



NEGOTIATED AGREEMENT

BETWEEN

The Weymouth Township Board of Education

and

THE WEYMOUTH TOWNSHIP EDUCATION ASSOCIATION

EFFECTIVE JULY 1, 2024 THROUGH JUNE 30, 2029

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Article I

Recognition

A. Unit

The Weymouth Township Board of Education (the Board) hereby recognizes the Weymouth Township Education Association (WTEA) as the exclusive representative for collective negotiations concerning grievances and terms and conditions of employment for the nurse and all professional teaching personnel, excluding the Chief School Administrator (CSA), Business Administrator/Board Secretary, cafeteria or playground aides, secretaries, school clerks, other administrative personnel, all aides, custodians, all buildings and grounds employees, as well as systems maintenance persons and confidential employees.

B. Definition of a Teacher

Unless otherwise stated, the term “teacher,” when used hereinafter in this Agreement, shall refer to all professional employees represented by the WTEA in the negotiating unit as above defined. Pronouns they/their/them will be used to reference all teachers.

C. Representation Fee

1. Notification

Prior to the beginning of each year, the WTEA will notify the Board in writing of the amount of the regular membership dues. Once during the school year, the WTEA will submit to the Board the names of those unit members who have not become members of the WTEA. In coordination with the Workplace Democracy Act (WDEA), the Board will not deduct the full amount of the representation fee (85%) from the salaries of such employees.

2. Deduction

The Board will deduct the dues in equal installments (as nearly as possible) from the paychecks paid to each employee on the aforesaid list during the remainder of the membership year in question. The deductions will begin with the first paycheck in November or thirty (30) days after the employee begins their employment in a bargaining unit position.

3. Hold Harmless

The WTEA agrees to indemnify and hold the Board harmless against any liability (except willful misconduct) which may arise by reason of any action taken by the Board in complying with this Article.

Article II

Negotiation of Successor Agreement

A. Deadline Date

The parties agree to enter into collective negotiations over a successor Agreement in accordance with Chapter 303, Public Laws of 1968, in a good-faith effort to reach agreement on all matters concerning the terms and conditions of teachers' employment. Such negotiations shall begin no later than October 1 of the calendar year preceding the calendar year in which this agreement expires. Any agreement so negotiated shall apply to all teachers, be reduced to writing, and be signed by the Board.

B. Modification

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

Article III

Grievance Procedure

A. Definition

1. Grievance

A “grievance” is a claim by a teacher or the WTEA based upon the alleged misinterpretation, misapplication, or violation of this collective agreement, or administrative decision affecting a teacher or group of teachers.

2. Aggrieved Person

An “aggrieved persons,” also known as the “grievant,” is the person or persons, or the WTEA, making the claim.

3. Party in Interest

A “party in interest” is the person or persons making the claim and any person including the WTEA or the Board who might be required to take action or against whom action might be taken in order to resolve the claim.

B. Purpose

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

C. Procedure

1. Time Limits

The number of days indicated at each level should be considered as a maximum. The time limits specified may, however, be extended by mutual agreement. Each claim is to be instituted within thirty (30) in-session school days from occurrence.

2. Year End Grievances

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

3. Level One – Chief School Administrator (CSA)

- a. A teacher with a grievance will first discuss said grievance with the CSA, either directly or through the WTEA's designated representative, with the objective of resolving the matter informally.
- b. If the parties are unable to reach an informal agreement, the grievant may submit said grievance, in writing to the CSA, either directly or through the WTEA. The CSA shall respond to the grievance, in writing, within ten (10) school days.

4. Level Two – The Board

If the grievance is not resolved to the grievant's satisfaction, they, not later than ten (10) school days after the CSA's decision, may request a review by the Board. The request shall be submitted in writing through the Business Administrator/Board Secretary who shall attach all related papers and forward the request to the Board. The Board, or a committee thereof, shall review the grievance and shall, at the option of the Board or at the request of the grievant, hold a hearing with the employee grievant and render a decision in writing and forward copies thereof to the grievant and to the WTEA within twenty (20) calendar days of the receipt of the appeal by the Business Administrator or, if a hearing is held, within twenty (20) calendar days of the hearing. The hearing shall be held within fifteen (15) school days of receipt of the appeal notice.

5. Level Three– Arbitration

If the decision of the Board does not resolve the grievance to the satisfaction of the employee grievant, they may request the appointment of an arbitrator, such a request to be made to the Business Administrator within twenty (20) school days of the receipt of the Board's decision.

