

**AGREEMENT**  
**BETWEEN THE**  
**CORNWALL CENTRAL TEACHERS' ASSOCIATION**  
**AND THE**  
**CORNWALL CENTRAL SCHOOL DISTRICT**

***JULY 1, 2019 – JUNE 30, 2021***

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## **ARTICLE 1 - RECOGNITION**

Cornwall Central School District hereinafter called "the District" hereby recognizes the Cornwall Central Teachers Association, hereinafter called "the Association," as the exclusive negotiating agent for the bargaining unit consisting of all certified personnel, plus school nurses, and excluding teaching assistants, building principals, administrators, and directors. Such unchallenged recognition shall be continuous hereafter unless another employee organization submits to the District a competing claim of such majority support under terms of Article XVI of the Civil Service Laws of 1967 and subsequent amendments (Public Employees Fair Employment Act).

The District agrees not to negotiate with any other bargaining unit organization or individual unit member other than the Association for the duration of this contract subject to the conditions indicated above. It is understood that this in no way limits individual rights as described in the Grievance Procedure.

## **ARTICLE 2 - GENERAL CONTRACT PROVISIONS**

- A. This contract shall constitute the full and complete commitment between both parties and may not be altered, changed, added to, deleted from or modified unless by mutual consent of both parties in a written and signed statement which shall be attached to this contract.
- B. This contract shall supersede any rules, regulations or practices of the District, which may be inconsistent with its terms. The provisions of this contract shall be incorporated into and be considered part of the established policies of the District.
- C. Any individual agreement, arrangement, or contract between the District and a bargaining unit member, heretofore executed, and related to the terms of this contract, shall conform to the terms and conditions of this contract. Any individual agreement, arrangement, or contract hereafter executed and related to the terms of this contract shall be in conformity with the terms of this or subsequent contracts to be executed by the parties and which relate to this contract. In the event such individual agreement, arrangement, or contract which relate to the terms of this contract, contains any language inconsistent with this contract, this contract shall be controlling.
- D. This contract shall be given full force and effect during its term. However, in the event that any provision of this contract or any application of this contract to any bargaining unit member or group of bargaining unit members shall be found contrary to law, then such provision or application shall not be deemed valid and binding except to the extent

permitted by law; but all other provisions or applications shall continue in full force and effect.

- E. Copies of this contract shall be provided by the District and distributed to all bargaining unit members now employed or hereafter employed by the District within a reasonable time after its ratification by the Association and by the District and its subsequent execution by the agents of both parties.
- F. The Association agrees that all negotiable items have been discussed during the negotiations leading to this agreement and negotiations will not be reopened on any item, whether contained in this agreement or not, during the life of this agreement.
- G. Any District policies unaltered or unchanged by the language of this agreement shall remain in force and it shall be the prerogative of the District to initiate and announce new policies not effecting or changing matters contained in this agreement.

### **ARTICLE 3 - DUES DEDUCTIONS**

- A. The District agrees that union members shall have their membership dues, as certified by the Association, deducted from their salaries. The Association shall certify by the first October pay period to the District the dollar amount of dues and the list of members requesting dues deductions, along with any signed dues deduction authorizations for all such members (unless previously provided). The total annual dues for the Association shall be deducted in thirteen (13) equal installments beginning with the second pay period following notification by the Association. For any dues deduction authorizations submitted at a later date, dues deduction shall commence after receipt and deduction shall be made in equal installments from the pay periods remaining in the year according to the District's payroll schedule at the regular bi-weekly dues deduction amount. Within seven (7) school days of each dues deduction the District agrees to transmit all collected monies to the Association.
- B. The Association shall provide the District with the current rate of dues in writing or email to the Superintendent of Schools.
- C. The Association, when notified of a membership revocation of a union member, shall correspond with the District as to the effective date of such revocation as soon as possible. When a union member notifies the District that he/she is revoking the payroll deduction authorization, the District will correspond with the Association as soon as possible.

- D. New payroll authorization deduction cards shall be submitted to the District's Assistant Superintendent for Business.

#### **ARTICLE 4 – COMPENSATION**

- A. The salary schedules for the 2019-2020 and 2020-2021 school years are attached hereto as Appendix A, each of which reflects an increase of 1.75%, retroactive to July 1, 2019 as set forth in the Memorandum of Agreement. Salary schedules for nurses are attached hereto as Appendix A-1, each of which reflects an increase of 1.75% and are retroactive to July 1, 2019 as set forth in the Memorandum of Agreement. It is understood that each unit member shall advance a step each year on the salary schedule until the unit member reaches the top step.
- B. Credit for prior service may be granted up to ten (10) years' service. When granting credit for service beyond ten (10) years, the number of years will be reduced by three (3).
- C. Compensation for approved courses shall be based upon the agreed upon salary schedule appended hereto and upon salary notification.
- D. Salary movement from column to column shall be maintained in increments of 15 credits. All credits between columns shall be paid in three credit blocks at the rate of \$57.00 per credit. All hours shall be accumulated and credit given on an hour by hour basis. If classes are less than 8 hours, those hours shall be carried over to other credit accumulation.
- E.
  - 1. All courses completed prior to September 1 of each year of this contract shall be accepted for salary consideration under this agreement providing:
    - a. Notification is given to the District Office no later than October 31 that such courses were completed and
    - b. Official transcripts are furnished to the District Office within a reasonable time.
  - 2. The District shall use the following criteria in decisions concerning the prior approval of courses.
    - a. In-service courses sponsored, or sanctioned, by the District.
    - b. Courses leading to a Master's Degree in one's teaching area.
    - c. Courses needed to meet the requirements of permanent certification.
    - d. Other courses not included in a, b and c above for which the unit member has the prior approval of the Superintendent.

3. Unit members who take in-service courses sponsored and offered by the District and who seek salary credit payment for those courses shall comply with the following in order to receive in-service credit payment. Following the completion of the course, the unit member shall notify his/her building principal that the course is complete so that the principal or another administrator and the unit member may mutually agree as to how the unit member will demonstrate the value of the in-service course as it relates to student education. Such demonstration may include but is not limited to a demonstration lesson in the unit member's classroom, presentation to a colleague, discussion with the administrator, skill application, review of course materials as to their application in the classroom and the like. It is understood the agreed upon demonstration will not be used for purposes of evaluation or observation. The administrator will consult with the unit member as to the time for the demonstration. The unit member and administrator shall cooperate in the scheduling of the demonstration. If the demonstration has not occurred within three weeks, then the unit member shall be given salary credit payment approval for the course.

The form to be used for in-service courses consistent with the above is accessed through use of the District's "My Learning Plan" computer program.

- F. The District agrees to pay each unit member the second Friday after school opens in September and every second Friday thereafter, whenever feasible.
- G. School Counselor(s) and Psychologist(s) will be paid a stipend of \$4,555.00 effective July 1, 2013 in addition to the regular unit member's salary for working one (1) additional hour daily. School Counselor(s) and Psychologist(s) hourly rate will be paid for working up to give (5) days before the start of the school year and up to five (5) days after the end of the school year, for a total of up to ten (10) days between the end of the school year and the beginning of the next school year, in accordance with Appendix D, Subsection F. The District will post the School counselor and Psychologist positions needed for the summer.
- H. A longevity payment of \$1,500.00 will be paid to unit members who have completed 24 full and consecutive years of teaching in the District. The longevity amount will be paid at the commencement of the 25<sup>th</sup> year in the District. A longevity payment of \$1,500.00 will be paid to unit members who have completed 29 full and consecutive years of teaching in the District. The longevity amount will be paid at the commencement of the 30<sup>th</sup> year in the District. Longevities are paid each year and at service year 30 longevities shall become cumulative. For example, a teacher who has

completed 29 years of service shall receive a \$3,000.00 longevity payment. Longevities shall be credited on the first July 1<sup>st</sup> succeeding completion of the years of service requirement (i.e. longevities will not be calculated and paid during the school year).

District service must be consecutive with any break in service starting the longevity period anew. Unpaid leaves shall not constitute a break in service. However, any period of unpaid leave in excess of 90 school days would not count towards the completion of years of teaching for longevity purposes.

**I. DIRECT DEPOSIT**

The District will use direct deposit for all members to institution(s) designated by the member. All members are required to use direct deposit.

