

4-1217

02-52

Contract no. 564

This agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_ by and between the Board of Education of the Township of River Vale and the River Vale Association of Administrators.

River Vale Board of Education  
and  
River Vale Association of Administrators

**W I T N E S S E T H:**

Whereas the Board of Education has an obligation pursuant to Chapter 303, Public Laws, 1968, to negotiate with the River Vale Association of Administrators as the representative of employees hereinafter designated with respect to certain terms and conditions of employment as set forth in this agreement, and

Whereas, the parties have reached certain understandings which they desire to confirm in this agreement,

In consideration of the following mutual covenants, it is hereby agreed as follows:

LIBRARY  
INSTITUTE OF MANAGEMENT  
APR 2 1991  
MAR 26 1991  
RUTGERS UNIVERSITY

x July 1, 1991 - June 30, 1994

ARTICLE I

RECOGNITION

- A. The River Vale Board of Education hereby recognizes the River Vale Association of Administrators as the exclusive and sole representative for collective negotiations for the duration of this agreement concerning the terms and conditions of employment for all professional personnel whether under contract, on leave, or employed by the Board of Education on a full or part time basis including:

Principals

The River Vale Association of Administrators shall remain the exclusive and sole representative of the above as long as it maintains a majority representation of said personnel.

- B. Unless otherwise indicated the term, "Administrators" when used hereinafter in this agreement shall refer to all professional employees represented by the River Vale Association of Administrators in the negotiating unit as above defined, and references to male administrators shall include female administrators.

## ARTICLE II

### ASSOCIATION RIGHTS AND PRIVILEGES

The following rights and privileges are extended by the Board of Education to the River Vale Association of Administrators:

- A. The Board agrees to furnish to the employee unit in response to reasonable requests, from time to time, a register of certificated personnel and such other information which shall assist them in developing intelligent, accurate, informed and constructive programs on behalf of the teachers and their students and other employees, together with information which may be necessary for the employee unit to process any grievance or complaint.
- B. The employee unit and its representatives shall have the right to:
  - 1. Use the school buildings at reasonable hours for meetings.
  - 2. Use facilities and equipment with the exception of the telephone and supplies at reasonable times when school is not otherwise in use.
  - 3. Use interschool mail and mailboxes as it deems necessary.
- C. The rights and privileges of the employee unit and their representatives as set forth shall be granted only to the duly recognized unit as the exclusive representative of the Association of Administrators and not to any other organization which does not represent the majority of personnel in each employee group.

## ARTICLE III

### GRIEVANCE PROCEDURE

#### A. Definitions

1. The term "grievance" means a complaint about the interpretation, application, or alleged violation of this Agreement or policies or administrative decisions affecting the terms and conditions of employment of an administrator or group of administrators.
2. The term "school day" shall mean a day upon which the administrator's attendance is required.

#### B. Procedure

1. A grievance to be considered under this procedure must be initiated by the grievant within thirty (30) school days from the time of its occurrence or the time when the aggrieved became aware or should have become aware of the alleged grievance. Failure to act within such period shall be deemed an abandonment of the grievance.

#### 2. Level One:

A grievant shall first present his grievance orally to his immediate superior. Where the immediate superior is below the rank of principal, the principal shall be notified and shall have the right to be present at and to participate in said hearing. If the grievant desires a written decision, the grievance must be submitted in writing specifying:

- (a) the nature of the grievance;
- (b) the results of any previous discussion; and
- (c) the nature of the remedy which is being sought by the grievant.

A written decision, upon request made within five (5) school days of the hearing, shall be rendered within ten (10) school days of said hearing.

#### 3. Level Two:

If the grievance is not resolved to the grievant's satisfaction within five (5) school days from the decision referred to in Level One above, the grievant shall submit his grievance to the Superintendent of Schools in writing specifying:

- (a) the nature of the grievance;
- (b) the results of the previous discussion;
- (c) the basis of his dissatisfaction with the determination;
- (d) and the nature of the remedy being sought by the grievant.

