

7/14/23

AGREEMENT  
BETWEEN  
HAUPPAUGE UNION FREE SCHOOL DISTRICT  
and  
HAUPPAUGE TEACHING ASSISTANT ASSOCIATION  
JULY 1, 2023- JUNE 30, 2028

**TABLE OF CONTENTS**

	<b><u>Page</u></b>
ARTICLE I	RECOGNITION .....1
ARTICLE II	RIGHTS OF THE TEACHING ASSISTANT ASSOCIATION .....1
ARTICLE III	VACANCIES.....1
ARTICLE IV	TRANSFERS.....2
ARTICLE V	PERSONAL INJURY BENEFITS, PROPERTY DAMAGE AND PROTECTION .....2
ARTICLE VI	PERSONNEL TEACHING ASSISTANT FILE .....3
ARTICLE VII	TEACHING ASSISTANT EVALUATION.....4
ARTICLE VIII	LEAVES OF ABSENCE.....5
ARTICLE IX	MISCELLANEOUS .....6
ARTICLE X	INSURANCE.....8
ARTICLE XI	SALARY PAYMENT .....9
ARTICLE XII	PROCEDURES FOR NEGOTIATIONS .....10
ARTICLE XIII	GRIEVANCE PROCEDURE.....11
ARTICLE XIV	NOTIFICATION .....13
ARTICLE XV	LAYOFF AND RECALL.....13
ARTICLE XVI	PAYROLL DEDUCTIONS.....13
ARTICLE XVII	DURATION OF CONTRACT.....14
ATTACHMENT A	TEACHING ASSISTANT SALARY SCHEDULE.....15
ATTACHMENT B	SPECIAL EDUCATION AIDE HOURLY WAGES.....16

**ARTICLE I**  
**RECOGNITION**

The Board recognizes the Hauppauge Teachers Association as the exclusive bargaining agent for those members of the Teaching Assistant staff and Special Education Aides, for the purpose of negotiating and participating in the administration of the Agreement concerning wages, hours and conditions of work; and the Hauppauge Teachers Association will have the right to discuss any condition of work with the supervisors of the District.

**ARTICLE II**  
**RIGHTS OF THE TEACHING ASSISTANT ASSOCIATION**

- A. The Teaching Assistant Association will have the right to:
  - 1. Use school buildings without cost at reasonable times for meetings. The standard procedures for requesting the use of school facilities will be adhered to by the Association.
  - 2. Use faculty bulletin boards which will be provided in each building, mailboxes, and District courier services, provided that priority will be given to school needs and that the operator will be competent.
- B. The Board of Education will cause copies of this Agreement to be duplicated at its expense in sufficient quantity so that a copy can be distributed to each unit member covered by the Agreement, an additional 10 copies to the Hauppauge Teachers Association, and an additional 10 copies to the President of the Hauppauge Teaching Assistant Association.
- C. The Board of Education will provide copies of all policies adopted by the Board to the Teaching Assistant Association immediately after adoption.
- D. The Hauppauge Teachers Association will designate an HTA building representative(s) and/or his (their) appointee who will represent the Teaching Assistants and Special Education Aides in all matters pertaining to this Agreement and all matters of interest to the faculty of that building. This will not preclude the principal from discussing with faculty any or all matters of interest to the faculty.
- E. A Teaching Assistant and Special Education Aide will have the right to have an HTA representative at a meeting where a written reprimand, suspension or termination may become the outcome of the meeting.

**ARTICLE III**  
**VACANCIES**

The District will inform all Teaching Assistants and Special Education Aides of all vacancies by posting on the District website and to members' e-mail and by means of a notice placed on the faculty bulletin board in every school in sufficient time to allow for filing applications prior to the established deadline. Vacancies will be posted in all buildings and will

include the building, position and number of hours for each position. When a vacancy occurs, Teaching Assistants presently employed will be given first consideration for any vacancy during the school year and summer prior to a recall of an excessed Teaching Assistant from the Preferred Eligibility List or the consideration of other applicants. When vacancies occur during the summer, the president of the HTAA will be sent letter(s) of notification and the position(s) available will be posted in all buildings and sent to unit member's email. All appointments to the vacancies will be made without discrimination in regard to age, race, creed, color, religion, national origin, sex, sexual preferences or marital status.

