

CONTRACT

between the

BOARD OF EDUCATION OF
THE BOROUGH OF
WATCHUNG

and the

WATCHUNG BOROUGH
EDUCATION ASSOCIATION

5-year Contract

July 1, 2025 to June 30, 2030

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July 1, 2025 - June 30, 2030

PREAMBLE

This Contract is entered into as of the 1st day of July 2025, by and between the Board of Education of the Borough of Watchung, hereinafter, the "Board" and the Watchung Borough Education Association, hereinafter, the "Association."

ARTICLE I

RECOGNITION

A. The Board hereby recognizes the Association as the exclusive and sole representative for collective bargaining concerning the terms and conditions of employment for all certified personnel whether under contract at the date of this Contract, on leave, or who come under contract within the duration of this Contract.

1. The Contract shall include:

- a. Teachers
- b. Learning Disabilities Specialists
- c. Nurses
- d. School Counselors
- e. Library/Media Specialists
- f. Speech and Language Specialists
- g. Social Workers
- h. Psychologist
- i. Behaviorist

2. The Contract shall exclude:

- a. Secretaries
- b. Buildings and Grounds Supervisor and staff members
- c. Bus Drivers
- d. Teacher Aides
- e. Superintendent of Schools
- f. Principals
- g. Assistant Principals
- h. Board Secretary/Business Administrator
- i. All supervisors and directors
- j. Technology specialists

3. Any new job function(s) created by the Board shall be identified as either included or excluded and the Association shall be notified in writing as to whether the new job function(s) shall be included within or excluded from the Contract. Such placement shall be subject to negotiation if mutual agreement is not reached as to the inclusion or exclusion of said job function(s).

B. Unless otherwise indicated, the term "teachers" or "qualified teachers" when used hereinafter, shall refer to all employees represented by the Association in the collective bargaining unit.

ARTICLE II

NEGOTIATION PROCEDURE

- A. The Board and the Association agree to enter into collective bargaining consistent with the New Jersey Employer-Employee Relations Act, Chapter 123, Public Laws of 1974 (the "Law"), in a good faith effort to reach agreement on all matters concerning the terms and conditions of teachers' employment.
- B. Neither party in any collective bargaining shall have any control over the selection of the negotiating representatives of the other party.
- C. The number of negotiators from each party shall not exceed five (5) people. Either party may add consultants, resource people, and legal counsel.
- D. Meetings between both parties will be held as frequently as needed to carry out the intent of the Law.
- E. Notification shall be given at least forty-eight (48) hours prior to a meeting, whenever possible. Meetings shall begin and end at a mutually agreed time. The starting time of meetings may also be changed by mutual agreement. At the conclusion of each meeting, the next meeting will be scheduled by mutual agreement.
- F. An agenda for the next meeting shall be mutually agreed upon prior to the adjournment of each meeting. Both the Board and the Association shall, whenever possible, provide each other with written proposals of items to be discussed at least forty-eight (48) hours prior to a scheduled meeting.
- G. This procedure shall not be modified in whole or in part unless mutually agreed.
- H. Representatives of the Board's and the Association's collective bargaining committees shall meet from time to time for the purpose of reviewing the administration of the Contract, and to resolve problems that may arise. These meetings are not intended to bypass the grievance procedure.
- I. Each party agrees that a written copy of any information regarding the collective bargaining proceeding will be provided to the other party prior to the publication of such information.
- J. For the successor negotiations, a scattergram will be developed and mutually agreed upon reflecting the status of the salary of the members of the bargaining unit as of October 15, on the final year of the contract.

ARTICLE III

GRIEVANCE PROCEDURE

A. Declaration of Purpose:

It is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to grievances of teachers through procedures under which they may present grievances, free from coercion, interference, restraint, discrimination, or reprisal, and by which the Board and its teachers are afforded adequate opportunity to dispose of their differences without the necessity of time-consuming and costly proceedings before administrative agencies and/or in the courts.

B. Definitions

1. A grievance is a claim by an employee (a) that there has been as to him or her a violation, misinterpretation, or inequitable application of any of the provisions of the Contract, or (b) that he or she has been treated unfairly or inequitably by reason of any act or condition which is contrary to Board policy, administrative practice, or decisions, governing or affecting him or her. As used in this definition, "employee" shall also mean a group of employees having the same grievance.
2. An "aggrieved person" or "grievant" is the person or persons, including the Association, making the claim.
3. A "party in interest" is the person or persons making the claim and any person, including the Association, who is involved in the grievance.

C. Procedure

1. Since it is important that a grievance be processed as rapidly as possible, the number of days indicated at each level should be considered the maximum and every effort should be made to expedite the process. However, the time limits specified may be extended by mutual agreement.
2. In the event a grievance is filed on or after June 1st, in any year, the time limits set forth herein shall be reduced by mutual agreement so that the grievance procedure may be exhausted prior to the end of the school term or as soon thereafter as is practical.
3. To be considered under this procedure, a grievance must be initiated by the aggrieved person within forty-five (45) calendar days of its occurrence.
4. The Association shall become involved at any or all levels of the grievance procedure.
5. All grievances may be carried through all levels of this grievance procedure.

6. Level One

- a. A teacher with a grievance shall notify his or her Principal either directly or through the Association's designated representative. Within five (5) school days from the date he or she receives such notification, the Principal shall discuss the problem with the grievant in good faith with the objective of resolving the matter informally.
- b. The Principal shall notify the grievant orally of the disposition of the grievance within five (5) school days after such discussion.
- c. In the event that the grievant is not satisfied with the disposition of his or her grievance, or in the event that he or she does not receive notice of its disposition within five (5) school days after having notified his or her Principal of the grievance, he or she may, within five (5) school days after receiving the notice of disposition, file a written grievance with his or her Principal.
- d. Within five (5) school days after receiving the written grievance, the Principal shall render a written decision to the grievant.

7. Level Two

- a. If the grievance is not resolved to the satisfaction of the grievant he or she may file the written grievance from Level One with the Superintendent within five (5) school days after having received the written decision from Level One.
- b. The Superintendent, or his or her designee, shall represent the Administration at this level of the grievance procedure. Within five (5) school days after the written grievance and decision from Level One are filed with the Superintendent at Level Two, the Superintendent shall hold a hearing on the grievance.
- c. The Superintendent shall render a written decision on the grievance within five (5) school days after the conclusion of the hearing.

8. Level Three

- a. In the event that the grievant is not satisfied with the disposition of his or her grievance at Level Two, or in the event that no decision has been rendered by the Superintendent within five (5) school days after the conclusion of the hearing, the grievant may appeal the grievance to the Board by notifying the Superintendent in writing within five (5) school days.
- b. The Board shall meet with the grievant by the next regularly scheduled Board meeting after the appeal is filed to review the relevant facts presented in Level Two.
- c. The Board shall render a written decision on the grievance within fifteen (15) school days after the meeting.

9. Level Four

- a. In the event that the grievant is not satisfied with the disposition of his or her grievance at Level Three, he or she may, within five (5) school days after being notified of the Board's decision, request in writing that the Association submit his or her grievance to arbitration. In the event that the Board does not render a decision within fifteen (15) school days after having met with the grievant, he or she may, within five (5) school days, request in writing that the Association submit his or her grievance to arbitration. If the Association determines that the grievance is valid, it may submit the grievance to arbitration by so notifying the Superintendent within five (5) school days after receipt of the request for submission from the grievant.
- b. The Board and the Association shall then attempt to agree on an arbitrator to determine the particular grievance being submitted. If no agreement is reached regarding the choice of an arbitrator within three (3) calendar days of the receipt by the Superintendent of the request for arbitration, the parties shall jointly ask the American Arbitration Association to select an arbitrator pursuant to its rules and procedures.
- c. The arbitrator so selected shall confer with representatives of the Board and the Association and begin hearings as soon as possible. The arbitrator shall issue his or her recommendations within thirty (30) calendar days after he or she has concluded the hearings.
- d. The arbitrator's decision and award shall be in writing and shall be nonbinding.
- e. The costs of the arbitrator's services shall be borne equally by the Board and the Association.

D. Rights of Teachers to Representation:

The Association will be the body that represents any party affected by this grievance procedure at all levels of the process.

