

CONTRACT AGREEMENT

between

**WILLIAM FLOYD UNION FREE SCHOOL DISTRICT
of the
MASTICS-MORICHES-SHIRLEY**

and

WILLIAM FLOYD UNITED TEACHERS

for

SCHOOL YEARS

July 1, 2025 June 30, 2030

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ARTICLE I
GENERAL AGREEMENTS

Section A - Recognition

The Board of Education of the William Floyd Union Free School District of the Mastics-Moriches-Shirley recognizes the William Floyd United Teachers as the exclusive bargaining agent for the teachers under the articles of the Taylor Law. Recognition is based on the pledge that the William Floyd United Teachers may not participate in any strike action against the District.

Section B - Definitions

As used in the contract, the term "teacher" shall refer to all initially, professionally, provisionally or permanently certified personnel, as those terms are defined in the Education Law and/or applicable regulation, serving in any tenure area, except however, personnel working in the position of the In-School Suspension Teacher shall be specifically excluded from the definition of a "teacher" and shall not be covered by the terms of this Agreement. This definition shall include "interim" teachers who are term contract employees. It is further understood that interim teachers will be considered for available probationary positions. This definition shall not apply to pupil personnel holding a per diem position.

It is not the intent of this Agreement to eliminate or deprive any current "teacher" of his position, job, professional advantage, or any monetary benefit.

As used in this Contract, the term "Board" shall refer to the Board of Education of the William Floyd Union Free School District of the Mastics-Moriches-Shirley, and the term "United Teachers" and/or "Association" shall refer to the William Floyd United Teachers. The term "he" or "his" shall refer to both sexes.

Section C - Legislative Approval

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

Section D - Discrimination

The Board and the United Teachers agree that it will not discriminate against a teacher for reasons of religion, race, creed, color, age, national origin, disability, sex or sexual

orientation for the purpose of encouraging or discouraging membership in, or participation in the activities of any employee organization.

Both parties further agree that the United Teachers shall not discriminate against any trustee or administrator for the same reasons and purposes.

Section E - Negotiating Procedures

Terms and conditions of employment provided in this Agreement shall remain in effect until altered by mutual agreement in writing between the parties or until the contract expires.

No later than March 1st of the school year that the contract expires, each of the parties shall enter into good faith negotiations toward a successor agreement covering the year(s) subsequent to the expiration of the current contract.

Neither party in any negotiations shall have control over the selection of the representatives of the other party and each party may select its representatives from within or outside the School District. While no final agreement shall be executed without ratification by the Union and the Board, the parties mutually pledge that their representatives shall be clothed with all necessary power to make proposals, consider proposals, and reach compromises in the course of negotiations.

ARTICLE II

WILLIAM FLOYD UNITED TEACHERS PRIVILEGES & PROCEDURES

Section A - Administrative Staff - Meetings

The Superintendent of Schools (“Superintendent”) or his/her designee and the President of the United Teachers and their respective staffs shall meet at the request of either party to discuss District operations and questions relating to the implementation of this Contract.

The Principal or his/her designee and building representative(s) shall meet at the request of either party to discuss building operations and questions relating to the implementation of the Contract.

These meetings shall be held on a mutually convenient date and time of day or after the conclusion of classes. If found to be necessary by the administration to hold meetings during the regular school day, such meetings shall not result in loss of pay to the teachers.

Section B – Information

All information relevant to negotiations or the administration of the Contract shall be provided in keeping with the Taylor Law. The District shall provide to the President of the United Teachers the following information:

1. No later than the end of the second full week of school of each school year, a list of:
 - a. New teachers
 - b. Teachers on leaves of absence (paid and unpaid)
 - c. Resignations
 - d. Interim positions
 - e. Seniority list by tenure area
 - f. Terminations
 - g. Changes in teacher status (transfer, reassignment, etc.)
2. By October 1 of each school year:

A master schedule of teacher assignments for each school with the number of students in each class shall be given to the President of the United Teachers.

Section C - Visitations

The President of the United Teachers or his/her representative shall be allowed to visit schools to investigate working conditions and teacher complaints. Such visits shall be with the knowledge of the building principal or his representative. Upon the arrival of the visiting representative, they shall confer with the Principal or his representative in order to facilitate the purpose of the visit. A list of the United Teacher representatives shall be provided for distribution to each building principal.

Section D - Notice of Board of Education Meetings

The United Teachers shall be electronically notified an agenda of the meeting at the same time as it is mailed to Board members.

Section E - Use of Facilities

The United Teachers shall have the right to use school buildings and facilities “pursuant to current District policy.”

The United Teachers shall have the right to post notices of its activities and matters concerning the organization on teacher bulletin boards, one of which shall be provided in each school building for the United Teachers. Bulletin boards are to be restricted to teacher lounges

and/or teacher workrooms. The United Teachers may use teacher mailboxes for communications to teachers. The United Teachers shall be solely responsible for materials distributed under this paragraph.

Section F - Released Time

The President of the United Teachers shall be released from his/her normal teaching assignment. In lieu of a normal full teaching assignment, the President shall serve in some educational capacity that is mutually acceptable to him/her and the Superintendent of Schools for seventy five (75) days. In the school year in which the contract expires, the number of days served shall be reduced by five (5) days.

Examples of acceptable educational service shall include, but not be limited to:

- a. remediation (both during and beyond normal school hours)
- b. substitute teaching within the teacher's area of expertise and certification
- c. special programs (e.g., guest lecturing, presentations, mini-courses, regents review, etc.)
- d. conferences, workshops, staff development days, etc.

The President of the United Teachers and the Superintendent of Schools shall meet prior to each school year in an effort to mutually agree on the distribution of such days.

In lieu of serving in some mutually agreed upon educational capacity for seventy-five (75) days, the President of the Association and the Superintendent of Schools may mutually agree that the President shall instead teach a 2/5th schedule.

The President of the United Teachers shall suffer no diminution of salary, benefits, contractual rights, seniority, tenure status or any and all professional status that he/she would normally enjoy in his/her capacity of teacher.

United Teachers' officers (President, Vice-President, Secretary, Treasurer, building Vice-Presidents and two (2) representatives from each building) shall not be given supervisory duties. The Vice President, Secretary, and Treasurer shall have their duty-free period scheduled during the last period of the day. Such officers shall be available for after-school requirements.

William Floyd High School shall be entitled to an additional three (3) building representatives who shall not be given supervisory duties.

Other executive officers of the United Teachers designated by the President shall have a cumulative total of ten (10) days released time annually.

Section G - Union Days

Representatives of the United Teachers shall be allowed to attend United Teacher representative assemblies, meetings and workshops when Union representation is required or appropriate. Attendance by William Floyd teachers at such meetings shall not exceed a total of forty (40) teaching days annually. On days in which a teacher is responsible for administering a NYS assessment, (including the Regents exam), the utilization of a union day must receive the prior approval of the Superintendent of Schools or his/her designee.

Required attendance at arbitration, tenure hearings, PERB hearings, court appearances or similar-type hearings by a teacher and/or his Union representative shall be excluded from the forty (40) days maximum.

Section H - Dues Deduction

The Board shall submit to the United Teachers no later than October 1st of each school year and each month thereafter a list of all teachers who have designated membership in the United Teachers for the purpose of dues deduction. Each individual teacher shall receive a financial statement outlining payroll deductions and an annual report of sick and personal day accumulations.

ARTICLE III **PROBATIONARY APPOINTMENTS**

Section A - Credit for Previous Experience

A maximum of ten (10) years credit for acceptable teaching experience may be given. "Acceptable teaching experience" is defined as full-time teaching in an accredited public and/or private school. Additional credit for teaching may be allowed on the salary schedule at the discretion of the Board.

Credit for service in the United States Armed Forces, VISTA and/or Peace Corps may be granted as follows: one (1) year for each full year of service not exceeding two (2) years.

Credit for service in the field of business may be granted as follows: one (1) year for each full year of related business experience not to exceed a total of four (4) years. Under no condition shall more than ten (10) years credit be granted without the approval of the Board.

Section B - Reinstated Teachers

Reinstated teachers who return within four (4) years may be given credit for approved teaching experience in the interim and placed on the appropriate step above the position occupied upon leaving the District. Previously accumulated unused leave days may be

restored to the returning teachers at the discretion of the Board and the Superintendent provided they have not already been paid out.

Section C - Health Examination

Each employee shall undergo a medical examination and submit a satisfactory report from the examining physician prior to the first day of work in the first year of employment. In those situations where an individual is hired on short notice and unable to obtain a certificate, the certificate shall be submitted within thirty (30) days of an employee's hire date. Teachers newly employed during the course of the school year shall be required to have a physical examination prior to reporting to work. If the school physician is chosen, the District shall bear the expense. If a private doctor is chosen, the District shall reimburse the teacher for the cost of the exam not covered by insurance up to a maximum of fifty (\$50) dollars. The type of examination shall be determined by the Board and shall be reported on a form provided by the District.

ARTICLE IV **TRANSFERS AND REASSIGNMENTS**

Section A - Announcement of Vacancies

Vacant professional positions occurring during the school year shall be advertised throughout the District via electronic mail to those unit members who have an active District provided email account. Those unit members who do not have an active District provided email account shall be notified in writing. The advertisement shall contain the job title, job description, duties, salary, qualifications and locations of the job. In all instances, this notification shall be posted prior to any action being taken to fill this position. Such vacant position shall remain open for at least five (5) calendar days after sending the email notification and/or providing the notification in writing, unless the District and the Association mutually agree to reduce such five (5) day requirement when the District must fill a position on an expedited basis. Such advertisement shall be made within three (3) business days following the next regularly scheduled Board of Education meeting after the vacancy occurs.

Notice of all vacancies in existing or newly-created positions which arise during the summer recess shall be sent to the Association and all members of the unit who request such notification in writing prior to the end of the school year.

Section B - Application for Vacant Positions

Any teacher may make application for announced professional positions. Application shall be by simple form, merely requiring the name and school of the applicant. He need not repeat any information which is in his permanent file. Written notice as to the disposition of

the application shall be given. In the case of two (2) or more applicants, with equal qualifications, length of service in the District shall be a determining factor. In determining the relative qualifications of applicants, "qualifications" shall include, but not be limited to, an applicant's past job performance and interview performance. A list of appointments will be made available to the United Teachers upon request.

All employees who have a District provided email account shall be required to submit any and all employment applications electronically.

If this procedure is not followed by the District, the position will be filled by the most senior qualified teacher in the District desiring the position.

Section C - Involuntary Transfers and Reassignments

Definitions: Transfer - any change in building or session
 Reassignment - any change in a secondary Teacher's grade level or curriculum; any change in primary (K-2) to or from intermediate (3-5)

Notice of an involuntary transfer or reassignment shall be given to teachers as soon as practicable. Prior to an involuntary transfer or reassignment becoming necessary, qualified volunteers, if any, will be sought and considered. A teacher's areas of competence, major or minor fields of study and length of service in the District will be considered in determining which teacher is to be transferred.

A teacher who has been given notice of an involuntary transfer shall have the right to a meeting with the appropriate building principals, the Superintendent or his designee. The teacher shall have the right to have a building representative at this meeting.

A teacher who has been given notice of an involuntary reassignment shall have the right to a meeting with the appropriate building principal. The teacher shall have the right to a building representative at this meeting.

At the meetings described in the preceding two (2) paragraphs, the Administration Representative shall discuss the possibilities for solving this problem with the teacher and explain why such transfer or reassignment is the most feasible solution to the problem.

No teacher who is transferred shall, by reason thereof, lose his salary status, or be deprived of other rights under this Agreement. No probationary teacher who is transferred shall, by reason thereof, lose his probationary seniority.

A list of open positions in the District will be given to all teachers being involuntarily transferred. Such teachers may request the positions, in order of preference, to which they

desire to be transferred. At the discretion of the building principal and to the extent that it does not interfere with the educational program, all such teachers will be given time off for the purpose of visiting the schools at which such openings exist.

A transfer or reassignment shall be made for professional and educational reasons only.

This section shall not apply to a reassignment when looping (continuation of instruction with the same students from one (1) academic year to the next academic year) occurs.

ARTICLE V
TENURE APPOINTMENTS

The probationary period shall be as per Section 3012 of the Education Law of the State of New York, during which period employment may be terminated in accordance with existing laws governing teacher tenure.

The Superintendent shall review the evaluations and recommendations of the building principal and prepare a recommendation for either a dismissal, denial of tenure, a tenure appointment, or extend the probationary period for an additional year pending further evaluation.

ARTICLE VI
RETIREMENT INCENTIVE/SEVERANCE PAY

Section A - Retirement Incentive

1. Teachers shall be eligible for the following retirement incentive provided that they have a minimum of fifteen (15) years of service in the District and they retire into the New York State Teachers Retirement System by no later than July 1 following the date the teacher first becomes eligible to retire without suffering reductions or penalties to retirement system benefits from the New York State Teachers Retirement System.

Teachers who have achieved a minimum of fifteen (15) years of service will receive thirty thousand (\$30,000) dollars. For each year beyond fifteen (15) years of service up to and including twenty (20) years, add an additional one thousand and one hundred (\$1,100) dollars per year. For each year beyond twenty (20) years of service add an additional one thousand and five hundred (\$1,500) dollars per year. All partial years of service shall be prorated. Teachers lose all eligibility for the incentive provided herein should they fail to exercise their option to retire when first eligible.

Employees hired on or after July 1, 2018, shall only be eligible for the retirement incentive set forth above, provided that they have completed a minimum of twenty (20) years of service in the District and they retire into the New York State Teachers Retirement System by no later than July 1 following the date the teacher first becomes eligible to retire without suffering reduction or penalties to retirement system benefits from the New York State Teachers Retirement System.

Teachers must provide notice to the Superintendent on or before January 15th of the year they wish to retire to qualify for this incentive. In addition, teachers must submit an irrevocable letter of retirement to the Superintendent by close of business on March 1st of the school year they will retire in order to qualify for the incentive. Teachers who will retire during the school year at times other than on June 30th, must submit their irrevocable letter of retirement at least ninety (90) days prior to the date they will retire in order to qualify for the incentive.

2. Teachers who have a minimum of twenty-five (25) years of service who voluntarily resign prior to becoming eligible to retire without reduction in benefits or penalties to retirement system benefits from the New York State Teachers Retirement System, shall be eligible for the payments set forth in Section A.1 above. Such teachers must provide at least three (3) months' notice of their intent to resign, prior to their date of separation.
3. Payment of the retirement incentive shall be made within forty-five (45) days after the effective date of retirement from the District unless otherwise arranged between the mutual consent of the teacher, the Association and District.

Section B - Post Retirement Benefits – Crimes

If formal disciplinary charges are filed against a member of the unit pursuant to Section 3020-a of the Education Law, and if the basis of such disciplinary charges would, if proved in a court of appropriate jurisdiction, constitute a crime involving theft of District property or funds, or sexual misconduct, the District shall have the right to withhold any severance and/or retirement payments provided in this Agreement, including health insurance into retirement, provided the teacher is terminated after being found guilty of such charges after a hearing and/or he resigns or retires with such Section 3020-a disciplinary charges pending against him.

Section C - Legality

If any provision of this Article is found illegal then the entire provision shall be deemed illegal and therefore null and void. In such an event, the Board and the United Teachers shall agree to reopen negotiations on Article VI exclusively. Pending a substitute provision, Articles

VI and XVIII of the collective bargaining agreement effective July 1, 1990 through June 30, 1993 shall be applicable.

Section D – Retirement Incentive/Severance Pay

For purposes of Article VI only, District “service” shall count only the following:

1. Full time service following a probationary appointment as a teacher or administrator;
2. Full time service as a Teaching Assistant;
3. Full time service as a permanent substitute during the twelve (12) month period immediately preceding a teacher’s probationary appointment; or
4. Full time service as an “interim” teacher.
5. When calculating years of service, those teachers whose service time includes a decimal of .95 or greater shall have their years of service rounded up to the next whole number (*e.g.*, 9.96 years of service shall be rounded up to 10 years of service.)

Section E – Value of Accumulated Sick Leave

1. Retirement

Teachers who have a minimum of ten (10) but less than twenty (20) years of service in the District will receive one hundred (\$100) dollars for each sick day accumulated upon retirement from the District.

Teachers who have a minimum of twenty (20) but less than thirty (30) years of service in the District will receive one hundred and fifteen (\$115) dollars for each sick day accumulated upon retirement from the District.

Teachers who have thirty (30) or more years of service in the District will receive one hundred and twenty-five (\$125) dollars for each sick day accumulated upon retirement from the District. The number of sick days paid for as described in this paragraph shall not exceed sixty five (65%) percent of the maximum number of days the teacher could have accumulated based on their total length of service in the District. For example, a teacher with ten (10) years of service would have a maximum of one hundred thirty (130) accrued sick days (10 years times 13 days equals 130 days). Sixty-five percent (65%) of one hundred thirty (130) days would yield eighty-four and one-half (84.5) days, the maximum number of days for which the teacher in this example could be paid under this provision. Unused personal leave days accumulated prior to July 1, 1995 shall be credited as sick days for the purposes of this Article.

2. Severance/Resignation

Teachers who have a minimum of ten (10) but less than twenty (20) years of service in the District will receive eighty (\$80) dollars for each sick day accumulated upon resignation from the District.

Teachers who have a minimum of twenty (20) but less than twenty five (25) years of service in the District will receive ninety (\$90) dollars for each sick day accumulated upon resignation from the District.

Teachers who have a minimum of twenty-five (25) years but less than thirty (30) years of service in the District will receive one hundred (\$100) dollars for each sick day accumulated upon resignation from the District.

Teachers who have thirty (30) or more years of service in the District will receive one hundred fifteen (\$115) dollars for each sick day accumulated upon resignation from the District.

Unused personal leave days accumulated prior to July 1, 1995 shall be credited as sick days for the purposes of this Article.

The number of sick days paid for as described in this Article shall not exceed sixty-five (65%) percent of the maximum number of days the teacher could have accumulated based on his total length of service in the District.

For example, a teacher with twenty five (25) years of service would have a maximum of three hundred (300) accrued sick days (25 years times 13 days equals 325 days). Sixty-five (65%) percent of three hundred twenty-five (325) days would yield two hundred and eleven and one-quarter (211.25) days, the maximum number of days for which the teacher in this example could be paid under this provision.

3. Teachers who have a minimum of ten (10) years of service in the District shall, in addition to any payment for which they qualify pursuant to paragraphs 1-2 above, be paid forty five dollars (\$45) dollars for each sick day remaining above the sixty-five (65%) percent maximum, up to a maximum of an additional fifteen (15) days if available.

Section F – Non-Elective Section 403(b)

Retirement Incentive/Severance Pay/Accumulated Sick Leave – Any payment made pursuant to Section A or E of this Article shall be remitted by the District on behalf of each eligible employee in the form of a non-elective Employer Contribution,

which shall be subject to all the terms of the 2003 Memorandum of Agreement between the District and the Union.

ARTICLE VII
EMPLOYMENT CONDITIONS

Section A - School Year

1. Teachers shall have no more than one hundred and eighty (180) instructional work days and up to three (3) three additional days for Superintendent's Conference Days (students not present except as described below) for a total of one hundred and eighty-three (183) days. As a limited exception to the traditional activities typically conducted during a Superintendent's Conference Day, Grades 6 and 9 Orientation may be held during a portion of one of the Superintendent's Conference Days at the beginning of the school year, provided, however, that there will be no mini-schedule or instruction by teachers during Orientation.

The school calendar shall be developed by BOCES. Variations to this calendar shall be negotiated with the Union before the start of the new school year. This calendar shall be agreed to before June 15th each year.

In the event that three (3) or fewer emergency days are used during the school year, no makeup days shall be required. In the event that four (4) emergency days are used during the school year, the District may designate an additional Superintendent's Conference Day on a day that school was originally scheduled to be closed during a regularly scheduled holiday/school break (e.g., the Friday during Spring Break) as a makeup day. In the event that five (5) or more emergency days are used during the school year, school shall be open on a day(s) that was originally scheduled to be closed during a regularly scheduled holiday/school break (e.g., the Friday during Spring Break) as a makeup day(s). The District shall designate the potential makeup days in the school calendar.

Teachers who fail to report to work on the make-up days designated in the school calendar, shall be docked one (1) day without pay for each make-up day missed, unless the individual has a documented illness, qualifying bereavement leave or other emergency situation as determined in the sole non-grievable discretion of the Superintendent or his/her designee.

2. If more than the allotted emergency days have been used, the days shall be deducted from a mutually agreed upon recess.

3. Non-tenured teachers may be required to attend up to thirty (30) hours of staff development training per year. Such training may take place during the one (1) week prior to the beginning of the school year and/or during the school year immediately after the regular school day. When staff training is scheduled after the work day, the District will make a reasonable effort that it not exceed three (3) hours in length. Teachers will earn one (1) in-service credit for each fifteen (15) hours of completed training.

Section B – Working Hours

The workday shall not exceed seven (7) hours and three (3) minutes for elementary teachers, and seven (7) hours and eight (8) minutes for secondary teachers. The student day in the elementary schools shall be a maximum of six (6) hours and eighteen (18) minutes.

High School/Middle School

5 Teacher Periods:	No more than 45 minutes per period (or 1,125 instructional minutes per week**)
1 lunch period	No less than 40 consecutive minutes per day
1 preparation period	No less than 40 consecutive minutes per day
Passing Period	No less than 3 minutes between each class
1 supervisory duty period*	No more than 45 minutes per day
1 extra help*	No more than 45 minutes per day

*If scheduled, the “extra help” and “supervisory period” will be held within the teacher workday.

** Should the District want to implement an alternative teaching schedule for some or all of its teachers (e.g., teachers have six instructional periods one day and four instructional periods the following the day etc.), a teacher may be assigned no more than 1125 instructional minutes per week, without receiving additional compensation pursuant to Article XVI, Section F. Prior to implementing an alternative schedule, the District must consult with the Association at least nine (9) months prior to implementation. The District will make reasonable efforts not to schedule more than 145 consecutive minutes of direct instruction. Should, after consultation with the Association as set forth above, the District implement an alternative schedule for some or all of its teachers, the Core Teacher Load (ELA, Math, Social Studies, Science and Foreign Language) shall not exceed one hundred and forty (140) students, unless otherwise agreed by the parties.

It is understood that announcement time, if any, shall be added onto the existing class periods for the purposes of this section.

The remainder of the school day shall be scheduled as necessary by the District, but unless otherwise mutually agreed by the parties, teachers shall not be required to have more than one supervisory period, one (1) extra help period or more than five (5) direct instructional periods per day. Options of what the District may assign during the remainder of the school day shall include, unless otherwise agreed to by the parties: team meetings, building level meetings, department meetings, professional development, additional preparation periods (individual and/or team).

- A. Bus duty shall operate as per the past practice of the parties.
- B. Should the District decide to utilize a nine (9) period day for Middle School, Core Teacher (ELA, Math, Social Studies, Science and Foreign Language) load shall be defined as follows:
 - i. The teacher load shall be between one hundred and twenty (120) and one hundred and twenty-nine (129) students with a ceiling of one hundred and forty (140) students.
 - ii. Maximum class size shall be twenty-eight (28) students per section.
 - iii. If a teacher's load exceeds one hundred twenty nine (129) students, a teacher aide will be provided according to the following formula: one (1) period of teacher aid coverage daily for affected teacher.
 - iv. Maximum class load for Resource and Speech teachers shall comply with State regulations.
 - v. Those "encore" teachers who are "self scheduled" (Instrumental and Choral Music, Guidance, Speech, and Psychologists) will continue to work the typical work day as per current practice.
 - vi. If incorporated into the teacher schedule, an Additional Preparation Period may be used for Pupil Personnel meetings, Staff Development and similar types of activities. These activities shall be arranged by the building and/or District administration in consultation with the effected teachers. In no case will the Additional Preparation Period be used for such activities more than three (3) times in any five (5) day period unless mutually agreed upon by both the administration and the effected teachers.
- C. The District may choose, in its discretion what class schedule structure to utilize at the Middle School and the High School, subject to the parameters set forth above. If the District exercises its discretion to utilize an 8-period day and/or some alternative schedule (other than an 8-period or 9-period day), then the class size parameters set forth in Article XII(B) shall apply.

- D. It is the understanding of the parties that the above-work-day outlines may not represent the exact allocation of daily minutes due to variations in scheduling.
- E. The last two (2) days of the school year and three (3) of the last five (5) days of the school year will be half-days for elementary teachers, unless doing so will result in the loss of State Aid.
- F. The District shall be permitted to flex the schedules of School Counselors, Social Workers, Psychologists, CSE Chairs, Reading Teachers, Resource Teachers, Speech Teachers, ESL Teachers and LLI Teachers who volunteer by up to one (1) hour either in the a.m. or p.m. (from the affected teacher(s)' regular building hours) for up to a full semester at a time. The District shall identify the number of positions needed to be flexed to the President of the Association and the departments affected and shall seek volunteers. Flexed teachers' responsibilities shall be consistent with their regular work day and the length of their day will not exceed contractual limits. If a flexed schedule creates an undue hardship upon a teacher, they may request a meeting with the Assistant Superintendent of Human Resources to see if the schedule could be modified to address the teacher's needs.

Section C – Timekeeping

All Teachers shall be required to clock-in and clock-out at the beginning and end of the school day, using the Timekeeping system selected in the sole discretion of the District. The District shall not require teachers to clock-in or clock-out during any other time of the day, unless mutually agreed by the parties.

The District will not provide any DNA or other biometric information to any third party, including law enforcement (exclusive of the vendor for purposes of device functionality) without a court order, summons or subpoena, as appropriate, except: (1) where otherwise required by law: or (2) to comply with a request from law enforcement or other competent authority investigating a crime or threat occurring on school property or where the District is the complainant.

For the purpose of this provision, the term "DNA or other biometric information" shall mean a digital image or hard copy of: a finger print, retinal pattern or biometric identifier and shall not mean the data generated by algorithm that represents the biometric information. It is agreed between the parties that any vendor's methodology does not store, maintain and/or archive any DNA or other biometric information based upon the vendor's representations.

Section D - Teacher Lateness

Teachers reporting to work ten (10) minutes late more than twice per semester shall be docked one (1) hour's pay for each time thereafter. Teachers shall be notified in writing of each lateness as it occurs.

Section E - Lunch Periods

1. All elementary teachers shall have a daily duty-free lunch period of between thirty seven (37) and forty (40) minutes. Every effort will be made by the building administration to give the teachers a forty (40) minute lunch period. Elementary classroom teachers shall not have a supervisory duty after their lunch period.
2. High school and Middle school teachers shall have a daily duty-free lunch period as per schedule, but not less than forty (40) minutes daily.

Section F - Preparation Periods

Duty-free preparation periods for elementary teachers during the instructional day shall be not less than forty (40) minutes, five (5) days per week.

Preparation time for elementary teachers is to be provided by classes given their students in art, music, library and physical education. These aforementioned classes are to be taught by teachers duly certified in art, music, media specialist and physical education.

Preparation periods for secondary teachers shall be in accordance with class scheduling, but not less than forty (40) consecutive minutes daily.

Preparation periods are for professional use only and teachers are not to leave the building during preparation/professional periods.

On full day professional development days, teachers shall not be entitled to a preparation period, but shall be guaranteed a lunch period.