#### **ARTICLE IV** **TRANSFERS**

##### **A. Voluntary**

1. During the school year and summer, the Superintendent will post in all school buildings and to members' e-mail a list of the known vacancies that will occur during the following year. All postings will include the building, position and number of hours for each position.
2. Teaching Assistants who desire a change in grade and/or subject assignment or who desire to transfer to another building will file a written statement of that desire with the Assistant Superintendent for Personnel not later than August 1. This statement will include the grade and/or subject to which the Teaching Assistant desires to be assigned and the school or schools to which he/she desires to be transferred in order of preference.

##### **B. Involuntary**

1. Notice of an involuntary transfer or reassignment will be given to Teaching Assistants as soon as practicable and, under normal circumstances, not later than August 1.
2. An involuntary transfer or reassignment will be made only after a meeting between the Teaching Assistant involved and the Superintendent, or his designee, at which time the Teaching Assistant will be notified of the reason.
3. A person affected by an involuntary transfer or reassignment will be given consideration in applying for his/her former position.

#### **ARTICLE V** **PERSONAL INJURY BENEFITS, PROPERTY DAMAGE AND PROTECTION**

- A. Whenever a Teaching Assistant is absent from school as a result of personal injury caused by an assault occurring in the course of his/her employment, he/she will be paid his/her full salary for the period of the absence and no part of the absence will be charged to his/her annual sick leave, except that the Teaching Assistant will not be protected by this clause in the case of contributory negligence.

The Board of Education will have the right to have the Teaching Assistant examined at its expense by a physician designated by the Board of Education for the purpose of establishing the length of time during which the Teaching Assistant is temporarily disabled from performing his/her duties, and the opinion of the physician as to the period of time will control.

- B. The aggregate annual obligation of the District with regard to personal property that has been damaged, stolen, or destroyed as a result of an assault or malicious action, provided the damage occurs during the course of employment and is not the result of Teaching Assistant or Special Education Aide negligence, will not exceed \$200 per year for the life of this contract. All claims must be filed no later than June 30, at which time a committee consisting of a representative of the Association and the Assistant Superintendent for Business will meet to evaluate the claims. All claims will be reduced by all applicable personal insurance receipts. Should the total approved claims exceed \$200, the approved claims will be satisfied on a prorated basis. All claims will be adequately verified and proven.
- C. Notwithstanding any inconsistent provision of law, general, special or local, it will be the duty of the Board of Education to save harmless and protect all Teaching Assistants from financial loss arising out of any claim, demand, suit or judgment by reason of alleged negligence or other act resulting in accidental bodily injury to any person, or accidental damage to the property of any person within or without the school building, provided the Teaching Assistant at the time of the accident or injury was acting in the discharge of his/her duties within the scope of his/her employment and/or under the direction of the Board of Education. The Board of Education, however, will not be subject to the duty imposed by this section unless the Teaching Assistant will, within 10 days of the time he/she is served with any summons, complaint, process notice, demand or pleading, deliver the original or a copy to the Board of Education.

#### **ARTICLE VI**

#### **PERSONNEL TEACHING ASSISTANT FILE**

- A. No material relating to a Teaching Assistant character or performance of duties, except confidential materials relating to pre-employment recommendations and records, will be placed in a Teaching Assistant's personnel file unless the Teaching Assistant has had an opportunity to read the material. The Teaching Assistant will acknowledge that he/she has read the material by affixing his/her signature on the actual copy to be filed with the understanding that the signature merely signifies that he/she has read the material to be filed. The signature does not necessarily indicate agreement with its content. Material may be placed in a Teaching Assistant's file after refusal to sign upon the expiration of 10 school days.
- B. The Teaching Assistant will have the right to answer any material filed and his/her answer will be placed in his/her personnel file attached to the material. The answer must be submitted within 10 school days of the Teaching Assistant's receipt of the material.

**ARTICLE VII**  
**TEACHING ASSISTANT EVALUATION**

A. Introduction

All monitoring or observation of the work performance of a Teaching Assistant will be conducted openly and with the full knowledge of the Teaching Assistant.

It is the prime purpose of observations and evaluations to highlight a Teaching Assistant's strengths and weaknesses so that a Teaching Assistant will benefit from the observation or evaluation.

B. Procedures

Observations will occur at least once a year and, additionally, an end-of-year evaluation will occur.

