47,041	54,188
<b>8</b>	41,712	44,753	47,794	55,091
<b>9</b>	42,988	46,156	49,324	56,928
<b>10</b>	44,325	47,627	50,928	60,871
<b>11</b>	45,721	49,163	52,605	61,924
<b>12</b>	48,081	51,755	55,432	62,986
<b>13</b>	50,436	54,342	58,254	65,635
<b>14</b>	53,347	57,485	61,633	

Salary increments are granted upon the recommendation of the Superintendent of Schools.

**RUTHERFORD PUBLIC SCHOOLS  
CUSTODIAL/MAINTENANCE GUIDE  
2025-2026**

<b>STEP</b>	Custodian	Maintenance Class B	Maintenance Class A
<b>1</b>	45,486	50,714	54,096
<b>2</b>	45,631	50,914	54,306
<b>3</b>	45,776	51,114	54,516
<b>4</b>	45,921	51,314	54,726
<b>5</b>	46,671	52,143	55,630
<b>6</b>	47,441	52,993	56,557
<b>7</b>	48,230	53,865	57,507
<b>8</b>	49,039	54,758	58,481
<b>9</b>	50,696	56,590	60,477
<b>10</b>	52,436	58,512	62,573
<b>11</b>	54,445	60,733	64,992
<b>12</b>	56,567	65,549	70,242
<b>13</b>	62,448	69,576	74,631

Salary increments are granted upon the recommendation of the Superintendent of Schools.



**RUTHERFORD PUBLIC SCHOOLS  
CUSTODIAL/MAINTENANCE GUIDE  
2026-2027**

<b>STEP</b>	Custodian	Maintenance Class B	Maintenance Class A
<b>1</b>	47,026	52,254	55,636
<b>2</b>	47,171	52,454	55,846
<b>3</b>	47,316	52,654	56,056
<b>4</b>	47,461	52,854	56,266
<b>5</b>	48,211	53,683	57,170
<b>6</b>	48,981	54,533	58,097
<b>7</b>	49,770	55,405	59,047
<b>8</b>	50,579	56,298	60,021
<b>9</b>	52,236	58,130	62,017
<b>10</b>	53,976	60,052	64,113
<b>11</b>	55,985	62,273	66,532
<b>12</b>	58,107	67,089	71,782
<b>13</b>	63,988	71,116	76,171

Salary increments are granted upon the recommendation of the Superintendent of Schools.

**RUTHERFORD PUBLIC SCHOOLS  
CUSTODIAL/MAINTENANCE GUIDE  
2027-2028**

<b>STEP</b>	Custodian	Maintenance Class B	Maintenance Class A
<b>1</b>	48,597	53,825	57,207
<b>2</b>	48,742	54,025	57,417
<b>3</b>	48,887	54,225	57,627
<b>4</b>	49,033	54,425	57,837
<b>5</b>	49,782	55,254	58,741
<b>6</b>	50,552	56,104	59,668
<b>7</b>	51,341	56,976	60,618
<b>8</b>	52,150	57,869	61,592
<b>9</b>	53,807	59,701	63,588
<b>10</b>	55,547	61,623	65,684
<b>11</b>	57,556	63,844	68,103
<b>12</b>	59,678	68,660	73,353
<b>13</b>	65,559	72,687	77,742

Salary increments are granted upon the recommendation of the Superintendent of Schools.

**RUTHERFORD PUBLIC SCHOOLS  
TEACHER ASSISTANT GUIDE**

<b>STEP</b>	2025-26	2026-27	2027-28
<b>1</b>	21.82	22.60	23.38
<b>2</b>	22.21	22.99	23.77
<b>3</b>	22.60	23.38	24.16
<b>4</b>	23.00	23.78	24.56
<b>5</b>	24.98	25.76	26.54

**RUTHERFORD PUBLIC SCHOOLS  
CLERICAL ASSISTANT GUIDE**

<b>STEP</b>	2025-26	2026-27	2027-28
<b>1</b>	21.37	22.15	22.93
<b>2</b>	21.75	22.53	23.31
<b>3</b>	22.13	22.91	23.69
<b>4</b>	22.53	23.31	24.09
<b>5</b>	24.65	25.43	26.21