E. Miscellaneous

If, in the judgment of the Association, a grievance affects a group or class of teachers, the Association may submit such grievance in writing to the Principal. The Association may process such a grievance through all levels of the grievance procedure even though the aggrieved does not wish to do so.

1. Copies of all grievance documents, communications, and records shall be filed separately from the personnel files of the participants.
2. In consultation with the Association, the Superintendent shall develop forms for filing grievances, serving notices, taking appeals, making reports and recommendations and other necessary documents. These forms shall be available to all staff.

ARTICLE IV

ASSOCIATION RIGHTS AND PRIVILEGES

- A. The Board agrees to furnish to the Association in response to reasonable requests: a register of certificated personnel; tentative budgetary requirements and allocations, when feasible in the opinion of the Board; agendas and minutes of all public board meetings; census data; and the names and addresses of all teachers.
- B. The Association shall be provided with one (1) copy of the currently approved budget no later than one (1) week after it is placed on file in the Board Secretary's office.
- C. Whenever, by agreement of the Board and the Association, any representative of the Association or any teacher is scheduled to participate during working hours in negotiations, grievance proceedings, conferences, or meetings, he or she shall suffer no loss in pay.
- D. Representatives of the Association, the Somerset County Education Association, the New Jersey Education Association, the National Education Association, and the insurance programs, mutual fund programs, and other such agencies from which the Association would like to obtain information, shall be permitted to transact official Association business, other than meetings referred to in Paragraph E below, on school property at all reasonable times, provided that this shall not interfere with, or interrupt, normal school operations. Before transacting any business, all such representatives shall report to the building Principal's office, in accordance with established procedures.
- E. The Association and its representatives shall have the right to use school buildings at all reasonable hours and in accordance with Board policy and in compliance with the Workplace Democracy Enhancement Act (W.D.E.A.).
- F. The Association shall have the right to use the school facilities and equipment, including copy machines, other duplicating equipment, calculators, and all types of audio-visual equipment at reasonable times, when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incident to such use.
- G. The Association shall have, in each school building, the exclusive use of a bulletin board in each faculty lounge. The Association shall also be assigned adequate space on the bulletin board in the central office for Association meeting notices. The Association and the building Principals shall mutually agree upon the location of Association bulletin boards in each room. Copies of all posted materials on such bulletin boards shall be given to the building Principal, but no approval shall be required.
- H. The Association shall have the right to use the inter- and intra-school mailboxes for distribution of materials to teachers without the approval of building principals or members of the Administration.
- I. At the discretion of the building Principal, the President of the Association may be allowed to leave his or her respective building immediately following bus dismissal for purposes of conducting Association business.

ARTICLE V

WATCHUNG INSTRUCTIONAL COUNCIL

- A. The purpose of the Council shall be to strengthen the education program of the school district through study and recommendations of how to best meet the needs of the students, the school, and the community. The Council may consider such matters as curriculum improvement, teaching techniques, extra-curricular programs, in-service training, pupil testing and evaluation, philosophy and educational goals of the district, teacher recruitment, research and experimentation, educational specifications for buildings, and other related matters regarding educational programs.
- B. The Council shall convene as need arises at the request of the Board, the Administration, or the teaching staff, with the mutual consent of all parties. Membership on the Council shall be flexible, according to the specific needs addressed, but will include at least one representative each as selected by the Board, by the Administration, and by the Association.
- C. A report on the findings and/or recommendations of the Council shall be submitted in writing to the Board and staff. The Board, through its administrators, shall respond in a reasonable time thereafter indicating its disposition of the report.
- D. The Board shall appropriate up to \$200.00 to the Council for its expenses only. Additional expenses must be approved in advance.
- E. The Council shall encourage the initiation of ideas and projects, and shall seek information for its deliberations from all parties interested in the educational programs of the school district.

ARTICLE VI

TEACHING LOAD

A. Work Year

1. The school calendar shall be set forth annually by the Board and shall be presented to the Association no later than March 1st of the current year. Prior to adoption, the Association shall be allowed to bring to the Board, through the Superintendent, any date or dates that it feels should be considered as non-school days.
2. The in-school work year of teachers employed on a ten-(10) month basis shall not exceed 189 days for existing staff and 191 days for new staff each year. The 189 or 191 days shall reflect 184 student days, up to two (2) welcome back days (that will be used for orientation, professional development, and classroom set-up) at the beginning of the year for all teachers, up to three (3) professional development days scheduled throughout the year for all teachers, and up to two (2) additional orientation days for new teachers.
3. A part-time teacher is a teacher who works less than full time.
4. The Board has the responsibility for the administration of the school calendar.

B. Work Days

1. The teachers' workday shall not exceed seven (7) hours for full-time teachers, except when their presence is required by the Administration at a faculty/professional meeting outside the normal workday. There may be up to three (3) professional meetings per month per teacher that may last up to one (1) hour beyond the workday. A one-(1) week notice of a professional meeting is required except in the case of an emergency as determined by the Administration or the Board. Two (2) professional meetings per month will be scheduled at the beginning of the school year in consultation with the teachers. If the administration exercises the option to hold a third professional meeting in a month, staff must be given at least seven (7) calendar days' notice of said meeting.
2. A professional meeting as described above is defined as, but not limited to, a district-wide meeting, building meeting, grade-level meeting, training session, curriculum development meeting, in-service meeting, liaison meeting, or committee or workshop meeting, or a meeting related to student progress and student evaluation, or professional development standards.
3. Professional meetings are not meetings with parents or the Child Study Team, or members thereof, or I&RS meetings.

4. The Board may schedule meetings that are voluntary or non-mandatory in nature. No teacher shall be disciplined for failure to attend any such voluntary or non-mandatory meeting. Voluntary or non-mandatory meetings shall not be considered professional meetings. On Fridays, PTO nights, and days preceding holidays, teachers may leave at the close of the school day.
5. Up to two (2) meetings may be used for required attendance at evening events such as a concert, musical, or other student performance or activity, without additional compensation. Attendance at additional evening events held on Monday through Friday, with the exception of Back-to-School night and evening parent conferences, shall be paid at the chaperone rate. Teachers in stipend positions whose job description requires attendance at the evening program will not be paid the additional chaperone rate.
6. Teachers who are required to work an additional period beyond their normal schedule shall receive compensation calculated at the teacher's hourly rate based on their annual salary.

C. Teacher Responsibilities:

Duties will be assigned on a voluntary basis except in the case of an emergency. Teachers will not be required to perform classroom custodial responsibilities beyond the normal, reasonable care of the room as determined by the building Principal.

D. Lunch Period:

Teachers employed for 4 ½ hours per day or more shall have a duty-free lunch period of thirty (30) minutes. Special schedules for part-time teachers may be agreed upon by the individual teacher to allow part-time teachers the option of concentrating hours in one or more days without a lunch period.

E. Preparation Periods

1. Full-time teachers in grades P-8 shall have at least one (1) preparation period of not less than thirty (30) continuous minutes per day. The remainder of the preparation time shall be scheduled in blocks of not less than twenty (20) minutes. All prep time shall be scheduled within the student day.
2. Full-time teachers at Valley View will have 280 minutes of preparation time per week, and full-time teachers at Bayberry will have 280 minutes of preparation time per week. No assigned duties will be required by the Administration during such times but this time may be utilized by teachers at their discretion to meet with parents.
3. Part-time teachers will be entitled to prorated preparation time corresponding to the current preparation time of full-time teachers in the school in which they teach.

4. Every effort shall be made to avoid reducing a teacher's scheduled prep time. If it cannot be avoided, a teacher may be assigned to cover a class or to attend an IEP meeting. A teacher who loses his/her prep shall be compensated at the rate of \$45.00 per period, unless the teacher still has the minimum of forty (40) minutes of prep time that day and this is the first such prep period lost that week.

F. Notice of Assignment

1. In the event of a change in grade level and/or subject assignment, a teacher shall be given preliminary notice in writing at least two (2) weeks prior to the final decision. During this time the teacher shall be given an opportunity to meet with the Administration to discuss the change of assignment.
2. The teacher shall receive final written notice of a change of assignment no later than June 15th of any year.
3. If a change of assignment occurs after July 1st , and before the first work day of the fall term, the teacher shall be notified in accordance with Paragraph F (1) above and shall be compensated for one (1) full day at the summer curriculum rate, if moving a classroom is necessary.