**J. IRC 403(b)**

1. No Cash Option - No employee may receive cash in lieu of or as an alternative to any of the Employer's Non-elective Contribution(s) described herein.
2. Contribution Limitations - In any applicable year, the maximum Employer Contribution shall not cause an employee's 403(b) account to exceed the applicable contribution limit under Section 415(c)(1) of the Code, as adjusted for cost-of-living increases. For Employer Non-elective Contributions made post-employment to former employees' 403(b) account, the Contribution Limit shall be based on the employee's compensation, as determined under Section 403(b)(3) of the Code and in any event, no Employer Non-elective Contribution shall be made on behalf of such former employee after the fifth taxable year following the taxable year in which that employee terminated employment.

In the event that the calculation of the Employer Non-elective Contribution referenced in any of the preceding paragraphs exceed the applicable Contribution Limits, the excess amount shall be handled by the Employer as follows:

- a. For all members in the New York State Teachers' Retirement System ("TRS") with a membership date before June 17, 1971, the Employer shall first make an Employer Non-elective Contribution up to the Contribution Limit of the Internal Revenue Code and then pay any excess amount as compensation directly to the Employee. In no instance shall the Employee have any rights to, including the ability to

receive, any excess amount as compensation unless and until the Contribution Limit of the Internal Revenue Code are fully met through payment of the Employer's Non-Elective Contribution; and

- b. For all members in the New York State Teachers Retirement System ("TRS") with a membership date in the TRS on or after June 17, 1971, and for all members in the New York State Employees' Retirement System regardless of their membership date, the Employer shall first make an Employer Non-elective Contribution up to the Contribution Limit of the Internal Revenue Code. To the extent that the Employer Non-elective Contribution exceeds the Contribution Limit, such excess shall be reallocated to the Employee the following year as an Employer Non-elective Contribution (which Contribution shall not exceed the maximum amount permitted under the Code), and in January of each subsequent year for up to four (4) years after the year of the Employee's employment severance, until such time as the Employer Non-elective Contribution is fully deposited into the Employee's 403(b) account. In no case shall the Employer Non-elective Contribution exceed the Contribution Limit of the Internal Revenue Code.
3. 403(b) Accounts - Employer contributions shall be deposited into the 403(b)-account selected by employee from those offered by the District pursuant to Article 5(D), provided such account will accept Employer Non-elective Contributions. If the employee does not designate a 403(b) account to receive Employer's contributions, or if the account designated will not accept Employer's Non-elective Contributions for any reason, then Employer shall deposit contributions, in the name of the employee, into an approved 403(b) program.
4. Tier I Adjustments - Tier I members with membership dates prior to June 17, 1971, Employer Non-elective Contribution hereunder will be reported as non-regular compensation to the New York State Teachers' Retirement System.
5. This provision shall be subject to IRS regulations and rulings. Should any portion be declared contrary to law, then such portion shall not be deemed valid and subsisting, but all other portions shall continue in full force and effect. As to those portions declared contrary to law, the Association and Employer shall promptly meet and alter those portions in order to provide the same or similar



benefit(s) which conform, as closest as possible, to the original intent of the parties.

6. Both the Employer and Employee are responsible for providing accurate information to the 403(b) Provider. This information includes both Elective and Employer Non-Elective Contributions and the amount of the participant's Includible Compensation.
7. Employer Non-Elective Contribution Equal to Termination Pay - The Employer agrees to make an Employer Non-elective Contribution to the 403(b) account of each covered employee, who severs their employment with the Employer during the contract year and who is eligible to apply for and who commences their retirement from the state sponsored retirement system. The amount of Employer's contribution for each eligible employee shall equal the value of each such employee's accumulated leave days, determined in accordance with Article 5(C) of the Collective Bargaining Agreement. The Employer shall make the maximum contribution permitted under Section 415(c)(1) of the Internal Revenue Code of 1986, as amended, for the year in which the employee severs employment. The Employer shall deposit the contribution no later than July 30 of the year following retirement.

**K. MEDICAID REIMBURSEMENT**

1. Members in the titles of SLP, LCSW, and OT who are required by the District to complete Medicaid reimbursement forms and who incur fees for maintaining a license or certification to be eligible to complete such forms in accordance with any governmental requirements, shall be reimbursed for the cost of obtaining or maintaining the particular license or certification involved up to a maximum amount of Three Hundred Dollars (\$300.00) every three (3) year period commencing with execution of this Memorandum of Agreement. To receive such reimbursement, the member shall submit proof of payment and the amount involved for any such license, registration, or certification fee.
2. In addition to the above, the District recognizes that such members may be required to participate in course work to obtain and maintain such required licenses or certifications. Such members shall be entitled to participate in the Professional Development opportunities set forth in Article 11 of the Agreement and the credit opportunities set forth in Article 4 of the Agreement to the same extent and subject to the same conditions of other members of the bargaining unit and said credit shall not be denied if the member

pays for the course and the course is required for such license or certification.

3. This provision shall operate for so long as the District requires members of the Association to complete and execute Medicaid reimbursement forms. Should the requirements associated with school districts requesting Medicaid reimbursement for services rendered to students of the District change, the parties shall discuss the matter to determine if the terms of this Memorandum of Agreement should be altered.

#### **ARTICLE 5 - HEALTH & RETIREMENT BENEFITS**

- A. The District agrees to continue the Orange/Ulster School District's Health Insurance Plan through June 30, 2021.

Effective July 1, 2019, the District will pay 88.75% of the premium rate for the individual or family plan and the unit member will pay 11.25% of the premium regardless of the plan in which they are enrolled." [Note: this is retroactive to July 1, 2019 for any contributions by members who are covered by any retroactive pay increase.]

Effective July 1, 2020, the District will pay 88.5% of the premium rate for the individual or family plan and the unit member will pay 11.5% of the premium regardless of the plan in which they are enrolled.

- B. The School District may also make available to unit members an alternate health plan as soon as practicable.

Any unit member selecting the alternate plan which has a premium which is less than the premium for the Orange Ulster School District Health Insurance Plan referenced in Section A above shall pay the same employee contribution percentage as for the Orange Ulster Plan and the School District shall pay the same contribution percentage as for the Orange Ulster Plan as provided in Section A above.

Any unit member selecting the alternate plan which has a premium which is more than the premium for the Orange Ulster Plan, shall contribute the same employee contribution percentage as provided in Section A above plus 100% of the difference in cost of the alternate plan over the Orange Ulster Plan.

The School District's contribution towards the alternate plan is limited to the cost of its percentage contribution towards the Orange Ulster plan. The intent of this provision is to ensure that the School District's costs of its

contribution towards the alternate plan is no more than the cost of its contribution towards the Orange Ulster Plan.

As with the Orange Ulster Plan, all employee contributions shall be by payroll deduction.

Due to change of status (e.g. death of spouse, loss of employment, divorce, etc.) the unit member may, subject to the rules of the plans, choose to switch coverage from the Orange Ulster Plan to the alternate Plan or from the alternate Plan to the Orange Ulster Plan.

- C. Unit members who have served ten (10) years of continuous service with the District immediately prior to retirement in accordance with the Rules and Regulations of the NYS Retirement System are eligible for health insurance in retirement. In addition, such members who, at the time they retire from the District, have at least fifty (50) accumulated sick leave days shall be compensated for such days at the rate of \$81.00 per day provided they are at least 55 years of age at the time of retirement and they notify the District by March 30 of that year of their intent to retire. Payments shall not exceed the maximum number of accumulated sick days allowed by contract (250). Any member who has in excess of 250 days may elect to donate up to ten (10) of such excess days to the sick leave bank by providing written notice of such donation to the Superintendent prior to the effective date of their retirement.
- D. The District and the Association will agree on a tax sheltered annuity program to be administered by the District, under current law, with a maximum of 25 companies to be mutually agreed upon by both parties.
- E. The District shall pay \$2,300.00 to each unit member who foregoes health insurance (Orange Ulster and NYSHIP Plan) offered by the District because he/she is covered by another health insurance plan.
- F. The District agrees to contribute 75% of the cost of health insurance for qualified retirees and 50% of the cost of their dependents. The alternate plan will be offered to qualified retirees subject to the District contribution of 75% of the cost for the retiree and 50% of the cost of dependents. Upon the death of a retiree the spouse of that retiree shall continue health insurance coverage through the District subject to the rules and requirements of the insurance carrier. The spouse shall be responsible for the full amount of the premium cost of the plan.
- G. A Benefit Fund has been established by the Association for the purpose of providing various insurance benefits for the members by the bargaining unit. The amount of the Benefit Fund contribution shall be \$1,000.00 effective July 1, 2017 and \$1,025.00 effective July 1, 2018 for each

member of the unit. District contributions to the Fund shall be according to the following schedule each year:

No later than the first two weeks of July:	25%
No later than the first two weeks of October:	25%
No later than the first two weeks of January:	25%
No later than the first two weeks of April:	25%

The Association will provide an auditor's report of the fund to the District at the end of each fiscal year and shall make general fiscal records available.

