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#### **Contract Database Metadata Elements**

**Title: Randolph Central School District and Randolph Central School Teachers Association (1999)**

**Employer Name: Randolph Central School District**

**Union: Randolph Central School Teachers Association**

**Local:**

**Effective Date: 07/01/99**

**Expiration Date: 06/30/02**

**PERB ID Number: 6025**

**Unit Size: 85**

**Number of Pages: 43**

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Randolph Central School District And  
Randolph Cs Teachers Association

**AGREEMENT**

**between**

**RANDOLPH CENTRAL SCHOOL DISTRICT**

**and**

**RANDOLPH CENTRAL SCHOOL TEACHERS  
ASSOCIATION**

**NYS PUBLIC EMPLOYMENT RELATIONS BOARD  
RECEIVED**

**JUN 12 2000**

**CONCILIATION**

**Effective July 1, 1999  
through June 30, 2002**

AGREEMENT 1999-2002

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**ARTICLE 1. ASSOCIATION RIGHTS**

- 1.0.1 The Association may have the right to use school buildings for professional meetings, upon request, during the times when the building is manned by the custodial staff, provided that if the use of said buildings results in any expense to the District for utilities, custodial services or any other service, the Association shall reimburse the District. The Association agrees to pay at school cost for all materials used for its purpose.
- 1.0.2 The Association may be given an opportunity at building faculty meetings, at the invitation of the Building Principal, to present brief reports and announcements.
- 1.0.3 Five (5) copies of Board meeting agendas will be made available to any officer of the Association at the close of school on the day of the Board meeting. All teacher requests for items to be placed on the agenda must be handed in by 9:00 a.m. Monday.
- 1.0.4 Regular professional dues deductions shall be made over the first ten (10) payroll periods if so elected by the individual teacher. The District will deduct from the wages of all employees in the bargaining unit who are not members of the Association an agency fee in an amount equivalent to the dues of the Association including dues of the New York State United Teachers and the American Federation of Teachers, and will promptly transmit the sums so deducted to the Association. Such deductions shall be made in the same manner as regular dues deductions. The Association holds the District safe harmless from any actions that may arise from this provision.
- 1.0.5 Periodically, but no less than once a year, the Association will review and evaluate those areas of the school system as it deems necessary and may submit such evaluations to the Board.
- 1.0.6 Association business may be conducted during the school day provided it does not directly interfere with classroom instruction and or student supervision.
- 1.0.7 No later than August 15th of each year the District will give to the Association a list of the names and addresses of teachers to be newly employed in the coming school year.

**ARTICLE 2. PERSONNEL FILE**

- 2.0.1 For each teacher there shall be a single personnel file kept. The teacher will be given notice of all entries into that file and shall have the right of access to such file, except for matters of a confidential nature from prior employers and employment references, and shall have the right to place in the file a rebuttal to anything appearing therein. No file or anything in it shall be removed from the school office by the teacher.
- 2.0.2 Each teacher shall have the right, upon his request, to view the contents of his own file, except confidential reference information supplied at the request of the Administration for the purpose of obtaining employment or promotion. A representative of the Association may, at the request of the teacher, accompany the teacher in such a review. Each teacher has the right to have included in his personnel file his letter answering an adverse evaluation.



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- 2.0.3 Upon receipt of a written request, the teacher shall be furnished a reproduction of any material in his file, except confidential references.
- 2.0.4 No derogatory letters or reports shall be placed in a teacher's file without the teacher's knowledge and an opportunity to make a written statement of defense to be attached to the derogatory statement.

### ARTICLE 3. WORK DAY

- 3.0.1 Hours of the school day for teachers shall be from 8:00 a.m. to 3:20 p.m. The Administration reserves the right to adjust the time schedule for individual teachers so that proper supervision will be maintained. Teachers may normally leave the building at 3:20 p.m. unless there are professional duties where performance is necessary. These may be a parent conference, department or faculty meeting and others as designated by the Principal.
- 3.0.2 As a professional responsibility, teachers are expected to attend or participate in the P.T.A. and P.T.S.O. Meetings, Open House Programs, and others of a similar nature.
- 3.0.3 Regarding the elementary lunch hour, two aides will be employed from 11:15 to 1:30 daily to supervise lunch lines and cafeteria when economically feasible.
- 3.0.4 The Board of Education should employ two aides to assist with supervision in the high school cafeteria, when economically feasible.
- 3.0.5 The Board and the Association acknowledge that a teacher's primary responsibility is to teach and that his energies should be utilized to this end; therefore, the Board and the Administration will continue to try to relieve teachers of non-teaching duties when administratively feasible and economically possible.
- 3.0.6 Secondary school teachers shall not be assigned more than 35 pupil supervision periods per week when administratively possible.
- 3.0.7 The District may hire a substitute teacher to replace the elementary physical education teachers during the time when they are absent from the premises for the purpose of teaching swimming. The Association agrees and will permit that this procedure may be terminated at any time at the discretion of the Board of Education.
- 3.0.8 A Staff Development Day will be scheduled for the last day of the first semester or the Monday following the end of the first semester. Part of this day will be devoted to the grading of final exams and mid-terms, marking report cards, and preparing and organizing for the second semester.

### ARTICLE 4. PROBATIONARY PERIOD

- 4.0.1 No teacher will be dismissed, reprimanded or otherwise disciplined or lose professional advantage except for just cause.

- 4.0.2 Teachers on probation whose services are deemed unsatisfactory and who will not be employed for the next succeeding school year, will be notified not later than May 1. A probationary teacher who is to be dismissed other than at the conclusion of a school year shall be given 60 days notice prior to dismissal.
- 4.0.3 A health certificate from the school physician may be required of any teacher during the probationary period. A health certificate from the school physician will be required of each teacher before he or she can receive permanent appointment.

#### **ARTICLE 5. EDUCATIONAL CONFERENCES AND VISITATIONS**

- 5.0.1 Teachers may attend state or area conferences in their teaching field, except that:
  - a. In addition to the Department Head, only one teacher from a department may go.
  - b. Preference may be given to the teacher holding an office requiring his presence.
- 5.0.2 Transportation to conferences shall be by school vehicle when possible, with a credit card provided for gasoline. If an employee chooses not to travel in an available school vehicle, then there will be no mileage reimbursement nor credit card. If the District cannot provide a school vehicle, the District will pay the employee at the current IRS mileage rate. Available school vehicle shall mean a school car or station wagon.
- 5.0.3 All trips are subject to the approval of the Board except that the Superintendent of Schools may give approval in case of emergency.
- 5.0.4 The Board will pay all documented expenses in connection with conference trips as follows:
  - a. Transportation
  - b. Room and meals not to exceed a total of \$125.00 per day.
- 5.0.5 A written report will be provided for administrators and the Board (an oral report may be requested by the Board) following each conference or visit.

#### **ARTICLE 6. TEACHER RIGHTS AND PROTECTIONS**

- 6.0.1 Any complaints by parents of a student that are directed toward a teacher which become a matter of record shall be promptly called to the teacher's attention.
- 6.0.2 Teachers shall receive instructions and directions concerning education matters from professional supervisory personnel only.
- 6.0.3 All openings for positions shall be adequately publicized and posted on the bulletin board in the faculty rooms of every school and all qualified teachers shall be given adequate opportunity to make application for such positions.