G. Travel Time

The Board and Association agree that all teachers traveling between schools shall have fifteen (15) minutes of travel time in addition to guaranteed preparation time and a duty-free lunch period.

ARTICLE VII

PERSONNEL FILE

- A. File:
A teacher shall have the right, upon request, to review the contents of his or her official personnel folder maintained by the Superintendent's office, except for letters of reference, but including letters from parents.
- B. Obsolete Material:
Within a three-(3) year period, a teacher will be entitled to review and indicate those documents and/or other materials in his or her file which he or she believes to be obsolete or otherwise inappropriate to retain. Said documents shall be reviewed by the Superintendent or his or her designee and if the Superintendent, or his or her designee, agrees that they are obsolete or otherwise inappropriate to retain, they shall be destroyed.
- C. Derogatory Material:
No material derogatory to a teacher's conduct, service, or character or personality shall be placed in his or her personnel file without notification to the teacher. The teacher shall then have an opportunity to review the material and shall acknowledge such opportunity by affixing his or her 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, within twenty (20) days after his or her review of the material, have the right to submit a written answer to such material and his or her answer shall be reviewed by the Superintendent or his or her designee, and attached to the file copy.
- D. No Separate File:
Although the Board agrees to protect the confidentiality of personnel references, academic credentials, and other similar documents it shall not establish any other separate personnel file that is not available for the teacher's inspection. However, the Principals and/or Superintendent may continue to keep anecdotal notes that will be for their exclusive use as an aid in writing evaluations. These notes are not to be considered as a part of a teacher's official personnel file.
- E. Right to Know:
When a teacher is asked by the Superintendent or his or her designee for an assessment of an accusation made against him or her, the teacher has the right to know the name of the party registering the complaint. An accusation is defined as "being accused of a misdeed, an injustice, wrongdoing, or error in judgment." When a complaint made against a teacher by a party becomes a part of his or her personnel file, the teacher has the right to know the name of the complainant.
- F. Termination of Employment:
Final evaluation of a teacher upon termination of his or her employment shall be concluded prior to severance and no document or other material shall be placed in the personnel file of such teacher after severance.

ARTICLE VIII

TEACHER EVALUATION

A. Non-tenured Teachers

Non-tenured teachers shall be observed by a District Administrator at least three (3) times in each year, to be followed in each instance by a written observation report and by a conference between the teacher and the administrator for the purpose of providing feedback and support to build on strengths and identify areas in need of development. The final observation will occur in accordance with the law. The dates of these observations may be waived by agreement between the Board and the Association. The duration of each observation shall comply with current state regulations. If a teacher begins employment after the start of the school year, the observation dates and intervals will be adjusted.

B. General Procedure (All Teachers)

1. All observations of a teacher's performance shall be conducted openly and with the knowledge of the teacher.
2. At least one (1) day before any conference in which an observation will be discussed, the teacher shall be given a copy of the observation report. The written observation shall be completed and in the teacher's possession within ten (10) school days after the observation. No such report shall be placed in the teacher's file or otherwise acted upon without prior conference with the teacher.
3. The written observation is to be signed by the teacher before it is uploaded to the Human Resources online portal school information system. At the teacher's discretion, the teacher may append a signed statement to the written observation.
4. The written reports shall include:
 - a. Strengths of the teacher
 - b. Weaknesses of the teacher
 - c. Specific suggestions as to measures which the teacher might take to improve the teacher's performance in each of the areas wherein weaknesses have been indicated, including specific feedback acknowledging areas of demonstrated performance or areas of future growth and development.

C. Specific Procedures

1. Refer to Teacher Evaluation Policy and Process Manual
2. Teacher Evaluation Process Manual is to be reviewed annually by the Administration and teachers.

D. Evaluation and Observation Timelines

The Superintendent shall establish supervisory procedures in accordance with New Jersey Statutes and Administrative Code with evaluation and observation timelines at a minimum as set forth in paragraphs

1. and 2. Hereafter.

1. Observations

<u>Category</u>	<u>Minimum No./Yr.</u>	<u>Suggested Time Frame</u>
Non-Tenure	3	Prior to: 12/19; 2/16; 4/30
Tenure	2	Prior to: 4/30

2. Evaluations

- a. Annual Written Performance Report (Prior to April 30th)
- b. Post-Evaluation Conference (Prior to April 30th)
- c. Teacher Notification of Employment Status (By May 15th)
- d. Preparation of Individual Professional Development Plan (Between April 1st and close of school year)

E. Purpose

1. Review of performance
2. Review of available indicators of pupil progress and growth toward the program objectives to be appended to the Annual Performance Report in consultation with the staff member.

ARTICLE IX

EXTRA-CURRICULAR ACTIVITIES

- A. An extra-curricular activity is an activity offered to a group of students in more than one class that meets on a specific schedule outside of regular school hours.
- B. Any compensated morning activity must be completed by the time established by the Administration.
- C. All stipends listed in “E. Set Fee Activities” and “F. Stipend Activities” will be paid twice per year on the December 15th and June 15th paycheck.
- D. All items listed in G. Hourly or Per Event Stipends will be paid on the first payroll of the month following the event.

E. SET FEE ACTIVITIES

- 1. The Board agrees to pay the salaries listed below for extra-curricular activities approved by the Superintendent.
- 2. The salary for any new inclusion to the following list will be negotiated between the representatives of the Board and the Association, including the Association’s chief negotiator.

Activity	2025-26	2026-27	2027-28	2028-29	2029-30
Gr. 5-8 Boys’ Basketball	\$4,253	\$4,317	\$4,381	\$4,447	\$4,514
Gr. 5-8 Girls’ Basketball	\$4,253	\$4,317	\$4,381	\$4,447	\$4,514
Gr. 5-8 Boys’/Girls’ Track & Field [3 people permitted]	\$2,658	\$2,698	\$2,739	\$2,780	\$2,821
Girls’ Softball	\$2,658	\$2,698	\$2,739	\$2,780	\$2,821
Boys’ Baseball	\$2,658	\$2,698	\$2,739	\$2,780	\$2,821
Gr 5-8 After School Sports (Fall) [2 people maximum]	\$2,658	\$2,698	\$2,739	\$2,780	\$2,821
Coordinator of Extra-Curriculars	\$2,630	\$2,669	\$2,709	\$2,750	\$2,791
Yearbook Advisor Computer Produced [2 people maximum]	\$2,658	\$2,698	\$2,739	\$2,780	\$2,821
Photographer Yearbook & District	\$1,064	\$1,080	\$1,096	\$1,112	\$1,129
Student Council [2 people maximum]	\$2,746	\$2,787	\$2,829	\$2,871	\$2,914
Community Outreach Club (VV) [2 people maximum]	\$2,746	\$2,787	\$2,829	\$2,871	\$2,914

Cheerleading	\$2,658	\$2,698	\$2,739	\$2,780	\$2,821
Valley View Theater Director [2 people maximum]	\$2,124	\$2,156	\$2,189	\$2,221	\$2,255
Theater Assistants [2 people maximum]	\$1,801	\$1,828	\$1,855	\$1,883	\$1,911
District Science Fair & STEM Family Night	\$974	\$989	\$1,004	\$1,019	\$1,034
Dean of Students (2 per building)	\$4,147	\$4,209	\$4,273	\$4,337	\$4,402
Technology Advisor [one per school]	\$1,599	\$1,623	\$1,647	\$1,672	\$1,697
Adventure Club (VV)	\$4,253	\$4,317	\$4,381	\$4,447	\$4,514
Assistant Coach - Boys baseball; Girls softball (one per sport)	\$1,696	\$1,722	\$1,747	\$1,774	\$1,800

F. STIPEND ACTIVITIES

- Proposals for new stipend activities will be submitted to the Association for determination of eligibility in the stipend category. Activities may be suggested by staff, parents, administrators, Board members, or other interested persons. However, only the Board has the authority to determine whether the activity will be offered. No teacher can be assigned an activity in this category if he or she does not wish to do so. If it is determined that the activity belongs in the stipend category, the stipend will be negotiated.
- The following is a list of Stipend Activities that have been approved by the Board and the Association. These activities may be offered in either school, unless only one of the schools is identified after the name of the club or activity. Not every club or activity will be offered in every school year, depending upon the availability of advisors and the interest of the student population. A particular club or activity may be offered in one school but not the other in a given year.
- In the event that a staff member does not meet the required hours for the clubs listed below, the stipend will be prorated based on the actual hours completed.