**RUTHERFORD PUBLIC SCHOOLS  
BUS DRIVER GUIDE**

<b>STEP</b>	2025-26	2026- 27	2027- 28
<b>1</b>	27.95	28.73	29.51
<b>2</b>	28.20	28.98	29.76
<b>3</b>	28.45	29.23	30.01
<b>4</b>	28.59	29.37	30.15
<b>5</b>	29.12	29.90	30.68
<b>6</b>	29.66	30.44	31.22
<b>7</b>	30.43	31.21	31.99

**RUTHERFORD PUBLIC SCHOOLS  
ATHLETICS SALARY GUIDE  
2025-2028**

<b>Tier</b>		<b>Amount</b>	<b>Sport</b>
<b>A</b>	Head Coach	<b>\$11,454</b>	Football
<b>A</b>	Assistant	<b>\$7,496</b>	Football Assistant
<b>A</b>	Assistant	<b>\$7,496</b>	Football Assistant
<b>A</b>	Assistant	<b>\$7,496</b>	Football Assistant
<b>A</b>	Assistant	<b>\$7,496</b>	Football Assistant
<b>A</b>	Assistant	<b>\$7,496</b>	Football Assistant
<b>B</b>	Head Coach	<b>\$8,941</b>	Basketball - Boys
<b>B</b>	Head Coach	<b>\$8,941</b>	Basketball - Girls
<b>B</b>	Head Coach	<b>\$8,941</b>	Wrestling
<b>B</b>	Head Coach	<b>\$8,941</b>	Spring Track Coordinator
<b>B</b>	Head Coach	<b>\$8,941</b>	Swim Coordinator
<b>B</b>	Head Coach	<b>\$8,941</b>	Baseball
<b>B</b>	Head Coach	<b>\$8,941</b>	Softball
<b>B</b>	Head Coach	<b>\$8,941</b>	Soccer - Boys
<b>B</b>	Head Coach	<b>\$8,941</b>	Soccer - Girls
<b>B</b>	Head Coach	<b>\$8,941</b>	Indoor Track Coordinator
<b>B</b>	Head Coach	<b>\$8,941</b>	Cross Country Coordinator
<b>B</b>	Head Coach	<b>\$8,941</b>	Volleyball
<b>B</b>	Head Coach	<b>\$8,941</b>	Lacrosse - Boys
<b>B</b>	Head Coach	<b>\$8,941</b>	Lacrosse - Girls
<b>B</b>	Assistant	<b>\$6,372</b>	Basketball - Boys - Assistant #1
<b>B</b>	Assistant	<b>\$6,372</b>	Basketball - Boys - Assistant #2
<b>B</b>	Assistant	<b>\$6,372</b>	Basketball - Girls - Assistant #1
<b>B</b>	Assistant	<b>\$6,372</b>	Basketball - Girls - Assistant #2
<b>B</b>	Assistant	<b>\$6,372</b>	Wrestling - Assistant
<b>B</b>	Assistant	<b>\$6,372</b>	Baseball Assistant #1
<b>B</b>	Assistant	<b>\$6,372</b>	Baseball Assistant #1
<b>B</b>	Assistant	<b>\$6,372</b>	Softball Assistant #1
<b>B</b>	Assistant	<b>\$6,372</b>	Softball Assistant #2

