



Union Township Education Association

Dr. Noreen Lishak
Assist Superintendent
Union Township Schools
2369 Morris Avenue
Union, NJ 07083

Dr. Lishak,

In light of the fact that the Union Twp. Board of Education has decided to extend the 2013-2014 school year to June 27, 2014, it will be very difficult to close some district buildings by June 30th. The Collective Bargaining Agreement states that 10-month secretaries must work the equivalent of one-hundred eighty-nine (189) days not to exceed June 30th of each calendar year.


A consensus of 10-month secretaries in the district reveals that in order to close the schools in an efficient and thoroughly effective manner, in the event that during the 2014-2015 school year, our district exhausts the majority or all of its snow days, that the following steps should be taken:

District 10-month secretaries should be given the opportunity to work a maximum of three (3) days at the discretion of their individual building principal on an as needed basis to complete closure of building duties. These positions must be posted for application by 10-month secretaries.

District 10-month secretaries should be paid the equivalent of 1/189th of their individual salary for each day that they work, not to exceed three days, beyond their 189 contracted days, not to go beyond June 30th, to perform end of year, building closure duties.

The Association asserts that this in no way constitutes a side-bar agreement to our Agreement nor shall it shall affect comp days for the opening of school or any other comp days awarded as per past practice to 10-month secretaries.

Sincerely,


Christopher Capodice, Sr.
UTEA President

**TOWNSHIP OF UNION SCHOOL DISTRICT
SCHOOL CALENDAR
2014-2015**

DRAFT(1)

17	Sept. 2, 2014 Sept. 3, 2014 Sept. 4, 2014 Sept. 25-26, 2014	Townwide Staff Meeting Staff Development Workshop First Day of School Closed – Rosh Hashanah
22	October 13, 2014	Closed – Columbus Day
16	Nov. 6, 7, 2014 Nov. 14, 2014 Nov. 26, 2014 Nov. 27, 28, 2014	Closed – NJEA Convention Half Day – Staff Development Workshop Half Day Thanksgiving Recess Closed - Thanksgiving Recess
17	Dec. 12, 2014 Dec. 24-31, 2014	Half Day – Staff Development Workshop Closed – Christmas Recess
19	Jan. 1-2, 2015 Jan. 5, 2015 Jan. 16, 2015 Jan. 19, 2015	Closed – New Year’s Observance School Reopens Half Day – Staff Development Workshop Closed – Martin Luther King’s Birthday
19	Feb. 13, 2015 Feb. 16, 2015	Half Day – Staff Development Workshop Closed – President’s Day
22	March 13, 2015	Half Day – Staff Development Workshop
16	April 3-10, 2015 April 13, 2015	Closed – Spring Recess School Reopens
20	May 22, 2015 May 25, 2015	Half Day Memorial Day Weekend Closed – Memorial Day
15	June 16-19, 2015 June 19, 2015	Last 4 Half Days for End of School Year Half Day Last Day of School High School Graduation

183 Days

***NOTE:**183 School Days incorporates 3 days into the calendar for anticipated school closings due to inclement weather. If more days are needed in excess of the 3 days built into the calendar, the days will be made up by the following emergency closing schedule:

Closed	Make Up	Closed	Make Up
4 th	June 22	8 th	June 26
5 th	June 23	9 th	June 29
6 th	June 24	10 th	June 30
7 th	June 25		

In the event the 3 snow days are not utilized the days will be subtracted from the school year by extending the Memorial Weekend as follows:

1 st Remaining Day	School Closed – Friday, May 22
2 nd Remaining Day	School Closed – Tuesday, May 26
3 rd Remaining Day	School Closed – Wednesday, May 27

**TOWNSHIP OF UNION SCHOOL DISTRICT
SCHOOL CALENDAR
2014-2015**

DRAFT(2)