Section G - Teacher Assignments

Teachers will be notified in writing of their salaries and programs for the coming school year, including the schools to which they will be assigned, the grades and/or subjects that they will teach, and any special or unusual classes that they will have, as soon as practicable. Notification of salary agreement will be received by the last day of the school year, with the District making every effort to notify teachers of their salary agreements as early as possible. All special area classes are to be taught by teachers certified in those special areas. Students in Kindergarten classes may receive instruction from Special Area teachers. Upon the

implementation of a full day kindergarten program, kindergarten teachers will be treated as elementary teachers as per Article VII (E), clause one (1).

Employment agreements for teaching staff returning the following year shall be returned to the District office no later than ten (10) days after distribution of same. If the notice is not returned within ten (10) days, following a joint investigation by the United Teachers and administration, it will be assumed that the teacher does not plan to return and the job will be posted. Teachers planning to leave the employ of the District shall notify the District office immediately.

In arranging schedules for teachers who are assigned to more than one (1) school, an effort will be made to limit the amount of inter-school travel. Such teachers will be notified of any change in the schedule as soon as possible.

For teachers who are assigned to more than one (1) building during the course of an individual school day, a stipend of one hundred (\$100) dollars per building per year shall be given to each teacher to cover traveling expenses. Payment shall be made in full the first pay period in December.

Where there are a sufficient number of classes in a given area to warrant a full-time teacher, part-time teachers will not be used. Part-time teaching positions will be eliminated when a full-time schedule is developed in a given area.

If a full-time position can be created, the most qualified teacher will be appointed to fill the position.

The administration will make every effort to appoint applicants who are judged to have sufficient expertise (preferably certified) in two (2) areas to effect a full-time position rather than two (2) part-time positions.

Secondary school teachers will not be assigned more than five (5) academic classes each day or twenty five (25) academic periods per week. Teacher academic assignments in excess of twenty five (25) per week shall be reimbursed at the rate specified in Article XVI, Section F. Effective July 1, 2019, teacher academic assignments in excess of twenty-five (25) periods or one thousand one hundred twenty-five (1125) minutes per week, shall be reimbursed at the rate specified in Article XVI, Section F.

Secondary school teachers will not be required to teach more than two (2) certification areas or have more than two (2) teaching preparations at any one (1) time except for good and justifiable reasons where three (3) teaching preparations are acceptable; it being understood that limiting the preparation will be a more educationally sound policy. Regents classes and non-regents classes in the same subject will be considered separate preparations. In view of a

science teacher's seven (7) periods per week (lab courses), the following general schedule is advisable except for good and compelling reasons:

3 - seven (7) per week courses	21 periods per week
1 - five (5) per week course	<u>5 periods per week</u>
Total	26 periods per week

The foregoing schedule is to be arranged by the science coordinator in conference with the department concerned. Science teachers, who as a result of teaching lab courses teach twenty six (26) periods per week, shall not be assigned supervisory duties.

Any science or advanced placement teacher who is assigned twenty-eight (28) teaching periods a week shall be remunerated \$6,369.13 during the 2025-26 school year and \$6,496.51 during the 2026-27 school year. Any science teacher who is assigned twenty-seven (27) teacher periods a week shall be remunerated \$3,216.41 during the 2025-26 school year and \$3,280.73 during the 2026-27 school year. Any additional increases to the stipends set forth in this paragraph shall be governed by Article XVI(H) (Extracurricular Activities/Stipends). Teachers who receive a stipend pursuant to this paragraph shall not be entitled to receive additional compensation pursuant to Article XVI(F) (Substituting or Extra Assignments). These teachers shall also be assigned two (2) periods of supervisory duties per week.

Section H – School Counselor Evening Events

On the days that School Counselors are requested by the District to attend evening events, the beginning of their work days (seven (7) hours and eight (8) minutes) shall be adjusted to accommodate the evening events. The list of evening events to which this provision shall apply shall be mutually agreed upon between the parties (the District and the Association) by no later than September 15th of each school year and shall include at a minimum the following events: Freshman Transition Night and Financial Aid/College Application Night.

When staffing the evening events listed above, the District shall seek volunteers. The District shall have the sole discretion to choose both the number of School Counselors needed and the individuals to be selected from among those who volunteer.

Section I – Interim Teachers

An individual who is assigned to replace a member of the unit for a period of time equal to or greater than a full academic term/semester from the inception of the assignment shall be classified and paid as an “interim teacher” from the inception of their assignment. For purposes of this Section only, a full academic term/semester shall be defined as a minimum of

ninety (90) school days.

An individual who is initially assigned as a per-diem teacher to replace a member of the unit for a period of time less than a full academic term/semester who, as the result of a subsequent Board approved extension of the leave/absence of the bargaining unit member for whom they serve as a replacement, now replaces the unit member for a period of time equal to or greater than a full academic term/semester, shall be paid as an interim teacher from the effective date of the Board approved extension of the leave/absence resulting in replacement for at least a semester/term.

Section J – Music Department Teachers

All music department teachers are expected to participate in the All District Music Festival each year without additional compensation by both nominating students for participation therein, and by providing such instruction as is necessary for their participation. Any instruction that is related to the Music Festival may be conducted by incorporating the musical selections to be performed in the Festival into their regular instruction with the general student population so that it can be accomplished during regular instructional time.

Section K - Supervisory Duties

Supervisory duties, including bus duty, study hall supervision, hall supervision, supervision of in-school suspension, cafeteria duty, bathroom duty, and student consultation and extended learning period are recognized as required teacher assignments.

Bathroom Duty - Kiosks shall be made available when possible for bathroom duty, but unit members may be required to conduct manual checks of student ID's and use paper log books when a Kiosk is not available.

Additional duties, if deemed necessary by either of the two (2) parties to this contract, will be negotiated by the Superintendent and the local United Teachers' officers.

Assignment of duties shall be made on a rotating basis. Rotation through the list of recognized supervisory duties shall be made in such a way as to effect an equitable hourly distribution of each duty with respect to each staff member available. Rotation shall be on a yearly basis in the secondary schools, except for in-school suspension,, which shall be rotated quarterly.

Secondary Cafeteria Duty - The District shall post for and seek volunteers prior to the start of the school year for an annual assignment to cafeteria duty at the middle schools and high school. One (1) teacher per period may be assigned per cafeteria. However, additional teachers may be assigned to the cafeteria for justifiable reasons, provided the District consults

with the Association prior to making such assignment. Assignment to secondary cafeteria duty shall be made on a yearly rotating basis in such a way as to effect an equitable distribution of the duty among those who volunteer and/or are involuntarily assigned if there are an insufficient number of volunteers.

Those unit members assigned to secondary cafeteria duty for the full school year shall be paid a \$2500 annual stipend, which shall be paid in four equal installments of \$625 over the course of the school year in the last paycheck of each quarter. If a teacher is absent for five (5) or more consecutive school days, the stipend shall be pro-rated. Cafeteria duty substitutes who are moved from another duty to cover the cafeteria duty shall not be eligible for any additional compensation. Cafeteria duty substitutes who are pulled from one of their non-duty assigned periods to cover the cafeteria duty shall be paid the class coverage rate.

It is understood that the District may designate a portion of the period as supervised study hall. In addition to performing general supervision of the cafeteria, unit members assigned to secondary cafeteria duty shall be responsible to perform duties consistent with that additional assignment.

Section L - Parent/Teacher Cooperation

Educational success can be enhanced when school and home work together. Professional responsibilities of the teacher in this regard include maintaining consistent and continued communication between the school and the home regarding discipline, attendance, grades, achievement and homework. Besides written communication, teachers are expected to use District supplied resources (telephone, voice mail, e-mail, Gradebook, Canvas, iCampus, Google Classroom, etc.) as tools to build and enhance parental involvement and cooperation. It is expected that at a minimum, every Teacher shall update their District-provided learning management systems (e.g., Canvas, etc.) to include copies of all graded assignments prior to their due date, including but not limited to all graded classwork, homework, and projects. The District may designate an LMS that must be used, but teachers shall not be required to post assignments to more than one LMS. Any corresponding grades for such assignments and grades for any test/quizzes shall be posted in "Gradebook" by no later than the date that teachers are required to submit their progress reports and reports cards. Elementary teachers shall utilize the District's online learning platforms to the extent appropriate (e.g., SAVVAS) that would allow parents to easily view and support their child's educational journey.

Twenty four (24) hours notice shall be given by parents when requesting an appointment with a teacher. Said appointments are always at the discretion of the teacher, except in emergency situations at which time the building principal may request a waiver. No teacher shall be required to meet with any parent who does not observe this regulation. Meetings will be held during the teacher's preparation period or other free time during the

day – excluding the teacher’s lunch period. The building principal reserves the right to call a teacher to a meeting during the school day with parents in emergency situations.

There will be a maximum of three (3) evening conferences for Elementary, Middle School and High School teachers. These conferences shall be scheduled at mutually acceptable times for both parents and teachers. Half-day parent conferences, if any, will be scheduled the day after evening conferences.

Section M - Staff Meetings

The building principal or coordinator or department head may convene staff meetings at the end of the normal workday. An agenda and notice, where practicable, shall be given forty eight (48) hours prior to the meeting. No teacher shall be required to attend more than a total of fifteen (15) meetings per year and stay longer than forty five (45) minutes beyond the normal workday. The Superintendent reserves the right to call four (4) additional meetings per year, the duration of which shall not exceed forty five (45) minutes beyond the normal workday, except as provided below.

If included in the High School schedule, up to ten (10) Friday extra help periods can be rescheduled and accumulated for the purpose of creating additional staff development time. A maximum of ten (10) sessions can be converted for this purpose. No more than two (2) may be utilized per month. On days where Friday extra help has been rescheduled, teachers may leave at the end of Period Eight (8). A minimum of two (2) weeks’ notice shall be provided of scheduled staff development date(s). It is understood that this time is in addition to actual staff meeting/development time, thereby creating a double period – e.g., a regular staff meeting would run from 2:15 until 3:00; the additional thirty-seven (37) minutes shall be added for an ending time of 3:37 p.m.

In the Elementary and Middle Schools, no more than ten (10) meetings lasting a maximum of one (1) hour and fifteen (15) minutes prior to the beginning of or after the scheduled school day may be bundled for the purpose of staff development. Additional time shall be deducted from either other staff meetings or pre/post non-student contact school time. A minimum of two (2) weeks’ notice of scheduled staff development dates shall be provided.

Section N - Teacher Travel

Teachers will not be required to drive pupils to activities which take place away from the school building. Teachers may do so on a voluntary or an emergency basis, however, with the advance approval, if possible, of a principal or an immediate supervisor. Whenever possible, a second adult shall accompany a teacher who is transporting a student(s). The teacher must provide the principal with a record of insurance on the vehicle for the protection

of all concerned. School insurance will apply in accordance with the terms and conditions of the District's insurance policy and as allowed by law.

Section O - Teacher Parking Facilities

Designated parking areas shall be provided for teachers. Parking areas shall be lighted wherever practicable and, in the event of snow, shall be cleared. Security personnel will be assigned to monitor teacher parking areas.

Section P – Supplies

The following supplies shall be provided in each classroom for teacher use:

1. desk and chair
2. file cabinet
3. book shelf
4. shades for classrooms
5. clock, telephone, P.A. system

Section Q – Teachers' Lounge

A faculty lounge shall be provided in each building. The following equipment shall be in each faculty lounge:

1. adequate tables and chairs (adult)
2. sink & stove (may be combination) where they now exist and in new buildings
3. refrigerator
4. telephone (with local exchange)
5. clock
6. P.A. system
7. adequate lavatory facilities (not necessarily in lounge) where they now exist and in new buildings
8. computer access

Section R - Use of Photocopy Machine

Teachers shall have the right to use the District's photocopy machine for the duplication of educational materials only.

Section S - Salary Deductions

Teachers shall have the right to have professional membership dues for the United Teachers, health insurance, group automobile insurance, Roth IRA, New York State Deferred Compensation Plan (Section 457 Plan), short term disability at the employee's expense and other deductions withheld from their salaries. Teachers shall authorize such deductions by submitting signed authorizations to the Business Office. These deductions shall be forwarded to aforementioned organizations or others within a reasonable amount of time. Such authorizations shall continue in full force and effect unless revoked in writing by the teacher. The District shall remit such deducted monies to appropriate parties to which the monies have been assigned. Such deductions shall be limited to the maximum possible under the computer performing such functions.

Section T - Class Coverage

The District may utilize a unit member's preparation or professional period to perform class coverage and/or to conduct professional development a combined total of up to two (2) times per semester. (For example: 1 class coverage and 1 professional development; or, 2 professional developments; or, 2 class coverages). Principals shall give advance notice where practicable.

Section U – Professional Development/Scoring Examinations

1. Unit members who voluntarily attend District sponsored/provided professional development opportunities outside their regular school day shall receive payment at the Tier 2 hourly rate for their time. The District shall have the sole discretion to determine whether to offer such professional development opportunities, when and where to do so, and the content taught. Time sheets reflecting hours worked shall be maintained and submitted in accordance with District policy. Evidence satisfactory to the District that the teachers actually attended the professional development will be verified by the building principal.

2. Unit members who volunteer to do so shall receive payment at the Tier 2 hourly rate for their time spent scoring exams outside of their regular school day when requested to do so by the District. The District shall have the sole discretion to choose both the number of teachers needed and the individuals to be selected. Time sheets reflecting hours worked shall be maintained and submitted in accordance with District policy. Evidence satisfactory to the District that the teachers actually worked the additional hours will be verified by the building principal.

ARTICLE VIII
LEAVES

Section A - Sick Leave

Teachers shall be entitled to ten (10) days sick leave per year, with unlimited accumulation. Sick leave may be taken for illness in the immediate family. Leave exclusive of accumulated sick days shall be granted to any teacher who suffers an injury as a result of being involved in a student physical altercation, which results in his absence from work. Those unit members who suffer an injury as a result of a student physical altercation which results in his/her absence from work, shall be paid their full salary for up to a maximum of ninety (90) calendar days provided they file a workers' compensation claim and are approved for workers' compensation coverage. After the ninety (90) calendar day period has expired, unit members must utilize their accrued and unused sick/personal leave and submit a claim to the District's Long Term Disability provider, subject to the terms of the Long Term Disability policy. Teachers shall not lose their health insurance coverage while receiving workers' compensation benefits related to a student physical altercation.

An employee's sick day allotment shall be available for use at the beginning of each school year. However, if an employee separates from their employment before accruing the sick days used, the value of the "borrowed" days shall be deducted from the employee's final paycheck, or if such check is insufficient, the employee shall repay the District the balance. For employees hired after the beginning of the school year, sick days shall be pro-rated on a monthly basis for service of less than a full school year for that first year.

Section B - Personal Leave

1. Three (3) personal leave days shall be granted each year with an additional two (2) days charged to sick leave if available. Notification of intent to use personal leave shall be given on standard form (See Appendix H) at least forty eight (48) hours before taking such leave (except in the case of emergency). No personal leave days may be taken immediately preceding or following holidays or vacation periods.

Unused personal days shall be converted to sick days at the end of the school year. Personal days accumulated prior to July 1, 1995 shall be used as sick days if needed. Personal days shall only be taken for personal business which cannot be scheduled or transacted at any other time than during the normal work day.

2. An employee's personal day allotment shall be available for use at the beginning of each school year. However, if an employee separates from their employment before accruing the personal days used, the value of the "borrowed" days shall be deducted from the employee's final paycheck, or if such check is insufficient, the

employee shall repay the District the balance. For employees hired after the beginning of a school year, personal days shall be pro-rated for service of less than a full school year for that first year. For purposes of this section only, personal leave shall be pro-rated for employees who separate from the District and for employees who are hired after the beginning of the school year as follows:

Employees who work at least sixty (60) workdays shall be entitled to one (1) personal day per year. Employees who work at least ninety (90) workdays shall be entitled to two (2) personal days per year. Employees who work at least one hundred and twenty (120) workdays shall be entitled to three (3) personal days per year.

Section C - FMLA

If an employee is entitled to FMLA leave in accordance with District Policy and Regulation 6560 and under this Agreement, the FMLA leave will be deemed to have been taken concurrently under both the FMLA and this Agreement.

Section D - Disability

1. No Pre-existing Condition:

- a. Should a unit member experience a serious illness/disability requiring a long term absence, the following shall apply.
 - i. For illnesses or injuries that are not job related, the District shall require the unit member to expend his accumulated sick and personal days during the disability plan's waiting period. After the ninety (90) calendar day waiting period, the unit member shall be eligible to receive the monetary disability payment from the plan.
 - ii. For illnesses or injuries that are job related (medical documentation and review required) the District shall not require the unit member to utilize accumulated sick and personal days in order to satisfy the disability plan's ninety (90) calendar day waiting period. The District shall pay the unit member his regular salary during the ninety (90) calendar day waiting period. After the ninety (90) calendar day waiting period, the unit member shall be eligible for the disability plan's prescribed payment schedule.

2. Pre-existing Conditions:

- a. Definition: A pre-existing condition shall be defined as “a sickness or injury for which the insured received medical treatment, consultation, care or services including diagnostic measures, or had taken prescribed drugs or medicines in the three (3) months prior to the effective date of coverage.” The Long Term Disability plan does not provide coverage for any disability caused by, contributed to by, or resulting from a pre-existing condition.

Should a unit member experience an injury or illness that would usually qualify for Long Term Disability coverage but due to a pre-existing condition would not qualify for such coverage, the following shall occur:

- i. For illnesses or injuries that are not job related, the unit member shall utilize all of his accumulated sick and personal days. After exhaustion of a unit member’s sick and personal leave, and upon presentation of acceptable medical documentation, the affected unit member shall be provided full pay (100% of annual salary at the time the period of disability commenced) and benefits for the period not to exceed three (3) months.
- ii. For illnesses or injuries that are job related, the unit member must file a worker’s compensation claim. Illnesses or injuries that are determined to be job related (medical documentation and review required) shall not require the unit member to utilize accumulated sick and personal days for the first ninety (90) days of his disability. The District shall pay the unit member’s full salary for the ninety (90) day period. Should the disability continue after the initial ninety (90) day period, the unit member shall begin to utilize his accumulated sick and personal days. Upon notification of the financial settlement or payments made to the District based on the workers compensation claim, the District shall return sick days back to the unit members sick day leave bank at the percentage calculated by the formula established by the District and utilized by the CSEA custodial unit. After all accumulated sick and personal days have been used and the unit member is still unable to return to work due to his disability, the unit member shall be provided full pay (100% of annual salary based on the time the period of disability commenced) and benefits for a period not to exceed three (3) months.

- iii. Teachers who are ineligible for health insurance by virtue of exhausting sick leave and/or FMLA leave may appeal to the Board for extended health insurance coverage to cover the period of time until they are eligible for disability insurance for which they have applied. Such extension shall be for no more than four (4) weeks. If disability coverage is retroactively granted for such period, the cost of such additional health insurance coverage shall be reimbursed to the District

Section E - Bereavement Leave

Up to eight (8) days at any one time will be granted in the event of death of a teacher's spouse, domestic partner, child, or stepchild. Up to five (5) days at any one time will be granted in the event of the death of a teacher's son-in-law, daughter-in-law, parent, step-parent, father-in-law, mother-in-law, sibling, grandchild, or other member of the immediate household.

Teachers will be granted up to three (3) days at any one time in the event of death of a teacher's grandfather, grandmother, brother-in-law, sister-in-law, uncle, aunt, niece or nephew unless said relative is a member of the immediate household, in which event the teacher will be entitled to five (5) days.

Paid bereavement leave shall be provided for deaths that occur during the summer months prior to the opening of school only if the death occurs within the ten (10) calendar day period immediately preceding the first day of school for teachers.

The preceding list of relatives is intended to refer only to the deaths of an employee's personal relatives. Bereavement leave does not apply to the deaths of the relatives of the employee's spouse.

Section F - Child-Rearing Leave

Such leaves shall require not less than thirty (30) days written notice to the Board for commencement. Written notice of return from a child-rearing leave at the beginning of the next school year shall occur by April 1st of the prior school year. Written notice of return from a child-rearing leave terminating mid-year shall be given by November 1st of that same school year.

The term "child-rearing leave" shall mean a leave taken voluntarily by a teacher employed by the District to care for a child or children.

Teachers requesting child-rearing leaves are encouraged to take such leaves so as to be least disruptive to the educational process and also to best secure their personal needs.

Teachers shall return from such leaves at the beginning of a semester only.

Teachers shall be entitled to unpaid "child-rearing leave" for up to one (1) year.

The Board shall grant up to an additional year of child-rearing leave, consecutive to the first year, provided that the teacher shall return to work at the beginning of the school year.

The Board may grant such additional periods of leave for up to one (1) year with the understanding that such leave shall commence and end consistent with the beginning and end of the school year, and which is consistent with the needs of its educational programs and the needs of the individual teacher.

Section G - Religious Observance

All teachers shall be entitled to leave with pay for the purpose of observing mandatory religious holidays. Such days will be counted against their personal leave days. Permission may be granted for additional leave days by the Superintendent for teachers who must take personal leave and whose personal leave days were used for religious observance.

Section H - Court Appearance

All teachers shall be granted leave with pay to appear in city, county, state, and federal courts and arbitration hearings as a witness, defendant or plaintiff in cases involving the District. However, under no circumstances shall a teacher be granted leave with pay to appear in city, county, state and/or federal courts and/or arbitration or administrative hearings where a teacher is pursuing a claim against the District, unless otherwise mutually agreed by the parties. All teachers shall be granted leave to serve as a juror. The District shall pay employees on jury duty the difference between their regular salary and their jury duty compensation. This shall be accomplished by employees returning their jury duty fees to the District except for travel expense mileage.

Section I - Military Duty

The District shall follow Military Law, Section 242, Sub-division 5 regarding compensation for employees.

Leaves of absence will be granted without pay to any teacher who is inducted or enlists in any branch of the armed forces. Upon return from such leave, a teacher will be placed on a salary schedule at the level which he would have achieved had he remained actively employed in the system during the period of his absence, up to a maximum of two (2) years.

Section J - Sabbatical Leave

The Board may grant sabbatical leaves at its own discretion.

Section K - Attendance Bonus

For each school year, any member of the bargaining unit who is absent zero (0) sick days and zero (0) personal days shall receive six hundred (\$600) dollars.

In each school year, those teachers who use zero (0) sick days, zero (0) unpaid days and two (2) or fewer personal days during the school year shall receive a lump sum payment, which shall not be added to the base salary, of one thousand (\$1,000) dollars, provided that at least sixty (60) teachers or ten (10%) percent of the unit, whichever is greater, achieve this goal. If fewer than sixty (60) teachers reach this attendance goal in a given school year, then the attendance bonus shall be as set forth in the preceding paragraph. Under no circumstances shall an employee be entitled to both the six hundred (\$600) dollars set forth in paragraph one and the one thousand (\$1,000) dollars set forth in paragraph two.

Section L – Cancer Screening Leave

Any leave taken by a member of the unit pursuant to Section 159-b of the Civil Service Law shall, to the extent required by law, be paid leave and shall not be charged to the employee's accrued leave time (e.g., sick leave, personal leave). Employees shall use every reasonable effort to schedule such screening outside of regular work hours.

Employees who take a leave of absence pursuant to Section 159-b of the Civil Service Law, as applicable, shall provide at least seventy-two (72) hours written notice of the need for such leave. Upon their return to work, the employee shall provide the District with a note from a medical professional verifying the date and time of their screening and that they received screening for cancer. Failure to do so shall result in such leave being unpaid.

ARTICLE IX **COMMITTEES**

Section A - Professional Growth

Conference requests must be submitted to the building principal and the Assistant Superintendent for Elementary or Secondary Instruction, as applicable.

The Board shall budget the necessary funds to pay the reasonable expenses, including meals, lodging and/or transportation incurred by teachers who attend such sessions with Board approval. A fund of at least seven thousand five hundred (\$7500) dollars shall be

budgeted by the Board. The Assistant Superintendents for Elementary and Secondary Instruction shall have the discretion to approve and/or deny all requests and to allocate the amount of funds they believe is appropriate.

Any teacher may, with advance notice and approval of the building principal, attend such sessions at his own expense.

Section B - Report Card Committee

Should there be a necessity for a report card review or revision, a committee of volunteers from each building will be sought to serve on this committee.

ARTICLE X **COURSE APPROVALS**

Section A – In-service Courses

The Board is interested in the educational development of its faculty and shall make available in-service courses that offer opportunities to improve classroom instruction, enrich the skills and behaviors of teachers, enable teachers to acquire additional knowledge and serve as a vehicle for school staff to work toward the attainment of District goals and objectives.

An in-service course is a series of lectures, workshops and/or demonstrations pertaining to a specific educational area. It does not grant college credit.

1. In-service (within the District) - This is a course authorized by the Board and the administration to be offered to teachers of the District.
 - a. Teacher must have prior approval of the building principal, coordinator if applicable and the Assistant Superintendent.
 - b. (1) The course approval will be considered by the quality of the course to the extent to which it reflects academic training commonly considered necessary for successful teaching.

(2) The course should have a correlation with the area in which the teacher is certified.
 - c. One (1) credit per fifteen (15) class hours will be granted for each course.
 - d. Teachers must comply with the Teacher Center's policy related to absences.

- e. Teachers not affiliated with the District may participate in in-service courses providing attendance is below the class limit following enrollment of District teachers. A registration fee shall be paid by teachers from outside the District.
 - f. Teachers will be allowed to take a maximum of three (3) in-service courses in any two (2) year period sponsored by the same institution. The two (2) year period shall be the current school year (7/1 – 6/30) and the prior school year. This restriction shall not apply to courses taken through the William Floyd Teacher Center.
 - g. William Floyd Teacher Center courses shall count towards permanent salary credit, even if the teacher has not yet earned a Master’s degree. This does not include NTI credits. Eligibility for this credit will be retroactive to July 1, 1999.
2. In-service (outside the District)
- a. Same as above
 - b. Same as above
 - c. Same as above
 - d. Same as above
 - e. Teachers will be allowed to take a maximum of three (3) in-service courses in any two (2) year period sponsored by the same institution.

Section B - Graduate Courses

The Board encourages the professional staff to enroll in approved graduate courses for the purpose of professional growth. Approval of courses for salary increments shall be subject to the following guidelines:

1. All courses that enhance a teacher’s knowledge of a subject matter and pedagogy applicable to the subject or grade being taught will be approved for salary increments as per the professional staff salary schedule.
2. All Masters in the field of education and/or which apply directly to the teaching area will be approved as per the salary schedule.
3. All graduate courses in an approved graduate program related to educational administration/ leadership certification shall be approved as per the salary schedule.
4. All courses must have prior approval of the building principal and the Assistant Superintendent.

Section C - Duplicative and Correspondence Courses

No credit shall be given under Sections A and B above for coursework which is duplicative of courses already taken or for correspondence courses.

Section D - Column Advancement

All approved coursework taken beyond a teacher's BA degree and before the completion of an MA degree, shall be counted only towards movement onto the BA+ columns. Teachers hired on or after July 1, 2018, shall not be eligible for column movement until after they receive their MA degree. Once an MA degree has been earned, only approved courses taken after completion of the MA degree will be counted towards movement onto the MA+ columns.

No teacher may advance more than one (1) column beyond the masters' column in any one (1) contract year.