6. Arbitration Procedure

The following procedure shall be used to secure the services of an arbitrator:

- a. Either party shall request the Public Employment Relations Commission (PERC) to submit a roster of persons qualified as arbitrators in the matter at issue,
- b. If the parties are unable to determine a mutually satisfactory arbitrator from submitted roster, they may request PERC to submit a second roster of names,
- c. If the parties are still unable to determine within ten (10) school days of the receipt of the second roster of names, the PERC will be requested by either party to name an arbitrator,
- d. The recommendations of the arbitrator shall be advisory only.

7. Arbitration Costs

The costs of the services of the arbitrator, including per diem expenses, if any, actual and necessary travel, subsistence expenses, and the cost of the hearing room shall be borne equally by the Board and the WTEA. Any other expenses incurred shall be paid by the party incurring the same.

Article IV

Teachers' Rights

A. Statutory Savings Clause

Nothing contained herein shall be construed to deny or restrict to any teacher such rights as they may have under New Jersey Laws and Regulations.

B. Required Meetings or Hearings

Whenever any teacher is required to appear before the CSA or their designee, the Board, or any committee thereof, concerning any matter which could adversely affect the continuation of that teacher in their office position, or employment, or the salary or any increments pertaining thereto, then they shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the WTEA present to advise them and represent them during such meeting or interview. This provision of this sub-article shall not apply to matters concerning day-to-day operating or evaluation conferences.

C. Criticism

Any question of criticism by an Administrator or Board Member, while acting in the capacity of a Board Member, of a teacher, or their instructional methodology, shall be made in confidence.

D. Discipline/Reprimand

No teacher shall be disciplined or reprimanded without just cause.

E. Evaluation of Students

The teacher shall maintain the primary right and responsibility to determine grades and other evaluations of students in their jurisdiction within the grading policies of the school district based upon their professional judgment. A grade or evaluation shall not be changed by the Board or its Administrator without prior written notice to the teacher concerned. If requested in writing, the opportunity for a conference will be provided to the teacher by the CSA.

F. Complaints

If any complaint is made by any person that may affect the actions or performance of a teacher, the CSA shall apprise the teacher of the nature of the complaint and attempt to resolve it. The teacher shall be notified and at their option be present at each subsequent step of any procedure and shall have the right of representation by counsel with and/or by a WTEA representative. Nothing herein shall limit the teacher's right to file a grievance under the terms of the grievance procedure.

Article V

WTEA Rights and Privileges

A. Use of School Buildings

The WTEA and its representatives may use the school buildings at all reasonable hours for meetings. The Business Administrator/Board Secretary shall be notified in advance of the time and place of all such meetings for approval of same. The WTEA shall pay any custodial fees for evening meetings.

B. Use of School Equipment

The WTEA may use school facilities and equipment, including typewriters, computers, copiers, other duplicating equipment, calculators, and all types of audio-visual equipment at reasonable times, when such equipment is not otherwise in use. The WTEA shall pay for the reasonable cost of all materials and supplies incident to such use, and any repairs necessitated as a result thereof. Such use shall be limited to school property unless specifically approved for off-site use by the principal.

C. Bulletin Board

The WTEA shall have, in each school building, the use of a bulletin board in a prominent place, the location of which shall be determined by the Board or its designee. Copies of materials to be posted on such bulletin boards shall be given to the building principal, but no approval shall be required.

D. Exclusive Rights

The rights and privileges of the teachers' representative as set forth in this Agreement shall be granted only to the organization designated as the representative pursuant to Chapter 303, Public Laws of 1968, and to no other organizations.

E. Association Days

The Board shall provide a total not to exceed 3 days (in total) per academic year to be used by representatives of the WTEA.

Article VI

Teaching Hours

A. Teacher's Day

1. Length of Day

No teacher shall be required to report to school earlier than 8:20 A.M. and shall be permitted to leave no earlier than thirty (30) minutes after the close of the pupils' instructional school day. Student contact time will begin no earlier than 10 minutes after the teacher's required reporting time.

- Teacher's Day 8:20 am - 3:30 pm
- (Exception to Article VI.A.1) PreK -K student contact time 8:20 am - 2:50 pm
- Grades 1-8 student contact time 8:30 am - 3:00 pm

2. Friday/Holiday Hours

Teachers shall be permitted to leave on Fridays, on early dismissal days, and on days immediately preceding holidays as soon as the buses have left the premises. In the event of a bus emergency, a minimum of 10% of the teachers shall remain on-premises, however not later than 30 minutes after the end of school. This will be a rotation list maintained by the WTEA.

3. Duty-free Lunch

Teachers shall have a thirty (30) minute duty-free lunch.

