

Memorandum of Agreement

Between the Glassboro Board of Education (“Board”) and the Glassboro Education Association (“GEA”)

1. All parties acknowledge these terms and conditions are subject to ratification. Ratification dates for each party will be placed into the Agreement.
2. All parties agree to recommend these terms and conditions to their respective constituents for ratification.
3. The terms contained herein modify the existing Agreement and any terms not mentioned shall remain status quo.
4. This document represents settlement of the contained issues. All other issues are hereby withdrawn.
5. All items previously agreed to shall remain settled and incorporated into the new Agreement. All previously agreed upon items will be attached hereto as Exhibit A (signed and dated on 2/20/2020, 3/9/2020, *6/25/2020).
6. Salary: The Board and the GEA have agreed to a five (5) year deal.
Five (5) Year Deal (July 1, 2020 to June 30, 2025)
 - a. Effective July 1, 2020 the salary guides for all employees recognized in the Collective Bargaining Agreement between the Board and GEA and all amounts listed in Article VII shall increase by 3.0% plus an additional \$5,000 towards the secretarial guides.
 - b. Effective July 1, 2021 the salary guides for all employees recognized in the Collective Bargaining Agreement between the Board and GEA and all amounts listed in Article VII shall increase by 3.0%.
 - c. Effective July 1, 2022 the salary guides for all employees recognized in the Collective Bargaining Agreement between the Board and GEA and all amounts listed in Article VII shall increase by 3.1%.
 - d. Effective July 1, 2023 the salary guides for all employees recognized in the Collective Bargaining Agreement between the Board and GEA and all amounts listed in Article VII shall increase by 3.1%.
 - e. Effective July 1, 2024 the salary guides for all employees recognized in the Collective Bargaining Agreement between the Board and GEA and all amounts listed in Article VII shall increase by 3.2%.
 - f. All increases are inclusive of increment.
 - g. All salary and monetary increases are retroactive to July 1, 2020. There will be no increases to Chapter 78 deductions for any employee recognized in the CBA for the remainder of the 2020-2021 school year.
 - h. All parties agree to mutually develop the salary guides.
 - i. All parties agree to mutually determine the distribution of all new monies.
7. Article IX Health Benefits
Paragraph H: The HSA will be funded by the Board at 100% for those employees on the high deductible plan.
8. Article XVII- Class Loads and Duties

- a. Teachers shall have at least thirty (30) minutes of duty-free lunchtime.
- b. Teachers assigned to more than one school will have time allowed for travel between schools with reimbursement for mileage at the current State of New Jersey rate.
- c. The Board will provide the greater of 40 minutes or one instructional period of preparation time at every grade level. Any regular classroom teacher in grades 7-12 who loses their preparation time as defined in the CBA due to substituting for teachers who are absent shall, after the first such coverage, be paid an additional sum of the hourly rate for the duration of this agreement. This provision does not apply to such special area teachers such as guidance counselors, librarians, or gifted and talented teachers.
- d. Teachers in grades 9-12 will not be required to teach more than six (6) total classes per day and shall be limited to 4 different courses per marking period. This does not apply to teachers who teach at both the Intermediate and High School or shared/inclusion teachers.
- e. Teachers at grades 9-12 shall be assigned one (1) duty period per day, which can be divided as needed by the administration. Duties in other grades may be assigned by the building administrator.
- f. A building administrator shall have the right to call one faculty meeting per month that may exceed the regular workday for staff, but may not exceed one hour past student dismissal time nor precede student arrival by more than one hour. The building administrator may call up to five (5) additional administratively directed meetings per year, but may not exceed two (2) such meetings per month. Notification of such meetings shall be given at 15 calendar days prior to the meeting.
- g. Teachers will be expected to attend one (1) Open House per year and three other evening events not to exceed 2.5 hours per event.
- h. Teachers will not be assigned, nor are they expected to discharge, any duties outside their contractual day unless such duties are compensated at the hourly rate.

9. Article X

(NEW) F. The Board shall reimburse non-certificated and related service staff, such as bus drivers, speech, occupational, and physical therapists, the cost of obtaining or retaining any licenses/certifications/endorsements necessary for their continued employment by the School District. These costs include, but are not limited to, fingerprinting, physicals, professional development, or the cost of the license/certification/endorsement itself. Members must submit receipts and the reimbursement shall be capped at \$150 per covered employee upon each renewal.

10. Article XII

B.2.a - The number of personal days shall increase from three (3) to four (4).

B.2.b- ...Remaining unused personal days up to a maximum of three (3) shall convert to sick days.

11. Schedule E

Remuneration for winter track shall be in line with remuneration for swimming coaches.

For the Board

Michelle Ricci
Janet Huber Angley

Date: May 25, 2021

For the GEA


Diane P. [unclear]
Nancy Spanard
Joan M. Butte
Carol A. Ciglia
Livia Rember
Diane [unclear]

Date: May 25, 2021

Susan Mallard
Sandy Henderson

TENTATIVE AGREEMENTS #1

GLASSBORO EDUCATION ASSOCIATION
AND
GLASSBORO BOARD OF EDUCATION
2-20-2020

- (1) Article XII Sick Leave and Absence – Add C. – Individuals with perfect attendance, defined as no sick days used, shall receive an award of \$200.00 for perfect attendance in the first Semester only; \$300.00 for perfect attendance in the second Semester only; or, \$600.00 for perfect attendance for the entire school year, paid by July 30th of the subsequent fiscal year.
- (2) Article XVI Assignment of Certified Personnel – Add H. – All Child Study Team Members (School Psychologist, LDTC and Social Workers) shall work ten (10) additional days in the Summer to be scheduled by the CST Supervisor in consultation with the CST Member. Two (2) of those days will be scheduled during the last two weeks in August.
- (3) Article X Reimbursement For Professional Courses – A. (3). Change amount to \$75,000.00.
- (4) Article III Association and Unit Member Rights – Add K. – The Association shall have the right to designate one (1) member per building to participate in the School District Safety Committee on a quarterly basis. The Association representatives shall have an equal voice on the Committee.

GLASSBORO EDUCATION ASSOCIATION



Deborah A. Ancker

Susan Mallardi

Diane [unclear]

[unclear]

GLASSBORO BOARD OF EDUCATION



Michele Ricci

Stacy Tattersell

TENTATIVE AGREEMENTS #2

GLASSBORO EDUCATION ASSOCIATION
AND
GLASSBORO BOARD OF EDUCATION
3-9-2020

- (1) Article __ Evaluation Procedures – Add __ – Formal observations may not be completed within the first seven (7) days or the last five (5) full days of the school year. Further, Formal observations may not be completed within one day of the beginning or end of winter break or spring break.
- (2) Article XXII Secretarial/Transportation Personnel Daily Hours – D. – Add – Secretarial weekly hours for the Summer will be thirty two and one-half (32.5) hours per week plus one (1) hour per day for lunch. All full-time secretarial employees shall work a four (4) day workweek during the Summer, which defined as the 1st Monday after the school year ends for all students in June and the last working day in August prior to the students' return for the next school year. The school buildings will be closed on Fridays in the Summer and secretaries are not to report to work.
- (3) Article XXIX Severance Pay for Unit Members – D. – Change December 31st to January 31st of that fiscal year.

GLASSBORO EDUCATION ASSOCIATION



4833-3847-7494, v. 1

GLASSBORO BOARD OF EDUCATION



Michele Ricci



Rec'd
6/15
J Ok

TENTATIVE AGREEMENT #3
BETWEEN
GLASSBORO EDUCATION ASSOCIATION
AND
GLASSBORO BOARD OF EDUCATION
(MARCH 9, 2020)

ARTICLE XXIV SECRETARIAL AND TRANSPORTATION PERSONNEL VACANCIES
AND WORK ASSIGNMENTS

A. Secretarial Employees

Vacancies of secretarial positions within the district shall be announced to all secretarial staff so that anyone who wishes the opportunity can apply for the open position. Applications must be filed within one (1) week of date posted. The vacancies shall be filled upon recommendation of the Superintendent or his/her designee and final approval by the Board of Education. The decision of the Board of Education on such matters shall be final and binding.

B. Transportation Employees

1. Vacancies of Transportation Positions

Vacancies of Transportation positions shall be announced and posted in a designated common area accessible to all Bus Drivers and Transportation Aides for a period of seven (7) working days for anyone interested in applying. Vacancy will be assigned by seniority.

If the filling of a vacancy will create additional vacancies, then all parties interested in changing their Contracted Run must apply for such vacancy within the seven (7) working day period above. At the conclusion of the seven (7) working day period, the transportation supervisor will meet with all individuals who applied for a vacancy and assign all vacancies based upon seniority.

Employees within the Transportation Department who accept a position within the Department shall have seniority based upon date of qualification for new position. Employees who accept positions in the Transportation Department who were employed in the Glassboro School district prior to accepting a position within the Transportation Department will not receive credit for years of service towards seniority in the Transportation Department.