A copy of the writing called for in the paragraph aforementioned shall be furnished to the school principal, to the immediate superior of the grievant, and to the Association.

Within ten (10) school days from the receipt of the written grievance (unless a different period is mutually agreed upon), the Superintendent shall hold a hearing at which all parties shall have the right to be heard.

Within ten (10) school days of said hearing (unless a different period is mutually agreed upon), the Superintendent shall, in writing, advise all parties and their representatives if there be any, of his determination and reasons therefore.

4. Level Three:

In the event of the failure of the Superintendent to act in accordance with the provisions of the two paragraphs above, or, in the event a determination by him in accordance with the provisions thereof, is deemed unsatisfactory by the grievant, the grievant may within ten (10) school days of the failure of the Superintendent to act or within ten (10) school days of the determination by him, appeal to the Board of Education for a private hearing which shall be held within twenty (20) school days of the written request for same.

Where an appeal is taken to the Board, there shall be submitted to the parties and the Board by the appellant:

- (a.) the writing set forth in preceding paragraphs, a further statement in writing setting forth the appellant's dissatisfaction with the Superintendent's action, and any additional written materials as requested by the Board. A copy of said statements shall be furnished to the Superintendent and to the adverse party(ies) who shall have the right to reply thereto.

The Board shall make a determination within thirty (30) school days from its receipt of the grievance and shall, in writing, notify the administrator, his representative, if there be one, the principal, and the Superintendent of its determination and the reasons therefor. This time period may be extended by mutual agreement of the parties.

5. Level Four:

In the event a grievant is dissatisfied with the determination of the Board, he shall have the right to carry his grievance to arbitration pursuant to rules and regulations established by the Public Employment Relations Commission under the provisions of Chapter 123, Laws of 1974, as amended and supplemented.

The decision rendered by the arbitrator shall be advisory only, except in regard to the interpretation of this Agreement.

A demand for such arbitration shall be made no later than fifteen (15) school days following receipt of the written determination of the Board. Failure to file within said time period shall constitute a bar to such arbitration unless the grievant and the Board shall mutually agree upon a longer time period within which to assert such a demand.

The Board and the Association shall attempt to agree upon a mutually acceptable arbitrator. If the parties are unable to agree upon an arbitrator, they shall immediately and jointly request the Public Employment Relations Commission to appoint an arbitrator. In the event the said Commission shall be unable or unwilling to appoint an arbitrator, then a request shall be made to the American Arbitration Association to appoint an arbitrator.

In the event of arbitration, the costs of the arbitrator's services shall be shared equally by the appellant and the Board. If the appellant is represented by the Association, the Association will bear the expense for the appellant. In addition, it is expressly provided that the arbitrator shall have the power to recommend that the costs of the arbitration services be borne by one party, if in his judgment that party unnecessarily created the need for the arbitration, or did so for the purposes of delay, or which party's contentions are deemed by him to have been unreasonable and a sham.

The parties agree that any dispute regarding the interpretation of this Agreement shall be submitted to binding arbitration.

C. Miscellaneous:

1. A grievant may be represented by himself, or at his option commencing at Level Two, by a representative selected or approved by the Association. The grievant shall be present throughout each level of the grievance procedure. The Association shall have the right to be present by representative at any hearing above the informal level, and to make its views known.
2. A grievant processing a grievance shall be assured freedom from restraint, interference, coercion, discrimination, or reprisal by reason of such grievance.
3. Failure at any step of this procedure to communicate the decision on a grievance within the time limits shall permit the grievant to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be an acceptance of the decision rendered at that step, and an abandonment of further grievance procedure. The parties, however, may mutually agree to extend the time periods specified herein.
4. In the event a grievance shall be filed by any grievant who is not subject to the jurisdiction of any principal, or who may be answerable to more than one principal, such grievant shall initiate his grievance at Level Two.
5. A grievance which by its nature cannot be resolved at levels below that of the Superintendent may be initiated by the grievant at Level Two. It is understood by both parties to this agreement that the purpose of their expedited filing of grievances is to resolve such grievances at their proper level and is not intended to bypass the normal adjudication of grievances at the lowest administrative level.
6. A copy of the writing set forth above shall be served upon the Superintendent who shall have the right to reply in writing thereto. A copy of such reply shall be served upon the grievant.
7. Until a grievance is fully resolved to the satisfaction of all parties, all administrators, including the grievant, shall continue under the direction of the Superintendent of Schools and the administrators regardless of the pendency of any grievance, until such grievance is duly determined; however, duties shall not be varied as of the day before the grievance was first filed.