4. Inclement Weather Attendance

Teachers' attendance shall not be required whenever student attendance is not required due to inclement weather.

5. Total Work Day

The total in-school work day shall consist of seven (7) hours and ten (10) minutes.

6. Non-teaching Time

The CSA shall make every effort to schedule each staff member, as nearly as possible, to a guaranteed minimum of 200 minutes of planning/prep/unassigned periods and/or time (non-teaching time) as every other staff member, relative to their full or part-time status. The CSA will make every effort that these periods shall not be less than 40 contiguous minutes, excluding abbreviated days.

7. Office of Emergency Management Declared Emergency

In the event of an OEM declared emergency, ALL staff shall remain on-site until said emergency has been lifted by OEM authorities.

B. Work Year

The in-school work year for the teachers employed on a ten (10) month basis shall not exceed 184 days, inclusive of non-student in-service days.

C. Meetings

Meetings which take place after the regular in-school work day and which require attendance shall not be called on any day immediately preceding any holiday or other day upon which teachers' attendance is not required at school.

D. Teachers' Additional Day/Hours

Teachers shall work the following days and/or hours:

- (a) If special events are not "sufficiently covered" by volunteers, the CSA may assign teachers to cover up to two (2) special event coverages.
- (b) One back-to-school night.
- (c) Attend two-night conferences and three-day conferences per year. School hours will follow an early dismissal schedule for each parent-teacher conference session to provide teachers with preparation time.
- (d) Four in-service days within the 184 work days. At the discretion of the CSA, one in-service day is an option for remote PD day if no in-person required training.

E. In-Service Days

Teachers shall be compensated 40 minutes comp time for each single session in-service day to be tracked by the WTEA.

Article VII

Salaries

A. Pay Schedule

1. Employees shall be paid on the 15th and 30th of the month (or the last day of the month of February) throughout the school year during the term of this agreement. When a payday falls on or during a holiday or weekend, teachers shall be paid on the last working day prior.
2. Staff members shall submit the approved district form to the Board Secretary for all absences, including but not limited to, personal days, sick days, grievances, and professional development, and a written document indicating which type of absence was taken.

B. Summer Reserve

Employees working on a ten (10) month basis may elect to have ten percent (10%) of their monthly salary withheld, which funds shall be deposited on behalf of such employee with interest for summer reserve.

C. Final Paycheck in June

Teachers shall receive their final checks on the last working day of June provided all obligations are met.

D. ABCO Deductions

Teachers may have deducted from their salary, payments of their choice to the ABCO Teachers Credit Union. Such payments shall be consistent with the law and the rules and regulations of the ABCO Teachers Credit Union. Such deductions shall be in addition to any other payroll deductions now permitted.

E. Salary Guide

Salaries of all employees covered by this agreement are set forth in the schedules attached hereto and made a part hereof.

F. Co-curricular Stipends

Stipends for co-curricular activities shall be as follows:

2024-2029

1.	8 th Grade Coordinator (*)	\$1,150	10.	Technology Coordinator (*)	\$5,500
2.	Musical/Drama (*)	\$1,150	11.	Year Book Advisor (*)	\$1,150
3.	Choir Director (*)	\$1,150	12.	Reading Coordinator	\$1,150
4.	Yoga Facilitator	\$1,150	13.	Science Coordinator	\$1,150
5.	American Sign Language (ASL)	\$1,150			
6.	Safety Patrol Coordinator (*)	\$1,150	14.	Math Coordinator	\$1,150
7.	Academic League Coordinator	\$1,150	15.	Testing Coordinator	\$1,150

8.	Student Council Advisor (*)	\$1,150		16.	Activity Director/Professional (per hour)	\$41
9.	Bus Arrival/Dismissal Coordinator (*)	\$1,150		17.	Committees Assigned by CSA (per hour) (limited to no more than 4 hours per member per year)	\$41

- Any and all professional rates for term of the Contract are \$41.
- Stipends are to be paid half on the second payroll in December and half on the second payroll in June.
- Any and all stipends, extra-curricular, and hourly payments per contract to any WTEA member shall not be part of the base salary for pension nor insurance purposes.
- All Stipends and Extra-Curricular positions shall be posted.
- Additional Stipends may be added to the existing contract when it is justified this addition will benefit our students. No more than 3 capped. over the life of the contract

G. Continuation of Stipend Positions

Such positions as mentioned in (F) above shall be made a part of this Agreement; however, it shall remain the Board's prerogative to continue, modify, or discontinue such positions after signing of this document.

