

Memorandum of Understanding
Between the Livingston Board of Education (LBOE)
and the
Livingston Education Association (LEA)

It is hereby agreed to by the aforementioned parties on December 11, 2017 that, without the District abdicating its rights and responsibilities to ensure that all coursework is related to the staff member's current or future job responsibilities, the following guidelines will assist in the tuition reimbursement approval process:

1. Non tenured staff may only be reimbursed for graduate courses in their current position-they may not be reimbursed for Supervisor or Ed Admin programs.
2. Staff may be reimbursed for up to 16 credits, however, in order to be reimbursed for additional coursework beyond the 16 credits, they must matriculate into a program.
3. Tuition reimbursement will be raised from \$750 to \$1,000 per course, retroactive to July 1, 2017.
4. No new requests for graduate level reimbursement will be accepted for TAs or Instructional Aides unless the graduate reimbursement request is in a field related to education.
5. Only requests that are aligned to a support staff member's current job assignment (i.e., bookkeeping, school counseling) will be approved.

Pamela Chirls, Negotiations

Jennifer Larsen, Chair, LEA
Negotiations

Charles August, Negotiations

Anthony Rosamilia, President LEA