Effective July 1, 2020, nurses shall be covered by Article 5(G), the Benefit Fund in lieu of their existing Dental and Vision Insurance fund.

- H. The District and Association may choose to create a health insurance investigation committee consistent with the following:

The District and the Association shall each appoint five members to the committee. The purpose of the committee is to investigate alternative health insurance plans and to evaluate any cost containment measures, which may be available to the parties. The committee is an advisory committee and has no authority to make changes to the Collective Bargaining Agreement.

- I. A 125 "Cafeteria" plan has been jointly established to allow unit members to make pretax dollar contributions. The code 125 will be jointly overseen by the District and the CCTA, as consistent with any Federal laws, rules or regulations.

#### **ARTICLE 6 - EXTRACURRICULAR COMPENSATION**

- A. For this agreement, the extracurricular compensation schedule is attached hereto as Appendices B, C, and D.
- B. The decision to maintain any extracurricular position or program continues to rest solely with the District.

#### **ARTICLE 7 - TEACHING LOAD**

- A. **ELEMENTARY**

##### **Preparation Time:**

The District agrees to provide each elementary bargaining unit member with a minimum of 45 consecutive minutes each day free from instruction and supervisory duties which will be available to and be used by the

bargaining unit member for preparation. Such preparation time shall be scheduled by the building principal and shall be in addition to the state mandated duty-free lunch period.

**B. MIDDLE SCHOOL (GRADES 5-8)**

1. Within a middle school nine (9) period day\*, the parties agree that unit members will be assigned the following: [\*Note: in the event the School District anticipates a change in the number of periods in the middle school day, it recognizes its obligation to negotiate the terms and conditions associated with such a change and as such changes may affect the following assignment listing.]
  - a. The number of daily periods of classroom instruction shall not exceed five (5). Unit members shall be assigned to no more than four (4) consecutive teaching assignments whenever possible. A unit member may volunteer to teach a 6<sup>th</sup> assignment and will be paid 1/6<sup>th</sup> of his/her annual salary.
  - b. Each unit member will be provided a minimum of one (1) preparation period per day, free from instruction and supervisory duties.
  - c. Each member teaching in an academic core subject area, as defined by Part 30 of the Commissioner's Regulations, shall receive one (1) team planning period per day. Members teaching in the special subject areas, as defined by Part 30 of the Commissioner's Regulations, may be assigned either a team planning period or an additional preparation period depending on the needs of the District. If a teacher in the special subject area is assigned the "additional preparation period", it is subject to the same parameters as set forth in paragraph "2" below relating to team planning.
  - d. Each member may be assigned a duty period.
  - e. Each member shall receive one (1) duty free lunch period.
2. It is mutually understood that team planning time is available for the benefit of both teachers and administration to meet professional communication and educational needs. The parties understand the need for mutual flexibility and respect of each other's needs in the use of team planning time which shall be available for use by administrators if needed. Use of and planning for, team planning time requires collaboration between the members of the teams and administration which will require regular communication. Examples

of uses of team planning periods include, but are not limited to, team collaboration, meeting between building administration and members of the team, parent-teacher conferences, meeting with special education teachers concerning IEP issues, administrative discussion of standardized testing issues, presentation of consultant strategies, etc.

3. Concerning the duty period, it is understood by the Association that the District has a right of assignment of supervisory duties to teachers during the duty period. Such duties may include, but are not limited to, study period, hall duty, lunch detention, and homeroom. Consistent with Article 12F, assignment of duties will be rotated on a yearly basis. However, it is understood that assignment of study period duty will primarily be to core subject area teachers and is not subject to such annual rotation. Assignment of study period duty may be made to special subject area teachers as needed by the District. The District reserves its right to also assign supervisory duties to members before and after the commencement of the student day and within the normal teacher work day. Such duties include, but are not limited to, hall duty, bus duty, cafeteria duty (consistent with Article 12F), and other student supervision type assignments.

## C. **HIGH SCHOOL**

1. **Academic Subject Areas:** The number of daily periods of classroom instructions shall not exceed five (5) except under unusual circumstances. Unit members shall be assigned to no more than four (4) consecutive teaching assignments whenever possible. Wherever possible, the daily teaching load shall not exceed one hundred twenty-five pupils. A unit member may volunteer to teach a 6<sup>th</sup> class and will be paid 1/6<sup>th</sup> of his/her annual salary.
2. **Special Subject Area Goals:**
  - a. **Art:** The total daily load shall not exceed one Hundred twenty-five.
  - b. **Music:** The total daily load per vocal music teacher shall not exceed one hundred fifty pupils.
  - c. **Technology and Home and Careers:** The total daily load shall not exceed one hundred ten pupils.
3. Each secondary unit member shall be provided a minimum of one preparation period per day.

4. The number of preparations per day shall be a factor in assigning non-professional duties. Therefore, some teachers with greater preparations shall be relatively free of extra duties. The District shall endeavor to balance the amount of preparations with relief from extra duties.
5. Department Chairs shall have one period per day that shall be used for department business which shall result from them being relieved of a duty period, not an instructional period.
6. Effective beginning with the 2019-2020 school year, the high school instructional day will be increased by fifteen (15) minutes per day. This will result in an instructional day of 6 hours and 45 minutes at the high school.

**D. DISTRICT WIDE**

1. **Special:**  
Each special area unit member, i.e., Art, Music, Library, and Physical Education shall be provided with adequate and sufficient classroom facilities within the capabilities of the school district.
2. The District agrees that in the planning of any future facility, it will consult with the CCTA.

**ARTICLE 8 - PROFESSIONAL SERVICES**

- A. School counselors, school nurse teachers, school librarians, and psychologists will be provided in accordance with state guidelines within the available budgetary funds of the school district.
- B. Upon satisfying the conditions set forth herein, a unit member who achieves National Board Certification shall receive an annual stipend of \$5,000.00 so long as his/her national certificate remains current and the conditions of this provision are satisfied.

On or before April 1 of the school year preceding the year in which the unit member is to receive the national certification, he/she shall notify the District that he/she is receiving the certification so the District may make appropriate budget accommodations for the subsequent school year.

In exchange for receiving the annual stipend, the unit member, Association President and the Superintendent shall meet to determine and to mutually agree as to the additional services to be provided to the District. Such services may include but are not limited to mentoring a

probationary teacher (a tenured teacher may agree to being mentored), providing training opportunities for staff, being a national certification resource person, other responsibilities which may be consistent with the certification program and the like.

The unit member shall provide written notification to the District if the certificate lapses or is not renewed.

## **ARTICLE 9 - GRIEVANCE PROCEDURE**

### **DEFINITIONS**

A "grievance" is any alleged violation of the application, meaning or interpretation of this agreement.

An "aggrieved person" is the person or persons making the claim.

The term "unit member" shall include individuals or groups who are members of the bargaining unit covered by this agreement.

All "days" referred to shall be defined as unit member working days.

A "party in interest" is the Teachers Association or the person or persons making a claim and any person or persons whom might be required to take action or against whom action might be taken in order to resolve the claim.

If a grievance affects a group of unit members in more than one building, the grievance shall be filed with the Superintendent at Step 2.

### **STEP 1**

Within thirty (30) days of the time following knowledge of the act or condition upon which the grievance is based, the grievant may present the grievance in writing to his/her building principal who will arrange for a meeting to take place within five (5) days after the receipt of the grievance. The grievant and the building principal shall be present for the meeting. The building principal shall provide the aggrieved party with a written answer to the grievance within three (3) days after the meeting. Such answer shall include the reasons upon which the decision was based. Any written grievance shall include the contract section or personnel policy alleged to have been violated, the facts constituting the violation and the remedy sought.