H. Teacher-in-Charge

The position of Teacher-in-Charge shall exist. The person acting as such shall act in that capacity, when authorized, only when the CSA is out of the building or during cases of extreme emergency. A per diem stipend shall be paid in full for any day in which the Teacher-in-Charge, or the person acting as such, performs that duty. The daily rate shall be 2 times the professional rate in all five years of this Agreement. For less than two (2) hours, an amount equal to half the professional rate shall be paid.

Article VIII

Temporary Leaves of Absence

A. Temporary Leaves

Teachers shall be entitled to the following temporary leaves of absence, non-accumulative, with full pay each school year. For the protection of the employee and the proper payroll accounting and audit, every absence for a full day or more must be accounted for in writing and reported to the Business office with the approved district form

1. Personal

- a. Five (5) days leave of absence for personal, legal business, household or family matters which require absence during school hours. Application to the teacher's principal for personal leave shall be made at least one (1) week before taking such leave, except in the case of emergencies, and approval must be received.
- b. At the discretion of the teacher at the close of each academic year:
 - (1) The Board will pay to each employee an amount equal to one-half (1/2) the actual rate of pay for degreed substitute teachers for each personal day not used by the end of the school year. This applies only to personal days available under the personal day paragraphs herein. Payment will be made as soon as possible after the close of the school year.
 - (2) All unused personal days can be converted to sick days and applied to accumulated sick leave.

2. School Visitation

Up to one (1) day for the purpose of visiting other schools or attending meetings or conferences of an educational nature, subject to the approval of the CSA.

3. Bereavement

- a. Up to five (5) days at any one time in the event of death of a spouse, child, parent, brother, or sister.
- b. Up to three (3) days at any one time in the event of the death of any other relative, including grandparents, all in-laws, aunts and uncles

4. Good Cause

Other leaves of absence and extension of bereavement leave, with pay, may be granted at the discretion of the Board.

B. Accumulated Leave

Teachers shall be entitled to the following accumulative leave with full pay each school year:

1. Ten (10) days sick leave per year
 - a. Doctor's certificate shall be required after five (5) consecutive days, prior to returning to work.
 - b. Teachers shall be informed of their accumulated sick leave with the first paycheck in September.
2. Pay for unused sick leave upon retirement (see Article XI – Retirement).

C. FMLA

The Board shall grant FMLA without pay to any staff member upon request, subject to the following stipulations and limitations:

1. Providing the staff member can submit a doctor's certificate that such member is physically unable to perform required duties, FMLA shall commence on the date requested by said staff member.
2. Any staff member granted FMLA without pay according to the provisions of this section may, at the member's discretion, elect to utilize accumulated sick leave to the degree as certified by the employee's doctor that the employee was sick during such periods of FMLA. Employee may exercise their discretion in requesting the application of accumulated sick leave if postpartum syndrome occurs.
3. The duration of the FMLA for members of the teaching staff shall be one (1) of the following options:
 - a. Sixty days following the date the child is born.
 - b. February 1st of the school year in which the leave is initially granted or September 1st following the date the child is born.
 - c. The second September 1st following the date the child is born subject to the condition that the Board grant an additional leave of one (1) school year, upon written request of the staff member, provided such written request is submitted on or before April 30th preceding said second September 1st following the date the child is born.
 - d. Mitigating circumstances shall influence each decision so that it is decided upon individual merit.
4. The teaching staff member must indicate, in writing, to the Board which of the above options the member chooses, prior to the start of the FMLA.
5. FMLA time shall not be considered as experience time for salary schedule purposes; and the teacher shall return to the district on the salary guide in effect at the time of return and be paid the same salary with the teachers having the same number of years' experience and education training, on the same salary step the teacher was entitled to when the leave began.
6. The Board is under no obligation to grant or extend a leave of absence of any non-tenured employee beyond the end of the contract school year in which the leave is obtained.
7. The employee on leave shall not be entitled to any fringe benefits for the time out. If employed for ninety (90) days or more of the school year (of said leave), the employee shall be entitled to an increase in step on the salary guide.
8. For the purposes of this clause, a year shall be defined as September 1st – August 31st.

D. Long Term Leave of Absence

An extended leave for personal reasons, without pay, shall be granted to a maximum of one (1) employee per year, providing application is made in writing no later than the June 1st preceding the requested commencement of the leave. Such leaves shall be for a period of one (1) school year (September 1st through June 30th).

1. To be eligible for such leave, an employee must have been employed for at least seven (7) consecutive years (inclusive of any Board approved leave) in the Weymouth Township School. To be

eligible for a second such leave, the employee must be employed for an additional seven (7) years inclusive of other approved leaves, but exclusive of leave under this section.