Column movement shall only occur in September of each school year. For purposes of movement onto the MA column only, such movement shall be made effective prospectively from the day in September on which the degree is formally conferred by the college or university. If the MA degree is conferred after September 30, movement onto the MA column shall not occur until the following September 1.

Bargaining unit members hired after July 1, 2013 shall not be eligible for movement to the MA+45 Column.

After September 2014 column movement is completed, teachers shall no longer be eligible for movement to the MA+15 Column.

To be eligible for column movement after September 2014, all unit members shall be required to fulfill the following:

1. For every fifteen (15) credits utilized for purposes of column advancement a minimum of six (6) credits must be graduate credits. To qualify as graduate credits for purposes of this provision, the class must be offered by a New York State accredited college or university solely for graduate credit. Effective July 1, 2018, for purposes of column advancement, teachers may be granted graduate credit for courses taken through the NYSUT ELT catalog, MESTRACT (grad programs), Ed Technology Specialists and Therapy Advance Courses even if such classes are not offered solely for graduate credit.

2. If a teacher wishes to apply in-service credit(s) toward column movement, no more than three (3) in-service credits can be taken from a non-William Floyd provider (*i.e.*, a provider other than the William Floyd Teacher Center) as defined in Section “A”. In the event the Teacher Center loses funding and is abolished, credits may be in-service courses as defined in Section “A”, provided however that the parties shall immediately commence negotiations regarding replacement of the Teacher Center credits.

For example:

<u># Grad. Credits</u>	<u># WF in-service</u>	<u># Other in-service</u>
15	0	0
9	6	0
9	3	3
6	6	3
6	9	0

Section E - Course Approval Procedure

The procedure for the application of graduate and in-service courses towards a salary increment shall be as follows:

All graduate and in-service courses taken for salary credit must be pre-approved by the Subject Area Coordinator and/or building principal, and the Assistant Superintendent on My Learning Plan.

The request for evaluation of credits form (Appendix I) must be submitted to the Human Resources Office not later than September 15th. Official transcripts must be received by the Human Resources Office not later than October 15th. Salary increments will not be awarded until official transcripts are received by the Human Resources Office. However, they will be effective as of September 1st, and paid retroactively when necessary. If the request for evaluation of credits form, or the official transcript confirming completion of courses are received after the respective deadline dates, then the salary increment will not take effect until the following September.

Notwithstanding the above, for purposes of movement onto the MA column only, such movement shall be made effective prospectively from the day in September on which the degree is formally conferred by the college or university. If the MA degree is conferred after September 30, movement onto the MA column shall not occur until the following September 1.

Section F – Online Courses

In an effort to continue to increase the capacity of our faculty to meet the needs of adult learners and to increase student learning, the District will review the integrity of online coursework at selected colleges and universities that offer New York State accredited teacher education programs through online coursework.

Teachers will receive salary credit for graduate courses from various New York State accredited colleges and universities approved by the District that offer teacher education programs through online coursework. A list of approved college and university online programs will be made available to Association members by June 1st for the following school year.

Teachers will also receive in-service salary credit for District-approved online courses offered through the William Floyd Teacher Center.

The course approval process outlined in Article X will also apply to all online courses taken for salary credit.

Section G – Coaching Class Course Approvals

Classes/courses related to coaching shall no longer be eligible for credit towards column movement. Instead, coaches will be reimbursed up to a maximum of one thousand (\$1,000) dollars for tuition/registration costs related to coaching courses taken after July 1, 2015 following the completion of at least four (4) consecutive school years of coaching at least one (1) sport in the District. The particular sport coached need not be the same each year. Reimbursement will thereafter be made following submission of such documentation and receipts as deemed necessary by the District.

ARTICLE XI **EVALUATIONS AND OBSERVATIONS**

Section A - Procedures

The observation and evaluation policies set forth in Appendix E are based on the philosophy that professional growth is a cooperative, ongoing, and mutual process for both the teachers and the supervisors. The procedures established herein are designed to help those being observed and evaluated to grow professionally and those observing and evaluating to facilitate that growth through the identification of strengths as well as goals for improvement.

Unit Members should refer to Appendix E for details related to the specific observation/evaluation procedures.

Section B - Appendix J

Should a tenured unit member's (*i.e.*, Teachers, Speech, Librarians, Technology/Staff Developer, Social Workers, Psychologists, Counselors, CSE Chairs etc.) performance during the course of the school year be judged to be below the standards established by the District for effective teaching, that teacher shall be notified in writing as per Appendix J that he/she thereafter shall be subject to a greater number of formal observations/evaluations than other tenured unit members under this policy. Should such a determination be made at the end of the school year on the teacher's Evaluation Report, he shall be notified that he shall be subject in the following school year to a greater number of formal observations than other tenured unit members under this policy.

Should a tenured unit member's performance be judged to be below standards, he/she shall be notified in the comment section on the front of the Tenured Evaluation Report (see Appendix E). Such notice shall be as follows:

Your performance for the current school year has not met the standards established by the District. You are hereby notified that for the next school year you will be subject to a greater number of formal observations/evaluations than other tenured unit members under this policy.

I will discuss the reasons for this with you in your year-end evaluation conference.

You may bring union representation to that conference, if you so desire.

All tenured unit members receiving the notice in "b" above shall be entitled to an advance copy of their Evaluation Report twenty four (24) hours prior to their evaluation conference, and shall be entitled to union representation at this evaluation conference.

Section C - Appeals and Grievances

Alleged violations of the Observation provisions for tenured or non-tenured Teachers (those covered by Education Law Section 3012 c/d) set forth in Appendix E may be raised solely through the grievance procedure set forth in this Agreement and shall not be eligible to be raised as part of any subsequent APPR appeal.

Tenured and non-tenured teachers shall be evaluated on the applicable Rubric pursuant to the agreed and approved APPR plan. This shall not be subject to the grievance procedure contained in this Agreement.

ARTICLE XII
CLASS SIZE

Section A - Elementary

Elementary class size in a building shall be considered excessive when the class average of all the regular classes (1-5) exceeds twenty seven (27) and when the class average of the regular classes on a grade level is twenty nine (29) or more. The following will be used as a guide for appropriate class size:

Kindergarten	20-28
Elementary	18-27
Reading	12-18
Physical Ed. Classes	25-35
Librarians	The District agrees to maintain the full-time equivalent of nine (9) Librarian positions District-wide. ¹

Kindergarten and Elementary teachers shall be eligible for a stipend of \$700 for each trimester that an individual's class contains twenty-nine (29) or more students.

If a class' enrollment falls within contractual limits, as determined by the District at the end of each academic trimester, no stipend will be provided for such trimester. The District's determination of class size from the 3rd academic trimester shall be based upon each respective class' enrollment as of June 1st.

If a Kindergarten or Elementary teacher is absent on paid or unpaid leave, he/she shall not be eligible to receive any extra stipends relating to class size overages during the periods of his/her absences.

Section B - Secondary

When more than one half (1/2) of the classes of a secondary teacher approach a number which exceeds what is considered a maximum number of students that can be taught effectively, every effort will be made to reduce each class by forming another class. Class reduction will be accomplished by providing permanent facilities, re-locatable classes, leased local facilities or double sessions (in case of departmentalized classes - overlapping sessions). The following will be used as a guide for appropriate class size:

Secondary classes	23-28
Reading	12-18

¹ This sentence shall sunset and be null and void for all purposes, including Triborough, effective June 30, 2028.

Physical Ed. Classes	25-35
Labs & Shops	According to number of available stations
Minimum secondary class size	12
Librarians	The District agrees to maintain the full-time equivalent of nine (9) Librarian positions District-wide. ²

Teachers shall be eligible for stipends of four hundred (\$400) dollars per class for each academic quarter that an individual's classes contained one (1) – three (3) additional students above the applicable maximum class size limit; or a stipend of four hundred and twenty-five (\$425) dollars per class for each academic quarter that such classes contained four (4) – seven (7) additional students above the applicable maximum class size limit; or a stipend of four hundred and fifty (\$450) dollars per class for each academic quarter that such classes contained eight (8) – twelve (12) additional students above the applicable maximum class size limit. Such stipend payments shall be made if and only if more than one-half of each individual teacher's assigned classes fall within the class size limits identified above.

Notwithstanding the above, secondary science teachers assigned to teach lab courses shall instead be eligible for a stipend of four hundred (\$400) dollars per class for each academic quarter that an individual's classes exceed the number of lab stations available in the classroom.

These payments shall represent additional compensation for services provided during the school year and shall be payable in or about July of each year for the prior school year.

If a class' enrollment falls within contractual limits as determined by the District at the end of each academic quarter, no stipend will be provided for such quarter. The District's determination of class size for the 4th academic quarter shall be based upon each respective class' enrollment as of June 1st.

If a teacher is absent on paid or unpaid leave, he/she shall not be eligible to receive any extra stipends relating to class size overages or retaining a 6th class during the periods of his/her absences.

Section C - Administrative Action

Any administrative action taken to reduce class size or form another class shall be reported to the Board. Any recommendations regarding additional staff and/or facilities shall be reported to the Board for action after consultation with the Superintendent.

² This sentence shall sunset and be null and void for all purposes, including Triborough, effective June 30, 2028.

Section D – Special Education

Elementary special education teachers shall be eligible for a stipend of seven hundred (\$700) dollars for each trimester that their self-contained special education class size exceeds the statutory maximum number of students as measured on the last day of the academic trimester. The determination of class size in the 3rd academic trimester shall be based on the class's enrollment as of June 1st.

Secondary special education teachers shall be eligible for a stipend of one hundred and five (\$105) dollars for each self-contained special education class period that exceeds the statutory maximum number of students as measured on the last day of each academic quarter. The determination of class size in the 4th academic quarter shall be based on each respective class's enrollment as of June 1st.

ARTICLE XIII **TEACHERS' FILES**

Teachers shall have the right to review their files at any time and to be given a copy of any material in the files except placement folders and references. Review of the file must be in the presence of a representative of the personnel department.

Nothing, with the exception of references and placement folders, may be entered into the teacher's file without sending a copy of the material to the teacher. Teachers reserve the right to make additions of a professional nature to their file.

Any addition to a teacher's file can be brought to the Superintendent's attention for review and appropriate action.

Letters from parents to, or in regard to, a teacher will not be placed in a teacher's file.

ARTICLE XIV **GRIEVANCE PROCEDURE**

Section A – Definitions

A "grievance" is a claim based upon an event or condition which affects the terms and conditions of employment of a teacher or group of teachers, and/or the interpretation, meaning, or application of any of the provisions of the Agreement or any subsequent agreement entered into pursuant to this Agreement.

An “aggrieved” person is the person or persons or the union making the claim. The respondent is any person or persons against whom action might be taken in order to resolve the claim.

Section B - Purpose

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may from time to time arise affecting the working conditions of teachers. These proceedings will be kept informal and confidential at all levels of the procedure.

Nothing herein contained will be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the administration, and having the grievance adjusted without intervention of the United Teachers.

Section C - Procedure

Grievances shall be initiated no later than fifteen (15) working days following the incident which causes the aggrieved to commence the grievance procedure. Since it is important that a grievance be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

It is advisable that prior to going to the first level of the grievance procedure that the teacher and the immediate supervisor meet in order to attempt to reconcile the problem. There will be no outside representation or records, but rather an informal discussion of the grievance. If the grievance is not resolved, then the principals involved will proceed to formal grievance procedures.

Level One: The teacher with representative, if he so desires, makes formal written presentation of his grievance to his immediate supervisor, within fifteen (15) working days of the incident.

Level Two: If the grievance is not resolved the employee may request in writing a review of his case by the Superintendent or his designee and the President of the United Teachers or his designee within five (5) working days after receiving the written statement from Level One.

Level Three: If the grievance is not resolved at Level Two, the Association may submit the matter to binding arbitration by filing a Demand for Arbitration with the District, with a copy to the panel arbitrator whose turn it is to hear the case. The panel of arbitrators shall consist of (1) Martin Scheinman, (2) Jack Tillem, and (3) Howard Edelman, and demands for

arbitrations shall be rotated in numerical order as per previous practice. In the event an assigned arbitrator is unable to schedule an arbitration within two (2) months of the date of the Demand for Arbitration, a second arbitrator will be randomly selected from the remaining two (2). In the event the second arbitrator is unable to schedule a hearing on a timely basis (within the original two (2) month period), the third arbitrator would be utilized. Random selection shall not affect the normal rotation.

Section D - Time Limits

There shall be a five (5) day limit for the completion of Level One, and there shall be a seven (7) day limit for the completion of Level Two. A request for Level Three shall be made within five (5) days from the time the Superintendent renders a decision from Level Two.

Any grievance filed within the last five (5) working days of the school year shall be resolved internally on Levels One and Two within ten (10) working days.

The reason for denial or approval shall be made in writing to the aggrieved at the end of each Level.

Section E - Rights of Teachers

No reprisals of any kind will be taken by the Board or any member of the administration against any participant in the grievance procedure by reason of such participation.

The aggrieved person and members of the administration may be represented at all stages.

No record of grievance procedures will be placed in the personnel files of individual teachers.

ARTICLE XV **ACADEMIC FREEDOM**

Section A - Individual Rights

The private and personal life of a teacher is not within the appropriate concern of the Board unless it affects his professional duties and performance.

Teachers will be entitled to full rights of citizenship and no religious or political activities of any teacher (provided such activities do not take place during his working hours) or the lack thereof will be grounds for any discipline or discrimination with respect to the professional employment of such teacher.

Teachers have the right to be supervised only by those qualified to do so by certification.

Section B - Educational Philosophy

Academic freedom shall, within the educational philosophy and curriculum developed jointly by the Board, administration, and staff, be guaranteed to teachers and no special limitation shall be placed upon study, investigation, presentation, and interpretation of facts and ideas concerning man, human society, the physical and biological world, and other branches of learning, except those standards of professional, educational responsibility applicable to elementary and secondary education. However, the teacher shall make every effort to present a variety of points of view on items which may be controversial.

ARTICLE XVI SALARIES

Section A - Salary Schedules

The 2025-26, 2026-27, 2027-28, 2028-29 and 2029-30 salary schedules shall be derived as follows:

1. The cost of the step increment for the unit for the 2025-26, 2027-28, 2028-29 and 2029-30 school years shall be calculated by advancing those unit members eligible for a step increment one (1) step on the salary schedule, calculating the increase in total base salary payroll for the bargaining unit after having done so, and dividing that sum into the total base salary payroll cost for the bargaining unit from the preceding year. This shall be the percentage step increment cost. The parties will meet to determine the cost of the step increment in February prior to the 2025-26, 2027-28, 2028-29 and 2029-30 school years and shall share all relevant documentation. In the event that the parties cannot agree as to the cost of the step increment, a mutually agreed to neutral party shall assist the parties in resolving the disagreement.
2. The Revenue Formula percentage shall be calculated as set forth below and shall be capped at four and one-quarter (4.25%) percent for the 2025-26 school year and at four (4.00%) percent for the 2027-28, 2028-29 and 2029-30 school years.
3. 2025-26 School Year
 - a. Eligible unit members shall advance one step on the salary schedule on September 1st or February 1st, as applicable, in the 2025-26 school year, as long as the Revenue Formula percentage increase is greater than

one-third (1/3) the percentage cost for the step increment in that school year. For example, if in the 2025-26 school year the Revenue Formula is 0.51% and the step increment cost is one and one-half (1.50%) percent, eligible unit members shall advance one step on the applicable salary schedule and no percentage increase shall be applied to the schedule.

- b. If the Revenue Formula percentage is greater than the percentage cost for the step increment in the 2025-26 school year, then the salary schedule shall be increased by the difference in percentages between the Revenue Formula and the step increment cost and eligible unit members shall advance one step on the applicable salary schedule on September 1st or February 1st, as applicable. For example, if in the 2025-26 school year, the Revenue Formula percentage is three (3.00%) percent and the step increment cost is two and one-half (2.50%) percent, then the 2025-26 salary schedule shall be increased by one-half (0.50%) percent ($3.0\% - 2.5\% = 0.50\%$) to create the salary schedule for 2025-26 and eligible unit members shall advance one step.
- c. If the Revenue Formula percentage increase is equal to or less than one-third (1/3) of the percentage cost of the step increment in the 2025-26 school year, then unit members shall not advance a step, and the salary schedule shall be increased by the percentage generated by the Revenue Formula. For example, if in the 2025-26 school year, the Revenue Formula is one-half (0.50%) percent and the step increment cost is one and one-half (1.50%) percent, then unit members shall not advance a step, and the 2025-26 salary schedule shall be increased by one-half (0.50%) percent to create the 2025-26 salary schedule.

4. 2026-27 School Year

Effective July 1, 2026, the 2026-27 salary schedule shall reflect a two percent (2.00%) increase on each step of the 2025-26 salary schedule. Eligible members of the unit shall advance one (1) step on the schedule in either September 2026 or February 2027 as applicable.

5. 2027-28, 2028-29 and 2029-30 School Years

- a. Eligible unit members shall advance one step on the salary schedule on September 1st or February 1st, as applicable, in the 2027-28, 2028-29

and 2029-30 school years, as long as the Revenue Formula percentage increase is greater than one-quarter (1/4) the percentage cost for the step increment in that school year. For example, if in the 2027-28 school year the Revenue Formula is 0.51% and the step increment cost is two (2.00%) percent, eligible unit members shall advance one step on the applicable salary schedule and no percentage increase shall be applied to the schedule.

- b. If the Revenue Formula percentage is greater than the percentage cost for the step increment in the 2027-28 school year, then the salary schedule shall be increased by the difference in percentages between the Revenue Formula and the step increment cost and eligible unit members shall advance one step on the applicable salary schedule on September 1st or February 1st, as applicable. For example, if in the 2027-28 school year, the Revenue Formula percentage is three (3.00%) percent and the step increment cost is two and one-half (2.50%) percent, then the 2027-28 salary schedule shall be increased by one-half (.50%) percent ($3.0\% - 2.5\% = 0.50\%$) to create the salary schedule for 2027-28 and eligible unit members shall advance one step.
- c. If the Revenue Formula percentage increase is equal to or less than one-quarter (1/4) of the percentage cost of the step increment in the 2027-28 school year, then unit members shall not advance a step, and the salary schedule shall be increased by the percentage generated by the Revenue Formula. For example, if in the 2027-28 school year, the Revenue Formula is one-half (0.50%) percent and the step increment cost is two (2.00%) percent, then unit members shall not advance a step, and the 2027-28 salary schedule shall be increased by one-half (0.50%) percent to create the 2027-28 salary schedule.

Revenue Formula

1. Effective July 1, 2025 any annual salary increases for the 2025-26, 2027-28, 2028-29 and/or 2029-30 school years shall be at least the net percentage change in revenue resulting from changes in State Aid and the District's Property Tax Levy as set forth herein, subject to the caps set forth above. For purposes of this Article only, "State Aid" shall consist solely of "Non-Expense-Driven Aid", including but not limited to Foundation Aid, Gap Elimination Aid and High Cost Excess Cost Aid. "Expense-Driven Aid," including but not limited to Transportation Aid, BOCES Aid, Building Aid, Textbook/Library/Software Aid, etc., shall not be considered "State Aid" and

shall be excluded for purposes of calculating annual salary increases. In addition, competitive grants and/or categorical aid (i.e., Title 1) shall not be considered State Aid and shall also be excluded for purposes of calculating the annual increase.

The District shall provide the Association President with a comprehensive calculation including all applicable state aid and tax levy numbers.

2. For purposes of the calculation of base salary increases and potential step movement only, the District’s Tax Levy shall be defined as the maximum allowable tax levy that the District could adopt without having to pierce the cap, regardless of what tax levy is included in the adopted budget.

3. In no case shall the unit-wide base salary increase received for the 2025-26, 2027-28, 2028-29 and/or 2029-30 school years be greater than the cap set forth in A(2) above, or less than the base salary received for the previous school year. In no event shall a unit member earn a base salary less than he/she did in the previous school year.

4. The applicable annual increase, if any, shall be calculated upon approval of the State and District budgets, utilizing the following formula:

The annual increase equals the sum of the change in the Maximum Allowable Property Tax Levy amount (Section 2) plus the change in the approved State Aid amount (Section 1) divided by the sum of the current State Aid plus the current Property Tax Levy amount.

$$\begin{aligned}
 & \text{(A) \$ amount of State Aid as defined for next school year (Section 1)} \\
 & \text{minus (B) \$ amount of State Aid as defined for current school year (Section 1)} \\
 & \text{equals (C) \$ amount increase/decrease in State Aid} \\
 & \text{(D) \$ Amount of Maximum Allowable Property Tax Levy for next year (Section 2)} \\
 & \text{minus (E) \$ Amount of Maximum Allowable Property Tax Levy for current year (Section 2)} \\
 & \text{equals (F) \$ Amount increase/decrease in Property tax Levy}
 \end{aligned}$$

Formula for percentage increase:

$$\text{Base Salary \% Increase} = \frac{C+F}{B+E} \text{ divided by } \times 100 \text{ (not to exceed \% cap)}$$

5. In the event that the final State Aid numbers are not known to the District by July 1st, the application of the salary increase formula set forth above shall be delayed until the State Aid numbers have been finalized, provided, however, that any base salary increase resulting from the application of the formula set forth above, shall be retroactive to July 1st.
6. In any school year in which a bargaining unit member becomes eligible to move to a higher longevity step pursuant to Article XVI or to a new column pursuant to Article X, that unit member shall be eligible to move to a higher longevity step and/or the new column regardless of either the cap or the formula.

The Revenue Formula set forth above shall sunset at the expiration of the Agreement. For Triborough purposes, unless the parties have negotiated an Agreement for the 2030-31 school year to the contrary, eligible teachers shall receive a step increment on the 2029-30 salary schedule effective September 1, 2030 (for those who move in September) or February 1, 2031 (for those who move in February).

Section B – Salary Increase Withholdings

Teachers who have Education Law Section 3020-a Disciplinary Charges filed against them by the District, may have their salary increment, and/or all or part of any percentage increase or other salary increase set forth in Article XVI(A)(Salary Schedules) withheld, as determined by the Superintendent of Schools or his/her designee, during each school year that Education Law Section 3020-a Charges are pending. In this event, the Teacher's base salary shall remain status quo. However, should, at the conclusion of the Education Law Section 3020-a Disciplinary Hearing, the Teacher be found not to have engaged in any of the conduct that was charged by the District, the District will retroactively reimburse the Teacher for the salary increment(s) and/or salary percentage increase(s) that they would have been eligible to receive if Education Law Section 3020-a Disciplinary Charges had not been pursued against them. Should, after Education Law Section 3020-a Disciplinary Charges are filed, a teacher resigns, retires and/or settles the proceeding with the District before a decision is rendered by a hearing officer, the Teacher shall not be eligible for reimbursement of any of the salary

increment(s) and/or salary percentage increase(s) that were withheld, unless otherwise agreed by the parties.

Section C – Longevity

Longevity payments shall be as follows:

Steps 16-19	\$2400/year added to individual salary
Steps 20-24	\$3600/year added to individual salary
Steps 25-27	\$5500/year added to individual salary
Step 28 and beyond	\$8500/year added to individual salary

Effective July 1, 2018, Longevity for members of the unit hired prior to December 1, 2006 shall no longer be based on the step schedule contained in the salary schedules attached hereto as Appendix A or Appendix A-1, as applicable. Effective for the 2018-2019 school year, the District shall place all unit members hired prior to December 1, 2006 on a new Longevity Step Schedule at the longevity step that each employee was at as of June 30, 2018. Effective for the 2018-19 school year and thereafter, all eligible unit members shall advance one step on the Longevity Step Schedule, as applicable, and shall be paid in accordance with the Longevity Scale set forth above.

For employees hired on or after December 1, 2006, longevity payments shall be based on years of service as a teacher in the District (not counting part-time or per diem service) regardless of step placement.

In addition to the above, those unit members who are on the active payroll as of August 31, 2022, shall be eligible for a recurring annual longevity payment of four thousand (\$4,000) dollars, which shall be increased each July 1 thereafter by the percentage generated by the Revenue Formula set forth above, capped at four percent (4.0%). Effective July 1, 2023 this longevity shall be \$4,160 and effective July 1, 2024 shall be \$4,326. Payment will be made beginning in September 2022 and divided into equal payments throughout the school year. Such longevity shall be in recognition of services rendered to the District. The longevity payments shall be pro-rated for part-time service and/or service of less than a full school year.

Section D - Reinstatement of Back Steps

All teachers who were hired at a step which represents less than their total accumulated prior teaching service for which they had been previously credited in the New York State Retirement System shall be given additional steps as follows:

1. Upon completion of two (2) years of service, said teachers shall be granted twenty five (25%) percent of all such steps previously not granted by the District for salary purposes. Teachers hired on or after July 1, 2018, shall not be eligible to apply for back steps after completing two (2) years of service as set forth in the prior sentence.
2. Upon completion of four (4) years of service, said teachers shall be granted an additional twenty five (25%) percent of all such steps previously not granted by the District for salary purposes. Teachers hired on or after July 1, 2018, shall be eligible for fifty (50%) percent of all such steps previously not granted by the District for salary purposes, after four (4) years of active service.

It is agreed that if a fraction of a step results from this computation, the teacher will be granted the step if it is one-half ($\frac{1}{2}$) or more and not granted it if it is less than one-half ($\frac{1}{2}$).

Section E - Starting Salaries

Newly appointed employees shall be paid a salary negotiated at the time of the signing of the initial salary agreement, using the provisions of Article III, Section A as a guideline to determine an appropriate salary. The District reserves the right, however, to negotiate a salary which may be below or above that which corresponds to the guidelines or the degree held. After the initial signing, all individual agreements, arrangements or contracts between the Board and an individual teacher shall be subject to and consistent with the terms and conditions of this Agreement and shall not be negotiated outside of the Agreement unless previously discussed with the Executive Board of the United Teachers. The District shall retain the prerogative to adjust upwardly a teacher's salary to reflect his total years of experience or any part thereof.

Section F - Substituting or Extra Assignments

Teachers who substitute in individual classes will be paid at the Class Coverage rate set forth in Appendix B.

A teacher accepting a substitute teaching position for a given class five (5) or more days or who accepts an extra class for the duration of a semester or school year shall be paid a daily rate for all school days that is calculated using the MA+45, Step 7 salary rate. This rate of pay shall be pro-rated for any teacher who accepts an additional assignment to teach more than twenty five (25) periods a week. Full-time substitutes and part-time teachers shall be paid a salary negotiated at the time of the signing of the initial salary agreement, using the provisions of Article III, Section A and Article XVI, Section E as a guideline to determine an appropriate salary.

If a teacher so assigned does not complete the board approved assignment period, resigns from the assignment or is removed from the assignment before it is completed, the pay shall be pro-rated. The pay shall also be pro-rated if a teacher is on a leave of absence. Teachers who are absent and docked due to exhaustion of accrued time, shall also be docked the extra pay related to the extra assignment.

Elementary general music teachers who have been assigned in excess of thirty (30) class periods per week due to before/after school rehearsals shall be paid their appropriate rate of pay, but not to exceed a rate of pay beyond the tenth (10th) step.

The District shall pay Secondary teachers who are assigned to a class as co-teachers on a full time basis an extra stipend for those days on which there is no substitute available for his/her co-teacher at the class coverage rate per class period, up to a maximum of 5 periods per day. This shall not apply to push-in teachers and shall not apply to the co-teacher when ENL teachers are absent from class to administer student testing and/or grading of such assessments.