Activity - BAYBERRY	Hours	2025-26	2026-27	2027-28	2028-29	2029-30
Coding/Robotics Club	20	\$763	\$775	\$786	\$798	\$810
Literature & Art Club	10	\$382	\$387	\$393	\$399	\$405
World Culture Club	10	\$382	\$387	\$393	\$399	\$405
Arts & Crafts Club	10	\$382	\$387	\$393	\$399	\$405
Literature/Book Club	10	\$382	\$387	\$393	\$399	\$405
Peer Mediation Coordinator	30	\$1,145	\$1,162	\$1,180	\$1,197	\$1,215
Homework Club	10	\$382	\$387	\$393	\$399	\$405
Math Club	10	\$382	\$387	\$393	\$399	\$405
Game Club	10	\$382	\$387	\$393	\$399	\$405

Community Service Club	20	\$763	\$775	\$786	\$798	\$810
Glee Club	20	\$763	\$775	\$786	\$798	\$810
Pursuit of Excellence, shared by 6 Employees	40	\$1,527	\$1,550	\$1,573	\$1,596	\$1,620
History Club	10	\$382	\$387	\$393	\$399	\$405
Sports Club	20	\$763	\$775	\$786	\$798	\$810

Activity - VALLEY VIEW	Hours	2025-26	2026-27	2027-28	2028-29	2029-30
Photography Club	15	\$572	\$581	\$590	\$599	\$608
Robotics/Coding Club	30	\$1,145	\$1,162	\$1,180	\$1,197	\$1,215
Newspaper Club	60	\$2,290	\$2,324	\$2,359	\$2,394	\$2,430
Literature & Art Club	15	\$572	\$581	\$590	\$599	\$608
World Culture Club	15	\$572	\$581	\$590	\$599	\$608
Environmental Club	30	\$1,145	\$1,162	\$1,180	\$1,197	\$1,215
Jazz Band	60	\$2,290	\$2,324	\$2,359	\$2,394	\$2,430
Art Club	15	\$572	\$581	\$590	\$599	\$608
Literature/Book Club	15	\$572	\$581	\$590	\$599	\$608
Drama Club	15	\$572	\$581	\$590	\$599	\$608
Peer Leaders	45	\$1,717	\$1,743	\$1,769	\$1,796	\$1,823
Homework Club	15	\$572	\$581	\$590	\$599	\$608
District Honor Band	22.5	\$859	\$872	\$885	\$898	\$911
Math Club	15	\$572	\$581	\$590	\$599	\$608
Algebra Club	15	\$572	\$581	\$590	\$599	\$608
Game Club	15	\$572	\$581	\$590	\$599	\$608
Select Choir	45	\$1,717	\$1,743	\$1,769	\$1,796	\$1,823
Girls on Track	45	\$1,717	\$1,743	\$1,769	\$1,796	\$1,823
Pursuit of Excellence, shared by 6 Employees	60	\$2,290	\$2,324	\$2,359	\$2,394	\$2,430
History Club	15	\$572	\$581	\$590	\$599	\$608
Wind Ensemble	15	\$572	\$581	\$590	\$599	\$608

G. Hourly or Per Event Stipends

1. The Board agrees to pay the salaries listed below for hourly or per event items as approved by the Superintendent or their designee.
2. Duties performed outside contractual hours will be paid at the chaperone rate for the amount of time worked outside of contractual hours. Teachers will be paid for a minimum of fifteen (15) minutes on any day in which they perform a duty outside of contractual hours. Duties performed during contractual hours will be compensated pursuant to Article VI, Section E.

Activity	2025-26	2026-27	2027-28	2028-29	2029-30
Overnight Chaperone (as needed)	\$340.03	\$345.13	\$350.30	\$355.56	\$360.89
Gym Supervisor (per home contest)	\$51.89	\$52.67	\$53.46	\$54.26	\$55.07
Scoreboard Operator (per game)	\$58.62	\$59.50	\$60.39	\$61.29	\$62.21
Chaperone (Supervisor of school related activities as Administration, per hour (as needed))	\$38.15	\$38.73	\$39.31	\$39.90	\$40.50

ARTICLE X

SALARIES

- A. The salaries of all teachers covered by this Contract are set forth herein; the salaries of supplemental teachers shall be paid as described below. Salaries of teachers who work less than, or more than, the full school year shall be prorated.
1. Teachers employed on a ten-(10) month basis shall have the option of being paid in twenty (20) equal semi-monthly installments or twenty (20) approximately equal semi-monthly installments (September through June) with two monthly installments on July 15 and August 15, for a total of twenty-two (22) installments.
 2. All teachers shall receive their paychecks through direct deposit. Teachers may choose their own financial institution for this service.
 3. When a payday falls on or during a school holiday, vacation, or weekend, teachers shall receive their paychecks on the previous banking business day.
 4. Teachers shall receive their pay schedule for the following school year on the last working day in June.
 5. All teachers shall be given notification of contract renewal or non-renewal for the following school year no later than May 15th of each year, and the teachers shall thereafter notify the Board of their intention to accept or reject such contract, if offered, within two (2) weeks after receipt of such notice.
 6. Upon employment, the Board shall determine on which step of the salary guide a teacher will be placed, plus credit for military service up to four years. The Board may give credit for any other experience at its discretion.
 7. The Board may withhold by majority vote in any school year, the employment increment, or the adjustment increment, or both, of any teacher, for inefficiency or other good cause. It shall be the Board's duty, within ten (10) days to give written notice of such action, together with the reasons therefore, to the teacher concerned. The teacher may appeal in accordance with the law.
 8. Employees must submit hourly timesheets for a prior month by the fifth business day of the next month in order to be paid by the 15th of that month.
- B. Salary adjustments for teachers who accrue credits for a higher level of education shall be as follows:
1. One-half of the annual credit increment will be paid effective January 1st when fall session courses are completed.

2. Full credit increment will be paid when spring and summer session courses are completed, effective September of the new school year.
 3. The Superintendent must receive an official transcript of satisfactory course completion before the Board approves salary adjustments.
 4. Teachers shall provide notice by February 15 that they anticipate receiving a salary adjustment for the following school year.
- C. Special Education Extended School Year Program: Teacher compensation for the pre-K – Grade 8 Special Education Extended School Year Program shall be prorated hourly based upon the teacher's step-on-guide rate as indicated in the Contract. Teaching responsibilities shall be in accordance with the number of days and hours dictated by the NJDOE Extended School Year requirements.
- D. Summer Curriculum
1. Summer curriculum committee members' pay shall be at the rate of \$45 per hour.
 2. The Administration reserves the right to recommend additional days required to complete the curriculum guides.
 3. Each summer curriculum chairperson will receive an additional stipend of \$100 for each curriculum written. This stipend will compensate for finalizing and assembling the document and presenting the revised curriculum at a Board meeting.
- E. Home Instruction:
Teachers who undertake home instruction responsibilities shall be compensated at \$70 per hour for the term of the CBA. Vacancies for home instruction positions will be sent to teachers by email and posted for 24 hours. If no teacher applies for the position within 24 hours, the Board may use non-affiliated teachers to undertake home instruction.
- F. Child Study Team Summer Case Management:
- a. Child Study Team (CST) members will be reimbursed at an hourly rate for evaluations, reports, and meetings approved by the CST Director. The total time per pupil should not exceed seven (7) hours. Prior approval of the CST Director must be obtained before any meeting or evaluation is scheduled. Time sheets must be completed and submitted to the CST Director before September 1st. The hourly compensation rate shall be \$51.25.
 - b. Teachers who are asked by the Child Study Team to participate in IEP meetings during the summer shall be paid at the chaperone rate.

ARTICLE XI

TEACHER SALARY GUIDES

1. Longevity will be years of service in the district. Longevity is calculated monthly according to the date of hire and payment will be prorated accordingly. Part-time teachers (PT) are given credit for years in Watchung according to their contracted Full-Time Equivalent (FTE). For example, a part-time teacher working .8 FTE earns .8 year in Watchung. In two years, that teacher will have accrued 1.6 years of service.