2. In the event that more than one (1) employee requests such leave, extended personal leave shall be granted based upon total length of service.
3. Extended personal leave shall be granted for the following reasons:
 - a. Service in a public office and/or campaign for such service for themselves or another person.
 - b. Engaging in activities of the WTEA or its affiliates.

E. Serious Illness in Immediate Family

1. The Board shall grant to teachers, extended leave, without pay, for serious illness in the immediate family for a maximum of one (1) calendar year.
2. Immediate family shall be defined as spouse, mother, father, son, daughter, grandparents, or other member of the family unit living in the immediate household.
3. Substantiation of need for such leave must be verified, in writing, by the attending physician.

F. Just Cause

The Board may grant other extended leave of absence, without pay, for just cause.

G. Duration

1. The employee shall make their request for extended leave in writing, shall state the duration of time needed, and shall be bound by such request.
2. If time changes are deemed necessary by the employee, such changes may be granted at the Board's discretion.

H. Return from Leave

1. Salary

Upon return from leave granted by this section, a teacher shall remain at the step of salary guide as when said leave commenced without increasing or advancing a step. The employee on leave shall not be entitled to any fringe benefits during this time out. If employed for 50% or more of the school year (of said leave), the employee shall be entitled to an increase in step on the salary guide.

2. Benefits

All benefits to which a teacher was entitled at the time their leave of absence commenced, including unused sick leave, shall be restored to them upon their return and they shall be assigned to the same position that they held at the time said leave commenced, if available, or if not, to a substantially equivalent position.

3. Extensions and Requests

All extensions and requests for leave shall be applied for and answered in writing.

Article IX

Insurance Protection

A. Health Care Insurance

1. The Board shall continue to provide the Health Care Insurance coverage for full-time teaching employees equal to or better than the New Jersey State Health Benefits Program for the employee and their dependents during employment with the district. Carrier to be determined by the Board.
2. Prescription plan with family coverage, where applicable, and a deductible (co-pay) of \$5.00 for generic brand medications and \$10.00 for name brand medications.

B. Carriers/Premiums

The health care insurance carrier(s) shall be determined by the Board. Such coverage shall be comparable to or better than the existing New Jersey State Health Benefits Program. The Board shall pay for the full premium for each full-time teacher and, in cases where appropriate, for family plan insurance coverage, subject to reimbursement as stated in this paragraph. The term “full-time teacher” as used here means any teacher working 50% of full time or more. The employee shall pay to Board all premium costs for such coverage as set forth in Chapter 78 (as Senate 2937) Tier 4 and implementing regulations thereof. The premiums stated shall be paid through payroll deduction of the employee.

C. Coverage Description

The Board shall request the carrier(s) to provide each teacher a description of the coverage of the Health Care Insurance coverage provided under this article no later than the beginning of the school year, which shall include a clear description of conditions and limits of coverage as listed above.

D. Optical

The Board will offer Vision Service Plan Option 3.

E. Dental Insurance

The Board shall continue to provide, at no cost to the employee, for the employee and, in cases where applicable, for family plan coverage, the Delta Dental PPO plus Premier 2 (or equivalent coverage), agreed to, with the following coverage:

1. Preventive & Diagnostic – 100%
2. Remaining basic benefits – 80/20%
3. Major Services – 50%
4. No deductibles
5. Maximum amount payable by Delta Dental PPO plus Premier 2 per eligible patient per calendar year is \$2,000
6. Orthodontic coverage for children and adults – 50%, with a lifetime maximum per eligible patient of \$1,000.00, in addition to the maximum stated above
7. Three (3) annual cleanings and exams

F. Waiver

An employee may choose to waive coverage in the Board approved health benefits plans if covered through spouse, civil union, or domestic partner’s health plan, in accordance with procedures established by the Board. Such employee shall be paid the lesser of twenty-five (25)% of their premium or five thousand (\$5,000) of the cost of said coverage for waiving coverage.

Article X

Miscellaneous Provisions

A. Non-discrimination

The Board and the WTEA agree that there shall be no discrimination, and that all practices, procedures, and policies of the school system shall clearly exemplify that there is no discrimination in hiring, training, assignment, promotion, transfer, or discipline of teachers or in the application or administration of this agreement on the basis of race, creed, color, religion, national origin, sex, domicile, or marital status.

B. Mileage

Employees who may be required to use their automobiles in the performance of their duties shall be reimbursed for all such travel at the rate per mile as established by the NJOMB (Office of Mgmt. & Budgeting) per applicable law and regulations

C. Separability

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

D. Compliance Between Individual Contract and Sister Agreement

Any individual contract between the Board and an individual teacher, heretofore or hereinafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.