Elementary Inclusion teachers (both general and special education teachers) shall receive the same stipend that Secondary Co-Teachers receives when there is no substitute provided for his/her co-teacher up to a maximum of six (6) periods per day.

Elementary Teachers who are assigned to supervise between three (3)- six (6) students from another teacher's class due to lack of available substitutes, shall be paid twenty-six dollars and fifty two cents (\$26.52) for up to one-half (1/2) day of class coverage or fifty-three dollars and five cents (\$53.05) if between one-half day and a full day during the 2025-26 school year, and twenty-seven dollars and five cents (\$27.05) for up to one-half (1/2) day of class coverage or fifty-four dollars and eleven cents (\$54.11) if between one-half day and a full day during the 2026-27 school year. Effective July 1, 2027, any increases to the rates set forth above shall be in accordance with Article XVI(H).

Elementary Teachers who simultaneously cover another teacher's full class in addition to their own class (doubling up), shall be paid the substitute rate (class coverage) set forth above for each class period that they "double up."

Section G - Lead Teachers

See Appendix D.

Section H – Extracurricular Activities/Stipends

Effective July 1, 2025, July 1, 2027, July 1, 2028 and July 1, 2029 respectively, the extracurricular activity rates set forth in Appendices B & C and the following stipends:

Substitute Rate (class coverage), Home Instruction, Driver Education, AIS, Summer School Class Rate, Summer School Music Coordinator Stipend, Summer School Regents Grading Rate, Psychologist CSE Chair Stipend, Science and Advanced Placement Stipend and DASA stipend, shall be increased by three quarters (0.75) of the percentage applied to the salary schedule pursuant to the Revenue Formula in each respective school year, capped at no more than a one (1.00%) percent increase,³ provided however, that if the Revenue Formula percentage increase is equal to or less than one-half (½) of the percentage cost of the step increment, the stipends shall not be increased in that applicable year(s). Effective July 1, 2026, the extracurricular activity rates set forth in Appendices B & C and the stipends listed above shall be increased by two (2.00%) percent.

ARTICLE XVII
FRINGE BENEFITS & MISCELLANEOUS COMPENSATION

Section A - Life Insurance

1. The District shall pay one hundred (100%) percent of the cost of a group term Life Insurance policy with a death benefit of seventy-five thousand (\$75,000) dollars for each teacher. The life insurance death benefit shall be subject to the terms of the carrier and/or plan document.

Section B - Health Insurance

1. The District shall provide individual and/or dependent (family) health insurance coverage in the NYSHIP Empire Plan for all eligible teachers in the bargaining unit who enroll in such plan.
2. When spouses (domestic partners) are each employed by the District, only one (1) shall be eligible to enroll in the health insurance plan provided under this Agreement for family coverage. It shall be the sole discretion of the affected couple to designate which of them shall enroll for family coverage. The other spouse shall be eligible to enroll for individual coverage or for the declination of health insurance benefit outlined below (*See* Section E). In the alternative, both spouses (domestic partners) may enroll in individual coverage.
3. The District shall pay seventy-nine percent (79%) of the individual and/or family (dependent) annual health insurance premium contribution for unit members on the active payroll. Active unit member contributions shall increase based on the following schedule, except however, in any school year that the Revenue

³ For example, if the Revenue Formula percentage being applied to the salary schedule is 1.6%, then the percentage applied to these extracurricular rates and stipends shall be 1.00%, which is calculated as follows: $0.75 \times 1.6\% = 1.2\%$, which is capped at 1.00%.

Formula results in a 0% increase and no step increment, there shall be no health insurance contribution increase in that school year. In any school year that the Revenue Formula results in a percentage increase but does not result in a step increment, the health insurance contributions shall increase by one-half (½) of what is set forth below in that school year:

July 1, 2025:	an additional 0.50%
July 1, 2026:	an additional 0.50%
July 1, 2027:	an additional 0.50%
July 1, 2028:	an additional 0.50%

The District shall continue to pay one hundred (100%) percent of the Dental & Vision premiums.

The NYSHIP (Empire Plan) premium rates on which the premium contribution is based shall change as the Empire rates change over time (e.g., each January 1st). Premium contributions may be accomplished on a pre-tax basis subject to applicable laws and regulations.

4. Teachers who retire from the District after having completed a minimum of fifteen (15) years of service in the District may opt to receive fully-paid (by the District) individual health insurance and prescription drug coverage, or family coverage with the District paying fifty (50%) percent of the premium. Employees who are hired on or after July 1, 2018, who qualify for health insurance as set forth in this paragraph, shall contribute the same percentage of premiums toward their individual health insurance premiums as they did on their last day as an active employee, up to a maximum of twenty (20%) percent.

Teachers who retire from the District after having completed twenty five (25) years of service in the District may opt to receive individual or family health insurance and prescription drug coverage fully paid for by the District. Employees who are hired on or after July 1, 2018, who qualify for health insurance as set forth in this paragraph, shall contribute the same percentage of premiums toward their applicable (individual or family) health insurance premiums as they did on their last days as an active employee, up to a maximum of twenty (20%) percent.

5. If a unit member or retiree pre-decease's his/her spouse, and the deceased unit member/retiree had completed at least ten (10) years of active service prior to his or her death, the unit member's/retiree's spouse shall retain the right to purchase the health benefits at his/her own (sole) expense. If the unit member's death was

the result of a documented work-related illness or injury, the 10-year service requirement is waived and the surviving spouse may be eligible for regardless of the length of service of the deceased employee, provided other applicable eligibility requirements set forth in the Plan have been satisfied.

6. Vestee Coverage -- If a unit member separates (e.g., resigns) from employment with the District before reaching retirement age (being eligible to receive a retirement allowance) and otherwise satisfies the rules of NYSHIP to qualify for vestee status, they shall be eligible for such vestee status only if they otherwise satisfy the service requirement for eligibility for coverage into retirement (15 or more years of service) and they have separated from employment within five (5) years of the date on which he or she is entitled to receive a retirement allowance. During the period of vestee status, the unit member is required to maintain continuous NYSHIP coverage by either (1) paying the full insurance premium (100%) for continued coverage; (2) as a dependent on another NYSHIP policy; or (3) as an enrollee in NYSHIP coverage provided by a subsequent agency. Once the unit member becomes eligible to receive a retirement allowance, they shall thereafter be treated as a retiree and shall be eligible for coverage into retirement as set forth in paragraph 4 above.
7. For purposes of Article XVII (B), District "service" shall count only the following:
 - a. Full time service following a probationary appointment as a teacher or administrator;
 - b. Full time service as a Teaching Assistant;
 - c. Full time service as a permanent substitute during the twelve (12) month period immediately preceding a teacher's probationary appointment; or
 - d. Full time service as an "interim" teacher.
 - e. When calculating years of service, those teachers whose service time includes a decimal of .95 or greater shall have their years of service rounded up to the next whole number (e.g., 9.96 years of service shall be rounded up to 10 years of service).
8. The District may replace the NYSHIP (Empire) plan provided:
 - a. It gives the Association sixty (60) days' notice; and
 - b. It consults with the Association and no written objection is received within such sixty (60) days.

If the Association objects to a switch in plans, it shall advise the District in writing during the sixty (60) day period outlined above and simultaneously file a demand for

binding arbitration at Level Three of the Grievance Procedure. In such case, the arbitrator shall commence hearings on such grievance within thirty (30) days and shall render a decision within fifteen (15) days of the close of the hearing.

The standard to be used by the arbitrator to determine whether a switch can be made shall be whether the new plan(s), taken as a whole, is/are substantially equal to the prior plan(s).

No switch in plans shall be made until the arbitrator has ruled on the grievance.

Section C - Dental Insurance

The William Floyd School District Dental Plan shall have a two thousand (\$2,000) dollar calendar maximum. The District shall pay one hundred (100%) percent of the premiums for dental insurance for all eligible unit members who enroll in such plan.

The dental insurance plan may be replaced by the District provided the procedures outlined for a health insurance plan switch are followed.

Section D - Optical Insurance

The District shall pay one hundred (100%) percent of the premiums for the William Floyd School District Optical Plan for all eligible unit members who enroll in such plan.

The optical insurance plan may be replaced by the District provided the procedures outlined for a health insurance plan switch are followed.

Section E - Declination of Health Insurance Benefits

Any unit member who has alternative health coverage, regardless of whether they are covered as a dependent under another unit member's insurance plan, may decline the District-provided health insurance coverage in the NYSHIP Empire Plan and be reimbursed two thousand (\$2,000) dollars for Individual coverage or five thousand (\$5,000) dollars for Family coverage, in the second paycheck in June of that school year. If a unit member who takes the declination buyout loses their alternative coverage due to a qualifying event during the school year, they will forfeit eligibility for the two thousand (\$2,000) or five thousand (\$5,000) dollars and be placed back into the insurance plan after meeting the requirements of returning to the plan. Unit members who begin the school year off of the District's Health Insurance plan who wish to re-enter the Plan for reasons other than having lost their alternative coverage due to a qualifying event, shall not be allowed to re-enter the Plan until the end of the declination buyout and must enroll during the annual transfer period to have coverage without a waiting period after the buyout period ends. However, newly hired unit members who immediately

opt-out of the District's Health Insurance plan and remain out of the District's Health insurance plan for the remainder of the school year, shall be entitled to a pro-rated declination payment, equal to the number of months that they were off the plan in that school year.

Should the unit member enroll in the District's dental and/or optical plan, the declination benefit set forth above shall be reduced to one thousand five hundred (\$1,500) dollars for Individual coverage and/or four thousand five hundred (\$4,500) dollars for Family coverage.

Notwithstanding the above, the Declination for those unit members covered as a dependent on another District employee's health insurance shall be limited to the Declination for Individual coverage.

Section F- IRS Section 125 Flex Benefit Plan

An IRS Section 125 Flex Benefit Plan shall be made available to all teachers.

Section G - Travel

Teachers will be paid at the IRS travel rate when traveling with their personal car on behalf of the District.

Section H - Home Instruction

Teachers shall be paid at the Tier 4 rate. There will be no allowance for mileage.

The hourly rate set forth above shall be increased in accordance with Article XVI(H) (Extracurricular Activities/Stipends). There will be no allowance for mileage.

Section I - School Counselors

The District may require School Counselors to work the five (5) business days immediately following the close of school and the five (5) business days immediately preceding the beginning of school, up to a maximum of ten (10) total days. However, the District and the School Counselors may mutually agree to schedule such ten (10) days at any other time between the close of school and the beginning school. Said counselors shall be reimbursed at a rate of 1/200th of their annual salary for each day worked.

Section J - Driver Education

Driver Education instructors will be paid at the Tier 4 rate.

The hourly rate set forth above shall be increased in accordance with Article XVI(H) (Extracurricular Activities/Stipends). The District shall reimburse a teacher for the tuition costs directly associated with obtaining the necessary certification to teach drivers education. To be eligible for this tuition reimbursement, a teacher must obtain the prior written approval of the District before commencing the course of study related to drivers education and must teach at least four (4) sessions of drivers education over the three (3) school year period following completion of the certification requirements. Payment shall thereafter be made following submission of such documentation and/or receipts as is required by the District.

Section K - Procedure for Hiring Home Instructors, Coaches, Advisors, etc.

1. Home Instruction

During the first two weeks of June each school year, the District shall email the teaching staff to inform them of the home instruction opportunity, encourage participation, and solicit responses from those staff members who are interested in participating in home instruction opportunities that may become available during the following school year.

Those teachers who are interested in being notified of home instruction opportunities as they may arise and being placed on a preferred list of home instructors, shall make application on a standard form provided by the District and submit such form during the last two weeks of June. A roster of preferred home instructors shall be developed from those applicants.

When a home instruction opportunity arises, the District will post the opportunity by sending an email to all qualified teachers in the District.

Any qualified teacher who is interested in the home instruction opportunity that has been posted shall respond by email within twenty-four (24) hours of when the opportunity is first posted.

Teachers shall be assigned in the following manner from among those who responded to the posting:

- a. Teacher who teaches the same subject (student's teacher given preference);
- b. Teacher who is a member of the same department;
- c. Teacher who teaches the same grade;
- d. Teacher who is in the same building;
- e. Teacher from another building;
- f. Guidance Counselors and Psychologists;

- g. In each category set forth above, those teacher within a given category who have applied to be placed on the preferred list shall be given preference over another teacher in the same category who is not on the preferred list.

Assignments to home instruction shall be rotated starting with the most senior teacher in the applicable category after giving preference to those on the preferred list.

No teacher shall have more than one (1) student on home instruction at a time, unless there are no other teachers available.

Home instructors shall have the same responsibilities as a classroom teacher; e.g., tests, lesson plans, homework, etc.

2. Extra-Curricular Activities

All positions listed in Appendix B shall be made available in September to all teachers in the building in which activities will take place. Teachers will make application on standard forms.

These positions will be for their respective seasons. No teacher shall have more than one (1) of these positions, unless no other applicants are available.

3. Coaches

All vacant head coaching positions will be posted at least one (1) month prior to the start of that sport season. Teachers will make application on standard forms.

Applicants shall be reviewed by the athletic director, who will make final selection. All assistant coaching positions (junior varsity, freshman & junior high) shall be selected by the head coach of that sport. All applicants for assistant coaching positions shall use the standard application form. No head coach shall be selected as an assistant coach, unless no other equally qualified applicants are available.

Coaches shall be evaluated each season on the form attached hereto as Appendix K.

Section L - Additional Instructional Services

Teachers will be paid at the Tier 7 hourly rate for Saturday School, Evening School, and Academic Intervention Services.

Any increases to the hourly rate set forth above shall be in accordance with Article XVI(H) (Extracurricular Activities/Stipends).

Section M – DASA Coordinator

Those unit members selected by the District to serve as DASA coordinators during the 2025-26 school year shall be paid a \$1,112.47 stipend for service of a full school year, paid in the second pay period in June and pro-rated for service of less than a full school year. Effective July 1, 2026, this stipend shall increase to \$1,134.72.

Effective July 1, 2027, any increases to the stipend set forth above shall be in accordance with Article XVI(H) (Extracurricular Activities/Stipends).

ARTICLE XVIII GENERAL

Section A - Legal Aid

The Board agrees to provide all legal services for the purpose of defending teachers who are sued by students and/or their parents or guardians, from actions arising out of the course of employment.

A teacher who sues a child and/or parent or guardian for assault or vandalism of personal property, etc., arising out of course of employment will be reimbursed a fair amount for legal fees if the suit is upheld in court. The fair legal fee will be determined by the school attorney.

Section B - Policies Affecting Employment Conditions

Before the Board adopts a change in policy which affects teachers' terms and conditions of employment, the Board will notify the United Teachers in writing that it is considering such a change. The United Teachers will have the right to negotiate with the Board, provided that it files such a request with the Board within ten (10) days after receipt of the notice.

A copy of Board policies shall be given to the United Teachers' President.

Section C - Legal Precedence

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

Section D - Printing of Contract

The contract will be printed at the expense of the District.

Section E - Duration of Contract

This contract shall be effective from July 1, 2025 until June 30, 2030.

ARTICLE XIX SUMMER SCHOOL

Section A - Hiring

A teacher employed by the District who is qualified and certified for a summer school teaching position shall be hired before any outside candidate is hired unless he has failed to meet the standards established by the District for effective teaching in previous summer schools taught.

Teachers from outside the District shall be hired only if there are no William Floyd applicants who satisfy the conditions stated in paragraph one (1) above.

All openings for summer school teaching positions shall be posted in each building by May 15 of each school year. Notice of appointment shall be sent to applicants by June 1 of each school year. Such appointment may be withdrawn as late as the last day of student registration if there is insufficient enrollment.

When applications for summer school teaching positions exceed the number of available positions, the following criteria will be used to determine final appointments:

1. Area of certification.
2. Area of demonstrated competence/experience.
3. Length of service in the William Floyd summer school.
4. Length of service in the District.

Section B - Observations and Evaluations

Teachers may be observed a maximum of one (1) time during summer school. This observation, if performed, shall be at least thirty (30) minutes in duration and shall be followed, within five (5) working days, with a brief, written report of observation which shall be anecdotal in nature. The report shall summarize the lesson observed and offer recommendations and commendations as applicable. The teacher shall have the right to meet with the administrator to discuss the observation if he so desires.

If a teacher's overall performance during a particular summer school meets the standards established by the District for effective teaching, he shall be notified in writing in simple form by the end of the last week of summer school. If a teacher's overall performance does not meet these standards, he shall be given a brief, written anecdotal evaluation in simple form which summarizes his performance and offers recommendations and commendations as applicable.

Teachers shall be provided with copies of any documents maintained with their summer school records within five (5) working days of their filing.

Records related to summer school performance shall be maintained separately from a teacher's regular records.

Section C - Class Size

Class size provisions for summer school shall be the same as those for the regular school year.

Section D - Employment Conditions

The summer school session shall consist of thirty (30) days of instruction, one (1) day for summer school final exams, and one (1) day for state Regents exams. Teachers will be required to attend an "orientation meeting" prior to the start of summer school. In addition, teachers may be required to attend up to two (2) faculty meetings during the summer session commencing at the end of the instructional day.

Teachers are responsible for grading all Regents exams written by their summer school students. Teachers shall be compensated \$8.64 per exam for grading "walk-in" Regents exams. Effective July 1, 2026, any increases to the exam rate set forth above shall be in accordance with Article XVI(H) (Extracurricular Activities/Stipends).

All grades are due in the summer school principal's office within twenty four (24) hours after the completion of the last summer school exam.

Summer school teachers shall be given the same consideration for materials and supplies as in the regular school session. Summer school teachers shall have reasonable access to duplicating machines.

Summer school teachers shall be granted one (1) sick day each summer session which shall be cumulative to a maximum of two (2) days for any given summer session.

Section E - Salary (Summer School)

		<u>1%</u>	<u>2%</u>
<u>One Class</u>	<u>Step</u>	<u>25-26</u>	<u>26-27</u>
	<u>1</u>	<u>\$2,540</u>	<u>\$2,591</u>
	<u>2</u>	<u>\$2,763</u>	<u>\$2,819</u>
	<u>3</u>	<u>\$2,985</u>	<u>\$3,045</u>
<u>Two Classes</u>	<u>Step</u>		
	<u>1</u>	<u>\$5,082</u>	<u>\$5,184</u>
	<u>2</u>	<u>\$5,527</u>	<u>\$5,637</u>
	<u>3</u>	<u>\$5,965</u>	<u>\$6,084</u>

*Teachers shall move up a step, to a maximum of three (3), for each year of previous experience in the William Floyd Summer School.

Any increases to the summer school class rates set forth in this subsection (E) shall be increased in accordance with Article XVI(H) Extracurricular Activities/Stipends).

Section F - Additional Summer Programs

Compensation for Summer Curriculum Development shall be at the hourly rate paid by BOCES II for its Summer Curriculum Development work, however, this rate shall not be reduced from one summer to the next. The workday for Summer Curriculum Development shall be five (5) hours.

Compensation for the Summer Theatre Arts Program and the Summer Music Program shall be at the same daily rate as Summer Curriculum Development, however, the workday shall be four (4) hours.

The Summer Music Coordinator shall be paid an additional stipend of \$652.66 for the 2025-26 school year and \$665.72 for the 2026-27 school year. Any increases to the stipend rate set forth above shall be in accordance with Article XVI(H) (Extracurricular Activities/Stipends).

ARTICLE XX
NO CHILD LEFT BEHIND ACT (NCLB)

The No Child Left Behind Act (or any subsequent, comparable Federal or State laws) requires corrective action for schools that are under performing and continuously fail to meet AYP (Adequate Yearly Progress). If a District school is designated as a School in Need of Improvement, School in Need of Corrective Action, School Requiring Adequate Progress,

School Under Registration Review or any other designation determined by the State, a plan for corrective action must be developed. The District and the Association pledge to work cooperatively and collaboratively to remedy the root causes of an underperforming school. The parties understand that corrective actions may include solutions that might require changes in the terms and conditions of employment. The District and Association shall negotiate and agree to these changes prior to their implementation and said changes shall be added to this Agreement.

ARTICLE XXI
DISTANCE LEARNING

In an effort to reach the needs of all students and increase the number of rigorous and relevant course offerings, the parties agree that the District may initiate distance learning opportunities.

Distance learning course offerings may be made available when there is a specialized course that less than six (6) students are interested in and qualified to take.

ARTICLE XXII
REASONABLE SUSPICION DRUG TESTING

Section A - Training

To ensure the effective implementation of these procedures, the Superintendent of Schools, Assistant Superintendent for Human Resources, such other District Office administrators (which shall be limited to Assistant Superintendents) as selected by the District, and two (2) mutually designated Union observers will complete an education and training course in recognizing the signs of alcohol and/or substance abuse which is mutually agreed to by the parties. This training shall be done at least every three (3) years. If the Superintendent, Assistant Superintendent, designated District observers or the mutually designated Union observers are newly assigned to such role, then they shall complete the training as soon as is practical after the date of their designation. The enrollment costs of such training will be paid by the District. The training program will cover the effects of alcohol and/or controlled substance use on personal health, safety and the work environment. Behavioral changes that may indicate alcohol and/or controlled substance abuse will also be addressed. Documentation of attendance and completion of these training sessions will be maintained by the District.

Section B- Prohibited Conduct

1. No employee may be on duty if that employee is under the influence of alcohol or any non-prescribed controlled substance.

2. No employee may report for duty if he or she has used alcohol within three (3) hours of reporting for work.
3. No employee may be on duty if the employee has a blood alcohol concentration of 0.08 or greater.
4. No employee may use or possess any non-prescribed controlled substance or alcohol while on duty.
5. No employee shall refuse to submit to a drug or an alcohol test required under this policy or engage in any conduct that obstructs the proper and orderly administration of such tests. Any such obstruction and/or refusal shall constitute a violation of these rules of conduct.

Section C - Reasonable Suspicion

1. "Reasonable suspicion" is hereby defined by the parties as the following: a reasonable and articulable belief that the employee has recently used or is under the influence of a controlled substance or alcohol on the basis of specific, contemporaneous, physical and behavioral indicators of probable drug or alcohol use that are observed while an employee is on duty.
2. When there is reasonable suspicion based upon direct observation while an employee is on duty that an employee is acting in a manner indicating possible alcohol or drug use, that employee will be subject to testing. This direct observation must be documented and observed by at least one (1) District observer and one (1) Union observer, who all have received training as provided herein. The District observer will immediately contact a Union observer who shall immediately undertake direct observation of the employee's conduct and demeanor. The District observer, if not the Superintendent of Schools or Assistant Superintendent of Human Resources, must consult with either the Superintendent of Schools or Assistant Superintendent of Human Resources before implementing a test. If possible without causing undue delay, either the Assistant Superintendent or Superintendent, if present on the District campus, will also undertake direct observation of the employee's conduct and demeanor.
3. If the Union observer disputes or questions whether reasonable suspicion exists, it will not delay or prevent the employee from being tested, however questions and disputes from the Union observer and/or employee regarding whether reasonable suspicion existed to subject an employee to a test will be heard before an impartial hearing officer, who shall not be informed of the test results, prior to the District pursuing formal disciplinary charges. The impartial hearing officer assigned to determine whether reasonable suspicion existed to perform the test shall not be the same individual who is

mutually selected by the parties to preside at any future disciplinary hearing. The impartial hearing officer shall be selected by the District from the list of individuals attached hereto as Exhibit A. In no event may a hearing officer listed on Exhibit A be selected by the District on two consecutive occasions. Requests for a hearing before an impartial hearing officer on whether reasonable suspicion existed to perform the test shall be delivered in writing by the employee to the Assistant Superintendent for Human Resources within seven (7) calendar days of being required to submit to a drug and/or alcohol test.

4. It is understood that any questioning of a member of the bargaining unit with regard to reasonable suspicion will be done outside of the classroom setting and not in front of either students or staff, excluding that of the union observer, to the maximum extent possible.
5. Should it be determined that an employee is to be sent for testing, the employee will not be required to return to duty that day following the test but will be paid for the remainder of the day. Where an employee is subjected to testing, the employee will not be returned to duty until the results of the test are received by the District, and then only if the results are negative. The employee will be paid during the interim with no charge to leave.

Section D - Testing Procedures

1. Urine sample collection will be done at a designated site(s) that has been mutually agreed upon by the Union and the District. The employee shall be accompanied at all times by a District observer during any travel necessary to get to the testing site. The site will provide at a minimum privacy during urination, documentation of the chain of custody of the sample to be tested and the use of trained personnel. All samples collected will be divided into two separate containers (primary sample and the split sample) and sealed in a tamper-evident manner in the presence of the employee.
2. The samples collected will be sent to a laboratory that has been mutually agreed to between the Union and the District. The samples will be tested for controlled substances. The samples may also be tested for PH, specific gravity and signs of adulteration. Controlled Substances shall be defined as:
 - (i) any substance listed on Schedule I in 21 USCS § 812; and
 - (ii) marijuana, cocaine, amphetamines, opiates, PCP and their derivatives.

3. Testing Procedures

Drug testing will be done by means of urinalysis. Insofar as practical, the sample collection process shall be confidential with due regard for the dignity and privacy of the employee. However, samples shall be collected under the supervision of a monitor. There shall be no direct observation of giving of urine samples, unless there is a reason to believe that the sample may be tampered with, in which event direct observation shall be made by a person of the same gender as the employee giving the sample.

The sample shall be divided into two (2) aliquots. The employee shall provide a sufficient amount of the sample to allow for an initial screening, a confirmatory test, and for later testing if requested by the employee. In the event an insufficient sample is produced, the employee's ability to have a second test performed may be adversely impacted. The monitor shall mark and seal the specimen to preserve its chain of custody.

For drug testing, initial urinalysis testing shall be conducted by means of an enzyme multiplies immunoassay test (EMI). For those drugs for which NIDA standards exist, a test shall be deemed positive for the presence of drugs in accordance with such NIDA standards.

Alcohol testing may be accomplished by testing the employee's breath using an evidential breath testing device (EBT) which is listed in the conforming products list in the Federal Register. The EBT test will only be administered by a certified operator. The employee shall have the right to have such EBT test performed in the presence of a designated Union observer. When an EBT is used and the initial test produces a result of 0.08 blood alcohol concentration (BAC) or greater, a confirmation test will be administered. Before the confirmation test, a fifteen (15) minute waiting period will be observed. The purpose of the waiting period is to ensure that the presence of "mouth alcohol" or other substances does not artificially affect the test results.

The employee must identify, prior to any of the tests listed above, any medications that (s)he is taking and this information will be recorded on a form supplied by the testing lab.

4. Laboratory test results will be reported to the medical review officer (MRO), a designated laboratory physician knowledgeable in drug testing. Results will be reported to the District only after review by the MRO. Positive results will be investigated by the MRO or his/her designee who will determine if the positive test was caused by use of prescription medications in accordance with a valid doctor's prescription. Verification of opiate positives will follow Federal regulations under 49

CFR Part 40. If the MRO determines that the positive test was caused by the use of prescription medications in accordance with a valid doctor's prescription, the MRO will report the test to the District as a negative. Otherwise, the MRO shall report the test as positive to the District.

