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AGREEMENT BETWEEN
THE MOUNT LAUREL BOARD OF EDUCATION
AND
THE MOUNT LAUREL ADMINISTRATORS' ASSOCIATION
FOR THE PERIOD FROM
JULY 1, 1987
α THROUGH
JUNE 30, 1990

ARTICLE I**RECOGNITION AGREEMENT**

The Mount Laurel Board of Education hereby recognizes the Mount Laurel Township Administrators' Association as the representative for negotiations concerning terms and conditions of employment for all principals and assistant principals, but excluding any and all administrative and/or supervisory personnel not specified herein, in the Mount Laurel Township Public Schools within the scope of the New Jersey Employer-Employee Relations Act, and as interpreted by the Public Employment Relations Commission through its Rules and Regulations.

ARTICLE II**NEGOTIATION PROCEDURE**

- A. The Mount Laurel Board of Education agrees to negotiate terms and conditions of employment with the Mount Laurel Township Administrators' Association.
- B. The Mount Laurel Administrators' Association and the Board recognize that a majority of the Board and administrators must ratify all agreements reached.
- C. Negotiations will commence no earlier than October 15 and no later than November 14 of the final year of the existing contract.

ARTICLE III**GRIEVANCE PROCEDURE**

- A. Definitions
 - 1. Grievance - A grievance shall mean a complaint alleging a specific section of the agreement as to a violation, misinterpretation, or inequitable application of the provisions of the agreement or that a member(s) has been treated unfairly or inequitably by reason of any act or practice affecting the terms and conditions of employment.
 - 2. Aggrieved Person - An "aggrieved person" is the person or a group of persons making the claim.

B. Purpose

The purpose of this procedure is to secure at the lowest possible level equitable solutions to the problem which may arise affecting administrators.

C. Procedures

1. Filing a Grievance - An administrator with a complaint shall meet with the Assistant Superintendent with the objective of resolving the matter informally. This meeting must take place within fifteen (15) employee work days of the alleged complaint.

If a solution cannot be agreed upon, the administrator may then re-submit his grievance, in writing, specifying details at Level One within five (5) employee work days of the informal meeting with the Assistant Superintendent.

2. Level One - Assistant Superintendent - After having received the grievance in writing, the Assistant Superintendent shall attempt to resolve the matter as quickly as possible but within a period not to exceed ten (10) employee work days. The Assistant Superintendent shall communicate his decision in writing to the grievant.
3. Level Two - Superintendent - If the aggrieved person is not satisfied with the disposition of his/her grievance at Level One, he/she may submit the grievance to the Superintendent within ten (10) employee work days after receiving the decision from Level One. After having received the grievance in writing, the Superintendent shall attempt to resolve the matter as quickly as possible but within a period not to exceed ten (10) employee work days. The Superintendent shall communicate his decision in writing to the grievant.
4. Level Three - Board of Education - If the aggrieved person is not satisfied with the disposition of his grievance at Level Two, he/she may submit the grievance to the Board of Education within ten (10) employee work days after receiving the decision from Level Two.

The Board shall meet with the grievant and the Superintendent.

The Board shall send a written decision on the disposition of the grievance to the grievant and to the Superintendent within thirty days.

ARTICLE IV

PROFESSIONAL IMPROVEMENT AND DEVELOPMENT

An amount not to exceed \$1100 in 1987-88, \$1150 in 1988-89, and \$1200 in 1989-90 will be allowed each administrator covered in this agreement for expenses incurred for the purpose of attending relevant professional meetings, workshops, and conventions. In addition, upon approval of the Superintendent, such monies may also be used for professional membership dues, professional courses, and professional materials.

A. Local and State Meetings

Requests to attend local or state meetings which do not exceed one day in duration must be submitted to the Superintendent for his approval.

Requests must be made one week in advance.

B. National and State Meetings

Requests to attend national or state meetings which exceed one day in duration must be submitted to the Superintendent for Board of Education approval.