Teachers with Service in Watchung

10-14 years	\$1,000
15-19 years*	\$2,500
20-24 years	\$5,000
25-29 years	\$5,500
30+ years	\$6,000

*The teacher who falls within the longevity category 15-19 years as of June 30, 2008, shall continue to receive only the amount set forth in the 2005-2008 agreement.

Those individuals earning longevity as of June 30, 2016 shall be capped at their 2016-2017 level for the term of their employment. Current employees will be permitted to enter the current longevity up to June 30, 2019. All employees earning longevity shall be capped at their 2018-2019 level for the term of their employment.

Those employees not earning longevity by June 30, 2019 shall earn longevity according to the following schedule:

At 10 Years:	\$500
At 15 Years:	\$750
At 20 Years:	\$1,000

2. Compensation as listed in the guide shall be granted for satisfactory completion of graduate college courses approved in advance by the Superintendent. All course credits must be earned subsequent to the Bachelor's degree to qualify for additional compensation. When a teacher is hired, the superintendent shall evaluate all additional credits earned subsequent to the Bachelor's degree, and all credits deemed eligible by the superintendent shall be considered to have been approved in advance by the superintendent for the purposes of this section.
3. Course credits may be earned prior or subsequent to the awarding of a Master's degree.
4. The six-year level consists of thirty (30) graduate credits earned subsequent to achieving a Master's degree. The credits must lead to an educationally-defined objective, such as, but not limited to, a specialist degree, a six-year level certificate, or a Doctorate degree. This program must be approved by an institution of higher learning or receive written approval of the college in which the teacher is enrolled.
5. Teachers must actually work 91 days during the work year to be eligible for receiving any vertical increment.

A. Year One 2025-2026

Step	BA	BA+15	BA+30	MA	MA+15	MA+30	6YR	Doct.
1	60,582	61,572	62,562	67,842	68,832	69,822	70,482	73,122
2-3	61,582	62,572	63,562	68,842	69,832	70,822	71,482	74,122
4-5	62,582	63,572	64,562	69,842	70,832	71,822	72,482	75,122
6-7	63,732	64,722	65,712	70,992	71,982	72,972	73,632	76,272
8	65,992	66,982	67,972	73,252	74,242	75,232	75,892	78,532
9-10	68,252	69,242	70,232	75,512	76,502	77,492	78,152	80,792
11-12	70,512	71,502	72,492	77,772	78,762	79,752	80,412	83,052
13-14	72,772	73,762	74,752	80,032	81,022	82,012	82,672	85,312
15	75,032	76,022	77,012	82,292	83,282	84,272	84,932	87,572
16	77,292	78,282	79,272	84,552	85,542	86,532	87,192	89,832
17	79,552	80,542	81,532	86,812	87,802	88,792	89,452	92,092
18-19	81,812	82,802	83,792	89,072	90,062	91,052	91,712	94,352
20-21	84,072	85,062	86,052	91,332	92,322	93,312	93,972	96,612
22	86,332	87,322	88,312	93,592	94,582	95,572	96,232	98,872
23	88,585	89,575	90,565	95,845	96,835	97,825	98,485	101,125

B. Year Two 2026-2027

Step	BA	BA+15	BA+30	MA	MA+15	MA+30	6YR	Doct.
1	63,177	64,167	65,157	70,437	71,427	72,417	73,077	75,717
2	64,177	65,167	66,157	71,437	72,427	73,417	74,077	76,717
3-4	65,177	66,167	67,157	72,437	73,427	74,417	75,077	77,717
5-6	66,177	67,167	68,157	73,437	74,427	75,417	76,077	78,717
7-8	67,177	68,167	69,157	74,437	75,427	76,417	77,077	79,717
9	69,252	70,242	71,232	76,512	77,502	78,492	79,152	81,792
10-11	71,512	72,502	73,492	78,772	79,762	80,752	81,412	84,052
12-13	73,772	74,762	75,752	81,032	82,022	83,012	83,672	86,312
14-15	76,032	77,022	78,012	83,292	84,282	85,272	85,932	88,572
16	78,292	79,282	80,272	85,552	86,542	87,532	88,192	90,832
17	80,552	81,542	82,532	87,812	88,802	89,792	90,452	93,092
18	82,812	83,802	84,792	90,072	91,062	92,052	92,712	95,352
19-20	85,072	86,062	87,052	92,332	93,322	94,312	94,972	97,612
21-22	87,332	88,322	89,312	94,592	95,582	96,572	97,232	99,872
23	89,585	90,575	91,565	96,845	97,835	98,825	99,485	102,125

C. Year Three 2027-2028

Step	BA	BA+15	BA+30	MA	MA+15	MA+30	6YR	Doct.
1	66,597	67,587	68,577	73,857	74,847	75,837	76,497	79,137
2	67,597	68,587	69,577	74,857	75,847	76,837	77,497	80,137
3	68,597	69,587	70,577	75,857	76,847	77,837	78,497	81,137
4-5	69,597	70,587	71,577	76,857	77,847	78,837	79,497	82,137
6-7	70,597	71,587	72,577	77,857	78,847	79,837	80,497	83,137
8-9	71,597	72,587	73,577	78,857	79,847	80,837	81,497	84,137
10	72,597	73,587	74,577	79,857	80,847	81,837	82,497	85,137
11-12	74,772	75,762	76,752	82,032	83,022	84,012	84,672	87,312
13-14	77,032	78,022	79,012	84,292	85,282	86,272	86,932	89,572
15-16	79,292	80,282	81,272	86,552	87,542	88,532	89,192	91,832
17	81,552	82,542	83,532	88,812	89,802	90,792	91,452	94,092
18	83,812	84,802	85,792	91,072	92,062	93,052	93,712	96,352
19	86,072	87,062	88,052	93,332	94,322	95,312	95,972	98,612
20-21	88,332	89,322	90,312	95,592	96,582	97,572	98,232	100,872
22	90,585	91,575	92,565	97,845	98,835	99,825	100,485	103,125

D. Year Four 2028-2029

Step	BA	BA+15	BA+30	MA	MA+15	MA+30	6YR	Doct.
1	70,512	71,502	72,492	77,772	78,762	79,752	80,412	83,052
2	71,512	72,502	73,492	78,772	79,762	80,752	81,412	84,052
3	72,512	73,502	74,492	79,772	80,762	81,752	82,412	85,052
4	73,512	74,502	75,492	80,772	81,762	82,752	83,412	86,052
5-6	74,512	75,502	76,492	81,772	82,762	83,752	84,412	87,052
7-8	75,512	76,502	77,492	82,772	83,762	84,752	85,412	88,052
9-10	76,512	77,502	78,492	83,772	84,762	85,752	86,412	89,052
11	77,512	78,502	79,492	84,772	85,762	86,752	87,412	90,052
12-13	78,512	79,502	80,492	85,772	86,762	87,752	88,412	91,052
14-15	80,292	81,282	82,272	87,552	88,542	89,532	90,192	92,832
16-17	82,552	83,542	84,532	89,812	90,802	91,792	92,452	95,092
18	84,812	85,802	86,792	92,072	93,062	94,052	94,712	97,352
19	87,072	88,062	89,052	94,332	95,322	96,312	96,972	99,612
20	89,332	90,322	91,312	96,592	97,582	98,572	99,232	101,872
21	91,585	92,575	93,565	98,845	99,835	100,825	101,485	104,125

E. Year Five 2029-2030

Step	BA	BA+15	BA+30	MA	MA+15	MA+30	6YR	Doct.
1	74,397	75,387	76,377	81,657	82,647	83,637	84,297	86,937
2	75,397	76,387	77,377	82,657	83,647	84,637	85,297	87,937
3	76,397	77,387	78,377	83,657	84,647	85,637	86,297	88,937
4	77,397	78,387	79,377	84,657	85,647	86,637	87,297	89,937
5	78,397	79,387	80,377	85,657	86,647	87,637	88,297	90,937
6-7	79,397	80,387	81,377	86,657	87,647	88,637	89,297	91,937
8-9	80,397	81,387	82,377	87,657	88,647	89,637	90,297	92,937
10-11	81,397	82,387	83,377	88,657	89,647	90,637	91,297	93,937
12	82,397	83,387	84,377	89,657	90,647	91,637	92,297	94,937
13-14	83,397	84,387	85,377	90,657	91,647	92,637	93,297	95,937
15-16	84,397	85,387	86,377	91,657	92,647	93,637	94,297	96,937
17-18	85,812	86,802	87,792	93,072	94,062	95,052	95,712	98,352
19	88,072	89,062	90,052	95,332	96,322	97,312	97,972	100,612
20	90,332	91,322	92,312	97,592	98,582	99,572	100,232	102,872
21	92,585	93,575	94,565	99,845	100,835	101,825	102,485	105,125

ARTICLE XII

DEDUCTIONS FROM SALARY

- A. The Board agrees to deduct from the teachers' salaries, dues for the Watchung Borough Education Association, the Somerset County Education Association, the New Jersey Education Association, and/or any other association as said teachers individually and voluntarily authorize the Board to deduct.