Following the observation, the evaluator will meet with the Teaching Assistant to discuss the lesson as soon as feasible and under normal circumstances not later than five school days following the observation.

If an evaluator finds a Teaching Assistant lacking, the reasons will be given in specific terms and an identification of the specific ways in which the Teaching Assistant is to improve and assistance to be given by the evaluator and other staff members will be included.

Teaching Assistants will be given a copy of any evaluation reports prepared by their superiors, and the Teaching Assistant will have the right to discuss the report with their superiors before it is submitted to central administration or placed in their personnel files.

Each Teaching Assistant, upon his/her employment or at the beginning of the school year (whichever is later), will be apprised of the specific criteria upon which he/she will be evaluated. No criteria will be used that has not been previously known by the Teaching Assistant.

Written observation and evaluation reports will be limited to classroom and related activities that take place during the regular school day or at times germane to the Teaching Assistant's teaching assignment, and these reports will be based upon direct and objective observation.

There will be an annual evaluation that will clearly denote the Teaching Assistant's overall status in the eye of the evaluator. It will include a review of all observation and evaluation reports and will make reference to the other responsibilities that combine to make up the total Teaching Assistant's role.

**ARTICLE VIII**  
**LEAVES OF ABSENCE**

A. Sick or Personal Leave

Each Teaching Assistant will be entitled to 11 leave days per year. Unused leave days may accumulate to a maximum of 120 days.

All Teaching Assistants who retire from the District will be paid at their then current pay rate for unused accumulated sick days, on the basis of one day's pay for each three days of accumulation, not to exceed 40 days. Maximum accumulation will remain at 120 days. Annual notice of unused sick leave will be provided on or about October 15.

Each Special Education Aide shall be entitled to seven leave days annually which may be used for sick and/or personal leave. Up to 75 unused leave days may be accumulated only for purposes of use.

All Special Education Aides who retire from the District will be paid at their then current pay rate for unused accumulated sick days, on the basis of one day's pay for each three days of accumulation, not to exceed 25 days. Maximum accumulation will remain at 75 days. Annual notice of unused sick leave will be provided on or about October 15.

B. Jury Duty

Employees who are required to serve jury duty will receive their regular pay, less the jury duty allowance. However, the mileage and meal allowances will be retained by the employee.

C. Leaves of Absence

Employees may, after formal request, and upon approval of the Superintendent of Schools, be granted a leave of absence for one year.

D. Family and Childcare Leave

Upon request, employees will be granted leave of absence without pay, not to exceed one year and will be reinstated in the same or comparable position upon their return.

E. Bereavement Leave

Teaching Assistants and Special Education Aides will be entitled to a maximum of five bereavement leave days for death of a spouse, child, step-child, grand-child, parent, brother, sister, parent-in-law, brother-in-law, sister-in-law, grandparent, grandparent-in-law or any member of his/her family living within the household of the employee.

For the death of a relative (other than immediate family as defined above), one day will be granted.

These days are not to be deducted from sick or personal leave.

**ARTICLE IX**  
**MISCELLANEOUS**

- A. If any provision of this Agreement or any application of the Agreement to any employee or group of employees is deemed contrary to law, then the provision or application will not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications will continue in full force and effect.
- B. IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.
- C. The District will take action necessary in order to give full force and effect to the provisions of this Agreement.
- D. There will be no reprisals of any kind without just cause taken against any Teaching Assistant or Special Education Aide by reason of his/her membership in the Association or participation in its legal activities.
- E. As far as possible, appropriate facilities will be provided for the proper storage of clothing and personal effects belonging to Teaching Assistants and Special Education Aides.
- F.
  - 1. Teaching Assistants who work more than four hours per day will be entitled to a 40 minute work break within the working day.
  - 2. Teaching Assistants who work four hours or less per day will have a 15 minute work break within the working day.
  - 3. A Special Education Aide will be entitled to at least a one-half hour paid lunch not to exceed 40 minutes to be scheduled by his/her appropriate administrator, if his or her work day is six or more hours.
  - 4. Duty Assignments
    - a. During 20 weeks of the school year, all Teaching Assistants will be given a duty assignment that will be performed for 20 minutes immediately before or immediately after their school day. This time will be considered part of their regular workday.