ARTICLE IV

SALARIES

A.

	<u>1991/1992</u>	<u>1992/1993</u>	<u>1993/1994</u>
Mr. Spatola	\$78,170.00	\$83,170.00	\$87,795.00
Mr. Dennis	74,395.00	80,400.00	86,685.00
Mr. Dincuff	69,165.00	75,170.00	81,445.00

B. Placement on Salary Scales shall be at the discretion of the Board, which retains the right to withhold increment, percent of adjustment, or both.

C. Withholding of Increments:

The granting of any salary increment and/or adjustment as set forth in the salary schedule shall not be deemed automatic. The withholding of any salary increment and/or adjustment for inefficiency or other good cause shall be governed by the provisions of N.J.S.A. 18A:29-14.

The Superintendent and the Association shall agree no later than September 30th upon a schedule for the submission by the Administrators to the Superintendent of their evaluations of subordinate personnel. Failure to submit such evaluations, by specified deadlines shall be sufficient ground for withholding of increment, unless a written explanation is submitted to the Superintendent and accepted by him.

1. A recommendation to withhold increment shall not be made to the Board of Education unless the Administrator shall have received a minimum of three written evaluations spaced at least 30 days apart. Where applicable the Administrator may request of the Superintendent an additional evaluation, which will then be discussed with the Administrator.
2. If withholding of increment is recommended, the Superintendent will present the Administrator with a written copy of his recommendation. Prior to the week of April 1st, the Administrator will be given an opportunity to discuss the recommendation with the Superintendent within five (5) school days of such recommendation.
3. The contents of evaluations shall be kept confidential from students, parents or at any public gathering.



- D. Administrators may individually elect to have any amount of their monthly salary deducted from their pay and deposited in organizations, such as, but not limited to, the East Bergen Teachers' Federal Credit Union.
- E. When pay days fall on or during a school holiday, vacation, or weekend, Administrators shall receive their pay checks on the last previous working day.
- F. Administrators will receive on their last working day in June a schedule of dates for salary payments for the following year which will be the fifteenth and thirtieth of each month or the closest working day thereto.
- G. Administrators will be employed on a twelve (12) month contract basis and will be paid in twenty-four (24) equal semi-monthly installments.
- H. A 23 day vacation period will be provided to all Administrators.
- I. The Board agrees to establish a longevity pay plan based on the number of years' experience within the River Vale School District as follows:

10th to 12th Year -	\$ 750.00
13th to 17th Year -	\$1,500.00
18th Year and over -	\$2,000.00

- J. Each member of the group agrees to work 210 days during the 1991/1992 and 1992/1993 year.

Each member of the group agrees to work 209 days during the 1993/1994 year.

Arrangements will be made with the Superintendent for coverage.