E. Non-Teaching Duties

1. Intent

The Board and the WTEA acknowledge that a teacher's primary responsibility is to teach and their energies should, to the extent possible, be utilized to that end.

2. Duties Not Required

Personnel other than teachers shall perform non-teaching duties and teachers shall not be required to perform the following duties:

- a. Keeping attendance records for the State Department of Education.
- b. Making or providing change when collecting money from students.
- c. Collecting standardized tests, except in case of emergency.
- d. Monitoring morning playground, in accordance with the agreement resolving ½ day ULP.

3. Cafeteria Monitoring

- a. Staff members may be required to monitor the cafeteria on an alternating basis during their regularly scheduled lunch period.
- b. Monitoring may be required only during non-teaching periods and will not be assigned during regular planning periods or while classes are having Art or Physical Education.
- c. No teacher may be required to monitor the cafeteria for more than one lunch period per day.
- d. No more than one teacher at a time may be required to monitor the cafeteria.

F. Transfer

The request of a teacher for reassignment to a vacancy shall be honored to the extent that the transfer does not conflict with the instructional requirements and best interests of the school system as determined by the CSA and the Board. No reassignment shall be made for punitive reasons.

G. Retained Powers

It is understood that under the rulings of the Courts of New Jersey and State Commissioner of Education, the Board is forbidden to waive any rights or powers granted it by law.

H. Substitutes

1. List: The Board agrees at all times to maintain an adequate list of certified substitute teachers.
2. Coverage: The Board will make every effort to provide substitutes for all full-time teaching personnel.
3. Assigned Substitutes: In the cases where regular substitutes are not available, regular teachers who volunteer or are assigned as substitutes during their non-teaching periods, beginning with the second coverage, will be compensated at the professional hourly rate (prorated).

Article XI

Retirement from District

A. Payment for Unused Sick Leave

1. Payment for unused sick leave, upon retirement from the district, shall be as follows:

- 10 years - \$80 per day
- 15 years - \$90 per day
- 20 years - \$100 per day
- 25 years - \$120 per day
- 30 years - \$155 per day

*No cap for employees hired prior to May 21, 2010, as per P.L. 2010, c003 (S4)

2. The employee has the option of receiving such compensation upon retirement or deferring such payment until January 2nd of the year following retirement.
3. If the teacher should die after retirement and prior to receiving such payment, then such payment shall be made to the teacher's estate.

B. Notification of Intent to Retire

1. Notification of intent to retire must be given by February 1st of the calendar year of retirement.
2. If notification is not given by February 1st, payment may not be made to the employee until the beginning of the fiscal year following the year of retirement.

Article XII

Teacher Evaluation

A. Non-tenured Teachers

1. Frequency

- a. Non-tenured teachers shall be evaluated by the CSA as required by law and at any other times he or she deems necessary.
- b. These evaluations shall be spaced as evenly as possible during the course of the school year.

2. Copy of Code

At the beginning of each school year, the CSA shall provide a copy of the Administrative code 6.3-1.19 to all non-tenured teachers.

B. Tenured Teachers

Frequency – Tenured teachers shall be evaluated at least once per year by the CSA.

C. General Criteria

1. Open Evaluation

All monitoring or observation of the work performance of a teacher shall be conducted openly and with full knowledge of the teacher. The use of eavesdropping, public address, cameras, audio systems, and similar surveillance devices shall be strictly prohibited.

2. Certified Supervisors

Teachers shall be evaluated only by persons certified by the NJ State board of Examiners who supervise instruction and could include subcontractors.

3. Copies of Evaluation/Observation

Teachers shall be given access to an electronic copy of any observation and/or evaluation report prepared by their evaluators at least one (1) day before any conference to discuss it. No such report shall be submitted to the central office, placed in the teacher's file, or otherwise acted upon without prior conference with the teacher. No teacher shall be required to sign a blank or incomplete evaluation form. Teachers shall sign copies of the completed form or acknowledge the same via the district's electronic evaluation system. Signature shall signify acknowledgment of the report and shall not imply agreement or disagreement with the comments therein.

D. Evaluation Procedure

1. Communication

Prior to any evaluation report, the immediate supervisor of a teacher shall have had appropriate communication, including but not limited to, all steps in paragraph 2 below and the provisions of this Agreement with said teacher regarding their performance as a teacher.