5. Split Sample Testing: In the event of a positive drug test the employee has the right to request that the split sample be sent to a different certified laboratory that has been mutually agreed to between the Union and the District for testing. Such a request must be delivered in writing to the Assistant Superintendent for Human Resources within seventy-two (72) hours of an employee's notification of a positive test result and all costs associated therewith shall be borne solely by the employee. If the test of the split sample fails to confirm the presence of the controlled substance ("negative"), then the first positive report will be cancelled unless the lab finds evidence of an adulterant in the specimen during the split specimen testing. At the District's discretion, the employee may be reassigned to home while awaiting the results of the split specimen. If assigned to home pending the results of the split sample test, the employee may utilize any accrued and unused sick and/or personal leave available to them. In the event the split sample test fails to confirm the presence of a controlled substance, any such leave time expended while assigned to home shall be restored to the employee, unless the lab finds evidence of an adulterant in the specimen during the split sample testing.

Section E - Consequences of a Positive Test

1. An employee who tests positive for a controlled substance without a valid prescription or tests positive for alcohol at a level of 0.08 or greater will be deemed to have violated this provision and shall be subject to the disciplinary terms that are prescribed herein. Any absences following the report of an initial positive result through and including the date on which the employee tests negative on a return to work test and/or the employee is cleared to return to work by the SAP, shall be charged to the employee's sick leave.
2. Notwithstanding possible disciplinary action, any employee who has tested positive for a controlled substance or alcohol will be required to test negative before the employee may return to work and/or be restored to the payroll.
3. Follow-up Testing: If unaccompanied by an act, event, or conduct that in and of itself would warrant discipline, an employee's first positive test result will result in the employee being required to enroll in an Employee Assistance Program approved by the District. If accompanied by an act, event, or conduct that in and of itself would warrant discipline, an employee's first positive test result may result in the employee being subjected to disciplinary action in accordance with the Education Law. An employee

who tests positive for a controlled substance or alcohol on a follow-up test or subsequent test may be subject to disciplinary action up to and including discharge pursuant to the Educational Law.

4. The results of tests performed under this policy will be reported directly to the Superintendent and shall thereafter be maintained by the Assistant Superintendent for Human Resources in a confidential medical file. Such results shall not be disclosed to any third party except the Board of Education, the District's lawyers, and those District Office administrators deemed necessary by the Superintendent (which shall be limited to Assistant Superintendents). The test results will be kept confidential unless the employee elects to release the results or if the employee is subject to a disciplinary hearing and the employee requests a public hearing, or as otherwise required by law. Notwithstanding the above, the District shall in no way be precluded from utilizing the test results during any disciplinary hearing or related litigation.
5. An employee who refuses a test will be deemed to have violated this provision and will be treated as if he/she has tested positive on two separate occasions, allowing the District to pursue disciplinary charges, in accordance with applicable law, up to and including termination.
6. In order to be eligible to return to duty after a positive drug or alcohol test, an employee must undergo a return-to-duty test and achieve a negative result on such drug or alcohol test. The employee must complete the course of rehabilitation prescribed by the substance abuse professional (SAP), including any follow-up testing that is required. Failure to complete the course of rehabilitation prescribed by the SAP, including any follow up testing, will be treated as a second failed test. If there is a cost to complete the rehabilitation program, including any follow up tests required by the SAP, the employee shall bear the financial costs thereof that are not otherwise covered by health insurance.

Section F - Negative Results

Should an employee be subject to a drug or alcohol test by virtue of a determination made by the District that there was reasonable suspicion for such testing and the results of such test yield a negative result, all documentation and/or references to the events giving rise to the test shall be expunged from the District's records. Should a designated District Office administrator make a determination that reasonable suspicion exists to test in three (3) cases where the results are negative, other than where a test is reported as negative because the employee used prescription medications in accordance with a valid doctor's prescription, they will no longer be eligible to make determinations as to reasonable suspicion.

Nothing set forth herein shall in any way be deemed a waiver of an employee's rights pursuant to Section 3020-a of the Education Law.

Exhibit A

Jaqueline Drucker
John Sands
Elliott Schriftman
Rosemary Townley
Arthur Reigel
Howard Edelman
Jeffrey Selchik
Robert Simmelkjaer
Alan Viani
Dan Brent

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this

Fifth day of February, 2026.

WILLIAM FLOYD SCHOOL DISTRICT

WILLIAM FLOYD UNITED TEACHERS

By April Coppola

By Michael Deery

By [Signature]

By Matthew Blum

By [Signature]

By Paul Helbig

By Paul Byrd

By Jacqueline Engesser

**APPENDIX A
NEW SCHEDULE**

		PHD	MA+75	MA+60	MA+45	MA+30	MA+15	MA	BA
1		79,985	78,566	77,147	73,719	71,144	68,504	65,909	58,852
2		81,063	79,645	78,226	73,719	72,223	69,584	66,989	59,930
3		83,221	81,804	80,385	73,719	74,383	71,743	69,149	62,090
4		85,382	83,962	82,543	73,719	76,541	73,901	71,306	64,248
5		92,256	90,745	89,234	86,229	83,353	80,531	77,489	69,644
6		94,562	93,015	91,464	88,387	85,438	82,545	79,428	71,386
7		96,926	95,339	93,750	90,596	87,574	84,608	81,412	73,170
8		99,350	97,726	96,095	92,861	89,763	86,724	83,447	74,998
9		101,833	100,166	98,496	95,184	92,007	88,891	85,533	76,873
10		104,379	102,670	100,960	97,562	94,308	91,114	87,672	78,795
11		106,989	105,239	103,483	100,002	96,665	93,392	89,862	80,765
12		109,664	107,870	106,070	102,503	99,081	95,727	92,110	82,784
13		112,405	110,565	108,722	105,066	101,557	98,120	94,413	84,854
14		115,215	113,330	111,440	107,691	104,098	100,573	96,773	86,975
15		118,096	116,161	114,226	110,383	106,700	103,088	99,193	89,149
16		121,048	119,821	117,080	113,144	109,367	105,664	101,674	91,378
17		124,075	123,038	120,007	115,972	112,100	108,308	104,216	93,664
18		127,178	125,095	123,009	118,871	114,903	111,014	106,819	96,005
19		130,355	127,358	126,084	121,843	117,775	113,789	109,490	98,405
20		132,962	131,427	129,237	124,890	120,720	116,633	112,228	100,864
21		135,623	134,715	132,468	128,010	123,739	119,550	115,033	103,386
22		138,334	137,407	135,115	131,211	126,831	121,943	117,908	105,971
23		141,102	140,154	137,819	133,837	129,368	124,380	120,267	108,620
24		143,923	142,959	140,574	136,512	131,955	126,868	122,672	111,335
25		146,802	145,819	143,388	139,242	134,594	129,405	125,127	114,119
26		149,738	148,735	146,255	142,029	137,287	131,994	127,629	114,119
27		152,732	151,711	149,179	144,869	140,032	134,633	130,183	114,119
28		155,787	154,743	152,163	147,767	142,833	137,325	132,786	114,119
29		158,902	157,839	155,205	150,721	145,690	140,071	135,440	114,119
30		162,080	160,995	158,310	153,736	148,603	142,873	138,150	114,119

**APPENDIX A
OLD SCHEDULE**

	PHD	MA+75	MA+60	MA+45	MA+30	MA+15	MA	BA+60	BA+30	BA+15	BA
1	80,320	78,895	77,471	74,029	71,444	68,792	66,186	66,186	62,351	59,587	57,526
2	83,295	81,860	80,428	77,258	74,473	71,763	69,080	69,080	65,293	62,526	60,344
3	86,269	84,826	83,380	80,486	77,503	74,727	71,972	71,972	68,233	65,467	63,161
4	89,457	87,972	86,494	83,540	80,612	77,801	74,893	74,893	71,254	68,389	65,767
5	92,643	91,127	89,608	86,592	83,704	80,869	77,814	77,814	74,270	71,311	68,370
6	95,946	94,403	92,866	89,808	86,853	83,922	80,788	80,788	77,233	74,260	71,302
7	99,247	97,686	96,120	93,024	89,990	86,972	83,754	83,754	80,202	77,203	74,234
8	102,550	100,967	99,373	96,237	93,126	90,024	86,723	86,723	83,166	80,149	77,162
9	105,853	104,242	102,633	99,455	96,261	93,076	89,693	89,693	86,132	83,096	80,095
10	109,152	107,518	105,881	102,671	99,397	96,120	92,658	92,658	89,096	86,038	83,024
11	112,357	110,681	109,007	105,919	102,701	99,337	95,748	95,748	92,104	88,848	85,545
12	115,563	113,844	112,127	109,164	106,005	102,557	98,838	98,838	95,119	91,663	88,063
13	118,773	117,009	115,246	112,411	109,310	105,776	101,923	101,923	98,133	94,475	90,581
14	122,077	120,272	118,464	115,683	112,564	109,098	105,097	105,097	101,145	96,978	93,195
15	125,377	123,525	121,678	118,954	115,816	112,426	108,271	108,271	104,159	99,477	95,805
16	126,449	124,595	122,734	120,026	116,874	113,465	109,272	109,272	105,155	100,426	96,712
17	127,525	125,659	123,786	121,092	117,929	114,507	110,271	110,271	106,151	101,377	97,624
18	128,597	126,719	124,836	122,164	118,986	115,546	111,274	111,274	107,146	102,327	98,536
19	130,203	128,313	126,419	123,770	120,571	117,100	112,779	112,779	108,640	103,751	99,902
20	135,252	133,345	131,434	128,809	125,597	118,661	114,282	114,282	110,131	105,178	101,268
21	136,327	134,411	132,489	129,879	126,653	119,702	115,283	115,283	111,128	106,126	102,178
22	137,403	135,473	133,546	130,949	127,711	120,741	116,286	116,286	112,126	107,582	103,088
23	138,474	136,538	134,595	132,020	128,769	121,784	117,292	117,292	113,121	108,024	104,000
24	140,081	138,131	136,173	133,625	130,352	123,341	118,796	118,796	114,618	109,454	105,365
25	141,696	139,727	137,757	135,227	131,937	124,899	120,298	120,298	116,106	110,879	106,735
26	141,696	139,727	137,757	135,227	131,937	124,899	120,298	120,298	116,106	110,879	106,735
27	141,696	139,727	137,757	135,227	131,937	124,899	120,298	120,298	116,106	110,879	106,735
28	141,696	139,727	137,757	135,227	131,937	124,899	120,298	120,298	116,106	110,879	106,735

APPENDIX B

EXTRA-CURRICULAR ACTIVITY STIPENDS

(Numbers in parenthesis indicate the number of advisors per club)

	2025-2026	2026-2027
INCREASE:	1.00%	2.00%
HIGH SCHOOL		
Art Club (1)	\$3,152	\$3,215
Assistant Stage Director (Spring Musical) (1)	\$4,449	\$4,538
Business Honor Society (1)	\$3,152	\$3,215
Business Service Club (2)	\$3,152	\$3,215
Chamber Choir (1)	\$3,152	\$3,215
Chamber Players (9th) (1)	\$3,152	\$3,215
Chamber Ensemble (1)	\$3,152	\$3,215
Chess Club (1)	\$2,451	\$2,500
Choir (Select Choir) - 9th Gr (1)	\$3,152	\$3,215
Choreographer (Musical) (1)	\$4,902	\$5,000
Class Advisors - 9th (2)	\$3,152	\$3,215
Costume (Fall Production) (1)	\$1,017	\$1,037
Costumes (Musical) (1)	\$2,101	\$2,143
DECA (1)	\$3,152	\$3,215
Environmental Club (1)	\$2,451	\$2,500
FBLA (1)	\$3,152	\$3,215
Fishing Club (1)	\$2,451	\$2,500
Flag Team (1)	\$3,152	\$3,215
Foreign Language Honor Society (1)	\$2,100	\$2,142
French Club (1)	\$2,451	\$2,500
Helping Hands (1)	\$2,451	\$2,500
Interact Club (1)	\$3,152	\$3,215
International Club (1)	\$3,152	\$3,215
Italian Club (1)	\$2,451	\$2,500
Jazz Band (1)	\$3,152	\$3,215

	2025-2026	2026-2027
INCREASE:	1.00%	2.00%
Jazz Choir (1)	\$3,152	\$3,215
Jazz Ensemble (1)	\$3,152	\$3,215
Junior Class (2)	\$3,152	\$3,215
Key Club (1)	\$3,152	\$3,215
Latin Dance (1)	\$3,152	\$3,215
LI Challenge (1)	\$2,243	\$2,288
LI Quiz Bowl (1)	\$2,099	\$2,141
Literary Magazine (2)	\$3,152	\$3,215
Make-up (Fall Production) (1)	\$525	\$536
Make-up (Musical) (1)	\$1,050	\$1,071
Marching Band Asst Director (1)	\$3,152	\$3,215
Marching Band Director (1)	\$4,202	\$4,286
Math Club (1)	\$2,451	\$2,500
Math Club - 9th (1)	\$2,100	\$2,142
Math Honor Society (1)	\$2,100	\$2,142
Medical Club (1)	\$3,152	\$3,215
Mock Trial (1)	\$3,850	\$3,927
Mock Trial Asst (1)	\$2,451	\$2,500
Musical Director (1)	\$4,902	\$5,000
National Honor Society (2)	\$3,850	\$3,927
Natural Helpers (1)	\$3,152	\$3,215
Newspaper (1)	\$3,152	\$3,215
NYS Science Honor Society	\$2,100	\$2,142
Photography Club (1)	\$2,451	\$2,500
Pit Band Director (1)	\$4,902	\$5,000
Props (Fall Production) (1)	\$525	\$536
Props (Musical) (1)	\$1,017	\$1,037
Rachel's Challenge (1)	\$2,451	\$2,500

	2025-2026	2026-2027
INCREASE:	1.00%	2.00%
Rehearsal Accompanist (1)	\$4,902	\$5,000
Renaissance (2)	\$3,850	\$3,927
Robotics (2)	\$4,902	\$5,000
Rockettes (1)	\$3,850	\$3,927
Rockettes (JV) (1)	\$3,059	\$3,120
Rockettes Assistant	\$3,152	\$3,215
SADD (1)	\$3,152	\$3,215
School Store (1)	\$3,850	\$3,927
Senior Class (2)	\$4,902	\$5,000
Set Construction (Fall Production) (1)	\$2,451	\$2,500
Set Construction (Spring Musical) (1)	\$4,902	\$5,000
Set Design (Fall Production) (1)	\$2,451	\$2,500
Set Design (Musical) (1)	\$4,902	\$5,000
Sophomore Class (2)	\$3,152	\$3,215
Sound & Light Club (1)	\$3,152	\$3,215
Sound & Light (Fall Production) (1)	\$1,925	\$1,964
Sound & Light (Musical) (1)	\$3,850	\$3,927
Spanish (1)	\$2,451	\$2,500
Stage Director (Fall Production) (1)	\$4,449	\$4,538
Stage Director (Musical) (1)	\$5,951	\$6,070
Step Squad (1)	\$3,152	\$3,215
Student Government (2)	\$4,902	\$5,000
Treasurer (1)	\$7,651	\$7,804
Tri-M Music Honor Society (1)	\$2,100	\$2,142
Video Club (1)	\$2,451	\$2,500
Vocal Ensemble (1)	\$3,152	\$3,215
Writer's Coach (Newspaper) (1)	\$2,451	\$2,500
Yearbook (2)	\$5,951	\$6,070

	2025-2026	2026-2027
INCREASE:	1.00%	2.00%
Youth & Government (2)	\$4,902	\$5,000
Youth & Government Asst (1)	\$2,451	\$2,500
MIDDLE SCHOOL		
Art Club (1)	\$2,451	\$2,500
Chamber Ensemble (1)	\$3,152	\$3,215
Chess (1)	\$2,100	\$2,142
Choreographer (1)	\$2,136	\$2,179
Class Advisor - 6th (1)	\$2,451	\$2,500
Class Advisor - 7th (1)	\$2,451	\$2,500
Class Advisor - 8th (1)	\$2,451	\$2,500
Coding Club	\$2,100	\$2,142
Coffee House Club (1)	\$2,100	\$2,142
Comm of Unity & Advocacy	\$2,100	\$2,142
Costume/Make-up	\$772	\$787
Drama Club (1)	\$3,152	\$3,215
Environmental Club (1)	\$2,100	\$2,142
Fishing Club (1)	\$2,100	\$2,142
Fitness Club (1)	\$2,100	\$2,142
Garden Club	\$2,100	\$2,142
Guitar Club	\$2,100	\$2,142
Home & Career (1)	\$2,100	\$2,142
Interact (1)	\$2,451	\$2,500
Internet (1)	\$2,451	\$2,500
Italian (1)	\$2,100	\$2,142
Jazz Band (1)	\$3,152	\$3,215
Kickline (1)	\$2,451	\$2,500
Literary Magazine (1)	\$2,451	\$2,500
Math Club - 7th (1)	\$2,100	\$2,142

	2025-2026	2026-2027
INCREASE:	1.00%	2.00%
Math Club - 8th (1)	\$2,100	\$2,142
Math Olympiads - 6th (1)	\$2,451	\$2,500
Mock Trial (1)	\$3,737	\$3,812
Musical Director (1)	\$2,136	\$2,179
National Honor Society (2)	\$3,152	\$3,215
Newspaper (1)	\$3,152	\$3,215
Peace Project (1)	\$2,100	\$2,142
Props (1)	\$255	\$260
Robotics (1)	\$2,100	\$2,142
SADD (1)	\$2,100	\$2,142
Science/MST (1)	\$2,100	\$2,142
Science Research	\$2,100	\$2,142
Set Construction (1)	\$1,225	\$1,250
Set Design (1)	\$1,225	\$1,250
Show Choir (1)	\$3,152	\$3,215
Sound & Light (1)	\$964	\$983
Spanish (1)	\$2,100	\$2,142
Stage Director (1)	\$2,451	\$2,500
Step Squad (1)	\$2,451	\$2,500
Student Council (1)	\$3,850	\$3,927
Table Tennis (1)	\$2,100	\$2,142
Treasurer (1)	\$3,152	\$3,215
Woodworking (1)	\$2,100	\$2,142
Yearbook (1)	\$3,850	\$3,927
K-5		
A/V Building Specialist (1)	\$1,574	\$1,605
All District Music Festival - Band Conductor (1)	\$1,402	\$1,430
All District Music Festival - Orchestra Conductor (1)	\$1,402	\$1,430

	2025-2026	2026-2027
INCREASE:	1.00%	2.00%
All District Music Festival - Chorus Conductor (1)	\$1,402	\$1,430
All District Music Festival - Chairperson - Band (1)	\$700	\$714
All District Music Festival - Chairperson - Orchestra (1)	\$700	\$714
All District Music Festival - Chairperson - Chorus (1)	\$700	\$714
Art Club (1)	\$1,925	\$1,964
Elementary Clubs (per hour) (1)	Tier 5	Tier 5
Intramurals (per hour) (1)	Tier 5	Tier 5
Math Olympiad (1 per building)	\$2,451	\$2,500
Science Mentor	\$3,239	\$3,304
Student Council (1)	\$2,451	\$2,500
Treasurer (1)	\$4,818	\$4,914
Yearbook (1)	\$2,100	\$2,142
MISCELLANEOUS		
AIS (per hour)	Tier 7	Tier 7
After School Regents Support (per hour)	Tier 7	Tier 7
Ambassadors (per hour)	Tier 3	Tier 3
AT Evaluator (per hour)	Tier 4	Tier 4
Attendance Mentor (High School)	\$1061 half year: \$2111 full year	\$1082 half year: \$2153 full year
Camp Program- Summer Head Coach	Tier 2	Tier 2
Camp Program - Summer Varsity Assistant Coach (per hour)	Tier 1	Tier 1
Chaperoning (Double Event or Game)	Tier 2	Tier 2
Chaperoning (Single Event or Game)	Tier 2	Tier 2
CII (Teacher) (per hour)	Tier 6	Tier 6
CII Social Worker (per hour)	Tier 6	Tier 6
Class Coverage (per class)	Tier 3	Tier 3
College board Testing Coordinator	\$3,715.32	\$3,789.62
Credit Recovery (per hour)	Tier 4	Tier 4

	2025-2026	2026-2027
INCREASE:	1.00%	2.00%
Curriculum Writing (per hour)	Tier 3	Tier 3
DASA Coordinator (pro-rated for service less than a school year)	\$1,112.47	\$1,134.72
Dean of Student Supports (Elementary)	\$3,184.56	\$3,248.25
Detention (per hour)	Tier 3	Tier 3
Driver Education (per hour)	Tier 4	Tier 4
Floyd Academy Stipend (per class)	Tier 6	Tier 6
Homework Clinic (Middle School) (per hour)	\$60.51	\$61.72
Home Instruction (per hour)	Tier 4	Tier 4
Intramurals (per period)	Tier 5	Tier 5
Kindergarten Screening (per hour)	Tier 3	Tier 3
Lab Recovery (per hour)	Tier 7	Tier 7
Lead Chaperone Fine Arts	\$1,399	\$1,427
Lead Supervisor for Athletic Events	\$4,085	\$4,167
Literacy Collaboration (per hour)	\$87.38	\$89.12
Master Schedule Technician 1 (per hour)	Tier 3	Tier 3
Meet Teacher Night (per hour)	\$53.09	\$54.15
Mentor Teacher for New Teacher	\$1061 half year: \$2111 full year	\$1082 half year: \$2153 full year
Mentor Teacher for Perm Subs. (for 26 hrs full school year; pro-rated less than full school year)	\$1,060.90	\$1,082.12
Museum Curator	\$5,307.09	\$5,413.23
Music Dept Activities (per hour)	Tier 5	Tier 5
NTI Teacher Payment	Teacher Center Rate	Teacher Center Rate
Overnight Chaperone	\$303	\$309
Parent Trainer (per hour)	Tier 7	Tier 7
Photographer (Double Header)	\$140.54	\$143.35
Professional Development Workshop Facilitator	Tier 3	Tier 3

	2025-2026	2026-2027
INCREASE:	1.00%	2.00%
(per hour)		
PSAT/SAT	Tier 2	Tier 2
Psychologist (10 CSE Meetings)	\$653.59	\$666.66
Regents (per hour)	Tier 7	Tier 7
Regents Grading (after school)	Tier 2	Tier 2
Regents Grading Summer School (per exam)	\$8.64	\$8.81
Science and Advanced Placement Stipend (27 Periods)	\$3,216.41	\$3,280.73
Science and Advanced Placement Stipend (28 Periods)	\$6,369.13	\$6,496.51
Score Keeper (Double Game)	Tier 2	Tier 2
Score Keeper (Single Game)	Tier 2	Tier 2
Split Class Coverage	\$26.52 half day, \$53.05 full day	\$27.05 half day, \$54.11 full day
STEP Program	\$2,450.62	\$2,499.64
Summer CSE	Daily Rate	Daily Rate
Tiered Rates		
Tier 1	\$26.28	\$26.81
Tier 2	\$46.46	\$47.39
Tier 3	\$52.56	\$53.61
Tier 4	\$56.87	\$58.01
Tier 5	\$65.00	\$66.30
Tier 6	\$75.43	\$76.94
Tier 7	\$91.92	\$93.76

¹ The work performed by the Master Schedule Technician may, in the sole discretion of the District, be unilaterally assigned to an administrator, regardless of whether the Teachers have exclusively performed such work.

*Such as SCMEA, NYSSMA festivals, all state festivals, other instrumental and vocal festivals and/or competitions, festival/competition accompanist, and any additional marching band performances during the school year, etc.

For budgetary reasons or lack of student interest, the positions listed in Appendix B above may not necessarily be filled each year. In addition, teachers who are selected by the District to supervise a club listed in Appendix B shall be paid one-half of the annual stipend set forth above, if the club runs for only one-half of the school year.

**Two other chaperoning opportunities will be posted in a way so that a person applying must agree to attend all events.

*** Any additional increases shall be governed by Article XVI(H)(Extracurricular Activities/Stipends).

Longevity

A. Any teacher who has served as an advisor for the same extra-curricular activity continuously for five (5) years shall receive a longevity bonus above their advisor stipend for each subsequent year he advised that activity continuously.

B. Any teacher who has served as an advisor for the same extra-curricular activity continuously for ten (10) years shall receive a longevity bonus above their advisor stipend for each subsequent year he advised that activity continuously.

C. For purposes of the longevity payment set forth in this section only, service as a class advisor for the 6th, 7th, 8th, 9th, 10th, 11th, or 12th grade classes shall be considered service in the “same extra-curricular activity.”

Clubs	2025-2026		2026-2027	
	5 Years	10 Years	5 Years	10 Years
High School	\$373.85	\$747.69	\$381.33	\$762.65
Middle School	\$242.05	\$485.28	\$246.89	\$494.99
Elementary	\$242.05	\$485.28	\$246.89	\$494.99

The following criteria shall be applied to determine whether a unit member’s service is “continuous” for purposes of eligibility for longevity:

- If a unit member does not re-apply for the position and/or does not serve in the position because they are on a leave of absence, their failure to serve in the position will be considered a break in service.
- If the District decides not to run a club, activity or sport, the failure to serve in the previously held position that school year will not be considered a break in service.

- If the District selects another individual for the position resulting in the unit member not serving in the position, that will be considered a break in service.
- A failure to serve in a previously held position during the Spring of 2020 because a club, activity or sport was not run due to Covid, will not count as a break in service.
- A failure to serve in a previously held position during the 2021-22 school year because the unit member was on an approved Covid leave will not count as a break in service.