## ARTICLE V

### LEAVES OF ABSENCES

#### A. Temporary Leave of Absence

1. Administrators shall be entitled to the following temporary leaves of absence with full pay each school year.
  - a. Four (4) days leave of absence for personal, legal business, household, or family matters which may require absence during school hours two of which may be discretionary. Application for such leave must be made directly to the Superintendent of Schools at least two (2) days prior to such leaves, except in cases of emergency.
  - b. Any unused personal leave provided in 1 a. above, two of which may be discretionary, shall be accumulated in succeeding years to a maximum of six days, which may then be utilized by the Administrator for the care of a sick member of his family.
  - c. Time necessary for appearances in any legal proceeding connected with Administrator's employment or with the school system, except for negotiations, and not if the Administrator initiates the action.
  - d. Up to five days at any one time in the event of death of an Administrator's spouse, child or parent; and up to a total of ten days per annum in the event of death of an Administrator's son-in-law, daughter-in-law, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, grandparent and any member of the immediate household, or serious illness of Administrator's spouse, child or parent or any member of the household listed herein; or in the event of any emergency, approval will be left to the discretion of the Superintendent of Schools. Requests for extension must be submitted in writing and may be granted by the Board.
  - e. Other leaves of absence with pay may be granted by the Board of Education for good reason.
2. Leave taken pursuant to Section A. of this Article shall be in addition to any sick leave to which the Administrator is entitled.
3. Leaves as defined in this Article with the exception of paragraph 1.b. are non-cumulative.

B. Extended Leaves of Absence

1. A leave of absence without pay up to two (2) years shall be granted to any Administrator on tenure who serves as an exchange or overseas Administrator and is a full time participant in either of such programs or accepts a Fullbright Scholarship.
2. A leave of absence without pay shall be granted up to one (1) year to an Administrator to teach in an accredited college or university.
3. Military leave without pay shall be granted to a tenured Administrator who is inducted or enlists in any branch of the armed forces of the United States for the period of said induction or initial enlistment. A tenured Administrator whose spouse enlists or is inducted and wishes to join the spouse may be granted a leave without pay not to exceed a period of two years.

4. Anticipated Disability Leave

a. Preliminary Provisions

- 1) Any Administrator who anticipates undergoing a state of disability such as, but not limited to surgery, hospital confinement, medical treatment, pregnancy, etc., may apply for a leave of absence based upon said anticipated disability in accordance with provisions hereinafter set forth.
- 2) Any Administrator anticipating a leave under the provisions of Anticipated Disability Leave shall notify the Superintendent of Schools through his/her immediate superior as early as the Administrator is able. Any Administrator anticipating a disability leave arising out of a pregnancy shall provide such notification at least sixty (60) days prior to the anticipated date of the birth except in cases of emergency.

b. Request for Leave Based on Claim of Anticipated Disability

- 1) Any Administrator who desires to continue or not continue in the performance of his/her duties during a period expected to lead to a state of disability shall be permitted to do so provided said Administrator produces a statement of his/her physician, at the written request of the Board, stating that said Administrator is physically capable or incapable of continuing to perform his/her duties and further stating up to what date, in the opinion of said physician, the Administrator is capable or incapable of performing said duties.

- 2) In no event shall the Board be obligated to permit an Administrator anticipating a state of disability to continue in the performance of his/her duties when the disability interferes with his/her performance. The Board may then require a second medical opinion by a physician of its choice to determine whether said Administrator is able to continue in the performance of his/her duties. Should a third opinion become necessary, both parties shall attempt to agree on a mutually acceptable physician.
- 3) All policies, practices, rules and regulations applicable to Administrators who are granted sick leave pursuant to the provisions of N.J.S.A. 18A:30-1 - 7 and of the Agreement shall be applicable to all Administrators applying for leave under paragraph b of this section. Such Administrators shall receive no lesser consideration than any other Administrators nor shall they receive any greater consideration.
- 4) The Administrator requesting a leave under the provisions of Section 4 b. of this Article shall specify in writing the anticipated date on which he/she wishes to commence said leave and the anticipated date on which he/she wishes to return to employment following recovery from said disability. Such requests shall be consistent with the foregoing provisions.
- 5) The Board shall have the right to require any Administrator who has been on a disability leave and who desires to return to his/her duties by a fixed date following recovery from disability to produce a certificate from his/her physician stating that he/she is capable of resuming his/her duties.
- 6) Whenever, in the opinion of the Board, the dates for the resumption of professional duties would substantially interfere with the operation of the school, the Board shall assign the returning Administrator to other professional duties. Such assignment shall be at the discretion of the Superintendent. These duties shall start upon the date the Administrator returns from the disability leave and will continue until a vacation break occurs. The Administrator's full salary shall resume on the date he/she returns.