- B. Teachers who are not members of the Association will be assessed a Representation Fee determined by the Association. This fee shall not exceed 85% of the relevant member dues.

ARTICLE XIII

PROFESSIONAL IMPROVEMENT

- A. The Board shall pay the full cost of tuition and instructional materials related to courses, workshops, seminars, conferences, in-service training sessions, or other such sessions that a teacher is required and/or requested to take by the Administration or New Jersey State regulations.
- B. A teacher who is mandated by New Jersey State regulations to take a course(s) in the areas in which he or she is currently employed, and if such course(s) are not available at a New Jersey public institution of higher education, will be reimbursed for the tuition for the course(s) at the full cost. Such courses are subject to Paragraphs D (1) and D (2) below.
- C. Subject to all other provisions of this Article, \$24,000 shall be available for distribution for Professional Improvement, in each year of the contract.
- D. Subject to the limit established in Section C of this Article, any teacher desiring to take approved graduate course(s) for his or her own professional improvement shall be reimbursed according to the following procedures:
1. Courses, including online courses, must be approved in advance by the Superintendent. All courses must be taken at an authorized institution of higher education as defined in N.J.S.A. 18A:3-15.3.
 2. Pursuant to statute, in order to be eligible for reimbursement, the teacher must obtain a final grade average of B or better, for each course which reimbursement is sought. The teacher shall submit official transcripts, proof of payment to the college or university, and a copy of the prior approval of the Superintendent.
 3. Teachers will be eligible to receive reimbursement for actual costs not to exceed:
 - a. Tuition at the Rutgers – New Brunswick Graduate School of Education part time tuition rate for NJ residents
 - b. \$100 per class for course materials
 4. Reimbursements shall be made at three times, with one third of the available money reserved for each reimbursement date.
 - a. Payment will be made in September when required documents for completed courses are submitted to the business office prior to September 1.
 - b. Payment will be made in January when required documents for completed courses are submitted to the business office prior to January 1.

- c. Payment will be made in July when required documents for completed courses are submitted to the business office prior to July 1.
 - d. Reimbursements for each date shall initially be limited to the available money reserved for that date. Each teacher will be reimbursed proportionally for the first approved course. Remaining funds will be distributed proportionally for all subsequent courses. If there are any costs remaining unreimbursed at the end of the contract year, any unused available money will be released to proportionally reimburse these costs.
5. Any employee with the exception of employees who are not renewed, reduced-in-force, have a change in residence as a result of the transfer of a spouse or adult in a spousal like relationship, or takes courses at the request of the Superintendent, who receives tuition reimbursement agrees to remain an employee for four years following the last date the tuition reimbursement is paid to the employee with the following conditions for repayment:
- a. If the employee fails to remain an employee for a period of one year from the date the tuition reimbursement is paid, the employee agrees to immediately repay 100% of the money received as tuition reimbursement.
 - b. If the employee fails to remain an employee for a period of two years from the date the tuition reimbursement is paid, the employee agrees to immediately repay seventy-five percent (75%) of the money received as tuition reimbursement.
 - c. If the employee remains an employee for a period in excess of three years from the date the tuition reimbursement is paid, the employee agrees to immediately repay fifty percent (50%) of the money received as tuition reimbursement.
 - d. If the employee fails to remain an employee for a period of four years from the date the tuition reimbursement is paid, the employee agrees to immediately repay twenty-five percent (25%) of the money received as tuition reimbursement.
 - e. Any money reimbursed to the district will be distributed equally to anyone who did not receive full reimbursement during the years the courses were taken.

ARTICLE XIV

SICK LEAVE

- A. All teachers employed as of the first official day of each school year shall be entitled to twelve (12) sick leave days whether or not they report for duty that day. Unused sick leave shall be cumulative.
- B. Additional sick leave benefits shall be allowed to teachers at the discretion of the Board
- C. Teachers shall be provided in writing or digitally through an online employee portal an accounting of accumulated sick leave days no later than September 15th of each school year.
- D. Unused Sick Days
1. Unused sick days will accumulate annually.
 2. Reimbursement at retirement for accumulated, unused sick days is capped at 200 days.
 3. The total number of accumulated sick days will remain available for the teacher to use in case of illness
- E. Payment upon retirement for unused sick leave shall be \$75 per day for sick leave accumulated prior to or during the year of retirement. The teacher may elect a lump sum payment at the time of retirement or at the first January pay period of the year following the effective date of retirement. When the retiring teacher receives the lump sum payment, he or she will be responsible for paying all State, Local and Federal taxes and FICA payments. In the event that the employee predeceases the payment, the amount shall be remitted to the teacher's estate.
- F. Eligibility
1. In order for a teacher to be eligible for the retirement benefit, the Board must be notified in writing of the intent to retire no later than 120 days prior to the retirement date. In the case of a bona fide emergency, this notification requirement may be waived at the Superintendent's discretion in consultation with the Board.
 2. The Board must complete and submit the "Certification of Service and Final Salary" to the Division of Pensions, Bureau of Retirement, or be in receipt of the request for such action from the Pension Fund.
 3. This benefit is available to any teacher who retires and seeks immediate benefits or who selects "deferred retirement" as defined by the Teachers' Pension and Annuity Fund (TPAF) policies and regulations. Such "deferred retirement" benefit, without interest, will only be available if it is taken within five (5) years of the staff member's retirement without penalty, as defined by TPAF, from the Watchung school district. The reimbursement due will be paid without interest within sixty (60) days of the Board's receipt of a copy of the "Notice of Retirement Approval" from TPAF. This Notice must be received within one (1) year of the teacher's last day of employment in the district. No payment will be made until the teacher completes the last day of employment in the district.

G. A Sick Leave Bank shall be established for those eligible employees who require the use of sick leave days beyond the number available to the employee. Participation in the Sick Leave Bank is voluntary and subject to the rules outlined below:

1. A Sick Leave Bank Committee will be created consisting of three (3) members appointed by the Superintendent and three (3) members appointed by the WBEA Executive Committee. The new appointments will take effect July 1 for the next school year, and they will serve for a term of 1 year. This shall be known as the Sick Leave Bank Committee.
2. Upon a request being made to the Committee, the Committee will meet within fourteen (14) calendar days to evaluate the application. The Committee will then vote on the application. In the event of a tie vote, the request will be granted. The Superintendent will notify the Board of the outcome of the request made to the Committee.
3. To be eligible for use of the Sick Leave Bank:
 - a. An employee must have been employed by the district for at least one (1) school year.
 - b. Be suffering from a substantial illness or injury which requires a prolonged absence from work. Substantial illness or injury is defined to be “a personal illness or injury which does not allow the employee to work, and which causes a loss of income, due to the employee having exhausted all available accrued personal illness days.”
 - c. Have exhausted all available paid leave days (accrued vacation, sick, personal leave).
4. If an employee requests sick leave and the use of Sick Leave Bank days, with consent of the employee or his/her designee, the request is referred to the Sick Bank Committee (“Committee”) before the extended sick leave request is presented to the Board. Said employee’s application must include the number of days being requested and the reasons for said request. This shall be accompanied by medical documentation justifying a need for the extended sick leave. The employee requesting days from the Sick Leave Bank will complete the form (A1) and submit it to the Human Resource Office.
5. A request for use of personal illness days from the Sick Leave Bank should be made thirty (30) days in advance of need, or with the most advanced notice possible.
6. Employees shall be granted no more than thirty (30) additional sick days from the bank for the disability, with the exception of an employee who can demonstrate exigent or continuing circumstances. In such cases, the employee will reapply for additional days from the sick leave bank.
7. Open enrollment for staff to donate days will be from September 1st to September 30th for the current school year. Any staff wishing to use Sick Leave Bank days must donate at least two (2) days per year. In the event that on July 1 of any school year there is 200 or more days

in the Sick Leave Bank, staff must only donate one (1) day to participate for the current school year. Staff will utilize the form (A2) to submit days to the Sick Leave Bank.