C. Procedures

1. All requests to attend professional meetings must include the date, location, and approximate cost.
2. A written summary of the national convention attended will be submitted to the Superintendent.
3. A verbal summary of the meeting will be made to the Board of Education upon request.

ARTICLE V

SICK LEAVE

All twelve (12) month administrators will have twelve (12) sick days each year. In the event of a major illness or injury and no accumulative sick days remain, an administrator shall receive up to twenty (20) additional sick days in accordance to the individual's salary. These days are not accumulative. The twenty (20) additional days would be over and above the twelve (12) days allowed each year.

The Board agrees to convert unused personal days to accumulated sick leave at the end of the school year based on the following schedule:

<u>Remaining Sick Days</u>	<u>Personal days to be Converted</u>
12	3 maximum
10-11	2 maximum
8-9	1 maximum

ARTICLE VI

COMPLAINT PROCEDURE

Complaints regarding an administrator made by any member of the Board, Superintendent, teacher, parent, student, or other person shall be brought to the attention of the administrator by the Superintendent or Assistant Superintendent, in private. The complaint shall contain the name of the complainant, the statement of the complaint, and be accompanied by a copy of the complaint, if it was in writing.

ARTICLE VII

CONTINUING BENEFITS

Nothing in this agreement shall be interpreted and/or applied as to eliminate, reduce, nor otherwise detract from any existing professional staff benefit.

ARTICLE VIII

SALARIES

Persons covered by this agreement shall be paid in accordance with the 1987-88, 1988-89, and 1989-90 Salary Guides which is affixed hereto and made a part hereof as Schedule A.

ARTICLE IX**SICK LEAVE RETIREMENT PAY**

The Board shall pay to each administrator retiring from the Mount Laurel School District a sum of fifteen dollars (\$15.00) for each accumulated unused sick leave day(s), to a maximum of 100 days for 1987-88, a sum of sixteen dollars (\$16.00) to a maximum of 100 days for 1988-89, and a sum of sixteen dollars (\$16.00) to a maximum of 120 days for 1989-90, and provided that the retirement conforms to the rules and regulations of the Teacher Pension and Annuity Fund (T.P.A.F.) of New Jersey and that the administrator shall be collecting a pension.

ARTICLE X**HOSPITAL/MEDICAL AND DENTAL INSURANCE****A. Health Care Insurance**

The Board will provide a health care insurance package in accordance with Schedule B. The Board reserves the right to determine the provider of health services and the rates to be paid.

The Board shall provide each newly hired member a description of the health care insurance coverage provided under this Article, no later than the beginning of the school year, which shall include a clear description of conditions and limits of coverage.

B. Hospital Care Insurance for Retired Administrators

Members who retire or have retired after the 1980-81 school year in good standing from the Mount Laurel School District and in accordance with the rules and regulations of the Teacher Pension and Annuity Fund shall be permitted to continue at their own expense participating in the group health services plan. Such participation shall be subject to the terms and conditions established by the designated insurance carrier and Board of Education.

C. Dental Plan

The Board shall provide a family dental insurance package for the MLAA members in accordance with Schedule C at a maximum yearly cost of \$390 per member for 1987-88, \$400 per member for 1988-89, and \$415 per member for 1989-90. The Board reserves the right to determine the provider of the dental insurance package and the rates to be paid.

ARTICLE XI**SEPARABILITY**

If any provision of this agreement or any application of this agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

ARTICLE XII**SNOW DAYS**

Administrators may be required to report to work on Class II Snow Days.

<u>Class I Snow Day</u> -	The school district is closed for all professional staff and students.
<u>Class II Snow Day</u> -	The school district is closed for teachers and students only.

The Superintendent will make the determination of the snow day classification.

ARTICLE XIIIDURATION OF AGREEMENT

- A. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.
- B. This Agreement shall be effective as of July 1, 1987, and shall continue in effect until June 30, 1990.