- 7) Where disability leaves have been approved, the commencement or termination dates thereof may be further extended or reduced for medical reasons upon application by the Administrator to the Board. Such extensions or reductions shall be granted by the Board for additional reasonable periods of time as provided in (6). All extensions of such leaves shall be subject to the provisions of N.J.S.A. 18A:30-1 et. seq. and specifically N.J.S.A. 18A:30-6 and 18A:30-7.
- 8) The provisions of this Section shall not be deemed to impose on the Board any obligation to grant or extend a leave of absence of any non-tenured Administrator beyond the end of the contract school year in which the leave is obtained.

5. Child Rearing Leave

- a. Any tenured Administrator shall be entitled to leave without pay for child rearing purposes.
- b. In cases where both husband and wife may be employees in this school system, only one of said persons shall be entitled to such leave.
- c. In the case of female Administrators, the application for child rearing leave may be made to become effective immediately upon termination of the anticipated disability leave.
- d. Child rearing leave shall be granted for a period
  - 1) that shall commence immediately following
    - (a) an adoption placement or
    - (b) a disability leave arising out of a pregnancy, and
  - 2) that shall cease on or before the end of the school year in which the placement or birth occurred.

Applications for this child rearing leave shall be filed at least thirty (30) days before the date upon which the leave is to begin. Exceptions to this time period may be granted at the discretion of the Superintendent of Schools.

- e. In addition to child rearing leave provision in paragraph four above, child rearing leave shall also be granted for a period beginning on the first day of a school year and ending on the last day of the same school year. Applications for this "year" of child rearing leave shall be filed before April 1 immediately preceding the September in which the leave is to commence. When a "year" of child rearing leave is requested in connection with a birth occurring after March 1, the Administrator shall have until the immediately following June 30 to request the leave for the immediately following school year. Only one "year" of leave under this section of child rearing leave shall be granted per child.
  - f. Where a child rearing leave is requested, the Administrator requesting such leave shall not be permitted to return to the school system following such leave during the last month of the school year.
  - g. Where an Administrator who has been granted a child rearing leave returns to the system at any time other than the start of the school year, such Administrator may be assigned to any position decided upon by the Superintendent so long as such assignment is within the certification of such Administrator, it being the purpose of such assignment not to interfere with or disrupt the operation of the district.
  - h. The provisions of this Section shall not be deemed to impose on the Board any obligation to grant or extend a leave of absence of any non-tenured Administrator beyond the end of the contract school year in which the leave is obtained.
  - i. The dates for the commencement and termination of child rearing leaves shall in all cases be subject to and based upon a finding and determination by the Board that such leaves will not substantially interfere with the operation of the school.
6. A leave of absence without pay up to one (1) year shall be granted for the purpose of caring for a sick member of the tenured Administrator's family. Additional leave may be granted at the discretion of the Board of Education.
7. Other leaves of absence without pay may be granted by the Board of Education for good reason.

8. Upon return from leave granted for military induction up to two (2) years an Administrator shall be considered as if he were actively employed by the Board during the leave and shall be placed at a salary commensurate with the level he would have achieved if he had not been absent, provided, however, that time spent on said leaves shall not count towards the fulfillment of the time requirements for acquiring tenure. An Administrator shall not receive increment credit for time spent on a leave granted for any other reason set forth in this article, nor shall such time count toward the fulfillment of the time requirements for acquiring tenure. All benefits to which the Administrator was entitled at the time his leave of absence commenced, including unused sick leave and credits towards sabbatical eligibility shall be restored to him upon his return, and he shall be assigned to the same position which he held at the time said leave commenced, or a substantially equivalent position as offered by the Superintendent of Schools.
9. Extensions and renewals of leaves shall be applied for in writing by April 1st prior to the expiration of such leave.