17	Sept. 2, 2014 Sept. 3, 2014 Sept. 4, 2014 Sept. 25-26, 2014	Townwide Staff Meeting Staff Development Workshop First Day of School Closed – Rosh Hashanah
22	October 13, 2014	Closed – Columbus Day
15	Nov. 4, 2014 Nov. 6, 7, 2014 Nov. 14, 2014 Nov. 26, 2014 Nov. 27, 28, 2014	Closed – Election Day Closed – NJEA Convention Half Day – Staff Development Workshop Half Day Thanksgiving Recess Closed – Thanksgiving Recess
17	Dec. 12, 2014 Dec. 24-31, 2014	Half Day – Staff Development Workshop Closed – Christmas Recess
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6 th	June 25	10 th	June 29
7 th	June 26	11 th	June 30

In the event the 3 snow days are not utilized the days will be subtracted from the school year by extending the Memorial Weekend as follows:

1 st Remaining Day	School Closed – Friday, May 22
2 nd Remaining Day	School Closed – Tuesday, May 26
3 rd Remaining Day	School Closed – Wednesday, May 27

**TOWNSHIP OF UNION SCHOOL DISTRICT
SCHOOL CALENDAR
2014-2015**

DRAFT(3)

17	Sept. 2, 2014 Sept. 3, 2014 Sept. 4, 2014 Sept. 25-26, 2014	Townwide Staff Meeting Staff Development Workshop First Day of School Closed – Rosh Hashanah
22	October 13, 2014	Closed – Columbus Day
15	Nov. 4, 2014 Nov. 6, 7, 2014 Nov. 14, 2014 Nov. 26, 2014 Nov. 27, 28, 2014	Closed – Election Day Closed – NJEA Convention Half Day – Staff Development Workshop Half Day Thanksgiving Recess Closed – Thanksgiving Recess
17	Dec. 12, 2014 Dec. 24-31, 2014	Half Day – Staff Development Workshop Closed – Christmas Recess
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6 th	June 25	10 th	June 29
7 th	June 26	11 th	June 30

In the event the 3 snow days are not utilized the days will be subtracted from the school year as follows:

1 st Remaining Day	School Closed – Monday, June 22
2 nd Remaining Day	School Closed – Friday, May 22
3 rd Remaining Day	School Closed – Tuesday, May 26

**TWELVE-MONTH
PROFESSIONAL AND SECRETARIAL
HOLIDAY CALENDAR
2014-2015**

DRAFT

Friday, July 4, 2014	Independence Day
Monday, September 1, 2014	Labor Day
Monday, October 13, 2014	Columbus Day
Thursday, November 6, 2014	Teachers' Convention
Friday, November 7, 2014	Teachers' Convention
Thursday, November 27, 2014	Thanksgiving
Friday, November 28, 2014	Thanksgiving
Wednesday, December 24, 2014	Christmas Recess
Thursday, December 25, 2014	Christmas Recess
Friday, December 26, 2014	Christmas Recess
Thursday, January 1, 2015	New Year Observance
Friday, January 2, 2015	New Year Observance
Monday, January 19, 2015	Dr. Martin Luther King, Jr. Birthday
Monday, February 16, 2015	Presidents' Day
Friday, April 3, 2015	Good Friday
Monday, April 6, 2015	Spring Recess
Monday, May 25, 2015	Memorial Day

**CUSTODIAL/MAINTENANCE/TRANSPORTATION
TWELVE-MONTH HOLIDAY CALENDAR
2014-2015**

DRAFT

Friday, July 4, 2014	Independence Day
Monday, September 1, 2014	Labor Day
Monday, October 13, 2014	Columbus Day
Thursday, November 27, 2014	Thanksgiving
Friday, November 28, 2014	Thanksgiving
Wednesday, December 24, 2014	Christmas Recess
Thursday, December 25, 2014	Christmas Recess
Friday, December 26, 2014	Christmas Recess
Thursday, January 1, 2015	New Year Observance
Friday, January 2, 2015	New Year Observance
Monday, January 19, 2015	Dr. Martin Luther King, Jr. Birthday
Monday, February 16, 2015	Presidents' Day
Friday, April 3, 2015	Good Friday
Monday, April 6, 2015	Spring Recess
Monday, May 25, 2015	Memorial Day