APPENDIX C

COACHES	2025-2026	2026-2027
BASEBALL		
Baseball - Head Varsity (1)	\$8,050	\$8,211
Baseball - Varsity Asst (2)	\$6,126	\$6,248
Baseball - Head JV (1)	\$5,585	\$5,697
Baseball - Asst Head JV (1)	\$4,413	\$4,501
Baseball - Head Freshman (1)	\$4,429	\$4,517
Baseball - Head Middle School (1) (PACA)	\$4,025	\$4,105
Baseball - Middle School Assistant (1) (PACA)	\$3,185	\$3,248
Baseball - Head Middle School (1) (WFMS)	\$4,025	\$4,105
Baseball - Middle School Assistant (1) (WFMS)	\$3,185	\$3,248
BASKETBALL (Boys)		
Basketball - Head Varsity (1)	\$9,392	\$9,580
Basketball - Varsity Asst (2)	\$6,752	\$6,887
Basketball - Head JV (1)	\$6,000	\$6,120
Basketball - Asst Head JV (1)	\$4,742	\$4,837
Basketball - Head Freshman (1)	\$4,780	\$4,876
Basketball - Head Middle School (1) (PACA)	\$4,344	\$4,431
Basketball - Head Middle School (1) (WFMS)	\$4,344	\$4,431
Basketball- Unified Basketball Coach (1) (PACA)	\$4,344	\$4,431
Basketball - Unified Basketball Coach (1) (WFMS)	\$4,344	\$4,431
BASKETBALL – Girls		
Basketball - Head Varsity (1)	\$9,392	\$9,580
Basketball - Varsity Asst (2)	\$6,752	\$6,887
Basketball - Head JV (1)	\$6,000	\$6,120
Basketball - Asst Head JV (1)	\$4,742	\$4,837
Basketball - Head Freshman (1)	\$4,780	\$4,876
Basketball - Head Middle School (1) (PACA)	\$4,344	\$4,431
Basketball - Head Middle School (1) (WFMS)	\$4,344	\$4,431
BOWLING		
Bowling - Head Varsity (1)	\$5,366	\$5,473
Bowling - Asst Head Varsity (1)	\$4,239	\$4,324

COACHES	2025-2026	2026-2027
CHEERLEADING (Fall)		
Cheerleading - Head Varsity (1)	\$3,850	\$3,927
Cheerleading - Varsity Assistant (1)	\$3,185	\$3,248
Cheerleading - Head JV (1)	\$3,504	\$3,574
Cheerleading - JV Assistant (2)	\$3,185	\$3,248
Cheerleading - Head Middle School (1) (PACA)	\$2,451	\$2,500
Cheerleading - Middle School Assistant (1) (PACA)	\$2,123	\$2,165
Cheerleading - Head Middle School (1) (WFMS)	\$2,451	\$2,500
Cheerleading - Middle School Assistant (1) (WFMS)	\$2,123	\$2,165
CHEERLEADING (Winter)		
Head Varsity (1)	\$7,085	\$7,227
Varsity Assistant (1)	\$5,466	\$5,575
Head JV (1)	\$4,956	\$5,055
JV Assistant (2)	\$4,204	\$4,288
Head Middle School (Paca) (1)	\$2,427	\$2,475
Middle School Assistant (Paca) (1)	\$2,102	\$2,144
Head Middle School (WFMS) (1)	\$2,427	\$2,475
Middle School Assistant (WFMS) (1)	\$2,102	\$2,144
CROSS COUNTRY (Boys)		
Cross Country - Head Varsity (1)	\$8,308	\$8,474
Cross Country - Varsity Asst (1)	\$5,818	\$5,934
Cross Country - Head JV (1)	\$5,293	\$5,399
Cross Country - JV Asst (1)	\$4,182	\$4,266
Cross Country - Middle School (1) (PACA)	\$3,833	\$3,910
Cross Country - Middle School (1) (WFMS)	\$3,833	\$3,910
CROSS COUNTRY (Girls)		
Cross Country - Head Varsity (1)	\$8,308	\$8,474
Cross Country - Varsity Asst (1)	\$5,818	\$5,934
Cross Country - Head JV (1)	\$5,293	\$5,399
Cross Country - JV Assistant (1)	\$4,182	\$4,266
Cross Country - Head Middle School (PACA)	\$3,833	\$3,910

COACHES	2025-2026	2026-2027
Cross Country - Head Middle School (WFMS)	\$3,833	\$3,910
FIELD HOCKEY		
Field Hockey - Head Varsity (1)	\$8,050	\$8,211
Field Hockey - Varsity Asst (1)	\$6,126	\$6,248
Field Hockey - Head JV (1)	\$5,585	\$5,697
Field Hockey - JV Assistant (1)	\$4,429	\$4,517
Field Hockey - Head Freshman (1)	\$4,429	\$4,517
Field Hockey - Head Middle School (1) (PACA)	\$4,025	\$4,105
Field Hockey - Head Middle School (1) (WFMS)	\$4,025	\$4,105
FLAG FOOTBALL		
Flag Football - Head Varsity (1)	\$7,156	\$7,299
Flag Football - Varsity Assistant (1)	\$5,521	\$5,631
FOOTBALL		
Football - Head Varsity (1)	\$9,866	\$10,063
Football - Varsity Asst (4)	\$6,752	\$6,887
Football - Head JV (1)	\$6,164	\$6,287
Football - JV Asst (2)	\$4,920	\$5,018
Football - Head Freshman (3)	\$4,920	\$5,018
Football - Head Middle School (2) (PACA)	\$4,472	\$4,562
Football - Middle School Assistant (1) (PACA)	\$4,246	\$4,331
Football - Head Middle School (2) (WFMS)	\$4,472	\$4,562
Football - Middle School Assistant (1) (WFMS)	\$4,246	\$4,331
GOLF		
Golf - Head Varsity (1)	\$5,366	\$5,473
Golf - Head JV (1)	\$4,536	\$4,627
GYMNASTICS		
Gymnastics - Head Varsity (1)	\$8,050	\$8,211
Gymnastics - Varsity Asst (1)	\$6,126	\$6,248
Gymnastics - Head JV (1)	\$5,585	\$5,697
Gymnastics - JV Assistant (1)	\$4,429	\$4,517
Gymnastics - Head Freshman (1)	\$4,429	\$4,517
Gymnastics - Head Middle School (1) (PACA)	\$4,025	\$4,105

COACHES	2025-2026	2026-2027
Gymnastics - Head Middle School (1) (WFMS)	\$4,025	\$4,105
LACROSSE (Boys)		
Lacrosse - Head Varsity (1)	\$8,050	\$8,211
Lacrosse - Varsity Asst (2)	\$6,126	\$6,248
Lacrosse - Head JV (1)	\$5,585	\$5,697
Lacrosse - JV Assistant (1)	\$4,429	\$4,517
Lacrosse - Head Freshman (1)	\$4,429	\$4,517
Lacrosse - Head Middle School (2) (PACA)	\$4,025	\$4,105
Lacrosse - Middle School Assistant (1) (PACA)	\$3,185	\$3,248
Lacrosse - Head Middle School (2) (WFMS)	\$4,025	\$4,105
Lacrosse - Middle School Assistant (1) (WFMS)	\$3,185	\$3,248
LACROSSE (Girls)		
Lacrosse - Head Varsity (1)	\$8,050	\$8,211
Lacrosse - Varsity Asst (2)	\$6,126	\$6,248
Lacrosse - Head JV (1)	\$5,585	\$5,697
Lacrosse - JV Assistant (1)	\$4,429	\$4,517
Lacrosse - Head Freshman (1)	\$4,429	\$4,517
Lacrosse - Head Middle School (2) (PACA)	\$4,025	\$4,105
Lacrosse - Middle School Assistant (1) (PACA)	\$3,185	\$3,248
Lacrosse - Head Middle School (2) (WFMS)	\$4,025	\$4,105
Lacrosse - Middle School Assistant (1) (WFMS)	\$3,185	\$3,248
SOCCER (Boys)		
Soccer - Head Varsity (1)	\$8,050	\$8,211
Soccer - Varsity Asst (2)	\$6,126	\$6,248
Soccer - Head JV (1)	\$5,585	\$5,697
Soccer - Asst JV (2)	\$4,429	\$4,517
Soccer - Head Freshman (1)	\$4,429	\$4,517
Soccer - Head Middle School (1) (PACA)	\$4,025	\$4,105
Soccer - Middle School Assistant (1) (PACA)	\$3,185	\$3,248
Soccer - Head Middle School (1) (WFMS)	\$4,025	\$4,105
Soccer - Middle School Assistant (1) (WFMS)	\$3,185	\$3,248

COACHES	2025-2026	2026-2027
SOCCER (Girls)		
Soccer - Head Varsity (1)	\$8,050	\$8,211
Soccer - Varsity Asst (2)	\$6,126	\$6,248
Soccer - Head JV (1)	\$5,585	\$5,697
Soccer - Asst JV (2)	\$4,429	\$4,517
Soccer- Head Freshman (1)	\$4,429	\$4,517
Soccer - Head Middle School (1) (PACA)	\$4,025	\$4,105
Soccer - Middle School Assistant (1) (PACA)	\$3,185	\$3,248
Soccer - Head Middle School (1) (WFMS)	\$4,025	\$4,105
Soccer - Middle School Assistant (1) (WFMS)	\$3,185	\$3,248
SOFTBALL		
Softball - Head Varsity (1)	\$8,050	\$8,211
Softball - Varsity Asst (2)	\$6,126	\$6,248
Softball - Head JV (1)	\$5,585	\$5,697
Softball - Asst JV (1)	\$4,429	\$4,517
Softball - Head Freshman (1)	\$4,429	\$4,517
Softball - Head Middle School (1) (PACA)	\$4,025	\$4,105
Softball - Middle School Assistant (1) (PACA)	\$3,185	\$3,248
Softball - Head Middle School (1) (WFMS)	\$4,025	\$4,105
Softball - Middle School Assistant (1) (WFMS)	\$3,185	\$3,248
SPRING TRACK (Boys)		
Spring Track - Head Varsity (1)	\$8,050	\$8,211
Spring Track - Varsity Asst (2)	\$6,126	\$6,248
Spring Track - Head JV (1)	\$5,585	\$5,697
Spring Track - Asst JV (2)	\$4,429	\$4,517
Spring Track - Head Middle School (2) (PACA)	\$4,025	\$4,105
Spring Track - Head Middle School (2) (WFMS)	\$4,025	\$4,105
SPRING TRACK (Girls)		
Spring Track - Head Varsity (1)	\$8,050	\$8,211
Spring Tack - Varsity Asst (2)	\$6,126	\$6,248
Spring Track- Head JV (1)	\$5,585	\$5,697
Spring Track - Asst JV (2)	\$4,429	\$4,517

COACHES	2025-2026	2026-2027
Spring Track - Head Middle School (2) (PACA)	\$4,025	\$4,105
Spring Track - Head Middle School (2) (WFMS)	\$4,025	\$4,105
STRENGTH AND CONDITIONING (3 Seasons)		
Strength and conditioning - Head (1) per season	\$4,776	\$4,872
SWIMMING (Boys)		
Swimming - Head Varsity (1)	\$8,050	\$8,211
Swimming - Varsity Asst (1)	\$6,126	\$6,248
SWIMMING (Girls)		
Swimming - Head Varsity (1)	\$8,050	\$8,211
Swimming - Varsity Asst (2)	\$6,126	\$6,248
TENNIS (Boys)		
Tennis - Head Varsity (1)	\$7,156	\$7,299
Tennis - Varsity Asst (1)	\$5,521	\$5,631
Tennis - Head JV (1)	\$5,016	\$5,116
Tennis - JV Assistant (1)	\$4,246	\$4,331
Tennis - Head Freshman (1)	\$3,934	\$4,013
Tennis - Head Middle School (1) (PACA)	\$3,579	\$3,651
Tennis - Head Middle School (1) (WFMS)	\$3,579	\$3,651
TENNIS (Girls)		
Tennis - Head Varsity (1)	\$7,156	\$7,299
Tennis - Varsity Asst (1)	\$5,521	\$5,631
Tennis - Head JV (1)	\$5,016	\$5,116
Tennis - JV Assistant (1)	\$4,246	\$4,331
Tennis - Head Freshman (1)	\$3,934	\$4,013
Tennis - Head Middle School (1) (PACA)	\$3,579	\$3,651
Tennis - Head Middle School (1) (WFMS)	\$3,579	\$3,651
VOLLEYBALL		
Volleyball - Head Varsity (1)	\$8,050	\$8,211
Volleyball - Varsity Asst (1)	\$6,126	\$6,248
Volleyball - Head JV (1)	\$5,585	\$5,697
Volleyball - JV Assistant (1)	\$4,429	\$4,517

COACHES	2025-2026	2026-2027
Volleyball - Head Freshman (1)	\$4,429	\$4,517
Volleyball - Head Middle School (1) (PACA)	\$4,025	\$4,105
Volleyball - Head Middle School (1) (WFMS)	\$4,025	\$4,105
WINTER TRACK (Boys)		
Winter Track - Head Varsity (1)	\$8,308	\$8,474
Winter Track - Varsity Asst (1)	\$5,818	\$5,934
Winter Track - Head JV (1)	\$5,293	\$5,399
Winter Track - JV Asst (1)	\$4,182	\$4,266
WINTER TRACK (Girls)		
Winter Track- Head Varsity (1)	\$8,308	\$8,474
Winter Track - Varsity Asst (1)	\$5,818	\$5,934
Winter Track - Head JV (1)	\$5,293	\$5,399
Winter Track - JV Assistant (1)	\$4,182	\$4,266
WRESTLING		
Wrestling - Head Varsity (1)	\$9,392	\$9,580
Wrestling - Varsity Asst (3)	\$7,419	\$7,568
Wrestling - Head JV (1)	\$6,000	\$6,120
Wrestling - JV Assistant (1)	\$4,246	\$4,331
Wrestling - Head Freshman (1)	\$4,780	\$4,876
Wrestling - Head Middle School (2) (PACA)	\$4,344	\$4,431
Wrestling - Head Middle School (2) (WFMS)	\$4,344	\$4,431

**** Any additional increases shall be governed by Article XVI (H) (Extracurricular Activities/Stipends).**

For budgetary reasons or lack of student interest, the positions listed in Appendix C above may not necessarily be filled each year.

Salaries for these positions will be paid if positions are filled.

Coaches shall be compensated for post-season playoff and championship competition at the rate of one and one-quarter (1.25%) percent of their coaching stipend for each day of practice and one and one-half (1.5%) percent of their coaching stipend for each game or meet. A coach of cross country or winter track shall receive a minimum of ten (10%) percent of his coaching stipend, even if his practices/games/meets do not total that amount, if his team or any individual member of that team competes at the statewide level of postseason playoff and championship competition.

A coach of a team that qualifies for post-season play shall be compensated for such time at the conclusion of his/her season.

It is understood that coaches' of girls' teams will maintain parity in salary with coaches of boys' teams only if their teams are comparable in length of seasons, number of contests, number of scrimmages, number of practices, length of practice seasons and number of team members.

The Board shall pay the expenses (including fees, meals, lodging, transportation and registration fees) incurred by varsity head coaches in attending coaching clinics and other professional improvement sessions approved by the Superintendent of Schools and limited one (1) per year per sport. Other coaches shall receive reimbursement of fees and District expenses for meals and mileage incurred while attending such clinics and other professional improvement sessions in Nassau and Suffolk Counties.

Coaches will have an option to either have their salary paid in installments or at the end of the season.

Varsity, Junior Varsity and freshman level coaches shall be paid in six (6) equal amounts. Coaches of Junior High teams shall be paid in five (5) equal amounts. These payments will include regular season stipends and longevity. Payments will begin within three (3) weeks of the start of the season.

A coach can opt to receive one (1) payment at the conclusion of the season only if he/she requests it in writing prior to the beginning of the season.

Longevity:

- A. Any coach who has coached the same sport continuously for five (5) years shall receive a longevity bonus above their coaching stipend for each subsequent year he coaches that sport continuously.
- B. Any coach who has coached the same sport continuously for ten (10) years shall receive a longevity bonus above their coaching stipend for each subsequent year he coaches that sport continuously.

Longevity shall be as follows:

	2025-2026		2026-2027	
Head Varsity	5 Years	10 Years	5 Years	10 Years
Football	\$387	\$772	\$395	\$787
Basketball and Wrestling	\$367	\$734	\$374	\$749
Baseball, Softball, Volleyball	\$349	\$698	\$356	\$712
Soccer, Spring Track, Field Hockey	\$349	\$698	\$356	\$712
Gymnastics, Cheerleading, Lacrosse and Swimming	\$349	\$698	\$356	\$712
Cross Country and Winter Track	\$326	\$657	\$333	\$670
Tennis	\$309	\$623	\$315	\$636
Bowling and Golf	\$231	\$463	\$236	\$472
Varsity Assistants	5 Years	10 Years	5 Years	10 Years
Football	\$274	\$539	\$279	\$550
Basketball and Wrestling	\$257	\$515	\$262	\$525

Baseball, Softball, Volleyball	\$242	\$489	\$247	\$499
Soccer, Spring Track, Field Hockey	\$242	\$489	\$247	\$499
Gymnastics, Cheerleading, Lacrosse and Swimming	\$242	\$489	\$247	\$499
Cross Country and Winter Track	\$230	\$461	\$235	\$470
Head Junior Varsity	5 Years	10 Years	5 Years	10 Years
Football	\$248	\$503	\$253	\$513
Basketball and Wrestling	\$238	\$482	\$243	\$491
Baseball, Softball, Volleyball	\$238	\$482	\$243	\$491
Soccer, Spring Track, Field Hockey	\$238	\$482	\$243	\$491
Gymnastics, Cheerleading, Lacrosse and Swimming	\$224	\$451	\$229	\$460
Cross Country and Winter Track	\$213	\$427	\$217	\$436
Tennis	\$202	\$403	\$206	\$411
Assist Junior Varsity and Freshman	5 Years	10 Years	5 Years	10 Years
Football	\$213	\$427	\$217	\$436
Basketball and Wrestling	\$203	\$404	\$207	\$412
Baseball, Softball, Volleyball	\$203	\$404	\$207	\$412
Soccer, Spring Track, Field Hockey	\$203	\$404	\$207	\$412
Gymnastics, Cheerleading, Lacrosse and Swimming	\$191	\$385	\$195	\$393
Cross Country and Winter Track	\$181	\$362	\$184	\$369
Tennis	\$172	\$339	\$175	\$346
Middle Schools	5 Years	10 Years	5 Years	10 Years
Football	\$194	\$387	\$198	\$395
Basketball, Unified Basketball, and Wrestling	\$182	\$367	\$185	\$374
Baseball, Softball, Volleyball	\$182	\$367	\$185	\$374
Soccer, Spring Track, Field Hockey	\$182	\$367	\$185	\$374
Gymnastics, Cheerleading, Lacrosse and Swimming	\$177	\$346	\$180	\$353
Cross Country and Winter Track	\$167	\$328	\$170	\$335

Tennis	\$154	\$431	\$157	\$440
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*** Any additional increases shall be governed by Article XVI (H) (Extracurricular Activities/Stipends)**

Effective September 1, 2022, the following criteria shall be applied to determine whether a unit member's service is "continuous" for purposes of eligibility for longevity:

- If a unit member does not re-apply for the position and/or does not serve in the position because they are on a leave of absence, their failure to serve in the position will be considered a break in service.
- If the District decides not to run a club, activity or sport, the failure to serve in the previously held position that school year will not be considered a break in service.
- If the District selects another individual for the position resulting in the unit member not serving in the position, that will be considered a break in service.
- A failure to serve in a previously held position during the Spring of 2020 because a club, activity or sport was not run due to Covid, will not count as a break in service.
- A failure to serve in a previously held position during the 2021-22 school year because the unit member was on an approved Covid leave will not count as a break in service.

DEPARTMENT CHAIRPERSONS

<u>Department</u>	<u>Recommended Assignment</u>	<u>Additional Compensation</u>
Committee on Special Education	None	4%
Special Education	2 Classes	7%
English	2 Classes	8%
Social Studies	2 Classes	8%
Science	2 Classes (plus lab)	8%
Mathematics	2 Classes	8%
Foreign Language	2 Classes	8%
Business, CTE and Technology	2 Classes	8%
Business (Occ. Ed.)	3 Classes	7%
Technology (Occ. Ed.)	3 Classes	7%
Physical Ed./Health/Home & Career	2 Classes	7%
Fine Arts (2)	2 Classes	7%
Library	3 Classes	8%
Guidance	3/5 of the average building caseload	10%
Social Work	3/5 of the average building caseload	8%

Note: The percent of compensation indicated above will be paid whenever these department chairperson positions are filled. For budgetary reasons, the positions listed in Appendix D above may not necessarily be filled each year.

* Remuneration for department chairpersons shall be the listed percentage in this column, multiplied by the department chairperson's annual salary as indicated in Appendices A-1, A-2, A-3 and A-4.

LEAD TEACHERS

1. The position(s) of Lead Teacher shall be posted on an annual basis.
2. Lead Teachers shall be released from performing a supervisory duty.
3. Lead Teachers shall be released from one (1) regular assigned teaching period per building to which they are assigned.
4. Lead Teachers shall be paid an annual stipend equal to 4% of their base salary.
5. The CSE Chair shall be treated as a Lead Teacher and shall be paid an annual stipend of four (4.0%). There shall be no reduction in assignment load.

SUMMER WORK FOR LEAD TEACHERS/DEPARTMENT CHAIRPERSONS

The District and the Department Chairperson(s) and/or Lead Teacher(s) may mutually agree to schedule additional work days during the summer (*i.e.*, between the close of school and the beginning of school). Should the Department Chairperson(s) and/or Lead Teacher(s) agree to work during the summer, the Department Chairperson(s) and/or Lead Teacher(s) shall be compensated for such work at the rate of 1/200th the individual's base salary.

PSYCHOLOGISTS

Psychologists shall be entitled to a stipend of \$653.59 for the 2025-26 school year and \$666.66 for the 2026-27 school year, payable in June of each year provided they have chaired ten (10) CSE meetings and have submitted an invoice to the District identifying those ten (10) meetings. Any increases to the stipend rate set forth above shall be in accordance with Article XVI(H) (Extracurricular Activities/Stipends).

DEANS

Teachers may apply to perform the duties of Dean of Student Supports at their respective schools. The District shall have the sole discretion to select from among those qualified teachers who apply for the Dean of Student Supports position(s), to determine the number of individuals selected and to determine the duration of their participation in these positions.

The duties of the Dean of Students Supports shall be limited to issues of student management and professional support to teachers, including but not limited to student supervision in the hallways and cafeteria, out of supervision, attendance and lateness, providing mediations in the resolution of student conflict, meeting with students and parents, establishing and engaging in parental communication and/or other student disciplinary issues which may result from behavior violations identified during their assigned periods, and other similar duties. Each Dean of Student Supports will report directly to their assigned Assistant Principal.

The District is not required to fill the position of Dean of Student Supports and the District, in its sole discretion, may transfer any or all of the job duties performed by a Dean of Student Supports to an administrator, regardless of whether the Teachers have exclusively performed such work.

1. Dean of Student Supports - Elementary

Teachers who are assigned to an elementary school and are selected to be a Dean of Student Supports in their respective elementary school, shall be paid a stipend of \$3,184.56 dollars per trimester, pro-rated for service of less than a full trimester (60 school days). Those individuals selected as a Dean of Student Support will not receive a Preparation Period for which they would otherwise have contractually been eligible, and they expressly waive their rights thereto while serving as a Dean of Student Supports. In addition, teachers who are selected to be a Dean of Student Supports shall be expected to be available at

the beginning of school (including during the half-hour before students arrive), to be present outdoors for student arrival, and to be present outdoors for bus dismissal.

Any increases to the stipend rate set forth above shall be in accordance with Article XVI(H) (Extracurricular Activities/Stipends).

Those teachers who have been selected shall retain the right to cease performing Dean of Student Supports duties and instead return to performance of their regular teaching duties upon reasonable notice to the District, so as to be least disruptive to the educational process.

2. Dean of Student Supports - Middle School

Teachers who are assigned to Paca Middle School and/or William Floyd Middle School and are selected to be a Dean of Student Supports in their respective school, shall be relieved of their one (1) supervisory duty each day while assigned as a Dean of Student Supports. Such teachers shall not receive pecuniary remuneration for the performance of the Dean of Student Supports responsibilities.

Those teachers who have been selected shall retain the right to cease performing Dean of Student Supports duties and instead return to performance of their regular supervisory duty upon reasonable notice to the District, so as to be least disruptive to the educational environment.

3. Dean of Student Supports - High School

Teachers who are assigned to the high school and are selected to be a Dean of Student Supports, shall be relieved of two (2) instructional periods and one (1) supervisory duty each day. Such teachers shall not receive pecuniary remuneration for the performance of the Dean of Student Supports responsibilities.

Those teachers who have been selected shall retain the right to cease performing Dean of Student Supports duties and instead return to performance of their regular supervisory duty and regular instructional/teaching duties upon reasonable notice to the District, so as to be least disruptive to the educational process.

OBSERVATIONS/EVALUATIONS PROCEDURES

APPENDIX E

<u>TENURED</u>	SPEECH, LIBRARIANS, TECHNOLOGY/STAFF DEVELOPER (non-3012 c/d)	SOCIAL WORKERS, PSYCHOLOGISTS, COUNSELORS, CSE CHAIRS (non-3012 c/d)	TEACHERS (3012-c/d)
Observations	<p><u>Formal Observations:</u> 1 formal announced observation per school year</p> <p><u>Informal Observations:</u> Informal observations shall last no more than thirty (30) minutes</p> <p><u>Extended Informal Observation:</u> At the District's discretion, it may also conduct 1 extended informal unannounced observation that shall last between 30-45 minutes per school year (includes a post observation conference)</p>	<p>No Formal Observations</p> <p>"Observations shall instead be on-going and occur daily during typical interactions"</p> <p>There shall be no written formal or informal observations</p>	<p><u>Formal Observations:</u></p> <ul style="list-style-type: none"> 1 formal announced observation per school year 1 formal unannounced short-report observation <p><u>Informal Observations:</u> Informal observations shall last no more than thirty (30) minutes</p>
Notification	<p><u>Formal Observations:</u> Employees shall receive two (2) full workdays notice of the date when their formal observation shall occur</p> <p><u>Informal Observations:</u> None</p> <p><u>Extended Informal Observation:</u> None</p>	N/A	<p><u>Formal Observations:</u></p> <ul style="list-style-type: none"> <u>Announced:</u> Employees shall receive two (2) full workdays notice of the date when their formal announced observation shall occur. <u>Unannounced Short-Report Observation:</u> None <p><u>Informal Observations:</u> None</p>
Timeliness	<p><u>Formal Observation:</u></p> <ul style="list-style-type: none"> <u>Post Observation Conference:</u> To be held within five (5) workdays following the formal observation <u>Written Formal Observation (Appendix E-1):</u> To be provided to the employee within five (5) workdays following the post-observation conference <p><u>Informal Observations:</u></p> <ul style="list-style-type: none"> <u>Post Observation Conference:</u> None <u>Written Observation:</u> None <p><u>Extended Informal Observation:</u></p> <ul style="list-style-type: none"> <u>Post Observation Conference:</u> To be held within five (5) workdays following the extended informal observation. <u>Written Observation:</u> None 	N/A	<p><u>Formal Observations</u> (includes both the formal announced and the unannounced short-report observation):</p> <ul style="list-style-type: none"> <u>Post Observation Conference:</u> To be held within five (5) workdays after the formal observation (not applicable to short-report observations) <u>Written Formal Observation:</u> <ul style="list-style-type: none"> Formal Announced (Appendix E-5): To be provided to the employee within five (5) workdays following the post-observation conference Formal Unannounced Short-Report (Appendix E-6): To be provided to the employee within five (5) workdays following the observation <p><u>Informal Observations:</u></p> <ul style="list-style-type: none"> <u>Post Observation Conference:</u> None <u>Written Observation:</u> None
Evaluation	<p><u>Mid-Year Evaluation:</u> None</p> <p><u>End of Year Evaluation (Appendix E-2):</u> Receive in the month of September/October/November -</p>	<p><u>Mid-Year Evaluation (Appendix E-3):</u> Receive in the month of January</p> <p><u>End of Year Evaluation (Appendix E-4):</u> Receive in the month of September/October/November</p>	<p><u>Mid-Year Evaluation:</u> None</p> <p><u>End of Year Evaluation (Appendix E-7):</u> Receive in the month of September/October/November</p>