C. Sabbatical Leave

1. Upon submission and approval of the Superintendent of Schools of a proposal for a study program a sabbatical leave shall be granted to a member of the professional staff, which include employees covered by this agreement. The Board of Education will grant such leave for study, including study in another area of specialization or for other reasons of value to the school system, subject to the following conditions:
  - a. If there are sufficient qualified applicants, sabbatical leaves shall be granted to one member of the professional staff.
  - b. Requests for sabbatical leave must be received by the Superintendent in writing in such forms as may be mutually agreed on by the Administrators' unit and the Superintendent no later than thirty (30) days before the issuance of contracts; and action must be taken on all such requests no later than April 1st of the school year preceding the school year for which the sabbatical leave is requested.
  - c. The Administrator has attained tenure in the River Vale Schools.

- d. An Administrator on sabbatical leave shall be paid by the Board one hundred (100) per cent for one half year or fifty (50) per cent for one year of the salary rate which he would have received if he had remained on active duty, only if qualified replacement can be found.
- e. Upon return from sabbatical leave an Administrator shall be placed at a salary commensurate with the level he would have achieved had he remained actively employed in the system during the period of his absence.
- f. An Administrator who is granted a sabbatical leave shall upon completion of said leave agree to return to the River Vale School District for not less than two (2) years.

D. Sick Leave

- 1. All Administrators employed shall be entitled to twelve (12) sick days for each school year with full compensation as of the first official day of said school year whether or not they report for duty on that day. Unused sick days shall be accumulated from year to year with no maximum limit.
- 2. Sick Leave shall be extended beyond the Administrator's accumulated leave. In the case of extended illness on the part of a tenured Administrator, sick leave shall be extended in accordance with Title 18A:30-6.
- 3. Administrators shall be notified in writing of their accumulated sick leave not later than September of each year.



E. Retirement Plan

1. An Administrator who has been employed in the River Vale School District for at least 15 years and who retires under the provisions of the T.P.A.F. shall be eligible for payment for unused accumulated sick leave.
2. To assist the Board of Education in funding the retirement provision, a survey shall be made of eligible employees who intend to retire during the subsequent school year.
3. Notice of intent to retire must be given to the Board of Education, 60 days prior to the due date of the Board's submission of its preliminary budget to the County Superintendent. Failure to give such notice will result in deferment of payment under this benefit to the beginning of the subsequent fiscal year; the Board, however, may waive this requirement.
4. The retiree may elect to receive payment under this provision; a) June 30 of the retirement year; or, b) January 1 of the subsequent calendar year.
5. Reimbursement under this provision shall be for 1991/1992:

\$60.00 per day if attendance of total staff (illness absentees) is 95% or higher;

\$55.00 per day if attendance is 90% to 94%;

\$50.00 per day if attendance is below 90%.

Reimbursement under this provision shall be for 1992/1993:

\$65.00 per day if attendance of total staff (illness absentees) is 95% or higher;

\$60.00 per day if attendance is 90% to 94%;

\$55.00 per day if attendance is below 90%.

Reimbursement under this provision shall be for 1993/1994:

\$70.00 per day if attendance of total staff (illness absentees) is 95% or higher;

\$65.00 per day if attendance is 90% to 94%;

\$60.00 per day if attendance is below 90%.

Catastrophic illnesses shall not be included in determining the above percentage of attendance.