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- 6.0.4 Conditions of employment and general working conditions shall be maintained at existing standards except for good, proper, and compelling reasons.
- 6.0.5 In studying, investigating, interpreting fact and ideas concerning man, human association, the physical and biological world and other branches of learning, the teacher will be subject to the provisions of Education Law and accepted professional standards as are related to the age and maturity of the pupil. Freedom of individual conscience and expression are encouraged and factors of procedures are to be observed both to safeguard the legitimate interests of the school and to exhibit by appropriate example the basic operations of a democratic society. However, the teacher will refrain from pressing his own individual political and religious views or other ideologies and will exhibit by appropriate example that which is valued in our democratic society.
- 6.0.6 Teachers resigning should notify the Board of Education of their intent to sever their connections with the District for the following school year not later than April 1.
- 6.0.7 Teachers agree to complete the school year.

### ARTICLE 7. TEACHER EVALUATION

#### Section 7.1 Teacher Observation/Evaluation Procedures

- 7.1.1 Probationary teachers will be observed a minimum of three (3) times a year, at least once per year with prior notice to the teacher.
- 7.1.2 Tenured teachers will be observed by a District administrator a minimum of once every two (2) years.
- 7.1.3 Observations, both with and without prior notice, should be conducted for a minimum of 30 consecutive minutes at the elementary level and one class period at the secondary level. An observation, if interrupted, may be rescheduled as necessary.
- 7.1.4 For an observation with prior notice, a teacher will receive notification no later than two (2) school days prior to the date of the observation.
- 7.1.5 A pre-observation conference for an observation with prior notice may be held, if desired, at the request of either the teacher or the observer.
- 7.1.6 A post observation conference should be held, under normal circumstances, within five (5) school days of the observation.
- 7.1.7 A written report of an observation shall be prepared on the Classroom Visitation form. All reports will be shown to the observed teacher before they become part of the personnel file. The teacher must sign the report to indicate that he/she has seen it. The report will indicate whether the observation was with or without prior notice.
- 7.1.8 The teacher will have five (5) school days following the receipt of the report to respond in writing to the report or to add written comments to it.

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- 7.1.9 If a teacher submits a response or adds written comments to a report, the administrator will sign the report to indicate the he/she has read the teacher's response or comments.
- 7.1.10 The report, along with any response or comments by the teacher, will then be placed in the teacher's personnel file.
- 7.1.11 The above provisions are applicable only to classroom observations that are conducted for the purpose of preparing a Classroom Visitation Report.
- 7.1.12 A Teacher Evaluation Form is prepared to assess the performance of a teacher over a period of time, and not based on a single classroom observation. The provisions of paragraphs 7.1.7 through 7.1.10 above shall also be applicable to Teacher Evaluation Forms. A Teacher Evaluation Form will be completed yearly for all probationary teachers.

Section 7.2 Descriptive Outline of Teacher Evaluation

7.2.1 INSTRUCTIONAL SKILLS

A. Knowledge of Subject Matter

1. Keeps current in field.
2. Knows the textbook(s).
3. Goes beyond the text in presentation.
4. Is able to discuss and answer questions of most able students.

B. Knowledge of the Learning Process

1. Uses diagnostic procedures effectively and efficiently to gear learning to individual and group capabilities.
2. Makes certain students are aware of goals and how they will be accomplished.
3. Encourages student participation by providing for individual interests, learning styles, and instructional levels in each subject area.
4. Utilizes positive reinforcement.
5. Challenges students and provides for independent and critical thinking skills.
6. Includes questions of various thought levels appropriate to grade and level.
7. Demonstrates the relevance of classroom learning to life application.

8. Understands and uses proper pace and sequence of learning activities.

C. Planning and Use of Instructional Objectives

1. Plans carefully for daily and long-range lessons.
2. Plans and communicates with student's specific learning objectives.
3. Establishes general and specific objectives while selecting and organizing subject matter.
4. Uses methods/materials appropriate for specific learning objectives.
5. Plans for the intelligent and judicious use of audio-visual materials and community resources.

D. Effectiveness of Instructional Techniques

1. Adapts methods, motivation and materials to needs of individuals and groups.
2. Works with students so that each grows toward mastery of fundamentals and skills in keeping with student's instructional levels.
3. Uses vocabulary appropriate to level of class.
4. Conducts group discussion skillfully, encouraging student participation.
5. Makes assignments which are clearly explained, meaningful, realistic and suitably evaluated.
6. Utilizes special talents and abilities of students.
7. Encourages students to become self-directive.

E. Evaluation of Pupil Achievement

1. Evaluates student progress in terms of the specific learning objectives.
2. Uses a variety of means for students to demonstrate progress, such as tests (teacher made and standardized), oral and written reports, and teacher observation.
3. Gives immediate feedback to students.
4. Keeps parents informed of students' progress.

## 7.2.2 LEARNING ENVIRONMENT

### A. Classroom/Office Management

1. Manages materials and space efficiently.
2. Uses time consistently, efficiently, and effectively.
3. Organizes classroom to meet varying instructional groupings, experiences, and needs.
4. Creates a colorful, motivating environment and gives physical evidence of learning taking place.
5. Clearly establishes routines and responsibilities.
6. Maintains student records as required.
7. Groups students to accommodate individual strengths and weaknesses.
8. Maintains an atmosphere that is conducive to learning for the age and makeup of the class.
9. Handles own routine discipline problems, gets to problems early, and deals with discipline on an individual basis.

### B. Quality of Interaction with Learners

1. Is sensitive and responsive to individual needs.
2. Fosters consistent evidence of mutual cooperation, respect and courtesy.
3. Promotes a positive atmosphere.
4. Provides an effective balance between freedom and responsibility.
5. Generates interest, understanding, patience, consideration and enthusiasm.
6. Involves students in learning activities.
7. Develops creativity, initiative.
8. Initiates opportunities for students to develop qualities of leadership and self-direction.
9. Stresses the need of student punctuality and good attendance.

### 7.2.3 PROFESSIONAL MATTERS

#### A. Evidence of Professional Growth

1. Demonstrates enthusiastic interest in teaching.
2. Continues to study and keeps informed of recent developments in own and related fields.
3. Is a continuous learner, constantly seeking and adapting better methods and skills of teaching to changing conditions and needs.
4. Is knowledgeable of and committed to District philosophy, goals and objectives.
5. Seeks and accepts assistance.
6. Responds objectively to suggestions.

#### B. Working Relationship with Co-Workers

1. Works cooperatively, constructively and maintains professional relationships with the entire school staff.
2. Is sensitive to needs and feelings of others.
3. Shows willingness to help teachers new to the school.
4. Appreciates and recognizes the good work of associates.
5. Shares through discussion, research and experiment, in finding solutions to instructional and administrative problems.

#### C. Working Relationship with Parents and Community

1. Is sensitive and responsive to the interest of parents in the welfare of their children and school.
2. Encourages and maintains an effective, objective and open communication system with parents.
3. Recognizes that the school is an integral part of the community and promotes community understanding and good will.