- b. The duty (or duties) assigned to a Teaching Assistant pursuant to this paragraph may include, but are not limited to, bus duty, hallway duty, outside duty, commons duty, department academic resource centers, academic intervention service, enrichment, tutorial services, staff development, planning, workshops and grade or subject area coordination, conferencing with parents and planning of special school-wide events, and supervising students who are completing courses on Edgenuity. During this time, Teaching Assistants may also: (1) be trained on new programs; or (2) given professional development related to life skills and classes designated for students with Autism.
  - c. The building principal will: (i) assign Teaching Assistants to a duty (or duties); (ii) determine the weeks on which a Teaching Assistant will perform the duty pursuant; and (iii) determine whether the assigned duty will be performed before or after school.
- 5. Faculty Meetings. Teaching Assistants will attend all faculty meetings as scheduled by the Superintendent or designee. This time will be considered part of their regular workday.
- 6. Professional Development. Teaching Assistants and Special Education Aides assigned to life skills and classes designated for students with Autism will be annually required to complete 10 hours of related professional development provided by the District. This time will be considered part of the Teaching Assistant's regular workday. Special Education Aides will be paid their hourly rate for this time.
- G.
  - 1. A Teaching Assistant who works as a substitute teacher for three or more periods a day will be paid his/her regular Teaching Assistant salary plus \$80 per day.
  - 2. A Teaching Assistant who covers a class for a teacher for less than three periods per day will receive his/her regular Teaching Assistant salary plus \$20 for each period.
  - 3. A Teaching Assistant who covers the same class or classes for a teacher for more than three consecutive days will be paid at the regular substitute rate for teachers retroactive to the first day.
- H. The District will provide in-service training as well as review for all Teaching Assistants who need to meet changing State and federal mandates.
- I. Unit Members who serve as chaperons will be paid the same hourly rate as set forth in the Hauppauge Teachers' Association Contract. The chaperone rate will be paid to members of the unit who are assigned to provide assistance to students at events at which chaperones are otherwise provided and at those events taking place on Saturday, Sunday or holidays.

- J. Employees who are assigned to work additional time beyond their normal work day will be compensated at the current rate of pay prorated. Special Education Aides will be paid at the rate of time and one-half if the employee works over 40 hours in one week or over eight hours in one day.
- K. Computer and Science Teaching Assistants will be entitled to receive compensation time for time worked beyond their normal work day if approved by their supervisor or principal.
- L. Special Education Aides will be entitled to be paid for six holidays: Veterans Day, Thanksgiving, Christmas, New Year's Day, Memorial Day and Juneteenth.
- M. Except as otherwise provided in this Agreement, a Teaching Assistant's work day will be seven hours.
- N. In the event of a snow day, delayed opening, early dismissal or emergency closing, Special Education Aides will be paid their regular daily compensation.
- O. Superintendent's Conference Days will be regular work days for Special Education Aides during which time training and/or Professional Development will be provided.
- P. During school years in which the District is closed in observance of Juneteenth, employees will receive that day as an additional paid holiday.

#### **ARTICLE X** **INSURANCE**

- A. Each Teaching Assistant and Special Education Aide will receive a fully paid group life/term insurance policy with a \$10,000 face value.
- B.
  - 1. Any Teaching Assistant enrolled in the District medical insurance plan, New York State Empire Plan (CORE Plan plus medical and psychiatric enhancement) as of January 1, 2000 will receive 80% percent of his/her medical insurance premium paid by the District.
  - 2. Effective July 1, 2023, except as set forth in B(1) above, the District will pay 75% of the premium cost of medical insurance, with no wraparound, for Special Education Aides and Teaching Assistants.
  - 3. The District will pay the statutory minimum toward the premium for retiree health insurance coverage.
- C. The District will be held harmless for deductions from salaries made at the option of an employee for health insurance premiums.
- D. A disability insurance policy will be provided for all members of the teaching assistant staff and will allow for continuous 66 2/3% percent income if the individual remains disabled until age 65. A customary six month grace period

precedes the inception of the disability benefits. During the six month period of ineligibility for disability insurance, any illness that continues beyond 30 calendar days from the end of accumulated sick leave would be compensated by the District for any portion of the remainder of the six month period at a rate equal to one-half the regular salary. A doctor's report is required to support the claim.

All rights regarding disability insurance are not applicable to new teaching assistants in the District unless they have actually worked during the school year.

