AGREEMENT

by and between the

BOARD OF EDUCATION

of the

MAMARONECK UNION FREE
SCHOOL DISTRICT

and the

MAMARONECK TEACHERS' ASSOCIATION

JULY 1, 2016—JUNE 30, 2023

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ARTICLE I—RECOGNITION

The Board of Education recognizes the Mamaroneck Teachers' Association as the employee organization representing all teachers employed by the School District, as described below, pursuant to Chapter 392 of the Laws of 1967 of the State of New York conferring upon said Mamaroneck Teachers Association the rights accompanying recognition set forth in section 208 of said statute, including the right of unchallenged representation status under the Act for the maximum period permissible by law. For the purposes of this Agreement the terms "teacher" or "teachers" are defined to mean "all members of the professional staff of Mamaroneck Union Free School District including guidance counselors, psychologists, social workers, attendance teachers, nurse teachers, librarians, resource teachers, directors, consultants in home and family life education, speech, science resource, parent education, reading, art, and music teachers, teaching assistants, physical education teachers, department heads and grade level chairmen, and full time nurses but excluding the Superintendent, Assistant Superintendents, Principals and Assistant Principals, and all other employees, the major part of whose duties are of a supervisory nature."

The Association recognizes the Board as the elected representative of the people and as the employer of the professionally certificated personnel of the School District of Mamaroneck, New York.

Nothing contained herein shall be construed to prevent the Board or its officers from the discharge of their duties and responsibilities in accordance with law. Nothing in the Agreement is to be construed as in conflict with existing policies or procedures of the Board of Education unless such policies or procedures have been specifically altered by the terms of this Agreement.

ARTICLE II—NEGOTIATIONS

A. PROCEDURE

Beginning not later than February 1st of the last year of this Agreement, the parties agree to enter into negotiations as to a successor Agreement in accordance with the procedure set forth herein in a good faith effort to reach agreement concerning teachers' wages, hours and other conditions of their employment. Such negotiations will also include any matters which the parties mutually agree are negotiable. Any agreement so negotiated will apply to all teachers and will be reduced to writing and signed by the Board and the Association.

In the event that the Board adopts a change in policy which affects salaries, hours or any other condition of employment of teachers which is not covered by the terms of this Agreement, the Board will notify the Association.

The Association will have the right to negotiate with the Board as to such proposed change provided that it files such request with the Board within five (5) school days after the receipt of said notice. The parties may, by mutual agreement, extend the period of time for filing a request.

This Agreement incorporates the entire understanding of the parties on all issues which could have been subject to negotiation.

This Agreement may not be modified in whole or in part by the parties except by an instrument in writing by both parties.

B. MEETINGS FOR NEGOTIATION PURPOSES

Requests for meetings for negotiations for a new Agreement from the Association shall be in writing to the Superintendent of Schools. Requests from the Board shall be made in writing to the President of the Association. A mutually convenient date for the first meeting shall be set no later than fifteen (15) school days from the date of the request and scheduled at a mutually convenient place, time and date. Reasons for meetings shall be stipulated in the request.

Should the parties determine that a negotiating meeting be held during part of a school day, Association members directly engaged in the negotiation discussions shall be released without loss of pay from their normal duties. In situations the parties deem to be urgent, negotiations may be held during the school hours with the Board and the Association sharing the costs of qualified substitutes required to free teachers for negotiating purposes. When mutually agreeable to the Board and Association, official summary minutes shall be kept and clerical assistance provided.

C. EXCHANGE OF INFORMATION RELATING TO NEGOTIATIONS

The Association and the Board agree to furnish each other, upon request, from time to time, such available information as may be reasonably necessary to permit them intelligently and effectively to discharge their obligations to negotiate collectively and to develop intelligent, accurate and constructive programs on behalf of the teachers, the children and the educational program of the community.

Nothing contained in this Agreement shall be construed to prevent any individual from discussing matters of mutual interest or exchanging information with members of the administrative staff.

The Board of Education will present to the Association by building and categories its proposed budget and list of priorities as soon as available.

D. FAIR PRACTICES—PROFESSIONAL TEACHING PERSONNEL

The Association agrees to maintain its eligibility to represent all teachers by continuing to admit professionals to membership without discrimination on the basis of

race, creed, color, disability, national origin, age, sex or marital status and to represent equally, all employees without regard to membership or participation in, or association with the activities of, any employee organization.

The Board also agrees to continue its policy of not discriminating against any employee on the basis of race, creed, color, national origin, age, sex or marital status.

Teachers have the right to join, or not to join, any organization for their professional or economic improvement but no membership in any organization shall be required as a condition of employment.

ARTICLE III—TERMS USED IN THIS AGREEMENT

The terms used in this Agreement shall have the respective meanings set forth in the paragraphs below.

1. "Association" means the Mamaroneck Teachers' Association—Local 2810 AFT.

2. "School District" or "District" means the Mamaroneck Union Free School District.

3. "Board" or "Board of Education" means the trustees, constituting a corporate entity, of the Mamaroneck Union Free School District.

4. "Superintendent" or "Superintendent of Schools" means the Chief Administrative Officer of the District or her/his designee, and is a term used synonymously with the term "Representative of the Board".

5. "Teacher" means any member of the professional certificated staff represented by the Mamaroneck Teachers' Association and unless otherwise indicated, employee(s) in the teachers' negotiating unit will be, hereinafter, referred to as "teacher(s)".

6. "Academic subject" means one of the following subjects: English, the foreign languages, mathematics, the sciences (biology, chemistry, physics, earth science, general science) and citizenship education (civics, economics, economic geography, geography, history, political science, sociology) and other such similar subjects.

7. "School day" means the length of time pupils are to be in their assigned learning stations as prescribed by the Board of Education and in accordance with the recommendations of the State Education Department.

8. "School year" means the time period defined by the Board of Education, in accordance with State Law, for the commencement and conclusion of holding school.

9. "Administrator" or "Administration" means those certificated school district officials whose professional duties include those of a supervisory nature as defined in the Board's Resolution of Recognition of the Mamaroneck Teachers' Association, dated November 14, 1967.

10. "Teacher Aides" are any persons employed by the Board to perform non-instructional duties.

11. "Seniority" means the length of service as a member of the professional staff within the school district.

12. "School term" means the period of time beginning in September and ending at approximately the midpoint in the school year and the period beginning at the approximate midpoint in the academic year and extending to the end of the school year.

13. "Joint Study Committee" means a group consisting of not less than three (3) and not more than five (5) teachers appointed by the Association and an equal number of administrators appointed by the Superintendent or the Board of Education.

ARTICLE IV—PERSONNEL POLICIES AND PRACTICES

A. ACADEMIC FREEDOM

The private and personal life of the teacher shall remain outside the province and outside of the appropriate concern or attention of the Board provided that a teacher's action does not interfere with the teacher's assigned duties, responsibilities and relationships with students.

Teachers are expected to assume the responsibilities of citizenship. Religious activities and beliefs, or the lack of same, and lawful political activity may not take place during working hours or in situations where such activities could be construed to be under the aegis of the Board.

It is the teacher's responsibility to seek to educate young people in the democratic tradition, to foster a recognition of individual freedom and social responsibility, to inspire meaningful awareness of and respect for the Constitution, the Bill of Rights and laws of the land and to instill appreciation of the values of individual personality. It is recognized that these democratic values can be best transmitted in an atmosphere which is free from censorship and artificial restraints upon free inquiry and learning, and in which academic freedom for teacher and student is encouraged.

Academic freedom shall be guaranteed to teachers, and no special limitations shall be placed upon study, investigation, presenting and interpreting facts and ideas concerning man, human society, the physical and biological world and other branches of learning other than to accepted standard of professional education.

Freedom of individual conscience, association and expression will be encouraged and fairness in procedures will be observed both to safeguard the legitimate interest of the schools and to exhibit, by appropriate examples, the basic objectives of a democratic society.

B. CERTIFICATION

On April 1st of each school year a list of teachers who have not achieved certification in the respective areas will be prepared and submitted to the Association and the Board. Each teacher whose name appears will be notified concurrently with the publication of the list.

C. PROFESSIONAL GROWTH AND DEVELOPMENT

The Board of Education and the Mamaroneck Teachers' Association agree to the cooperative establishment of a professional growth and development program to be developed with the Superintendent's office and the Mamaroneck Teachers' Association.

D. ADMINISTRATION/ASSOCIATION COUNCIL

Statement of Philosophy:

The parties recognize a common goal of academic excellence in an atmosphere of cooperation which encourages the free and open exchange of ideas and the maximum utilization of the abilities of teachers satisfied with conditions under which they work.

The parties are also committed to comply with the provisions of all applicable laws and rules and regulations of the Commissioner of Education. The actions of the Committee established herein shall be consistent with such principles.

The provisions of the above "Statement of Philosophy" shall not be subject to grievance and/or arbitration.

The Superintendent and his/her designated representative(s) and the President of the Association, as well as Association representatives, shall meet regularly to promote maximum understanding of the functional, professional and personnel problems of teachers and administrators; to provide for discussion regarding implementation or clarification of the terms and provisions of this Agreement; to clarify and discuss administrative rules and regulations and directives of the Superintendent; to provide for teacher advice in planning anticipated change in educational policy, programs and curriculum; and to discuss other matters of mutual concern.

The jurisdiction of the Committee shall include:

1. Recruitment and Selection Procedures for Professional Staff

2. Evaluation Procedures

3. Training and Professional Growth, e.g. Peer Coaching, Summer Work

4. The effective utilization of schedules and staff (e.g. parent conferences, staggered lunches, flexible starting times for specials, student supervision and specialized duties, scheduling and planning of faculty meetings)

5. Teacher Conference Days

6. Selection of Educational Materials, Equipment and Supplies

7. Recommendations on System-wide Educational Philosophy and Goals

8. Any other mutually agreed upon topic with the approval of the Superintendent.

Each side shall exchange one week prior to the scheduled meeting an agenda of matters to be discussed. Meetings shall take place on a monthly basis. The frequency and timing of the meetings may be adjusted upon the mutual agreement of the parties involved.

E. FILES—TEACHERS

A teacher shall have the right, upon request, to review the content of her/his personnel file, except that all references and information originating outside the District, on the basis of confidentiality, and information obtained within the District, in the process of consideration of the teacher for initial or reinstatement employment, shall not be subject to review by the teacher at any time for any purpose.

Material descriptive of a teacher's conduct, service, character or personality will not be placed in her/his personnel file unless the teacher has had an opportunity to review the material. The teacher will acknowledge that she/he has had the opportunity to review such material by affixing her/his signature to the copy to be filed, with the express understanding that such signature in no way indicates agreement with the contents thereof.

The teacher will also have the right to submit a written response to such material and her/his response shall be reviewed and acknowledged by the Superintendent and attached to the teacher's file.

F. TEACHER RELATIONSHIP WITH PARENTS

The Board and the Association agree that complaints regarding pedagogy and classroom practices are best handled and resolved as close to their origin as possible. The proper channeling of complaints will be as follows:

1. Teacher or staff member
2. Principal
3. Superintendent of Schools or his/her designee
4. Board of Education

If a parent, student or other fails to follow this procedure, and a complaint regarding pedagogy or classroom practice is made to someone other than the teacher, said complaint will not be validated unless it is brought to the attention of the teacher.

Any verbal or written complaint that is considered significant enough that the administrator brings the complaint to the teacher's attention must be presented to the teacher, either verbally, or in the case of a written complaint, in writing, with the name of the complainant.

The administrator will not be permitted to use any complaints not shared with teachers in a timely manner (15 days) in the future, either for disciplinary reasons or as part of an evaluation.

Parents should be encouraged to visit classrooms and to observe education in process. There are many times and situations, however, when classroom visitations would not be appropriate and might be disruptive to the learning process.

All classroom visitors should attempt to schedule classroom visits well in advance. Any classroom visitor should report first to the principal.

If upon reaching the classroom, the teacher feels that the situation, at the time, is inappropriate, the teacher will suggest other dates and times for future visits.

G. RELATIONSHIPS WITH PUPILS—TUTORING AND INDIVIDUAL HELP

Teachers are expected and encouraged to provide individual instruction for pupils in their classes as part of their regular assignment and duties.

Teachers may, however, accept payment from sources other than the Board for tutoring pupils, provided that the pupils are not in their own classes. Teachers are not permitted to use school district facilities or equipment for any tutoring for which payment is made from sources other than the Board. Teachers may not be excused from assigned duties for the purpose of tutoring.

H. POSTINGS FOR VACANCIES FOR PROMOTIONAL POSITIONS

The Board retains the right to appoint any qualified individual to fill any position. When vacancies occur, the Board will give qualified employees an opportunity to apply for the positions that are open. If appointments are made which vacate other jobs, the Board will, ordinarily, act to fill such vacated positions only after an opportunity has been given to qualified employees within its system to apply.

Whenever any vacancy occurs, it will be publicized by means of a notice posted on official bulletin boards in faculty bulletins and in public address announcements to teachers, in each school, as far in advance of the date of appointment as possible.

Teachers who wish to be considered for openings should file with Personnel their desire to be given adequate notification and consideration. During the summer recess, self-addressed envelopes will be forwarded by the teacher to the Personnel Office.

I. POSTING FOR SUMMER SCHOOL, EVENING SCHOOL, OTHER POSITIONS

Openings for summer school, extra-curricular activities, tutorial, and evening positions and for positions under special programs will be adequately publicized in each school building as early as possible.

The Board retains the right to appoint any qualified individual to fill any position. It is the desire of the Board that qualified employees within the system shall be given primary consideration in filling summer school, evening school and other positions. In filling such positions, consideration shall be given to an applying teacher's area of competence, seniority, experience, major and minor fields of study, quality of teaching performance and the requirements of the educational program.

J. AUTHORITY OF TEACHERS

Every teacher, as defined in Article III, Section 5 of this Agreement, has authority at any time over any pupil or pupils on school grounds or in school buildings and shall be expected to exercise such authority when circumstances require. Teachers are not permitted to administer corporal punishment to any pupil. It is understood that restraining measures do not constitute corporal punishment.

K. TEACHER AIDE PERSONNEL

The Board will continue its practice of employing non-certificated personnel to permit teachers, to the extent possible, to perform those duties requiring the skills possessed by professionally qualified certificated personnel.

L. JOB SECURITY

Both probationary and tenured teachers in this District shall enjoy the benefits of seniority with regard to job security; as provided by the laws of the state of New York. Benefits currently existing as a matter of law are hereinafter described:

1. If the Board of Education abolishes an office or position and creates another office or position for the performance of duties similar to those performed in the office or position abolished, the person filling such office or position at the time of the abolishment shall, be appointed to the office or position thus created, without reduction in salary or increment, provided

the record of such person has been one of faithful, competent service in the office or position she/he has filled.

2. Whenever a Board of Education abolishes a position under this chapter, the services of the teacher having the least seniority in the system within the tenure of the position abolished shall be discontinued.

3. If an office or position is abolished, or if it is consolidated with another position without creating a new position, the person filling such position at the time of its abolishment or consolidation shall be placed upon a preferred eligible list of candidates for appointment to a vacancy that then exists, or that may thereafter occur, in an office or position similar to the one which such person filled without reduction in salary or increment, provided the record of such person has been one of faithful, competent service in the office or position she/he has filled. The persons on such preferred list shall be reinstated or appointed to such vacancies in such corresponding or similar positions in the order of their length of service in the system at any time within seven (7) years from the date of abolition or consolidation of such office or position.

4. If staff reductions are undertaken, the Board will first look to attrition due to resignations for the purpose of retirement. The Board will notify the MTA prior to any impending staff reduction and the MTA may request a Teacher-Administration meeting to discuss all relevant issues and data.

A leave of absence cannot be added to or subtracted from tenure time already accumulated when leave begins, with the exception of leaves granted for the purpose of teaching in foreign countries, other states and territories, and other school districts, under the provisions of Section 3005 of the Education Law. Under these provisions such leave time will be added to the tenure time accumulated when leave begins.

ARTICLE V—PROFESSIONAL CONDITIONS OF EMPLOYMENT

A. SCHOOL CALENDAR

For each year of the Agreement, the calendar shall consist of one hundred eighty-four (184) workdays; two (2) snow days/emergency closings are subsumed in the 184 days.

The 184 days consist of:

1. One hundred and seventy-nine (179) days of student instruction; plus

2. Five (5) Superintendent's Conference days.

3. Beginning with the 2008-2009 school year, two of the five Superintendent's Conference Days shall be exchanged for twelve and one-half (12.5) hours of professional development time (as explained in paragraph 4 below).

4. Beginning with the 2013-2014 school year, the calendar shall consist of the following:

    a. Elementary time:

        i. Parent conferences – fall and spring
            1. Two (2) half days (currently in Article V(C)(7) of the Agreement)
            2. One (1) day from 2:30PM to 5:15PM
        ii. Nine (9) Wednesday meetings from 3:00PM to 4:30PM, of which unit members shall be permitted to provide input into the agenda for said meetings.
        iii. Ten (10) Wednesday building meetings from 3:00PM to 4:00PM (currently in Article V(C)(10) of the Agreement)

    b. Middle School and High School time:

        i. The ten (10) existing Wednesday faculty or department meetings will extend forty-five (45) minutes beyond the workday.
        ii. The ten (10) existing Wednesday department meetings will extend one (1) hour beyond the workday. Effective July 1, 2019, 4 of the 10 existing Wednesday Department meetings that are currently being used for District-wide meetings may be scheduled to end no later than 4:30 P.M. The existing configuration for District-Wide faculty meetings shall continue.
        iii. Ten (10) existing Wednesday unit meetings of thirty (30) minutes within the existing workday. (currently in Article V(E)(6) of the Agreement).

B. WORK YEAR

The work year shall consist of one hundred eighty-four (184) workdays; two (2) snow days/emergency closings are subsumed in the 184 days

In order to accommodate the possibility of additional snow days/emergency closings, the calendar will include two (2) make-up days.

1. If one (1) or two (2) snow days /emergency closings occur during the school year, the two (2) designated make-up days will not be utilized. (183 workdays if one (1) snow/emergency closing; 182 workdays if two (2) snow days/emergency closings).

2. If three (3) snow days/emergency closings occur during the school year, one (1) designated make-up day will be utilized. (182 work days).

3. If four (4) snow days/emergency closings occur during the school year, two (2) designated make-up days will be utilized. (182 workdays).

4. If five (5) or more snow days/emergency closings occur during the school year, vacation/holiday periods will be rescheduled so that there are 182 workdays.

C. THE ELEMENTARY TEACHERS' DAY

1. Effective July 1, 2013, the elementary teacher workday shall consist of seven hours and twenty-five minutes (7 hours 25 minutes) per day, except for Fridays and the day preceding vacations and holidays, when the workday shall consist of seven (7) hours. The elementary workday will begin at 8:05 a.m. and end at 3:30 p.m. On Fridays and on the day preceding holidays and vacations, the workdays will begin at 8:05 and end at 3:00 p.m. Elementary teachers may be called to a meeting between 8:05 a.m.-8:40 a.m. one (1) time per month. A one (1) hour lunch will be provided daily.

2. Effective July 1, 2013, students shall arrive thirty-five (35) minutes after the teachers' arrival.

3. All elementary school teachers will have a planning period of no fewer than thirty (30) minutes per day for five (5) days a week. These thirty (30) minutes will be part of the time between student arrival and student dismissal exclusive of the teachers' lunch hour.

4. Elementary schools may schedule a one (1) hour lunch for staff and students between 11:30 a.m. and 1:30 p.m. Each elementary teacher will be guaranteed a one (1) hour duty free uninterrupted lunch.

5. There will be three (3) parent/teacher conference days in the fall and three (3) parent/conference days in the spring. During the fall and again during the spring, two (2) half-days of conferences shall take place during the afternoon hours. The third parent/teacher conference will be scheduled from 2:30PM to 5:15PM as per Article V (A) of the Agreement. The two (2) half-days will be scheduled on Wednesdays and will operate under the following conditions:

   a. The Board agrees to encourage parents to arrange conferencing at the scheduled times.

   b. On conference days, elementary schools will close at 11:30 a.m. There will be no lunch hour for students on any half-days.

c. No building meetings will be held on any of the half-days scheduled for parent conferences.

6. The Superintendent will convene a broad-based committee, including representatives of the MTA, to examine the elementary reporting forms. An agreed upon interim report will be used until a new form is devised.

7. Elementary students will be dismissed at 11:30 a.m. on three (3) of the last five (5) days of school, excluding the last day.

8. There will be ten (10) elementary building meetings on Wednesday afternoons which will be convened until 4:00 p.m.

9. Elementary school teachers will have the option to plan the use of other available non-teaching time during the workday, exclusive of items 4, 5, and 7 above, for student tutorials, AIS, parent or student or teacher conferences, curriculum activities, individual planning, grade level or team meetings, meetings with specialists, and other group and professional activities related to school needs.

10. Elementary teachers will have the option to attend the art, music, physical education and library programs. A teacher will escort a class to the specialist's location and will escort that class back to the classroom when the specialist's session has ended. It is recognized that there may be times when specialists will escort students to the lunchroom. Aides, when and if available, may also escort students to and from the specialist's location.

11. All teachers will reserve the fourth Monday of the month for MTA meetings starting fifteen (15) minutes before the end of the regular workday.

12. Teachers who are required to travel between buildings will be given thirty (30) minutes in order to clean up, travel, and set up unless otherwise agreed to by the Superintendent of Schools and the President of the Association. This time will not be part of the traveling teachers' lunch or prep period.

D. ELEMENTARY SCHOOL ASSIGNMENTS

Guidelines: Where it is administratively and educationally advisable and in accordance with the desires of teachers, elementary school assignments and program schedules should be constructed within the following limiting guidelines:

1. Class sizes shall be planned to range from twenty (20) to thirty (30) pupils depending on the nature of the educational plan under which the class is

established. Board of Education policy establishes the maximum regular class size as follows:

	Planning Range	Maximum
Kindergarten -2	20-24	25
Grades 3-4	21-26	27
Grades 5-6	22-28	30

It is understood that on occasion it may be necessary to have classes continue with no more than three (3) over the maximum.

2. Special Education enrollments may be considerably smaller than the planning range indicates.

3. Art, library, music and physical education class schedules will be established in such a manner as to limit the teacher load to the number of classes and pupils considered reasonable and proper by the administration and the teacher involved in the planning of the program. Each elementary school will hire substitutes for music, physical education, art and the librarian specialists.

E. SECONDARY TEACHERS' DAY

1. Effective July 1, 2013, the secondary teacher workday shall consist of seven hours and ten minutes (7 hours and 10 minutes) per day, except for Fridays and the day preceding vacation and holidays, when the workday shall consist of seven (7) hours.

2. Effective July 1, 2013, the seven hour and ten minute workday shall be scheduled between 7:45 a.m. and 3:15 p.m. On Fridays and the day preceding holidays and vacations, the workday will end no later than 3:00 p.m. The start time of the school days for teachers shall not change during the school year.

3. Schedules will be constructed to include a prep period per day, equal to the length of an average class period, after no more than three (3) consecutive classes. When it is necessary to schedule lunch, instead of prep, following three (3) consecutive teaching periods, then the administrator will meet with the affected teachers to discuss same. Every effort will be made to ensure that teachers who have been assigned to this schedule are not assigned to the same schedule during the following year. In addition to the foregoing, when the lunch period is the only period separating four (4) consecutive classes in a teacher's schedule, then the administrator will meet with the affected teacher to discuss same. Every effort will be made to ensure that teachers who have been assigned to this schedule are not assigned to the same schedule during the following year.

4. Whenever feasible, no teacher will be assigned to teach in more than two (2) rooms. If it is necessary for this to occur, then affected teachers will not experience this during the following school year.

5. Secondary teachers shall be allowed a duty-free, uninterrupted lunch period of no fewer than forty (40) minutes which shall be exclusive of any passing time before or after said lunch period. At the high school, the lunch period will not exceed fifty-two (52) minutes, assuming no passing time before or after lunch.

6. The first, second and/or third Wednesdays will be used for department and faculty meetings, up to a maximum of two (2) meetings per month. Appropriate arrangements should be made in advance for unavoidable absence or early departure from scheduled meetings.

7. All teachers will reserve the fourth Monday of the month for MTA meetings starting fifteen (15) minutes before the end of the regular workday.

8. Music class schedules at the secondary level will be established in such a manner as to limit the teacher load to the number of classes and pupils considered reasonable and proper by the Administration and the Music Coordinator.

9. Effective July 1, 2013, music teachers who are scheduled to teach a class beginning prior to the start of the school day, shall only be required to remain in school for a total of seven hours and ten minutes (7 hours and 10 minutes) on the same day as the early class, if there is no meeting scheduled on that day.

10. Teachers who are required to travel between buildings will be given thirty (30) minutes in order to clean up, travel, and set up unless otherwise agreed to by the Superintendent of Schools and the President of the Association. This time will not be part of the traveling teachers' lunch or prep period.

F. PSYCHOLOGISTS, GUIDANCE COUNSELORS AND SOCIAL WORKER DAY

Psychologists, guidance counselors, and social workers' workday shall extend thirty (30) minutes beyond the Teacher Work Day.

G. MIDDLE SCHOOL AND HIGH SCHOOL ASSIGNMENTS

Guidelines: Where it is administratively feasible and educationally advisable, and in accordance with the desires of teachers, the secondary schools' programs should be constructed within the following limiting guidelines:

1. The number of different lesson preparations should be kept at the minimum consistent with the nature of the subject, the size of the department, the special offerings of the department, and special competencies and requests of the teacher. Teachers whose assignments may require preparations in excess of three (3) shall, in discussion with the principal, arrange for relief from additional specialized duties or assignments.

2. **High School Assignments, <u>effective July 1, 2013</u>**

a. Effective July 1, 2013, High School teachers shall be assigned to no more than an average of two hundred and twenty (220) minutes of instructional time per day over the course of a five (5) day week, but in no event shall any one (1) day exceed two hundred and sixty (260) minutes of instruction. High School teachers shall not be assigned more than five (5) instructional periods per day. High School Teachers, with the exception of Physical Education Teachers, shall not be assigned more than five (5) classes of students per year or ten (10) classes per year for those classes that are of a semester's duration. Additionally, effective July 1, 2013, High School teachers shall be assigned one (1) duty period per week which may consist of one or more of the following assignments:

i. Individual or small group tutorial work including AIS
ii. Approved curriculum development meetings
iii. Team meetings or group meetings
iv. Parent conferences or case conferences
v. Academic preparation
vi. Research studies
vii. Hall duty
viii. Extra help to students assigned to their classes.

The professional duty period shall not exceed the length of an average class period.

b. High School English teachers shall be required to carry no more than 125 students. Science teachers may be assigned a combination of twenty-seven (27) classes and laboratory periods per week.

c. Reasonable effort shall be made to equalize class size within the respective categories.

	Planning Range	Current Maximum
High School	20-28	30

d. Every effort shall be made to equalize class sizes within the respective categories and every effort shall be made to place classes in range.

e. It is understood that, on occasion, it may be necessary to have classes continue with no more than three (3) students over the maximum.

f. In general, physical education classes should be homogenous in grade level.

g. In general, teachers shall not be assigned to cover classes of absent teachers, except in those rare cases which constitute an emergency and for which substitutes cannot be secured.

3. **Middle School Assignments, effective July 1, 2013**

a. Effective July 1, 2013, Middle School teachers shall be assigned to no more than an average of two hundred and twenty (220) minutes of instructional time per day over the course of a five (5) day week, but in no event shall any one (1) day exceed two hundred and sixty (260) minutes of instruction. Middle School teachers shall not be assigned more than five (5) instructional periods per day. Middle School teachers, with the exception of Physical Education teachers, shall not be assigned more than five (5) classes of students per year or ten (10) classes per year for those classes that are of a semester's duration. Additionally, effective July 1, 2013, Middle school teachers shall be assigned one (1) duty period per day which may consist of one or more of the following assignments:

i. Individual or small group tutorial work including AIS
ii. Approved curriculum development meetings
iii. Team, department, grade level, etc. meetings
iv. Parent conferences or case conferences
v. Academic preparation
vi. Research studies

b. Science teachers may be assigned a combination of twenty-seven (27) classes and laboratory periods per week.

c. Reasonable effort shall be made to equalize class size within the respective categories.

	Planning Range	Current Maximum
Middle School	20-28	30

d. Every effort shall be made to equalize class sizes within the respective categories and every effort shall be made to place classes in range.

e. It is understood that, on occasion, it may be necessary to have classes continue with no more than three (3) students over the maximum.

f. In general, physical education classes should be homogenous in grade level.

g. In general, teachers shall not be assigned to cover classes of absent teachers, except in those rare cases which constitute an emergency and for which substitutes cannot be secured.

h. Noon hour supervision will continue.

i. Teachers will be in the corridors when students pass from one class to another.

j. Teachers will continue to monitor student bathrooms.

4. **Substitutes:**

a. At the beginning of each year there shall be established a list of teachers (grades 9-12) who volunteer to cover classes for absent colleagues (grades 9-12).

b. If outside substitutes are not available, the administration will draw from the volunteer list to cover classes for the absent teacher.

c. Each volunteer may cover up to five (5) classes per year at tutorial compensation.

d. It is agreed that all 9th and 10th grades will be covered by continuing part-time and daily substitutes. When substitutes are not available, the administration shall seek qualified volunteers.

e. If volunteers are not available, the cap in Section (5)(c) hereinabove will be removed.

f. If there are still uncovered classes in 9th and 10th grades, a committee of teachers and administrators will be convened to develop solutions. The committee will convene prior to December 15 and submit its report prior to January 31.

g. If no solution is found within the time frame, the principal has the right to resolve the problem, using teachers outside the pool.

h. Such teachers will cover no more than two (2) periods per year at tutorial compensation. These provisions will be effective for the duration of the Agreement.

i. Any secondary teacher assigned to cover classes, except in those exigencies (subject to review by Teacher/Board Committee) during her/his normal planning period(s), will be reimbursed at the rate of $42.

j. In exceptional cases where class limits are exceeded at secondary levels, adjustments will be made in a teacher's total load (number of pupils). In scheduling, consideration will be given to location of room and number of room transfers.

k. At the secondary level, in case of an emergency that leads to a long-term absence, teachers may be administratively assigned to cover classes. If the assignment exceeds five (5) consecutive days, and involves assuming full responsibility for the teaching of the course, for example, planning, teaching, completing assessments, and grading, payment will be made retroactive to day one of the assignment by increasing the covering teacher's full-time equivalent by .2.

H. NOTIFICATION OF ASSIGNMENT

Teachers will be given an opportunity to express their preferences regarding assignments to subject areas and classes. Specific requests may be filed with the school principal in written form during the months of March and April. Teachers' preferences will be considered, and where feasible, respected, by the administration.

Prior to the 15th of June, teachers will be informed of their assignments for the following September.

When this date, June 15, cannot be met, a letter will be filed with the Mamaroneck Teachers' Association office and the Superintendent's office by building administrators explaining the causes and presenting an alternative date. Notification will include the following information:

a. Subject(s) to be taught;

b. Grades of the subjects to be taught;

c. Specialized duties or assignments, including homeroom, or other educationally oriented tasks;

d. Any additional available and necessary information which the teacher might reasonably require in making plans for the assumption of the responsibilities of the assignment;

e. It is the responsibility of the school principal to ascertain the certification requirements for each position prior to assignment of teachers. However, upon receipt of the information regarding her/his assignment, the teacher shall immediately notify the principal of any certification deficiency.

As early as possible, but no later than the second Monday in June, teachers should receive their programs for the following September, including the periods and rooms and buildings where their teaching assignments occur. It is understood that all information detailed above is to be considered subject to a minimum of change because of last minute changes in subjects, enrollments, staff changes and other exigencies.

I. NEW TEACHER ORIENTATION

1. Having a common concern for the professional development of teachers during the early years following their entry into the Mamaroneck Schools, the Association and the Board agree to provide an appropriate professional development program. Such program will be evaluated periodically.

2. All first, second and third year teachers are required to participate in a multiple day orientation/professional development/training program held prior to the start of the work year.

YEAR(S) IN THE DISTRICT	# OF DAYS
1st	3
2nd	2
3rd	1

This program will commence with new staff hired for the 2003-2004 school year.