#### D. Professional Participation and Attitude

1. Is willing to serve on committees.
2. Supports school activities and programs.

3. Completes assigned duties.
4. Submits records at the appointed time.

#### 7.2.4 PERSONAL CHARACTERISTICS AND QUALITIES

##### A. Evidence of Poise, Self-Control and Maturity

1. Exhibits appropriate grooming and dress for teaching situation.
2. Is consistently controlled, calm and even tempered.
3. Is able to control emotions in job related, stressful situations.
4. Promotes understanding through objective, discreet behavior.
5. Creates an atmosphere of empathy and good humor.

##### B. Attendance

1. Is punctual.
2. Understands the need to demonstrate a positive role model.
3. Has consistent regular attendance to insure continuity of instruction.

##### C. Ability to Communicate Effectively

1. Expresses thoughts clearly in oral and written communications.
2. Uses correct grammar and word usage in oral and written communications.
3. Speaks clearly and audibly.

#### SECTION 7.3.1 TEACHER EVALUATION FORM

SUPERIOR					
ABOVE AVERAGE					
SATISFACTORY					
IMPROVEMENT NEEDED					
UNSATISFACTORY					



I. INSTRUCTIONAL SKILLS

A. Knowledge of Subject Matter

Summary Rating \_\_\_\_\_

B. Knowledge of the Learning Process

Comments:

C. Planning and Use of Instructional Objectives

D. Effectiveness of Instructional Techniques

E. Evaluation of Pupil Achievement

II. LEARNING ENVIRONMENT

Summary Rating \_\_\_\_\_

A. Classroom/Office Management

Comments:

B. Quality of Interaction with Learners

III. PROFESSIONAL MATTERS

Summary Rating \_\_\_\_\_

A. Evidence of Professional Growth

Comments:

B. Working Relationship with Co-Workers

C. Working Relationship with Parents and Community

D. Professional Participation and Attitudes

IV. PERSONAL CHARACTERISTICS and QUALITIES

Summary Rating \_\_\_\_\_

A. Evidence of Poise, Self-Control and Maturity

Comments:

B. Attendance

C. Ability to Communicate Effectively

COMMENTS ARE REQUIRED FOR EACH CATEGORY ABOVE

7.3.2 DEFINITION OF RATING TERMS

- SUPERIOR:** The teacher's performance clearly is exceptional. Performance consistently exceeds expectations.
- ABOVE AVERAGE** The teacher always meets and frequently exceeds performance expectations.
- SATISFACTORY:** The teacher generally meets performance expectations and performs in a good, competent manner. This is the expected and usual level of performance.
- IMPROVEMENT NEEDED:** The teacher meets performance expectations at a minimally acceptable level. Some factors may require extra direction by a supervisor.
- UNSATISFACTORY:** The teacher clearly does not meet performance expectations for expectations for one or more evaluated factors, not even at a minimally acceptable level. The teacher requires significant extra direction and there is a need for immediate and significant improvement in performance.

7.3.3 OVERALL SUMMARY RATING \_\_\_\_\_

SUMMARY RATING STATEMENT: (If the overall summary rating is less than satisfactory, also attach documentation, suggestions, plans for improvement, and recommendations.)

\_\_\_\_\_  
\_\_\_\_\_

For persons completing the probationary period: I (do do not) recommend for permanent appointment.

Signature of Evaluator \_\_\_\_\_ Date \_\_\_\_\_

I (do do not) agree with this evaluation report. A written reply may be submitted.

Signature of person being evaluated \_\_\_\_\_ Date \_\_\_\_\_

I have received and reviewed the teacher's response or comments to the evaluation.

Signature of Evaluator \_\_\_\_\_ Date \_\_\_\_\_

Section 7.4 Coaching Evaluation

7.4.1 All evaluation forms for coaches shall be completed by District administrators. The Athletic Director of the District shall provide information to the administrator concerning the performance of the coaches.

**ARTICLE 8. COUNCILS**

Section 8.1 Faculty Advisory Councils

- 8.1.1 Teachers are encouraged to discuss problems with their principal before taking the matter to the FAC in their building.
- 8.1.2 Each building will have a Faculty Advisory Council consisting of the Building Principal and five members elected by the faculty of each building for a term of one year and eligible for re-election.
- 8.1.3 The Advisory Council's function is to discuss pertinent problems dealing with school operation and efficiency and making constructive suggestions for their solution. The Council will be guided by the following:
- a. Meetings shall be held four (4) times a year. The schedule of meetings will be established in September of each year by agreement between the Superintendent or his designee and the Association President or his designee.
  - b. Chairmanship may be rotated at each meeting with each member serving in turn.
  - c. Chairman shall prepare an agenda and make it available to each member three days before meetings.
  - d. Other rules of procedure for the year shall be made at the first meeting.
  - e. Decisions shall be reached by majority vote of the Council.
  - f. The High School and Elementary Advisory Councils will study the areas of curriculum revisions, reading programs, discipline, tutorial programs, etc.
  - g. Advisements determined by the Council will be sent to the Superintendent of Schools and may be sent to the Board for its full consideration.
  - h. The FAC Committees will send minutes of their meetings to the Board.
  - i. All submissions to the chairperson of FAC must be signed. The chairperson will make a reasonable attempt to resolve concerns prior to the meeting. Remaining concerns will be presented to the committee anonymously.

Section 8.2 Disciplinary Council

- 8.2.1 A Disciplinary Council, composed of five teachers, elected by the Association, will be inaugurated to study discipline throughout the school system.
- 8.2.2 The Disciplinary Council will evaluate the discipline and good order within the school system and make recommendations to maintain discipline and good order.
- 8.2.3 The recommendations of the Disciplinary Council will be presented to the building principals in the building where the problems arise.
- 8.2.4 The Secondary Principal and the Disciplinary Council shall maintain an After School Detention Program.
- A. The rules and procedures by which the program will operate will be devised and revised as necessary by the Secondary Principal with the recommendations of the Disciplinary Council.
- B. Compensation shall be at the rate of \$24 per hour for 1999-2000, \$24 per hour for 2000-2001 and \$24 per hour for 2001-2002 for a period of one hour, to begin five minutes after the completion of the last high school class period.
- C. The Detention Supervisor will be given 24 hours notice if his services are not needed.

**ARTICLE 9. AUXILIARY PERSONNEL**

- 9.0.1 There will be no differentiated staffing.
- 9.0.2 The District will from time to time provide the Association with a list of eligible substitutes. A teacher who is to be absent may recommend the substitute he desires from that list and the District will give serious consideration to such recommendation.
- 9.0.3 Para-professional personnel, teacher aides and teacher assistants shall be employed only to assist teachers and shall function only under the direct and immediate supervision of the classroom teacher. Para-professional personnel, teacher aides and teacher assistants shall not perform any teaching responsibilities directly related to the education or instruction of students.

**ARTICLE 10. GRIEVANCE PROCEDURE**

Section 10.1 Purposes

- 10.1.1 The purpose of this procedure is to provide a means for prompt solutions of differences.

Section 10.2 Definitions

- 10.2.1 Grievant(s) shall mean any employee, group of employees, or the Association.