2. Work Hours

- a. Regular work hours shall be determined by the transportation supervisor.

b. Contracted Runs shall be offered to Bus Drivers and Bus Aides. The assignment of Contracted Runs shall be on the basis of seniority.

c. Time worked in any one week in excess of forty (40) hours shall be compensated at the time-and-a-half rate.

d. Any employee who is called back to work after having left for the day shall be paid a minimum of one hour at the regular rate.

3. Assignment of Contracted Runs

a. Within five (5) days following the opening of schools, the Supervisor of Transportation shall notify the School Business Administrator of the assigned route hours for all employees covered under the terms of this agreement, and said notification shall be in writing.

b. Prior to October 1st of the school year, the Supervisor of Transportation and the designee for Special Services shall certify, in writing, the actual route hours for each assigned route. Any employee who wishes to contest the approved hours for his/her Contracted Run may do so by appealing to the Supervisor of Transportation, in writing. The Supervisor of Transportation shall notify the School Board, the Association, and the members of the assigned Contracted Run hours and scheduled runs for all employees covered by this Agreement no later than October 1st of each year.

c. Contracted Runs shall be designated according to the length of time needed to complete them. Each driver's day shall include a 30-minute vehicle start-up and inspection period. This 30-minute vehicle start-up and inspection period shall be comprised of 15 minutes of start-up and inspection in the morning and 15 minutes of start-up and inspection in the afternoon.

d. Drivers shall be paid at their regular hourly rate for "dry runs" and any and all corrections made to route sheets.

e. Bus Drivers and Bus Aides shall select Contracted Runs according to their seniority and job classification in the District, with the most senior getting first selection. The Transportation Supervisor will oversee this process. A representative of the Association may attend if requested by the Transportation Employee. The representative shall not be compensated by the Board of Education for their attendance. A copy of the Contracted Run assignment shall be posted and maintained by the Transportation Supervisor on the bulletin board of the employees' lounge.

f. A seniority list will be provided by the Transportation Supervisory at the beginning of the school year and updated/amended as needed. This list will be posted in a designated common area accessible to all employees.

4. Assignments of Trips

a. At the beginning of the year, the Transportation Supervisor will give drivers a form to complete indicating their acceptance or rejection of all extra work available during that school year.

b. Trip Cards shall be prepared by the Transportation Supervisor or Assistant Supervisor or designee and presented to the Bus Drivers to choose from on Monday thru Wednesday for the following week.

c. Trips shall be rotated based on seniority.

d. Last minute trips called out to all drivers will be awarded to the driver with the most seniority and will not effect that driver's spot in the rotation.

e. If a driver is sick on the day of a scheduled trip, the driver's absence will not affect the driver's spot in the subsequent rotation.

f. If a trip is cancelled, the affected driver will be offered the next available unassigned trip.

g. Trip Cards are to be completed and returned to the Transportation Supervisor upon completion of the trip.

h. The Transportation Supervisor or Assistant Supervisor may, when deemed necessary, pull a driver off of his/her Contracted Run to complete a trip.

5. Assignment of Late Runs and Special Runs

a. All Late Runs and Special Runs shall be posted in a designated common area accessible to all transportation employees.

b. Late Runs and/or Special Runs are defined as those runs done on a regular basis or extended period of time.

c. Late Runs and/or Special Runs shall be assigned based on seniority and desire to work and shall be limited to one (1) per driver, unless the run cannot be filled.


d. The Transportation Supervisor or Assistant Supervisor may, when necessary, by seniority and availability, pull a driver off his/her Contracted Run to cover a Late Run and/or Special Run.

GLASSBORO EDUCATION ASSOCIATION

GLASSBORO BOARD OF EDUCATION







December 19, 2019

Contract Negotiations between Glassboro BOE and GEA

Glassboro Education Association Listing of Employees as of December 2019

Detailed listing attached.

Secretary 12 Month	403,559.00
Secretary 10 Month	180,460.00
Bus Driver 189 days	578,806.83
Bus Driver 191 days	67,065.84
Transportation Aide	214,130.39
Mechanic	165,734.40
Teacher BA	4,549,677.00
Teacher BA+15	748,928.00
Teacher BA+30	580,251.00
Teacher MA	5,021,294.47
Teacher MA+15	1,509,938.00
Teacher MA+30	1,258,770.00
Teacher MA+60	672,151.00

15,950,765.93

GEA



BOE




Michelle Ricci