

**SIDEBAR AGREEMENT BETWEEN
TOWNSHIP OF UNION BOARD OF EDUCATION
AND
TOWNSHIP OF UNION ADMINISTRATORS' ASSOCIATION (UTASA)**

The Township of Union Board of Education ("Board") and the Township of Union Administrators' Association ("UTASA") hereby enter into this Sidebar Agreement to the 2024-2027 Collective Negotiations Agreement, for the purpose of clarifying the use of partial sick and personal leave days under Article XI, Absences from Duty.

1. Half Sick Days - Article XI

- a. Pursuant to Article XI, Sections 11.01-11.04, eligible administrators may use a half sick day, defined as three and one-half (3.5) hours, either:
 - i. Beginning three and one-half (3.5) hours after the start of the school day (AM half day), or
 - ii. Ending three and one-half (3.5) hours before the end of the school day (PM half day).
- b. If an employee uses sick time on the workday immediately before or the workday immediately after a scheduled school closure (e.g., holiday, recess, or other non-workday on the district calendar), the employee must submit documentation from a licensed medical provider within five (5) school days of returning to work.

2. Half Personal Days - Article XI

- a. Pursuant to Article XI, Sections 11.10-11.11, eligible administrators may use a half personal day, defined as three and one-half (3.5) hours, either:
 - i. Beginning three and one-half (3.5) hours after the start of the school day (AM half day), or
 - ii. Ending three and one-half (3.5) hours before the end of the school day (PM half day).

3. Full School Day Requirement - Article XI

- a. Half sick days and half personal days, as described above, may be used only on full school days, as defined by the Board-approved school calendar; they may not be used on early-dismissal or partial-session days.

4. All Other Provisions Unchanged

- a. Except as expressly clarified and modified by this Sidebar Agreement, all other provisions of Article XI (Absences from Duty) and the remainder of the 2024-2027 Collective Negotiations Agreement remain unchanged and in full force and effect.

This Sidebar Agreement shall take effect upon ratification by both parties and shall remain in effect coterminous with the July 1, 2024 - June 30, 2027 Collective Negotiations Agreement, unless modified by mutual written consent of the parties.

For the Township of Union Board of Education

Kimberly Scott-Hayden, Board President

Date

Dr. Gerry Benaquista, Superintendent

Date

For the Township of Union Administrators' Association (UTASA)

Yvonne Lorenzo, UTASA President

Date