### **STEP 2**

If the grievant is not satisfied with the disposition of the grievance at Step 1 or if no decision is rendered within six (6) days after he/she has filed the written grievance, then the grievance may be referred to the



Superintendent or his official designee within ten (10) days. The Superintendent shall arrange for a hearing with the grievant within five (5) days of the filing of the appeal. The parties in interest shall have the right in the presentation at this step to present such witnesses as they deem necessary to develop facts pertinent to the grievance. Upon conclusion of the hearing, the Superintendent shall have four (4) days to submit a written decision together with the reasons for his decision. Copies of this decision shall be submitted to the grievant and to the Association.

### **STEP 3**

If the aggrieved person is not satisfied with the decision of the Superintendent, the grievance can be submitted to the Cornwall Board of Education within ten (10) days after the receipt of the decision. The Board shall hold a hearing and render a decision within twenty (20) days after the grievance was presented to the Board.

### **STEP 4**

In the event that the decision of the Board of Education does not resolve the grievance, the Association and the grievant may submit the grievance to arbitration provided it does so within ten (10) days after receipt of the grievance decision.

No grievance may be submitted to arbitration except by the Association.

The Association and the District will choose an arbitrator from the following panel of arbitrators who shall serve in rotating order: Jeffrey Selchick, Sheila Cole, Howard Edelman. Changes to the list shall be made by the mutual agreement of the parties.

The arbitrator's decision will be in writing and will set forth his/her findings, reasoning and conclusions on the issue submitted. The arbitrator will be without power or authority to make any decision which requires commission of an act prohibited by law or which adds, subtracts from or alters the terms and conditions of this contract. The decision of the arbitrator shall be binding on both parties.

The arbitrator's fee and expenses will be equally shared by the parties.

### **MISCELLANEOUS**

Copies of all written decisions shall be sent to all parties involved and the CCTA President.

All documents, communications or records, dealing with a grievance shall be filed separately from the personnel files of the participants.

Access shall be provided to all records necessary to the determination and processing of the grievance except for privileged information.

No grievance may be brought more than thirty (30) days after the occurrence of the act or condition upon which it is based or after the grievant knew or should have known of said act or conditions.

All grievance hearings and arbitrations shall be scheduled after regular school hours.

Nothing contained herein shall be construed as limiting the right of any unit member having a complaint to discuss the matter informally through administrative channels.

### **ARTICLE 10 - DISRUPTIVE PUPILS**

Any problem involving disruptive pupils shall be referred immediately to a building administrator. Unit members referring disruptive pupils to administrators for action shall be entitled to a report from the District on the actions to be taken regarding the disruptive pupil, within three (3) school days. In those cases where the unit member is the complainant and the pupil is suspended for a period in excess of five days and is afforded a hearing before the Superintendent or the Board of Education, participation by the complainant unit member shall be assured.

### **ARTICLE 11 - PROFESSIONAL DEVELOPMENT**

The School District shall pay all reasonable expenses, including fees, meals, lodging, transportation and/or registration fees incurred by unit members in attending conferences, seminars, workshops and other professional improvement sessions that have been approved by the District in advance.

To promote the widest participation among the faculty:

1. A list shall be provided to the Association President semi-annually of all faculty members attending professional meetings.
2. All participants shall be required to report to their fellow faculty members in interested subject areas. This report may be in written or oral form.
3. All notification of conferences shall be by My Learning Plan, or some similar electronic notice system.

## **ARTICLE 12 - TEACHING CONDITIONS**

- A. The District and the Teachers Association recognize the need for safe, healthy and adequate facilities, within the budgetary limitations of the school district. Therefore, complaints from the members of the faculty will be entertained by the school district administration provided that the complaint is in writing and given first to the building principal for processing. In the event the complainant is not satisfied with the action taken by the building principal, he may then proceed under the grievance procedures established in Article IX up to and including Step 3.
- B. Instructional schedules will have priority over maintenance schedules at all times except when exigencies and emergencies dictate otherwise.
- C. Clerical and typing services shall be available to all unit members for educational purposes provided that the office worker receives reasonable notice thereof.
- D. Classroom interruptions are always disruptive to the teaching situation. Therefore, all administrators shall strive to minimize classroom interruptions.

This section shall not be construed to impede the District from conducting periodic classroom observations in connection with ongoing program evaluation.

- E. Unit members shall not be required to copy, transfer or transmit information that does not have a bearing on the learning experience of the child.
- F. Solicitors in School Buildings. Unless stated to be agreeable to the unit members, administrators will not permit agents of any type to solicit unit members during the school day. Such contacts must be made during the free time of the unit member before or after school, or if the principal feels it to be extremely desirable, during a preparation period. The latter provision would be granted in the event that book representatives presenting material of particular interest to the staff members were present in the building.

Unit members will assume no responsibility for the distribution of advertising materials from these sources nor will they furnish such representatives with lists of peoples' names. The Superintendent of the school district, when distribution or use of such materials is deemed advantageous to the educational program, will determine whether or not such materials may be used or distributed. Further, the unit member may not be used as a solicitor or collector of monies for such non-educational

projects as school picture taking, insurance, and any other non-educational projects. However, these projects may be conducted on a voluntary basis.

- G. Any bargaining unit member who has worked at least ninety-one (91) school days as an appointed staff member during any school year shall be credited with one (1) year of service for salary and longevity purposes when they return to full service with the District.
- H. The District will schedule one evening conference in addition to the open house night.
- I. Bargaining unit members will be required to attend a maximum of two (2) one-hour sessions per month in accordance with the following purpose and procedures:
  - 1. The purpose of these sessions is to provide opportunities for the staff and administration to collaborate on issues relating to the successful delivery of programs to the students of the district. It is not the intended purpose to use the sessions to deliver instructional services to students nor to provide additional student contact time.
  - 2. Each month may have two, one-hour sessions, or one, two-hour session as determined by the District.
  - 3. The purpose of each session shall be determined by the District after consultation with the Association President. Unit members will be notified of the dates of the sessions as far in advance as possible, but in no instance with less than three weeks' notice.
  - 4. Sessions will be held on Mondays, unless otherwise mutually agreed upon by the Superintendent and Association President. In the event a session is canceled due to weather or due to circumstances beyond the District's control (e.g. speaker cancels), it will be rescheduled within the school year subject to the above notice provision.
  - 5. These two (2) one-hour sessions are exempt from in-service credit.
  - 6. All bargaining unit members within a building will be required to attend for the full hour; or, in the case of a two-hour meeting, for the full two hours.
  - 7. Faculty meetings are in addition to the sessions set forth above.
  - 8. Building Principals may continue to require a general faculty meeting no more than once every other month. Such general faculty

meetings will be no longer than one hour and will be held on Mondays. It is mutually understood that the Superintendent may call meetings to address emergency circumstances or events.

J. Professional Duties – It is recognized by the District and the Association that the teacher is a professional whose primary duty is to teach and promote and improve student learning. In meeting these responsibilities teachers and administrators will work together to ensure a climate conducive to learning both in the classroom and in the school building community.

K. Mentoring Program

1. This mentoring program has been developed consistent with all applicable rules, regulations, statutes and laws.
2. To the extent that it is required by the Agreement the parties recognize their respective responsibilities to abide by its terms as it applies to the mentoring program.
3. The parties have created a mentoring sub-committee of the District's Professional Development Committee. The sub-committee shall consist of six CCTA members appointed by the president, two building administrators and one district administrator appointed by the district. The purpose of the mentoring sub-committee is to develop, implement and monitor the District Based Mentoring Plan.
4. The mentoring sub-committee recognizes its responsibility to refer to the parties' respective bargaining teams issues which relate to terms and conditions of employment.
5. The position(s) of teacher mentor shall be posted yearly and shall include at a minimum the responsibilities, duration, qualifications, program evaluation, and stipend amount (copy attached).
6. The mentoring sub-committee shall recommend to the Superintendent the candidates for the position of District Mentoring Coordinator. The Superintendent shall select the person to be recommended to the Board of Education for appointment.
7. The District Mentoring Coordinator shall serve a term not to exceed three years. Consistent with this memorandum, a coordinator may serve for more than one term.
8. The District Mentor Coordinator shall receive .6 daily release time.