APPENDIX E

NON-TENURED	SPEECH, LIBRARIANS, TECHNOLOGY/STAFF DEVELOPER (non-3012 c/d)	SOCIAL WORKERS, PSYCHOLOGISTS, COUNSELORS, CSE CHAIRS (non-3012 c/d)	TEACHERS (3012-c/d)
Observations	<p><u>Formal Observations:</u> 4-5 times per year.</p> <p><u>Informal Observations:</u> Informal observations shall last no more than thirty (30) minutes.</p>	<p><u>Formal Observations:</u> 4-5 times per year. It is anticipated that at least one (1) observation should occur in each of the following, but not be limited to:</p> <ul style="list-style-type: none"> • Working with students • Communicating with parents • Collaborating with building personnel related to student issues <p><u>Informal Observations:</u> Informal observations shall last no more than thirty (30) minutes.</p>	<p><u>Formal Observations:</u></p> <ul style="list-style-type: none"> • 4-5 times per year <p><u>Informal Observations:</u> Informal observations shall last no more than thirty (30) minutes</p>
Notification	There are no notification requirements for either formal or informal observations – they may be announced or unannounced	There are no notification requirements for either formal or informal observations – they may be announced or unannounced	There are no notification requirements for either formal or informal observations – they may be announced or unannounced
Timeliness	<p><u>Formal Observation:</u></p> <ul style="list-style-type: none"> • <u>Post Observation Conference:</u> To be held within five (5) workdays after the formal observation. • <u>Written Formal Observation (Appendix E-8):</u> To be provided to the employee within five (5) workdays following the post observation conference <p><u>Informal Observations:</u></p> <ul style="list-style-type: none"> • <u>Post Observation Conference:</u> None • <u>Written Observation:</u> None 	<p><u>Formal Observation:</u></p> <ul style="list-style-type: none"> • <u>Post Observation Conference:</u> To be held within five (5) workdays after the formal observation. • <u>Written Formal Observation (Appendix E-10):</u> To be provided to the employee within five (5) workdays following the post observation conference <p><u>Informal Observations:</u></p> <ul style="list-style-type: none"> • <u>Post Observation Conference:</u> None • <u>Written Observation:</u> None 	<p><u>Formal Observations:</u></p> <ul style="list-style-type: none"> • <u>Post Observation Conference:</u> To be held within five (5) workdays after the formal observation. • <u>Written Formal Observation (Appendix E-13):</u> To be provided to the employee within five (5) work days following the post observation conference. <p><u>Informal Observations:</u></p> <ul style="list-style-type: none"> • <u>Post Observation Conference:</u> None • <u>Written Observation:</u> None
Evaluation	<p><u>Mid-Year Evaluation:</u> Receive in the Month of January</p> <p><u>End of Year Evaluation (Appendix E-9):</u> Receive by the end of June</p>	<p><u>Mid-Year Evaluation (Appendix E-11):</u> Receive in the Month of January</p> <p><u>End of Year Evaluation (Appendix E-12):</u> Receive by the end of June</p>	<p><u>Mid-Year Evaluation:</u> Receive in the Month of January</p> <p><u>End of Year Evaluation (Appendix E-14):</u> Receive by the end of June</p>

OBSERVATIONS/EVALUATIONS PROCEDURES

APPENDIX E

1. Observations –

a. Definitions

- i. An “informal observation” is an observation lasting less than thirty (30) minutes and which is not committed to writing.
- ii. An “Extended Informal Observation” is an unannounced informal observation that is conducted at the District’s discretion and shall be extended to last between 30-45 minutes. Such extended informal observations shall only be applicable to tenured Speech, Librarians and Technology/Staff Developers. This shall not be committed to writing, but it shall include a post-observation conference.
- iii. A “formal observation” is an observation lasting thirty (30) minutes or more. Formal observations shall last no more than forty five (45) minutes in the elementary schools or the length of a period in the secondary schools. Formal observations shall be committed to writing pursuant to the applicable observation form set forth in Appendix E and placed in the unit member’s permanent file.
- iv. A formal “unannounced” Short-Report is a formal observation that is only applicable to Tenured Teachers. This observation shall be unannounced and shall last in duration of between twenty (20) and up to a maximum of thirty (30) minutes. It shall be written up using the Formal Short-Report Observation set forth in Appendix E-6 and shall be placed in the Teacher’s permanent file. A post-observation conference is not required.
- v. Tenured Teachers, Speech, Librarians, and Technology/Staff Developers will be given two (2) full workdays’ notice prior to their announced formal observation. Notice must be given by 7 a.m. in order to be considered a workday. For example notification sent at 7:45 a.m. Monday for Thursday observation. Email notification sent 6:45 a.m. Friday for Tuesday observation. If a teacher does not want to be notified two days prior to the announced observation, they will have the option of notifying the administrator in September, by filling out the District form regarding observations. This form will be sent out the first week of school.
- vi. An Administrator may cancel and reschedule an announced observation up to three times. After the third cancelation the observation must be scheduled for a specific date and time mutually agreed upon between the teacher and the administrator.
- vii. Observations for both tenured and non-tenured unit members can take place before or after a Holiday with the following exceptions (the day after Labor Day, the day before/after Thanksgiving, the day before/after Winter Recess, the day before/after Mid-Winter Recess, and the day before/after Spring Recess).

viii. Tenured Social Workers, Psychologists, Counselors and CSE Chairs shall not have any scheduled formal observations, observations for this group of employees shall be “on-going and occur daily during typical interactions.” Besides the Mid-year and End of Year evaluations, there shall be no other written formal or informal observations.

b. Post-Observation Conferences

- i. A post-observation conference between the teacher and the observer shall be conducted at a mutually convenient time within five (5) working days of the observation.
- ii. The written Observation report (see Appendix E) shall be provided to the teacher within five (5) working days of the post-observation conference or within five (5) working days of the observation if a short-report observation was utilized. The report shall be signed and returned by the teacher within five (5) working days.
- iii. Teachers shall have the right to have their observation reports reviewed by the Superintendent or his/her designee and to have union representation at a meeting for that purpose.

2. Evaluations

Definitions related to the Teacher Evaluation Report are included in Appendix F.

A copy of all evaluations shall be placed in the teacher’s personnel file. No such evaluation shall be submitted to the central administration, placed in the teacher’s file or otherwise acted upon without a prior conference with the teacher and the signature of the teacher on the written evaluation. Teachers shall sign and return their year-end evaluations within five (5) working days of receipt.

A teacher may have his evaluation report reviewed by the Superintendent or his designee. If the teacher requests, he may have a teacher representative designated by the bargaining unit to accompany him to such meeting. Teachers may also submit a rebuttal to the evaluation and copies of same shall be placed in the teacher’s file.

c. Mid- Year Evaluations:

- i. Mid-Year Evaluations shall be provided to the following unit members in the month of January:
 1. Tenured and Non-Tenured Social Workers, Psychologists, Counselors, CSE Chairs
 2. Non-Tenured – Speech, Librarians & Technology/Staff Developer
 3. Non-Tenured Teachers

d. End of Year Evaluations

- i. End of Year Evaluations shall be provided as follows:
 1. Non-Tenured Speech, Librarians, Technology/Staff Developer, Social Workers, Psychologists, Counselors, CSE Chairs and Teachers shall receive their End of Year Evaluation by the end of June.

2. Tenured Speech, Librarians, Technology/Staff Developer, Social Workers, Psychologists, Counselors, CSE Chairs and Teachers shall receive their End of Year Evaluation in September/October/November.
- ii. End of Year evaluations shall reflect previous observations of the current school year. All things relevant to a unit member's performance of his professional duties shall also be considered. The overall classroom performance of a teacher shall be the dominant area of consideration in this evaluation.



Report of Observation - Tenured Librarian, Speech and Instructional Technology

Date:

Time From:

Time To:

School:

Grade/Subject:

Scheduled By:

Teacher

Observer

Other (Specific Title Below)

Impromptu

Other:

SITUATION OBSERVED (Brief anecdotal review: aims of lesson, classroom atmosphere, etc.):

SPECIFIC RECOMMENDATIONS/COMMENDATIONS:

POST-OBSERVATION CONFERENCE SUMMARY:

Date of Conference:

Signature of Observer:

Date:

Signature of Teacher:

Date:

Signature of Building Principal:

Date:

The signature of the teacher on this form in no way suggests approval or disapproval of comments made. It merely indicates that the teacher has read the report. The teacher may submit his own comments and/or rebuttal on a

separate sheet, to be included in his personnel file with this report. The teacher shall sign and return this form within 4 (four) working days of receipt.



Evaluation Report Tenured Non-Classroom (Librarian, Speech and Instructional Technology)

Grade or Subject:

School:

Observation Dates:

Attendance:

Sick days expended this year:

Years of service to date:

Days of accumulated sick leave (to date):

Comments:

Signature of Coordinator (if applicable):

Date:

Signature of Principal:

Date:

Signature of Teacher:

Date:

A. MANAGEMENT QUALITIES

Preparation; Effectiveness of Instruction; Providing for Differentiated Academic Needs of Students; Classroom Management; Pupil Progress.

A. Comments:

B. PROFESSIONAL QUALITIES

Judgment; Communication Skills; Interpersonal Skills and Relationships with Colleagues, Administrators and Parents; Use of Available Resources and Support Services; Response to Authorized Policies and Procedures; Response to Authorized Suggestions and Recommendations; Knowledge of Subject Matter.

COMMENTS: Comment on a particular category only if the teacher's performance in that category is significantly less than or exceeds the standards for effective teaching established by the District.

B. Comments:

C. OTHER QUALITIES, CONTRIBUTIONS OR ACHIEVEMENTS WHICH AFFECT PROFESSIONAL PERFORMANCE – OPTIONAL

Attention to Student Health, Safety and Welfare; Provides Appropriate Student Guidance; Punctuality; Evidence of Professional Growth.

C. Comments:



Support Services Mid-Year Evaluation Report

Support Services Provider:

Area:

School:

School Year:

Domain 1 Planning and Preparation

Support Services Domain 1 Planning and Preparation

Criteria	Satisfactory	Unsatisfactory	Not Observed	Not Applicable
a. Demonstrates knowledge of State and Federal regulations			Enter Notes	
b. Demonstrates knowledge of resources both within and beyond the district			Enter Notes	
c. Identifies and communicates patterns of student and building issues with building administrator			Enter Notes	
d. Manages schedules and timelines			Enter Notes	

Domain 1 Comments:

Domain 2 The Environment

Support Services Domain 2 The Environment

Criteria	Satisfactory	Unsatisfactory	Not Observed	Not Applicable
a. Establishes rapport with students			Enter Notes	
b. Establishes rapport with			Enter Notes	

parents/families
 c. Enthusiasm/Motivation
 and Involvement of
 Students

Enter Notes

Domain 2 Comments:

Domain 3 Delivery of Service

Support Services Domain 3 Delivery of Service

Criteria	Satisfactory	Unsatisfactory	Not Observed	Not Applicable
a. Assesses/evaluates student needs in compliance with State and Federal mandates			<u>Enter Notes</u>	
b. Responds to student needs			<u>Enter Notes</u>	
c. Coordinates interventions to maximize students' likelihood of success			<u>Enter Notes</u>	
d. Demonstrates flexibility and responsiveness			<u>Enter Notes</u>	

Domain 3 Comments:

Domain 4 Professional Responsibilities

Support Services Domain 4 Professional Responsibilities

Criteria	Satisfactory	Unsatisfactory	Not Observed	Not Applicable
a. Works collaboratively with teachers and administrators			<u>Enter Notes</u>	
b. Communicates with families and other stakeholders			<u>Enter Notes</u>	
c. Prepares and submits reports and paperwork			<u>Enter Notes</u>	
d. Shows professionalism, including ethical conduct, and compliance with policies and regulations			<u>Enter Notes</u>	

e. Evidence of reflective practices and professional growth

Enter Notes

Domain 4 Comments:

Signature of the Director/Coordinator:

Date:

Signature of the Principal:

Date:

Signature of the Employee:

Date:



Support Service Evaluation Report

Support Service Provider:

Area:

School:

School Year:

Observation Date(s)

Status:

- Interim
 Probationary
 Tenured

Attendance:

Sick days expended this year:

Years of service to date:

Days of accumulated sick leave (to date):

Overall Professional Appraisal

General evaluation of the support service personnel's performance in present position:

Support Services Overall Evaluation

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards
Overall Evaluation				

Enter Notes

Comments:

Signature of Director/Coordinator:

Date:

Signature of Principal:

Date:

Signature of Employee:

Date:

Domain 1: Planning and Preparation

Support Services Domain 1

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
a. Demonstrates knowledge of State and Federal regulations				<u>Enter Notes</u>		
b. Demonstrates knowledge of resources both within and beyond the district				<u>Enter Notes</u>		
c. Identifies and communicates patterns of student and building issues with building administrator				<u>Enter Notes</u>		
d. Manages schedules and timelines				<u>Enter Notes</u>		
Domain 1 Comments:						

Domain 2: The Environment

Support Services Domain 2

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
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a. Establishes rapport with students

Enter Notes

b. Establishes rapport with parents/families

Enter Notes

c. Enthusiasm/Motivation and Involvement of Students

Enter Notes

Domain 2
Comments:

Domain 3: Delivery of Service

Support Services Domain 3

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
a. Assesses/evaluates student needs in compliance with State and Federal mandates				<u>Enter Notes</u>		
b. Responds to student needs				<u>Enter Notes</u>		
c. Coordinates interventions to maximize students' likelihood of success				<u>Enter Notes</u>		
d. Demonstrates flexibility and responsiveness				<u>Enter Notes</u>		

Domain 3
Comments:

Domain 4: Professional Responsibilities

Support Services Domain 4

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
a. Works collaboratively with teachers and administrators				<u>Enter Notes</u>		
b. Communicates with families and other stakeholders				<u>Enter Notes</u>		
c. Prepares and submits reports and paperwork				<u>Enter Notes</u>		
d. Shows professionalism, including ethical conduct, and compliance with policies and regulations				<u>Enter Notes</u>		
e. Evidence of reflective practices and professional growth				<u>Enter Notes</u>		

Domain 4
Comments:



Tenured Teacher Report of Observation

Report of Observation

Criteria	Ineffective	Developing	Effective	Highly Effective
Observation				

Rubric Score: 0/0

Scheduled By:

Teacher
 Observer
 Other
 Impromptu

Other Specific Title

Situation Observed (Brief anecdotal review: Aims of lesson, classroom atmosphere, etc.):

Specific Recommendations/Commendations:

Post Observation Conference Summary:

Date of Conference:

Signature of Observer	Date	Signature of Teacher	Date
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Signature of Building Principal: _____ Date: _____

The signature of the teacher on this form in no way suggests approval or disapproval of comments made. It merely indicates that the teacher has read the report. The teacher may submit his/her own comments and/or rebuttal on a separate sheet, to be included in his/her personnel file with this report. The teacher shall sign and return this form within four (4) working days of receipt.



Formal Observation-Short Report

Date:

Time From:

Time To:

Report of Observation

Criteria	Ineffective	Developing	Effective	Highly Effective
Observation				

Rubric Score: 0/0

Standard III: Instructional Practice

ELEMENT	INDICATORS
Element III.1: Teachers use research-based practices and evidence of student learning to provide developmentally appropriate and standards-driven instruction that motivates and engages students in learning.	A. Aligns instruction to standards.
	B. Uses research-based instruction.
	C. Engages students.
Element III.2: Teachers communicate clearly and accurately with students to maximize their understanding and learning.	A. Provides directions and procedures.
	B. Uses questioning techniques.
	C. Responds to students.
	D. Communicates content.
Element III.3: Teachers set high expectations and create challenging learning experiences for students.	A. Articulates measures of success.
	B. Implements challenging learning experiences.
Element III.4: Teachers explore and use a variety of instructional approaches, resources, and technologies to meet diverse learning needs, engage students and promote achievement.	A. Differentiates instruction.
	B. Implements strategies for mastery of learning outcomes.
Element III.5: Teachers engage students in the development of multi-disciplinary skills, such as communication, collaboration, critical thinking, and use of technology.	A. Provides opportunities for collaboration.
	B. Provides synthesis, critical thinking, and problem-solving.
Element III.6: Teachers monitor and assess student progress, seek and provide feedback, and adapt	A. Uses formative assessment to monitor and adjust pacing.

instruction to student needs.	B. Provides feedback during and after instruction.
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Standard III Comments:**Standard IV: Learning Environment**

ELEMENT	INDICATORS
Element IV.1: Teachers create a mutually respectful, safe, and supportive learning environment that is inclusive of every student.	A. Interactions with students.
	B. Supports student diversity.
	C. Reinforces positive interactions among students.
Element IV.2: Teachers create an intellectually challenging and stimulating learning environment.	A. Promotes student pride in work and accomplishments.
	B. Promotes student curiosity and enthusiasm.
Element IV.3: Teachers manage the learning environment for the effective operation of the classroom.	A. Establishes routines/procedures/transitions and expectations for student behavior.
	B. Establishes instructional groups.
Element IV.4: Teachers organize and utilize available resources (e.g. physical space, time, people, technology) to create a safe and productive learning environment.	A. Organizes learning environment.
	B. Manages volunteers and/or paraprofessionals.
	C. Establishes classroom safety

Standard IV Comments:**Standard V: Assessment for Student Learning**

ELEMENT	INDICATORS
Element V.1: Teachers design, select, and use a range of assessment tools and processes to measure and document student learning and growth.	A. Uses assessment to establish learning goals and inform instruction
	B. Measures and records student achievement
	C. Aligns assessments to learning goals
	D. Implements testing accommodations
Element V.2: Teachers understand, analyze, interpret, and use assessment data to monitor student progress and to plan and differentiate instruction.	A. Analyzes assessment data
	B. Uses assessment data to set goals and provide feedback to students
	C. Engages students in self-assessment
Element V.3: Teachers communicate information about various components of the assessment system.	A. Accesses and interprets assessments
Element V.4: Teachers reflect upon and evaluate the effectiveness of their comprehensive assessment system to make adjustments to it and plan instruction accordingly.	A. Understands assessments and grading procedures
	B. Establishes an assessment system
Element V.5: Teachers prepare students to understand the format and directions of assessments used and the criteria by which the students will be evaluated.	A. Communicates purposes and criteria
	B. Provides preparation and practice
	C. Provides assessment skills and strategies

Standard V Comments:



Tenured Teacher Evaluation Report

Tenured Teacher Evaluation Report

Grade or Subject:

School:

School Year:

Observation Dates:

Sick days expended this year

Years of service to date

Days of accumulated sick leave (to date)

Comments:

Signature of Coordinator: (if applicable)

Date:

Signature of Principal:

Date:

Signature of Teacher:

Date:

A. INSTRUCTIONAL QUALITIES: (Preparation; Effectiveness of Instruction; Providing for Differentiated Academic Needs of Students; Classroom Management; Pupil Progress)

B. PROFESSIONAL QUALITIES: (Judgement; Communication Skills; Interpersonal Skills and Relationships with Colleagues, Administrators and Parents; Use of Available Resources and Support Services; Response to Authorized Policies and Procedures; Response to Authorized Suggestions and Recommendations; Knowledge of Subject Matter) COMMENTS- Comment on a particular category only if the teacher's performance in that category is significantly less than or exceeds the standards for the effective teaching established by the District.

C. OTHER QUALITIES, CONTRIBUTIONS OR ACHIEVEMENTS WHICH AFFECT PROFESSIONAL PERFORMANCE- OPTIONAL: (Attention to Student Health; Safety and Welfare; Provides Appropriate Student Guidance; Punctuality; Evidence of Professional Growth)

The signature of the teacher on this form in no way suggests approval or disapproval of comments made. It merely indicates that the teacher has read the report. The teacher may submit his own comments and/or rebuttal on a separate sheet, to be included in his personnel file with this report. The teacher shall sign and return this form within four (4) working days of receipt.

Clicking the **Acknowledgment Button** is equivalent to an electronic signature.



Report of Observation - Non-Tenured Librarian, Speech and Instructional Technology

Date:

Time From:

Time To:

- Exceeds Professional Standards
 - Meets Professional Standards
 - Requires Improvement
 - Does Not Meet Professional Standards
-

School:

Grade/Subject:

Scheduled By:

- | | |
|--|---------------------------------|
| <input type="radio"/> Teacher | <input type="radio"/> Observer |
| <input type="radio"/> Other (Specific Title Below) | <input type="radio"/> Impromptu |

Other:

SITUATION OBSERVED (Brief anecdotal review: aims of lesson, classroom atmosphere, etc.):

SPECIFIC RECOMMENDATIONS/COMMENDATIONS:

POST-OBSERVATION CONFERENCE SUMMARY:

Date of Conference:

Signature of Observer:

Date:

Signature of Teacher:

Date:

Signature of Building Principal:

Date:

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Evaluation Report - Non-Tenured Non-Classroom (Librarian, Speech and Instructional Technology)

Grade or Subject:

School:

Observation Dates:

Status:

Interim Probationary

Attendance:

Sick days expended this year:

Year of service to date:

Days of accumulated sick leave (to date):

OVERALL PROFESSIONAL APPRAISAL

General evaluation of the teacher's performance in present position:

-
-
- Exceeds Professional Standards
 - Meets Professional Standards
 - Requires Improvement
 - Does Not Meet Professional Standards

Comments:

Signature of Coordinator (if applicable):

Date:

Signature of Principal:

Date:

Signature of Teacher:

Date:

A. INSTRUCTIONAL QUALITIES

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
1. PREPARATION						
a. Planning				<u>Enter Notes</u>		
b. Materials				<u>Enter Notes</u>		
2. EFFECTIVENESS OF INSTRUCTION						
a. Development of Lesson				<u>Enter Notes</u>		
b. Use of Effective Methods and Techniques				<u>Enter Notes</u>		
c. Effective Use of Instructional Time				<u>Enter Notes</u>		
d. Enthusiasm/Motivation and Involvement of Students				<u>Enter Notes</u>		
3. PROVIDES FOR DIFFERENTIATED ACADEMIC NEEDS OF STUDENTS						
a. Provides for Instructional Needs of Students				<u>Enter Notes</u>		
b. Sets Appropriate Expectations for Student Achievement				<u>Enter Notes</u>		

**4. CLASSROOM
MANAGEMENT**

a. Class Control

Enter Notes

**b. Establishment of
Appropriate
Student/Teacher
Relationships**

Enter Notes

**5. PUPIL
PROGRESS**

**The administration
will consider all
relevant
information as it
relates to individual
student's and/or
classes' progress.**

Enter Notes

B. PROFESSIONAL QUALITIES

Judgement; Communication Skills; Interpersonal Skills and Relationships with Colleagues, Administrators and Parents; Use of Available Resources and Support Services; Response to Authorized Policies and Procedures; Response to Authorized Suggestions and Recommendations; Knowledge of Subject Matter.

COMMENTS: Comment on a particular category only if the teacher's performance in that category is significantly less than or exceeds the standards for effective teaching established by the District.

B. Comments:

**C. OTHER QUALITIES, CONTRIBUTIONS OR ACHIEVEMENTS WHICH AFFECT PROFESSIONAL
PERFORMANCE - OPTIONAL**

Attention to Student Health; Safety and Welfare; Provides Appropriate Student Guidance; Punctuality; Evidence of Professional Growth.

C. Comments:

[Empty comment box]



Report of Observation - Non-Tenured Support Personnel

Date:

Time from:

Time to:

Scheduled by:

Observer:

Impromptu:

Support Services Observation

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards
Observation	<u>Enter Notes</u>			

Situation Observed: (Brief anecdotal review: aims of lesson, classroom atmosphere, etc.)

Specific Recommendations/Commendations:

Post-Observation Conference Summary:

Date of Conference:

Signature of Observer:

Date:

Signature of Employee:

Date:

Signature of Building Principal:

Date:

The signature of the teacher on this form in no way suggests approval or disapproval of comments made. It merely indicates that the teacher has read the report. The teacher may submit his own comments and/or rebuttal on a

separate sheet, to be included in his personnel file with this report. The teacher shall sign and return this form within four (4) working days of receipt.



Support Services Mid-Year Evaluation Report

Support Services Provider:

Area:

School:

School Year:

Domain 1 Planning and Preparation

Support Services Domain 1 Planning and Preparation

Criteria	Satisfactory	Unsatisfactory	Not Observed	Not Applicable
a. Demonstrates knowledge of State and Federal regulations		<u>Enter Notes</u>		
b. Demonstrates knowledge of resources both within and beyond the district		<u>Enter Notes</u>		
c. Identifies and communicates patterns of student and building issues with building administrator		<u>Enter Notes</u>		
d. Manages schedules and timelines		<u>Enter Notes</u>		
Domain 1 Comments:				

Domain 2 The Environment

Support Services Domain 2 The Environment

Criteria	Satisfactory	Unsatisfactory	Not Observed	Not Applicable
a. Establishes rapport with students		<u>Enter Notes</u>		
b. Establishes rapport with parents/families		<u>Enter Notes</u>		

**c. Enthusiasm/Motivation
and Involvement of Students**

Enter Notes

Domain 2 Comments:

Domain 3 Delivery of Service

Support Services Domain 3 Delivery of Service

Criteria	Satisfactory	Unsatisfactory	Not Observed	Not Applicable
a. Assesses/evaluates student needs in compliance with State and Federal mandates				<u>Enter Notes</u>
b. Responds to student needs				<u>Enter Notes</u>
c. Coordinates interventions to maximize students' likelihood of success				<u>Enter Notes</u>
d. Demonstrates flexibility and responsiveness				<u>Enter Notes</u>

Domain 3 Comments:

Domain 4 Professional Responsibilities

Support Services Domain 4 Professional Responsibilities

Criteria	Satisfactory	Unsatisfactory	Not Observed	Not Applicable
a. Works collaboratively with teachers and administrators				<u>Enter Notes</u>
b. Communicates with families and other stakeholders				<u>Enter Notes</u>
c. Prepares and submits reports and paperwork				<u>Enter Notes</u>
d. Shows professionalism, including ethical conduct, and compliance with policies and regulations				<u>Enter Notes</u>
e. Evidence of reflective practices and professional growth				<u>Enter Notes</u>

Domain 4 Comments:

Signature of the Director/Coordinator:

Date:

Signature of the Principal:

Date:

Signature of the Employee:

Date:





Support Service Evaluation Report

Support Service Provider:

Area:

School:

School Year:

Observation Date(s):

Status:

- Interim
 Probationary
 Tenured
-

Attendance:

Sick days expended this year:

Years of service to date:

Days of accumulated sick leave (to date):

Overall Professional Appraisal

General evaluation of the support service personnel's performance in present position:

Support Services Overall Evaluation

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards
Overall Evaluation				
			<u>Enter Notes</u>	

Comments:

Signature of Director/Coordinator:

Date:

Signature of Principal:

Date:

Signature of Employee:

Date:

Domain 1: Planning and Preparation

Support Services Domain 1

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
a. Demonstrates knowledge of State and Federal regulations				<u>Enter Notes</u>		
b. Demonstrates knowledge of resources both within and beyond the district				<u>Enter Notes</u>		
c. Identifies and communicates patterns of student and building issues with building administrator				<u>Enter Notes</u>		
d. Manages schedules and timelines				<u>Enter Notes</u>		

Domain 1
Comments:

Domain 2: The Environment**Support Services Domain 2**

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
a. Establishes rapport with students				<u>Enter Notes</u>		
b. Establishes rapport with parents/families				<u>Enter Notes</u>		
c. Enthusiasm/Motivation and Involvement of Students				<u>Enter Notes</u>		

Domain 2
Comments:

Domain 3: Delivery of Service**Support Services Domain 3**

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
a. Assesses/evaluates student needs in compliance with State and Federal mandates				<u>Enter Notes</u>		
b. Responds to student needs				<u>Enter Notes</u>		
c. Coordinates interventions to maximize students' likelihood of success				<u>Enter Notes</u>		
d. Demonstrates flexibility and				<u>Enter Notes</u>		

responsiveness

Domain 3

Comments:

Domain 4: Professional Responsibilities

Support Services Domain 4

Criteria	Exceeds Professional Standards	Meets Professional Standards	Requires Improvement	Does Not Meet Professional Standards	Not Observed	Not Applicable
a. Works collaboratively with teachers and administrators				<u>Enter Notes</u>		
b. Communicates with families and other stakeholders				<u>Enter Notes</u>		
c. Prepares and submits reports and paperwork				<u>Enter Notes</u>		
d. Shows professionalism, including ethical conduct, and compliance with policies and regulations				<u>Enter Notes</u>		
e. Evidence of reflective practices and professional growth				<u>Enter Notes</u>		

Domain 4

Comments:



Non-Tenured Teacher Report of Observation

Report of Observation

Criteria	Ineffective	Developing	Effective	Highly Effective
Observation				

Rubric Score: 0/0

Scheduled By:

- Teacher
 Observer
 Other
 Impromptu

Other Specific Title

Situation Observed (Brief anecdotal review: Aims of lesson, classroom atmosphere, etc.):

Specific Recommendations/Commendations:

Post Observation Conference Summary:

Date of Conference:

_____ _____ _____ _____
 Signature of Observer Date Signature of Teacher Date

Signature of Building Principal: _____ Date: _____

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Non-Tenured Teacher Report of Observation - Outside Observer

Date:

Time From:

Time To:

Report of Observation

Criteria	Ineffective	Developing	Effective	Highly Effective
----------	-------------	------------	-----------	------------------

Observation

Rubric Score: 0/0

Scheduled By:

- Teacher
 Observer
 Other
 Impromptu

Other Specific Title

Situation Observed (Brief anecdotal review: Aims of lesson, classroom atmosphere, etc.):

Specific Recommendations/Commendations:

Post Observation Conference Summary:

Date of Conference:

Signature of Observer

Date

Signature of Teacher

Date

Signature of Building Principal: _____ Date: _____

The signature of the teacher on this form in no way suggests approval or disapproval of comments made. It merely indicates that the teacher has read the report. The teacher may submit his/her own comments and/or rebuttal on a separate sheet, to be included in his/her personnel file with this report. The teacher shall sign and return this form within four (4) working days of receipt.