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10.2.2 Grievance shall mean any claim brought by an employee, group of employees or the Association of a violation or misapplication of this Agreement.

10.2.3 Days shall mean only days when school is in session. During the months of July and August days shall mean week days exclusive of Saturdays, Sundays, and Independence Day.

Section 10.3 Basic Principles

10.3.1 No grievance will be entertained as described below, and such grievance will be deemed waived, unless begun within thirty (30) days after the grievant(s) knew or should have known of the act or condition on which the grievance is based.

10.3.2 The Association by and through its designated representative(s) shall be the sole and exclusive representative of grievant(s) in processing grievances arising under this Agreement.

10.3.3 Transcripts of any proceedings will be at the requesting party's expense with a free copy provided to the other party.

10.3.4 No interference, coercion, restraint, discrimination, or reprisal of any kind will be taken by the District, or by the Association, against a grievant, any other participant in the grievance procedure, or any other person because of any grievance.

10.3.5 Time limits may be waived by the parties, in writing, in order to facilitate and expedite the resolution of any grievance. Neither party shall unreasonably withhold consent to such waiver.

10.3.6 More than one grievance may be submitted in a single arbitration if the parties expressly agree to do so in writing.

10.3.7 The decisions on all grievances shall be in writing and shall set forth the reasoning and rationale for such decisions.

10.3.8 If a grievance is not appealed by the last day of the time limit, it shall be deemed to have been waived. If a grievance decision is not rendered by the last day of the time limit, it may be appealed as though it had been so answered.

10.3.9 While grievance settlements or awards may result in changes in a personnel file, all documents, communications, and records dealing with the processing of a grievance shall not be included in the personnel files of the participants.

10.3.10 Grievances will be filed on the form as provided in Appendix D of the instant Agreement.

Section 10.4 Procedures

10.4.1 Stage 1: Administrative Stage. The grievant(s) shall present the grievance to the appropriate administrator, who shall discuss the grievance with the grievant(s). Appropriate administrator shall mean if the elementary principal causes the grievance, the grievance is filed with the elementary

## AGREEMENT 1999-2002

principal; if the secondary principal causes the grievance, the grievance is filed with the secondary principal. All other grievances will be filed with the Superintendent at Stage 2. The discussion and decision on grievances at this stage shall be accomplished within ten (10) days of the initial presentation.

10.4.2 Stage 2: Superintendent's Stage. If the grievance is not resolved at the First Stage, it shall be filed with the Superintendent within ten (10) days after receipt of the Stage 1 decision. The Superintendent shall meet with the grievant(s) and an Association representative and shall render a decision within twenty (20) days of receipt of the appeal.

10.4.3 Stage 3: Board of Education. If the decision at Stage 2 is to be appealed, notice shall be filed with the Clerk of the Board or School Business Executive within ten (10) days after receipt of the Stage 2 decision. The Board shall meet with the grievant(s) and Association representative, and shall render a decision within thirty (30) days.

10.4.4 Stage 4: Arbitration

- a. If the grievance is not resolved at Stage 3, the Association may submit the grievance to arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association (AAA) within twenty (20) days after receipt of the Stage 3 decision.
- b. The AAA will provide at least three (3) separate lists of arbitrators. Each list will contain the names of twelve (12) arbitrators. If no mutually-acceptable arbitrator is selected upon return of the third list, the arbitrator will be assigned as per rules of the AAA.
- c. The decision of the arbitrator shall be final and binding upon the District, the Association, and the employees.
- d. The arbitrator shall not entertain any issues or arguments not raised in writing in the preceding stages of the grievance procedure nor have any power to alter or change any provisions of the Agreement. His authority will consist only to interpret and apply the provisions of the Agreement insofar as shall be necessary to the determination of the grievance and his decision for its settlement.
- e. The arbitrator's fees and expenses will be shared equally by the District and the Association.
- f. Any other costs or expenses of arbitration will be borne by the party incurring them.

## ARTICLE 11. SALARIES

11.0.1 The salary schedules for 1999-2000, 2000-2001 and 2001-2002 are attached hereto as Appendices A and B and incorporated herein by this reference.

- a. In determining a coach's placement on the salary schedule credit experience will be given only for prior experience in the sport or activity in which a unit member has previously worked. Appendix C will be used for initial step placement.

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- b. Department Heads will be appointed to three year terms. (Teachers currently holding these positions as of July 1, 1988 are not subject to the contract provision included in the previous sentence.)
- c. Extra-Curricular and Extra-Time Positions, excluding Athletics, will be subject to annual appointments by the Board of Education upon the recommendation of the Superintendent of Schools. Effective July 1, 2000, athletic positions will be subject to three-year appointments by the Board of Education upon recommendation of the Superintendent of Schools when filled by bargaining unit members; one-year appointments will be made for athletic positions filled by persons who are not bargaining unit members.

11.0.2 All teachers are placed on a salary step according to the following:

- a. Full credit may be given for experience outside the system.
- b. Full credit will be allowed for years of experience in the Randolph Central School System.

11.0.3 All teachers will be granted credit for a minimum of two years military service to the extent of one (1) step.

11.0.4 The Board of Education reserves the right to give additional increments for meritorious or exceptional service or for additional assignments of duty.

11.0.5 Effective the third week of January, 1997, the salary of a certified teacher will be advanced \$140.00 for each block of three semester hours of credit earned by the completion of graduate or approved undergraduate courses. No undergraduate hours will be counted towards salary advancement unless approved by the Building Principal or Superintendent of Schools. No payment will be made for any hours of credit beyond 72 hours unless the courses were completed prior to the third week in January, 1997. A teacher who earns a Masters Degree in the teacher's subject area will move to the "M" column. Claims for adjustment will be considered no later than the third week in September or third week in January. An inservice course offered by the Board or one in which teacher participation has been approved in advance by the Board shall be considered as an approved course. An inservice course shall consist of 15 classroom hours for each one hour of inservice credit granted.

11.0.6 For the 1999-2000 school year, teachers who are required by the District to work more than 184 days during the regular school year shall receive 1/184th of their basic annual salary for each day worked beyond 184 days.

Effective July 1, 2000, the work year shall consist of no more than 185 days scheduled during the period from the Monday before Labor Day to June 30 (inclusive) with the 185<sup>th</sup> day being utilized for teacher inservice. Teachers who are required by the District to work more than 185 days during the regular school year shall receive 1/185<sup>th</sup> of their basic annual salary for each day worked beyond 185 days.

Effective July 1, 2001, the work year shall consist of no more than 186 days scheduled during the period from the Monday before Labor Day to June 30 (inclusive) with the 185<sup>th</sup> and 186<sup>th</sup> days being utilized for teacher inservice. Teachers who are required by the District to work more than 186 days

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during the regular school year shall receive 1/186<sup>th</sup> of their basic annual salary for each day worked beyond 186 days.

- 11.0.7 If a teacher is assigned by an administrator on more more than two (2) occasions in a school year to cover a class during a period that is otherwise not designated for any form of duty, the teacher shall be paid as follows:
- a. Junior Senior High School: per period \$16.00
  - b. Elementary School: 30 minutes or more \$12.00  
40 minutes or more \$16.00

If a teacher has more than 35 supervision periods per week, such assignment shall be voluntary.