2. Reports

Evaluation reports shall be presented to each teacher by their immediate supervisor in accordance with the following procedure:

- a. Such reports shall be issued in the name of the immediate supervisor based on a compilation of reports and observations by any or all supervising personnel who came into contact with the teacher in a supervisory capacity;
- b. Such reports shall be addressed to the teacher.
- c. Such reports shall be written in narrative form and shall include, when pertinent:
 - (1) Strengths of the teacher as evidenced during the period since the previous report.
 - (2) Weaknesses of the teacher as evidenced during the period since the previous report.
 - (3) Specific suggestions as to measures such teacher might take to improve their performance in each of the areas wherein weaknesses have been indicated.

E. Personnel Records

1. File

- a. A teacher shall have the right, upon written request, to review the contents of their personnel file and to receive copies therein. The teacher may request a representative of the WTEA to accompany them during such review.
- b. At least once every three (3) years, a teacher, in consultation with CSA, may indicate those documents and/or materials in their file that they believe to be obsolete or otherwise inappropriate to retain. The CSA and Board shall decide if, in fact, they are obsolete or otherwise inappropriate to retain and shall have them removed from the teacher's file and destroyed.

2. Derogatory Materials

No material derogatory to the teacher's conduct, service, character, or personality shall be placed in their personnel file unless the teacher has had an opportunity to review the material. The teacher shall acknowledge that they have had the opportunity to review such material by affixing their 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 shall also have the right to submit a written answer to such material and their answer shall be reviewed by the CSA or their designee and attached to the file copy.

3. Separate File

Although the Board agrees to protect the confidentiality of personal references, academic credentials, and other similar documents, it shall not establish any separate personnel file which is not available for the teacher's inspection.

F. Termination of Employment

Final evaluation of a teacher upon termination of their employment shall be concluded prior to severance and no documents and/or other material shall be placed in the personnel file of such teacher after severance or otherwise than in accordance with this article.

Article XIII

Withholding of Increment

The Board expressly reserves the right to withhold the increment of personnel covered by this Agreement as provided by State Statute.

Article XIV

Tuition Reimbursement

A. Reimbursement Amounts

Teachers shall be reimbursed for courses taken annually (July 1st-June 30th) at the following rates:

Per teacher cap of \$2,750, to a District cap of \$17,000

B. Additional Reimbursement

Teachers who have used their allotted maximum of reimbursement money per year may apply to the CSA for additional funds for reimbursement should money remain in the pool for that year. After such payments have been allocated, the individual per teacher cap may be exceeded.

C. Reimbursement Criteria

The following criteria must be met to receive tuition reimbursement:

1. Courses must be approved by the CSA. Such request shall be made in writing, including course description, for CSA approval.
2. Courses must be taken at an accredited college or university.
3. Business Administrator must receive official proof of successful completion of the course, including a grade of "B" or better.
4. Proof of tuition costs must be provided.
5. Course completion date shall determine fiscal year of the reimbursement.

D. Repayment of Reimbursement

Any employee receiving any course reimbursement shall owe and must pay back to the Board of Education 100% of the reimbursement amount if they leave the district other than by full retirement, total disability or death, during the first year of receiving such reimbursement. Such reimbursement payback to the Board shall be 50% of the amount if the employee leaves the district the second year and 25% of the amount if the employee leaves the district the third year.

E. Masters Program

Any Masters program must encompass at least thirty (30) credits of study at an accredited college or university.

F. Lateral Moves

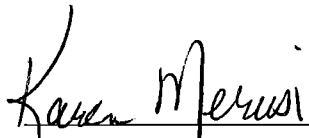
Lateral moves on the salary guide shall be implemented once the requisite graduate credits are earned, and payment shall commence in either September or February. Official transcripts showing successful course completion must be submitted to the Board Business Office no later than September 1st or February 1st for payment to commence.

Article XV

Duration of Agreement

This Agreement shall be effective as of July 1, 2024, and shall continue in effect until June 30, 2029. The attached salary guides will be effective for the same duration.

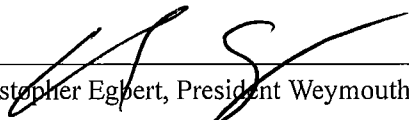
In witness thereof, the parties hereto have caused this Agreement to be signed by their respective Presidents, attested to by their respective secretaries, and their corporate seals to be placed hereon, all on this day of July, 2024.