3. This time will take place during the summer prior to the opening of school. This program will be tailored to meet the unique needs of teachers new to the profession of teaching and the needs of those teachers who are new to the District but not new to the profession of teaching. This time is without remuneration.

4. During the first year of employment, teachers may be directed by the building administration to devote a reasonable number of preparation periods, not to exceed twenty (20), to observe classes conducted by more experienced teachers or to consult with others more familiar with classroom matters.

5. The Board and the Association agree to offer and maintain a Mentor Program. A committee consisting of representatives from the MTA and the administration will have input into the program.

6. During the orientation period following employment in the school system, each professional will receive a written description of the Mamaroneck Public School's performance appraisal program. It is the responsibility of

each school principal to arrange and conduct an orientation session to help new staff members understand the purposes and goals of this program.

J. STAFFING PATTERNS FOR ALL SCHOOLS

Personnel staffing patterns in the schools shall continue to provide a staff ratio of sixty-five (65) to seventy (70) professionals per one thousand (1,000) pupils. Class sizes and teacher load will continue to be a subject of concern of the Board and the Association.

K. ASSIGNMENT OF SPECIALIZED DUTIES

Teachers' assignments to supervisory or specialized duties should be on the basis of the equitable distribution of such duties, with all staff-members accepting equal portions of the tasks. Teachers' individual preferences for assignments are to be honored when feasible and consistent with the needs of the educational program.

L. ROTATION OF SPECIALIZED DUTIES

The following procedures will apply to those specialized duty assignments for which class assignments are reduced and for those duties for which no reduction is allowed.

1. A list of vacancies for all specialized duty assignments should be prepared and distributed to all teachers in the school in sufficient time to permit all teachers to be aware of the assignments. The selection for such assignments should be made only from among qualified applicants.

2. Such specialized duty assignments, whether they are assumed duties or assigned duties, should be made on the basis of equitable distribution of duties, and where appropriate, on the basis of seniority, if all other qualifications are equal.

3. Assignments shall be rotated to provide all teachers an opportunity to serve in assignments they desire and to provide for the fair distribution of those assignments which are less desired by teachers.

4. The term of each specialized duty assignment, for which there are qualified applicants, shall not exceed five (5) consecutive years.

5. A qualified teacher, who has not held a specialized duty assignment for which there is a list of applicants, should have priority over any other teacher who has such assignment.

6. A teacher may relinquish any specialized duty assignment after a minimum period of one (1) year.

7. The policy of rotation should be followed except for unusual circumstances. It is understood, however, that upon request, a teacher may retain a particular non-teaching assignment if no qualified teacher desires such specialized duty assignment and the needs of the school will thereby be served.

8. New teachers, serving their first year in the classroom, will be assigned only those duties which allow that teacher to work with an experienced teacher. Such assignments should be changed frequently during the year to allow new teachers to gain experience in a variety of specialized duty assignments.

M. MULTIPLE BUILDING ASSIGNMENTS OF TEACHERS

Teachers who are assigned to more than one school in any one school day will receive the prevailing Board of Education approved mileage rate for all inter-school driving required to be done by them.

In arranging schedules for teachers who are assigned to more that one school, an effort will be made to limit the amount of inter-school travel. Such teachers will be given appropriate travel time and where feasible, a parking space will be reserved for them on a first come, first serve basis. These teachers will be notified in advance of any changes in their schedules.

N. PROFESSIONAL ACTIVITIES

Professional improvement and participation in professional activities are encouraged. Within each building many activities contributing to in-service education courses, both credit and not-credit, are offered under the direction of the administration.

Teachers attending federally funded workshops will be granted in-service credits commensurate with the amount of time involved per course.

Upon successful completion of all requirements and actual receipt of National Board Certification, an individual will receive a one-time lump sum of $1000.

O. PROFESSIONAL MEETINGS AND CONFERENCES

Each year the Board of Education allocates funds for conference attendance by professional staff members. School principals are advised by the business office as to the amount of money for conference attendance available to personnel in their jurisdiction. Each principal will evolve, in consultation with teachers in her/his school, procedures and criteria for selecting persons to be recommended for conference attendance. At least two (2) weeks prior to the date of the conference, a person so recommended should complete and submit to the Superintendent the requested absence authorization request. The principal's signature on this application indicates availability of funds and approval of the application. A summary report, in written form

of the conference proceedings is to be submitted by the attending teacher to the Superintendent and shared with the Board and the Association.

Effective March 3, 2011, in order to be reimbursed for the costs associated with approved conference attendance, unit members must comply with the Travel and Conference Expenses Policy (Board Policy Number 6830) and its implementing Regulations.

P. ATTENDANCE RECORD--TEACHERS

Each teacher, in order to establish a record for communications, security and pay purposes, is expected to initial the attendance record in the school office when entering and when leaving the building. A teacher may be excused by the principal or her/his designated representative from duties and assignments for a portion of a session, provided that such period of absence does not exceed one-half of a school day. Any approved deviation from the scheduled hours should be noted in writing, by the teacher, in the school office attendance record. The teacher should write the phrase "approved by principal" in noting departures from regular schedule which have principal's approval. In cases involving non-approval departures from the regular schedule, the reason for the deviation shall be noted in writing by the teacher. In the event that an electronic system is used to monitor attendance, teachers shall be required to register with the electronic system when entering and when leaving the building.

Q LEAVING THE BUILDING DURING THE SCHOOL DAY

When it is necessary for a teacher to leave the building during the school day, except during her/his scheduled lunch period, she/he shall notify the principal or the principal's designated representative.

R. TRANSFER OF TEACHERS

The Board and the Association recognize that some transfers of teachers from one school to another is unavoidable.

It is also recognized that frequent transfer of teachers tends to be disruptive to the educational process and interferes with optimum teacher performance.

In making transfers, the conveniences and preferences of the individual teachers will be considered to the extent that those do not conflict with the best interest of the school system and the pupils.

When transfers are necessary, a teacher's area of competence, major and minor fields of study and quality of teaching performance will be considered.

An involuntary transfer will be made only after a meeting between the teacher, or at the request of the teacher, an Association representative, and the Superintendent of

her/his designee, at which time the teacher will be informed of the reasons for the transfer.

Teachers, who desire to transfer to another grade, or subject assignment, or to another building, will file a written statement of such desire with the Principal or with the Superintendent not later than April 1. Effective July 1, 2011, the notification date shall be amended to March 19th. Such statement shall include the name of the school, and the grade and subject to which the teacher desires to be transferred. As soon as practicable, and under normal circumstances, not later than one (1) week prior to the end of school, the Superintendent will inform teachers who have requested transfers of the action taken by the Administration on such application.

Before any teacher is assigned or transferred, the principals of the schools involved in the transfer will interview the applicant for transfer and the Principal will consult with the Superintendent regarding the teacher's assignment.

Notice of placement will be given to transferred teachers as soon as practicable and, where possible, before July 1.

Notice of openings in the school system will be posted in all buildings.

S. RELIEF OF TEACHERS FROM NON-INSTRUCTIONAL DUTIES

Except for those teachers needed to supervise children and to protect their safety and health (need will be determined upon consultation with representatives of the Association and the Board of Education), teachers will not be assigned to cafeteria, hall patrol, study hall, sorting and handling of books, supplies, materials, laboratory equipment, detention hall and the duplication of teaching materials.

Qualified non-instructional personnel may also be called upon to act as teaching assistants in designated educational programs.

1. Teacher aides may be assigned to assist teachers in such non-teaching duties as:

    a. Managing records, materials and equipment;

    b. Attending to the physical needs of children; and

    c. Supervising students and performing such other services as support, teaching duties when such services are determined and supervised by teachers.

2. Teaching assistants may be assigned to assist teachers in such functions as:

a. Working with individual pupils or groups of pupils on special projects while the teacher is engaged in working with other pupils;

b. Providing the teacher with general information about pupils to aid the teacher in the development of appropriate learning experiences;

c. Providing assistance in the development of instructional materials and aiding pupils to use available resources;

d. Utilizing special skills and abilities in such areas as foreign language, arts, crafts, music and similar subjects; and

e. Supporting the teacher in providing an effective climate for learning.

The Board and the MTA agree to establish a joint Administrator/Teacher Committee to consider possible changes to paragraph S(2) in this Article V.

T. TEACHING ASSISTANTS AND NURSES

The Teaching Assistants and Nurses shall be accreted to the bargaining unit as per the Memorandum of Agreement between the District and the Association made effective May 2007, except as provided herein, and except that Teaching Assistants and Nurses shall be included in the following Articles of the Agreement: I; II; III(7); IV(E); IV(H); IV(J); IV(L); V(P); VI(I); VI(K); VI(L); VI(M); VIII(D); X(D), XIII(D); XIII(A); XIII(C); XIV; XV; XVI; XVII; XVIII; XIX; XX; and XXI. Full-time nurses shall be entitled to the Pregnancy or Adoption Leave and Child Care Leave provision in Article XI(B). The following terms and conditions of the Memorandum of Agreement between the District and the Association made effective May 2007 shall apply:

Work Day and Work Year

Elementary Nurses: The workday for nurses on the Elementary level shall be seven and one half (7 ½) hours per day inclusive of a forty-five (45) minute duty-free lunch. Nurses shall be required to remain in their respective school buildings during their lunch breaks. In the event a nurse will not be in his/her office during his/her lunch break, the nurse shall advise the Building Principal and/or his/her designee of the nurse's lunch break location and shall be available in the event of an emergency. In the event that the nurse needs to leave the building during this lunch break, he/she will receive permission to do so from the Building Principal. Said approval will not be unreasonably denied. Nurses shall work the teacher work year.

Secondary Nurses: The workday for nurses on the Secondary level shall be seven and one half (7 ½) hours per day inclusive of a duty-free lunch which shall consist of between forty and fifty-two (40-52) minutes depending upon the building assignment or schedule. Nurses shall be required to remain in their respective school buildings during their lunch breaks. In the event a nurse will not

be in his/her office during his/her lunch break, the nurse shall advise the Building Principal and/or his/her designee of the nurse's lunch break location and shall be available in the event of an emergency. In the event that the nurse needs to leave the building during this lunch break, he/she will receive permission to do so from the Building Principal. Said approval will not be unreasonably denied. Nurses shall work the teacher work year.

Elementary Class Room Teaching Assistants: Effective July 1, 2013, the workday for Teaching Assistants shall be seven hours and twenty-five minutes (7 hours and 25 minutes) per day inclusive of a sixty (60) minute duty-free lunch. Teaching Assistants shall work the teacher work year.

Secondary Teaching Assistants: Effective July 1, 2013, the workday for Class Room Teaching Assistants shall be seven hours and ten minutes (7 hours and 10 minutes) per day inclusive of a forty (40) minute duty-free lunch.

Effective July 1, 2013, the workday for Lab Teaching Assistants shall be seven hours and forty minutes (7 hours and 40 minutes) per day inclusive of a forty (40) minute duty-free lunch. All Teaching Assistants shall work the teacher work year.

Life Insurance

Full-time Nurses shall receive term life insurance coverage equal to one and one-half (1½) times annual salary to the nearest $1,000.00. The full premium cost for said coverage shall be paid by the Board.

Sick and Personal Leave

Unit members shall be granted 19 sick leave days per year (prorated for part-time employees) with a maximum accumulation of 180 days. A medical certificate signed by a registered physician may be required for any reported illness. Said days may also be used for personal business up to a maximum of 5 days per year. Unit members shall generally specify the reasons for the request to the extent that the reasons will not divulge confidentiality.

ARTICLE VI—TEACHER RESPONSIBILITIES

A. TEACHERS' PRIMARY RESPONSIBILTY

The Board and the Association assert that a teacher's primary responsibility is the contribution she/he can make to children's educational development and that her/his energies should, to the extent possible, be utilized to this end.

B. RESPONSIBILITES AND ASSIGNMENTS

The Board and the Association recognize that the voluntary responsibilities of the teachers may extend beyond the defined limits of the school day. The needs of the individual children, conferences, meetings, preparation and study may require the time and energy of teachers above and beyond the schedule hours. The Teachers' Association endorses the devotion of time to the meeting of these extra responsibilities.

C. PREPARATION FOR TEACHER ABSENCE

It is required that each teacher be prepared at all times for the possibility of absence by providing, in specific place in her/his desk, such definite plans and general directions as will enable a substitute to proceed efficiently with the instruction of pupils. These plans must be kept continually up-to-date and must clearly indicate the exact procedure by which the substitute teacher may make the lessons of most value to the pupils.

D. RESPONSIBILITY FOR ATTENDANCE INFORMATION

Teachers will have responsibility for attendance records as directed by the Administration and will be accountable at all times for information regarding the presence of pupils. Pupils who are excused for part of the day must be excused by the principal's office, not by the individual teacher. Pupils will not be excused to leave school with unidentified persons or in answer to telephone calls from unknown persons.

E. COLLECTION OF MONEY FOR SCHOOL ACTIVITIES

State regulations require that money collected for student activities in any school be banked and credited to the appropriate school activities account. State regulations govern deposit slips, receipt and requests for withdrawals. State auditors periodically review the transaction records. Such regulations shall be observed. When a teacher collects money for a trip or some special project, she/he shall deposit funds in the office for safekeeping or after hours in a night bank depository. Money shall not be left in a classroom.

F. COLLECTION OF MONEY FOR GIFTS TO TEACHERS

Collection of money for gifts to teachers is prohibited.

G. RESPONSIBILITY FOR EDUCATIONAL TRIPS

A teacher wishing to take such a trip should obtain verbal approval before proceeding with planning a trip and written approval of the principal prior to making final arrangements. All trip arrangements are the teacher's responsibility, including transportation, waivers, and chaperonage. Public transportation must be utilized. Private cars will not be used. Before each trip each pupil must return a waiver for that trip signed by her/his parent or guardian.

H. RESPONSIBILITY IN CASES OF ACCIDENTS INVOLVING PUPILS

Teachers shall report all cases involving injury to pupils to the school nurse and to the school principal and shall furnish information as required for the completion of reports and records pertaining to the injury and the circumstances in which the accident or injury occurred.

I. RESPONSIBILITY FOR REPORTS-CONFERENCES

Reports and conferences pertaining to pupil progress and achievement are the responsibility of the teacher and shall be accomplished as directed by the school principal.

An MTA/Administration Committee of four (4) MTA representatives and four (4) administrators will be appointed to discuss the relevant issues on parent-teacher conferencing.

J. REPORTING ALL INJURIES

Teachers will, as soon as possible, report all cases of personal injury occurring in the line of duty, from any cause.

Reports will be in writing and shall be filed with the school principal, who will file a report on the Workers' Compensation form and forward it to the office of the Superintendent. Under workers' compensation laws, approved hospital and physicians fees are paid by the state insurance fund.

The administration will comply with any reasonable request from a teacher for information relating to such a case of injury.

K. REPORTING OF LOSS OR DAMAGE TO PERSONAL PROPERTY

Personal property damaged or destroyed or stolen in situations deemed to be part of the teacher's assignment, resulting from causes other than negligence on the part of the employee, should be reported to the school principal and a request for reimbursement shall be initiated by the principal.

All requests for reimbursement shall be presented to the Board of Education and shall be honored if found valid. Reimbursement for loss of cash shall not exceed fifty dollars ($50). Effort will be made to protect teachers' automobiles while in school parking lots.

Administration will notify each teacher of the location of safe depository during the school day for teacher's personal property.

L. STUDENT CONTROL AND DISCIPLINE

A teacher shall refer to the principal, or her/his designated representative, any pupil whose conduct is detrimental to the learning process in the class, or whose conduct is contrary to the accepted standards of good behavior. As soon as possible, and preferably no later than the end of the school period in which such referral is made, the teacher initiating the referral shall present to the principal a written report of the incident. The principal shall inform the teacher of the disposition of the incident.

M. TERMINATION OF CONTRACT BY INDIVIDUAL TEACHER

In the event employment is terminated during a school year by the teacher or if the teacher goes on leave, the teacher shall give the Board thirty (30) days written advance notice.

The Board and the Association appeal to the professional responsibility of teachers who elect to leave the District at the end of the school year to inform the administration of such intent, if possible, prior to May 30. Such information will not constitute a resignation.

ARTICLE VII—TEACHER EVALUATION

A. ANNUAL PROFESSIONAL PERFORMANCE REVIEW (APPR)

The Board and the Association agree that the APPR procedures shall be addressed by the Administration/Association Council and the standing APPR committee. The APPR document shall be annexed hereto as Appendix "D" of the Agreement.

Tenured and non-tenured teachers should be thoroughly advised as to the evaluative procedures and instruments which are provided for by the Agreement. Teachers should be informed as to who shall observe and evaluate their performances and what the scope of the evaluator's authority will be.

B. THE ROLE OF THE SCHOOL PRINCIPAL IN THE PROFESSIONAL PERFORMANCE APPRAISAL PROGRAM

The school Principal has the primary responsibility for the evaluation and rating of professional staff members assigned to her/his building. The Superintendent, the Assistant Superintendent, and the Assistant Principals supplement the Principal's judgment in matters pertaining to the appraisal of professional staff. Although the Principal may require the services of the Directors to assist in the improvement of instructional practices, these persons are relieved of responsibility for the rating process.

C. OBSERVATION

Observation may be of a formal or an informal nature. Observations of an informal type would include brief classroom visitations and occasional observations of other educational activities. Formal observations would include planned and recorded visitations by the administrator for the purpose of appraisal.

ARTICLE VIII—PROFESSIONAL INVOLVEMENT IN INNOVATION

A. EXPERIMENTATION

The Board and Association recognize that a sound education program requires not only the efficient use of existing resources but also constant experimentation with new methods and organization. The Association agrees that experimentation presupposes flexibility in assigning and programming pedagogical and other professional personnel. Hence, the Association will facilitate its member's voluntary participation in new ventures that may depart from usual procedures.

Class sizes, teacher responsibility and space utilization may, for flexibility and experimentation, be adjusted to meet educational objectives.

B. INNOVATION

The Board and the Association desire to encourage the active participation of teachers in the development and implementation of the best educational programs available in the nation. It is desirable to seek enrichment of the curriculum and sources of support for the local schools though the establishment of relationships with agencies and institutions beyond the limits of the District. Exploration and study of such programs shall be encouraged by the Association and the Board.

C. ASSOCIATON RECOMMENDATIONS

The Association shall have a standing committee which may make recommendations to the Superintendent in regard to the educational program. The Superintendent or her/his designee shall receive, acknowledge and review such recommendations and meet with the standing committee for discussion. The Association or the Superintendent may, if desired, utilize the services of experts and consultants and may call upon such person to participate in meetings and discussions.

It is clearly understood and agreed that the consultation procedure described herein shall not be construed to require any party to this Agreement to consent to any change, modification or reopening of this Agreement.

ARTICLE IX—BOOKS, MATERIALS, EQUIPMENT, SUPPLIES AND FACILITIES OF INSTRUCTION

A. MATERIALS OF INSTRUCTION

The Board and the Association, recognizing that the materials of instruction are essential to the implementation of the educational plan of the District, assert that such materials as may be deemed necessary by the teachers shall be made available in an orderly and efficient manner. Each teacher is assured, by this commitment of the adequacy of materials, books and supplies but more significantly, the recognition by the Board and the Association of a teacher's right and responsibility to participate in the selection of the materials of instruction.

Teachers working in concert with their grade level and department associates, may recommend and request books, materials, equipment and supplies, provided that requests are consistent with established policies and funds are provided in the operating budget of the District.

B. PROCEDURE FOR ORDERING MATERIALS OF INSTRUCTION

Materials are secured for the teacher through the office of the building principal. It is the responsibility of the principal to see that each teacher has a fair share of the materials of instruction available for the particular grade or subject. All materials of instruction are the property of the school and are subject to redistribution at any time. When the annual budget is being prepared, the principals receive requests from teachers for materials of instruction required for the ensuing school year. Since materials of instruction are often used by more than one class, teachers should request materials of instruction only after consultation with department heads or with grade chairmen and other teachers. If new or additional materials of instruction are needed during the year, the principal may determine the availability of funds and place the order through the business office.

C. ASSOCIATION REVIEW OF DECISIONS RELATED TO MATERIALS OF INSTRUCTION

In the event that the Administration determines that materials or books selected or adopted as described above are to be discontinued or changed, the teachers involved in the use of materials shall be informed and their opinions considered in all subsequent adoptions or selections of the materials of instruction, provided that the Association files a request for such meetings and discussions with the Administration.

The Administration will acknowledge receipt of said request in writing and the Administration and the Association will arrange for a mutually satisfactory time and place to meet and discuss said matter.

It is expressly understood that in granting the Association the right to discuss changes in the selection of textbooks, the Board in no way waives its right to make the

final decision in regard to these matters and a failure to agree with the Association does not make the problem under discussion subject to fact finding, the grievance procedure or arbitration.

D. FACILITIES FOR TEACHERS

It is the intent of the Board to provide an appropriately furnished faculty lounge, attractive rest rooms and functional workrooms in each building. Buildings with adequate space are so equipped at the present time and the Board agrees that budgetary provisions shall be included for such facilities in future school budgets.

The Board agrees that buildings should be equipped with facilities for communication that will allow teachers and the office to communicate each with the other. Such facilities exist in most buildings at present and shall be provided as soon as feasible, where needed.

The Board agrees that the Teacher's Association may assume responsibility for the installation of pay telephones for teachers' use in each of the buildings.

ARTICLE X—SICK LEAVE

A. SICK LEAVE POLICY

The plan for absence without paid deduction because of personal illness or injury is set forth in the chart and rules which follow. A medical certificate signed by a registered physician may be required for any reported illness. For absences in excess of week, periodic certificates may be required.

1. The plan provides self-renewing and accumulative protection. Each employee of the District is allowed accumulative sick leave without loss of salary for nineteen (19) days per year. Unused accumulative sick leave days shall be accumulated for year to year up to 180 days. Self-renewing sick leave days are allowed each employee as a reserve in the event illness requires more sick days than the employee has accumulated.

   In such case the employee will receive, after she/he has used up her/his accumulated days, the number of self-renewing sick leave days designated for her/his particular year of service. Reference is made to actual working days and any exception to or extension to or modification of the plan is at the discretion of the Board. This sick leave plan is subject to review by the Board of Education in consultation with the Association.

2. The service year shall correspond with the employee's step on the appropriate salary schedule and she/he will be allowed nineteen (19) days of accumulative sick leave per year, the unused numbers of which shall accumulate up to one hundred eighty (180) days. Self-renewing days

allowable, if required, shall be determined by her/his service years. The table which follows is intended as a guide to indicate the number of self-renewing days for service years.

Service Year	Self-Renewing Days	Accumulative Days	Max. Total days in One Year
1		19	19
2	10	38	48
3	10	57	67
4	10	76	86
5	15	95	110
6	15	114	139
7	15	133	148
8	20	152	172
9	20	171	191
10	25	180	205
11	25	180	205
12	25	180	205
13	35	180	215
14	35	180	215
15	40	180	220

Each teacher will receive each year nineteen (19) plus her/his preceding year's accumulated leave and service year leave. Each teacher may accumulate up to one hundred and eighty (180) days.

3. Any leave days granted to the teacher for reasons of bereavement-presently five (5) days for each death and for attendance at professional association meetings- NYSUT and AFT or for attendance at professional conferences, will not be deducted from the teacher's cumulative nineteen (19) days per each school year.

4. a. Authorized absences for other than personal illness or illness in the immediate family shall be, in general, limited to five (5) days in any school year and such absence shall not exceed two (2) days in any one month of any school year. Teachers shall, generally, specify the reasons for the request to the extent that the reasons will not divulge confidentiality.

   b. Absences for personal business, family, and personal sick leave days will be deducted from the teacher's accumulated total number of days.

   c. It is to be expected that the teachers will fully cooperate in using their cumulative days carefully and wisely. Any indiscreet or improper use of cumulative sick leave days (properly authenticated)

will be referred to the Superintendent of Schools, the President of the Association, and made a part of the teacher's permanent record.

5. a. To assist the professional staff members who are absent for prolonged periods of time beyond their accumulative and service days accumulation, the Mamaroneck Teachers Association and the Board of Education, effective July 1, 1971, established a sick leave bank. The parties stipulate that the balance of days available in the sick leave bank stands at 1700 days as of July 1, 2007. A teacher must be absent from employment due to a long-term incapacitating illness / catastrophic illness (more specifically defined in written guidelines established by the Association and the District) to apply for sick leave bank days. A teacher must deplete both his/her total cumulative and Service Year Self Renewing leave before she/he becomes eligible for sick leave bank days. Teachers are eligible for up to one hundred (100) days of sick leave from the bank per occurrence upon meeting the agreed upon conditions. The District reserves the right to require a doctor's certification from the teacher as to the nature of the illness, the reasons for necessary absence and a prognosis for future service. The District also reserves the right to have a teacher submit to a complete medical examination by a doctor of the District's choice at the District's expense. Administration of the sick bank leave is defined in the written guidelines established by the Association and the District.

   b. The Association will each year establish a sick leave bank of 425 days. The bank will be built up to an accumulated leave total of 1700 days. No more days will be added to the maximum until the bank is reduced to a total of 850 sick leave bank days. The sick leave bank will then be increased to 1700 days and this process repeated.

   c. Additions will be made to the bank at the beginning of each fiscal year, July 1.

B. NOTIFICATION OF ABSENCE BECAUSE OF PERSONAL INJURY OR ILLNESS

Teachers who will be absent from school because of personal or family illness, injury or other emergency must notify the school using the automated system by 6:30 a.m. on the day of the absence. Where extenuating circumstances prevent notification by 6:30 a.m., the teacher shall notify the appropriate office prior to the beginning of the day's classes. Notification must be given whether or not a substitute will be needed to cover the absence.

C. ABSENCE DUE TO DEATH IN THE IMMEDIATE FAMILY

Employees who are to be absent because of illness or death in the immediate family are asked to follow the same notification procedure indicated for personal illness. Immediate family means husband, wife, life partner (as defined by the current Health Plan), son, daughter, brother, sister, mother, father, or person in *loco parentis* of the teacher or her/his spouse. Employees shall be permitted to use one (1) day due to the death of a grandparent.

D. ABSENCE PRECEDING AND FOLLOWING HOLIDAYS

Other than for reasons of personal illness and family illness, all absences for the day preceding and following a holiday must be substantiated by a written statement from the teacher and submitted to the Superintendent of Schools or his/her designee for approval.

Absences, other than for illness and family, preceding a holiday will be deducted at the rate of 1/200th of the teacher's pay. Unless the teacher presents a written statement prior to the absence taken and approval is secured, deductions will be made prior to the Superintendent of Schools or his/her designee's decision. If approval is granted, the teacher will be reimbursed.

E. ABSENCE FOR JURY DUTY

It is the practice of the Board not to seek excuses for jury duty for employees. Postponements may be requested in the interest of maintaining the continuity of the educational program. Any employee who accepts a call for jury duty should notify the appropriate school personnel. Jury duty is considered an excused absence. Any absence for jury duty shall not be deemed a part of sick leave provided for in the regular personal sick leave plan or part of the total time allowed for reasons of personal business. Since teachers on jury duty will receive their regular salary, it is agreed that compensation paid for services as a juror will be turned over to the Board of Education, but reimbursed expenses will be retained by the employee.

F. SALARY PAYMENTS IN CASES OF TEACHER ABSENCE

Each day of unexcused absence on the part of any teacher may result in deductions from the employee's salary in the amount of 1/200th of the employee's yearly salary except when a teacher has exceeded her/his maximum allowable sick leave in any one school year, said teacher's pay will be deducted at a rate not to exceed the substitute's pay for each additional day of absence for personal sickness (see sick leave policy).

If substitutes for teachers are unavailable and teachers who, without pay, are used to cover classes, the teacher excused from duty shall not lose any accumulated leave and will not have any of her/his pay deducted if said teacher has depleted her/his combined cumulative and service leave.

ARTICLE XI—LEAVES OF ABSENCE

All requests for leaves of absence must be submitted in writing.

A. EDUCATIONAL LEAVE

Upon the recommendation of the Superintendent of Schools, the Board of Education may grant educational leave to teachers who have completed at least seven (7) years of satisfactory service. The Association and the Board will establish a Committee for Educational Leave. Said Committee will evaluate and prepare a priority listing of eligible candidates and recommend names to the Board for educational leave. The committee's consideration of requests for educational leave is subject to the following conditions:

1. An educational leave for purposes of travel may be granted for a period of one (1) semester or one (1) year with the teacher to be compensated on a monthly basis at the rate of one half ($^1/_2$) her/his scheduled salary.

2. An educational leave for purposes of full time graduate study at a recognized university may be granted for a period of one (1) semester or one (1) year, with the teacher to be compensated on a monthly basis at the rate of three quarters ($^3/_4$) of her/his scheduled salary.

3. An educational leave for purposes of local research project in the Mamaroneck School District, which bears some useful relationship to the educational process in the Mamaroneck school system, and is approved by the Board of Education, may be granted for a period of one (1) semester or one year, with the teacher to be compensated on a monthly basis at her/his full salary, as scheduled.

4. Educational leaves may be granted for study for any four (4) or six (6) consecutive summers, at an accredited university. Payment during the term of summer shall be based on the following formula: 1/180 x .75 annual salary x 30/6 x credit hours (to a maximum of 6). Payment for summer educational leave is to be based on full-time graduate study as defined by the catalogue of the university attended.

Payment to the teacher will be based on her/his salary rate for the coming school year, each year she/he is on summer educational leave.

Payment for summer educational leave will be made on or after the first day of September, upon fulfilling the following:

a. presentation of an official transcript verifying completion of course requirements, and

b. continuation of teacher's employment for the coming school year.

Each summer educational leave shall constitute the equivalent of one-quarter ($^1/_4$) of one (1) teacher allowable under the provisions to the 2.75 base in number seven (7) below. Present guidelines provide that four (4) such leaves may be approved for any one summer.

5. The value to the school district of the proposed travel, study or research will be taken into account in considering applications or educational leaves. Educational leaves will not be granted for the purpose of engaging in gainful occupation or in study for another trade or profession.

6. In passing upon application for educational leave, the Board of Education will give consideration to such factors as the teacher's record of service and prior educational leaves.

7. In general, no more than 2.75 percent of the teachers will be granted educational leave at any one time.

8. An educational leave cannot be terminated before the date of expiration without Board approval. At least seven (7) years of teaching in the Mamaroneck School system must intervene between educational leaves.

9. Application for educational leave, if available, for the first term of any school year must be filed on or before March 1, of the preceding term. Applications for educational leave, if available, for the second term of any school year must be filed on or before November 1, of the preceding term. Applicant will be informed of decisions regarding leave request within thirty (30) days after the above closing dates, thus, by April 1, for the fall semester and by December 1, for the spring semester. The Committee for Educational leave must complete its evaluation and recommendation for educational leaves to the Superintendent within ten (10) days after final closing dates for the spring and/or fall educational leaves, and submit its recommendation to the Superintendent. The Superintendent will forward the Committee's recommendations to the Board within ten (10) days after receipt from the Committee for the spring and/or fall educational leaves.

10. It shall be a condition to receiving educational leave that the recipient shall voluntarily agree not to separate from the Mamaroneck School System for a period of two (2) years following the expiration of such leave.

11. Each teacher, while on educational leave of absence, except those on summer educational leave, shall be considered in full-time attendance in her/his regular position for purposes of determining the employee's length of service and the right to receive increments.

12. A written report describing the teacher's activities and achievements shall be submitted by the teacher to the Superintendent and the Board of Education within the semester following the completion of the education leave.

13. The Board of Education reserves the right to reject any or all requests for educational leaves. Reasons for such rejections, in written form, shall be given to the applicant.

B. PREGNANCY OR ADOPTION LEAVE AND CHILD CARE LEAVE

FAMILY MEDICAL LEAVE ACT (FMLA)

Effective July 1, 2019, unit members shall be permitted to utilize up to eight (8) weeks (natural birth) or ten (10) weeks (caesarean) of their own accumulated sick leave days due to the birth of a child. Should a unit member wish to access the remainder of the twelve (12) weeks of FMLA, it shall be unpaid. Eligibility for FMLA shall be subject to the applicable FMLA requirements. This provision shall be equally applied to all paternity leaves.