**ARTICLE 12. INSURANCE AND BENEFITS**

12.0.1 The District will provide coverage for all eligible (those bargaining unit persons earning one-half of the Bachelor's Step 1 salary or more per year) bargaining unit personnel with coverage provided by the Allegany Cattaraugus Schools Medical Plan with "Managed Care" unlimited major medical with \$50 deductible (\$100 family), and \$10/\$2 co-pay prescription drug without contraceptives, or at the election of the teacher, coverage provided by a HMO Plan(s) offered by the District. In the case of single coverage, one hundred percent (100%) of the health benefits is paid by the District. In the case of the family coverage, seven and one half per cent (7.5%) of the cost of the health benefits is paid by the employee and ninety two and one half percent (92.5%) is paid by the District. Any salary deductions for the health benefits provided by this paragraph shall be made in substantially equal amounts from each paycheck. Details and full description of the plan are on file with the Plan Administrator. Certain elements of the coverage provided are set forth in Appendix E to this Agreement.

- a. If the Allegany Cattaraugus Schools Medical Plan imposes any changes in the coverage in effect on July 1, 1993, the Association and the District agree to negotiate the economic impact of those changes which the Association considers to be a diminishment of plan benefits upon written demand from the Association. The written demand from the Association must be received by the Superintendent on or before the tenth (10th) working day after the Superintendent has given written notice of the changes to the Association president.
- b. The medical records of each participant member (and covered dependent) are absolutely confidential, and, as such, will not be released to any person(s) without the express written consent of the individual employee or dependent.

12.0.2 The District shall pay the premium for the \$10,000 life insurance policy provided by the Guardian Life Insurance Company, Inc.

12.0.3 Teachers who otherwise qualify for coverage under the health benefits coverage as permitted and specified above can forego all health benefits coverage and in lieu of such coverage receive \$600 (effective July 1, 2000, \$1000) for each year that they forego such coverage. The eligible teacher will receive half of his/her receive \$600 (effective July 1, 2000, \$1000) stipend in the last pay period in December of each fiscal year and the last pay period of June in each fiscal year if they adhere to the



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following requirements and procedures. The District will withhold federal and state taxes at the lowest rate possible. The procedures are:

- a. Teacher must file a written request with the Superintendent of Schools or designee prior to July 1 of each fiscal year stating that they wish to forego all health benefits coverage. New teachers hired after July 1 must file a written request within 30 days of the effective date of employment.
- b. A teacher is not eligible for this procedure and benefit if their spouse receives or has available to him or her health benefits coverage through the District.
- c. By filing the written request and accepting the \$600 (effective July 1, 2000, \$1000) the teacher agrees that he/she will not seek health benefits coverage for the entire fiscal year. Teachers who are otherwise eligible for this program can drop participation in this benefit due to a situation whereby they will not be covered by health benefits from another source.
- d. The District, because a teacher withdrew from this benefit, will not be responsible to the employee because of insurability. If a teacher withdraws anytime during the fiscal year, they will not receive the stipend.
- e. A teacher who has elected to receive the payment specified in this provision in lieu of health benefits coverage may apply to resume receiving such coverage effective on July 1 of an upcoming fiscal year provided that the application requesting such coverage is filed with the Superintendent of Schools or designee no later than March 31 prior to the July 1 on which the teacher wishes coverage to resume.

### 12.0.4 Terminal Pay Plan:

- a. Eligible upon retirement under the State Retirement System.
- b. Terminal pay to be based on 1/2 of the teacher's accumulated sick days on the teacher's last day of work in the year of retirement.
- c. Payment to be made in a separate check on the first regularly scheduled payday in July. Deduction of the New York State Retirement System rate of contribution will be made from the check.
- d. A teacher, to become eligible, must submit a resignation on or before March 1st of the last year of service.
- e. Pay to be based on rate paid teachers on Step A of the Bachelors schedule in the year of retirement. For school nurse and technology coordinator positions, 30% of per diem rate in the year of retirement.

12.0.5 Inasmuch as Worker's Compensation is involved, a teacher shall immediately report to the Principal any accident or assault occurring while acting in the discharge of duties within the scope of his employment. In the event of an injury to a staff member while in the scope of his assigned duties, the salary of such staff member shall continue in full, without reduction in accrued benefits, until

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- a. He is able to return to his full-time teaching duties, or
- b. Such staff member qualified for disability or pension benefits under the N.Y.S. Teachers Retirement System, or
- c. A period of 30 school days is used up, whichever event occurs first. In the event Worker's Compensation is payable by reason of such injury, the salary of such insured staff member will be reduced by the amount of the temporary incapacity payments payable under Worker's Compensation.

12.0.6 The District will make available to all unit members a Flex Plan pursuant to IRS 125 Regulations and limitations as defined in this Agreement.

a. Administration

1. The District will select the plan administrator.
2. The entire administrative cost shall be paid by the district.
3. There will be a minimum participation of 50% of the membership of the bargaining unit.
4. Eligibility and participation shall be annual.
5. The rate of employee contribution cannot be changed during the school year except in the case of limited emergencies as defined by IRS regulations.
6. Employee contribution will be by payroll deduction in equal installments effective the first scheduled payroll in October of each school year and continuing for the remainder of the school year.

b. The District will offer three plans. Members may elect to participate in any or all of them.

1. Employee contribution to District Accident and Health Benefits Coverage as defined in Item 12.0.1 of this Agreement.
2. Medical Reimbursement Plan for non-insured medical expenses. These expenses are generally defined as any expense that is deductible under Section 213 of the Internal Revenue Code.

(The total employee contributions to Items 1 and 2 combined shall not exceed \$1000.00 per school year.)

3. Dependent Care Assistance Programs (Day Care). Maximum employee contribution limited to IRS Regulations.

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12.0.7 The District shall check off and remit payments to the NYSUT Benefit Trust upon submission of a signed authorization to the payroll office for anyone within the bargaining unit. Such signed authorization may be discontinued at the end of its term upon written notice by the employee to the District. The District shall remit to the NYSUT Benefit Trust the payments deducted and shall furnish the Plan and the bargaining unit with a list of all employees from whose salary such deductions have been made.

**ARTICLE 13. EMPLOYEE ABSENCES**

13.0.1 The following days will be allowable for teacher leave:

- a. Twelve (12) sick days for personal illness or illness in the immediate family (immediate family shall mean: husband, wife, child and his/her spouse, mother, father, brother, sister, father-in-law, mother-in-law, or any person, related or not, who has been living in the household as a member of the family.)
- b.
  - i. Four (4) personal business days without giving reason.
  - ii. Personal business leave days will not be granted on a day directly preceding or following a holiday or vacation period except at the discretion of the administration.
  - iii. Requests for personal business leave day(s) must, except in cases of emergency, or other unavoidable circumstances, be made to the administration at least two (2) days prior to such leave.
- c. Five (5) bereavement days to be used only for reason of death in the family. Family will include immediate family as defined in subparagraph "a" above and will also include grandparents.
- d. Any unused portion of the above leave time will be counted toward a ceiling of 184 days (185 days for 2000-2001, 186 days for 2001-2002) and will be deducted from the total when used, but no teacher who begins work for the District after January 1, 1977 shall be allowed to so accumulate the leave provided in subparagraph "c" above.