During the 30 day "grace" period that follows the exhaustion of a teaching assistant's sick leave and prior to the time that the insurance company picks up the disability insurance, the District has the right to have the disabled party examined by a school physician and determine the extent of the disability and to ascertain whether the disabled party should be entitled to one-half pay clause that the District must bear until the insurance company enters into the picture.

## **ARTICLE XI** **SALARY PAYMENT**

- A. At their option, all Teaching Assistants will be paid their annual salary in 21 or 26 paychecks. Salary payments will be made on a biweekly basis, placed in individual envelopes.
- B. Each Teaching Assistant shall be paid according to the Salary Schedule attached herewith as Attachment A based on annualization to coincide with the teacher calendar. Effective July 1, 2023, Teaching Assistants will receive their normal step movement and then be placed in the column (*i.e.*, Level I, Level II and Level III) that coincides with their New York State Education Department Certificate (*i.e.*, Teaching Assistant - Level I, Teaching Assistant - Level II and Teaching Assistant - Level III). Teaching Assistants who were first hired by the District on or before July 1, 2004 will be placed on Level III.

Effective July 1, 2023, Teaching Assistants will be moved from their current column to a higher paying column only after they have provided to the District: (i) written notification that they have obtained the required certification; (ii) satisfactory documentary proof issued by the State Education Department that they have obtained the required certification. Teaching Assistants will be moved as follows:

Date On Which the Required  
Documents Are Submitted to the  
District's Personnel Office:  
September 1<sup>st</sup>

Effective Date of  
Column Movement:  
Effective on the date that the  
documents are submitted (*i.e.*,  
September 1<sup>st</sup>)

September 2 <sup>nd</sup> through November 15 <sup>th</sup>	Effective retroactive to the preceding September 1 <sup>st</sup>
November 16 <sup>th</sup> through December 31 <sup>st</sup>	Effective as of the following January 1 <sup>st</sup>
January 1 <sup>st</sup>	Effective on the date that the documents are submitted ( <i>i.e.</i> , January 1 <sup>st</sup> )
January 2 <sup>nd</sup> through February 15 <sup>th</sup>	Effective retroactive to the preceding January 1 <sup>st</sup>
February 16 <sup>th</sup> through August 30 <sup>th</sup>	Effective as of the following September 1 <sup>st</sup>

Newly hired Teaching Assistants, and all Teaching Assistants employed by District as of July 1, 2023, will be treated as though they are Level I unless and until they comply with the requirements of this paragraph.

- C. For the duration of this Agreement, Teaching Assistants will advance a Step on the salary schedule and/or for the longevity on September 1, provided they have completed at least 20 weeks' service in the District in the preceding year.
- D. Summer school and Alternate High School employees will be paid an hourly rate based on their regular rate of pay.
- E. Annual longevity payments of \$600 will be made to Teaching Assistants at the beginning of their tenth year of service in the District, \$950 at the beginning of their fifteenth year of service, and \$1,800 at the beginning of their twentieth year of service. These payments will be non-cumulative. Annual longevity payments of \$500 will be made to Special Education Aides at the beginning of their tenth year of service in the District.
- F. Effective July 1, 2023, Special Education Aides will receive their normal step movement and then be placed on, and paid according to, the wage schedule attached herewith as Attachment B, provided, however, that notwithstanding any provision of this Agreement (including Attachment B) to the contrary, Special Education Aides will be paid at least \$3 more than the then-applicable New York State minimum wage for public employees of a school district in Suffolk County.

## ARTICLE XII

### PROCEDURES FOR NEGOTIATIONS

For the duration of this Agreement, both parties agree that under normal circumstances no later than March 16 prior to the termination of the existing Agreement, the Hauppauge Teaching Assistant Association and the District will simultaneously exchange written proposals for a new Agreement. Under normal circumstances, the parties will begin to negotiate the successor Agreement no later than April 1. The time limits may change by mutual agreement of the parties.

# **ARTICLE XIII** **GRIEVANCE PROCEDURE**

## A. Purpose

It is the policy of the Board of Education and the Association that all grievances be resolved informally or at the earliest possible stage of this grievance procedure.

## B. Definitions

1. A grievance is any dispute between the parties concerning the meaning or application of their terms and conditions of this Agreement.
2. A grievance may be initiated by a Teaching Assistant, Special Education Aide or the Association, any of whom will be deemed an aggrieved party.