9. A mentor is defined as a permanently certified, tenured teacher with at least five years of teaching experience.
10. An intern is defined as a newly employed teacher who is required to have a mentoring experience to meet the NYS certification requirements.
11. Mentors will make application to the mentoring subcommittee by submitting a completed application, a building principal nomination and a colleague nomination. The mentoring sub-committee will select the pool of mentors and advise the District Superintendent of those selected to be mentors. The building principal and building subcommittee member will pair mentors and interns within each building and will forward those pairs to the Superintendent for appointment by the Board of Education. To the extent possible the mentor and intern pairings shall be from the same grade level, curriculum area and/or building. If the building principal and building sub-committee member are unable to agree on the match of mentor and intern, then the final pairing of mentor(s) to intern(s) will be decided by the Superintendent after consultation with the Association President and then recommended to the Board of Education for appointment.
12. The responsibilities of the mentors and interns have been developed by the sub-committee and may be amended by the sub-committee to the extent that it does not affect terms and conditions of employment.
13. The information obtained by the mentor throughout his/her interaction with the intern shall be confidential and shall not be made available to District administrators or used in evaluation procedures of the interns or the mentors.
14. Substitute teachers will be provided to cover the classes of the mentors and interns as needed to allow for classroom visitations. Reasonable notice will be given to the district in order to arrange for substitute coverage.
15. Any mentor and/or intern who work in more than one of the District's buildings will be given additional time as their schedules dictate.
16. Nothing in this agreement shall be construed as placing a greater burden on any unit member who does not participate in the mentoring program in order to accommodate those who do participate. An example would be 'asking a unit member to cover the supervisory duty of a mentor and/or intern.

17. Mentors will not formally evaluate or observe the intern. The mentor will be responsible for feedback to the interns.
18. No part of the mentoring program shall be used against the intern in the District's decision to grant or not to grant tenure to the intern. No part of the program, including the mentor/intern log, will be used against the intern in the District's decision to continue or not to continue a unit member's probationary status.
19. Mentors shall be compensated at the rate of \$1,500.00 per year for each intern to whom they are assigned. The \$1,500.00 represents a minimum of 8.75 hours per quarter for a total of 35 hours per year.

### **ARTICLE 13 – TEACHER EVALUATION**

- A. Certified administrators employed as such will conduct observations and/or evaluations of all unit members.
- B. Unit members will be given a copy of professional observation and evaluation reports. No material directly resulting from an observation or evaluation shall be placed in a unit member's file or otherwise acted upon without a prior conference with the unit member. All evaluation reports will be followed by a conference with the unit member and building administrator. The unit member's official personnel file shall be located in the District Office.
- C. Unit members will have the right, upon request, to review, during normal business hours, the contents of their personnel files and to make copies of any documents in the files. Information used in the hiring of a unit member shall be excluded from the right of review and copy. Upon request by unit members, a union representative may be present.
- D. Any unit member shall have the right to submit written responses to materials in their individual files. Answers so submitted shall be entered in the unit member's file.
- E. Professional observations of probationary unit members shall be conducted to provide advice and guidance as well as evaluation. At least one observation per year shall be conducted for probationary unit members.
- F. All formal classroom observations shall be conducted openly and each shall not exceed fifty (50) minutes in length.
- G. Evaluations shall be submitted to the unit member not later than ten (10) school days after completion of the observation. Normally, a second formal

classroom observation of the unit member shall not be made prior to receipt by the unit member of the evaluation of the previous classroom observation.

- H. All observations and performance reviews of unit members covered by APPR shall be done consistent with the parties most recent negotiated Annual Professional Performance Review (APPR) which is made a part of the collective bargaining agreement. Such APPR shall be reviewed and re-negotiated to the extent required by law or regulation, in accordance with the requirements set forth in Commissioner's Rules and Regulations Part 100.2, as may be amended.

#### **ARTICLE 14 – SUBSTITUTES**

A. It is the responsibility of the administration to obtain substitute teachers. Such responsibility shall extend beyond the limits of regular classes to the special classes including, but not limited to, art, music, library, and physical education. Every effort will be made to provide a substitute certified in the subject area.

C. In such instances when the district is unable to obtain a substitute, the following shall apply. Teachers who volunteer to cover a class period during their lunch, duty, team planning, or preparation period due to the absence of a substitute will receive a payment of Twenty-Five Dollars (\$25.00) for that period. This rate will increase to Thirty Dollars (\$30.00) effective July 1, 2020. A "period" at the secondary level is the length of a period. A "period" at the elementary level is defined as forty-five (45) minutes. In the absence of any volunteers, the building principal may switch the duty of a teacher to cover that class period at the same pay stated above, in which case they shall also receive the above payment. A building administrator can only involuntarily switch an individual teacher's duty period up to five (5) times per year.

#### **ARTICLE 15 - TEACHER TRANSFER & ASSIGNMENT**

##### **INVOLUNTARY TRANSFERS**

- A. A meeting shall be held between the unit member involved and the principal, or other administrator in charge, before the involuntary transfer or reassignment is made. This meeting shall be formally scheduled in writing by the principal or other administrator in charge and shall be held at the earliest mutually agreeable time. At this meeting, the unit member shall be notified of the reasons for the transfer, based on sound educational policy. In the event the unit member objects to the transfer or reassignment at this meeting, upon the request of the unit member, he/she may meet with the Superintendent.



- B. Written notice of an involuntary transfer/reassignment shall be given to the unit member not less than 24 hours after the meeting at which the unit member was notified of administrative intent to transfer or reassign.
- C. Whenever an involuntary transfer must be made, the unit member's major and/or minor field of study and length of service to the District shall be considered and discussed at the meeting between the principal or other administrator in charge, and unit member.
- D. Further, at this same meeting, the unit member being involuntarily transferred shall be informed in writing by the principal, or other administrator in charge, of other positions available at that time in the unit member's tenure area and shall be transferred only to a comparable position within that tenure area. The unit member being involuntarily transferred may request the positions in order of preference to which he or she desires to be transferred.
- E. No unit member who is transferred shall, by reason thereof, be denied any legal rights they may otherwise have.  
**NOTIFICATION:** All unit members shall be notified of their tentative teaching assignment for the following year by June 1 of the current year. The notice shall include specific courses of instruction and whenever possible, projected class enrollment. If an assignment change is necessary because of unanticipated personnel changes, the individuals involved will be notified at least ten (10) school days prior to the start of the new assignment.

## **VOLUNTARY TRANSFERS AND POSTING OF OPENINGS**

- A. Regardless of how an open position is to be filled, the District shall post, by electronic notice, the notice of any professional position, except chaperone, it intends to fill prior to, or at the same time, as any outside advertisement for said position. A copy of all postings will be sent to the President of the Cornwall Central Teachers Association.
- B. Except in unusual circumstances, no such position shall be filled until two (2) weeks have elapsed from the date of posting. In those cases where positions are filled in less than two (2) weeks, faculty members will be so notified.
- C. All such notices shall include, insofar as possible, a brief statement of the duties involved in the position and the qualifications the District seeks in the person to fill the position.
- D. Unit members shall be given an opportunity to make application for any such position and the District shall give consideration to any unit member

who possesses the qualifications desired and makes application for the posted position. All unit members who apply for such positions shall be notified in writing of the action taken by the District in the filling of any such position.

## **ARTICLE 16 – LEAVES**

### **A. PERSONAL LEAVE**

Each full-time member is entitled to three (3) full days of personal leave with pay. These days shall be granted only upon specified reason(s) given to the principal. Unused personal leave days shall be allowed to accumulate as sick days.

In general, personal leave shall be granted in connection with matters which cannot be taken care of outside of regular school hours and for reasons of serious enough nature as to cause undue inconvenience or hardship. It is incumbent upon each individual to consider carefully any such request in the light of his/her own professional and ethical standards. At the discretion of the Superintendent, personal leave days may be taken immediately before, or after, any school recess or holiday weekend as per the school calendar.

Except in emergencies, the individual shall request the leave by using the electronic or other system provided by the District for tracking leave (e.g. AESOP) in advance of the date requested. Situations not covered are not necessarily excluded but may only be requested as they arise.

Generally, legitimate requests for personal leaves shall fall in the four categories listed below.

**LEGAL:** Court appearance, consultation with lawyer, etc. **BUSINESS**

**TRANSACTION:** Selling of real estate, etc.

**FAMILY:** Graduation or other honors involving individuals, immediate family, personal problem or marriage counseling.

**EDUCATIONAL:** Summer institute in which unit member has been accepted which begins before the actual closing of school.

### **B. DEATH IN FAMILY**

Each full-time staff member will be granted a leave of absence with pay not to exceed five (5) consecutive days due to death in the family. Such leave will be granted by the Superintendent or his designee. The family shall include spouse, Domestic Partner as defined by applicable New York State Law, parent, grandparent, child, sister, brother or corresponding-in-law. A member may submit a request to the Superintendent, with reasons, to reserve one or more of these five bereavement days to a later date. The

Superintendent shall determine, in his/her discretion, if such request is granted.

**C. SICK LEAVE**

1. Each school year, full time unit members are entitled to twelve (12) paid sick leave days due to personal or immediate family illness (immediate family is defined as spouse, children, parents, or a person living in the employee's household). A unit member who commences employment after February 1<sup>st</sup> will have paid sick leave pro-rated as follows:

February 2 - March 1	7
March 2 - April 1	6
April 2 - May 1	5
May 2 - June 1	3
June 2 - June 30	2

Unit members shall be allowed to accumulate 250 sick leave days.

2. Sick leave for part-time unit members will be pro-rated according to the fraction of time employed and may be accumulated annually toward the current maximum (250).
3. A doctor's certificate may be required after three (3) days of consecutive absence at the discretion of the Superintendent. At the discretion of the Superintendent, verification may be required in the event of an absence on a day before or day after any school recess as listed in the student calendar.
4. The District reserves the right to require an employee to submit to a medical examination consistent with Education Law §913.

**D. SICK LEAVE BANK**

Effective July 1, 1977, a sick leave bank was established and remains in effect for the duration of the contract.

1. All tenured full-time unit members shall participate in the sick leave bank and shall contribute one (1) day of accumulated sick leave to the sick leave bank in the event the bank is depleted. Only participants may draw from the bank. Teachers granted tenure will contribute one day to the sick leave bank.

2. Eligibility to draw from the bank shall be limited to members whose applications are granted, who have an extended illness or an accident and who have exhausted all of their accumulated sick days.
3. The bank shall be administered by a committee composed of the Association President (or designee) and the Superintendent (or designee). This committee shall adopt procedures for administration of the bank and shall act upon applications for withdrawal. The decisions of this committee shall be final and binding upon all parties. In the event of a tie vote whether to grant or deny a request for days from the sick leave bank, the matter will be decided by an arbitrator designated in accordance with the rules of the American Arbitration Association. The arbitrator's decision shall be binding.
4. Applications for withdrawal of days from the bank shall be made prior to the exhaustion of the applicant's accumulated sick leave. Compensation from the bank shall not be effective earlier than the tenth (10<sup>th</sup>) day after exhaustion of all accumulated sick leave, provided, however, that upon the unanimous approval of the committee such compensation may be made retroactive to the date of exhaustion of all accumulated sick leave days.
5. If, through collective bargaining, the provisions of the sick leave bank are deleted from the contract, all days in the bank at that time remain until used.

**E. OTHER LEAVE**

An employee may request child care leave of absence without pay, not to exceed two (2) years, providing a request is submitted 30 days prior to the anticipated start day of the leave when such leave is foreseeable and as soon as practicable when such leave is not foreseen. The request shall specify the first day upon which the leave is to commence and the first day of the academic year upon which it is to terminate. An employee intending to return from said leave at the beginning of a school year shall advise the District by May 1<sup>st</sup> of the previous school year his/her intent to return.

**F. LEAVES FOR PERSONAL REASONS**

Both parties acknowledge the District's continuing discretion to grant leaves of absence without pay to unit members applying for same for personal reasons.

**G. JURY DUTY**

1. A unit member summoned to Jury Duty shall immediately notify the District Office and shall make every effort in cooperation with the District Office to have the Jury Duty rescheduled during the summer recess period. If, despite such reasonable efforts, the unit member must serve, he/she shall receive his/her regular teaching salary for the duration of said service, provided, however, that his/her per diem jury duty pay shall be transferred to the Treasurer of the District.
2. A unit member subpoenaed to testify relating to his/her professional capacity as a unit member (and not merely as an employee) in the District shall receive his/her regular salary pursuant to the provisions and requirements of one (1) above.

**H. RETURN FROM LEAVE OF ABSENCE**

Upon return from an approved leave of absence, the terms of which were fulfilled, a unit member shall be restored to his/her former position or a position similar and within his/her tenure area. Any unit member who commences an unpaid leave of absence during an academic year shall be granted salary step credit for that year, provided he/she has worked at least ninety-one (91) days of that year and will receive all contractual benefits immediately.

**I. NURSES**

Nurses shall be covered by Article 16 of the CCTA agreement regarding leaves effective July 1, 2020. This includes all provisions, such as sick leave (meaning moving from 13 sick leave days to 12 sick leave days), personal leave, and inclusion in the sick leave bank.

**ARTICLE 17 - ASSOCIATION RIGHTS**

- A. The Association will receive copies of existing agenda and minutes of the Board of Education.
- B. The Association has the right to use bulletin boards, buildings, rooms, and other facilities, provided normal District procedures for approval are followed.
- C. The Association shall be provided time on the agenda for the Orientation of New Staff Members' meeting and for the meeting of staff on the opening day of school conference.

- D. The Association may designate delegates to attend NYSUT, or other affiliated teacher organization conventions, without loss of pay, provided no more than six full days shall be taken; provided further that the names of the individuals involved and the date(s) and location(s) of the conventions shall be certified to the District by the Association at least three (3) weeks in advance.

The Association shall reimburse the District for any substitute wage costs incurred in the implementation of this provision.

- E. Upon submission of a written agenda at least 48 hours in advance, the Superintendent shall hold a conference with the Association on the third Thursday of every month. It shall be held at 3:30 p.m. in the Superintendent's office between the Superintendent and the President of the Association and/or their designees. Each reserves the right to invite members of the professional staff. Any other members of the professional staff may attend as observers but will be excluded from any discussion involving confidential or personnel matters or any other matters specifically protected by statute.
- F. The President of the CCTA shall have two periods per week to fulfill his/her duties which shall be as a relief from duties not teaching assignments.
- G. Bargaining unit members may enroll their children in the Cornwall Central School District at a tuition rate equal to the rate established by SED subject to the following conditions:
1. The District shall initially charge the estimated rate from SED to be adjusted to the final rate from SED once it is issued;
  2. A member electing this opportunity is solely responsible for providing all transportation for this child to and from school;
  3. Enrollment is based on a "space available" basis as determined by the Superintendent of Schools. There is no right for enrollment in a particular building. However, once enrolled, it is presumed the child will continue in enrollment and, in the case of an elementary school, remain in the same school;
  4. Enrollment is only possible for in-District programs and placements, not out of district programs and placements. The exception is that students may, if otherwise eligible, participate in partial day CTE programs provided by BOCES.

**ARTICLE 18 - SCHOOL CALENDAR**

- A. The Superintendent shall consult with the Association each year prior to December 1 concerning the development of the annual school calendar.
- B. Effective with the 1999/00 school year, if the District’s calendar exceeds 187 days including conference days, the District will pay each unit member 1/200<sup>th</sup> of that unit member’s salary for each day over 187 days.

**ARTICLE 19 - DURATION OF AGREEMENT**

This contract shall be effective as of July 1, 2019 and shall continue in effect through June 30, 2021. However, no later than January 1, 2021, either party may notify the other in writing that it desires to renegotiate any or all of the provisions to be effective July 1, 2021.

**ARTICLE 20 - LEGISLATIVE AUTHORITY**

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 THERETO SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

THE CORNWALL CENTRAL SCHOOL DISTRICT AND THE CORNWALL CENTRAL TEACHERS ASSOCIATION HAVE RATIFIED THE ABOVE AGREEMENT AND SUCH RATIFICATION IS VERIFIED BY THE SIGNATURES APPEARING BELOW.

CORNWALL CENTRAL SCHOOL DISTRICT:

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Superintendent of Schools

CORNWALL CENTRAL TEACHERS ASSOCIATION:

\_\_\_\_\_  
President, C.C.T.A.

Cornwall Central School District  
 CCTA Contract 7/1/19 to 6/30/21  
 APPENDIX A - Salary Schedules

**2019-20**

Step	BA	BA15	BA30	BA45	BA60/MA	MA15	MA30
1	52,541	54,252	55,962	57,673	59,384	61,095	62,806
2	54,826	56,537	58,248	59,959	61,669	63,380	65,091
3	57,112	58,823	60,533	62,244	63,955	65,666	67,377
4	59,397	61,108	62,819	64,530	66,241	67,951	69,662
5	61,683	63,394	65,104	66,815	68,526	70,237	71,948
6	63,968	65,679	67,390	69,101	70,812	72,522	74,233
7	66,254	67,965	69,676	71,386	73,097	74,808	76,519
8	68,539	70,250	71,961	73,672	75,383	77,094	78,804
9	70,825	72,536	74,247	75,957	77,668	79,379	81,090
10	73,111	74,821	76,532	78,243	79,954	81,665	83,375
11	75,396	77,107	78,818	80,529	82,239	83,950	85,661
12	77,682	79,392	81,103	82,814	84,525	86,236	87,947
13	79,967	81,678	83,389	85,100	86,810	88,521	90,232
14	82,253	83,964	85,674	87,385	89,096	90,807	92,518
15	84,538	86,249	87,960	89,671	91,382	93,092	94,803
16	86,824	88,535	90,245	91,956	93,667	95,378	97,089
17	89,109	90,820	92,531	94,242	95,953	97,663	99,374
18	91,395	93,106	94,816	96,527	98,238	99,949	101,660
19	93,680	95,391	97,102	98,813	100,524	102,234	103,945
20	95,966	97,677	99,388	101,098	102,809	104,520	106,231
21	98,251	99,962	101,673	103,384	105,095	106,806	108,516
22	100,537	102,248	103,959	105,669	107,380	109,091	110,802

**2020-21**

Step	BA	BA15	BA30	BA45	BA60/MA	MA15	MA30
1	53,460	55,201	56,942	58,682	60,423	62,164	63,905
2	55,786	57,526	59,267	61,008	62,749	64,489	66,230
3	58,111	59,852	61,593	63,333	65,074	66,815	68,556
4	60,437	62,178	63,918	65,659	67,400	69,141	70,881
5	62,762	64,503	66,244	67,985	69,725	71,466	73,207
6	65,088	66,829	68,569	70,310	72,051	73,792	75,532
7	67,413	69,154	70,895	72,636	74,376	76,117	77,858
8	69,739	71,480	73,220	74,961	76,702	78,443	80,183
9	72,064	73,805	75,546	77,287	79,027	80,768	82,509
10	74,390	76,131	77,871	79,612	81,353	83,094	84,834
11	76,716	78,456	80,197	81,938	83,679	85,419	87,160
12	79,041	80,782	82,523	84,263	86,004	87,745	89,486
13	81,367	83,107	84,848	86,589	88,330	90,070	91,811
14	83,692	85,433	87,174	88,914	90,655	92,396	94,137
15	86,018	87,758	89,499	91,240	92,981	94,721	96,462
16	88,343	90,084	91,825	93,565	95,306	97,047	98,788
17	90,669	92,409	94,150	95,891	97,632	99,373	101,113
18	92,994	94,735	96,476	98,217	99,957	101,698	103,439
19	95,320	97,061	98,801	100,542	102,283	104,024	105,764
20	97,645	99,386	101,127	102,868	104,608	106,349	108,090
21	99,971	101,712	103,452	105,193	106,934	108,675	110,415
22	102,296	104,037	105,778	107,519	109,259	111,000	112,741



Comwall Central School District  
Nurses Salary Schedule

- Reflects a 1.75% increase in 2019-20 and 2020-21.

Step	(Base Year)		
	2018-19	2019-20	2020-21
1	45,164	45,954	46,759
2	46,241	47,050	47,874
3	47,347	48,176	49,019
4	48,482	49,330	50,194
5	49,649	50,518	51,402
6	50,675	51,562	52,464
7	51,702	52,607	53,527
8	52,728	53,651	54,590
9	53,756	54,697	55,654
10	54,782	55,741	56,716
11	55,809	56,786	57,779
12	56,835	57,830	58,842
13	57,862	58,875	59,905
14	58,888	59,919	60,967
15	59,915	60,964	62,030
16	60,941	62,007	63,093
17	61,968	63,052	64,156
18	62,992	64,094	65,216
19	64,022	65,142	66,282
20	65,048	66,186	67,345
21	66,075	67,231	68,408
22	67,102	68,276	69,471
23	68,129	69,321	70,534
24	69,156	70,366	71,598
25	70,183	71,411	72,661
26	71,210	72,456	73,724
27	72,238	73,502	74,788
28	73,265	74,547	75,852
29	74,292	75,592	76,915
30	75,319	76,637	77,978
31	76,346	77,682	79,041
32	77,373	78,727	80,105

Cornwall Central School District  
 CCTA Contract 7/1/19 to 6/30/21  
 APPENDIX B – Non-Athletic Stipends

<b>Level</b>	<b>Non-Athletic Stipends</b>	
All	Dean of Students	\$4,352.00
All	Department Chair	\$4,237.00
Elem	Elementary Grade Level Coordinator	\$3,369.00
Elem	Head Teacher	\$4,237.00
Elem	Odyssey of Mind per team Advisor	\$2,347.00
Elem	Academic Curriculum Coordinator	\$3,075.00
Elem	Newspaper Club Advisor	\$939.00
Elem	Art Club Advisor	\$470.00
Elem	Friday Morning Opening Coordinators	\$939.00
Elem	Physical Education Club Advisor	\$939.00
Elem	Elem Orchestra Concert Rehearsal	\$285.00
Elem	All County Elem Band Festival	\$1,226.00
Elem	All County Elem Orchestra Festival	\$1,226.00
Elem	All County Elem Chorus Festival	\$1,226.00
Elem	NYSSMA Elem Band Solo Festival	\$619.00
Elem	NYSSMA Elem Orchestra Solo Festival	\$619.00
Elem	NYSSMA Elem Chorus Solo Festival	\$619.00
Elem	NYSSMA 4 <sup>th</sup> Grade	\$619.00
Elem	4 <sup>th</sup> Grade Student Council	\$938.00
Elem	Book Club Advisor	\$939.00
Elem	Homework Club Advisor	\$1,486.00
HS/MS	A/V Technician	\$4,149.00
HS	A/V Asst Technician	\$2,792.00
HS	9 <sup>th</sup> Grade Class Advisor	\$1,668.00
HS	10 <sup>th</sup> Grade Class Advisor	\$1,668.00
HS	11 <sup>th</sup> Grade Class Advisor	\$1,897.00
HS	11 <sup>th</sup> Grade Class Advisor Assistant	\$1,269.00
HS	12 <sup>th</sup> Grade Class Advisor 1	\$3,628.00
HS	12 <sup>th</sup> Grade Class Advisor 2	\$3,628.00
HS	Comptroller Sports	\$3,628.00
HS	Comptroller G.O.	\$3,628.00
HS	Drama Advisor <sup>1</sup>	\$4,149.00
HS	Drama Assistant Advisor	\$1,897.00
HS	Key Club Advisor	\$1,852.00
HS	Local Enrichment Advisor	\$2,696.00
HS	Math Team Advisor	\$1,668.00
HS	National Honor Society Advisor	\$2,696.00

<sup>1</sup> Predicated on two plays per year.