13.0.2 Effective July 1, 1989, teachers who have accrued 180 or more sick leave days as of September 1 of any given school year may sell back to the District any unused days in excess of eleven of the sixteen sick leave and personal days allowable in a school year according to the following formula:

One Day	-	\$ 60.00
Two Days	-	\$120.00
Three Days	-	\$210.00
Four Days	-	\$330.00
Five Days	-	\$500.00

The payment will be made in the second regular payroll in July following the academic year. The first eligible buy out will come at the end of the 1989-90 school year. Payment shall be in one lump sum check. The District will withhold Federal and State taxes at the lowest possible rate.

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13.0.3 1/184<sup>th</sup> (1/185<sup>th</sup> effective July 1, 2000, 1/186<sup>th</sup> effective July 1, 2001) of the annual salary will be deducted for each day's absence in excess of approved leave. Deductions will be made even when no substitute is obtained. Upon expiration of sick leave, a teacher may apply for a leave of absence, without pay, which may be granted for one year, or for the duration of the illness, whichever is less. Such leave will be granted in compliance with the requirements of the Family and Medical Leave Act of 1993.

13.0.4 Absence for jury duty will be with full pay. Teachers shall assign compensation (not including travel) to the District.

13.0.5 Upon recommendation of the Administration and the Executive Committee of the Association, a Sabbatical Leave may be granted by the Board for an approved scholarly program carried on in an academic institution to teachers who have completed seven (7) years of satisfactory service in the District, subject to the following conditions.

- a. No more than two (2) of the teaching staff (one elementary and one secondary) shall be absent on sabbatical leave at any one time. Preference may be given to applications based on seniority of service and or outstanding contributions to the school.
- b. Sabbatical leave will be granted for one school year and, once granted, may not be terminated before the date of expiration.
- c. Applications for sabbatical leave shall be made in writing to the Superintendent of Schools and shall state fully the purpose or purposes for which leave is requested. Applications must be filed on or before April 1 of the preceding school year.
- d. For the period of sabbatical leave, the teacher shall be compensated at the rate of one-half of his regular annual salary. Teachers granted such leave will be compensated provided they sign a promissory non-interest note to the extent of their entitled salary payable to the District which shall become due and payable if the teacher does not return to District employment after the duration of his leave. The note shall become null and void upon completion of service equal to, but not exceeding, the length of his leave, and shall be reduced on a proration basis for each month he provides service to the District upon expiration of the leave.
- e. It shall be a condition to the granting of sabbatical leave that a teacher granted the same shall not voluntarily leave the school system for a period of two (2) years following expiration of such leave.
- f. Sick leave allowance is not accumulated during sabbatical leave.
- g. Teachers who have been granted sabbatical leave will be reinstated in the previous position or in a comparable position on their return and will be credited with one salary step.

13.0.6 Child Rearing Leave shall be granted in the following manner:

- a. Eligibility for child rearing leave:

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A teacher may only request child rearing leave:

- i. Immediately following the end of her maternity leave, or
- ii. If the teacher has a child or adopted child under six (6) years of age.

b. Length of child rearing leave:

The leave shall last no longer than two (2) semesters (excluding the semester the leave began, if applicable).

- i. This leave is available to only one member of the household at a time if both parents of the child are employed by the District.
- ii. Such leave will terminate at the end of the semester or on a date mutually agreed upon by the teacher and the Superintendent.

c. Procedure

i. The teacher must file a written request with the Superintendent stating:

- a. The suggested beginning and ending dates of the leave, and
- b. The reasons for the leave.

d. Once the teacher returns to work after the child rearing leave:

- i. He/She will be entitled to return to a position in his/her tenure area or if there is no position available in his/her tenure area, then another position according to New York Education Law.
- ii. A teacher will accrue salary step movement if this leave does not exceed one semester or does not exceed 90 days during the school year.
- iii. The teacher, prior to leaving or on his/her return from leave, will receive pro-rata sick or personal days or other benefits.

e. During the child rearing leave:

- i. The teacher will not receive health insurance or other benefits except as provided by the Family and Medical Leave Act of 1993; however,
- ii. The teacher may retain health insurance and life insurance beyond the twelve (12) weeks called for in the Family and Medical Leave Act of 1993 provided the teacher pays the appropriate premium(s) through the District business office.

## ARTICLE 14. SCHOOL NURSES

14.0.1 All terms and conditions of the Agreement shall apply to the position of School Nurses except as follows:

- a. Item 3.0.6 - Pupil Supervision Periods
- b. Item 13.0.5 - Sabbatical Leave

14.0.2 Salary Increases

For 1999-2000:	5.25%
For 2000-2001:	5.00%
For 2001-2002:	5.00%

14.0.3 School nurses may be required to work in the summer. Compensation shall be at their per diem rate of pay based on 184 (185 effective July 1, 2000, 186 effective July 1, 2001) working days per school year.

## ARTICLE 15. TECHNOLOGY COORDINATOR

15.0.1 The terms of the Technology Coordinator's employment in that position with respect to such matters as probation, tenure, seniority, layoff, recall, and promotion are governed entirely by the New York State Civil Service Law.

15.0.2 All terms and conditions of the Agreement shall apply to the position of Technology Coordinator except as follows:

- a. Article 3 - Work Day
- b. Article 4 - Probationary Period
- c. Article 6 - Teacher Rights and Protection
- d. Article 7 - Teacher Evaluation
- e. Article 9 - Auxiliary Personnel
- f. Article 11 - Salaries
- g. Article 13 - Section 13.0.3, 13.0.5
- h. Article 14 - School Nurses

15.0.3 Work Day - The position of Technology Coordinator shall be considered an eleven month position for a total of 209 days ( $184 + 25 = 209$ ). The Superintendent will approve all work days scheduled outside of the normal 184 day school calendar. Effective July 1, 2000, the total number of workdays will be 210 days ( $185 + 25 = 210$ ). The Superintendent will approve all work days scheduled outside of the normal 185 day school calendar. Effective July 1, 2001, the total number of workdays will be 211 days ( $186 + 25 = 211$ ). The Superintendent will approve all work days scheduled outside of the normal 186 day school calendar.

15.0.4 Work Hours - The Technology Coordinator will have the following normal hours of employment: 8:00 - 4:00 p.m. inclusive of a 1 2 hour lunch period. These hours may be adjusted to meet the needs of the District subject to the approval by the Superintendent.

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15.0.5 Salary Increases

- a. For 1999-2000: 5.25%
- b. For 2000-2001: 5.00%
- c. For 2001-2002: 5.00%

15.0.6 If the Technology Coordinator is required to work beyond 209 days for the 1999-2000 school year 210 days during the 2000-2001 school year and 211 days thereafter, compensation shall be at the per diem rate of pay, based on 209, 210, and 211 working days per school year respectively.