## ARTICLE VI

### INSURANCE PROTECTION

- A. The Board shall provide the health/group insurance protection designated below for the term of this Agreement. The Board shall pay the full premium for each Administrator and the premium for family coverage only where such coverage is specifically extended by the Board.
1. For each Administrator who remains in the employ of the Board for the full school year, the Board shall make payment of insurance premiums to provide insurance coverage for a period beginning 90 days from commencement of work and for a full 12 month period in succeeding years, from September 1st and ending August 31st; unless the new employee transfers from another district participating in the State Health Benefits Plan, such payments and coverage would continue without interruption. Payments will be made through August 31st in behalf of an Administrator who terminates employment as of June 30th.
  2. Provisions of the health group insurance program shall be detailed in master policies and contracts agreed upon by the Board and shall include any current provisions contained in the State Health Benefits Plan. Such coverage is extended to the employee and family.
  3. Provisions of the group dental insurance program shall be detailed in master policies and contracts agreed upon by the Board and shall include any current provisions contained therein. Such coverage is extended to the employee and family.
  4. Provisions of the group optical insurance program shall be detailed in master policies and contracts agreed upon by the Board and shall include any current provisions contained therein. Such coverage is extended to the employee and family.
- B. The Board will attempt to provide to each Administrator a description, from the insurance carrier, of all group insurance coverage provided under this Article, no later than the beginning of each school year, which shall include a clear description of conditions and limits of coverage as listed above.

**ARTICLE VII**

**MISCELLANEOUS**

A. The Board of Education agrees to pay the membership dues for Administrators in the following professional organizations for 1989/1990 and 1990/1991.

Principals - 1. N.J. Principal and Supervisor Association  
2. National Association of Elementary Principals  
or  
National Association Secondary School Principals  
3. Association for Supervision and Curriculum  
Development - allow one member to join, he  
will share information.  
4. Bergen County Administrators Association  
5. N.J. School Masters Club

B. The Board of Education agrees to begin negotiations for a succeeding agreement with the Administrative Unit no later than November 1st.

C. The Board of Education agrees to reimburse all expenses for two Principals each year of this contract to attend a national convention of his/her choice (with the approval of Superintendent of Schools.) No Administrator shall attend such national conventions in the succeeding year.

## ARTICLE VIII

### ADDITIONAL REIMBURSEMENT

The Board agrees:

1. To pay the full cost of tuition and other reasonable expenses incurred in connection with any courses, workshops, seminars, conferences, in-service training sessions, or other such sessions which an administrator is required and/or requested by the administration to take.
2. To pay up to eight hundred dollars (\$800.00) in 1991/1992 and eight hundred fifty dollars (\$850.00) in 1992/1993 and nine hundred dollars (\$900.00) in 1993/1994 toward the cost of tuition and fees incurred in connection with graduate courses and/or other courses beneficial to the Administrator in his/her professional growth. Subject to the approval of the Superintendent of Schools, and in accordance with River Vale School Code R 5-8.7.

For each year of this Agreement this provision shall be limited to \$6,500.00. If the number of administrators availing themselves of this clause by February 15th of each year causes the amount to exceed \$6,500.00, then each administrator's reimbursement shall be reduced on an equal pro-rated basis. The first payment shall be 50% of those applications received and approved for reimbursement.

3. To pay for mileage to those personnel whose regular assignment calls for travel between two or more locations within the district. Mileage will be reimbursed at the current IRS rate for which vouchers shall be submitted periodically to the Business Office. Travel expenses to and from approved conferences, workshops and conventions shall be paid upon submission of a voucher.

**ARTICLE IX**

**DURATION OF AGREEMENT**

- A. This agreement shall be effective as of July 1, 1991 and shall continue in effect until June 30, 1994. This agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated.
- B. In witness whereof the parties hereto have caused this agreement to be signed by their respective presidents, attested by their respective secretaries, and their corporate seals to be placed hereon, all on the day and year first above written.

**RIVER VALE ASSOCIATION OF ADMINISTRATORS**

BY

Its President

BY

Its Secretary

**RIVER VALE BOARD OF EDUCATION**

BY

Its President

BY

Its Secretary