Teachers will be granted Pregnancy or Adoption leave upon written application. Accordingly, a teacher intending to file an application for Pregnancy or Adoption Leave will give the Board ninety (90) days' notice in advance of the requested date of the leave, unless medical circumstances require shorter notice. Teachers will also inform the District at this time if he/she plans on taking advantage of Child Care Leave when Pregnancy or Adoption Leave ends.

A female teacher who takes a pregnancy related leave must be permitted to take advantage of sick leave entitlement to the same extent that would be the case were she suffering from some other disability. The teacher may exhaust cumulative sick leave during the period of pregnancy related leave. A medical certificate of the teacher's physical condition may be required as per Article X, Sick Leave, and the Board may require its own medical evaluation. Teachers taking Adoption Leave will be permitted to take advantage of sick leave entitlement up to ten (10) days for adoptions occurring within the United States. For adoptions occurring outside the United States, teachers taking Adoption Leave will be permitted to take advantage of sick leave entitlement up to fifteen (15) days.

Child Care Leave without pay and benefits will be granted to male and female teachers for a period not exceeding eighteen (18) months from the date of the commencement of the leave. Couples will only be eligible for eighteen (18) months total between them per event. Upon the birth or adoption of the child, said teacher will be notified of possible leave options. Said teacher will have not more than forty-five (45) days from the birth or adoption to notify the District, in writing, of planned return date. Dates to return from child care leave will be limited to the first day of the school year (on or about September 1) or the first day of the second semester (on or about February 1). Effective July 1, 2019, staff members who take an unpaid leave of absence for child

care will not be eligible for a second unpaid leave of absence for child care unless and until they have returned to work for two (2) full semesters prior to the commencement of the second child care leave.

Teachers shall not accumulate benefits during such leaves.

C. FAMILY CARE LEAVE AND NON-DISABLING PARENTAL LEAVE

Leave of absence, without pay or benefits, of up to one (1) year may be granted for the purpose of caring for a member of the teacher's immediate family, including leaves that do not involve any disability, such leaves to be taken by the teacher-parent of either sex for the care of a child, whether a natural child or an adopted child.

Additional such leave may be granted at the discretion of the Board.

D. CAMPAIGN LEAVE

The Board may grant a leave of absence, without pay or benefits, to any teacher to campaign for her/his own elective office or to serve in any public elective office for one (1) term of said office.

E. HEALTH LEAVE

After three (3) years continuous employment in the Mamaroneck School system, a teacher may be granted, without benefits, a leave of absence for up to one (1) year for health reasons. Requests for such leave will be supported by appropriate medical evidence. Any teacher whose personal illness extends beyond the period compensated may be granted a leave of absence without pay for a period of time not to exceed three (3) years for recovery from such illness.

F. OTHER LEAVES OF ABSENCE

1. A leave of absence without pay of up to two (2) years will be granted to any tenured teacher who joins the Teacher Corps, Peace Corps as a teacher, VISTA, or serves as an exchange teacher or an overseas teacher, and is a full-time participant in any such program. Upon return from such leave, a teacher will be considered as if she/he were actively employed by the Board during the leave and will be placed on a salary schedule at the level she/he would have achieved if she/he had not been absent. A leave may not be taken under this section more than once every ten (10) years.

2. The Board of Education may, upon written request, grant other leaves of absence to teachers with or without pay. Advancement on the salary schedule, Social Security coverage, credit in the Retirement System, and health insurance plans may be affected by such other leaves. The

employee should consult with the office of personnel for information on these matters prior to requesting a leave.

G. BENEFITS AT TIME OF RETURN FROM LEAVE

1. All benefits to which a teacher was entitled at the time her/his leave commenced, including unused accumulated sick leave, will be restored to her/him upon her/his return.

2. Upon her/his return from a leave of absence taken pursuant to Sections C, D, E and F of this Article XI, a teacher will be assigned to the same position which she/he held at the time said leave commenced, if available, or if not, to a substantially equivalent position which is available at the time of her/his return for which she/he is qualified. In regard to a leave taken pursuant to Sections C,D, E, F, and G, of this Article XI, it is recognized that the Board may fill the position in question at the time said leave commences.

H. RENEWAL OR EXTENSION OF LEAVE

All requests for leaves and extensions or renewals of leaves will be applied for in writing and responded to in writing.

Any teacher on any leave that may be extended must, by January 15th of the school year ending the first or second year of leave absence, notify the Personnel Office of her/his intention to continue her/his leave to return to the school district, or to resign her/his position. Failure to comply, unless for extenuating circumstances, may be cause for dismissal.

ARTICLE XII—SALARIES AND SALARY SCHEDULES

A. PROCEDURES FOR ADMINISTERING THE SCHEDULE

The Teachers' Salary Schedule shall apply to all teachers. Such schedules are attached hereto as Appendix A. Supplemental compensation will be paid as indicated in the Agreement.

1. 2016-2017 0% shall be added to the 2015-2016 salary schedules.

2. 2017-2018 0% shall be added to the 2016-2017 salary schedules.

3. 2018-2019 0% shall be added to the 2017-2018 salary schedules. For the 2018-2019 school year, the 2018-2019 salary schedules shall be created by adding $1,000 to each top step cell of the 2017-2018 salary schedules for all full-time unit members on top step as of June 30, 2016 and still actively employed as of December 19, 2018. All other cells contained in the 2017-2018 salary schedules shall remain the same. Said payment shall be prorated for part-time employees. Effective June 30, 2019

the $1,000 non-cumulative payment shall be removed from the 2017-18 salary schedules and shall no longer be applicable.

4. 2019-2020 0% shall be added to the 2018-2019 salary schedules. For the 2019-2020 school year, the newly created 2019-2020 salary schedules shall be adjusted by adding a non-cumulative $1,000 to each cell of the 2019-2020 salary schedules for all full-time unit members on staff as of June 30, 2018 and still actively employed for the 2019-2020 school year. No increment shall be granted as unit members convert to the new salary schedules.[1] Said payment shall be prorated for part-time employees. Effective June 30, 2020 the $1,000 non-cumulative payment shall be removed from the 2019-2020 salary schedules and shall no longer be applicable.

Effective July 1, 2019, the salary schedules attached as Appendix A shall be implemented for all teachers.

Effective July 1, 2019, the salary schedules attached as Appendix A shall be implemented for all psychologists, guidance counselors and social workers.

Effective July 1, 2019, the salary schedules attached in Appendix B shall be implemented for all nurses.

Effective July 1, 2019, the salary schedules attached in Appendix B shall be implemented for all teaching assistants. All teaching assistants shall move to step 2 in the 2019-2020 school year.

5. 2020-2021 The 2020-2021 salary schedules shall be created by increasing the 2019-2020 salary schedules by 0.25% and thereafter adding a non-cumulative $1,000 to each cell of the 2020-2021 salary schedules for all full-time unit members on staff as of June 30, 2018 and still actively employed for the 2020-2021 school year. Said payment shall be prorated for part-time employees. Effective June 30, 2021 the $1,000 non-cumulative payment shall be removed from the 2020-2021 salary schedules and shall no longer be applicable. Increment shall be granted July 1, 2020.

6. 2021-2022 The 2021-2022 salary schedules shall be created by increasing the 2020-2021 salary schedules by 0.25% and thereafter adding a non-cumulative $1,000 to each cell of the 2021-2022 salary schedules for all full-time unit members on staff as of June 30, 2018 and still actively employed for the 2021-2022 school year. Said payment shall be prorated for part-time employees. Effective June 30, 2022 the $1,000 non-cumulative payment shall be removed from the 2021-2022 salary schedules and shall no longer be applicable. Increment shall be granted July 1, 2021.

7. 2022-2023 The 2022-2023 salary schedules shall be created by increasing the 2021-2022 salary schedules by 0.25% and thereafter adding a non-cumulative $1,000 to each cell of the 2022-2023 salary schedules for all full-time unit

[1] Unit members shall migrate to the new schedules as per the terms of the December 2018 Memorandum of Agreement.

members on staff as of June 30, 2018 and still actively employed for the 2022-2023 school year. Said payment shall be prorated for part-time employees. Effective June 30, 2023 the $1,000 non-cumulative payment shall be removed from the 2022-2023 salary schedules and shall no longer be applicable. Increment shall be granted July 1, 2022.

The above-referenced .25% base wage increases for the 2020-2021, 2021-2022, and 2022-2023 school years shall be applied to Appendix C (Extra Pay Stipends). The above-referenced .25% base wage increases for the 2021-2022 and 2022-2023 school years shall be applied to existing longevities for all unit members.

8. The parties intend for the above-referenced $1,000 non-cumulative payments to be pensionable. Notwithstanding the foregoing, irrespective of the language drafted, the District makes no representations as to the ultimate determination(s) made by the Teachers' Retirement System as to whether said payments will be pensionable and the MTA acknowledges that the District shall have no liability to any unit members and/or the MTA should TRS render an adverse determination on any or all of the payments in the future.

Commencing with the 2019/2020 school year, the above-referenced non-cumulative payments shall be paid by separate check and shall be payable on or before February 1st each year.

B. INITIAL SALARIES

Initial salaries may be set at any step on the salary schedule, provided however, no hire shall be granted more step credit than the total of their years of teaching and teaching related experience.

The Association will continue its cooperation with the Board to help attract, secure and retain professionally certificated personnel of the highest caliber.

Effective July 1, 1998, the salary lanes M+15 and M+45 will be removed from the salary scale. Teachers in those lanes will remain in those lanes unless or until they move into another existing salary lane. Teachers presently at M will be allowed to attain M+15, but not M+45. Teachers presently at M+30 will be allowed to attain M+45.

C. MA+75

1. Credits necessary for movement to the M+75 column must be earned after July 1, 2003 and shall no longer be renewable.

2. Upon achieving M+75, individuals shall have an additional $1000 added to their respective salary step on the M+60 column.

3. Prior approval from the Superintendent of Schools, or his/her designee, of all courses, is required. Such approval must be requested on a District course approval form at least one (1) month prior to the start of the

course. Courses taken without prior approval will not be retroactively considered for credit in this column. The teacher may be required to submit a planned course of study including all or a portion of the fifteen (15) credits. This plan of study must have prior written approval of the Superintendent of Schools or his/her designee before any enrollment in courses for credit or column movement is approved. The determination of the Superintendent or his/her designee shall be made in the sole and unreviewable discretion of the Superintendent or his/her designee.

D. METHOD OF PAYMENT-SALARIES

Teachers may choose by September 1st of each year one of the following methods of payment for professional services:

1. Payment may be made semi-monthly at 1/20th of annual salary, September through June or;

2. Payment may be made in nineteen (19) checks September to mid-June, totaling 19/24 of the yearly salary and one check with 5/24 of the salary paid at the close of school in June.

Teachers who are employed after the beginning of the school year (normally day after Labor Day) may elect their option of payment within ten (10) days of employment. First payment will be made as soon as possible following the selection of the option.

Teachers will be paid semi-monthly on the 15th and on the last calendar day of each month. If such date falls on a Saturday, Sunday, or a legal holiday, payment will be on the preceding business day. All unit members shall be paid via direct deposit.

E. ADVANCEMENT IN SALARY SCALE

Initial salaries for teachers new to the system will be in accordance with the established salary schedule. No additional salary credit will be allowed for prior teaching experience after the starting step has been approved by the Board. Salary adjustments shall not be retroactive in any case.

Increments in salary will be granted according to the schedule, as well as the APPR Plan annexed hereto as Exhibit "D". Advancement to higher salary level is provided for a teacher who completes fifteen (15) hours of additional credit, as hereinafter defined, or acquires a higher degree. Teachers on the Bachelors degree schedule may not receive salary credit for more than thirty (30) post Baccalaureate credits.

Prior to the recommendation of withholding an incremental increase, the administration will have cooperatively involved the Association in its professional procedures and in the professional development and growth of the individual teacher so involved.

Courses taken to gain such salary credit must be either courses for which the teacher receives post Baccalaureate credit at an accredited university, or in-service courses approved by the Superintendent for credit. In order to obtain salary credit for any course, a teacher must obtain the approval of the Superintendent. In the interest of the teacher and the School District, permission will not be granted to any teacher to pursue more than six (6) hours credit during each semester of the school year. Effective July 1, 2021, unit members may accrue up to twelve (12) credits towards salary movement during any one (1) school year, irrespective of the semester when the coursework was taken and/or completed.

A teacher applying for advancement to the next salary category shall write a letter to the Superintendent stating that she/he requests advancement from her/his current category to the next, and shall furnish the appropriate transcript or certificate. Transcripts become a part of the teacher's permanent file and cannot be returned. A teacher who has earned additional salary credit will be placed on the applicable new salary level as of the September following the completion and reporting of such credit. To qualify for a September 1st placement, a teacher must present evidence that the hours of approved credit will have been completed prior to September 15th of that year. Arrangements must be made to have proper credentials for such credit filed in the Superintendent's office before October 15.

No professional staff member may advance by more than one (1) column laterally per school year. A teacher may move from the B15 directly to the M column when a Master's Degree has been earned.

Courses are to be reported to the Superintendent's office only when the teacher has completed fifteen (15) credits since the filing of the last report.

Beginning on July 1, 2007, Teachers hired after 07/01/98 will be eligible for a one-time payment of $1250 upon reaching the M45 plateau. Teachers having reached M60 prior to July 1, 2007 will not be eligible for this payment. Arrangements must be made to have proper credentials for such credit filed in the Superintendent's office before October 15 of the school year during which the payment is requested.

Teachers who qualify under the foregoing conditions will receive increment payments retroactive to September 1st, following official Board approval of their advancement.

F. PRE-STEPS STIPEND

Effective July 1, 2003, bargaining unit members hired as full-time probationary employees on or after July 1, 1998 at either Step B or Step A on the Teachers' Salary Schedule who have completed seven (7) full-time years of uninterrupted service and have been granted tenure by the Mamaroneck Public Schools, shall be paid a one-time lump-sum of $1,500.

G. SALARY SCHEDULES INDEX

The salary schedule is an indexed schedule. The index schedule is intended to establish desirable relationships between salary steps.

Its application assures proportionate adjustments throughout the schedule whenever an adjustment is made. A carefully, constructed index design can stimulate the desire for professional improvement.

H. LONGEVITY INCREMENTS

Longevity payments will be to teachers on staff as of June 30, 1998, beginning their 18th, 21st, 26th, and 30th year of employment in the District. Their longevities are shown on the salary schedules appropriate to such teachers.

For teachers hired after July 1, 1998 or thereafter, there will be four (4) longevity steps. Teachers will be granted these longevity payments at the beginning of their 21st, 24th, 27th, and 30th years as a full-time teacher in the District. Each longevity payment will be worth $2,595 and will be cumulative in nature.

Beginning July 1, 2008, full-time nurses will be paid a longevity payment of $1,200 for service to the District at years 15, 20 and 25.

Beginning July 1, 2009, teaching assistants will be paid a longevity payment of $1,000 for service to the District at years 5, 10 and 15.

I. SALARY SCHEDULE FOR DIRECTORS

The Directors, including the Music Director, shall receive a salary 1.16 times that of the Teachers' Salary Schedule appropriate to her/his academic preparation and years of experience.

The work year of directors extends from September 1, through June 30, inclusive, and their workday extends a minimum of one (1) hour per day beyond the workday of the classroom teacher.

J. SALARIES FOR DEPARTMENT HEADS AND CHAIRPERSONS

The work year of the department heads and chairpersons extends from September 1 to June 30 inclusive, and their workday extends a minimum of one (1) hour per day beyond the workday of the classroom teacher. Department heads and chairpersons may voluntarily visit classrooms but shall not write evaluations and /or observations.

School Year	High School	Middle School
2016-2017 and beyond	$10,412	$10,412

Effective July 1, 2011, the position of Nursing Department Head shall be created in accordance with the aforementioned provisions. Said stipend shall be $10,008 for the 2011/2012 school year.

K. CURRICULUM SPECIALISTS

Curriculum specialists shall receive:

School Year	Amount
2016-2017 and beyond	$4,526

L. COORDINATOR STIPENDS

APPLE Coordinator	High School Chair Stipend + $4,500
Guidance Coordinator	High School Chair Stipend + $2,500
ENL Coordinator	$2,500

M. RECOGNITION OF DOCTORATE

Teachers, psychologists, guidance counselors, and social workers who have achieved a Ph.D., Ed.D., or D.A. shall have an additional $1,500 added to their respective salary steps.

N. PROFESSIONAL ENRICHMENT FUND

The Association and the Board will establish a committee of six (6) members, composed of an equal number of representatives, to evaluate and select candidates for participation in the Professional Enrichment Fund program.

The committee will nominate candidates to the Superintendent of Schools for participation in the Professional Enrichment Fund program each year during the term of this Agreement. Each of the candidates will be awarded up to three thousand ($3,000) dollars during the term of this Agreement upon approval from the Superintendent or Superintendent's designee. A sum of one hundred twenty thousand ($120,000) dollars will be provided during the term of this Agreement ($30,000 per year) for this purpose.

The committee shall establish guidelines for the use of such funds for professional growth, including, but not limited to, payment for course work and seminars for eligible members of the unit. All course work and seminars to be taken by eligible unit members must be approved by the Superintendent or Assistant Superintendent for

Personnel. Notwithstanding grant awards that are directly affecting program deficiencies, credit awards will be considered on a case by case basis by the Assistant Superintendent for Administration and Personnel. This decision of the Assistant Superintendent for Administration and Personnel is final and non-grievable.

O. SALARY SCHEDULE FOR ADULT EDUCATION, SUMMER SCHOOL AND TUTORS

Teachers employed on an hourly basis for adult education classes, for summer school or for tutoring shall be compensated according to the following hourly rate:

Experience	16-17	17-18	18-19	19-20	20-21	21-22	22-23
Bachelor's degree with less than 10 years' experience	$39.50	$39.50	$39.50	$39.50	$39.50	$39.50	$39.50
Bachelor's degree with 10 or more years' experience	$41.61	$41.61	$41.61	$41.61	$41.61	$41.61	$41.61
Master's degree with less than 10 years' experience	$43.72	$43.72	$43.72	$43.72	$43.72	$43.72	$43.72
Master's degree with 10 or more years of experience	$45.79	$45.79	$45.79	$45.79	$45.79	$45.79	$45.79

P. SUMMER EMPLOYMENT

A teacher whose employment is extended for a full month beyond ten (10) months shall receive the same benefits during that full extra month as she/he does during the regular year. This provision shall not pertain to persons employed on a per diem basis, a consultant basis, or for less than a full additional month.

Q. PAYMENT FOR EXTRA CURRICULAR RESPONSIBILITIES

The Board and the Association agree that the extra curricular activities program include athletics, music, journalism, dramatics and other programs requiring professional staff involvements beyond the hours specified as constituting the teacher's workday.

Compensation and the terms and conditions of employment in extra curricular assignments are the joint concerns and responsibilities of the Association and the Board and shall be reviewed annually with the representatives of the Association and of the Board.

The present method of determination of payment will continue in effect with any alteration in rates of payment subject to annual negotiation prior to the assignment of extra curricular responsibilities. The joint committee of the Board and the Association will receive recommendations from teachers, principals, and the directors by March 1 and after study will recommend programs and rates of payment to the Superintendent and the Board of Education.

The Association shall receive from the Board of Education by April 30 a list of approved extra curricular activities accompanied by current compensation schedules.

The District and Association acknowledge that many athletic and non-athletic activities did not take place from March of 2020 through June of 2021 due to the global pandemic.

Effective September 14, 2021, step movement within the salary schedules for certain athletic and non-athletic stipend positions set forth in Appendix "C" ("activity") will only be granted if the activity operated during the above-referenced time period, to wit March 2020 through June of 2021, and the unit member received the related stipend. In the event the unit member received the applicable stipend in two (2) consecutive school years he/she will receive credit for step movement for two (2) years (i.e. Step 1 will move to Step 3 effective with the commencement of the 2021/22 academic school year.

Effective September 14, 2021, for any activity that did not operate during the above-referenced time period, unit members who had otherwise been continuously serving in the same activity/position as of March 2020 will be placed at the next highest step from their March 2020 step placement effective with the commencement of the 2021/22 academic school year.

It is agreed by the parties that the existing rates of pay, programs and such conditions as may alter and affect educational objectives of the District will be recognized and considered in the recommendation of the committee. It is further agreed that the consideration of extra curricular pay and related items does not open other portions of this Agreement.

1. With the approval of the Principal, all overnight chaperones including Teaching Assistants and Nurses, excluding the advisors of the activity, shall receive $150 per night.

2. The District recognizes the need for student supervision at certain District events not covered by stipends for extra-curricular events. Therefore, the District will pay a rate of $75.00 per posted event when the District deems a chaperone to be necessary for a non-covered event.

R. EXTRA PAY GUIDELINES

a. All extra curricular positions are to be posted by April 30, for the following year. (Incumbents will have been considered to have applied.)

b. Teachers who are employed in the District and are qualified will be given preference for all extra-curricular positions.

S. MENTOR PAY

Mentors will receive $600 or 1 in-service credit to mentor a new teacher or staff member for the school year, which includes attending five (5) after-school meetings.

Effective August 19, 2019, mentors will receive $1,000 or two (2) in-service credits to mentor a new teacher or staff member for the school year.

Mentors are required to attend three (3) meetings annually.

Mentors will receive an additional $250 per day or 1 core credit to participate in mentor training during the summer.

Pay or in-service credit for partial-year mentors shall be prorated.

The Mentor Coordinator stipend shall be $6,000, of which the Association shall contribute $3,000.

T. SUMMER STIPENDS

Beginning July 1, 2008, teachers who participate in summer curriculum workshops or conferences, those which are outside of the 184-day work year, will be paid at a rate of $250 per day. Teaching Assistants participating in summer curriculum workshops or conferences will be paid at a rate of $175 per day.

Teachers will be compensated at a rate of $50.00 per hour for summer CSE attendance.

Unit members performing student evaluations for preschool students who do not participate in the District's program, during any period in which schools are not in session, shall receive $250 for each completed evaluation.

Full-time nurses who participate in approved summer work, outside of the 184 day work year, shall be paid at $250.00 per day, prorated hourly.

Effective December 1, 2008, any teacher who is assigned by the Assistant Superintendent of Curriculum and Instruction as an instructor for curriculum workshops or conferences, those which are outside the 184 day work year, will be paid at a rate of

1/200th of their current salary per day. This daily rate includes time for instruction and all planning associated with said instruction.

U. AUTHENTIC LEARNING EXPERIENCE PROGRAM

Commencing with the 2018-2019 school year, any High School/Middle School Teachers who create and run an Authentic Learning Experience Program for students shall be compensated in accordance with the following:

a. An Authentic Learning Experience Program shall be defined as follows:

1) In order to be compensated for an Authentic Learning Experience Program, the High School/Middle School Teacher must propose his/her idea for the Authentic Learning Experience Program and receive prior authorization from the High School/Middle School Principal, before commencement of the Authentic Learning Experience Program.

2) Teachers engaging in an Authentic Learning Experience Program shall be compensated a total of two (2) days at his/her daily rate. This compensation shall cover the time necessary to plan and implement the Authentic Learning Experience Program for the student(s). Additionally, the teachers engaging in the Authentic Learning Experience Program shall receive $250.00 per day to chaperone their students off school grounds when engaging in the Authentic Learning Experience Program. The compensation shall be discussed during the proposal and approval process with the High School Principal.

ARTICLE XIII—BENEFITS, INSURANCE AND ANNUITY PLANS

A. HEALTH INSURANCE—HOSPITALIZATION

The Board of Education offers individual or family coverage, whichever applies, to all qualified employees and their dependents.

Teachers, psychologists, guidance counselors, social workers and nurses shall contribute the following towards the annual health insurance premiums

School Year	Plan	Prescription
2016-2017	8%	0%
2017-2018	8%	0%
2018-2019	8%	0%
2019-2020	10%	10%

2020-2021	12%	12%
2021-2022	14%	14%
2022-2023	15%	15%

Teaching Assistants shall be required to contribute 3% less than the applicable contribution for teachers for plan and prescription coverage.

The Board of Education will also pay the full cost of the premium for coverage, individually or family, for retirees. Unit members retiring from the District by June 30, 2008 shall not contribute towards health insurance in retirement. Beginning July 1, 2008, retirees shall continue to contribute to the health insurance plan at the percentage in place at the time of their retirement from the District. Retirees shall continue to be eligible for basic Medicare reimbursement as per state and federal regulations.

Effective January 1, 2016, for all unit members, unit members of the bargaining unit who are covered under another health insurance plan, under either a spouse or a relative, may opt to waive coverage under this agreement for a full year by completing the appropriate form furnished by the DISTRICT. In order to be eligible for this option a member of the bargaining unit must certify that he or she has health insurance through another source. Notwithstanding the foregoing, an eligible MTA member who is covered as a dependent or spouse on the DISTRICT's health insurance plan is also eligible for the buyout. Further, any unit member hired after January 1, 2015 shall have this provision immediately implemented on a pro-rated basis from his/her start date to December 31, 2015.

MTA members electing to waive their health insurance coverage must do so each year by December 1st, with the provisions of this section taking effect on January 1st. Payment of the employee's share shall begin with the first half payment on the payroll nearest to June 15 and a second payment nearest to December 15 and such payment will be included in the employees' paycheck for said period. Reinstatement to DISTRICT health insurance coverage will automatically occur each year the employee fails to file his/her request for the buyout. Reinstatement shall take place on January 1st and all benefits will be available on that date.

The DISTRICT shall pay to MTA members, as and for a health insurance buyout the total sum of $1,200.00 per year as follows:

a. The DISTRICT shall make two (2) $600.00 payments per year occurring in December and June of each calendar year as specified in the preceding paragraph.

b. The June payment will cover the period from January 1st through June 30th of the same calendar year.

c. The December payment will cover the period from the previous July 1st through December 31st of the same calendar year.

d. Payments shall only occur in the event that the MTA member remains on the buyout during the specified period. To the extent that the unit member has a qualifying circumstance which requires him/her to return to District health insurance during the year (as per the District health insurance plan), his/her buyout monies shall be prorated accordingly ($100 per month).

The parties agree to continue discussions in a committee to be chaired by the Assistant Superintendent of Business and the Assistant Superintendent of Personnel regarding changes to the health insurance plan.

If a tenured teacher is excessed and such teacher is not otherwise eligible for health insurance coverage through the plan of a spouse of another employer, the District shall reimburse such teacher for the COBRA costs paid by such teacher. The District shall continue such payments until such teacher is re-employed, otherwise becomes eligible for health insurance, or for one (1) year, whichever occurs first. Such cost shall not be included when comparing the cost of the Mamaroneck Health Plan with ay Hypothetical Alternative cost.

B. TERM LIFE INSURANCE

A term life insurance plan equal to one times annual salary to the nearest $1,000 for each employee represented by the Mamaroneck Teachers' Association will be provided. Full premium cost will be paid by the Board. Each employee will have the option to purchase additional term insurance with the cost to be borne by the employee.

C. WELFARE TRUST FUND

For all full-time teachers, psychologists, guidance counselors and social workers, the District will contribute the following per capita amounts to the Welfare Trust Fund:

School Year	Amount
2016-2017	$1,500
2017-2018	$1,500
2018-2019	$1,500
2019-2020	$1,200
2020-2021	$1,200
2021-2022	$1,200

2022-2023	$1,200

Effective June 30, 2023 the rate of $1200 shall sunset and the rate of $1500 shall become effective

Effective July 1, 2018, the Association shall submit audited financial statements to the Business Office on an annual basis on or before October 1st each year. For the 2017-2018 school year, said statement shall be submitted within sixty (60) days of January 22, 2019.

D. ANNUITY PLAN

Teachers will be eligible to participate in a tax sheltered "Annuity Plan" established pursuant to the Internal Revenue Service Code.

Effective July 1, 2019, unit members shall have the opportunity to contribute to the New York State Deferred Compensation Section 457 Plan.

E. COMPENSATION FOR INJURIES IN LINE OF DUTY

When a teacher is absent from her/his duties as a result of personal injury caused by an accident incurred in the course of her/his employment under circumstances entitling her/him to benefits under the Workers' Compensation Law of New York, the employee shall receive full compensation from the School District, less the amount paid under the Workers' Compensation provisions and the employee's full pay provisions shall not be deemed a part of, but shall be in addition to, the sick leave provided for in the regular sick leave plan for a period up to three (3) school years.

Full pay coverage shall extend for a maximum period of three (3) years or during that period in which it is held that the injury is compensatory under Workers' Compensation laws, whichever is shorter. The determination of the Workers' Compensation Board that the disability has terminated shall be conclusive.

F. RETIREMENT RECOGNITION PLAN

a. Teachers

Members of the unit shall be entitled to a retirement allowance of 25% of their last year's base salary, including longevities, provided they meet the following conditions:

1. They have a minimum of fifteen (15) years of teaching service in the District; and

2. They are 55 years or older at the time of their retirement from teaching; and

3. They provide written notice of retirement no later than January 15th to be effective the first payroll period of the following July; and

4. They retire from teaching as of the first payroll period of July.

Such payments shall be made in a lump sum in the first payroll period of July.

Letters of resignation for the purposes of retirement shall be irrevocable.

b. Nurses

Full-time nurses shall be entitled to a retirement allowance of 10% of their last year's base salary, including longevities, provided they meet the following conditions:

1. A minimum of fifteen (15) years of nursing services in the District;

2. They are fifty-five (55) or older at the time of their retirement from nursing

3. They provide written notice of their retirement no later than January 15th to be effective the first payroll period of the following July; and

4. Retirement from nursing as of the first payroll period of July

Such payments shall be made in a lump sum in the first payroll period of July. Letters of resignation for purposes of retirement shall be irrevocable.

c. Any unit member hired after October 30, 2012, shall not be entitled to the aforementioned Retirement Recognition Plan.

G. TUITION FREE ENROLLMENT OF CHILDREN OF PROFESSIONAL STAFF

Professional staff members residing outside the School district who are on staff prior to June 30, 1998, will have the opportunity to enroll their children, tuition free, in the Mamaroneck Union Free School District providing that there is space available, providing that the staff member will be responsible for transportation arrangements, and providing that the student(s) can be accommodated.

Professional staff members residing outside the School District who are hired effective July 1, 1998, or thereafter, will have the opportunity to enroll their children in the Mamaroneck Union Free School District at a rate of $500 per child per year, providing that there is space available, providing that the staff member will be responsible for transportation arrangements, and providing that the students(s) can be accommodated.

Beginning July 1, 2008, teachers and nurses residing outside the School District who are hired effective July 1, 2008, or thereafter, will have the opportunity to enroll

their children in the Mamaroneck Union Free School District at a rate of $5000 per child per year, providing that there is space available, providing that the staff member will be responsible for transportation arrangements, and providing that the student(s) can be accommodated.

For unit members hired on or after July 1, 2019, the tuition rate shall be 50% of the NYSED Estimated Non-Residential Tuition Report rates for the year.

ARTICLE XIV—ASSOCIATION-ADMINISTRATION RELATIONSHIPS

A. CONSULTATION PROCEDURES

In each building the Principal of the school and the Association designee(s) may meet once each month, or as required during the school year, to discuss areas of mutual concern, including items covered in the Agreement.

At the request of the Superintendent or her/his designee, meetings may be held between representatives of the Superintendent and the representatives of the Association for the purpose of discussing areas of mutual concern.

B. USE OF SCHOOL FACILITIES BY THE ASSOCIATION

The Association will have the right to use school buildings, facilities and equipment, without cost, at reasonable times, for meetings on Association business provided, however, the Association will be required to pay for any additional custodial costs involved by reason of said meetings.

Arrangements and facilities for such meetings shall be subject to procedures administered by the Business Office. The principal of the building in question will be consulted in advance regarding the time and place of all such meetings.

There will be at least one (1) bulletin board in each school, which will placed in such a location as to be accessible to teachers for the purpose of displaying notices, circulars and other Association material. The Association agrees that it will not post any material which is confidential in nature or derogatory to the Mamaroneck School system. The bulletin board will be provided by the Association and installed by the District.

BUILDING MEETINGS: Upon request to the Principal of the school, the Association shall be permitted to meet within the school under circumstances which will not interfere with the instructional program. Such meetings may be held only during the lunch period or before or after class hours, at a place to be assigned by the Principal, where students are not present. Association officials may attend such meetings. It is understood that teachers assigned to supervisory or specialized duties may not be excused from their assigned duties for attendance at such meetings unless specific approval of the Principal is received.