**ARTICLE 16. SUMMER DRIVER EDUCATION**

16.0.1 Any person hired as a Summer Driver Education Teacher for the first time after July 1, 1996 shall be paid no less than \$18.00 per hour for the total hours worked as assigned by the District.

- For the summer 1999: \$19.00 per hour
- For the summer 2000: \$19.00 per hour
- For the summer 2001: \$19.00 per hour

16.0.2 The hourly rate for Summer Driver Education Teachers who were hired in that capacity prior to July 1, 1996 will be as follows.

- For the summer 1999: \$27.70 per hour
- For the summer 2000: \$29.09 per hour
- For the summer 2001: \$30.54 per hour

16.0.3 Summer Driver Education positions will be subject to annual appointments by the Board of Education upon the recommendation of the Superintendent of Schools.

**ARTICLE 17. DISTANCE LEARNING**

17.0.1 The District and the Association acknowledge that effective, September 3, 1996, the District will implement a program of distance learning as both a sending and receiving school. In recognition of the implementation of that program, the parties agree to establish a committee composed of three members appointed by the Association and three members appointed by the District to review the operations of the distance learning project and make recommendations to the Association and the District for any changes or additions to the collective negotiations agreement between them, or any side agreements, that the committee may believe advisable. Recommended changes, additions, or side agreements, if any, shall be submitted to the Association and the District in writing. No such agreements shall be effective until they have been reduced to writing, duly approved by the Association and the District and executed by authorized representatives of each party. The Committee shall cease meeting at the end of the 1997-1998 school year.

**ARTICLE 18. CONFORMITY AND SIGNATURES**

18.0.1 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 THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

18.0.2 In the event that any state or federal statute or law shall supersede or invalidate any clauses in this agreement, such statute or law shall prevail over any such clause.

18.0.3 In witness whereof, the parties have hereunto set their hands and seals this 7<sup>th</sup> day of June 2000.

RANDOLPH CENTRAL SCHOOL DISTRICT

BY Stephen A. Boreland  
Superintendent of Schools

RANDOLPH CENTRAL SCHOOL TEACHERS ASSOCIATION

BY Lawrence  
President



**1999-2000 SCHEDULE**

<u>Step</u>	<u>B</u>	<u>B+30</u>	<u>M</u>	<u>B+60</u>	<u>M+30</u>
A	27000	28473	29000	29946	30473
B	27945	29418	29945	30891	31418
C	28879	30352	30879	31825	32352
D	29804	31277	31804	32750	33277
E	30852	32325	32852	33798	34325
F	32060	33533	34060	35006	35533
G	33267	34740	35267	36213	36740
H	34473	35946	36473	37419	37946
I	35680	37153	37680	38626	39153
J	36885	38358	38885	39831	40358
K	38092	39565	40092	41038	41565
L	39300	40773	41300	42246	42773
M	40506	41979	42506	43452	43979
N	41713	43186	43713	44659	45186
O	42919	44392	44919	45865	46392
P	44126	45599	46126	47072	47599
Q	45334	46807	47334	48280	48807
R	46540	48013	48540	49486	50013
S	47747	49220	49747	50693	51220
T	48954	50427	50954	51900	52427
U	50159	51632	52159	53105	53632
V	52117	53590	54117	55063	55590
W	53364	54837	55364	56310	56837
X	54611	56084	56611	57557	58084
Y	55858	57331	57858	58804	59331

APPENDIX A

**2000-2001 SCHEDULE**

Step	B	B+30	M	B+60	M+30
A	28000	29473	30000	30946	31473
B	28825	30298	30825	31771	32298
C	29617	31090	31617	32563	33090
D	30282	31755	32282	33228	33755
E	31274	32747	33274	34220	34747
F	32373	33846	34373	35319	35846
G	33641	35114	35641	36587	37114
H	34907	36380	36907	37853	38380
I	36173	37646	38173	39119	39646
J	37439	38912	39439	40385	40912
K	38704	40177	40704	41650	42177
L	39971	41444	41971	42917	43444
M	41238	42711	43238	44184	44711
N	42504	43977	44504	45450	45977
O	43770	45243	45770	46716	47243
P	45036	46509	47036	47982	48509
Q	46302	47775	48302	49248	49775
R	47570	49043	49570	50516	51043
S	48835	50308	50835	51781	52308
T	50101	51574	52101	53047	53574
U	51368	52841	53368	54314	54841
V	52635	54108	54635	55591	56118
W	53902	55375	55902	56854	57381

**2001-2002 SCHEDULE**

<b>Step</b>	<b>B</b>	<b>B+30</b>	<b>M</b>	<b>B+60</b>	<b>M+30</b>
A	29000	30473	31000	31946	32473
B	29727	31200	31727	32673	33200
C	30552	32025	32552	33498	34025
D	31374	32847	33374	34320	34847
E	32174	33647	34174	35120	35647
F	32974	34447	34974	35920	36447
G	34164	35637	36164	37110	37637
H	35502	36975	37502	38448	38975
I	36838	38311	38838	39784	40311
J	38174	39647	40174	41120	41647
K	39510	40983	41510	42456	42983
L	40845	42318	42845	43791	44318
M	42182	43655	44182	45128	45655
N	43520	44993	45520	46466	46993
O	44855	46328	46855	47801	48328
P	46191	47664	48191	49137	49664
Q	47527	49000	49527	50473	51000
R	48863	50336	50863	51809	52336
S	50201	51674	52201	53147	53674
T	51536	53009	53536	54482	55009
U	52873	54346	54873	55819	56346
V	58521	59994	60521	61467	61994

**EXTRA-CURRICULAR POSITIONS**

**APPENDIX B**

Increase 1999-00	1.04
2000-01	1.04
2001-02	1.04

Prior to October 1<sup>st</sup> of each school year, each extra-curricular advisor is to submit a written report to the administrator listing the goals and the planned activities for the club for that particular school year. Prior to June 1 of that same school year a status report will be submitted by the extra-curricular advisor explaining the progress achieved toward the written goals and the actual activities that were held by the club.

	1999-00		2000-01		2001-02	
	<u>1&amp;2</u>	<u>3&amp;4</u>	<u>1&amp;2</u>	<u>3&amp;4</u>	<u>1&amp;2</u>	<u>3&amp;4</u>
(a)*Class Advisors 7-10(2 per class)	340	340	354	354	368	368
(a)Junior Class Advisors (2)	465	465	483	483	503	503
(a)Senior Class Advisors (2)	593	593	617	617	641	641
Graduation Senior Class Advisor	673	673	700	700	728	728
(b)Drama Club	1660	1952	1726	2030	1795	2111
(c)Elementary Drama Club	496	496	516	516	537	537
Accompanist, Elementary Drama Club	83	83	87	87	90	90
Yearbook	2447	2668	2545	2774	2647	2885
School Newspaper	1126	1328	1171	1381	1218	1436
Department Heads	1830	2076	1904	2159	1980	2245
Student Council Advisor	750	750	780	780	811	811
Home Instruction hr.	22	24	23	25	24	26
Operetta Director	1128	1328	1174	1381	1220	1436
(d)High School Bowl	597	597	621	621	646	646
Solo, All County and All State						
Music Festivals per day	54	54	56	56	58	58
(e)Guided Study Program hr.	24	24	25	25	26	26
FBLA, FFA, FHA, National Honor Society, Spanish, French Clubs	386	386	401	401	417	417

(a) In the event that these posted positions remain unfilled at the start of the school year, teachers will be assigned to these positions in the following manner. The names of all teachers who are not class advisors working in the high school will be placed in alphabetical order and teachers will be chosen from this list as needed. Once a teacher has been assigned duty for one year, his/her name will be placed at the bottom of the list for the next school year.