## C. Submission of Grievance

1. An aggrieved party may be represented at any or all stages of the grievance procedure by a representative or representatives of the Association, and by counsel at a hearing held under Step 4. Counsel will have the right to cross-examine any witnesses who testify at a hearing held under Step 4 and the right to transcribe the proceedings at the hearing.
2. By joint written agreement of the parties, any or all of the Steps outlined in the procedures for filing grievances may be omitted.
3. A grievance will be deemed waived unless it is submitted within 30 days after an aggrieved party knew or should have known of the events or conditions on which it is based.
4. If the school year, as defined in the official school calendar, has ended, the term "school days" as used herein will be construed as calendar days.
5. No grievances initiated by a Teaching Assistant or Special Education Aide will proceed beyond Step 2 without the written approval of the Association.

## D. Procedures

Step 1 - A written grievance will be submitted by a Teaching Assistant, Special Education Aide or the Association to the appropriate building principal. Where a Teaching Assistant is assigned to more than one school, the grievance will be submitted to the appropriate supervisor. The parties will attempt to resolve the grievance at this level.

Step 2 - If agreement is not reached at Step 1, the grievant will reduce the grievance to writing and submit same to the parties to whom the

informal grievance was submitted in Step 1. The writing will include the provision of this Agreement involved, the time when and the place where the alleged events or conditions constituting the grievance arose and the proposed remedy sought. The party to whom the written grievance is submitted will respond in writing within five school days after receipt of the grievance.

Step 3 - If the grievant is not satisfied with the response received at Step 2 or if no response is received within five school days, the grievant may, within five school days thereafter, submit a copy of his/her written grievance, together with any response received at Step 2, to the Superintendent of Schools. The Superintendent of Schools, or his/her designee, will make a determination in regard to the grievant within 10 school days. In the course of deciding the grievance, the Superintendent of Schools, or his/her designee, may hold meetings or conferences as he deems necessary.

Step 4 - If the grievant is not satisfied with the response received at Step 3, the grievant, may, within five school days, submit a copy of his/her written grievance, together with all responses received at previous Steps, to the Board of Education. The Board of Education will make a determination in regard to the grievance and transmit its written decision thereon to the grievant within 10 school days. In the course of deciding the grievance, the Board of Education may hold meetings, conferences or hearings as it deems necessary.

Step 5 - 1. If the grievant is not satisfied with the determination of the Board of Education, the grievant may, within 10 working days after receipt of the determination, seek arbitration pursuant to the Voluntary Labor Arbitration Rules of the American Arbitration Association and the provisions of the Civil Procedure Law and Rules.

The cost of any arbitration will be borne equally by the District and the Association.

2. The arbitration award will not be final or binding, but will be advisory in nature only and will include a statement of the Arbitrator's findings of fact, conclusions and recommendations.

3. The Board has the legal responsibility to make a determination in these cases. However, the Board pledges to give careful consideration to the recommendations of the Arbitrator in exercising this responsibility. Action by the Board will be taken within 30 days after receipt of the Arbitrator's award and recommendations.

**ARTICLE XIV**  
**NOTIFICATION**

- A. All Teaching Assistants will be notified of their assignment for the coming school year by June 1 wherever possible, but not later than directly following the first Board of Education meeting in August.
- B. Teaching Assistants who are to be terminated, in keeping with the procedure under Article XV, will be notified, in writing, of their status for the school years 2023-2024 through 2027-2028.
- C. A Special Education Aide will receive two weeks' notice of termination.
- D. The District will notify the Unit employees of all Summer School Teaching Assistant and Special Education Aide position openings as they become known to the District.

**ARTICLE XV**  
**LAYOFF AND RECALL**

Layoff and recall of Teaching Assistants will be pursuant to the provisions of Education Law Section 2510.