Non Tenured Teacher Evaluation Report

Non-Tenured Teacher Evaluation Report

Grade or Subject:

School:

School Year:

Observation Dates:

Status

Interim Probationary

Sick days expended this year

Years of service to date

Days of accumulated sick leave (to date)

General evaluation of the teacher's performance in present position:

Exceeds Professional Standards Meets Professional Standards
 Requires Improvement Does Not Meet Professional Standards

Comments:

Signature of Coordinator (if applicable)

Date

Signature of Principal:

Date:

Signature of Teacher:

Date:

A. INSTRUCTIONAL QUALITIES:

1. PREPARATION

a. Planning

<input type="checkbox"/> EXCEEDS PROFESSIONAL STANDARDS	<input type="checkbox"/> MEETS PROFESSIONAL STANDARDS	<input type="checkbox"/> REQUIRES IMPROVEMENT	<input type="checkbox"/> DOES NOT MEET PROFESSIONAL STANDARDS	<input type="checkbox"/> NOT OBSERVED	<input type="checkbox"/> NOT APPLICABLE
---	---	--	--	--	--

b. Materials

<input type="checkbox"/> EXCEEDS PROFESSIONAL STANDARDS	<input type="checkbox"/> MEETS PROFESSIONAL STANDARDS	<input type="checkbox"/> REQUIRES IMPROVEMENT	<input type="checkbox"/> DOES NOT MEET PROFESSIONAL STANDARDS	<input type="checkbox"/> NOT OBSERVED	<input type="checkbox"/> NOT APPLICABLE
---	---	--	--	--	--

2. EFFECTIVENESS OF INSTRUCTION

a. Development of Lesson

<input type="checkbox"/> EXCEEDS PROFESSIONAL STANDARDS	<input type="checkbox"/> MEETS PROFESSIONAL STANDARDS	<input type="checkbox"/> REQUIRES IMPROVEMENT	<input type="checkbox"/> DOES NOT MEET PROFESSIONAL STANDARDS	<input type="checkbox"/> NOT OBSERVED	<input type="checkbox"/> NOT APPLICABLE
---	---	--	--	--	--

b. Use of Effective Methods and Techniques

<input type="checkbox"/> EXCEEDS PROFESSIONAL STANDARDS	<input type="checkbox"/> MEETS PROFESSIONAL STANDARDS	<input type="checkbox"/> REQUIRES IMPROVEMENT	<input type="checkbox"/> DOES NOT MEET PROFESSIONAL STANDARDS	<input type="checkbox"/> NOT OBSERVED	<input type="checkbox"/> NOT APPLICABLE
---	---	--	--	--	--

c. Effective Use of Instructional Time

<input type="checkbox"/> EXCEEDS PROFESSIONAL STANDARDS	<input type="checkbox"/> MEETS PROFESSIONAL STANDARDS	<input type="checkbox"/> REQUIRES IMPROVEMENT	<input type="checkbox"/> DOES NOT MEET PROFESSIONAL STANDARDS	<input type="checkbox"/> NOT OBSERVED	<input type="checkbox"/> NOT APPLICABLE
---	---	--	--	--	--

d. Enthusiasm/Motivation and Involvement of Students

<input type="checkbox"/> EXCEEDS PROFESSIONAL STANDARDS	<input type="checkbox"/> MEETS PROFESSIONAL STANDARDS	<input type="checkbox"/> REQUIRES IMPROVEMENT	<input type="checkbox"/> DOES NOT MEET PROFESSIONAL STANDARDS	<input type="checkbox"/> NOT OBSERVED	<input type="checkbox"/> NOT APPLICABLE
---	---	--	--	--	--

3. PROVIDES FOR DIFFERENTIATED ACADEMIC NEEDS OF STUDENTS

a. Provides for Instructional Needs of Students

<input type="checkbox"/> EXCEEDS PROFESSIONAL STANDARDS	<input type="checkbox"/> MEETS PROFESSIONAL STANDARDS	<input type="checkbox"/> REQUIRES IMPROVEMENT	<input type="checkbox"/> DOES NOT MEET PROFESSIONAL STANDARDS	<input type="checkbox"/> NOT OBSERVED	<input type="checkbox"/> NOT APPLICABLE
---	---	--	--	--	--

b. Sets Appropriate Expectations for Student Achievement

<input type="checkbox"/> EXCEEDS PROFESSIONAL STANDARDS	<input type="checkbox"/> MEETS PROFESSIONAL STANDARDS	<input type="checkbox"/> REQUIRES IMPROVEMENT	<input type="checkbox"/> DOES NOT MEET PROFESSIONAL STANDARDS	<input type="checkbox"/> NOT OBSERVED	<input type="checkbox"/> NOT APPLICABLE
---	---	--	--	--	--

4. CLASSROOM MANAGEMENT

a. Class Control

EXCEEDS PROFESSIONAL STANDARDS MEETS PROFESSIONAL STANDARDS REQUIRES IMPROVEMENT DOES NOT MEET PROFESSIONAL STANDARDS NOT OBSERVED NOT APPLICABLE

b. Establishment of Appropriate Student/Teacher Relationships

EXCEEDS PROFESSIONAL STANDARDS MEETS PROFESSIONAL STANDARDS REQUIRES IMPROVEMENT DOES NOT MEET PROFESSIONAL STANDARDS NOT OBSERVED NOT APPLICABLE

5. PUPIL PROGRESS

The administration will consider all relevant information as it relates to individual student's and/or classes' progress

EXCEEDS PROFESSIONAL STANDARDS MEETS PROFESSIONAL STANDARDS REQUIRES IMPROVEMENT DOES NOT MEET PROFESSIONAL STANDARDS NOT OBSERVED NOT APPLICABLE

B. PROFESSIONAL QUALITIES: (Judgement; Communication Skills; Interpersonal Skills and Relationships with Colleagues, Administrators and Parents; Use of Available Resources; Response to Authorized Policies and Procedures; Response to Authorized Suggestions and Recommendations; Knowledge of Subject Matter.) COMMENTS - Comment on a particular category only if the teacher's performance in that category is significantly less than or exceeds the standards for effective teaching established by the District.

C. OTHER QUALITIES, CONTRIBUTIONS, OR ACHIEVEMENTS WHICH AFFECT PROFESSIONAL PERFORMANCE-OPTIONAL: (Attention to Student Health, Safety and Welfare; Provides Appropriate Student Guidance; Punctuality; Evidence of Professional Growth.)

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DEFINITIONS RELATED TO TEACHERS, SPEECH, LIBRARIANS,
TECHNOLOGY/STAFF DEVELOPER EVALUATION REPORT

A. INSTRUCTIONAL QUALITIES

1. Preparation

a. Planning

Spends time planning and organizing lessons; keeping and using the planbook is also part of planning.

b. Materials

Selects and/or prepares worksheets, tests and other materials to be used in the development and implementation of the lesson as is appropriate to the lesson.

2. Effectiveness of Instruction

a. Development of Lesson

May include but not be limited to items from one (1) to eight (8) as is appropriate to the lesson.

- 1) Explains objectives to students and states why they are important.
- 2) Reviews previously taught information and/or skills as they pertain to the lesson.
- 3) Introduces new topic.
- 4) Demonstrates by use of models.
- 5) Uses effective questioning.
- 6) Supervises guided independent practice.
- 7) Checks for comprehension.
- 8) Summarizes main points of lesson.

To emphasize the importance of creativity and resourcefulness in lesson development, it should be pointed out that it is not necessary to include all eight (8) of the above items to develop a lesson effectively. (The essence of good classroom instruction is effective lesson development.)

b. Use of Effective Methods and Techniques

Selects appropriate teaching methods, techniques and materials which attain the instructional objective(s) of the lesson.

Appropriate methods may include role-playing, lecture discussion (small group or full class), individual assignments, learning centers, etc. Appropriate techniques may include effective questioning and discussion skills, teacher mobility, various learning activities, etc. Appropriate materials may include models, manipulatives, audio-visual devices, educational charts and diagrams, the chalkboard, scientific experiments, etc.

c. Effective Use of Instructional Time

Teachers are expected to keep students on appropriate learning tasks and use good judgment in determining the appropriate amount of time to accomplish these learning tasks within the instructional guidelines outlined in the teachers' handbooks.

d. Enthusiasm/Motivation and Involvement of Students

Makes a determined effort to motivate students to perform up to their ability; teacher facilitates active student participation and involvement in discussions and other activities such as questioning, boardwork, use of learning centers, hands on projects, etc.

3. Provides for Differentiated Academic Needs of Students

a. Provides for Instructional Needs of Students

Varies instruction to meet different achievement and instructional levels of students; meets curriculum requirements and fosters student academic growth.

b. Sets Appropriate Expectations for Student Achievement

Based upon the academic ability of students as measured by a variety of criteria, the teacher prepares lessons with appropriate criteria to measure student performance and achievement which will broaden and stretch student capabilities.

4. Classroom Management

a. Class Control

Sets appropriate expectations for student behavior; maintains proper order and control; deals consistently with student misbehavior in accordance with building and Board policies and regulations.

b. Establishment of Appropriate Student/Teacher Relationships

Establishes a rapport with students which fosters a productive learning environment.

5. Pupil Progress

The administrator will consider all relevant information as it relates to individual student's and/or classes' progress.

B. PROFESSIONAL QUALITIES

1. Judgment

The capability of exercising sound judgment in routine matters, new situations, or emergencies; sound judgment is characterized by arriving at an appropriate course of action when carrying out professional responsibilities.

2. Communication Skills

Speaks and writes correctly, clearly and understandably; organizes thoughts logically and sequentially; aware of purpose and audience when communicating.

3. Interpersonal Skills and Relationships with Colleagues, Administrators and Parents

Demonstrates a cooperative spirit in educational undertakings with colleagues. Accepts all professional responsibilities as contained in the teachers' contract, Board policies and regulations, and administrative directives which are in keeping with same. Keeps parents informed of students' behavior, attitude and academic progress via report cards, progress reports, conferences, telephone calls and letters.

4. Use of Available Resources and Support Services

Informs support service personnel of students in need of specialized services.

5. Response to Authorized Policies and Procedures

Implements in a professional manner Board policies and regulations and administrative directives and procedures, which are consistent with contractual agreements.

6. Response to Authorized Suggestions and Recommendations

Considers and follows through on appropriate suggestions which are presented with the clear intention to improve instructional and/or overall performance.

7. Knowledge of Subject Matter

Keeps abreast of new knowledge and developments in his subject area or grade level.

C. OTHER QUALITIES, CONTRIBUTIONS OR ACHIEVEMENTS WHICH AFFECT PROFESSIONAL PERFORMANCE

1. Attention to Student Health, Safety and Welfare

Refers students with health problems to appropriate support personnel. Ensures that students behave in a safe way and use safety devices in learning sites where appropriate, e.g. safety goggles in science labs, shops, etc. Reports and takes appropriate action on unsafe conditions which affect the health, safety, and welfare of students and staff.

2. Provides Appropriate Student Guidance

Guides and/or refers students with academic and personal needs when appropriate.

3. Punctuality

Being on time for work, classes, duties, meetings, and other appointments, submission of paperwork when due, meeting any other required deadlines. Extenuating circumstances will be considered.

4. Evidence of Professional Growth

Some examples of professional growth activities include but are not limited to: participation in District in-service courses or workshops, membership in pertinent professional organizations, attainment of high academic degrees, attendance at professional conferences outside the District, service on professional committees. The

teacher will apply in the classroom, where appropriate, what he has gained from professional growth activities.

DEFINITIONS RELATED TO SUPPORT SERVICES (SOCIAL WORKER, PSYCHOLOGISTS, COUNSELORS, CSE CHAIRS) EVALUATION REPORT

A. MANAGEMENT QUALITIES

1. Preparation

- (a) Planning: Spends time planning and organizing programs and activities; keeping and using the calendar/organizer is also part of planning.
- (b) Materials: Selects and/or prepares appropriate materials to be used in the development and implementation of the intervention.

2. Effectiveness of Interaction

- (a) Development of Plan of Action: May include but not be limited to items from one (1) to eight (8) as is appropriate to the intervention.

- 1) Communicate with staff
- 2) Establish rapport with students, staff, and parents
- 3) Accessibility
- 4) Intervenes with crisis situations appropriately and effectively
- 5) Counseling group/individual
- 6) Follow through
- 7) Record keeping
- 8) Network with outside agencies/universities

To emphasize the importance of creativity and resourcefulness in intervention development, it should be pointed out that it is not necessary to include all eight (8) of the above items to develop a plan of action. (The essence of positive intervention is an effective plan of action).

- (b) Use of Effective Methods and Techniques: Selects appropriate methods, techniques and materials which attain the objective(s) of the intervention.

Appropriate methods may include role-playing, individual sessions and group sessions, etc. Appropriate techniques may include effective advocacy, and group, etc. Appropriate materials may include manipulatives, visual devices, charts and posters, and games.

- (c) Effective Use of Time: Non-classroom teaching staff are expected to guide students towards meeting their educational goals and use good judgment in determining the appropriate amount of time to accomplish these goals within the instructional guidelines outlined in the teachers' handbooks.
- (d) Enthusiasm/Motivation and Involvement of Students: Makes a determined effort to motivate students to perform up to their ability; non-classroom teaching staff facilitates active student participation, involvement in discussions and other activities.

3. Provides Differentiated Needs of Students

- (a) Provides for Needs of Students: Varies interaction to meet different achievement goals of students; meets intervention requirements and fosters student academic growth.
- (b) Sets Appropriate Expectations for Student Achievement: Based upon the academic ability of students as measured by a variety of criteria, the non-classroom teaching staff prepares programs/interventions and appropriate criteria to measure student performance and achievement which will broaden and expand student capabilities.

4. Case Management

- (a) Record Keeping, Necessary Reporting and Follow Through: Sets appropriate expectations for student behavior; maintains proper records and completes required reports; follows through effectively; deals consistently with student behavior in accordance with building and Board policies and regulations.
- (b) Establishment of Appropriate Student/Teacher Relationships: Establishes a rapport with students which fosters a productive learning environment.

5. Pupil Progress: The administrator will consider all relevant information as it relates to individual student's progress.

B. PROFESSIONAL QUALITIES

- 1. Judgment: The capability of exercising sound judgment in routine matters, new situations, or crisis; sound judgment is characterized by arriving at an appropriate course of action when carrying out professional responsibilities.

2. Communication Skills: Speaks and writes correctly, clearly and understandably; organizes thoughts logically and sequentially; aware of purpose and audience when communicating.
3. Interpersonal Skills and Relationships with Colleagues, Administrators and Parents

Demonstrates a cooperative spirit in educational undertakings with colleagues. Accepts all professional responsibilities as contained in the teachers' contract, Board policies and regulations, and administrative directives which are in keeping with same. Keeps parents informed of students' behavior, attitude and academic progress via report cards, progress reports, conferences, telephone calls and letters.
4. Use of Available Resources and Support Services: Informs support service personnel and teachers of students in need of specialized services.
5. Response to Authorized Policies and Procedures: Implements in a professional manner Board policies and regulations and administrative directives and procedures, which are consistent with contractual agreements.
6. Response to Authorized Suggestions and Recommendations: Considers and follows through on appropriate suggestions which are presented with the clear intention to improve intervention skills and/or overall performance.
7. Knowledge of Subject Matter: Keeps abreast of new knowledge and developments in his subject area or grade level.

C. OTHER QUALITIES, CONTRIBUTIONS OR ACHIEVEMENTS WHICH AFFECT PROFESSIONAL PERFORMANCE

1. Attention to Student Health, Safety and Welfare: Refers students with health problems to appropriate support personnel. Ensures that students behave in a safe way. Reports and takes appropriate action on unsafe conditions which affect the health, safety, and welfare of students and staff.
2. Provides Appropriate Student Guidance: Guides and/or refers students with academic and personal needs when appropriate.
3. Punctuality: Begin on time for work, sessions, duties, meetings and other appointments; submission of paperwork when due; meeting any other required deadlines. Extenuating circumstances will be considered.
4. Evidence of Professional Growth: Some examples of professional growth activities include but are not limited to: participation in District in-service courses or workshops; membership in pertinent professional organizations; attainment of high academic degrees; attendance at professional conferences outside the District; service on

professional committees. The non-classroom teacher will apply knowledge gained from professional growth activities when appropriate.

APPENDIX G

**WILLIAM FLOYD UNION FREE SCHOOL DISTRICT
of the Mastics-Moriches-Shirley**

REQUEST FOR PRE-APPROVAL OF COURSES TO BE USED FOR SALARY CREDIT

DATE _____

NAME _____ ADDRESS _____

SCHOOL _____ PRESENT TEACHING ASSIGNMENT _____ GRADE _____

DESCRIPTIVE TITLE OF COURSE _____

COURSE # _____

INSTITUTION OR ORGANIZATION OFFERING COURSE _____

GRADUATE OR INSERVICE CREDIT _____

DATES COURSE WILL BE GIVEN: FROM _____ TO _____

REQUIREMENTS FOR COURSE:

NUMBER OF SESSIONS _____ LENGTH OF EACH SESSION _____ # OF CREDITS _____

OTHER REQUIREMENTS _____

APPLICANT'S REASONS FOR TAKING COURSE _____

OTHER INFORMATION _____

COORDINATOR ENDORSEMENT (IF APPLICABLE) DATE

PRINCIPAL ENDORSEMENT DATE

APPROVED _____ DISAPPROVED _____

ASSISTANT SUPERINTENDENT OF SCHOOLS DATE

NOTE: SUBMIT COMPLETED FORM TO THE COORDINATOR (IF APPLICABLE) OR BUILDING PRINCIPAL AT LEAST TWO WEEKS PRIOR TO THE START OF THE COURSE TO INSURE TIMELY PROCESSING. COURSE DESCRIPTIONS SHOULD BE ATTACHED. THE BUILDING PRINCIPAL WILL FORWARD ALL COPIES TO THE DISTRICT OFFICE. DISTRICT OFFICE WILL RETURN APPROPRIATE COPIES TO ALL PARTIES.

TO: 1] PERSONNEL OFFICE 2] PRINCIPAL 3] COORDINATOR 4] TEACHER

WILLIAM FLOYD SCHOOL DISTRICT
PERSONAL LEAVE NOTIFICATION FORM

Date of Leave: _____

Personal days shall only be taken for personal business which cannot be scheduled or transacted at any other time than during the normal work day.

The following are examples of the kinds of personal business for which the use of personal leave is contemplated.

- 1) Family business (e.g. moving, family marriages, house closings).
- 2) Legal business (e.g. court appearances, legal consultations).
- 3) Ceremonies (e.g. religious, educational).

NAME

BUILDING

BUILDING PRINCIPAL
(Signature only indicates receipt)

(Revised 10/2/95)

WILLIAM FLOYD UNION FREE SCHOOL DISTRICT
240 Mastic Beach Rd, Mastic Beach, NY 11951

DATE: _____

REQUEST FOR EVALUATION OF CREDITS

NAME: _____ ID: _____ BLD/TENURE: _____

Effective July 1, 2013, column movement shall only occur in September of each school year. Bargaining unit members hired after July 1, 2013 shall not be eligible for movement to the MA+45 Column. Starting September 2015, teachers shall no longer be eligible for movement to the MA+15 Column. Effective September 2015, to be eligible for a column movement, all unit members shall be required to fulfill the following:

- 1. For every fifteen (15) credits utilized for purposes of column advancement a minimum of six (6) credits must be GRADUATE credits. To qualify as graduate credits, the class must be offered by an accredited college or university solely for graduate credit.
- 2. Of the remaining nine (9) credits, six (6) must be in-service credits taken through the WILLIAM FLOYD TEACHER CENTER.
- 3. The remaining three (3) credits can be in-service courses as defined in Section "A" of the teacher contract.

*Teachers are not precluded from taking 15 GRADUATE credits for one column movement.

GRADUATE COURSES	CREDITS	Univ. /College Name: _____	
		IN-SERVICE COURSES	CREDITS
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ALL COURSES MUST BE APPROVED ON MY LEARNING PLAN

Degree and salary step as indicated on current salary notice: _____ Salary column for which evaluation is being requested: _____

Teacher's Signature

Submit one copy of this form to: **Human Resources Attn: Estelle Albertina**
240 Mastic Beach Rd, Mastic Beach, NY 11951

NOTE: Teachers are responsible for requesting transcripts and submitting necessary fees for transcripts.

WILLIAM FLOYD UNION FREE SCHOOL DISTRICT
of the Mastics-Moriches-Shirley
240 Mastic Beach Road
Mastic Beach, New York 11951

Date

Dear _____:

Your performance during the current school year has not met the standards established by the district for effective teaching. You are hereby notified that for the remainder of the current school year you will be subject to a greater number of formal observations/evaluations than provided for in the observation provisions of the 2025-2030 contract.

I would like to meet with you at your earliest convenience so that I may explain the reasons for this decision and facilitate your improvement. You may bring union representation with you to that meeting if you so desire.

Please contact me for an appointment.

Sincerely,

Signature

Name

cc: Personnel File



WILLIAM FLOYD UNION FREE SCHOOL DISTRICT
 KEVIN COSTER, SUPERINTENDENT OF SCHOOLS

BRIAN BABST, DIRECTOR OF P.E. AND ATHLETICS & RECREATION
 PETER FRIEDMAN, DEPARTMENT CHAIR

END OF SEASON COACHING EVALUATION FORM

 (Name of Coach)

 (Level/Sport Assignment)

 (Season/Year)

A. PROFESSIONAL RESPONSIBILITY:

I. Submits>Returns the following items to meet stated deadline:

First Aid Kit, AED	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Incident Reports	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Rating Cards	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Start of Season Paperwork	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
End of Season Paperwork	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A

II. Attends/Conducts required meetings:

Section XI	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Pre-Season District Coaches Mtg.	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Parents/Athletes/Coaches Meeting	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Athletic Department Meetings	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A

B. DISTRICT AND DEPARTMENT POLICIES:

III. Complies with District and Department Policies and Procedures as follows:

Extra-Curricular Eligibility Policy	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Attendance Policy	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Code of Conduct	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Anti-Hazing Policy	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
NYSPHSAA and Section XI Rules and Regulations	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A
Coaches Handbook	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	Non-Compliant	<input type="checkbox"/> N/A

Medical Clearance Process Compliant Partial Compliance Non-Compliant N/A

C. HUMAN AND COMMUNITY RELATIONS:

Works collaboratively with HPEA Office personnel, Fellow coaches, community organizations, and Public relations (providing scores & updates, etc.)	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Infrequently	<input type="checkbox"/> N/A
Communicates effectively with parents and athletes on a consistent basis. (Team philosophy, expectations, athlete concerns, etc.)	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Infrequently	<input type="checkbox"/> N/A
Models and demonstrates proper conduct towards officials, parents and fellow coaches setting a positive example for student athletes.	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Infrequently	<input type="checkbox"/> N/A
Demonstrates patience, compassion and empathy when dealing with student athletes.	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Infrequently	<input type="checkbox"/> N/A
Applies ethical means of motivation, emphasizes values of competitive athletics, acceptable personal behavior, decision-making and lasting values to the student athletes towards officials, parents and fellow coaches setting a positive example for student athletes.	<input type="checkbox"/> Always	<input type="checkbox"/> Sometimes	<input type="checkbox"/> Infrequently	<input type="checkbox"/> N/A

D. COACHING PERFORMANCE:

Demonstrates knowledge, skills and rules of the game.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Implements up-to-date and proper training/conditioning techniques.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Applies effective coaching methods and strategies during practices and games.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Promotes cross-training by encouraging athletes to participate in other sports.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Emphasizes and integrates the importance of Civility, Character, Commitment and Competency in daily coaching routines.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Motivates athletes to reach their full potential by using positive reinforcement.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Assesses and administers first aid immediately to an injured athlete.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Ensures a safe environment for student athletes.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Dresses professionally and appropriately for contests and practices.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A
Arrives at practice, contests and meetings on time.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Needs Improvement	<input type="checkbox"/> N/A

Properly supervises athletes at all times. Yes No Needs Improvement N/A
 (Locker room, bus, playing venue)

E. EQUIPMENT ACCOUNTABILITY

Varsity Program	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	<input type="checkbox"/> Non-Compliant	<input type="checkbox"/> N/A
Jr. Varsity Program	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	<input type="checkbox"/> Non-Compliant	<input type="checkbox"/> N/A
Freshman Program	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	<input type="checkbox"/> Non-Compliant	<input type="checkbox"/> N/A
Middle School Program	<input type="checkbox"/> Compliant	<input type="checkbox"/> Partial Compliance	<input type="checkbox"/> Non-Compliant	<input type="checkbox"/> N/A

NYS Coaching Coursework Status:
 (Non PE teacher and/or non teacher)

Philosophy/Principles of Organizations	<input type="checkbox"/> Complete	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A
Theory and Techniques of Coaching	<input type="checkbox"/> Complete	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A
Health Sciences Related to Coaching	<input type="checkbox"/> Complete	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A

SUMMARY:

Number of years coaching in this assignment: _____ Number of years coaching in this sport: _____

Evaluator's Signature

Date

Signature of Coach*

Date

*The signature of the coach acknowledges only that s/he has seen the evaluation and does not imply that s/he agrees with its contents. These evaluations will not be placed in your personnel file.