<b>B</b>	Assistant	<b>\$6,372</b>	Soccer Assistant - Boys #1
<b>B</b>	Assistant	<b>\$6,372</b>	Soccer Assistant - Boys #2
<b>B</b>	Assistant	<b>\$6,372</b>	Soccer Assistant - Girls #1
<b>B</b>	Assistant	<b>\$6,372</b>	Soccer Assistant - Girls #2
<b>B</b>	Assistant	<b>\$6,372</b>	Spring Track Assistant #1
<b>B</b>	Assistant	<b>\$6,372</b>	Spring Track Assistant #2
<b>B</b>	Assistant	<b>\$6,372</b>	Spring Track Assistant #3
<b>B</b>	Assistant	<b>\$6,372</b>	Spring Track Assistant #4
<b>B</b>	Assistant	<b>\$6,372</b>	Swim Assistant
<b>B</b>	Assistant	<b>\$6,372</b>	Lacrosse Assistant - Boys #1
<b>B</b>	Assistant	<b>\$6,372</b>	Lacrosse Assistant - Boys #2
<b>B</b>	Assistant	<b>\$6,372</b>	Lacrosse Assistant - Girls #1
<b>B</b>	Assistant	<b>\$6,372</b>	Lacrosse Assistant - Girls #2
<b>B</b>	Assistant	<b>\$6,372</b>	Volleyball Assistant #1
<b>B</b>	Assistant	<b>\$6,372</b>	Volleyball Assistant #2
<b>B</b>	Assistant	<b>\$6,372</b>	Indoor Track Assistant #1
<b>B</b>	Assistant	<b>\$6,372</b>	Indoor Track Assistant #2
<b>C</b>	Head Coach	<b>\$8,018</b>	Tennis - Girls
<b>C</b>	Head Coach	<b>\$8,018</b>	Tennis - Boys
<b>C</b>	Assistant	<b>\$5,246</b>	Cross Country Assistant
<b>C</b>	Assistant	<b>\$5,246</b>	Tennis Assistant - Girls
<b>C</b>	Assistant	<b>\$5,246</b>	Tennis Assistant - Boys
<b>D</b>	Head Coach	<b>\$5,727</b>	Bowling
<b>D</b>	Head Coach	<b>\$5,727</b>	Cheerleader Fall
<b>D</b>	Head Coach	<b>\$5,727</b>	Cheerleader Winter
<b>D</b>	Head Coach	<b>\$4,980</b>	Strength Coach - Fall
<b>D</b>	Head Coach	<b>\$4,980</b>	Strength Coach - Winter
<b>D</b>	Head Coach	<b>\$4,980</b>	Strength Coach - Spring
<b>D</b>	Head Coach	<b>\$4,980</b>	Strength Coach - Summer
<b>D</b>	Assistant	<b>\$4,115</b>	Cheerleader Assistant Fall

The Board agrees to allow vertical in-service credit to coaches for attendance at workshops and/or clinics in their area. Said approval is contingent upon prior approval of the Superintendent and not attended at Board expense or on Board time.

**RUTHERFORD PUBLIC SCHOOLS  
HIGH SCHOOL STUDENT BODY ACTIVITIES  
SALARY GUIDES 2025-2028**

REA members shall be notified and given first consideration when any REA co-curricular stipend positions become vacant. Prior to assignment, positions shall be electronically posted for at least five days. This does not apply to athletic stipends. At the conclusion of the academic year, within the months of May and June, building administration will meet with REA Executive Board members and/or Head Reps to discuss the needs and/or restructuring of stipends for the upcoming academic year.

2025 Class Sponsor 12th Grade	\$1,848
2025 Class Sponsor 12th Grade	\$1,848
2026 Class Sponsor 11th Grade	\$1,599
2026 Class Sponsor 11th Grade	\$1,599
2027 Class Sponsor 10th Grade	\$1,377
2027 Class Sponsor 10th Grade	\$1,377
2028 Class Sponsor 9th Grade	\$672
Academic Decathlon	\$3,591
All School Play Director	\$2,625
Band Director	\$4,704
Band Front Director	\$1,924
Drill Instructor	\$2,597
FBLA	\$724
FBLA	\$724
FCCLA Club	\$724
FCCLA Club	\$724
G.O. Collector	\$3,450
Graduation Coordinator	\$1,237
Heroes and Cool Kids	\$724
Heroes and Cool Kids	\$724
Interact	\$724
Interact	\$724
Jazz/Brass Director	\$1,453
Math Team Advisor	\$1,448
National Honor Society	\$673
National Honor Society	\$673
Percussion Instructor	\$1,930
Pit Band Director	\$1,453
Popcert Director	\$2,222
R-Hi Newspaper	\$2,463
RTV Club	\$2,277
SCRIBE	\$1,448
Senior Play Music Director	\$2,625
Senior Play Choreographer	\$1,443
Senior Play Director (Musical)	\$2,625
Stage Crew Director (Musical)	\$1,773
Stage Crew Director (All School Play)	\$1,773
Student Council	\$3,591
Vocal Ensemble (Select Choir)	\$1,453
Yearbook - Arts & Literary	\$4,129
Yearbook - Business	\$1,237

**RUTHERFORD PUBLIC SCHOOLS  
ELEMENTARY STUDENT BODY ACTIVITIES  
SALARY GUIDES 2025-2028**

REA members shall be notified and given first consideration when any REA co-curricular stipend positions become vacant. Prior to assignment, positions shall be electronically posted for at least five days. This does not apply to athletic stipends. At the conclusion of the academic year, within the months of May and June, building administration will meet with REA Executive Board members and/or Head Reps to discuss the needs and/or restructuring of stipends for the upcoming academic year.