C. ASSOCIATION SPACE USE

The Board shall provide a room for the private use of the Association within the school system for the conduct of business of the Association. Phone installation and service costs will be paid by the Association.

D. ASSOCIATION ACCESS TO STAFF DATA

The names and addresses of teachers will be made available to the President of the Association upon her/his request.

E. TIME PROVIDED FOR ASSOCIATION PRESIDENT AND OFFICERS

The Association President will be granted a block of time during the day to perform the professional responsibilities related to her/his office. There will be a maximum of three (3) teaching classes. These assignments would end on or about 11:30 a.m. The Association would have the option to pay for additional time at the specified tutorial rate or at a proportionate fraction of the BA Step 1 rate.

Designated officers, including all building representatives, shall, where possible, be scheduled in such a manner as to permit their freedom from assigned duties during the last period of the school days.

Substitute costs, when necessary, will be assumed by the Association for the relief of building representatives.

F. ASSOCIATION PARTICIPTION IN ORIENTATION OF NEW TEACHERS

Provision shall be made for Association officers and representatives to participate in the orientation of new teachers.

ARTICLE XV—DUES DEDUCTION

A. AGREEMENT AND AUTHORIZATION

As permitted by the Taylor Law, the Board agrees to instruct the District Clerk to deduct from the salaries of its employees dues for the unified membership in MTA, NYSUT, and AFT and to transmit the moneys promptly to the Association.

1. Teachers may request and authorize the Board to deduct from earnings and transmit to the Association an amount sufficient to provide for regular payment of the membership dues as certified by the Association. In the case of a teacher's termination of employment, voluntary or involuntary, during the school year, the Board of Education shall deduct the remainder of the annual dues for the year from the teacher's final paycheck.

2. The Board will discontinue such deductions only if the teacher gives the Board and the Association sixty (60) days advance written notice prior to September 1st of any year of her/his desire to do so for the year's dues. Teachers shall waive all right and claim for said monies so deducted and transmitted in accordance with this authorization and relieve the Board and all of its officers from any liability therefor.

3. The Association will certify to the Board in writing the current rate of its membership dues. If the Association changes the rate of its membership dues, it will give reasonable written notice prior to the effective date of such change.

4. Deductions referred to in Section A of this Article XV will be made in equal installments on October 31 through March 31. The Board will not be required to honor any authorizations that are delivered to it later than two (2) weeks prior to the distribution of the payroll from which the deductions are to be made.

B. ASSOCIATION MEMBERSHIP DUES

The parties agree that in the event that the Board shall, pursuant to this Article XV, deduct and remit to the Association membership dues or other payments authorized by teachers and such teachers shall at any time claim that the language of this Article or of this clarification shall dis-entitle the Board from deducting and transmitting such dues or other monies to the Association, the Association hereby agrees to indemnify and hold harmless the Board from any and all claims that may be asserted against it for such payments, and the Association shall reimburse the Board for any sums it shall be obliged to pay to any teacher claiming that the deduction and transmittal was improper as a result of litigation or an adjudication. In furtherance of such indemnification of the Board pursuant to this paragraph, the Board shall promptly notify the Association of such claims and of the pendency of such litigation and adjudication, and the Association may, at its option, where proper and lawful, undertake the exclusive responsibility of defending against such claim, with consultation with the Board, but without the necessity for further participation in the formal proceedings by the Board.

C. NEW HIRE NOTIFICATION

Within thirty (30) days of a new employee's hire the District shall notify the Association of said hire and provide the Association with the employee's name, address, job title, department/operating unit and work location in accordance with and subject to applicable law. The District will provide a duly authorized representative of the Association with a reasonable amount of time during the workday to meet with new members at a time to be scheduled in consultation with the District in accordance with and subject to applicable law.

ARTICLE XVI-GRIEVANCE PROCEDURE

A. DEFINITIONS

1. A "Grievance" shall mean a claim by a teacher or teachers that, as to her/him or them, there has been a violation or discriminatory application of the provisions of this Agreement or those existing Board policies related to salaries, hours, and working conditions of the teachers except that the term "grievance" shall not apply to any matter as to which (1) the method of review is prescribed by law, or rule or regulation having the force or effect of law, or (2) the Board is without authority to act.

   All grievances shall be submitted within sixty (60) days of the date of the alleged violation or the date the grievant should have reasonably known of the alleged violation, or the grievance shall be deemed waived and barred and outside the scope of this procedure. The fact that a teacher's grievance is ruled to be untimely shall not be deemed a precedent or waiver with regard to another teacher's grievance which is timely, even if such grievance is on the same topic.

2. "Party in interest" shall include the aggrieved person and any person who might be required to take action or against whom it is required to take action in order to resolve a grievance.

B. PURPOSE

1. The purpose of this procedure is to secure equitable solutions at the lowest possible administrative level to the disputes which may arise as to matters set forth in paragraph A-1.

2. Nothing herein contained shall be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the administration, and having her/his grievance adjusted without the intervention of the Association provided the adjustment is not inconsistent with the terms of this Agreement. The Association shall have the opportunity to be present and to state its views at any level in the Grievance Procedure beyond Level One.

C. FORMAL PROCEDURE

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum, and every effort should be made to expedite the process. The limits specified may, however, be extended by mutual written agreement.

1. **Level One**

An aggrieved person shall first present her/his grievance (in writing or orally as she/he may choose) to her/his principal or immediate superior with the objective of resolving the matter informally at which time the aggrieved person:

a. May discuss the grievance personally and alone, or

b. May be accompanied, at her/his request, by the Association's representative, or

c. May request that the Association's representative act in her/his behalf.

2. **Level Two**

If the aggrieved person is not satisfied with the disposition of her/his grievance at Level One, or within twenty (20) school days after the grievance was presented at Level One, or if no decision has been rendered within ten (10) school days after presentation of the grievance, she/he may file the grievance in writing with the Association within ten (10) school days after the grievance was presented at Level One, whichever is sooner. Such grievance shall then be filed by the Association, if it desires to process it further, with the Superintendent's office within twenty (20) school days after receiving such written grievance.

The Superintendent, or her/his designee, will represent the Administration at Level Two of the grievance procedure. The Superintendent, or her/his designee, will meet with the aggrieved person or an Association representative in an effort to resolve the grievance. Such meeting will take place within ten (10) school days after receipt of the written grievance by the Superintendent.

3. **Level Three**

If the aggrieved person is not satisfied with the outcome of his/her grievance at Level Two, or if the Superintendent has not rendered a written decision within fifteen (15) school days after the presentation, the individual or the Association may within twenty (20) school days following the Level Two grievance hearing, ask for a review by a Board Committee. The Board Committee shall consist of three (3) members and shall be furnished with a copy of the written decision by the Superintendent and with a written statement by the individual or the Association indicating her, his or its position with respect to the decision at Level Two and how it should be modified or revised. The Board Committee shall meet with the parties for its review within twenty (20) school days after the request for review and it may attempt to resolve the matter informally. If the matter is not resolved, the parties may present their position formally at the meeting. The Board Committee shall render a written decision within twenty (20) school days following the conclusion of the meeting.

4. **Level Four**

If the aggrieved person is not satisfied with the disposition of her/his grievance at Level Three, or if no decision has been rendered within thirty (30) school days after the grievance has been heard by the Board Committee, the aggrieved party may, within (10) school days after the date of the Board Committee's decision or thirty (30) school days after the grievance was heard by the Board Committee, whichever is later, request the Association to submit her/his grievance to arbitration. If the Association, in accordance with its constitution and by-laws, determines that the grievance is valid, it may submit the grievance to arbitration, under the terms hereinafter set forth, within ten (10) school days after receipt of such request by the aggrieved person.

The parties agree that the following persons shall serve as arbitrators of matters arising hereunder as nearly as practicable in rotating order:

a. Arthur Riegel
b. Bonnie Sieber-Weinstock
c. Carol Wittenberg

The Arbitrator shall have authority to hold hearings and make procedural rules not inconsistent with this Agreement.

Such hearings shall be held as promptly as practicable after the aggrieved person's request for arbitration, and she/he shall issue her/his decision within a reasonable time after the date of the close of the hearings, or if oral hearings have been waived, then from the date the final statements and evidence are submitted to her/him. Her/his decision shall be in writing and shall set forth her/his findings of fact and her/his award. The arbitrator shall be without power or authority to alter, amend or modify any of the terms of this Agreement, or to make any decision which requires the commission of an act prohibited by law or which violates the terms of this Agreement or the rules or regulations of the Board which were in existence upon the effective date of this Agreement or which were promulgated thereafter but are not inconsistent with the terms of this Agreement. The decision of the Arbitrator shall be binding on the Board, the Association and the aggrieved person and to the parties in interest, if any.

5. The cost of the service of the Arbitrator, including per diem expenses, if any, and the actual and necessary travel and subsistence expenses, shall be borne equally by the Board and the Association.

D. RIGHTS OF TEACHERS TO REPRESENTATION

No reprisal of any kind shall be taken by the Board or any member of the administration against any party in interest, any Association representative, or any other participant in the grievance procedure by reason of such participation.

E. MISCELLANEOUS

1. In the event a grievance is filed which might not be finally resolved at Level Four under the limits set forth herein by the end of the school year, and which if left unresolved until the beginning of the following school term could result in irreparable harm to a party of interest, the time limits set forth herein will be reduced so that the grievance procedure may be exhausted prior to the end of the school term, or as soon thereafter as practicable.

2. If, in the judgment of the Association's Executive Board, a grievance affects a group or class of teachers, the Association may submit such grievance in writing to the Superintendent directly, and the processing of such grievance shall be commenced at Level Two.

3. Decisions rendered at Level One, Two, and Three of the grievance procedure shall be in writing setting forth the decision and the reasons therefore and shall be promptly transmitted to all parties in interest and to the President of the Association. Decisions rendered at Level Four shall be in accordance with the procedures set forth in section C of this Article XVI.

4. All documents, communications and records dealing with the processing of a grievance shall (except with the consent of the aggrieved party) be filed separately from the personnel files of the participants and not be available without the permission of the aggrieved party. When a final determination is made that an aggrieved person has violated standards of professional conduct, a copy of such determination may, however, be included in her/his personnel file.

F. BOARD RIGHTS

In the event that the Board claims that a teacher, a group of teachers or the Association violated the terms of this Agreement or failed to perform the obligations respectively to be performed by them, the Board shall have the right to submit to an arbitrator, in accordance with the procedure set forth in subparagraph C (4)above, the issue of such violation and, in the event the arbitrator determines that there has been such a violation, she/he shall render the Board appropriate relief which shall not be inconsistent with the terms of this Agreement.

ARTICLE XVII—STRIKES AND PUBLIC PRESSURE

If the Association disclaims in writing to the Board responsibility for any act prohibited hereby and instructs its members in writing to discontinue such activity, it shall not be liable in any way therefore. Employees who participate in any such act may be disciplined or discharged provided, however, that the fact of participation shall itself be subject to the grievance and arbitration procedures, and further provided that no

discipline or discharge shall be undertaken that contravenes any provision of the Taylor Law or any other law that governs.

ARTICLE XVIII—MEDIATION AND APPEAL

A. PROCEDURE

For the purpose of impasse procedure, the applicable provisions of the Taylor Law shall be utilized.

1. Deadlines-Impasse

An impasse in negotiations shall occur if the parties concur that they are at an impasse or if they have failed to reach agreement on topics of negotiation within sixty (60) days prior to the first Tuesday in May. In the event of an impasse a written statement of the nature of the impasse as the parties view it shall be circulated as rapidly as practicable to the members of the Board, then to the Executive Board of the Association.

Within one (1) week after such circulation, a final negotiating session shall be held to attempt to reconcile differences. If the impasse persists, the Board and the Association shall request the assistance of the New York State Public employment Relations Board (PERB).

2. Mediation/Fact-Finding Process

The mediator shall intervene for the purpose of persuading the parties to reconcile their differences and resolve the impasse on terms mutually acceptable. If the mediator is unable to persuade the parties to reconcile their differences she/he shall make recommendations for resolution of the dispute and shall serve them on the parties. Such recommendations maybe made public (a) upon agreement of both parties, or (b) upon a finding of the mediator that such release would be in the public interest, or (c) by either party after April 12th of the year in question.

The parties agree to cooperate fully with the mediator. The conclusions and recommendations of the mediator shall be advisory only and shall not be binding on either the Board or the Association.

ARTICLE XIX—AGREEMENT PROVISIONS

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

B. If any provision of this Agreement, or any application of the Agreement to any employee or group of employees, shall be found 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 will continue in full force and effect.

C. On the matters contained herein, the Agreement constitutes Board and Association policy for the terms of said Agreement and the Board and the Association will carry out the commitment contained herein and give them full force and effect as their policies. The Board will amend its Administrative Regulations and take such other action as may be necessary in order to give full force and effect to the provisions of this Agreement.

D. At the start of each school year a complete copy of all Board policies and administrative procedures, as accepted to date, shall be placed on file in each Principal's office of each school. Other copies shall be given to the Board members and be available at the Superintendent's office. Any teacher is free to consult any available copy of the policies.

E. All teachers shall, at the start of each school year, be furnished with a complete copy of all administrative rules and regulations pertaining to their particular school. These policies, rules and regulations shall be furnished in loose-leaf notebook form so that changes, additions and deletions may be conveniently inserted.

ARTICLE XX—DURATION OF AGREEMENT

The Association and the Board agree to meet periodically during the term of this Agreement to discuss matters of mutual concern and the Board or its representatives will bring to the attention of the Association at such meetings any contemplated changes which are of mutual concern and interest.

This Agreement will be effective as of July 1, 2016 and will continue and remain in full force and effect until June 30, 2023.

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

ARTICLE XXI—PUBLICATION AND DISTRIBUTION

Copies of this Agreement shall be distributed by the Board of Education to all members of the Administrative staff and by the Association to all persons named in the recognition resolution included in this Agreement.

Copies of this Agreement may also be made available to state and national professional organizations with which the Association or the Board or the Administration may be affiliated.

Copies may be distributed to School District officials on request. The cost of publication will be paid by the Board and the Association.

Dated: June, 21, 2022
Mamaroneck, New York

Janet Knight
President
Mamaroneck Teachers' Association
Mamaroneck, New York 10543

Robert I. Shaps, Ed.D.
Superintendent of Schools
Mamaroneck Union Free School District
Mamaroneck, New York 10543

APPENDIX A

TEACHER SALARY SCHEDULES

PSYCHOLOGIST, GUIDANCE COUNSELOR & SOCIAL WORKER SALARY SCHEDULES

Teacher Salary Schedule
2016 – 2017, 2017 – 2018 & 2018 – 2019

Hired Prior to 7/1/1998

Step	B	B+15	B+30	M	M+15	M+30	M+45	M+60	M+75	Doctorate
1	60,264	62,754	65,267	69,434	71,961	74,888	77,448	80,009	81,009	81,509
2	62,754	65,267	67,762	71,961	74,517	77,448	80,009	82,532	83,532	84,032
3	65,267	67,762	70,283	74,517	77,081	80,009	82,532	85,096	86,096	86,596
4	67,762	70,283	72,781	77,081	79,649	82,532	85,096	87,649	88,649	89,149
5	70,283	72,781	75,324	79,649	82,155	85,096	87,649	90,220	91,220	91,720
6	72,781	75,324	77,837	84,302	86,806	89,390	92,249	94,866	95,866	96,366
7	75,324	77,837	80,397	86,806	89,390	92,249	94,866	97,438	98,438	98,938
8	81,069	83,641	86,166	92,566	95,122	98,099	100,668	103,266	104,266	104,766
9	83,641	86,166	88,700	94,663	97,733	100,668	103,266	105,836	106,836	107,336
10	86,166	88,700	91,244	97,733	100,300	103,266	105,836	108,429	109,429	109,929
11	88,700	91,244	93,781	100,300	103,021	106,088	108,844	111,755	112,755	113,255
12	91,244	93,781	96,310	104,989	107,692	110,759	113,506	116,557	117,557	118,057
13	91,244	96,310	98,851	107,692	110,430	113,468	116,183	119,381	120,381	120,881
14	91,244	98,851	101,378	109,784	113,101	116,178	118,901	122,317	123,317	123,817
15	91,244	98,851	101,378	116,835	119,999	123,058	125,907	129,474	130,474	130,974
16	91,244	98,851	101,378	116,835	119,999	125,757	128,743	133,408	134,408	134,908
16-2	91,244	98,851	101,378	116,835	119,999	125,757	128,743	133,408	134,408	134,908
16A	92,244	99,851	102,378	117,835	120,999	126,757	129,743	134,408	135,408	135,908
16L	91,244	98,851	101,378	116,835	119,999	125,757	128,743	133,408	134,408	134,908

2016 – 2017, 2017 – 2018 & 2018 – 2019
Teacher Longevity Schedule

Hired Prior to 7/1/1998	
Year	Amount
18th	$4,463
21st	$9,404
26th	$14,941
30th	$19,029

Teacher Salary Schedule
2016 – 2017, 2017 – 2018 & 2018 – 2019

Hired 7/1/1998 or After

Step	B	B+15	B+30	M	M+30	M+60	M+75	Doctorate
B	54,240	56,483	58,741	62,489	67,399	72,010	73,010	73,510
A	57,253	59,619	62,004	65,961	71,141	76,012	77,012	77,512
1	60,264	62,754	65,267	69,434	74,888	80,009	81,009	81,509
2	62,754	65,267	67,762	71,961	77,448	82,532	83,532	84,032
3	65,267	67,762	70,283	74,517	80,009	85,096	86,096	86,596
4	67,762	70,283	72,781	77,081	82,532	87,649	88,649	89,149
5	70,283	72,781	75,324	79,649	85,096	90,220	91,220	91,720
6	72,781	75,324	77,837	84,302	89,390	94,866	95,866	96,366
7	75,324	77,837	80,397	86,806	92,249	97,438	98,438	98,938
8	81,069	83,641	86,166	92,566	98,099	103,266	104,266	104,766
9	83,641	86,166	88,700	94,663	100,668	105,836	106,836	107,336
10	86,166	88,700	91,244	97,733	103,266	108,429	109,429	109,929
11	88,700	91,244	93,781	100,300	106,088	111,755	112,755	113,255
12	91,244	93,781	96,310	104,989	110,759	116,557	117,557	118,057
13	91,244	96,310	98,851	107,692	113,468	119,381	120,381	120,881
14	91,244	98,851	101,378	109,784	116,178	122,317	123,317	123,817
15	91,244	98,851	101,378	116,835	123,058	129,474	130,474	130,974
16	91,244	98,851	101,378	116,835	125,757	133,408	134,408	134,908
16-2	91,244	98,851	101,378	116,835	125,757	133,408	134,408	134,908
16A	92,244	99,851	102,378	117,835	126,757	134,408	135,408	135,908
16L	91,244	98,851	101,378	116,835	125,757	133,408	134,408	134,908

2016 – 2017, 2017 – 2018 & 2018 – 2019
Teacher Longevity Schedule

Hired 7/1/1998 or After	
Year	Amount
21st	$2,700
24th	$5,400
27th	$8,100
30th	$10,800

Teacher Salary Schedule
2019 – 2020

Hired Pre 7/1/1998

Step	B	B+15	B+30	M	M+30	M+60	M+75	DOC	M+15	M+45
1	56,652	61,375	62,944	72,541	78,081	82,831	83,452	83,763	74,508	79,935
2	57,700	62,511	64,109	73,883	79,525	84,364	84,996	85,312	75,884	81,414
3	58,768	63,667	65,295	75,250	80,997	85,925	86,569	86,891	77,288	82,920
4	59,855	64,845	66,503	76,642	82,495	87,514	88,170	88,498	78,718	84,454
5	60,962	66,045	67,733	78,060	84,021	89,133	89,801	90,135	80,174	86,016
6	62,090	67,267	68,986	79,504	85,576	90,782	91,463	91,803	81,657	87,608
7	63,239	68,511	70,262	80,975	87,159	92,462	93,155	93,501	83,186	89,228
8	64,409	69,778	71,562	82,473	88,771	94,172	94,878	95,231	84,707	90,879
9	65,600	71,069	72,886	83,999	90,414	95,914	96,633	96,993	86,274	92,560
10	66,814	72,384	74,235	85,553	92,086	97,689	98,421	98,787	87,870	94,273
11	68,050	73,723	75,608	87,136	93,790	99,496	100,242	100,615	89,495	96,017
12	69,309	75,087	77,007	88,748	95,525	101,337	102,096	102,476	91,151	97,793
13	70,591	76,476	78,431	90,390	97,292	103,211	103,985	104,372	92,837	99,602
14	71,897	77,891	79,882	92,062	99,092	105,121	105,909	106,303	94,555	101,445
15	73,227	79,332	81,360	93,765	100,925	107,065	107,868	108,269	96,304	103,322
16	74,582	80,800	82,865	95,500	102,792	109,046	109,864	110,272	98,086	105,233
17	75,962	82,294	84,398	97,266	104,694	111,064	111,896	112,321	99,900	107,180
18	77,367	83,817	85,960	99,066	106,631	113,118	113,966	114,390	101,749	109,163
19	78,798	85,368	87,550	100,898	108,604	115,211	116,075	116,506	103,631	111,182
20	80,256	86,947	89,170	102,765	110,613	117,342	118,222	118,662	105,548	113,239
21	81,741	88,555	90,819	104,666	112,659	119,513	120,409	120,857	107,501	115,334
22	83,253	90,194	92,499	106,603	114,743	121,724	122,637	123,093	109,489	117,468
23	84,793	91,862	94,211	108,575	116,866	123,976	124,905	125,370	111,515	119,641
24	86,362	93,562	95,953	110,583	119,028	126,270	127,216	127,689	113,578	121,854
25	87,959	95,293	97,729	112,629	121,230	128,606	129,570	130,052	115,679	124,109
26	89,587	97,055	99,537	114,713	123,473	130,985	131,967	132,458	117,819	126,405
27	91,244	98,851	101,378	116,835	125,757	133,408	134,408	134,908	119,999	128,743
28	92,932	100,680	103,253	118,996	128,084	135,876	136,895	137,404	122,219	131,125
29	94,651	102,542	105,164	121,198	130,453	138,390	139,427	139,946	124,480	133,551
30	96,402	104,439	107,109	123,440	132,866	140,950	142,006	142,535	126,783	136,021

2019 – 2020
Teacher Longevity Schedules

Hired Prior to 7/1/1998			Hired 7/1/1998 or After	
Year	Amount		Year	Amount
18th	$4,463		21st	$2,700
21st	$9,404		24th	$5,400
26th	$14,941		27th	$8,100
30th	$19,029		30th	$10,800

2020 – 2021
Teacher Salary Schedule

									Hired Prior to 7/1/1998	
Step	B	B+15	B+30	M	M+30	M+60	M+75	DOC	M+15	M+45
1	56,793.63	61,528.44	63,101.36	72,722.35	78,276.20	83,038.08	83,660.63	83,972.41	74,692.27	80,134.84
2	57,844.25	62,667.28	64,269.27	74,067.71	79,723.81	84,574.91	85,208.49	85,525.28	76,073.71	81,617.54
3	58,914.92	63,826.17	65,458.24	75,438.13	81,199.49	86,139.81	86,785.42	87,108.23	77,481.22	83,127.30
4	60,004.64	65,007.11	66,669.26	76,833.61	82,701.24	87,732.79	88,390.43	88,719.25	78,914.80	84,665.14
5	61,114.41	66,210.11	67,902.33	78,255.15	84,231.05	89,355.83	90,025.50	90,360.34	80,374.44	86,231.04
6	62,245.23	67,435.17	69,158.47	79,702.76	85,789.94	91,008.96	91,691.66	92,032.51	81,861.14	87,827.02
7	63,397.10	68,682.28	70,437.66	81,177.44	87,376.90	92,693.16	93,387.89	93,734.75	83,375.92	89,451.07
8	64,570.02	69,952.45	71,740.91	82,679.18	88,992.93	94,407.43	95,115.20	95,469.08	84,918.77	91,106.20
9	65,764.00	71,246.67	73,068.22	84,209.00	90,640.04	96,153.79	96,874.58	97,235.48	86,489.69	92,791.40
10	66,981.04	72,564.96	74,420.59	85,766.88	92,316.22	97,933.22	98,667.05	99,033.97	88,089.68	94,508.68
11	68,220.13	73,907.31	75,797.02	87,353.84	94,024.48	99,744.74	100,492.61	100,866.54	89,718.74	96,257.04
12	69,482.27	75,274.72	77,199.52	88,969.87	95,763.81	101,590.34	102,351.24	102,732.19	91,378.88	98,037.48
13	70,767.48	76,667.19	78,627.08	90,615.98	97,535.23	103,469.03	104,244.96	104,632.93	93,069.09	99,851.01
14	72,076.74	78,085.73	80,081.71	92,292.16	99,339.73	105,383.80	106,173.77	106,568.76	94,791.39	101,698.61
15	73,410.07	79,530.33	81,563.40	93,999.41	101,177.31	107,332.66	108,137.67	108,539.67	96,544.76	103,580.31
16	74,768.46	81,002.00	83,072.16	95,738.75	103,048.98	109,318.62	110,138.66	110,547.68	98,331.22	105,496.08
17	76,151.91	82,499.74	84,609.00	97,509.17	104,955.74	111,341.66	112,175.74	112,592.78	100,149.75	107,447.95
18	77,560.42	84,026.54	86,174.90	99,313.67	106,897.58	113,400.80	114,250.92	114,675.98	102,003.37	109,435.91
19	78,995.00	85,581.42	87,768.88	101,150.25	108,875.51	115,499.03	116,365.19	116,797.27	103,890.08	111,459.96
20	80,456.64	87,164.37	89,392.93	103,021.91	110,889.53	117,635.36	118,517.56	118,958.66	105,811.87	113,522.10
21	81,945.35	88,776.39	91,046.05	104,927.67	112,940.65	119,811.78	120,710.02	121,159.14	107,769.75	115,622.34
22	83,461.13	90,419.49	92,730.25	106,869.51	115,029.86	122,028.31	122,943.59	123,400.73	109,762.72	117,761.67
23	85,004.98	92,091.66	94,446.53	108,846.44	117,158.17	124,285.94	125,217.26	125,683.43	111,793.79	119,940.10
24	86,577.91	93,795.91	96,192.88	110,859.46	119,325.57	126,585.68	127,534.04	128,008.22	113,861.95	122,158.64
25	88,178.90	95,531.23	97,973.32	112,910.57	121,533.08	128,927.52	129,893.93	130,377.13	115,968.20	124,419.27
26	89,810.97	97,297.64	99,785.84	114,999.78	123,781.68	131,312.46	132,296.92	132,789.15	118,113.55	126,721.01
27	91,472.11	99,098.13	101,631.45	117,127.09	126,071.39	133,741.52	134,744.02	135,245.27	120,299.00	129,064.86
28	93,164.33	100,931.70	103,511.13	119,293.49	128,404.21	136,215.69	137,237.24	137,747.51	122,524.55	131,452.81
29	94,887.63	102,798.36	105,426.91	121,501.00	130,779.13	138,735.98	139,775.57	140,295.87	124,791.20	133,884.88
30	96,643.01	104,700.10	107,376.77	123,748.60	133,198.17	141,302.38	142,361.02	142,891.34	127,099.96	136,361.05

2020 – 2021
Teacher Longevity Schedules

Hired Prior to 7/1/1998			Hired 7/1/1998 or After	
Year	Amount		Year	Amount
18th	$4,463		21st	$2,700
21st	$9,404		24th	$5,400
26th	$14,941		27th	$8,100
30th	$19,029		30th	$10,800

2021 – 2022
Teacher Salary Schedule

Step	B	B+15	B+30	M	M+30	M+60	M+75	DOC	Hired Prior to 7/1/1998 M+15	Hired Prior to 7/1/1998 M+45
1	56,936	61,682	63,259	72,904	78,472	83,246	83,870	84,182	74,879	80,335
2	57,989	62,824	64,430	74,253	79,923	84,786	85,422	85,739	76,264	81,822
3	59,062	63,986	65,622	75,627	81,402	86,355	87,002	87,326	77,675	83,335
4	60,155	65,170	66,836	77,026	82,908	87,952	88,611	88,941	79,112	84,877
5	61,267	66,376	68,072	78,451	84,442	89,579	90,251	90,586	80,575	86,447
6	62,401	67,604	69,331	79,902	86,004	91,236	91,921	92,263	82,066	88,047
7	63,556	68,854	70,614	81,380	87,595	92,925	93,621	93,969	83,584	89,675
8	64,731	70,127	71,920	82,886	89,215	94,643	95,353	95,708	85,131	91,334
9	65,928	71,425	73,251	84,420	90,867	96,394	97,117	97,479	86,706	93,023
10	67,148	72,746	74,607	85,981	92,547	98,178	98,914	99,282	88,310	94,745
11	68,391	74,092	75,987	87,572	94,260	99,994	100,744	101,119	89,943	96,498
12	69,656	75,463	77,393	89,192	96,003	101,844	102,607	102,989	91,607	98,283
13	70,944	76,859	78,824	90,843	97,779	103,728	104,506	104,895	93,302	100,101
14	72,257	78,281	80,282	92,523	99,588	105,647	106,439	106,835	95,028	101,953
15	73,594	79,729	81,767	94,234	101,430	107,601	108,408	108,811	96,786	103,839
16	74,955	81,205	83,280	95,978	103,307	109,592	110,414	110,824	98,577	105,760
17	76,342	82,706	84,821	97,753	105,218	111,620	112,456	112,874	100,400	107,717
18	77,754	84,237	86,390	99,562	107,165	113,684	114,537	114,963	102,258	109,709
19	79,192	85,795	87,988	101,403	109,148	115,788	116,656	117,089	104,150	111,739
20	80,658	87,382	89,616	103,279	111,167	117,929	118,814	119,256	106,076	113,806
21	82,150	88,998	91,274	105,190	113,223	120,111	121,012	121,462	108,039	115,911
22	83,670	90,646	92,962	107,137	115,317	122,333	123,251	123,709	110,037	118,056
23	85,217	92,322	94,683	109,119	117,451	124,597	125,530	125,998	112,073	120,240
24	86,794	94,030	96,433	111,137	119,624	126,902	127,853	128,328	114,147	122,464
25	88,399	95,770	98,218	113,193	121,837	129,250	130,219	130,703	116,258	124,730
26	90,035	97,541	100,035	115,287	124,091	131,641	132,628	133,121	118,409	127,038
27	91,701	99,346	101,886	117,420	126,387	134,076	135,081	135,583	120,600	129,388
28	93,397	101,184	103,770	119,592	128,725	136,556	137,580	138,092	122,831	131,781
29	95,125	103,055	105,690	121,805	131,106	139,083	140,125	140,647	125,103	134,220
30	96,885	104,962	107,645	124,058	133,531	141,656	142,717	143,249	127,418	136,702

2021 – 2022
Teacher Longevity Schedules

Hired Prior to 7/1/1998			Hired 7/1/1998 or After	
Year	Amount		Year	Amount
18th	$4,474		21st	$2,707
21st	$9,428		24th	$5,414
26th	$14,978		27th	$8,120
30th	$19,077		30th	$10,827

2022 – 2023
Teacher Salary Schedule

Step	B	B+15	B+30	M	M+30	M+60	M+75	DOC	Pre 7/1/1998 M+15	Pre 7/1/1998 M+45
1	57,078	61,836	63,417	73,086	78,668	83,454	84,079	84,393	75,066	80,536
2	58,134	62,981	64,591	74,439	80,123	84,998	85,635	85,953	76,455	82,026
3	59,210	64,146	65,786	75,816	81,606	86,571	87,220	87,544	77,869	83,543
4	60,305	65,333	67,003	77,218	83,115	88,172	88,833	89,163	79,310	85,089
5	61,420	66,542	68,242	78,647	84,653	89,803	90,476	90,813	80,777	86,663
6	62,557	67,773	69,505	80,102	86,219	91,465	92,151	92,493	82,271	88,267
7	63,714	69,026	70,790	81,584	87,814	93,157	93,855	94,204	83,793	89,899
8	64,893	70,303	72,100	83,093	89,438	94,880	95,591	95,947	85,344	91,562
9	66,093	71,603	73,434	84,631	91,094	96,635	97,360	97,722	86,923	93,256
10	67,316	72,928	74,793	86,196	92,778	98,424	99,161	99,530	88,531	94,982
11	68,562	74,277	76,176	87,791	94,495	100,244	100,996	101,372	90,168	96,739
12	69,830	75,652	77,586	89,415	96,243	102,099	102,864	103,246	91,836	98,528
13	71,122	77,051	79,021	91,070	98,024	103,987	104,767	105,157	93,535	100,351
14	72,438	78,477	80,483	92,754	99,837	105,911	106,705	107,102	95,266	102,208
15	73,778	79,928	81,972	94,470	101,684	107,870	108,679	109,083	97,028	104,099
16	75,143	81,408	83,488	96,218	103,565	109,866	110,690	111,101	98,823	106,024
17	76,533	82,913	85,033	97,997	105,481	111,899	112,737	113,156	100,651	107,986
18	77,949	84,447	86,606	99,811	107,433	113,969	114,823	115,250	102,514	109,984
19	79,390	86,010	88,208	101,657	109,421	116,077	116,948	117,382	104,410	112,018
20	80,859	87,601	89,840	103,538	111,445	118,224	119,111	119,554	106,342	114,090
21	82,356	89,221	91,502	105,453	113,506	120,412	121,314	121,766	108,309	116,201
22	83,879	90,872	93,194	107,405	115,606	122,639	123,559	124,019	110,312	118,351
23	85,431	92,553	94,919	109,391	117,745	124,908	125,844	126,313	112,353	120,541
24	87,011	94,265	96,674	111,414	119,923	127,219	128,173	128,649	114,432	122,770
25	88,620	96,009	98,464	113,476	122,141	129,573	130,544	131,030	116,549	125,042
26	90,261	97,785	100,285	115,576	124,401	131,970	132,959	133,454	118,705	127,355
27	91,930	99,594	102,140	117,713	126,703	134,411	135,419	135,922	120,901	129,711
28	93,631	101,437	104,029	119,891	129,047	136,898	137,924	138,437	123,138	132,111
29	95,363	103,313	105,955	122,109	131,434	139,431	140,475	140,998	125,416	134,555
30	97,127	105,224	107,914	124,368	133,865	142,010	143,074	143,607	127,736	137,044

2022 – 2023
Teacher Longevity Schedules

Hired Prior to 7/1/1998			Hired 7/1/1998 or After	
Year	Amount		Year	Amount
18th	$4,485		21st	$2,714
21st	$9,451		24th	$5,427
26th	$15,016		27th	$8,141
30th	$19,124		30th	$10,854

Psychologist, Guidance Counselor & Social Worker Salary Schedule
2016 – 2017, 2017 – 2018 & 2018 – 2019

Hired Prior to 7/1/1998

Step	No Doctorate	Doctorate
1	$84,212	$85,712
2	$87,759	$89,259
3	$91,307	$92,807
4	$94,854	$96,354
5	$98,421	$99,921
6	$101,909	$103,409
7	$105,389	$106,889
8	$112,097	$113,597
9	$115,579	$117,079
10	$119,068	$120,568
11	$122,704	$124,204
12	$126,346	$127,846
13	$129,979	$131,479
14	$133,615	$135,115
15	$141,896	$143,396
16	$141,896	$143,396
16-2	$141,896	$143,396
16A	$142,896	$144,396
16L	$141,896	$143,396

2016 – 2017, 2017 – 2018 & 2018 – 2019
Psychologist, Guidance Counselor & Social Worker Longevity Schedule

Hired Prior to 7/1/1998	
Year	Amount
18th	$4,463
21st	$9,404
26th	$14,941
30th	$19,029

Psychologist, Guidance Counselor & Social Worker Salary Schedule
2016 – 2017, 2017 – 2018 & 2018 – 2019

Hired 7/1/1998 or After

Step	No Doctorate	Doctorate
B	75,791	77,291
A	80,002	81,502
1	84,212	85,712
2	87,759	89,259
3	91,307	92,807
4	94,854	96,354
5	98,419	99,919
6	101,909	103,409
7	105,389	106,889
8	112,097	113,597
9	115,579	117,079
10	119,069	120,569
11	122,704	124,204
12	126,346	127,846
13	129,979	131,479
14	133,615	135,115
15	141,896	143,396
16	141,896	143,396
16-2	141,896	143,396
16A	142,896	144,396
16L	141,896	143,396

2016 – 2017, 2017 – 2018 & 2018 – 2019
Psychologist, Guidance Counselor & Social Worker Longevity Schedule

Hired 7/1/1998 or After	
Year	Amount
21st	$2,700
24th	$5,400
27th	$8,100
30th	$10,800

Psychologist, Guidance Counselor & Social Worker Salary Schedule
2019 – 2020

Step	No DOC	DOC
1	88,101	89,033
2	89,731	90,680
3	91,391	92,358
4	93,082	94,066
5	94,804	95,806
6	96,558	97,579
7	98,344	99,384
8	100,164	101,223
9	102,017	103,395
10	103,904	105,002
11	105,826	106,945
12	107,784	108,923
13	109,778	110,939
14	111,809	112,991
15	113,877	115,081
16	115,984	117,210
17	118,130	119,379
18	120,315	121,587
19	122,541	123,837
20	124,808	126,128
21	127,117	128,461
22	129,469	130,837
23	131,864	133,258
24	134,303	135,723
25	136,788	138,234
26	139,319	140,791
27	141,896	143,396
28	144,521	146,049
29	147,195	148,751
30	149,918	151,503

2019 – 2020
Psychologist, Guidance Counselor & Social Worker Longevity Schedules

Hired Prior to 7/1/1998			Hired 7/1/1998 or After	
Year	Amount		Year	Amount
18th	$4,463		21st	$2,700
21st	$9,404		24th	$5,400
26th	$14,941		27th	$8,100
30th	$19,029		30th	$10,800

Psychologist, Guidance Counselor & Social Worker Salary Schedule

2020 – 2021

Step	No Doctorate	Doctorate
1	88,321.25	89,255.58
2	89,955.33	90,906.70
3	91,619.48	92,588.90
4	93,314.71	94,301.17
5	95,041.01	96,045.52
6	96,799.40	97,822.95
7	98,589.86	99,632.46
8	100,414.41	101,476.06
9	102,272.04	103,352.74
10	104,163.76	105,264.51
11	106,090.57	107,212.36
12	108,053.46	109,195.31
13	110,052.45	111,216.35
14	112,088.52	113,273.48
15	114,161.69	115,368.70
16	116,273.96	117,503.03
17	118,425.33	119,677.45
18	120,615.79	121,890.97
19	122,847.35	124,146.59
20	125,120.02	126,443.32
21	127,434.79	128,782.15
22	129,792.67	131,164.09
23	132,193.66	133,591.15
24	134,638.76	136,062.31
25	137,129.97	138,579.59
26	139,667.30	141,142.98
27	142,250.74	143,754.49
28	144,882.30	146,414.12
29	147,562.99	149,122.88
30	150,292.80	151,881.76

2020 – 2021

Psychologist, Guidance Counselor & Social Worker Longevity Schedules

Hired Prior to 7/1/1998			Hired 7/1/1998 or After	
Year	Amount		Year	Amount
18th	$4,463		21st	$2,700
21st	$9,404		24th	$5,400
26th	$14,941		27th	$8,100
30th	$19,029		30th	$10,800

Psychologist, Guidance Counselor & Social Worker Salary Schedule
2021 – 2022

Step	No DOC	DOC
1	88,542	89,479
2	90,180	91,134
3	91,849	92,820
4	93,548	94,537
5	95,279	96,286
6	97,041	98,068
7	98,836	99,882
8	100,665	101,730
9	102,528	103,611
10	104,424	105,528
11	106,356	107,480
12	108,324	109,468
13	110,328	111,494
14	112,369	113,557
15	114,447	115,657
16	116,565	117,797
17	118,721	119,977
18	120,917	122,196
19	123,154	124,457
20	125,433	126,759
21	127,753	129,104
22	130,117	131,492
23	132,524	133,925
24	134,975	136,402
25	137,473	138,926
26	140,016	141,496
27	142,606	144,114
28	145,245	146,780
29	147,932	149,496
30	150,669	152,261

2021 – 2022
Psychologist, Guidance Counselor & Social Worker Longevity Schedules

Hired Prior to 7/1/1998			Hired 7/1/1998 or After	
Year	Amount		Year	Amount
18th	$4,474		21st	$2,707
21st	$9,428		24th	$5,414
26th	$14,978		27th	$8,120
30th	$19,077		30th	$10,827

Psychologist, Guidance Counselor & Social Worker Salary Schedule
2022 – 2023

Step	No DOC	DOC
1	88,763	89,702
2	90,406	91,362
3	92,078	93,052
4	93,782	94,773
5	95,517	96,526
6	97,284	98,313
7	99,083	100,131
8	100,917	101,984
9	102,784	103,870
10	104,685	105,791
11	106,622	107,749
12	108,594	109,742
13	110,603	111,773
14	112,650	113,841
15	114,733	115,946
16	116,856	118,091
17	119,018	120,277
18	121,220	122,501
19	123,462	124,768
20	125,746	127,076
21	128,073	129,427
22	130,442	131,821
23	132,855	134,260
24	135,313	136,743
25	137,816	139,273
26	140,367	141,850
27	142,963	144,474
28	145,608	147,147
29	148,302	149,869
30	151,045	152,642

2022 – 2023
Teacher Longevity Schedules

Hired Prior to 7/1/1998			Hired 7/1/1998 or After	
Year	Amount		Year	Amount
18th	$4,485		21st	$2,714
21st	$9,451		24th	$5,427
26th	$15,016		27th	$8,141
30th	$19,124		30th	$10,854

APPENDIX B

NURSE SALARY SCHEDULES

TEACHING ASSISTANT SALARY SCHEDULES

Nurse Salary Schedule
2016 – 2017, 2017 – 2018 & 2018 – 2019

Step	N/A	MA Degree
1	56,425	57,425
2	58,141	59,141
3	59,854	60,854
4	61,570	62,570
5	63,280	64,280
6	64,994	65,994
7	66,709	67,709
8	68,426	69,426

Nurse Longevity Schedule
2016 – 2017, 2017 – 2018 & 2018 – 2019

Year	Amount
15th	$1,248
20th	$1,248
25th	$1,248

Nurse Salary Schedule
2019 – 2020

Step	N/A	MA Degree
1	60,186	61,065
2	61,299	62,195
3	62,433	63,346
4	63,588	64,518
5	64,765	65,711
6	65,963	66,927
7	67,183	68,165
8	68,426	69,426
9	69,692	70,710
10	70,981	72,019
11	72,294	73,351
12	73,632	74,708

Nurse Longevity Schedule
2019 – 2020

Year	Amount
15th	$1,248
20th	$2,496
25th	$3,744

Nurse Salary Schedule
2020 – 2021

Step	N/A	MA Degree
1	60,336.47	61,217.66
2	61,452.25	62,350.49
3	62,589.08	63,504.37
4	63,746.97	64,679.30
5	64,926.91	65,875.28
6	66,127.91	67,094.32
7	67,350.96	68,335.41
8	68,597.07	69,599.57
9	69,866.23	70,886.78
10	71,158.45	72,199.05
11	72,474.74	73,534.38
12	73,816.08	74,894.77

Nurse Longevity Schedule
2020 – 2021

Year	Amount
15th	$1,248
20th	$2,496
25th	$3,744

Nurse Salary Schedule
2021 – 2022

Step	N/A	MA Degree
1	60,487	61,371
2	61,606	62,506
3	62,746	63,663
4	63,906	64,841
5	65,089	66,040
6	66,293	67,262
7	67,519	68,506
8	68,769	69,774
9	70,041	71,064
10	71,336	72,380
11	72,656	73,718
12	74,001	75,082

Nurse Longevity Schedule
2021 – 2022

Year	Amount
15th	$1,251
20th	$2,502
25th	$3,753

Nurse Salary Schedule
2022 – 2023

Step	N/A	MA Degree
1	60,639	61,524
2	61,760	62,663
3	62,902	63,822
4	64,066	65,003
5	65,252	66,205
6	66,459	67,430
7	67,688	68,678
8	68,940	69,948
9	70,216	71,242
10	71,515	72,560
11	72,838	73,903
12	74,186	75,270

Nurse Longevity Schedule
2022 – 2023

Year	Amount
15th	$1,254
20th	$2,508
25th	$3,763

Teaching Assistant Salary Schedule
2016 – 2017, 2017 – 2018 & 2018 – 2019

Tchg Asst, No Degree	Tchg Asst, Bachelors	Tchg Asst, Masters	Computer Tchg No Degree	Computer Tchg Bachelors	Computer Tchg Masters
$21,713	$25,774	$29,292	$26,973	$31,148	$34,678

Teaching Assistant Longevity Schedule
2016 – 2017, 2017 – 2018 & 2018 – 2019

Year	Amount
5th	$1,040
10th	$2,081
15th	$3,121

Teaching Assistant Salary Schedule
2019 – 2020

Step	Tchg Asst No	Tchg Asst Bachelors	Tchg Asst Masters	Computer Tchg Asst No Degree	Computer Tchg Asst Bachelors	Computer Tchg Asst Masters
1	21,713	25,774	29,292	26,973	31,148	34,678
2	22,115	26,251	29,834	27,472	31,724	35,320
3	22,524	26,736	30,386	27,980	32,311	35,973
4	22,941	27,231	30,948	28,498	32,909	36,638

Teaching Assistant Longevity Schedule
2019 – 2020

Year	Amount
5th	$1,040
10th	$2,081
15th	$3,121

Teaching Assistant Salary Schedule
2020 – 2021

Step	Tchg Asst No	Tchg Asst Bachelors	Tchg Asst Masters	Computer Tchg Asst No Degree	Computer Tchg Asst Bachelors	Computer Tchg Asst Masters
1	21,767.28	25,838.44	29,365.23	27,040.43	31,225.87	34,764.70
2	22,170.29	26,316.63	29,908.59	27,540.68	31,803.31	35,408.30
3	22,580.31	26,802.84	30,461.97	28,049.95	32,391.78	36,062.93
4	22,998.35	27,299.08	31,025.37	28,569.25	32,991.27	36,729.60

Teaching Assistant Longevity Schedule
2020 – 2021

Year	Amount
5th	$1,040
10th	$2,081
15th	$3,121

Teaching Assistant Salary Schedule
2021 – 2022

Step	Tchg Asst No	Tchg Asst Bachelors	Tchg Asst Masters	Computer Tchg Asst No	Computer Tchg Asst Bachelors	Computer Tchg Asst Masters
1	21,822	25,903	29,439	27,108	31,304	34,852
2	22,226	26,382	29,983	27,610	31,883	35,497
3	22,637	26,870	30,538	28,120	32,473	36,153
4	23,056	27,367	31,103	28,641	33,074	36,821

Teaching Assistant Longevity Schedule
2021 – 2022

Year	Amount
5th	$1,043
10th	$2,086
15th	$3,129

Teaching Assistant Salary Schedule
2022 – 2023

Step	Tchg Asst No Degree	Tchg Asst Bachelors	Tchg Asst Masters	Computer Tchg Asst No Degree	Computer Tchg Asst Bachelors	Computer Tchg Asst Masters
1	21,876	25,968	29,512	27,176	31,382	34,939
2	22,281	26,448	30,058	27,679	31,963	35,586
3	22,693	26,937	30,614	28,190	32,554	36,243
4	23,113	27,436	31,181	28,712	33,156	36,913

Teaching Assistant Longevity Schedule
2022 – 2023

Year	Amount
5th	$1,045
10th	$2,091
15th	$3,137

APPENDIX C

EXTRA PAY STIPENDS

Fall Athletics: 2016 – 2017, 2017 – 2018, 2018 – 2019 & 2019 – 2020

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,802.10	$10,181.49	$10,560.88	$10,940.27
Cheerleading	Varsity	$7,540.07	$7,919.46	$8,298.85	$8,678.24
	JV	$5,655.06	$6,034.44	$6,413.83	$6,793.22
	Modified	$4,524.05	$4,903.44	$5,282.82	$5,662.21
Cross Country	Varsity	$7,540.07	$7,919.46	$8,298.85	$8,678.24
	Assistant	$5,278.05	$5,657.44	$6,036.83	$6,416.22
	Assistant	$5,278.05	$5,657.44	$6,036.83	$6,416.22
	Modified	$4,524.05	$4,903.44	$5,282.82	$5,662.21
Field Hockey	Varsity	$7,540.07	$7,919.46	$8,298.85	$8,678.24
	JV	$5,665.06	$6,034.44	$6,413.83	$6,793.22
	Prog. Asst.	$4,524.05	$4,903.44	$5,282.82	$5,662.21
	Mod A	$4,524.05	$4,903.44	$5,282.82	$5,662.21
	Mod B	$4,524.05	$4,903.44	$5,282.82	$5,662.21
Football	Varsity	$9,802.10	$10,181.49	$10,560.88	$10,940.27
	Assistant #1	$6,861.47	$7,240.86	$7,620.25	$7,999.64
	Assistant #2	$6,861.47	$7,240.86	$7,620.25	$7,999.64
	Prog. Asst.	$5,881.26	$6,260.65	$6,640.04	$7,019.43
	JV	$7,351.67	$7,731.06	$8,110.45	$8,489.84
	Assistant	$6,371.37	$6,750.76	$7,130.14	$7,509.53
	Freshman	$5,881.26	$6,260.65	$6,640.04	$7,019.43
	Assistant	$5,391.16	$5,770.55	$6,149.93	$6,529.32
	Mod B	$5,881.26	$6,260.65	$6,640.04	$7,019.43
	Assistant	$5,391.16	$5,770.55	$6,149.93	$6,529.32
Soccer - Boys	Varsity	$7,540.07	$7,919.46	$8,298.85	$8,678.24
	Prog. Asst.	$4,524.05	$4,903.44	$5,282.82	$5,662.21
	JV	$5,655.06	$6,034.44	$6,413.83	$6,793.22
	JVB	$5,655.06	$6,034.44	$6,413.83	$6,793.22
	Mod	$4,524.05	$4,903.44	$5,282.82	$5,662.21
Soccer - Girls	Varsity	$7,540.07	$7,919.46	$8,298.85	$8,678.24
	Prog. Asst.	$4,524.05	$4,903.44	$5,282.82	$5,662.21
	JV	$5,655.06	$6,034.44	$6,413.83	$6,793.22
	Mod	$4,524.05	$4,903.44	$5,282.82	$5,662.21
Swimming - Girls	Varsity	$7,540.07	$7,919.46	$8,298.85	$8,678.24
	Assistant	$5,278.05	$5,657.44	$6,036.83	$6,416.22
	Prog. Asst.	$4,524.05	$4,903.44	$5,282.82	$5,662.21
Tennis - Girls	Varsity	$5,655.06	$6,034.44	$6,413.83	$6,793.22
	JV	$4,241.29	$4,620.68	$5,000.07	$5,379.46

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Volleyball	Varsity	$7,540.07	$7,919.46	$8,298.85	$8,678.24
	JV	$5,655.06	$6,034.44	$6,413.83	$6,793.22
	Mod A	$4,524.05	$4,903.44	$5,282.82	$5,662.21
	Mod B	$4,524.05	$4,903.44	$5,282.82	$5,662.21
	Prog. Asst.	$4,524.05	$4,903.44	$5,282.82	$5,662.21
Equipment Manager		$2,073.52	$2,452.91	$2,832.30	$3,211.68

Winter Athletics: 2016 – 2017, 2017 – 2018, 2018 – 2019 & 2019 – 2020

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,802.10	$10,181.49	$10,560.88	$10,940.27
Basketball - Boys	Varsity	$9,802.10	$10,181.49	$10,560.88	$10,940.27
	Prog. Asst.	$5,881.26	$6,260.65	$6,640.04	$7,019.43
	JV	$7,351.58	$7,730.97	$8,110.35	$8,489.74
	Freshman	$5,881.26	$6,260.65	$6,640.04	$7,019.43
	Mod B	$5,881.26	$6,260.65	$6,640.04	$7,019.43
Basketball - Girls	Varsity	$9,802.10	$10,181.49	$10,560.88	$10,940.27
	Prog. Asst.	$5,881.26	$6,260.65	$6,640.04	$7,019.43
	JV	$7,351.58	$7,730.97	$8,110.35	$8,489.74
	Mod A	$5,881.26	$6,260.65	$6,640.04	$7,019.43
	Mod B	$5,881.26	$6,260.65	$6,640.04	$7,019.43
Bowling - Coed	Varsity	$5,881.26	$6,260.65	$6,640.04	$7,019.43
	Prog. Asst.	$3,528.75	$3,908.14	$4,287.53	$4,666.92
Cheerleading	Varsity	$5,127.25	$5,506.64	$5,886.03	$6,265.41
	JV	$2,126.30	$2,505.69	$2,885.08	$3,264.47
Fencing	Varsity	$9,802.10	$10,181.49	$10,560.88	$10,940.27
	JV	$7,351.58	$7,730.97	$8,110.35	$8,489.74
	Tourn #1	$1,083.34	$1,083.34	$1,083.34	$1,083.34
	Tourn #2	$782.41	$782.41	$782.41	$782.41
Ice Hockey	Varsity*	$9,802.10	$10,181.49	$10,560.88	$10,940.27
	JV	$7,351.58	$7,730.97	$8,110.35	$8,489.74
	Assistant	$6,861.47	$7,240.86	$7,620.25	$7,999.64
	Mod	$5,881.26	$6,260.65	$6,640.04	$7,019.43
Skiing	Varsity	$5,881.26	$6,260.65	$6,640.04	$7,019.43
Special Olympics	Varsity	$754.00	$1,133.39	$1,512.78	$1,892.17
(2 Assistants)	Coordinator	$722.23	$722.23	$722.23	$722.23
	Assistant	$527.81	$907.19	$907.19	$907.19
	Assistant	$527.81	$907.19	$907.19	$907.19
Swimming - Boys	Varsity	$9,802.10	$10,181.49	$10,560.88	$10,940.27
	Assistant	$6,861.47	$7,240.86	$7,620.25	$7,999.64
	Prog. Asst. Diving Coach	$5,881.26	$6,260.65	$6,640.04	$7,019.43
Track	Varsity	$9,802.10	$10,181.49	$10,560.88	$10,940.27
	Assistant	$6,861.47	$7,240.86	$7,620.25	$7,999.64
	Assistant	$6,861.47	$7,240.86	$7,620.25	$7,999.64

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Wrestling	Varsity	$9,802.10	$10,181.49	$10,560.88	$10,940.27
	JV	$7,351.58	$7,730.97	$8,110.35	$8,489.74
	Mod B	$5,881.26	$6,260.65	$6,640.04	$7,019.43
Equipment Manager		$2,073.52	$2,452.91	$2,832.30	$3,211.68

*Red circled individuals who are receiving more from longevity than base units

Spring Athletics: 2016 – 2017, 2017 – 2018, 2018 – 2019 & 2019 – 2020

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,048.09	$9,427.48	$9,806.87	$10,186.26
Baseball	Varsity*	$9,048.09	$9,427.48	$9,806.87	$10,186.26
	JV	$6,786.25	$7,165.64	$7,545.02	$7,924.41
	Freshman	$5,428.86	$5,808.25	$6,187.63	$6,567.02
	Mod B	$5,428.86	$5,808.25	$6,187.63	$6,567.02
	Prog. Asst.	$5,428.86	$5,808.25	$6,187.63	$6,567.02
Golf - Boys	Varsity	$2,488.23	$2,867.62	$3,247.00	$3,626.39
Golf - Girls	Varsity	SEED MONEY			
Lacrosse - Boys	Varsity	$9,048.09	$9,427.48	$9,806.87	$10,186.26
	Mod A/Asst.	$5,428.86	$5,808.25	$6,187.63	$6,567.02
	Prog. Asst.	$5,428.86	$5,808.25	$6,187.63	$6,567.02
	JV	$6,786.25	$7,165.64	$7,545.02	$7,924.41
	Mod B	$5,428.86	$5,808.25	$6,187.63	$6,567.02
Lacrosse - Girls	Varsity	$9,048.09	$9,427.48	$9,806.87	$10,186.26
	JV	$6,786.25	$7,165.64	$7,545.02	$7,924.41
	Prog. Asst.	$5,428.86	$5,808.25	$6,187.63	$6,567.02
	Mod A/Asst.	$5,428.86	$5,808.25	$6,187.63	$6,567.02
	Mod B	$5,428.86	$5,808.25	$6,187.63	$6,567.02
Softball	Varsity	$9,048.09	$9,427.48	$9,806.87	$10,186.26
	Prog. Asst.	$5,428.86	$5,808.25	$6,187.63	$6,567.02
	JV	$6,786.25	$7,165.64	$7,545.02	$7,924.41
	Mod A	$5,428.86	$5,808.25	$6,187.63	$6,567.02
	Mod B	$5,428.86	$5,808.25	$6,187.63	$6,567.02
Special Olympics	Varsity	$754.00	$1,133.39	$1,512.78	$1,512.78
	Assistant	$527.81	$907.19	$907.19	$907.19
Tennis - Boys	Varsity	$6,409.07	$6,788.46	$7,167.85	$7,547.22
	JV	$4,806.68	$5,186.07	$5,565.46	$5,944.85
Track & Field	Varsity	$9,048.09	$9,427.48	$9,806.87	$10,186.26
(3 Assistants)	Assistant	$6,333.67	$6,713.05	$7,092.44	$7,471.83
Equipment Manager		$2,073.52	$2,452.91	$2,832.30	$3,211.68

*Red circled individuals who are receiving more from longevity than base units

Hommocks Non-Athletic Extracurricular:
2016 – 2017, 2017 – 2018, 2018 – 2019 & 2019 – 2020

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
ABLE	$1,264.63	$1,644.02	$2,023.39	$2,402.78
ACT-OUT	$885.24	$1,264.63	$1,644.02	$1,770.48
Acting Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Art Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Auditorium Manager	$5,058.50	$5,437.89	$5,817.27	$6,196.66
Baking Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Cheerleading	$885.24	$1,264.63	$1,644.02	$1,770.48
Chess Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Cooking Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Debate Club	$885.24	$1,264.63	$1,644.02	$1,770.48
FBLA (2 sessions)	$885.24	$1,264.63	$1,644.02	$1,770.48
Football Fan/Fanatico	$885.24	$1,264.63	$1,644.02	$1,770.48
French Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Gaming Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Geography Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Green Tigers (2 positions)	$885.24	$1,264.63	$1,644.02	$1,770.48
Health Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Hispanic Culture Club	$885.24	$1,264.63	$1,644.02	$1,770.48
HMX Writer	$4,568.27	$4,947.66	$5,327.04	$5,706.43
Intercambio Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Intro to Scratch Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Magic Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Math Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Multicultural Dance Troupe	$885.24	$1,264.63	$1,644.02	$1,770.48
Open Gym - AM	$885.24	$1,264.63	$1,644.02	$1,770.48
Photography Club (2 sessions)	$885.24	$1,264.63	$1,644.02	$1,770.48
Production Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Recycling Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Science Olympiad (4 positions)	$1,264.63	$1,644.02	$2,023.39	$2,402.78
Service Club (2 positions)	$2,987.49	$3,366.88	$3,746.27	$3,935.96
Small Engine	$885.24	$1,264.63	$1,644.02	$1,770.48
Smart Music Club (EMusic)	$885.24	$1,264.63	$1,644.02	$1,770.48
Soccer Club	$885.24	$1,264.63	$1,644.02	$1,770.48
Stage Manager	$1,264.63	$1,644.02	$2,023.41	$2,402.80
Student Council (divided by 2 or 3)	$3,935.96	$4,315.34	$4,694.73	$5,074.12
Tiger Times	$3,233.53	$3,612.92	$3,992.30	$4,371.69

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Ultimate Frisbee	$885.24	$1,264.63	$1,644.02	$1,770.48
Women in Shakespeare	$885.24	$1,264.63	$1,644.02	$1,770.48
School Plays				
Assistant Director	$2,529.25	$2,908.63	$3,288.02	$3,667.41
Choreographer	$2,529.25	$2,908.63	$3,288.02	$3,667.41
Director	$4,426.19	$4,805.58	$5,184.96	$5,564.34
Music Director	$2,529.25	$2,908.63	$3,288.02	$3,667.41
Pit Musicians (3 positions: bass, drums, piano)	$632.31	$1,011.70	$1,264.63	$1,264.63
Pit Orchestra Director	$1,580.78	$1,960.16	$2,339.55	$2,718.94
Producer	$1,896.93	$2,276.32	$2,655.71	$3,035.10
Technical Director	$2,529.25	$2,908.63	$3,288.02	$3,667.41

$500 seed money will be available to all Superintendent or designee approved new clubs. An actual stipend will be determined in the second year by the building principal, an MTA representative and a designee of the Superintendent.

Mamaroneck High School Non-Athletic Extracurricular:
2016 – 2017, 2017 – 2018, 2018 – 2019 & 2019 – 2020

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Academic Club	$3,294.12	$3,673.52	$4,052.91	$4,432.30
Achievement Coach	$5,355.00	$5,734.39	$6,113.78	$6,493.17
Adventure Club	$1,264.63	$1,644.02	$2,023.39	$2,402.78
Auditorium Manager	$4,252.11	$4,631.50	$5,010.89	$5,390.28
Beautification Advisor	$8,000.00	$8,379.39	$8,758.78	$9,138.17
Bee Team (2 positions)	$2,655.71	$2,662.35	$2,669.01	$2,675.68
Calliope	$3,793.87	$4,173.26	$4,552.65	$4,932.04
Caprice Advisor (3 positions)	$2,797.80	$3,177.19	$3,556.58	$3,556.58
Chinese Club	$2,601.23	$2,980.62	$3,360.01	$3,739.40
Class Advisor - Freshmen**	$3,035.10	$3,224.79	N/A	N/A
Class Advisor - Sophomores**	$3,035.10	$3,414.48	N/A	N/A
Class Advisor - Juniors**	$3,414.48	$3,793.87	N/A	N/A
Class Advisor - Seniors**	$4,679.11	$5,058.55	N/A	N/A
Culinary Arts	$885.24	$1,264.63	$1,644.02	$2,023.41
Dance Menagerie	$4,679.11	$5,058.50	$5,437.89	$5,817.27
Debate Coach	$15,000.00	N/A	N/A	N/A
Eco Reps Club	$1,267.79	$1,647.18	$2,026.57	$2,405.96
FBLA	$5,588.73	$5,968.12	$6,347.51	$6,726.90
Globe	$8,117.99	$8,497.37	$8,876.75	$9,256.14
GSA	$2,845.40	$3,224.79	$3,604.18	$3,983.57
Impressions Club	$7,199.58	$7,578.97	$7,958.36	$8,337.75
Key Club	$1,391.09	$1,770.48	$2,149.86	$2,529.25
Kinesthesia*	$4,679.11	$5,058.50	$5,437.89	$5,817.27
Marching Band	$1,264.63	$1,644.02	$2,023.39	$2,402.78
Math Team	$2,601.23	$2,980.61	$3,360.00	$3,739.39
Model Congress (2 positions)	$2,655.71	$3,035.10	$3,414.48	$3,793.87
Model UN Club	$2,655.71	$3,035.10	$3,414.49	$3,793.88
Movie Club	$1,770.48	$2,149.87	$2,529.26	$2,908.65
Multicultural Student Union	$1,644.83	$2,024.22	$2,403.62	$2,783.01
National Honor Society	$1,644.83	$2,024.22	$2,403.62	$2,783.01
One Read	$2,529.25	$2,908.63	$3,288.02	$3,667.41
Original Civic Reasearch and Action (2 sessions)	$2,529.25	$2,908.64	$3,288.03	$3,667.42
Peer Leaders (2 positions)	$2,655.71	$3,035.10	$3,414.48	$3,793.87
Penpourri	$7,343.57	$7,722.96	$8,102.35	$8,481.74
Pep Band	$1,264.61	$1,644.00	$2,023.39	$2,402.78

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Photography and Design	$8,177.99	$8,557.38	$8,936.77	$9,316.16
Physics Club	$885.24	$1,264.63	$1,644.02	$2,023.41
Robotics Club	$5,100.00	$5,479.39	$5,858.78	$6,238.17
SAT/PSAT/ACT Coordinator	$2,925.00	N/A	N/A	N/A
School Store	$1,580.78	$1,960.16	$2,339.55	$2,718.94
Science Olympiad	$1,264.63	$1,644.02	$2,023.39	$2,402.78
Science Research (2 positions)***	$2,529.25	$2,908.63	$3,288.02	$3,667.41
Senior Internship	$3,281.90	$3,661.29	$4,040.68	$4,420.07
Shakespeare Artistic Director	$9,180.00	$9,559.39	$9,938.78	$10,318.17
Shakespeare Artistic Assistant Director	$2,040.00	$2,419.39	$2,798.78	$3,178.17
Slam Poetry	$1,770.48	$2,149.87	$2,529.26	$2,908.65
Soundscapes	$4,995.27	$5,374.66	$5,754.04	$6,133.42
Stand Up 2 Cancer	$1,770.48	$2,149.87	$2,529.26	$2,908.65
Stem Talks (3 positions - amount is per position)	$674.74	$1,054.13	$1,433.52	$1,812.91
Tea Club	$1,770.48	$2,149.87	$2,529.26	$2,908.65
Technology Club	$5,476.00	$5,855.39	$6,234.78	$6,614.17
Theatre Workshop	$5,311.43	$5,690.80	$6,070.19	$6,449.58
Yearbook Advisor	$11,279.55	$11,658.93	$12,038.32	$12,417.70
Yearbook Photographer	$1,896.93	$2,276.32	$2,655.71	$3,035.10
School Plays				
Fall Play	$6,323.12	$6,702.51	$7,081.90	$7,461.28
PACE Musical Review	$4,868.81	$5,248.19	$5,627.57	$6,006.96
PACE Musical Review - Musical Director	$2,655.71	$3,035.10	$3,414.48	$3,793.87
Musical Audio	$948.47	$1,327.86	$1,707.25	$1,896.93
Musical Choral Director	$3,161.56	$3,540.95	$3,920.34	$4,299.72
Musical Choreographer	$2,213.09	$2,592.48	$2,971.87	$3,351.25
Musical Costume Director	$438.47	$486.57	$543.70	$596.31
Musical Director	$3,671.56	$4,050.95	$4,430.34	$4,809.72
Musical Lighting	$948.47	$1,327.86	$1,707.25	$1,896.93
Musical Orchestra Director	$2,908.63	$3,288.02	$3,667.41	$4,046.80
Musical Producer	$2,213.09	$2,592.48	$2,971.87	$3,351.25
Musical Set Design & Constr.	$2,213.09	$2,592.48	$2,971.87	$3,351.25
Winter Play	$5,690.80	$6,070.19	$6,449.58	$6,828.97

$500 seed money will be available to all Superintendent or designee approved new clubs. An actual stipend will be determined in the second year by the building principal, an MTA representative and a designee of the Superintendent.

* Incumbent will continue to receive current stipend of $6,672.46 plus raises until retirement.

** Class advisors have two schedules -- Schedule A is if the advisor stays with activity for all four years. Schedule B is for an advisor who does a second term. Any advisor who steps in to Senior will receive the stipend for a Junior Advisor.

*** Science Research stipend is per semester for 36 students TOTAL in the program. If there are more than 36 students, $800 will be added to the stipend.

Non-Athletic Extracurricular: Additional Stipend Items
2016 – 2017, 2017 – 2018, 2018 – 2019 & 2019 – 2020

Location/Activity	2016 - 2017	2017-2018	2018-2019	2019-2020
1) Central School				
Big Sibs/Little Sibs	$704.72	$704.72	$704.72	$704.72
Peer Mediation	$704.72	$704.72	$704.72	$704.72
Student Council	$704.72	$704.72	$704.72	$704.72
2) ELA Testing Prep Program (per hour for 2 hours of prep)	$50.13	$50.13	$50.13	$50.13
3) Literary Design Team (per person)	$1,503.75	$1,503.75	$1,503.75	$1,503.75
4) Mamaroneck Avenue School				
Big Sibs/Little Sibs	$704.72	$704.72	$704.72	$704.72
Editorial Board	$704.72	$704.72	$704.72	$704.72
Math Olympiad	$704.72	$704.72	$704.72	$704.72
Peer Mediation	$704.72	$704.72	$704.72	$704.72
Student Council	$704.72	$704.72	$704.72	$704.72
Track - Assistant Coaches (2) (amount per coach)	$352.36	$352.36	$352.36	$352.36
Track - Head Coach	$645.99	$645.99	$645.99	$645.99
5) Teaching Assistants and Nurses performing chaperone duties	In accordance with Article XII(Q)			
6) Teaching Assistants translation outside of contractual work day (per hour)	$30.08	$30.08	$30.08	$30.08

In the event more than one individual is appointed to an extra pay stipend position, he/she shall split said stipend accordingly unless otherwise noted. In the event an individual fails to fulfill his/her duty for the entire school year, his/her stipend shall be prorated accordingly.

Fall Athletics: 2020 – 2021

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,826.61	$10,206.94	$10,587.28	$10,967.62
Cheerleading	Varsity	$7,558.92	$7,939.26	$8,319.60	$8,699.94
	JV	$5,669.20	$6,049.53	$6,429.86	$6,810.20
	Modified	$5,895.96	$6,276.30	$6,656.64	$7,036.98
Cross Country	Varsity	$7,558.92	$7,939.26	$8,319.60	$8,699.94
	Assistant	$5,291.25	$5,671.58	$6,051.92	$6,432.26
	Assistant	$5,291.25	$5,671.58	$6,051.92	$6,432.26
	Modified	$5,895.96	$6,276.30	$6,656.64	$7,036.98
Field Hockey	Varsity	$7,558.92	$7,939.26	$8,319.60	$8,699.94
	JV	$5,669.20	$6,049.53	$6,429.86	$6,810.20
	Prog. Asst.	$4,535.36	$4,915.70	$5,296.03	$5,676.37
	Mod A	$4,535.36	$4,915.70	$5,296.03	$5,676.37
	Mod B	$4,535.36	$4,915.70	$5,296.03	$5,676.37
Football	Varsity	$9,826.61	$10,206.94	$10,587.28	$10,967.62
	Assistant #1	$6,878.62	$7,258.96	$7,639.30	$8,019.64
	Assistant #2	$6,878.62	$7,258.96	$7,639.30	$8,019.64
	Prog. Asst.	$5,895.96	$6,276.30	$6,656.64	$7,036.98
	JV	$7,370.05	$7,750.39	$8,130.73	$8,511.06
	Assistant	$6,387.30	$6,767.64	$7,147.97	$7,528.30
	Freshman	$5,895.96	$6,276.30	$6,656.64	$7,036.98
	Assistant	$5,404.64	$5,784.98	$6,165.30	$6,545.64
	Mod B	$5,895.96	$6,276.30	$6,656.64	$7,036.98
	Assistant	$5,404.64	$5,784.98	$6,165.30	$6,545.64
Soccer - Boys	Varsity	$7,558.92	$7,939.26	$8,319.60	$8,699.94
	Prog. Asst.	$4,535.36	$4,915.70	$5,296.03	$5,676.37
	JV	$5,669.20	$6,049.53	$6,429.86	$6,810.20
	JVB	$5,669.20	$6,049.53	$6,429.86	$6,810.20
	Mod	$4,535.36	$4,915.70	$5,296.03	$5,676.37
Soccer - Girls	Varsity	$7,558.92	$7,939.26	$8,319.60	$8,699.94
	Prog. Asst.	$4,535.36	$4,915.70	$5,296.03	$5,676.37
	JV	$5,669.20	$6,049.53	$6,429.86	$6,810.20
	Mod	$4,535.36	$4,915.70	$5,296.03	$5,676.37
Swimming - Girls	Varsity	$7,558.92	$7,939.26	$8,319.60	$8,699.94
	Assistant	$5,291.25	$5,671.58	$6,051.92	$6,432.26
	Prog. Asst.	$4,535.36	$4,915.70	$5,296.03	$5,676.37
Tennis - Girls	Varsity	$5,669.20	$6,049.53	$6,429.86	$6,810.20
	JV	$4,251.89	$4,632.23	$5,012.57	$5,392.91

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Volleyball	Varsity	$7,558.92	$7,939.26	$8,319.60	$8,699.94
	JV	$5,669.20	$6,049.53	$6,429.86	$6,810.20
	Mod A	$4,535.36	$4,915.70	$5,296.03	$5,676.37
	Mod B	$4,535.36	$4,915.70	$5,296.03	$5,676.37
	Prog. Asst.	$4,535.36	$4,915.70	$5,296.03	$5,676.37
Equipment Manager		$2,078.70	$2,459.04	$2,839.38	$3,219.71

Winter Athletics: 2020 – 2021

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,826.61	$10,206.94	$10,587.28	$10,967.62
Basketball - Boys	Varsity	$9,826.61	$10,206.94	$10,587.28	$10,967.62
	Prog. Asst.	$5,895.96	$6,276.30	$6,656.64	$7,036.98
	JV	$7,369.96	$7,750.30	$8,130.63	$8,510.96
	Freshman	$5,895.96	$6,276.30	$6,656.64	$7,036.98
	Mod B	$5,895.96	$6,276.30	$6,656.64	$7,036.98
Basketball - Girls	Varsity	$9,826.61	$10,206.94	$10,587.28	$10,967.62
	Prog. Asst.	$5,895.96	$6,276.30	$6,656.64	$7,036.98
	JV	$7,369.96	$7,750.30	$8,130.63	$8,510.96
	Mod A	$5,895.96	$6,276.30	$6,656.64	$7,036.98
	Mod B	$5,895.96	$6,276.30	$6,656.64	$7,036.98
Bowling - Coed	Varsity	$5,895.96	$6,276.30	$6,656.64	$7,036.98
	Prog. Asst.	$3,537.57	$3,917.91	$4,298.25	$4,678.59
Cheerleading	Varsity	$5,140.07	$5,520.41	$5,900.75	$6,281.07
	JV	$2,131.62	$2,511.95	$2,892.29	$3,272.63
Fencing	Varsity	$9,826.61	$10,206.94	$10,587.28	$10,967.62
	JV	$7,369.96	$7,750.30	$8,130.63	$8,510.96
	Tourn #1	$1,086.05	$1,086.05	$1,086.05	$1,086.05
	Tourn #2	$784.37	$784.37	$784.37	$784.37
Ice Hockey	Varsity*	$9,826.61	$10,206.94	$10,587.28	$10,967.62
	JV	$7,369.96	$7,750.30	$8,130.63	$8,510.96
	Assistant	$6,878.62	$7,258.96	$7,639.30	$8,019.64
	Mod	$5,895.96	$6,276.30	$6,656.64	$7,036.98
Skiing	Varsity	$5,895.96	$6,276.30	$6,656.64	$7,036.98
Special Olympics	Varsity	$755.89	$1,136.22	$1,516.56	$1,896.90
(2 Assistants)	Coordinator	$724.04	$724.04	$724.04	$724.04
	Assistant	$529.13	$909.46	$909.46	$909.46
	Assistant	$529.13	$909.46	$909.46	$909.46
Swimming - Boys	Varsity	$9,826.61	$10,206.94	$10,587.28	$10,967.62
	Assistant	$6,878.62	$7,258.96	$7,639.30	$8,019.64
	Prog. Asst. Diving Coach	$5,895.96	$6,276.30	$6,656.64	$7,036.98
Track	Varsity	$9,826.61	$10,206.94	$10,587.28	$10,967.62
	Assistant	$6,878.62	$7,258.96	$7,639.30	$8,019.64
	Assistant	$6,878.62	$7,258.96	$7,639.30	$8,019.64

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Wrestling	Varsity	$9,826.61	$10,206.94	$10,587.28	$10,967.62
	JV	$7,369.96	$7,750.30	$8,130.63	$8,510.96
	Mod B	$5,895.96	$6,276.30	$6,656.64	$7,036.98
Equipment Manager		$2,078.70	$2,459.04	$2,839.38	$3,219.71

*Red circled individuals who are receiving more from longevity than base units

Spring Athletics: 2020 – 2021

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,070.71	$9,451.05	$9,831.39	$10,211.73
Baseball	Varsity*	$9,070.71	$9,451.05	$9,831.39	$10,211.73
	JV	$6,803.22	$7,183.55	$7,563.88	$7,944.22
	Freshman	$5,442.43	$5,822.77	$6,203.10	$6,583.44
	Mod B	$5,442.43	$5,822.77	$6,203.10	$6,583.44
	Prog. Asst.	$5,442.43	$5,822.77	$6,203.10	$6,583.44
Golf - Boys	Varsity	$2,494.45	$2,874.79	$3,255.12	$3,635.46
Lacrosse - Boys	Varsity	$9,070.71	$9,451.05	$9,831.39	$10,211.73
	Mod A/Asst.	$5,442.43	$5,822.77	$6,203.10	$6,583.44
	Prog. Asst.	$5,442.43	$5,822.77	$6,203.10	$6,583.44
	JV	$6,803.23	$7,183.55	$7,563.88	$7,944.22
	Mod B	$5,442.43	$5,822.77	$6,203.10	$6,583.44
Lacrosse - Girls	Varsity	$9,070.71	$9,451.05	$9,831.39	$10,211.73
	JV	$6,803.22	$7,183.55	$7,563.88	$7,944.22
	Prog. Asst.	$5,442.43	$5,822.77	$6,203.10	$6,583.44
	Mod A/Asst.	$5,442.43	$5,822.77	$6,203.10	$6,583.44
	Mod B	$5,442.43	$5,822.77	$6,203.10	$6,583.44
Softball	Varsity	$9,070.71	$9,451.05	$9,831.39	$10,211.73
	Prog. Asst.	$5,442.43	$5,822.77	$6,203.10	$6,583.44
	JV	$6,803.22	$7,183.55	$7,563.88	$7,944.22
	Mod A	$5,442.43	$5,822.77	$6,203.10	$6,583.44
	Mod B	$5,442.43	$5,822.77	$6,203.10	$6,583.44
Special Olympics	Varsity	$755.89	$1,136.22	$1,516.56	$1,516.56
	Assistant	$529.13	$909.46	$909.46	$909.46
Tennis - Boys	Varsity	$6,425.09	$6,805.43	$7,185.77	$7,566.09
	JV	$4,818.70	$5,199.04	$5,579.37	$5,959.71
Track & Field	Varsity	$9,070.71	$9,451.05	$9,831.39	$10,211.73
(3 Assistants)	Assistant	$6,349.50	$6,729.83	$7,110.17	$7,490.51
Equipment Manager		$2,078.70	$2,459.04	$2,839.38	$3,219.71

*Red circled individuals who are receiving more from longevity than base units

Hommocks Middle School Non-Athletic Extracurricular
2020 – 2021

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
ABLE	$1,267.79	$1,648.13	$2,028.45	$2,408.79
ACT-OUT	$887.45	$1,267.79	$1,648.13	$1,774.91
Acting Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Art Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Auditorium Manager	$5,071.15	$5,451.48	$5,831.81	$6,212.15
Baking Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Cheerleading	$887.45	$1,267.79	$1,648.13	$1,774.91
Chess Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Cooking Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Debate Club	$887.45	$1,267.79	$1,648.13	$1,774.91
FBLA (2 sessions)	$887.45	$1,267.79	$1,648.13	$1,774.91
Football Fan/Fanatico	$887.45	$1,267.79	$1,648.13	$1,774.91
French Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Gaming Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Geography Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Green Tigers (2 positions)	$887.45	$1,267.79	$1,648.13	$1,774.91
Health Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Hispanic Culture Club	$887.45	$1,267.79	$1,648.13	$1,774.91
HMX Writer	$4,579.69	$4,960.03	$5,340.36	$5,720.70
Intercambio Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Intro to Scratch Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Magic Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Math Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Multicultural Dance Troupe	$887.45	$1,267.79	$1,648.13	$1,774.91
New Clubs*	$887.45	$1,267.79	$1,648.13	$1,774.91
Open Gym - AM	$887.45	$1,267.79	$1,648.13	$1,774.91
Photography Club (2 sessions)	$887.45	$1,267.79	$1,648.13	$1,774.91
Production Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Recycling Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Science Olympiad (4 positions)	$1,267.79	$1,648.13	$2,028.45	$2,408.79
Service Club (2 positions)	$2,994.96	$3,375.30	$3,755.64	$3,945.80
Small Engine	$887.45	$1,267.79	$1,648.13	$1,774.91
Smart Music Club (EMusic)	$887.45	$1,267.79	$1,648.13	$1,774.91
Soccer Club	$887.45	$1,267.79	$1,648.13	$1,774.91
Stage Manager	$1,267.79	$1,648.13	$2,028.47	$2,408.81
Student Council (divided by 2 or 3)	$3,945.80	$4,326.13	$4,706.47	$5,086.81
Tiger Times	$3,241.61	$3,621.95	$4,002.28	$4,382.62

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Ultimate Frisbee	$887.45	$1,267.79	$1,648.13	$1,774.91
Women in Shakespeare	$887.45	$1,267.79	$1,648.13	$1,774.91
School Plays				
Assistant Director	$2,535.57	$2,915.90	$3,296.24	$3,676.58
Choreographer	$2,535.57	$2,915.90	$3,296.24	$3,676.58
Director	$4,437.26	$4,817.59	$5,197.92	$5,578.25
Music Director	$2,535.57	$2,915.90	$3,296.24	$3,676.58
Pit Musicians (3 positions: bass, drums, piano)	$633.89	$1,014.23	$1,267.79	$1,267.79
Pit Orchestra Director	$1,584.73	$1,965.06	$2,345.40	$2,725.74
Producer	$1,901.67	$2,282.01	$2,662.35	$3,042.69
Technical Director	$2,535.57	$2,915.90	$3,296.24	$3,676.58

$500 seed money will be available to all Superintendent or designee approved new clubs. An actual stipend will be determined in the second year by the building principal, an MTA representative and a designee of the Superintendent.

Mamaroneck High School Non-Athletic Extracurricular
2020 – 2021

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Academic Club	$3,302.36	$3,682.70	$4,063.04	$4,443.38
Achievement Coach	$5,368.39	$5,748.73	$6,129.06	$6,509.40
Adventure Club	$1,267.79	$1,648.13	$2,028.45	$2,408.79
Auditorium Manager	$4,262.74	$4,643.08	$5,023.42	$5,403.76
Beautification Advisor	$8,020.00	$8,400.34	$8,780.68	$9,161.02
Bee Team (2 positions)	$2,662.35	$2,669.01	$2,675.68	$2,682.37
Calliope	$3,803.35	$4,183.69	$4,564.03	$4,944.37
Caprice Advisor (3 positions)	$2,804.79	$3,185.13	$3,565.47	$3,565.47
Chinese Club	$2,607.73	$2,988.07	$3,368.41	$3,748.75
Class Advisor - Freshmen**	$3,042.69	$3,232.85	N/A	N/A
Class Advisor - Sophomores**	$3,042.69	$3,423.02	N/A	N/A
Class Advisor - Juniors**	$3,423.02	$3,803.35	N/A	N/A
Class Advisor - Seniors**	$4,690.81	$5,071.20	N/A	N/A
Culinary Arts	$887.45	$1,267.79	$1,648.13	$2,028.47
Dance Menagerie	$4,690.81	$5,071.15	$5,451.48	$5,831.81
Debate Coach	$15,000.00	N/A	N/A	N/A
Eco Reps Club	$1,270.96	$1,651.30	$2,031.64	$2,411.97
FBLA	$5,602.70	$5,983.04	$6,363.38	$6,743.72
Globe	$8,138.28	$8,518.61	$8,898.94	$9,279.28
GSA	$2,852.51	$3,232.85	$3,613.19	$3,993.53
Impressions Club	$7,217.58	$7,597.92	$7,978.26	$8,358.59
Key Club	$1,394.57	$1,774.91	$2,155.23	$2,535.57
Kinesthesia*	$4,690.81	$5,071.15	$5,451.48	$5,831.81
Math Team	$2,607.73	$2,988.06	$3,368.40	$3,748.74
Model Congress (2 positions)	$2,662.35	$3,042.69	$3,423.02	$3,803.35
Model UN Club	$2,662.35	$3,042.69	$3,423.03	$3,803.36
Movie Club	$1,774.91	$2,155.24	$2,535.58	$2,915.92
Multicultural Student Union	$1,648.94	$2,029.28	$2,409.63	$2,789.97
National Honor Society	$1,648.94	$2,029.28	$2,409.63	$2,789.97
One Read	$2,535.57	$2,915.90	$3,296.24	$3,676.58
Original Civic Reasearch and Action (2 sessions)	$2,535.57	$2,915.91	$3,296.25	$3,676.59
Peer Leaders (2 positions)	$2,662.35	$3,042.69	$3,423.02	$3,803.35
Penpourri	$7,361.93	$7,742.27	$8,122.61	$8,502.94
Pep Band	$1,267.77	$1,648.11	$2,028.45	$2,408.79

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Photography and Design	$8,198.43	$8,578.77	$8,959.11	$9,339.45
Physics Club	$887.45	$1,267.79	$1,648.13	$2,028.47
Robotics Club	$5,112.75	$5,493.09	$5,873.43	$6,253.77
SAT/PSAT/ACT Coordinator	$2,925.00	N/A	N/A	N/A
School Store	$1,584.73	$1,965.06	$2,345.40	$2,725.74
Science Olympiad	$1,267.79	$1,648.13	$2,028.45	$2,408.79
Science Research (2 positions)***	$2,535.57	$2,915.90	$3,296.24	$3,676.58
Senior Internship	$3,290.10	$3,669.49	$4,048.88	$4,428.27
Shakespeare Artistic Director	$9,202.95	$9,583.29	$9,963.63	$10,343.97
Shakespeare Artistic Assistant Director	$2,045.10	$2,425.44	$2,805.78	$3,186.12
Slam Poetry	$1,774.91	$2,155.24	$2,535.58	$2,915.92
Soundscapes	$5,007.76	$5,388.10	$5,768.43	$6,148.75
Stand Up 2 Cancer	$1,774.91	$2,155.24	$2,535.58	$2,915.92
Stem Talks (3 positions - amount is per position)	$676.43	$1,056.77	$1,437.10	$1,817.44
Tea Club	$1,774.91	$2,155.24	$2,535.58	$2,915.92
Technology Club	$5,489.69	$5,870.03	$6,250.37	$6,630.71
Theatre Workshop	$5,324.71	$5,705.03	$6,085.37	$6,465.70
Yearbook Advisor	$11,307.75	$11,688.08	$12,068.42	$12,448.74
Yearbook Photographer	$1,901.67	$2,282.01	$2,662.35	$3,042.69
School Plays				
Fall Play	$6,338.93	$6,719.27	$7,099.60	$7,479.93
PACE Musical Review	$4,880.98	$5,261.31	$5,641.64	$6,021.98
PACE Musical Review - Musical Director	$2,662.35	$3,042.69	$3,423.02	$3,803.35
Musical Audio	$950.84	$1,331.18	$1,711.52	$1,901.67
Musical Choral Director	$3,169.46	$3,549.80	$3,930.14	$4,310.47
Musical Choreographer	$2,218.62	$2,598.96	$2,979.30	$3,359.63
Musical Costume Director	$439.57	$487.79	$545.06	$597.80
Musical Director	$3,680.74	$4,061.08	$4,441.42	$4,821.74
Musical Lighting	$950.84	$1,331.18	$1,711.52	$1,901.67
Musical Orchestra Director	$2,915.90	$3,296.24	$3,676.58	$4,056.92
Musical Producer	$2,218.62	$2,598.96	$2,979.30	$3,359.63
Musical Set Design & Constr.	$2,218.62	$2,598.01	$2,979.30	$3,359.63
Winter Play	$5,705.03	$6,085.37	$6,465.70	$6,846.04

$500 seed money will be available to all Superintendent or designee approved new clubs. An actual stipend will be determined in the second year by the building principal, an MTA representative and a designee of the Superintendent.

* Incumbent will continue to receive current stipend of $6,672.46 plus raises until retirement.

** Class advisors have two schedules -- Schedule A is if the advisor stays with activity for all four years. Schedule B is for an advisor who does a second term. Any advisor who steps in to Senior will receive the stipend for a Junior Advisor.

*** Science Research stipend is per semester for 36 students TOTAL in the program. If there are more than 36 students, $800 will be added to the stipend.

Non-Athletic Extracurricular: Additional Stipend Items
2020 – 2021

Location/Activity	2020-2021	2021-2022	2022-2023
1) Central School			
Big Sibs/Little Sibs	$704.72	$706.48	$708.25
Peer Mediation	$704.72	$706.48	$708.25
Student Council	$704.72	$706.48	$708.25
2) ELA Testing Prep Program (per hour for 2 hours of prep)	$50.13	$50.25	$50.38
3) Literary Design Team (per person)	$1,503.75	$1,507.51	$1,511.28
4) Mamaroneck Avenue School			
Big Sibs/Little Sibs	$704.72	$706.48	$708.25
Editorial Board	$704.72	$706.48	$708.25
Math Olympiad	$704.72	$706.48	$708.25
Peer Mediation	$704.72	$706.48	$708.25
Student Council	$704.72	$706.48	$708.25
Track - Assistant Coaches (2) (amount per coach)	$352.36	$353.24	$354.12
Track - Head Coach	$645.99	$647.61	$649.22
5) Teaching Assistants and Nurses performing chaperone duties	In accordance with Article XII(Q)		
6) Teaching Assistants translation outside of contractual work day (per hour)	$30.08	$30.15	$30.23

In the event more than one individual is appointed to an extra pay stipend position, he/she shall split said stipend accordingly unless otherwise noted. In the event an individual fails to fulfill his/her duty for the entire school year, his/her stipend shall be prorated accordingly.

Fall Athletics: 2021 – 2022

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,851.17	$10,232.46	$10,613.75	$10,995.04
Cheerleading	Varsity	$7,577.82	$7,959.11	$8,340.40	$8,721.69
	JV	$5,683.37	$6,064.65	$6,445.94	$6,827.23
	Modified	$4,546.70	$4,927.99	$5,309.27	$5,690.56
Cross Country	Varsity	$7,577.82	$7,959.11	$8,340.40	$8,721.69
	Assistant	$5,304.47	$5,685.76	$6,067.05	$6,448.34
	Assistant	$5,304.47	$5,685.76	$6,067.05	$6,448.34
	Modified	$4,546.70	$4,927.99	$5,309.27	$5,690.56
Field Hockey	Varsity	$7,577.82	$7,959.11	$8,340.40	$8,721.69
	JV	$5,683.37	$6,064.65	$6,445.94	$6,827.23
	Prog. Asst.	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	Mod A	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	Mod B	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	Assistant - 2	$4,500.00	$4,879.39	$5,258.78	$5.638.17
Football	Varsity	$9,851.17	$10,232.46	$10,613.75	$10,995.04
	Assistant #1	$6,895.82	$7,277.11	$7,658.40	$8,039.69
	Assistant #2	$6,895.82	$7,277.11	$7,658.40	$8,039.69
	Prog. Asst.	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	JV	$7,388.47	$7,769.76	$8,151.05	$8,532.34
	Assistant	$6,403.27	$6,784.56	$7,165.84	$7,547.12
	Freshman	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Assistant	$5,418.15	$5,799.44	$6,180.72	$6,562.01
	Mod B	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Assistant	$5,418.15	$5,799.44	$6,180.72	$6,562.01
Soccer - Boys	Varsity	$7,577.82	$7,959.11	$8,340.40	$8,721.69
	Prog. Asst.	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	JV	$5,683.37	$6,064.65	$6,445.94	$6,827.23
	JVB	$5,683.37	$6,064.65	$6,445.94	$6,827.23
	Mod	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	Assistant - 2	$4,500.00	$4,879.39	$5,258.78	$5.638.17
Soccer - Girls	Varsity	$7,577.82	$7,959.11	$8,340.40	$8,721.69
	Prog. Asst.	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	JV	$5,683.37	$6,064.65	$6,445.94	$6,827.23
	Mod	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	Assistant - 2	$4,500.00	$4,879.39	$5,258.78	$5.638.17
Swimming - Girls	Varsity	$7,577.82	$7,959.11	$8,340.40	$8,721.69
	Assistant	$5,304.47	$5,685.76	$6,067.05	$6,448.34
	Prog. Asst.	$4,546.70	$4,927.99	$5,309.27	$5,690.56

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Tennis - Girls	Varsity	$5,683.37	$6,064.65	$6,445.94	$6,827.23
	JV	$4,262.52	$4,643.81	$5,025.10	$5,406.39
Volleyball	Varsity	$7,577.82	$7,959.11	$8,340.40	$8,721.69
	JV	$5,683.37	$6,064.65	$6,445.94	$6,827.23
	Mod A	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	Mod B	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	Prog. Asst.	$4,546.70	$4,927.99	$5,309.27	$5,690.56
	Assistant - 2	$4,500.00	$4,879.39	$5,258.78	$5.638.17
Equipment Manager		$2,083.90	$2,465.19	$2,846.48	$3,227.76

Winter Athletics: 2021 – 2022

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,851.17	$10,232.46	$10,613.75	$10,995.04
Basketball - Boys	Varsity	$9,851.17	$10,232.46	$10,613.75	$10,995.04
	Prog. Asst.	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	JV	$7,388.38	$7,769.67	$8,150.95	$8,532.24
	Freshman	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Mod B	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Assistant - 2	$5,000.00	$5,379.39	$5,758.78	$6,138.17
Basketball - Girls	Varsity	$9,851.17	$10,232.46	$10,613.75	$10,995.04
	Prog. Asst.	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	JV	$7,388.38	$7,769.67	$8,150.95	$8,532.24
	Mod A	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Mod B	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Assistant - 2	$5,000.00	$5,379.39	$5,758.78	$6,138.17
Bowling - Coed	Varsity	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Prog. Asst.	$3,546.42	$3,927.71	$4,308.99	$4,690.28
Cheerleading	Varsity	$5,152.92	$5,534.21	$5,915.50	$6,296.78
	JV	$2,136.94	$2,518.23	$2,899.52	$3,280.81
Fencing	Varsity	$9,851.17	$10,232.46	$10,613.75	$10,995.04
	JV	$7,388.38	$7,769.67	$8,150.95	$8,532.24
	Tourn #1	$1,088.76	$1,088.76	$1,088.76	$1,088.76
	Tourn #2	$786.33	$786.33	$786.33	$786.33
Ice Hockey	Varsity*	$9,851.17	$10,232.46	$10,613.75	$10,995.04
	JV	$7,388.38	$7,769.67	$8,150.95	$8,532.24
	Assistant	$6,895.82	$7,277.11	$7,658.40	$8,039.69
	Mod	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Assistant - 2	$5,000.00	$5,379.39	$5,758.78	$6,138.17
Skiing	Varsity	$5,910.70	$6,291.99	$6,673.28	$7,054.57
Special Olympics	Varsity	$757.77	$1,139.06	$1,520.35	$1,901.64
(2 Assistants)	Coordinator	$725.85	$725.85	$725.85	$725.85
	Assistant	$530.45	$911.73	$911.73	$911.73
	Assistant	$530.45	$911.73	$911.73	$911.73
Swimming - Boys	Varsity	$9,851.17	$10,232.46	$10,613.75	$10,995.04
	Assistant	$6,895.82	$7,277.11	$7,658.40	$8,039.69
	Prog. Asst. Diving Coach	$5,910.70	$6,291.99	$6,673.28	$7,054.57
Track	Varsity	$9,851.17	$10,232.46	$10,613.75	$10,995.04
	Assistant	$6,895.82	$7,277.11	$7,658.40	$8,039.69
	Assistant	$6,895.82	$7,277.11	$7,658.40	$8,039.69

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Wrestling	Varsity	$9,851.17	$10,232.46	$10,613.75	$10,995.04
	JV	$7,388.38	$7,769.67	$8,150.95	$8,532.24
	Mod B	$5,910.70	$6,291.99	$6,673.28	$7,054.57
	Assistant - 2	$5,000.00	$5,379.39	$5,758.78	$6,138.17
Equipment Manager		$2,083.90	$2,465.19	$2,846.48	$3,227.76