- a. After the initial enrollment period, staff may donate an unlimited number of days to the bank. These days will be immediately available.
 - b. Once a donation is made, it cannot be rescinded.
8. A spreadsheet consisting of all donation days and days distributed will be kept by the Human Resource Office. The spreadsheet will be shared (view only) with all members of the Sick Bank Committee.
 9. Ten (10) month employees cannot be approved for leave extending beyond the last day of school for any given year. A new request must be made for the subsequent school year.
 10. If the leave is terminated prior to the end of the approved leave, the unused days will be returned to the Sick Leave Bank.
 11. If any employee not covered by the bargaining unit wishes to request days from the WBEA Sick Bank, said employee must complete the application, be approved by the committee, and be approved by a majority vote of the employees currently enrolled within the sick bank.
 12. Any employee who invokes the provisions of this plan agrees to hold harmless the WBEA and the Board, and their respective members, and may not grieve or otherwise challenge the application of this plan.

**Form A1 and A2 will be mutually developed by the Association and the Superintendent and inserted into the Appendix within the CBA.*

ARTICLE XV

TEMPORARY LEAVES OF ABSENCE

- A. Teachers shall be granted the following temporary, non-cumulative leaves of absence with full pay each year:
1. Up to three (3) days of absence for legal, business, household, medical, or family matters that require absence during school hours. Application to the teacher's principal or other immediate supervisor for such leave shall be made, in writing, at least three (3) days before taking such leave (except in emergencies). The application for such leave shall certify that the matter requires absence during school hours, but need not state the reason for taking such leave. No personal days will be available on the day before or after the following recesses: NJEA Convention, Thanksgiving, Winter Break, New Year's Day, Martin Luther King, Jr. Day, Presidents Day, Spring Recess (March/April) and Memorial Day. In the case of a bona fide reason, this limitation may be waived at the Superintendent's discretion.
 2. Days for the purpose of visiting other schools or attending meetings of an educational nature, at the discretion of the Superintendent.
 3. Up to two (2) days each for two (2) representatives of the Association to attend conferences and conventions of state and national affiliated organizations.
 4. Time necessary for appearances in any legal proceeding connected with a teacher's employment or with the school system.
 5. Up to five (5) days in the event of illness of a teacher's spouse, child, parent, or any other relative of the immediate household that requires the attendance of the teacher ("family illness days"). If necessary, up to two (2) of a teacher's accumulated sick days may be converted to family illness days, with clarification, if requested. However, such teacher must have a minimum of ten (10) accumulated sick days remaining immediately after the transfer.
 6. Up to five (5) days at any one time in the event of the death of a teacher's spouse, child, parent, brother, sister, or spouse's parent or any other relative of the immediate household.
 7. Up to three (3) days at any one time in the event of the death of a teacher's grandparent, aunt, uncle, niece, or nephew. Leave granted pursuant to this paragraph will be limited to one occurrence per year.
 8. Up to two (2) days per year for attendance at funerals of friends or relatives not covered in Paragraph A (6) above.
 9. The Board for good reason may grant other extension of a specific leave of absence with pay.
- B. Leave time and pay for temporary active duty of any unit of the U.S. Reserves or the State

National Guard shall be provided as required by law, so long as such obligations cannot be fulfilled when school is not in session.

- C. Leaves taken pursuant to Paragraphs A and B above shall be in addition to any sick leave to which the teacher is entitled.
- D. Unused personal days shall be included with accumulated sick days to be paid at retirement. Unused personal days will be accumulated and be part of the sick day bank reimbursed at the same rate.

Maximum combined accumulation is 200 days. Such unused personal days will begin accumulating with the commencement of the 1992-1993 contract. Accumulation of unused personal days will be for remuneration only.

ARTICLE XVI

EXTENDED LEAVES OF ABSENCE

- A. A leave of absence without pay for one (1) or two (2) school years shall be granted to any one tenured teacher at only one time who joins the Peace Corps, VISTA, or National Teacher Corps, or serves as an exchange teacher and is a full-time participant in such programs or accepts a Fulbright Scholarship.
- B. Military leave shall be granted as provided by law.
- C. Child Care Leave:
A teacher may request a leave of absence for childcare, without pay, and such leave shall be granted by the Board subject to the following conditions. It shall be the teacher's obligation to notify the Superintendent, in writing, of his or her intention to take childcare leave as soon as possible, but no later than sixty (60) days prior to when the leave is expected to commence. A childcare leave shall be limited to a maximum of two (2) years. The first year shall be granted with the second year to be granted at the discretion of the board. If all or part of the second year is requested, the Board may, at its discretion, require the teacher to return at the beginning of the nearest school year. The granting of a childcare leave under this Article shall not impose upon the Board any obligation to grant or extend a leave of any non-tenured teacher beyond the end of the contract school year in which the leave is obtained. Childcare leave does not accrue for longevity.
- D. Maternity Leave:
Maternity leave shall be defined as the actual period of disability due to pregnancy or a related illness. Maternity leave will be routinely given for a two-month period surrounding the teacher's due date. Any additional claim of disability would require a physician's signature. Accumulated sick leave may be used for maternity leave at the discretion of the teacher involved. Maternity leave does not accrue for longevity. Leave taken pursuant to the New Jersey Family Leave Act and Family Medical Leave Act shall be taken concurrently.
- E. The Board for good reason may grant other leaves of absence without pay.
- F. Return from Leave
1. Upon return from granted leave, pursuant to Paragraph A or B, above, a teacher shall be considered as if he or she were actively employed by the Board during the leave and shall be placed on the salary guide at the level he or she would have achieved if he or she had not been absent, provided, however, that time spent on said leave shall not count toward the fulfillment of the time requirements for acquiring tenure. A teacher shall not receive increment credit for time spent on a leave granted pursuant to Paragraph C above. Granting of increment credit for time spent on a leave pursuant to Paragraph D above shall be at the discretion of the Board.

2. All benefits to which a teacher was entitled at the time his or her leave of absence commenced, including unused, accumulated sick leave and credits toward sabbatical eligibility, if and when such leave becomes part of this Contract, shall be restored to the teacher upon his or her return, and he or she shall be assigned to the same position held at the time said leave commenced, if available, or if not, to a position within his or her certification.
- G. Requests for, and approval of, all leaves and extensions, or renewal of leaves shall be in writing.
 - H. A teacher whose leave of absence terminates during the current school year shall notify the Superintendent by February 1st of that year of his or her intention to return to active employment for the following school year. Failure to do so shall be construed as intention not to return
 - I. Supplemental teachers shall be entitled to all provisions of this Article except Paragraph A

ARTICLE XVII

INSURANCE PROTECTION

A. Medical Insurance

1. Premium Payments

- a. Teachers hired prior to July 1, 2020 who enrolled in the POS or PPO plan shall contribute an amount established by P.L.2011, Chapter 78 toward the payment of premiums. Teachers hired on or after July 1, 2020 or who choose to enroll in the Educators Health Plan or the Garden State Health Plan shall contribute an amount established by P.L. 2020, Chapter 44 toward the payment of premiums. Calculation of these contributions shall not include additional premiums paid by the teacher.
- b. The Board shall pay the remainder of the health plan premiums for each qualified teacher enrolled in the PPO or POS. Where appropriate, the Board shall pay the remainder of the health plan premiums for their spouse and dependents.
- c. Teachers employed prior to July 1, 2013 must work at least 22 hours to be eligible for health benefits. Teachers employed July 1, 2013 or after must work at least 25 hours or more to be eligible for health benefits.

2. The copay for all teachers enrolled in the POS plan shall be \$10 and the emergency room copay shall be \$100 The copay for all qualified teachers enrolled in the PPO Plan shall be \$20 for Primary Care Physician, and \$40 for Specialist effective as soon as possible after ratification of the Agreement. The PPO out of network benefit is 70/30.

3. For eligible employees, the Board shall provide base plans of health care insurance that are equal to or better than the PPO and POS plans offered by the district as of July 1, 2019. The Board reserves the right to choose the carrier through which to provide health care insurance, so long as a change in carriers does not lead to a diminishment in benefits.