Teachers who are class advisors will have their names placed at the bottom of the list each September. High school teachers new to the District will have their names placed on the list in alphabetical order. This list will be updated each September by the Superintendent of Schools and the President of the RCSFA.

(b) Minimum of two plays required. Option 1 –Drama Club, Operetta Director to be combined. (Minimum of one musical and one play required.) Compensation of Drama Club and Operetta Director to be combined and divided as 2.5 co-director play, 2.5 co-director play, 1.5 musical director.

(c) Minimum of one play required.

(d) Stipend may be shared between two or more agreeable parties.

(e) The Guided Study Program may be discontinued at any time at the discretion of the Board of Education.

Extra duty checks may be paid separately at the last pay period of each month.

AGREEMENT 1999-2002

**EXTRA-TIME POSITIONS**

**APPENDIX B**

Payment Schedule for Duties at Varsity Games

Base = 9.64 x 1.04 = \$10.03 for 1999-2000

10.03 x 1.04 = \$10.43 for 2000-2001

10.43 x 1.04 = \$10.84 for 2001-2002

	<u>Position</u>	<u>Time</u>	<u>1999-2000</u>	<u>2000-2001</u>	<u>2001-2002</u>
Football	Announcer	2.50	25.06	26.07	27.11
	Ticket Sales	2.50	25.06	26.07	27.11
	Statistics, Home	2.50	25.06	26.07	27.11
	Statistics, Away	5.00	50.13	52.13	54.22
	Scoreboard	2.50	25.06	26.07	27.11
Basketball Boys & Girls	Ticket sales	2.50	25.06	26.07	27.11
	Scoreboard	3.50	35.09	36.49	37.95
	Shot Clock	3.50	35.09	36.49	37.95
	Statistics, Home	3.50	35.09	36.49	37.95
	Statistics, Away	5.00	50.13	52.13	54.22
	Checkroom Supervision	2.50	25.06	26.07	27.11
Wrestling	Ticket Sales	2.50	25.06	26.07	27.11
	Statistics, Home	2.50	25.06	26.07	27.11
	Statistics, Away	5.00	50.13	52.13	54.22
	Scoreboard	2.50	25.06	26.07	27.11
Assignments for activities of shorter duration			\$10.03/hour for 1999-2000	\$10.43/hour for 2000-2001	\$10.84/hour for 2001-2002
Supervision			\$10.03/hour for 1999-2000	\$10.43/hour for 2000-2001	\$10.84/hour for 2001-2002
Chaperoning Buses			\$42.61 for 1999-2000	\$44.31 for 2000-2001	\$46.09 for 2001-2002

**EXTRA TIME POSITIONS - ATHLETICS**

**APPENDIX B**

For 1999-00 1.04  
 For 2000-01 1.04  
 For 2001-02 1.04

Step Index	<u>1999-00</u>				<u>2000-01</u>				<u>2001-02</u>			
	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
A	517	657	797	937	538	684	829	975	559	711	862	1014
B	799	1005	1211	1418	831	1045	1259	1474	864	1087	1309	1533
C	1034	1315	1596	1879	1075	1367	1660	1954	1118	1422	1727	2033
D	1112	1414	1717	2021	1156	1471	1786	2102	1202	1530	1857	2186
E	1597	2009	2421	2833	1661	2090	2518	2946	1728	2173	2619	3064
F	1717	2160	2601	3043	1786	2246	2705	3165	1857	2336	2813	3291
G	2350	2932	3512	4093	2444	3049	3653	4257	2542	3171	3799	4427
H	2656	3382	4108	4834	2762	3517	4272	5027	2873	3658	4443	5228

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- A. Boys Volleyball; Cheerleading, Junior High School
- B. Cheerleading, Football
- C. Basketball, Junior High School; Basketball, Elementary; Wrestling, Junior High School; Baseball, Junior Varsity; Track, Assistant; Golf; Bowling; Cheerleading, Wrestling; Cheerleading, Basketball; Girls Softball, Junior Varsity; Girls Volleyball, Junior Varsity
- D. Cross Country
- E. Football, Assistant; Football, Junior Varsity; Basketball, Junior Varsity; Wrestling, Assistant; Girls Basketball, Junior Varsity; Girls Volleyball, Varsity
- F. Baseball, Varsity; Track, Varsity; Girls Softball, Varsity; Soccer, Varsity
- G. Football, Varsity; Basketball, Varsity; Wrestling, Varsity; Girls Basketball, Varsity
- H. Athletic Director

For all league, sectional, and or state level post season play, the head coach shall receive \$75 per game. Each assistant shall receive \$45 per game. This payment will not be approved for first round playoff games in sports when such playoffs are automatic regardless of record.

APPENDIX C

\* Conversion Chart  
Coaches Schedule

1988-1989 Schedule <u>Step</u>	1989-1990 Schedule <u>Step</u>
1-4	A
5-7	B
8-10	C
11-13	D

\*To be used with:

1. Current Coaching Staff (1988-1989 staff).
2. Current coaches (1988-1989 staff) who change sports in the future. Coaching experience only through the 1988-1989 school year will be used to calculate new step.
3. Staff members who presently do not coach and return to coaching in the future.

**Grievance Form**

Date \_\_\_\_\_

Submitted to: \_\_\_\_\_ Title: \_\_\_\_\_

Submitted to: \_\_\_\_\_ Title: \_\_\_\_\_

Grievant(s): \_\_\_\_\_

Address \_\_\_\_\_ Phone: \_\_\_\_\_

1. Nature of Grievance (including facts and dates).

2. Applicable Provisions.

3. Settlement Desired.

Received by: \_\_\_\_\_ Date: \_\_\_\_\_



APPENDIX E

The parties agree that the following health benefits shall be incorporated into and added to the Agreement between the parties:

1. The Allegany-Cattaraugus Schools Medical Plan shall utilize the North American Preferred Provider Network (NAPPN), without change of benefits to the participants except as described below:
2. As incentives, whenever participants use providers who are members of the NAPPN, the plan will provide:
  - a. The benefit of paid office calls subject to a \$10 per visit co-pay; and
  - b. Paid annual physicals subject to \$10 co-pay including mammograms, pap, and psa (prostate) test; and
  - c. The \$10 co-pay in the above benefits shall apply toward the major medical deductible.
  - d. For other services, participants shall be covered at the same level of benefits as previously provided by the plan.
3. Whenever participants utilize providers who are not members of the NAPPN they will continue to receive the same level of benefits as previously provided by the Plan.

Randolph Central School

RCS Teachers' Association

By: Steph A. Brewster  
Superintendent of Schools

By: Clare Smith  
RCSTA President

Date: 6/7/00

Date: 6/7/00

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