*Red circled individuals who are receiving more from longevity than base units

Spring Athletics: 2021 – 2022

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,093.39	$9,474.68	$9,855.97	$10,237.25
Baseball	Varsity*	$9,093.39	$9,474.68	$9,855.97	$10,237.25
	JV	$6,820.22	$7,201.51	$7,582.79	$7,964.08
	Freshman	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Mod B	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Prog. Asst.	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Assistant - 2	$4,500.00	$4,879.39	$5,258.78	$5.638.17
Golf - Boys	Varsity	$2,500.69	$2,881.98	$3,263.26	$3,644.54
Golf - Girls	Varsity	$2,500.69	$2,881.98	$3,263.26	$3,644.54
Lacrosse - Boys	Varsity	$9,093.39	$9,474.68	$9,855.97	$10,237.25
	Mod A/Asst.	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Prog. Asst.	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	JV	$6,820.23	$7,201.51	$7,582.79	$7,964.08
	Mod B	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Assistant - 2	$4,500.00	$4,879.39	$5,258.78	$5.638.17
Lacrosse - Girls	Varsity	$9,093.39	$9,474.68	$9,855.97	$10,237.25
	JV	$6,820.22	$7,201.51	$7,582.79	$7,964.08
	Prog. Asst.	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Mod A/Asst.	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Mod B	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Assistant - 2	$4,500.00	$4,879.39	$5,258.78	$5.638.17
Softball	Varsity	$9,093.39	$9,474.68	$9,855.97	$10,237.25
	Prog. Asst.	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	JV	$6,820.22	$7,201.51	$7,582.79	$7,964.08
	Mod A	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Mod B	$5,456.04	$5,837.33	$6,218.61	$6,599.90
	Assistant - 2	$4,500.00	$4,879.39	$5,258.78	$5.638.17
Special Olympics	Varsity	$757.77	$1,139.06	$1,520.35	$1,520.35
	Assistant	$530.45	$911.73	$911.73	$911.73
Tennis - Boys	Varsity	$6,441.16	$6,822.44	$7,203.73	$7,585.00
	JV	$4,830.74	$5,212.03	$5,593.32	$5,974.61
Track & Field	Varsity	$9,093.39	$9,474.68	$9,855.97	$10,237.25
(3 Assistants)	Assistant	$6,365.38	$6,746.66	$7,127.95	$7,509.24
Equipment Manager		$2,083.90	$2,465.19	$2,846.48	$3,227.76

*Red circled individuals who are receiving more from longevity than base units

Hommocks Middle School Non-Athletic Extracurricular
2021 – 2022

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
ABLE	$1,270.96	$1,652.25	$2,033.52	$2,414.81
ACT-OUT	$889.67	$1,270.96	$1,652.25	$1,779.34
Acting Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Art Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Auditorium Manager	$5,083.82	$5,465.11	$5,846.39	$6,227.68
Baking Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Cheerleading	$889.67	$1,270.96	$1,652.25	$1,779.34
Chess Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Cooking Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Debate Club	$889.67	$1,270.96	$1,652.25	$1,779.34
FBLA (2 sessions)	$889.67	$1,270.96	$1,652.25	$1,779.34
Football Fan/Fanatico	$889.67	$1,270.96	$1,652.25	$1,779.34
French Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Gaming Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Geography Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Green Tigers (2 positions)	$889.67	$1,270.96	$1,652.25	$1,779.34
Health Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Hispanic Culture Club	$889.67	$1,270.96	$1,652.25	$1,779.34
HMX Writer	$4,591.14	$4,972.43	$5,353.71	$5,735.00
Intercambio Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Intro to Scratch Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Magic Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Math Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Multicultural Dance Troupe	$889.67	$1,270.96	$1,652.25	$1,779.34
New Clubs*	$889.67	$1,270.96	$1,652.25	$1,779.34
Open Gym - AM	$889.67	$1,270.96	$1,652.25	$1,779.34
Photography Club (2 sessions)	$889.67	$1,270.96	$1,652.25	$1,779.34
Production Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Recycling Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Science Olympiad (4 positions)	$1,270.96	$1,652.25	$2,033.52	$2,414.81
Service Club (2 positions)	$3,002.45	$3,383.74	$3,765.02	$3,955.66
Small Engine	$889.67	$1,270.96	$1,652.25	$1,779.34
Smart Music Club (EMusic)	$889.67	$1,270.96	$1,652.25	$1,779.34
Soccer Club	$889.67	$1,270.96	$1,652.25	$1,779.34
Stage Manager	$1,270.96	$1,652.25	$2,033.54	$2,414.83
Student Council (divided by 2 or 3)	$3,955.66	$4,336.94	$4,718.23	$5,099.52
Tiger Times	$3,249.72	$3,631.01	$4,012.29	$4,393.58

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Ultimate Frisbee	$889.67	$1,270.96	$1,652.25	$1,779.34
Women in Shakespeare	$889.67	$1,270.96	$1,652.25	$1,779.34
School Plays				
Assistant Director	$2,541.91	$2,923.19	$3,304.48	$3,685.77
Choreographer	$2,541.91	$2,923.19	$3,304.48	$3,685.77
Director	$4,448.35	$4,829.64	$5,210.92	$5,592.20
Music Director	$2,541.91	$2,923.19	$3,304.48	$3,685.77
Pit Musicians (3 positions: bass, drums, piano)	$635.48	$1,016.76	$1,270.96	$1,270.96
Pit Orchestra Director	$1,588.69	$1,969.97	$2,351.26	$2,732.55
Producer	$1,906.43	$2,287.72	$2,669.01	$3,050.29
Technical Director	$2,541.91	$2,923.19	$3,304.48	$3,685.77

$500 seed money will be available to all Superintendent or designee approved new clubs. An actual stipend will be determined in the second year by the building principal, an MTA representative and a designee of the Superintendent.

Mamaroneck High School Non-Athletic Extracurricular
2021 – 2022

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Academic Club	$3,310.61	$3,691.91	$4,073.20	$4,454.49
Achievement Coach	$5,381.81	$5,763.10	$6,144.39	$6,525.68
Adventure Club	$1,270.96	$1,652.25	$2,033.52	$2,414.81
Auditorium Manager	$4,273.40	$4,654.69	$5,035.98	$5,417.27
Beautification Advisor	$8,040.05	$8,421.34	$8,802.63	$9,183.92
Bee Team (2 positions)	$2,669.01	$2,675.68	$2,682.37	$2,689.07
Calliope	$3,812.86	$4,194.15	$4,575.44	$4,956.73
Caprice Advisor (3 positions)	$2,811.81	$3,191.20	$3,570.59	$3,949.98
Chinese Club	$2,614.25	$2,995.54	$3,376.83	$3,758.12
Class Advisor - Freshmen**	$3,050.29	$3,431.57	N/A	N/A
Class Advisor - Sophomores**	$3,050.29	$3,431.57	N/A	N/A
Class Advisor - Juniors**	$3,431.57	$3,812.86	N/A	N/A
Class Advisor - Seniors**	$4,702.53	$5,083.87	N/A	N/A
Culinary Arts	$889.67	$1,270.96	$1,652.25	$2,033.54
Dance Menagerie	$4,702.53	$5,083.82	$5,465.11	$5,846.39
Debate Coach	$45,000.00	N/A	N/A	N/A
Eco Reps Club	$1,274.14	$1,655.43	$2,036.72	$2,418.00
FBLA	$5,616.71	$5,998.00	$6,379.29	$6,760.58
Globe	$8,158.63	$8,539.91	$8,921.19	$9,302.48
GSA	$2,859.64	$3,240.93	$3,622.22	$4,003.51
Impressions Club	$7,235.62	$7,616.91	$7,998.20	$8,379.49
Key Club	$1,398.05	$1,779.34	$2,160.62	$2,541.91
Kinesthesia*	$4,702.53	$5,083.82	$5,465.11	$5,846.39
Tri-M Music Honor Society	$1,270.96	$1,652.25	$2,033.52	$2,414.81
Math Team	$2,614.25	$2,995.53	$3,376.82	$3,758.11
Model Congress (2 positions)	$2,669.01	$3,050.29	$3,431.57	$3,812.86
Model UN Club	$2,669.01	$3,050.29	$3,431.57	$3,812.86
Movie Club	$1,779.34	$2,160.63	$2,541.92	$2,923.21
Multicultural Student Union	$1,653.06	$2,034.35	$2,415.65	$2,796.94
National Honor Society	$1,653.06	$2,034.35	$2,415.65	$2,796.94
One Read	$2,541.91	$2,923.19	$3,304.48	$3,685.77
Original Civic Reasearch and Action (2 sessions)	$2,541.91	$2,923.20	$3,304.49	$3,685.78
Peer Leaders (2 positions)	$2,669.01	$3,050.29	$3,431.57	$3,812.86
Penpourri	$7,380.33	$7,761.62	$8,142.91	$8,524.20
Pep Band	$1,270.94	$1,652.23	$2,033.52	$2,414.81

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Photography and Design	$8,218.93	$8,600.22	$8,981.51	$9,362.80
Physics Club	$889.67	$1,270.96	$1,652.25	$2,033.54
Robotics Club	$5,125.53	$5,506.82	$5,888.11	$6,269.40
SAT/PSAT/ACT Coordinator	$2,932.31	N/A	N/A	N/A
School Store	$1,588.69	$1,969.97	$2,351.26	$2,732.55
Science Olympiad	$1,270.96	$1,652.25	$2,033.52	$2,414.81
Science Research (2 positions)***	$2,541.91	$2,923.19	$3,304.48	$3,685.77
Senior Internship	$3,298.33	$3,678.66	$4,059.00	$4,439.34
Shakespeare Artistic Director	$9,225.96	$9,607.25	$9,988.54	$10,369.83
Shakespeare Artistic Assistant Director	$2,050.21	$2,431.50	$2,812.79	$3,194.08
Slam Poetry	$1,779.34	$2,160.63	$2,541.92	$2,923.21
Soundscapes	$5,020.28	$5,401.57	$5,782.85	$6,164.13
Stand Up 2 Cancer	$1,779.34	$2,160.63	$2,541.92	$2,923.21
Stem Talks (3 positions - amount is per position)	$678.12	$1,059.41	$1,440.70	$1,821.99
Tea Club	$1,779.34	$2,160.63	$2,541.92	$2,923.21
Technology Club	$5,503.41	$5,884.70	$6,265.99	$6,647.28
Theatre Workshop	$5,338.02	$5,719.29	$6,100.58	$6,481.87
Yearbook Advisor	$11,336.02	$11,717.30	$12,098.59	$12,479.87
Yearbook Photographer	$1,906.43	$2,287.72	$2,669.01	$3,050.29
School Plays				
Fall Play	$6,354.78	$6,736.06	$7,117.35	$7,498.63
PACE Musical Review	$4,893.18	$5,274.46	$5,655.74	$6,037.03
PACE Musical Review - Musical Director	$2,669.01	$3,050.29	$3,431.57	$3,812.86
Musical Audio	$953.22	$1,334.51	$1,715.80	$1,906.43
Musical Choral Director	$3,177.39	$3,558.68	$3,939.97	$4,321.25
Musical Choreographer	$2,224.17	$2,605.46	$2,986.75	$3,368.03
Senior Musical Costume Director	$440.67	$489.01	$546.42	$599.29
Musical Director	$3,689.94	$4,071.23	$4,452.52	$4,833.79
Musical Lighting	$953.22	$1,334.51	$1,715.80	$1,906.43
Musical Orchestra Director	$2,923.19	$3,304.48	$3,685.77	$4,067.06
Musical Orchestra Rehearsal Leader	$953.22	$1,334.51	$1,715.80	$1,906.43
Musical Producer	$2,224.17	$2,605.46	$2,986.75	$3,368.03
Musical Set Design & Constr.	$2,224.17	$2,572.80	$2,986.75	$3,368.03
Winter Play	$5,719.29	$6,100.58	$6,481.87	$6,863.16

$500 seed money will be available to all Superintendent or designee approved new clubs. An actual stipend will be determined in the second year by the building principal, an MTA representative and a designee of the Superintendent.

* Incumbent will continue to receive current stipend of $6,672.46 plus raises until retirement.

** Class advisors have two schedules -- Schedule A is if the advisor stays with activity for all four years. Schedule B is for an advisor who does a second term. Any advisor who steps in to Senior will receive the stipend for a Junior Advisor.

*** Science Research stipend is per semester for 36 students TOTAL in the program. If there are more than 36 students, $800 will be added to the stipend.

Non-Athletic Extracurricular: Additional Stipend Items
2021 – 2022

Location/Activity	2020-2021	2021-2022	2022-2023
1) Central School			
Big Sibs/Little Sibs	$704.72	$706.48	$708.25
Peer Mediation	$704.72	$706.48	$708.25
Student Council	$704.72	$706.48	$708.25
2) ELA Testing Prep Program (per hour for 2 hours of prep)	$50.13	$50.25	$50.38
3) Literary Design Team (per person)	$1,503.75	$1,507.51	$1,511.28
4) Mamaroneck Avenue School			
Big Sibs/Little Sibs	$704.72	$706.48	$708.25
Editorial Board	$704.72	$706.48	$708.25
Math Olympiad	$704.72	$706.48	$708.25
Peer Mediation	$704.72	$706.48	$708.25
Student Council	$704.72	$706.48	$708.25
Track - Assistant Coaches (2) (amount per coach)	$352.36	$353.24	$354.12
Track - Head Coach	$645.99	$647.61	$649.22
5) Teaching Assistants and Nurses performing chaperone duties	In accordance with Article XII(Q)		
6) Teaching Assistants translation outside of contractual work day (per hour)	$30.08	$30.15	$30.23

In the event more than one individual is appointed to an extra pay stipend position, he/she shall split said stipend accordingly unless otherwise noted. In the event an individual fails to fulfill his/her duty for the entire school year, his/her stipend shall be prorated accordingly.

Fall Athletics: 2022 – 2023

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$7,596.76	$7,979.00	$8,361.25	$8,743.49
Cheerleading	Varsity	$7,596.76	$7,979.00	$8,361.25	$8,743.49
	JV	$5,697.58	$6,079.81	$6,462.05	$6,844.30
	Modified	$4,558.07	$4,940.31	$5,322.54	$5,704.78
Cross Country	Varsity	$7,596.76	$7,979.00	$8,361.25	$8,743.49
	Assistant	$5,317.73	$5,699.98	$6,082.22	$6,464.46
	Assistant	$5,317.73	$5,699.98	$6,082.22	$6,464.46
	Modified	$4,558.07	$4,940.31	$5,322.54	$5,704.78
Field Hockey	Varsity	$7,596.76	$7,979.00	$8,361.25	$8,743.49
	JV	$5,697.58	$6,079.81	$6,462.05	$6,844.30
	Prog. Asst.	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	Mod A	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	Mod B	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27
Football	Varsity	$9,875.80	$10,258.04	$10,640.28	$11,022.53
	Assistant #1	$6,913.06	$7,295.30	$7,677.54	$8,059.79
	Assistant #2	$6,913.06	$7,295.30	$7,677.54	$8,059.79
	Prog. Asst.	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	JV	$7,406.95	$7,789.19	$8,171.43	$8,553.67
	Assistant	$6,419.27	$6,801.52	$7,183.75	$7,565.99
	Freshman	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Assistant	$5,431.69	$5,813.94	$6,196.17	$6,578.41
	Mod B	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Assistant	$5,431.69	$5,813.94	$6,196.17	$6,578.41
Soccer - Boys	Varsity	$7,596.76	$7,979.00	$8,361.25	$8,743.49
	Prog. Asst.	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	JV	$5,697.58	$6,079.81	$6,462.05	$6,844.30
	JVB	$5,697.58	$6,079.81	$6,462.05	$6,844.30
	Mod	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27
Soccer - Girls	Varsity	$7,596.76	$7,979.00	$8,361.25	$8,743.49
	Prog. Asst.	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	JV	$5,697.58	$6,079.81	$6,462.05	$6,844.30
	Mod	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Swimming - Girls	Varsity	$7,596.76	$7,979.00	$8,361.25	$8,743.49
	Assistant	$5,317.73	$5,699.98	$6,082.22	$6,464.46
	Prog. Asst.	$4,558.07	$4,940.31	$5,322.54	$5,704.78
Tennis - Girls	Varsity	$5,697.58	$6,079.81	$6,462.05	$6,844.30
	JV	$4,273.18	$4,655.42	$5,037.66	$5,419.91
Volleyball	Varsity	$7,596.76	$7,979.00	$8,361.25	$8,743.49
	JV	$5,697.58	$6,079.81	$6,462.05	$6,844.30
	Mod A	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	Mod B	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	Prog. Asst.	$4,558.07	$4,940.31	$5,322.54	$5,704.78
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27
Equipment Manager		$2,089.11	$2,471.35	$2,853.60	$3,235.83

Winter Athletics: 2022 – 2023

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,875.80	$10,258.04	$10,640.28	$11,022.53
Basketball - Boys	Varsity	$9,875.80	$10,258.04	$10,640.28	$11,022.53
	Prog. Asst.	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	JV	$7,406.85	$7,789.10	$8,171.33	$8,553.57
	Freshman	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Mod B	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Assistant - 2	$5,012.50	$5,392.84	$5,773.18	$6,153.52
Basketball - Girls	Varsity	$9,875.80	$10,258.04	$10,640.28	$11,022.53
	Prog. Asst.	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	JV	$7,406.85	$7,789.10	$8,171.33	$8,553.57
	Mod A	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Mod B	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Assistant - 2	$5,012.50	$5,392.84	$5,773.18	$6,153.52
Bowling - Coed	Varsity	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Prog. Asst.	$3,555.28	$3,937.52	$4,319.77	$4,702.01
Cheerleading	Varsity	$5,165.80	$5,548.04	$5,930.29	$6,312.52
	JV	$2,142.29	$2,524.53	$2,906.77	$3,289.01
Fencing	Varsity	$9,875.80	$10,258.04	$10,640.28	$11,022.53
	JV	$7,406.85	$7,789.10	$8,171.33	$8,553.57
	Tourn #1	$1,091.49	$1,091.49	$1,091.49	$1,091.49
	Tourn #2	$788.29	$788.29	$788.29	$788.29
Ice Hockey	Varsity*	$9,875.80	$10,258.04	$10,640.28	$11,022.53
	JV	$7,406.85	$7,789.10	$8,171.33	$8,553.57
	Assistant	$6,913.06	$7,295.30	$7,677.54	$8,059.79
	Mod	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Assistant - 2	$5,012.50	$5,392.84	$5,773.18	$6,153.52
Skiing	Varsity	$5,925.48	$6,307.72	$6,689.96	$7,072.21
Special Olympics	Varsity*	$759.67	$1,141.91	$1,524.15	$1,906.40
(2 Assistants)	Coordinator	$727.66	$727.66	$727.66	$727.66
	Assistant	$531.78	$914.01	$914.01	$914.01
	Assistant	$531.78	$914.01	$914.01	$914.01
Swimming - Boys	Varsity	$9,875.80	$10,258.04	$10,640.28	$11,022.53
	Assistant	$6,913.06	$7,295.30	$7,677.54	$8,059.79
	Prog. Asst. Diving Coach	$5,925.48	$6,307.72	$6,689.96	$7,072.21
Track	Varsity	$9,875.80	$10,258.04	$10,640.28	$11,022.53
	Assistant	$6,913.06	$7,295.30	$7,677.54	$8,059.79
	Assistant	$6,913.06	$7,295.30	$7,677.54	$8,059.79

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Wrestling	Varsity	$9,875.80	$10,258.04	$10,640.28	$11,022.53
	JV	$7,406.85	$7,789.10	$8,171.33	$8,553.57
	Mod B	$5,925.48	$6,307.72	$6,689.96	$7,072.21
	Assistant - 2	$5,012.50	$5,392.84	$5,773.18	$6,153.52
Equipment Manager		$2,089.11	$2,471.35	$2,853.60	$3,235.83

*Red circled individuals who are receiving more from longevity than base units

Spring Athletics: 2022 – 2023

Sport	Level	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Assistant Athletic Director		$9,116.12	$9,498.36	$9,880.61	$10,262.85
Baseball	Varsity*	$9,116.12	$9,498.36	$9,880.61	$10,262.85
	JV	$6,837.27	$7,219.52	$7,601.75	$7,983.99
	Freshman	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Mod B	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Prog. Asst.	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27
Golf - Boys	Varsity	$2,506.94	$2,889.18	$3,271.41	$3,653.66
Golf - Girls	Varsity	$2,506.94	$2,889.18	$3,271.41	$3,653.66
Lacrosse - Boys	Varsity	$9,116.12	$9,498.36	$9,880.61	$10,262.85
	Mod A/Asst.	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Prog. Asst.	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	JV	$6,837.28	$7,219.52	$7,601.75	$7,983.99
	Mod B	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27
Lacrosse - Girls	Varsity	$9,116.12	$9,498.36	$9,880.61	$10,262.85
	JV	$6,837.27	$7,219.52	$7,601.75	$7,983.99
	Prog. Asst.	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Mod A/Asst.	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Mod B	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27
Softball	Varsity	$9,116.12	$9,498.36	$9,880.61	$10,262.85
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27
	Prog. Asst.	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	JV	$6,837.27	$7,219.52	$7,601.75	$7,983.99
	Mod A	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Mod B	$5,469.68	$5,851.92	$6,234.15	$6,616.40
	Assistant - 2	$4,511.25	$4,891.59	$5,271.93	$5,652.27
Special Olympics	Varsity	$759.67	$1,141.91	$1,524.15	$1,524.15
	Assistant	$531.78	$914.01	$914.01	$914.01
Tennis - Boys	Varsity	$6,457.26	$6,839.50	$7,221.74	$7,603.97
	JV	$4,842.82	$5,225.06	$5,607.31	$5,989.55
Track & Field	Varsity	$9,116.12	$9,498.36	$9,880.61	$10,262.85
(3 Assistants)	Assistant	$6,381.29	$6,763.52	$7,145.77	$7,528.01
Equipment Manager		$2,089.11	$2,471.35	$2,853.60	$3,235.83

*Red circled individuals who are receiving more from longevity than base units

Hommocks Middle School Non-Athletic Extracurricular
2022 – 2023

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
ABLE	$1,274.14	$1,656.38	$2,038.60	$2,420.85
ACT-OUT	$891.90	$1,274.14	$1,656.38	$1,783.79
Acting Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Art Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Auditorium Manager	$5,096.53	$5,478.78	$5,861.01	$6,243.25
Baking Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Cheerleading	$891.90	$1,274.14	$1,656.38	$1,783.79
Chess Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Cooking Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Debate Club	$891.90	$1,274.14	$1,656.38	$1,783.79
FBLA (2 sessions)	$891.90	$1,274.14	$1,656.38	$1,783.79
Football Fan/Fanatico	$891.90	$1,274.14	$1,656.38	$1,783.79
French Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Gaming Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Geography Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Green Tigers (2 positions)	$891.90	$1,274.14	$1,656.38	$1,783.79
Health Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Hispanic Culture Club	$891.90	$1,274.14	$1,656.38	$1,783.79
HMX Writer	$4,602.62	$4,984.86	$5,367.09	$5,749.34
Intercambio Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Intro to Scratch Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Magic Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Math Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Multicultural Dance Troupe	$891.90	$1,274.14	$1,656.38	$1,783.79
New Clubs*	$891.90	$1,274.14	$1,656.38	$1,783.79
Open Gym - AM	$891.90	$1,274.14	$1,656.38	$1,783.79
Photography Club (2 sessions)	$891.90	$1,274.14	$1,656.38	$1,783.79
Production Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Recycling Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Science Olympiad (4 positions)	$1,274.14	$1,656.38	$2,038.60	$2,420.85
Service Club (2 positions)	$3,009.95	$3,392.19	$3,774.44	$3,965.55
Small Engine	$891.90	$1,274.14	$1,656.38	$1,783.79
Smart Music Club (EMusic)	$891.90	$1,274.14	$1,656.38	$1,783.79
Soccer Club	$891.90	$1,274.14	$1,656.38	$1,783.79
Stage Manager	$1,274.14	$1,656.38	$2,038.62	$2,420.87
Student Council (divided by 2 or 3)	$3,965.55	$4,347.79	$4,730.03	$5,112.27
Tiger Times	$3,257.84	$3,640.08	$4,022.32	$4,404.56

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Ultimate Frisbee	$891.90	$1,274.14	$1,656.38	$1,783.79
Women in Shakespeare	$891.90	$1,274.14	$1,656.38	$1,783.79
School Plays				
Assistant Director	$2,548.27	$2,930.50	$3,312.74	$3,694.98
Choreographer	$2,548.27	$2,930.50	$3,312.74	$3,694.98
Director	$4,459.47	$4,841.71	$5,223.94	$5,606.18
Music Director	$2,548.27	$2,930.50	$3,312.74	$3,694.98
Pit Musicians (3 positions: bass, drums, piano)	$637.06	$1,019.31	$1,274.14	$1,274.14
Pit Orchestra Director	$1,592.67	$1,974.90	$2,357.14	$2,739.38
Producer	$1,911.19	$2,293.44	$2,675.68	$3,057.92
Technical Director	$2,548.27	$2,930.50	$3,312.74	$3,694.98

$500 seed money will be available to all Superintendent or designee approved new clubs. An actual stipend will be determined in the second year by the building principal, an MTA representative and a designee of the Superintendent.

Mamaroneck High School Non-Athletic Extracurricular
2022 – 2023

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Academic Club	$3,318.89	$3,701.14	$4,083.38	$4,465.63
Achievement Coach	$5,395.26	$5,777.51	$6,159.75	$6,541.99
Adventure Club	$1,274.14	$1,656.38	$2,038.60	$2,420.85
Auditorium Manager	$4,284.08	$4,666.32	$5,048.57	$5,430.81
Beautification Advisor	$8,060.15	$8,442.39	$8,824.64	$9,206.88
Bee Team (2 positions)	$2,675.68	$2,682.37	$2,689.07	$2,695.80
Calliope	$3,822.40	$4,204.64	$4,586.88	$4,969.12
Caprice Advisor (3 positions)	$2,818.84	$3,199.17	$3,579.51	$3,959.85
Chinese Club	$2,620.79	$3,003.03	$3,385.27	$3,767.52
Class Advisor - Freshmen**	$3,057.92	$3,440.15	N/A	N/A
Class Advisor - Sophomores**	$3,057.92	$3,440.15	N/A	N/A
Class Advisor - Juniors**	$3,440.15	$3,822.40	N/A	N/A
Class Advisor - Seniors**	$4,714.29	$5,096.58	N/A	N/A
Culinary Arts	$891.90	$1,274.14	$1,656.38	$2,038.62
Dance Menagerie	$4,714.29	$5,096.53	$5,478.78	$5,861.01
Debate Coach	$45,000.00	N/A	N/A	N/A
Eco Reps Club	$1,277.32	$1,659.56	$2,041.81	$2,424.05
FBLA	$5,630.75	$6,012.99	$6,395.24	$6,777.48
Globe	$8,179.03	$8,561.26	$8,943.49	$9,325.73
GSA	$2,866.79	$3,249.04	$3,631.28	$4,013.52
Impressions Club	$7,253.71	$7,635.95	$8,018.20	$8,400.44
Key Club	$1,401.55	$1,783.79	$2,166.02	$2,548.27
Kinesthesia*	$4,714.29	$5,096.53	$5,478.78	$5,861.01
Tri-M Music Honor Society	$1,274.14	$1,656.38	$2,038.60	$2,420.85
Math Team	$2,620.79	$3,003.02	$3,385.26	$3,767.51
Model Congress (2 positions)	$2,675.68	$3,057.92	$3,440.15	$3,822.40
Model UN Club	$2,675.68	$3,057.92	$3,440.15	$3,822.40
Movie Club	$1,783.79	$2,166.03	$2,548.28	$2,930.52
Multicultural Student Union	$1,657.20	$2,039.44	$2,421.69	$2,803.93
National Honor Society	$1,657.20	$2,039.44	$2,421.69	$2,803.93
One Read	$2,548.27	$2,930.50	$3,312.74	$3,694.98
Original Civic Reasearch and Action (2 sessions)	$2,548.26	$2,930.51	$3,312.75	$3,694.99
Peer Leaders (2 positions)	$2,675.68	$3,057.92	$3,440.15	$3,822.40
Penpourri	$7,398.78	$7,781.03	$8,163.27	$8,545.51
Pep Band	$1,274.12	$1,656.36	$2,038.60	$2,420.85

Activity	Schedule A Steps 1-2	Schedule B Steps 3-5	Schedule C Steps 6-8	Schedule D Steps 9+
Photography and Design	$8,239.48	$8,621.72	$9,003.96	$9,386.21
Physics Club	$891.90	$1,274.14	$1,656.38	$2,038.62
Robotics Club	$5,138.35	$5,520.59	$5,902.83	$6,285.07
SAT/PSAT/ACT Coordinator	$2,939.64	N/A	N/A	N/A
School Store	$1,592.67	$1,974.90	$2,357.14	$2,739.38
Science Olympiad	$1,274.14	$1,656.38	$2,038.60	$2,420.85
Science Research (2 positions)***	$2,548.27	$2,930.50	$3,312.74	$3,694.98
Senior Internship	$3,306.57	$3,687.86	$4,069.15	$4,450.44
Shakespeare Artistic Director	$9,249.02	$9,631.26	$10,013.51	$10,395.75
Shakespeare Artistic Assistant Director	$2,055.34	$2,437.58	$2,819.82	$3,202.07
Slam Poetry	$1,783.79	$2,166.03	$2,548.28	$2,930.52
Soundscapes	$5,032.83	$5,415.07	$5,797.30	$6,179.54
Stand Up 2 Cancer	$1,783.79	$2,166.03	$2,548.28	$2,930.52
Stem Talks (3 positions - amount is per position)	$679.81	$1,062.06	$1,444.30	$1,826.54
Tea Club	$1,783.79	$2,166.03	$2,548.28	$2,930.52
Technology Club	$5,517.17	$5,899.42	$6,281.66	$6,663.90
Theatre Workshop	$5,351.37	$5,733.59	$6,115.83	$6,498.07
Yearbook Advisor	$11,364.36	$11,746.59	$12,128.83	$12,511.07
Yearbook Photographer	$1,911.19	$2,293.44	$2,675.68	$3,057.92
School Plays				
Fall Play	$6,370.66	$6,752.90	$7,135.15	$7,517.38
PACE Musical Review	$4,905.42	$5,287.65	$5,669.88	$6,052.12
PACE Musical Review - Musical Director	$2,675.68	$3,057.92	$3,440.15	$3,822.40
Musical Audio	$955.60	$1,337.84	$1,720.09	$1,911.19
Musical Choral Director	$3,185.33	$3,567.57	$3,949.82	$4,332.05
Musical Choreographer	$2,229.73	$2,611.97	$2,994.21	$3,376.45
Musical Costume Director	$441.77	$490.23	$547.79	$600.79
Musical Director	$3,699.17	$4,081.41	$4,463.65	$4,845.88
Musical Lighting	$955.60	$1,337.84	$1,720.09	$1,911.19
Musical Orchestra Director	$2,930.50	$3,312.74	$3,694.99	$4,077.23
Musical Orchestra Rehearsal Leader	$955.60	$1,337.84	$1,720.09	$1,911.19
Musical Producer	$2,229.73	$2,611.97	$2,994.21	$3,376.45
Musical Set Design & Constr.	$2,229.73	$2,579.23	$2,994.22	$3,376.45
Winter Play	$5,733.59	$6,115.83	$6,498.07	$6,880.32

$500 seed money will be available to all Superintendent or designee approved new clubs. An actual stipend will be determined in the second year by the building principal, an MTA representative and a designee of the Superintendent.

* Incumbent will continue to receive current stipend of $6,672.46 plus raises until retirement.

** Class advisors have two schedules -- Schedule A is if the advisor stays with activity for all four years. Schedule B is for an advisor who does a second term. Any advisor who steps in to Senior will receive the stipend for a Junior Advisor.

*** Science Research stipend is per semester for 36 students TOTAL in the program. If there are more than 36 students, $800 will be added to the stipend.