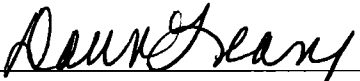
Karen Merusi, President WTEA



Michelle Salvucci, Secretary WTEA



Christopher Egbert, President Weymouth Twp. BOE



Dawn Leary, Secretary Weymouth Twp. BOE

Salary Guide 4%
2024-2025 Weymouth Teachers

Step	BA	BA+15	BA+30	MA	MA+15	MA+30
1	57052	58139	59225	61397	62484	63570
2	57572	58659	59745	61917	63004	64090
3	58092	59179	60265	62437	63524	64610
4	58612	59699	60785	62957	64044	65130
5	59236	60323	61409	63581	64668	65754
6	60172	61259	62345	64517	65604	66690
7	62044	63131	64217	66389	67476	68562
8	64124	65211	66297	67429	69556	70642
9	66090	67212	67803	69455	71062	72148
10	67136	68181	69309	71481	72568	73654

****All teachers On- Guide and Off-Guide Receive a 4% increase**

Off Guide
24/25
\$87,083
\$87,083
\$80,653
\$81,119

Salary Guide 3.75% 2025-2026 Weymouth Teachers						
Step	BA	BA+15	BA+30	MA	MA+15	MA+30
1	58053	59159	60264	62475	63581	64686
2	59192	60319	61446	63700	64827	65954
3	59731	60859	61985	64239	65367	66493
4	60271	61398	62525	64779	65906	67033
5	60810	61938	63064	65318	66446	67572
6	61458	62585	63712	65966	67093	68220
7	62429	63556	64683	66937	68064	69191
8	64371	65499	66625	68879	70007	71133
9	66529	67657	68783	69958	72165	73291
10	68568	69733	70345	72060	73727	74853
11	69654	70738	71908	74162	75289	76416

****All teachers On- Guide and Off-Guide Receive a 3.75% increase**

Off Guide
25/26
\$90,349
\$90,349
\$83,678
\$84,161

Salary Guide 3.5% 2026-2027 Weymouth Teachers						
Step	BA	BA+15	BA+30	MA	MA+15	MA+30
1	58999	60123	61246	63493	64617	65740
2	60085	61230	62373	64661	65806	66950
3	61263	62431	63596	65929	67096	68262
4	61822	62989	64155	66488	67655	68821
5	62380	63547	64713	67046	68213	69379
6	62939	64106	65272	67604	68772	69937
7	63609	64776	65942	68275	69442	70607
8	64614	65781	66947	69280	70447	71613
9	66624	67791	68957	71290	72457	73623
10	68857	70025	71190	72407	74690	75856
11	70968	72173	72807	74582	76307	77473
12	72092	73214	74425	76757	77925	79090

****All teachers On- Guide and Off-Guide Receive a 3.5% increase**

Off Guide
26/27
\$93,511
\$93,511
\$86,606
\$87,107

Salary Guide 3.5% 2027-2028 Weymouth Teachers						
Step	BA	BA+15	BA+30	MA	MA+15	MA+30
1	59489	60622	61754	64020	65153	66285
2	61064	62228	63390	65715	66878	68040
3	62188	63373	64556	66925	68109	69293
4	63408	64616	65822	68237	69445	70651
5	63986	65194	66400	68815	70023	71229
6	64564	65771	66978	69393	70601	71807
7	65141	66349	67556	69971	71179	72385
8	65835	67043	68250	70664	71872	73079
9	66875	68083	69290	71704	72912	74119
10	68956	70164	71370	73785	74993	76200
11	71268	72475	73682	74941	77305	78511
12	73452	74699	75356	77192	78978	80185
13	74615	75776	77029	79444	80652	81859

****All teachers On- Guide and Off-Guide Receive a 3.5% increase**

Off Guide
27/28
\$96,784
\$96,784
\$89,637
\$90,155

Salary Guide 3.5% 2028-2029 Weymouth Teachers						
Step	BA	BA+15	BA+30	MA	MA+15	MA+30
1	59742	60880	62017	64292	65430	66567
2	61571	62744	63916	66260	67433	68605
3	63202	64406	65608	68015	69219	70422
4	64365	65591	66816	69267	70493	71718
5	65627	66877	68126	70625	71875	73124
6	66225	67475	68724	71223	72473	73722
7	66823	68073	69322	71821	73072	74321
8	67421	68672	69921	72420	73670	74919
9	68139	69389	70638	73137	74388	75636
10	69216	70466	71715	74214	75464	76713
11	71369	72619	73868	76367	77618	78867
12	73762	75012	76261	77564	80010	81259
13	76023	77314	77993	79894	81742	82991
14	77226	78429	79725	82225	83475	84724

****All teachers On- Guide and Off-Guide Receive a 3.5% increase**

Off Guide
28/29
\$100,172
\$100,172
\$92,775
\$93,311