

GLASSBORO PUBLIC SCHOOLS  
GLASSBORO, NEW JERSEY

TO: Mark Silverstein  
FROM: Scott Henry  
DATE: April 13, 2017  
RE: Agenda Item for April 26, 2017

Recommend the board approve the attached sidebar agreement for the summer of 2017 only as applies to the Collective Bargaining Agreement covering the time period July 1, 2017 to June 30, 2018. This sidebar provides details of Secretarial and Transportation summer work hours for 2017.

April 26, 2017  
**Sidebar Agreement between the Glassboro Board of Education and the**  
**GEA Which Applies to the Summer of 2017 Only**

1. Article XXII, "**SECRETARIAL/TRANSPORTATION PERSONNEL DAILY HOURS, SNOW DAYS, OFFICE CLOSURES AND WORK YEAR REDUCTION**", (Page 25), subparagraph A:

"During the Summer of 2017 only, the following terms and conditions of employment apply:

Secretarial weekly hours for the Summer will be thirty-two and one-half (32.5) hours plus one (1) hour per day for lunch.

All full-time secretarial employees shall work a four (4) day workweek during the Summer of 2017.

For all Fridays during the Summer of 2017, the school buildings will be closed, and secretaries are not to report to work.

The Summer of 2017 is 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.

During the Summer of 2017 only as defined above, the usage of sick and personal leave days shall be calculated on a day-to-day basis. If an employee takes a sick day, that employee will be charged for the usage of one (1) sick day. If an employee takes a personal day, that employee shall be charged for the usage of one (1) personal day. The usage of vacation time shall be based upon what constitutes a work week. If a secretary takes a week's worth of vacation, that employee is entitled to four (4) days' of vacation and will be charged for four (4) days' of vacation.

If the Board of Education is considering this same type of schedule for the Summer of 2018, they will approach the GEA leadership no later than February 1, 2018."

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For the Board

Date:

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For the GEA

Date: