

**Memorandum of Agreement  
between the  
Newark Board of Education  
and the  
Newark Public Schools' Nurses  
represented by the  
Newark Teachers' Association/NJEA**

The undersigned bargaining representatives of the Newark Board of Education ("Board" or "District") and the Newark Teachers' Association ("NTA" or "Association"), agree to recommend the terms and conditions contained in this Memorandum of Agreement ("MOA") to their respective sides for ratification. The following is subject to ratification by the membership of the NTA and the Board. All bargaining proposals that are not included herein are withdrawn. All provisions of the 2016-19 Collective Bargaining Agreement that are not modified herein will be included in the successor agreement.

1. **AGREEMENT, WITNESSETH and ARTICLE II RECOGNITION** – Modify to change the State Operated School District to the Newark Board of Education to the Newark Board of Education herein after referred to as the "Board."

Throughout the Agreement change Newark Public Schools to Board.

2. Throughout the Agreement change all references to K-12 to Pre-K to 12 and references to "early childhood nurses" to "nurses assigned to the Office of Early Childhood".

3. **ARTICLE V Section 1 – Nurses Salary Guide**

A. Advancement on the Salary Guide

DELETE Section A and all the sub-sections.

Replace with:

- A. Employees hired between July 1<sup>st</sup> and October 15<sup>th</sup> will advance one step on the salary guide on July 1<sup>st</sup> or September 1<sup>st</sup> of the next school year. Employees hired between October 16<sup>th</sup> and February 28/29<sup>th</sup> will advance one step on the salary guide on February 1<sup>st</sup> of the next school year. Employees hired on or after March 1<sup>st</sup> will remain of the step on the salary guide on which the employee was hired. Step advancement on the salary guide is not automatic and is contingent upon effective performance.

B. District Approved Program In Lieu of Advanced Degree Guides

DELETE Section B and all the sub-sections

Add Section: Nurses hired without Certified School Nurse certification shall be paid at a rate of 85% of the salary guide step on which they are initially placed. Upon completion and submission of proper certification credentials, the nurse will be paid at the full salary appropriate to their salary guide step effective on the date the certification is received by the nurse.

4. **ARTICLE V Section 4**

Add: Employment and/or adjustment increments may be withheld for performance and/or disciplinary reasons only in accordance with N.J.S.A. 18A.

5. **ARTICLE V Section 5 - Other Salary**

A. All extra-hour employment of nurses shall be remunerated at the hourly rate of:

9/1/2019	7/1/2020	7/1/2021	7/1/2022	7/1/2023
\$38.00	\$39.00	\$40.00	\$41.00	\$42.00

B. Effective September 1, 2021, Substitute rates shall be as follows:

Non-degree:	\$130
Degree:	\$150

6. **ARTICLE VI Section 3 – Nurses Performance Evaluations**

B.1, 2 and 3 Peer Oversight Committee

DELETE

7. **ARTICLE VII Section 1, B.2 Work Year**

Delete as follows: ~~Exceptions will be made for nurses working in Turnaround/Renew schools, as per individual election to work agreements (See appendix E).~~

8. **ARTICLE VII Section 1 F. Flexibility For Turnaround Schools**

DELETE

9. **ARTICLE VII Section 2 A.2 Work Day**

Delete as follows: ~~except as may be provided for a in a voluntary election to work agreement (See Appendix B).~~

10. **ARTICLE VII Section 2 D.2**

Change to:

Effective July 1, 2020, each nurse assigned to a district school shall receive an organizational period for the purpose of preparing for testing, organizing files, and completing required forms once per school day. Such Organizational Periods shall be the equivalent of one (1) class period applicable in the school to which the nurse is assigned and would be best scheduled during the last period of the workday. The nurses will remain in the health office and be available for emergencies. The organizational period schedule shall be prepared by the nurse and the principal. At the beginning of the school year, each nurse shall post and may distribute their daily schedule.

Effective July 1, 2020, the organization period for nurses assigned to the office of early childhood shall be a total of 225 minutes per week to be scheduled in cooperation between the nurse and the supervisor.

11. **ARTICLE VIII LEAVES Section 1 – Sick and Personal Leaves**

G. ANNUAL CONVERSION OF UNUSED PERSONAL DAYS

Employees who use no more than a total of five (5) sick and/or personal days during a school year may at their option, either (1) receive compensation for the unused personal days at the end of the school year at the rate of two hundred dollars (\$200) per day or (2) carry over the unused personal days to the next school year as accumulated sick leave days.

The maximum payment is one thousand dollars (\$1,000). Election must be made by the last day of the school year. No employee shall be allowed to increase his or her accumulated leave by any combination of unused sick and personal days by more than 15 days in any one year pursuant to N.J.S.A. 18A:30-7.



**12. Article XII Professional Development and Educational Improvement**

Section 1.C.3 – MODIFY as follows:

Effective July 1, 2020, each nurse will be limited to a maximum of one thousand dollars (\$1,000) per school year for professional development.

Section 1.E: Replace with:

E. The Staff Development and Training Department in cooperation with the Office of Health Services will provide a minimum of three (3) district wide professional development programs for all Newark Public School nurses, including those assigned to the Office of Early Childhood. The professional development programs may include up to ten (10) continuing education units per year when the Health Services budget permits.

**13. ARTICLE XVI**

**Section 4 - Discretionary Fund**

Effective September 1, 2020, the discretionary fund shall increase to one-hundred and fifty dollars (\$150.00) per nurse.

**Section 10 Labor Management Committee – DELETE from the Agreement.**

**Section 6, Add H:** “All confidential records shall be stored in compliance with HIPAA and FERPA regulations at all times.”

**Add Section:**

Effective July 1, 2020, a Professional Nurse Practice Council shall be established as a collaborative workgroup between the school nurses and the Board. The nursing representatives on the Council will be appointed by the Association and composed of (1) nurse from the Office of Early Childhood, one (1) nurse from a High School, one (1) nurse from a Middle School and one (1) nurse from an elementary school. The Board shall be represented on the Council by the Director of Health Services, the Supervisor of Early Childhood nurses and the Executive Director of Early Childhood. The Council will be co-chaired by a Certified school nurse who is a Member of the Council, and a representative from the Administration.

A Shared governance is a way for nurses to have a voice in their nursing practice and our schools' health care services using evidence-based practices. The Council will bring to attention best practices, and collaborate on topics related to, nursing quality and clinical practice standards, issues, policies and procedures, and students' overall health and academic outcomes, as they specifically relate to the success of the Whole child/student.

The purpose of this council is to ensure that reliable high quality and evidence-based nursing care standards are established and disseminated across the continuum of care. The functions of this council include: Monitor changes in practice for deviations from standards and make recommendations for corrective action and assist in the proposal and writing of new policies and the enhancement of current policies to align/reflect current research and best practices.

The Council will meet at least four (4) times per year (on mutually agreed upon dates in October, January, March and May unless otherwise determined by the Council). The agenda will be mutually developed by the nursing and Board representatives on the Council. Nurses on the Council will be released at 1:30 on meeting days and the meetings will begin at approximately 2:00 pm. The duration of the meetings will be determined by the agenda.

14. **ARTICLE XIX Section 2**

Replace with: Workplace Democracy Enhancement Act

The parties agree to abide by all relevant provisions of the Workplace Democracy Enhancement Act.

15. **ARTICLE XXII DURATION – MODIFY THE DATES TO**

July 1, 2019 to June 30, 2024

16. **EXHIBIT A SALARY GUIDES**

Insert the July 1, 2019, to June 30, 2024, salary guides.

17. **EXHIBITS B and C**

DELETE including all the templates.

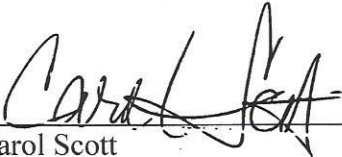
**NEWARK TEACHERS' ASSOCIATION  
NJEA**



Elaine Elliott  
President of Newark Teachers Association



Edward Stevens  
NJEA UniServ Representative



Carol Scott  
1<sup>st</sup> Vice President, NTA



Bernadine Constable  
President of NPS Nurses Association



Robin McBride  
School Nurse, Team Member



Susan Stabile  
School Nurse, Team Member

**NEWARK BOARD OF EDUCATION**



Roger León  
Superintendent of Schools



JoAnne Watson  
Executive Director  
Labor and Employee Relations



Raymond A. Cassetta  
Labor Consultant



Dr. Marguerite Leuze  
Director, Office of Health Services



Samantha Lott Velez  
Director, Office of Early Childhood

Date: May 8, 2020

Date: May 15, 2020