Non-Athletic Extracurricular: Additional Stipend Items
2022 – 2023

Location/Activity	2020-2021	2021-2022	2022-2023
1) Central School			
Big Sibs/Little Sibs	$704.72	$706.48	$708.25
Peer Mediation	$704.72	$706.48	$708.25
Student Council	$704.72	$706.48	$708.25
2) ELA Testing Prep Program (per hour for 2 hours of prep)	$50.13	$50.25	$50.38
3) Literary Design Team (per person)	$1,503.75	$1,507.51	$1,511.28
4) Mamaroneck Avenue School			
Big Sibs/Little Sibs	$704.72	$706.48	$708.25
Editorial Board	$704.72	$706.48	$708.25
Math Olympiad	$704.72	$706.48	$708.25
Peer Mediation	$704.72	$706.48	$708.25
Student Council	$704.72	$706.48	$708.25
Track - Assistant Coaches (2) (amount per coach)	$352.36	$353.24	$354.12
Track - Head Coach	$645.99	$647.61	$649.22
5) Teaching Assistants and Nurses performing chaperone duties	In accordance with Article XII(Q)		
6) Teaching Assistants translation outside of contractual work day (per hour)	$30.08	$30.15	$30.23

In the event more than one individual is appointed to an extra pay stipend position, he/she shall split said stipend accordingly unless otherwise noted. In the event an individual fails to fulfill his/her duty for the entire school year, his/her stipend shall be prorated accordingly.

ANNUAL PROFESSIONAL PERFORMANCE REVIEW (APPR)

* * *

Mamaroneck Union Free School District
2014-2015

Revised: October 19, 2020

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Statement of Purpose

The Annual Professional Performance Review (APPR) provides the guidelines for the supervision and evaluation of all Mamaroneck UFSD teachers and other instructional personnel. The evaluation of instructional personnel is twofold: (1) to promote the continuous growth and development of the professional staff for the purpose of improving student learning and (2) to assess professional performance as part of a larger ongoing appraisal of the entire Mamaroneck District.

The criteria to be considered for the assessment of professional practice include those set forth by New York State and additional criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association. The teachers are assessed using the Marshall Rubric and the support staff (psychologists, social workers, counselors, speech/language therapists and nurses) is assessed using the Danielson Rubrics.

These criteria (described in full in Appendix A) promote the development and growth of a teacher into an effective instructor, a collegial and contributing member of our staff, and a self-directed learner.

The establishment of a standing committee to review the APPR protocol on an annual basis is required. More frequent meetings will be held in the event of changes in state legislation and/or by the request of either the MTA or the Administration.

The committee will represent equally the teaching and administrative constituencies. The committee will consist of the President of the Mamaroneck Teachers' Association and an additional six members appointed by the Mamaroneck Teachers' Association (two teachers from the high school (one Post and one Palmer), one from the middle school, two from the elementary schools, one special education (secondary) and one member at large). Five members will be appointed by the Mamaroneck Administrative Association (one administrator each from the high school, the middle school and the elementary schools, and two members of central staff). Amendments and revisions will be enacted by consensus.

APPR CALENDAR

Last workday of September – All teachers/support staff/nurses submit their completed goal-setting form

October 15th – All goal-setting meetings will be completed as per the APPR document

Last workday of May – All teachers/support staff/nurses submit their completed reflection form

Last workday of June – All summative meetings will be completed

Evaluation Process for

Probationary and Full-year Leave Replacement Teachers and Support Staff (psychologist, social worker, speech/language therapist)

Each probationary and full-year leave replacement teacher/support staff will participate in a performance review process involving the following elements (listed chronologically):

- Teacher/support staff submits Goal-Setting Form by the last workday in September
- Goal-setting conference completed by October 15th
- Teacher/support staff receives signed copy of Goal-Setting Form by the last workday in October
- A minimum of one (1) Administrative Formal Observation
- A minimum of five (5) Administrative Mini-Observations
- Submission of a written reflection regarding goals using the Reflection Form by the last workday in May. A teacher or support staff member may opt to submit documents providing evidence of his or her professional performance.
- Summative Evaluation Process completed by the last day of the school year

Goal-Setting Conference and Written Reflection

There will be an annual meeting between the teacher/support staff and his/her supervisor to establish that teacher's goal(s)/support staff's for the coming school year. The teacher's/support staff's goal(s) will be developed within the parameters of district, building, and department goals. The description of the teacher's/support staff's goal(s) will be recorded on Goal Setting Form. Both the teacher/support staff and the administrator will receive a copy of the signed form. This meeting will take place by October 15th.

The teacher/support staff will submit a written reflection using the Reflection Form to his or her administrator about how the identified goal affected his or her professional practice and development by the last workday in May.

Administrative Formal Observations

A probationary teacher/support staff a full year leave replacement teacher/support staff will have a minimum of one (1) formal observation per school year by an administrator.

The following guidelines will apply:

a. Each formal observation shall be scheduled.

b. A pre-observation conference shall be held.

c. A post-observation conference shall be held no later than two school weeks after the observed lesson.

d. A written review shall be given to the teacher following the post-observation conference no later than four school weeks from the date of the conference. This review will state explicitly that the observed lesson did or did not meet the majority of the objectives and outcomes outlined in the pre- conference.

e. Upon receipt of the administrator's written review, the teacher/support staff will sign a copy acknowledging its receipt. This copy will be filed in the Office of Human Resources.

f. The teacher/support staff may respond in writing to the contents of the review within four school weeks of receiving it. A copy of the response will also be filed in the Office of Human Resources.

Mini-Observations

A minimum of five (5) mini-observations will occur throughout the year. Of those five (5) mini-observations, up to two (2) may be conducted in a setting other than the classroom (i.e. CSE meeting, school event, IST meeting).

A **mini-observation** is an unannounced visit by an administrator in which he/she stays a minimum of five minutes. The teacher/support staff receives feedback on mini-observations in two ways, "face to face" first, followed by written report within ten school days after the visit.

Year-end Summative Evaluation

The summative evaluation is intended to be a comprehensive reflection of a teacher's overall job performance. The Annual Summative Evaluation will be completed and a meeting held by the last day of the school year. This evaluation will primarily focus upon but not be limited to the teacher's performance and the criteria described by the MUFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Marshall rubric:

Planning and Preparation
Classroom Management
Delivery of Instruction
Monitoring, Assessment, and Follow-up Family and Community Outreach
Professional Responsibilities

The evaluation of social workers, counselors and speech/language therapists will

primarily focus upon, but not be limited to, the support staff's performance and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Danielson rubric:

Planning and Preparation
Environment
Delivery of Service
Professional Responsibilities

The evaluation of psychologists will primarily focus upon, but not be limited to, the psychologists' performance and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Danielson rubric:

Assessment, Data-Based Decision Making and Accountability
Interventions and Instructional Support to develop Academic, Social and Life Skills
Consultation and Collaboration
Leadership
Core Professionalism

Additionally, formal and mini-observations and written/ verbal feedback about overall performance may be included in the summative evaluation.

No later than the last workday in May, the teacher/support staff will submit a written reflection and any supporting documents related to his/her practice for the school year.

The teacher/support staff and administrator will sign the report and it will be filed in the Office of Human Resources. The teacher/support staff member will receive a copy of the report.

The teacher/support staff member may submit a written response to the report no later than ten calendar days after the summative meeting.

Evaluation Process for

Tenured Teachers and Support Staff

(psychologist, social worker, speech/language therapist)

Each tenured teacher/support staff member will participate in a performance review process involving the following elements (listed chronologically):

- Teacher/support staff submits Goal-Setting Form by the last workday in September
- Goal-setting Conference to be completed by October 15th (Every other year)
- Teacher/support staff receives signed copy of Goal-Setting Form by the last workday in October
- A minimum of five (5) Administrative Mini-Observations
- Submission of a written reflection regarding goal using Reflection Form by the last workday in May. A teacher/support staff member may opt to submit documents providing evidence of his or her professional performance.
- Summative Evaluation Process completed by the last day of the school year

Goal-Setting Conference and Written Reflection

- There will be a bi-annual meeting (every other year) between the teacher/support staff member and their supervisor to establish goal(s) for the current school year. If it not a designated year for the teacher/support staff member and supervisor to meet, either party may request a goal setting meeting. The teacher's/support staff's goal(s) will be developed within the parameters of district, building, and department goals as well as the contents and outcomes from the summative meeting from the previous year. The description of the teacher's/support staff's goal(s) will be recorded on the Goal Setting Form. Both the teacher/support staff member and the administrator will receive a copy of the signed form. This meeting will take place by October 15th.
- The teacher/support staff member will submit a written reflection attached to APPR using the Reflection Form to their administrator about how the identified goal affected his or her professional practice and development by the last workday in May.

Mini-Observations

A minimum of five (5) mini-observations will occur throughout the year. Of those five (5) mini-observations, up to two (2) may be conducted in a setting other than the classroom (i.e. CSE meeting, school event, IST meeting).

A **mini-observation** is an unannounced visit by an administrator in which he/she stays a minimum of five minutes. The teacher/support staff receives feedback on mini-observations in two ways, "face to face" first, followed by written report within ten school days after the visit.

Year-end Summative Evaluation

The summative evaluation is intended to be a comprehensive reflection of a teacher's overall job performance. The Annual Summative Evaluation will be completed and a meeting held by the last day of the school year. This evaluation will primarily focus upon but not be limited to the teacher's/support staff's job performance and the criteria described by the MUFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Marshall rubric:

Planning and Preparation for Learning
Classroom ManagementDelivery of Instruction
Monitoring, Assessment, and Follow-up
Family and Community Outreach
Professional Responsibilities

The summative evaluation of social workers, counselors and speech/language therapists will primarily focus upon, but not be limited to, the support staff member's performance and the criteria described by the MUFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Danielson rubric:

Planning and Preparation
Environment
Delivery of Service
Professional Responsibilities

The summative evaluation of psychologists will primarily focus upon, but not be limited to, the psychologist's performance and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains from the Danielson rubric:

Assessment, Data-Based Decision Making and Accountability
Interventions and Instructional Support to develop Academic, Social and Life Skills
Consultation and Collaboration
Leadership
Core Professionalism

Additionally, formal and mini-observations and written/verbal feedback about overall performance may be included in the summative evaluation.

No later than the last workday in May, the teacher/support staff member will submit a written reflection and any supporting documents related to his/her professional practice for the school year.

The teacher/support staff member and administrator will sign the report and it will be filed in the Office of Human Resources. The teacher/support staff member will receive a copy of the report.

The teacher/support staff member may submit a written response to the report no later than ten calendar days after the summative meeting.

Evaluation Process for
Part-Time Teachers/Support Staff

Each part-time teacher/support staff member will participate in a performance review process involving the following elements (listed chronologically):

- Teacher/support staff submits Goal-Setting Form A by the last workday in September
- Goal-setting Conference completed by October 15th
- Teacher/support staff receives signed copy of Goal-Setting Form A by the last workday in October
- A minimum of two (2) Administrative Mini- Observations
- Submission of a written reflection regarding a goal by the last workday in May using the Reflection Form. A teacher/support staff may opt to submit documents providing evidence of his or her professional performance.
- Summative Evaluation Process completed by the last day of the school year

Goal-Setting Conference and Written Reflection

There will be an annual meeting between the teacher/support staff member and their supervisor to establish the teacher's/support staff's goal(s) for the coming school year. The teacher's/support staff's goal(s) will be developed within the parameters of district, building, and department goals as well as the contents and outcome from the summative meeting from the previous year. The description of the teacher's/support staff's goal(s) will be recorded on the Goal Setting Form. Both the teacher/support staff and the administrator will receive a copy of the signed form. This meeting will take place by October 15th.

The teacher/support staff member will submit a written reflection attached to APPR using the Reflection Form to their administrator about how the identified goal affected his or her professional practice and development by the last workday in May.

Mini-Observations

A minimum of two (2) mini-observations will occur throughout the year. Of those two (2)mini-observations, up to one (1) may be conducted in a setting other than the classroom (i.e. CSE meeting, school event, IST meeting).

A **mini-observation** is an unannounced visit by an administrator in which he/she stays a minimum of five minutes. The teacher/support staff member receives feedback on mini-observations in two ways, "face to face" first, followed by a written report within ten school days after the visit.

Year-end Summative Evaluation

The summative evaluation is intended to be a comprehensive reflection of a part-time teacher's overall job performance. The Annual Summative Evaluation will be completed and a meeting held by the last day of the school year. This evaluation will primarily focus upon but not be limited to the teacher's/support staff's job performance and the criteria described by the Mamaroneck UFSAD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Marshall rubric:

Planning and Preparation for Learning
Classroom Management
Delivery of Instruction
Monitoring, Assessment, and Follow-up
Family and Community Outreach
Professional Responsibilities

The summative evaluation of part-time social workers, counselors and speech/language therapists will primarily focus upon, but not be limited to, the support staff member's performance and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Danielson rubric:

Planning and Preparation
Environment
Delivery of Service
Professional Responsibilities

The summative evaluation of part-time psychologists will primarily focus upon, but not be limited to, the psychologist's performance and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains from the Danielson rubric:

Assessment, Data-Based Decision Making and Accountability
Interventions and Instructional Support to develop Academic, Social and Life Skills
Consultation and Collaboration
Leadership
Core Professionalism

Additionally, formal and mini-observations and written/verbal feedback about overall performance may be included in the summative evaluation.

No later than the last workday in May, the teacher/support staff member will submit a written reflection and any supporting documents related to his/her professional practice for the school year.

The teacher/support staff member and administrator will sign the report and it will be filed in the Office of Human Resources. The teacher/support staff member will receive a copy of the report.

The teacher/support staff member may submit a written response to the report no later than ten calendar days after the summative meeting.

Evaluation Process for Probationary Teaching Assistants
(General Education/Special Education/Computer Lab)

Mini-Observations

A minimum of three (3) mini-observations will occur throughout the year. Of those three (3) mini-observations, one (1) may be conducted in a setting other than the classroom (i.e. CSE meeting, school event, IST meeting).

A **mini-observation** is an unannounced visit by an administrator in which he/she stays for a minimum of five minutes. The teaching assistant receives feedback on mini-observations in two ways, "face to face" first, followed by a written report within ten school days after the visit.

Year-end Summative Evaluation

The summative evaluation (using old form) is meant to be a comprehensive reflection of a teaching assistant's overall job performance. The Annual Summative Evaluation will be completed and a meeting held by the last day of the school year. This evaluation will primarily focus upon, but not be limited to, the teaching assistant's job performance as it relates to his/her mini-observations and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and in the areas below using the former APPR Summative form.

Content Knowledge
Preparation and Planning
Instructional Delivery
Classroom Management
Student Development
Student Assessment
Collaboration
Reflective and Responsive Practice
Professionalism

The teaching assistant and administrator will sign the report and it will be filed in the Office of Human Resources. The teaching assistant will receive a copy of the report.

The teaching assistant may submit a written response to the report no later than ten calendar days after the summative meeting.

Evaluation Process for Tenured Teaching Assistants
(General Education/Special Education/Computer Lab)

Mini-Observations

A minimum of two (2) mini-observations will occur throughout the year. Of the two (2) mini-observations, one (1) may be conducted in a setting other than the classroom (i.e. CSE meeting, school event, IST meeting).

A **mini-observation** is an unannounced visit by an administrator in which he/she stays for a minimum of five minutes. The teaching assistant receives feedback on mini-observations in two ways, "face to face" first, followed by a written report within ten school days after the visit.

Year-end Summative Evaluation

The summative evaluation (using old form) is meant to be a comprehensive reflection of a tenured teaching assistant's overall job performance. The Annual Summative Evaluation will be completed and a meeting held by the last day of the school year. This evaluation will primarily focus upon, but not be limited to, the teaching assistant's job performance as it relates to his/her mini-observations and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Associationas set forth within this APPR and stated in the areas below using the former APPR Summative form.

Content Knowledge
Preparation and Planning
Instructional Delivery
Classroom Management
Student Development
Student Assessment
Collaboration
Reflective and Responsive Practice
Professionalism

The tenured teaching assistant and administrator will sign the report and it will be filed in the Office of Human Resources. The teacher will receive a copy of the report.

The teaching assistant may submit a written response to the report no later than ten calendar days after the summative meeting.

Evaluation Process for
Less than Full-year Leave Replacement Teachers/Support Staff

Mini-Observations

The number of mini-observations for a leave replacement teacher/support staff member serving less than a full school year will be prorated commensurate with the length of the leave replacement assignment. Of those mini-observations completed, one (1) or two (2) may be conducted in a setting other than the classroom (i.e. CSE meeting, school event, IST meeting).

A **mini-observation** is an unannounced visit by an administrator in which he/she stays a minimum of five minutes. The teacher/support staff member receives feedback on mini-observations in two ways, "face to face" first, followed by written report within ten school days after the visit.

Evaluation Process for Probationary and Full-year Leave Replacement Nurses

Each probationary or full-year leave replacement nurse will participate in a performance review process involving the following elements (listed chronologically):

- Nurse submits Goal-Setting Form by the last workday in September
- Goal-setting Conference completed by October 15th
- Nurse receives signed copy of Goal-Setting Form by the last workday in October
- A minimum of one (1) Administrative Formal Observation
- A minimum of two (2) Administrative Mini-Observations
- Submission of a written reflection regarding goal using the Reflection Form by the last workday in May. A nurse may opt to submit documents providing evidence of his or her professional performance.
- Summative Evaluation Process completed by the last day of the school year

Goal-Setting Conference and Written Reflection:

There will be an annual meeting between the nurse and their supervisor to establish the nurse's goal(s) for the coming school year. The nurse's goal(s) will be developed within the parameters of district, building, and department goals. The description of the nurse's goal(s) will be recorded on Goal Setting Form. Both the nurse and the administrator will receive a copy of the signed form. This meeting will take place by October 15th.

The nurse will submit a written reflection using the Reflection Form to their administrator about how the identified goal affected his or her professional practice and development by the last workday in May.

Administrative Formal Observations

A probationary nurse or a full-year leave replacement nurse will have a minimum of one (1) formal observation per school year by an administrator. The following guidelines will apply:

a. Each formal observation shall be scheduled.

b. A pre-observation conference shall be held.

c. A post-observation conference shall be held no later than two school weeks after the observed lesson.

d. A written report shall be given to the teacher following the post-observation

conference no later than four school weeks from the date of the conference. This review will state explicitly that the observed lesson did or did not meet the majority of the objectives and outcomes outlined in the pre-conference.

e. Upon receipt of the administrator's written review, the nurse will sign a copy acknowledging its receipt. This copy will be filed in the Office of Human Resources.

f. The nurse may respond in writing to the contents of the review within four school weeks of receiving it. A copy of the response will also be filed in the Office of Human Resources.

Mini-Observations

A minimum of two (2) mini-observations will occur throughout the year. Of those two (2) mini-observations, one (1) may be conducted in a setting other than the health office (i.e. CSE meeting, parent meeting etc.).

A **mini-observation** is an unannounced visit by an administrator in which he/she stays a minimum of five minutes. The nurse receives feedback on mini-observations in two ways, "face to face" first, followed by a written report within ten school days after the visit.

Year-end Summative Evaluation

The summative evaluation is meant to be a comprehensive reflection of a nurse's overall job performance. The Annual Summative Evaluation will be completed and a meeting held by the last day of the school year. This evaluation will primarily focus upon, but not be limited to, the nurse's job performance and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Danielson rubric.

Planning and Preparation
Environment
Delivery of Service
Professional Responsibilities

Additionally, formal and mini-observations and written/ verbal feedback about overall performance may be included in the summative evaluation.

No later than the last workday in May, the nurse will submit a written reflection and any supporting documents related to their practice for the school year.

The nurse and administrator will sign the report and it will be filed in the Office of Human Resources. The nurse will receive a copy of the report.

The nurse may submit a written response to the report no later than ten calendar days after the summative meeting.

Evaluation Process for
Permanent Status Nurses

Each permanent status nurse will participate in a performance review process involving the following elements (listed chronologically):

- Nurse submits Goal-Setting Form by the last workday in September
- Goal-setting Conference completed by October 15th (Every other year)
- Nurses receives signed copy of Goal-Setting Form by the last workday in October
- A minimum of two (2) Administrative Mini- Observations
- Submission of a written reflection regarding goal using Reflection Form by the last work day in May. A nurse may opt to submit documents providing evidence of his or her professional performance.
- Summative Evaluation Process completed by the last day of the school year

Goal-Setting Conference and Written Reflection:

There will be a bi-annual meeting between the permanent status nurse and their supervisor to establish the nurse's goal(s) for the coming school year. The nurse's goal(s) will be developed within the parameters of district, building, and department goals. The description of the nurse's goal(s) will be recorded on Goal Setting Form. Both the nurse and the administrator will receive a copy of the signed form. This meeting will take place by October 15th.

The nurse will submit a written reflection using the Reflection Form to their administrator about how the identified goal affected his or her professional practice and development by the last workday in May.

Mini-Observations

A minimum of two (2) mini-observations will occur throughout the year. Of those two (2) mini-observations, one (1) may be conducted in a setting other than the health office (i.e. CSE meeting, parent meeting etc.

A **mini-observation** is an unannounced visit by an administrator in which he/she stays a minimum of five minutes. The nurse receives feedback on mini-observations in two ways, "face to face" first, followed by a written report within ten school days after the visit.

Year-end Summative Evaluation

The summative evaluation is meant to be a comprehensive reflection of a nurse's overall job performance. The Annual Summative Evaluation will be completed and a meeting held by the last day of the school year. This evaluation will primarily focus upon, but not be limited to, the nurse's job performance and the criteria described by the Mamaroneck UFSD in agreement with the Mamaroneck Teachers' Association as set forth within this APPR and stated below using the domains of the Danielson rubric.

Planning and Preparation
Environment
Delivery of Service
Professional Responsibilities

Additionally, formal and mini-observations and written/verbal feedback about overall performance may be included in the summative evaluation.

No later than the last workday in May, the nurse will submit a written reflection and any supporting documents related to his/her practice for the school year.

The nurse and administrator will sign the report and it will be filed in the Office of Human Resources. The teacher will receive a copy of the report.

The nurse may submit a written response to the report no later than ten calendar days after the summative meeting.

Teacher Performance Plan (TPP)

A Teacher Performance Plan (TPP) is required for any tenured teacher whose performance is rated developing or ineffective overall on the 60% Marshall Rubric summative evaluation. It is the shared responsibility of the teacher and the administrator to address those areas of professional performance in need of improvement.

The TPP is intended to help teachers improve professional performance. The TPP reflects a productive professional collaboration between the administrator and teacher.

Those performance areas of a teacher's practice identified and documented as developing or ineffective overall during the Summative Annual Evaluation Conference will serve as focal points of the plan for improvement.

If a tenured teacher receives a developing or ineffective overall rating on his/her 60% Marshall Rubric Summative Evaluation, the teacher may appeal. The teacher must follow the appeals process outlined in the MTA contract. A tenured teacher who receives an effective rating may not file an appeal; however a rebuttal may be attached to the rubric which should be submitted by the last workday in June.

Plan Procedures

1. The teacher will be informed that an MTA representative is welcome at any or all meetings related to the TPP.

2. The administrator and teacher will work collaboratively to design a plan for improvement to address that teacher's identified needs. The plan for improvement will be specific in identifying desired outcomes and the manner in which they are to be achieved.

3. Written documentation of the plan will be drafted by the administrator and presented to the teacher by September 15th.

4. The plan shall consist of items including, but not limited to the following:

   a. recommended coursework
   b. classroom visits to observe master teachers
   c. professional reading(s)
   d. recommended workshops
   e. mentoring

5. At least one formal observation shall be completed by October 31st, and at least a second formal observation shall be completed by January 15th.

   The following guidelines will apply:

   a. Each formal observation shall be scheduled.

b. A pre-observation conference shall be conducted.

c. A first quarter formal progress review meeting shall be held between the Principal/Administrator and staff member by November 15th. In addition, a mid-year formal progress review meeting shall be held between the Principal and staff member by January 30th. A written summary of the concerns raised by the Principal/Administrator during the formal progress review meetings shall be shared with the staff member no later than 10 work days after the date of the meetings.

d. The Principal/Administrator shall hold a formal review with the staff member to determine whether or not the staff member has met the goals of the TIP and improved his/her performance. Said review shall be held by April 1st.

e. A summative evaluation and conference between the Principal/Administrator and the staff member shall be completed by no later than June 20th.

f. For any staff member whose performance is rated "Ineffective" based on the Marshall Rubric (60%) for a second consecutive year, the Superintendent shall have the discretion to withhold step advancement for said staff member until such time as the staff member achieves an overall performance rating of "Effective" as set forth in any new APPR plan as indicated by the rating on the overall summative evaluation at the conclusion of the future school year. Any staff member whose overall performance is rated as "Ineffective" or "Developing" on the Summative Evaluation in the year in which the TPP Plan was enacted, shall be presented with a new, revised TPP Plan by September 15th of the following school year.

g. There shall be no limitation upon the number of instances a staff member may be denied step advancement during his/her career.

6. If the teacher's performance is "Ineffective" for two consecutive years, a formal notice of unprofessional conduct or incompetence may be prepared and presented to the teacher.

7. If the problem in performance is not related to classroom instruction or clinical practice but is attached to other areas of professional responsibility, a plan specific to the professional performance to be improved will be crafted. Such a plan will be specific as to the desired outcomes, ways to achieve these outcomes, and a timeline of administrative oversight.

Teacher Improvement Plan (TIP)

A Teacher Improvement Plan (TIP) is required for any tenured teacher whose performance is rated developing or ineffective on the overall 100% composite score from NYSED. It is the shared responsibility of the teacher and the administrator to address those areas of professional performance in need of improvement.

The TIP is intended to help teachers improve professional performance. The TIP reflects a productive professional collaboration between the administrator and teacher.

For any staff member whose performance is rated "Developing or Ineffective" based on the 100 point composite score will be placed on a Teacher Improvement Plan (TIP), the teacher may appeal. The teacher must follow the Appeals process outlined in the MTA Contract.

A tenured teacher who receives an effective rating may not file an appeal; however a rebuttal may be attached to the rubric, which should be submitted by the last workday in June.

Plan Procedures

1. The teacher will be informed that an MTA representative is welcome at any or all meetings related to the TIP.

2. The administrator and teacher will work collaboratively to design a plan for
   i. improvement to address that teacher's identified needs. The plan for improvement will be specific in identifying desired outcomes and the manner in which they are to be achieved.

3. A written documentation of the plan will be drafted by the administrator and presented to the teacher by September 15th.

4. The plan shall consist of items including but not limited to the following:
   a. recommended coursework
   b. classroom visits to observe master teachers
   c. professional reading(s)
   d. recommended workshops
   e. mentoring

5. At least one formal observation shall be completed by October 31st, and at least a second formal observation shall be completed by January 15th.

   The following guidelines will apply:

   a. Each formal observation shall be scheduled.

b. A pre-observation conference shall be conducted.

c. A first quarter formal progress review meeting shall be held between the Principal/Administrator and staff member by November 15th. In addition, a mid-year formal progress review meeting shall be held between the Principal and staff member by January 30th. A written summary of the concerns raised by the Principal/Administrator during the formal progress review meetings shall be shared with the staff member no later than 10 work days after the date of the meetings.

d. The Principal/Administrator shall hold a formal review with the staff member to determine whether or not the staff member has met the goals of the TIP and improved his/her performance. Said review shall be held by April 1st.

e. A summative evaluation and conference between the Principal/Administrator and the staff member shall be completed by no later than June 20th.

f. For any staff member whose performance is rated "Developing or Ineffective" based on the 100 point composite score will be placed on a Teacher Improvement Plan (TIP). Any staff member whose performance is rated "Developing or Ineffective" based on the 100 point composite score in the year in which the TIP Plan was enacted, shall be presented with a new, revised TIP Plan by September 15th of the following school year.

g. If the teacher's performance is "Ineffective" for two consecutive years, a formal notice of unprofessional conduct or incompetence may be prepared and presented to the teacher. Any staff member whose rating is "Ineffective" for two consecutive years, may result in an expedited 3020a.

6. If the problem in performance is not related to classroom instruction or clinical practice but is attached to other areas of professional responsibility, a plan specific to the professional performance to be improved will be crafted. Such a plan will be specific as to the desired outcomes, ways to achieve these outcomes, and a timeline of administrative oversight.

MAMARONECK UNION FREE SCHOOL DISTRICT

Annual Professional Performance Review
Goal Setting Form

Name: _____

School: _____

Department/Grade:_____

Year: _____

Please check one:
_____Tenured Teacher/Support Staff Member
_____Permanent Status Nurse
_____Probationary Teacher/Support Staff Member/Teaching Assistant/Nurse
_____Full-year Leave Replacement Teacher/Support Staff Member/Teaching Assistant/Nurse
_____Part-time Teacher/Support Staff Member/Teaching Assistant/Nurse

Professional Goal(s):

1) Please describe your professional goal(s) for this school year.

2) Why is this goal(s) important to your professional growth and/or instructional practice? How does/do your goals(s) connect to district, school and department goals? In what ways does/do your goal(s) reflect your evaluation from last year's summative assessment?

3) What steps will be required for you to achieve your goals?

You may also want to consider the following:

- What new learning/strategies/approaches will support your accomplishing this goal?
- What is the desired impact on student learning?
- How will you demonstrate and share achievement of your goal?

Form and attachment must be submitted by the last workday in September.

This form will be returned to you by the last workday in October.

Employee's Signature_____Date_____

Administrator's Signature_____Date _____

MAMARONECK UNION FREE SCHOOL DISTRICT
Annual Professional Performance Review
End-of-Year Reflection Form

Name: _____

School: _____

Department/Grade:_____

Year: _____

Please check one:
_____Tenured Teacher/Support Staff Member
_____Permanent Status Nurse
_____Probationary Teacher/Support Staff Member/Teaching Assistant/Nurse
_____Full-year Leave Replacement Teacher/Support Staff Member/Teaching Assistant/Nurse
_____Part-time Teacher/Support Staff Member/Teaching Assistant/Nurse

Please attach a **one-page reflection** assessing your work towards your annual goal. What did you do? What did you learn? How have you implemented what you have learned? How can you demonstrate and share your findings?

If appropriate, please attach your original written goal as well as samples of student work or other artifacts that reflect your work.

This form and your reflection must be submitted by the last workday in May.

This form will be returned to you by the last workday in June.

Teacher's Signature_____Date _____

Administrator's Signature_____Date _____

APPR APPEALS LANGUAGE

APPEALS PROCESS:

A. A tenured teacher who receives an ineffective or developing rating on their APPR shall be entitled to appeal their annual APPR rating, based upon a paper submission to the evaluator, who shall be trained in accordance with the requirements of statue and regulations and also possess either SDA or SBL Certification. A tenured teacher may choose to submit a written rebuttal upon determination of an "Effective" Rating if desired, but may not appeal such rating.

B. The appeal must be brought in writing, specifying the area(s) of concern, but limited to those matters that may be appealed as prescribed in Section 3012-c of the Education Law. Further, a teacher who is placed on a Teacher Improvement Plan ("TIP") shall have a corresponding right to appeal concerns regarding the TIP in accordance with the requirements set forth in Section 3012-c of Education Law.

C. An appeal of an evaluation or a TIP must be commenced within ten (10) calendar days of the presentation of the document to the teacher or else the right to appeal shall be deemed waived in all regards.

D. The evaluator shall respond to the appeal with a written answer that either grants the appeal and directs further administrative action or denies the appeal. Such a decision shall be made within ten (10) calendar days of the receipt of the appeal.

E. In the event that the teacher is unsatisfied with the result of the appeal, a further appeal may be taken to the Superintendent of Schools within ten (10) calendar days of receipt of the administrator's decision upon the appeal.

1. The first part of the appeal to the Superintendent shall consist of a review of the appeal by an Appeals Committee and shall be composed of the following membership:
    a. The MTA President or Designee
    b. Two (2) teachers selected by the MTA President or designee
    c. One (1) tenured administrator selected by the Superintendent of Schools.

2. Upon the selection of committee members, those who have not previously been trained in the appeals process by the District shall immediately be provided with such training.
3. The Appeals Committee shall conduct its proceedings confidentially and make a written recommendation to the Superintendent of Schools within ten (10) calendar days of receipt of the appeal.

F. The recommendation of the Appeals Committee shall not be revealed to any party other than the Superintendent of Schools, who, following review of said recommendation, shall issue his or her decision within ten (10) calendar days of receipt of the Appeals Committee's recommendation. The decision of the Superintendent shall be final and binding upon all parties in all regards and shall not be subject to review in arbitration, before any administrative agency or in any court of law.