4. As an incentive for teachers to select POS, the Board shall pay teachers annually based on their category of coverage (single, parent/child, teacher/spouse/family) as follows:

Single	\$1,000
Parent/Child	\$1,500
Teacher/Spouse/Family	\$3,000

Teachers hired after June 30, 2008 shall not be eligible for this incentive payment.

5. The Board shall provide an annual payment to teachers who waive health care insurance benefits. The Board shall provide the annual payment based upon the category of coverage (single parent/child, teacher/spouse/family) as follows:

Single	\$4,000
PC/ES	\$5,000
Family	\$8,000

Teachers hired after June 30, 2019 shall not be eligible for this payment. Teachers hired after June 30, 2019 shall be eligible for an annual payment of \$4,000 regardless of the category of coverage.

6. The Board shall distribute to each teacher a full description of his or her health care insurance plan as provided by the health care carrier.
7. The Board has the right to pursue comparable health insurance coverage with a recognized health insurance carrier and submit same to the Association for approval.
8. The Board shall establish a Section 125 Flexible Spending Plan to enable all qualified teachers to set aside fixed, pre-tax salary amounts to be used for medical and dental expenses, in accordance with United States Federal Income Tax Laws and Regulations.

B. Dental Care Insurance

1. Coverage

- a. The Board will provide dental care insurance for teachers and their families as outlined in the Horizon Dental Plan.
 - b. For all employees, a deductible of \$50 per person, \$100 for a two-member family, or a maximum of \$150 dollars for a family of three (3) or more shall apply to such dental care insurance, but shall be waived for Class I Preventive and Diagnostic Benefits.
2. Upon acceptance of an application for insurance, upon changes in the insurance programs, or upon request, the Board will provide each teacher with a plan-description booklet.
 3. Upon acceptance of an application for insurance, each teacher will be provided with an I.D. card and insurance booklet, and all rights of insured teachers will be determined by the actual terms of the Group Master Contract. The Board shall not be responsible to the insured teacher for any error or omission therein, or in such card or master policy.
 4. The Board has the right to pursue comparable dental insurance coverage with a recognized health insurance carrier and submit same to the Association for approval.
 5. The Board shall provide a cash option for teachers who waive dental care insurance benefits. Such payment shall be 40% of the dental coverage rate for their category of coverage. The Board shall establish a Section 125 Plan in order to effectuate this option, if necessary. The payment shall be made by June 30th of each year.

C. Vision Protection:

The Board agrees to arrange for the enrollment of qualified teachers in a vision protection plan at the expense of such qualified teachers through payroll deductions.

D. Disability Income Insurance

1. The Board will provide disability income protection as outlined in the Standard Insurance Company master contract, hereinafter referred to as the Disability Plan, and as designated below. The Board shall pay the full premium for each qualified teacher to the time stated in Paragraph D (3)(c) below. To be qualified, a teacher must be employed at 3 /4 or more of full time.
2. Qualified teachers will be eligible on the first day of active employment.
3. Disability Plan provisions are detailed in the Master Policy and shall include, but not necessarily be limited to:
 - a. Elimination Period:
Accident —180 days
Sickness — 180 days
 - b. Maximum duration for any one period of total disability:
Disabled Prior to Age 60: Accident, to age 65; Sickness to age 65
Disabled Age 60 or Later: Accident to age 70; Sickness to age 70
 - c. Benefits of 67% of the teacher's salary (based on a 12-month year), but not greater than \$2,500.00 per month, less any benefit paid or payable under Primary Social Security, Worker's Compensation, and other private or group plan, or occupational disease law. May be extended to a maximum of \$5,000.00 per month, at the teacher's expense for as long as allowed by the carrier.
4. Upon acceptance of the application for insurance, each teacher will be provided with a certificate of such insurance, and all rights of insured teachers will be determined by the actual terms of such certificate and the master contract. The Board shall not be responsible to the insured teacher for any error or omission therein, or in such certificated or master plan.

ARTICLE XVIII

MISCELLANEOUS PROVISIONS

- A. Any individual contract between the Board and an individual teacher, heretofore or hereafter executed, shall be subject to, and consistent with, the terms and conditions of this Contract. If an individual contract contains any language inconsistent with this Contract, this Contract, during its duration, shall be controlling.
- B. This Contract shall be printed within ninety (90) days after it is signed and presented to all teachers now and/or hereafter employed, with costs thereof shared by the Board and the Association.
- C. Prorated Benefits:
1. Professional Improvement (Article XIII), Sick Leave (Article XIV), and Temporary Leave of Absence [(Article XV, Paragraph A (1), A (7))] shall be prorated for a teacher who works less than the full year.
 2. Salaried teachers who work full days will have the following adjustment in personal days [(Temporary Leave of Absence, Article XV, Paragraph A (1))]:
 - a. Three-(3) day-per-week teachers who would have 1.8 personal days will be entitled to 2.0 personal days.
 - b. Four-(4) day-per-week teachers who would have 2.4 personal days will be entitled to 3.0 personal days.
- D. If any provision of this Contract, or any application of this Contract to any teacher or group of teachers, 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 and applications shall continue in full force and effect.
- E. This Contract represents and incorporates the complete and final understanding and settlement by the parties of all issues, which were, or could have been, the subject of negotiations. During the term of this Contract, neither party will be required to negotiate with respect to any such matter whether or not covered by the Contract and whether or not within the knowledge or contemplation of either or both parties at the time they negotiated this Contract.
- F. The Board shall post mentor positions and agrees to give primary consideration to qualified candidates. The Board shall pay a mentoring fee of \$550 or the rate set by the State to a qualified teacher who is appointed to mentor a provisional teacher.

ARTICLE XIX

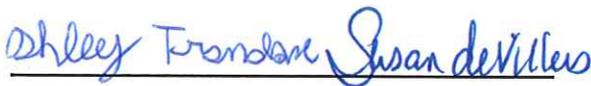
DURATION OF AGREEMENT

This Contract shall be in effect as of July 1, 2025, and shall continue in effect until June 30, 2030.

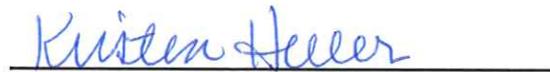
This Contract shall not be extended orally and it is expressly understood that it shall expire on the date indicated unless extended by mutual agreement.

In witness whereof, the parties hereto have caused this contract to be signed by the respective presidents and chief negotiators, and witnessed by the respective secretaries.

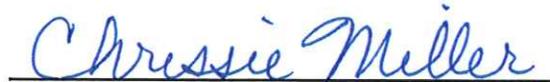
WATCHUNG BOROUGH
EDUCATION ASSOCIATION



Presidents

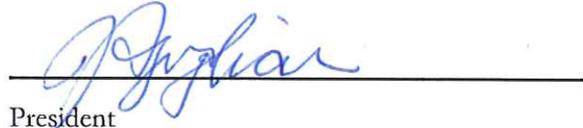


Secretary



Negotiations Chairperson

BOARD OF EDUCATION
BOROUGH OF WATCHUNG



President



Secretary



Negotiations Chairperson

WATCHUNG BOARD OF EDUCATION

and the

WATCHUNG BOROUGH EDUCATION ASSOCIATION

July 1, 2025 to June 30, 2030

Salary Guide Movement Chart

The following flowchart explains the salary guide movement for teaching staff members for the years 2025-2026, 2026-2027, 2027-2028, 2028-2029, 2029-2030.

2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
					1
				1	2
			1	2	3
		1	2	3	4
	1	2	3	4	5
1-2	2-3	3-4	4-5	5-6	6-7
3-4	4-5	5-6	6-7	7-8	8-9
5-6	6-7	7-8	8-9	9-10	10-11
7	8	9	10	11	12
8-9	9-10	10-11	11-12	12-13	13-14
10-11	11-12	12-13	13-14	14-15	15-16
12-13	13-14	14-15	15-16	16-17	17-18
14	15	16	17	18	19
15	16	17	18	19	20
16	17	18	19	20	21
17-18	18-19	19-20	20-21	21	21
19-20	20-21	21-22	22	21	21
21	22	23	22	21	21
22	23	23	22	21	21
23	23	23	22	21	21

Find your step in 2024-25 and move straight across the chart for future steps.