HS	National Honor Society Assistant Advisor	\$1,808.00
HS	Key Club	\$2,696.00
HS	Acapella Club	\$1,873.00
HS	Newspaper Club Advisor	\$1,852.00
HS	School Store Advisor	\$3,628.00
HS	Student Government Organization Advisor	\$1,897.00
HS	Yearbook Advisor	\$3,628.00
HS	Yearbook Assistant Advisor	\$1,852.00
HS	Youth in Government Advisor	\$1,668.00
HS	Youth in Government Assistant Advisor	\$1,142.00
HS	Academic Team (Quiz Bowl) Advisor	\$939.00
HS	Book Club Advisor	\$939.00
HS	Mock Trial Advisor	\$939.00
HS	Odyssey of Mind per team Advisor	\$2,347.00
HS	Senior Enrichment Advisor 1	\$1,427.00
HS	Senior Enrichment Advisor 2	\$1,427.00
HS	Triple Threat Advisor	\$939.00
HS	Chess Club Advisor	\$1,878.00
HS	Environmental Club Advisor	\$1,777.00
HS	Art Club Advisor	\$1,878.00
HS	Film Club Advisor	\$1,878.00
HS	Foreign Language Club Advisor	\$1,878.00
HS	Literary Magazine Advisor	\$1,878.00
HS	Youth Against Racism Advisor	\$939.00
HS	SADD Advisor	\$939.00
HS	Spirit/Varsity Club Advisor	\$1,878.00
HS	Weightlifting Club Advisor	\$1,878.00
HS	Student Docent Advisor	\$1,878.00
HS	Field Band	\$2,886.00
HS	Band Concert Rehearsals	\$929.00
HS	Concert (Select) Choir	\$1,859.00
HS	Mixed Chorus Concert Rehearsals	\$929.00
HS	All County HS Jazz Festival	\$1,301.00
HS	All County HS Band Festival	\$1,301.00
HS	All County HS Orchestra Festival	\$1,301.00
HS	All County HS Chorus Festival	\$1,301.00
HS	NYSSMA HS Band Solo Festival	\$867.00
HS	NYSSMA Orchestra Solo Festival	\$867.00
HS	NYSSMA Chorus Solo Festival	\$867.00
HS	Area All State HS Band Festival	\$619.00
HS	Area All State HS Orchestra Festival	\$619.00
HS	Area All State HS Chorus Festival	\$619.00
HS	Technology Club	\$1,878.00

HS	Cooking Club	\$939.00
HS	Ski Club	\$1,878.00
HS	Safe School Ambassadors Club	\$939.00
HS	GSA Club Advisor	\$939.00
HS	Mandelbrot Club Advisor	\$939.00
HS	Chess Team Advisor	\$1,878.00
HS	Dungeons and Dragons	\$939.00
HS	Foreign Affairs Club	\$939.00
MS	A/V Technician	\$2,792.00
MS	5 <sup>th</sup> Grade Class Advisor	\$1,668.00
MS	6 <sup>th</sup> Grade Class Advisor	\$1,668.00
MS	7 <sup>th</sup> Grade Class Advisor	\$1,668.00
MS	8 <sup>th</sup> Grade Class Advisor	\$1,668.00
MS	Drama Advisor	\$3,628.00
MS	Drama Assistant Advisor	\$1,897.00
MS	Store Advisor	\$3,628.00
MS	Team Leader	\$2,074.00
MS	Yearbook Advisor (1st)	\$939.00
MS	Yearbook Advisor (2nd)	\$939.00
MS	Foreign Language Club Advisor	\$1,878.00
MS	Homework Club Advisor	\$1,472.00
MS	Math Club Advisor	\$1,827.00
MS	Newspaper Club Advisor	\$1,409.00
MS	Odyssey of Mind per team Advisor	\$2,347.00
MS	Physical Education Club Advisor	\$1,878.00
MS	Retail Club Advisor	\$698.00
MS	Ski Club Advisor	\$1,878.00
MS	Weightlifting Club Advisor	\$1,409.00
MS	Yoga Club Advisor	\$1,878.00
MS	Student Activity Council Advisor (SAC) - 5 <sup>th</sup> & 6 <sup>th</sup>	\$1,878.00
MS	Student Activity Council Advisor (SAC) - 7 <sup>th</sup>	\$1,878.00
MS	Student Activity Council Advisor (SAC) - 8 <sup>th</sup>	\$1,878.00
MS	Extracurricular Club Activity Coordinator	\$5,853.00
MS	Extracurricular Intramural Activity Coordinator	\$5,853.00
MS	Band 5-6	\$916.00
MS	Band 7-8	\$916.00
MS	Middle School Orchestra	\$916.00
MS	Middle School Orchestra 5-6	\$916.00
MS	Middle School Orchestra 7-8	\$916.00
MS	Jazz Band 5-8	\$916.00
MS	Chorus 5-6	\$916.00
MS	Chorus 7-8	\$916.00
MS	Select Chorus	\$916.00

MS	All County JHS Jazz Festival	\$1,301.00
MS	All County JHS Band Festival	\$1,301.00
MS	All County JHS Orchestra Festival	\$1,301.00
MS	All County JHS Chorus Festival	\$1,301.00
MS	NYSSMA JHS Band Solo Festival	\$780.00
MS	NYSSMA JHS Orchestra Solo Festival	\$780.00
MS	NYSSMA JHS Chorus Solo Festival	\$780.00
MS	Expanded club advisors	\$1,381.00
MS	Expanded intramural advisors	\$1,381.00

Cornwall Central School District  
 CCTA Contract 7/1/19 to 6/30/21  
 APPENDIX C – Athletic Stipends

<b>2019-21</b>		<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>	<b>STEP 6</b>	<b>STEP 7</b>
<b>LEVEL I COACHES</b>	<b>% OF PAY</b>	<b>EXP. 1</b>	<b>EXP. 4</b>	<b>EXP. 7</b>	<b>EXP. 11</b>	<b>EXP. 15</b>	<b>EXP. 18</b>	<b>EXP. 22</b>
HEAD VARSITY	1	4,440	5,075	5,708	6,344	6,978	7,613	8,247
ASST. VARSITY	0.9	3,996	4,567	5,138	5,708	6,280	6,851	7,422
HEAD JR. VARSITY	0.9	3,996	4,567	5,138	5,708	6,280	6,851	7,422
ASST. JR. VARSITY	0.8	3,552	4,060	4,567	5,075	5,583	6,090	6,598
HEAD MODIFIED	0.7	3,108	3,552	3,996	4,440	4,884	5,328	5,773
ASST. MODIFIED	0.7	3,108	3,552	3,996	4,440	4,884	5,328	5,773
<b>LEVEL II COACHES</b>								
HEAD VARSITY	0.75	3,330	3,805	4,281	4,757	5,232	5,708	6,185
ASST. VARSITY	0.675	2,997	3,425	3,854	4,281	4,710	5,138	5,568
HEAD JR. VARSITY	0.675	2,997	3,425	3,854	4,281	4,710	5,138	5,568

Cornwall Central School District  
 CCTA Contract 7/1/19 to 6/30/21  
 APPENDIX D – Intramurals, Club Activities and other Stipends

- A. INTRAMURALS & CLUB ACTIVITIES - The stipend for any athletic or non-athletic position other than those listed in Appendices D and E shall be based upon an hourly rate of \$45.00. The number of hours for each such athletic position is at the discretion of the Athletic Director for Intramurals and the Superintendent. The number of hours for club activities needs prior approval of the building administrator and the Superintendent.
- B. Salaries of teachers for homebound study programs and all other programs involving instruction of students shall be paid at the rate of \$68.00 per class hour. These teachers shall be reimbursed for transportation costs at Internal Revenue Service rates.
- C. Adult Education instructors shall be paid at the hourly rate of \$45.00.
- D. Salaries for Driver Education instructors shall be paid at the rate of \$42.00 per class hour.
- E. Chaperones for each of the activities mentioned below will be compensated according to the following schedule:

<b>EVENT</b>	
Concerts	\$77.00
Middle School Moving up Ceremony / Graduation	\$77.00
Dances	\$77.00
Crowd Monitors Athletic Events	\$77.00
Head Gateman	\$110.00
Varsity & JV (2 Games)	\$109.00
Varsity or JV (1 Game)	\$81.00
Modified (1 Game)	\$78.00
30 Second Clock (2 Games)	\$92.00
30 Second Clock (1 Game)	\$78.00
Score Keeper – Varsity & JV	\$109.00

Score Keeper – Varsity or JV	\$81.00
Instructional Hourly rate	\$68.00
Non-Instructional Hourly rate	\$45.00

- F. Curriculum development work shall be paid at the hourly rate of \$45.00.
- G. The summer stipend for department chairpersons shall be \$2459.00 for work performed consistent with the parties agreed upon job description.
- H. Assistants to the Principal shall be paid on the teachers' salary schedule plus an additional stipend of \$2685.00.