**ARTICLE XVI**  
**PAYROLL DEDUCTIONS**

- A. The District agrees to deduct from the salaries of its Teaching Assistants and Special Education Aides dues for the Hauppauge Teachers Association as said Teaching Assistant and Special Education Aide individually and voluntarily authorizes the District to deduct and to transmit the monies promptly to the Hauppauge Teachers Association. Teaching Assistant authorization will be in writing in the form set below:

DESIGNATION AND PAYROLL DEDUCTION AUTHORIZATION

Last Name \_\_\_\_\_ F. \_\_\_\_\_ M. \_\_\_\_\_  
District Name \_\_\_\_\_  
Organization \_\_\_\_\_

To the Hauppauge U.F.S.D.:

I hereby authorize you, according to arrangements agreed upon with the above organization, to deduct from my salary and transmit to the organization, dues as certified by the organization. I hereby waive all right and claim to the monies deducted and transmitted in accordance with this authorization and relieve the Hauppauge Union Free School District and all its officers from any liability therefor. I revoke any and all instruments heretofore made by me for these purposes. The authority will remain in full force and effect for all purposes while

7/14/23

I am employed in this school system or until revoked by me in writing to the Hauppauge Teachers' Association, with a copy sent to the District's Business Office, during August of any given year.

Member Signature \_\_\_\_\_ Date \_\_\_\_\_

- B. The Board will transfer to the Hauppauge Teachers Association, seven days after each monthly deduction, all monies due it.
- C. The Board of Education will establish payroll deductions for professional dues, group insurance programs, tax-sheltered annuities, payroll savings bonds, Teachers Credit Union and all other mutually agreed upon items.

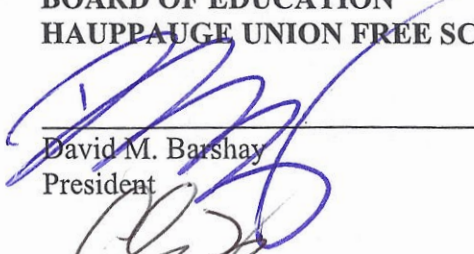
**ARTICLE XVII**  
**DURATION OF CONTRACT**

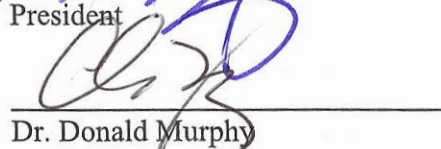
This Agreement will be in full force and effective from July 1, 2023 through June 30, 2028.

IN WITNESS WHEREOF, the parties hereunto set their hands and seal this 1<sup>st</sup> day of July, 2023.

**BOARD OF EDUCATION**  
**HAUPPAUGE UNION FREE SCHOOL DISTRICT**

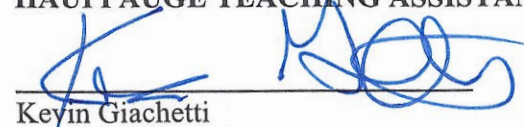
By:

  
\_\_\_\_\_  
David M. Barshay  
President

  
\_\_\_\_\_  
Dr. Donald Murphy  
Superintendent of Schools

**HAUPPAUGE TEACHING ASSISTANT ASSOCIATION**

By:

  
\_\_\_\_\_  
Kevin Giachetti  
President



## Attachment A

	Effective July 1, 2023		
	Hauppauge Teacher Assistants		
Step	Level I	Level II	Level III
1	\$28,187	\$28,751	\$29,326
2	\$28,751	\$29,326	\$29,913
3	\$29,326	\$29,913	\$30,511
4	\$29,912	\$30,511	\$31,121
5	\$30,511	\$31,121	\$31,743
6	\$31,121	\$31,743	\$32,378
7	\$31,743	\$32,378	\$33,026
8	\$32,378	\$33,026	\$33,686
9	\$33,026	\$33,686	\$34,360
10	\$33,686	\$34,360	\$35,047
11	\$34,360	\$35,047	\$35,748
12	\$35,047	\$35,748	\$36,463
13	\$35,748	\$36,463	\$37,192
14	\$36,463	\$37,192	\$37,936
15	\$37,192	\$37,936	\$38,695
16	\$37,936	\$38,695	\$39,469
17	\$38,695	\$39,469	\$40,258
18	\$39,469	\$40,258	\$41,063
19	\$40,258	\$41,064	\$41,885
20	\$41,063	\$41,885	\$42,722
21	\$41,884	\$42,722	\$43,577
22	\$42,722	\$43,577	\$44,448

**Attachment B**

	<b>Effective July 1, 2023</b>
	<b>Special Education Aides</b>
<b>Step</b>	<b>Hourly Rate</b>
1	18.00
2	18.36
3	18.73
4	19.10
5	19.48
6	19.87
7	20.27
8	20.68
9	21.09
10	21.51