Union	Band Director	\$2,134
Union	Building Website/Newsletter	\$160
Union	Choral Director	\$1,493
Union	Drama Club Director Co-Advisor	\$2,610
Union	Music Director Co-Director-Play	\$641
Union	8th Grade Class Advisor	\$1,987
Union	Robotics/STEAM Club	\$2,055
Union	Service Club	\$641
Union	Student Council Co-Advisor	\$853
Union	Studio Art Club	\$427
Union	World Language Club	\$427
Union	Yearbook Advisor	\$1,194
Union	National Junior Honor Society Co-Advisor	\$1,797
Pierrepont	Elementary Band	\$2,134
Pierrepont	Odyssey of the Mind	\$2,027
Pierrepont	Intramurals	\$1,710
Pierrepont	Drama Director	\$1,707
Pierrepont	Choral Director	\$1,493
Pierrepont	Yearbook	\$853
Pierrepont	Friends of Rachel	\$853
Pierrepont	School Store	\$641
Pierrepont	Mindfulness Club	\$641
Pierrepont	Service Club	\$641
Pierrepont	Music Director	\$641
Pierrepont	Book Club	\$427
Pierrepont	Green Club	\$427
Pierrepont	STEM Club	\$427
Pierrepont	Entrepreneur Club	\$374
Pierrepont	World Language	\$374
Pierrepont	Newspaper	\$374
Pierrepont	Newspaper/Publicity	\$160
Lincoln	Tech. Adv. Lincoln	\$533
Lincoln	Newsletter/Media Public - Lincoln	\$160
Washington	Tech. Adv. Washington	\$533
Washington	Newsletter/Media Public - Washington	\$160
K Center	Tech. Adv. Lincoln	\$533
K Center	Newsletter/Media Public - K Center	\$160

**RUTHERFORD PUBLIC SCHOOLS  
HIGH SCHOOL CLUBS  
SALARY GUIDES 2025-2028**

REA members shall be notified and given first consideration when any REA co-curricular stipend positions become vacant. Prior to assignment, positions shall be electronically posted for at least five days. This does not apply to athletic stipends. At the conclusion of the academic year, within the months of May and June, building administration will meet with REA Executive Board members and/or Head Reps to discuss the needs and/or restructuring of stipends for the upcoming academic year.

Amnesty International Club	\$695
Art Club	\$470
Chemistry Club	\$470
Chess Club	\$695
Computer Club	\$583
Drama Club	\$583
Equity Club	\$724
Equity Club	\$724
French Club	\$470
Future Teachers of America	\$695
Gender Sexuality Awareness (GSA)	\$470
Golf Club	\$347
Golf Club	\$347
Green Club	\$695
Investing Club	\$724
Investing Club	\$724
Meditation	\$470
Multi-Cultural Club	\$582
Multi-Cultural Club	\$582
Pep Club	\$695
Photography Club	\$583
Physics and Engineering/Robotics Club	\$291
Physics and Engineering/Robotics Club	\$291
Psychology Club	\$583
Ski Club	\$347
Ski Club	\$347
Spanish Club	\$470
STEM for Girls	\$235
STEM for Girls	\$235
Varsity Club	\$695
World Language Honor Society	\$291
World Language Honor Society	\$291



GENERAL:

Except as this Agreement shall hereinafter or otherwise provide, all terms and conditions of employment applicable on the effective date of this Agreement to employees covered by this Agreement as established by the rules, regulations and/or policies of the Board in force on said date, shall continue to be so applicable during the terms of this Agreement. Unless otherwise provided in this Agreement, nothing contained herein shall be interpreted and/or applied so as to eliminate, reduce nor otherwise detract from any employee benefit existing prior to its effective date.

This Agreement shall become effective as of July 1, 2025 and shall continue in effect until June 30, 2028.

APPROVED:

*Helen Antzoulides*

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Helen Antzoulides  
Co-President, REA

*Matthew Vaccaro*

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Matthew Vaccaro  
Co-President, REA

*Carol Gearity*

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Carol Gearity, Secretary  
Rutherford Education Association

*Sergio Alati*

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Sergio Alati, President  
Rutherford Board of Education

*Matthew Whitford*

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Matthew Whitford, Board Secretary  
Rutherford Board of Education

May 12, 2025  
Date of Approval

Separability

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