MOUNT LAUREL TOWNSHIP
BOARD OF EDUCATION

Margaret L. Haynes 6/19/87
President Date

Frank C. Hicks 6/19/87
Secretary Date

MOUNT LAUREL
ADMINISTRATORS' ASSOCIATION

Kenneth S. Tubel 6/19/87
Representative Date

Michael Jordan 6/19/87
Representative Date

SCHEDULE ASALARY GUIDE
1987-88

<u>STEP</u>	<u>ELEMENTARY</u> <u>PRINCIPAL</u>	<u>ASST.</u> <u>PRINCIPAL</u>	<u>M. S.</u> <u>PRINCIPAL</u>
1	47,055	46,055	47,555
2	48,055	47,055	48,555
3	49,055	48,055	49,555
4	50,055	49,055	50,420
5	51,055	50,055	51,555
6	52,055	51,055	52,555

SALARY GUIDE
1988-89

<u>STEP</u>	<u>ELEMENTARY</u> <u>PRINCIPAL</u>	<u>ASST.</u> <u>PRINCIPAL</u>	<u>M. S.</u> <u>PRINCIPAL</u>
1	51,150	50,150	51,650
2	52,150	51,250	52,650
3	53,150	52,150	53,650
4	54,150	53,150	54,650
5	55,150	54,150	55,650
6	56,150	55,150	56,650

SALARY GUIDE
1989-90

<u>STEP</u>	<u>ELEMENTARY PRINCIPAL</u>	<u>ASST. PRINCIPAL</u>	<u>M. S. PRINCIPAL</u>
1	55,255	54,255	55,755
2	56,255	55,255	56,755
3	57,255	56,255	57,755
4	58,255	57,255	58,755
5	59,255	58,255	59,755
6	60,255	59,255	60,755

SCHEDULE B**HEALTH CARE PLAN****ELIGIBILITY**

Employees and their families are eligible immediately upon full time employment. Spouses are covered; children are covered from birth, full, until attainment of age 19, 23 if full time students.

IN-PATIENT HOSPITALIZATION

365 days semi-private hospitalization, including intensive care; full miscellaneous fees.

OUT-PATIENT HOSPITAL

Same-Day Surgery, emergency room use for accidents, pre-admission testing.

SUPPLEMENTAL ACCIDENT

\$300 (for services beginning within 24 hours and lasting for a maximum of 90 days)

SURGERY & ANESTHESIA

100% of reasonable and customary amount

Second surgical opinion - 80% or 100%

MAJOR MEDICAL

Deductible - \$100 per person, maximum of \$200 per family

Co-Insurance - 80% to \$2000, then 100% to \$1 million

Mental & Nervous - 50% of \$60 per visit, 50 visits per year, \$50,000 lifetime maximum

In-Patient mental & nervous as any other illness

ALCOHOLISM & DRUG ADDICTION

Covered as any other illness

Internal limits

DENTAL

Most dental expenses excluded. Included expenses limited to repair of accidents occurring while this coverage is in force, removal of fully impacted wisdom teeth.

Medical conditions in the mouth not related to dental disease are covered.

COSMETIC SURGERY

Not covered except for the prompt repair of accident or illness

PREVENTATIVE MEDICINE

Not covered

PRE-EXISTING CONDITION LIMITATION

No coverage for any condition for 12 months for a condition for which an individual was treated in the three months preceding date of eligibility.

EYE CARE AND HEARING CARE

Not covered except for diseases

ENTRY INTO THE HMO

Once annually with/without evidence of insurability

EXTENDED BENEFITS

Coverage for that illness is provided for 12 months following termination of employment if individual remains totally disabled.

COVERAGE FOR RETIREES

Provided

SURVIVOR BENEFITS

Family of a deceased employee receives benefits under the group contract for six months.

SCHEDULE CDENTAL CARE PLAN SPECIFICATIONS

FEE BASIS: The following program is based upon the usual, customary, and reasonable fee concept.

CO-PAYMENT: Preventive and Diagnostic	-	100% (with no deductible)
Remaining Basic Services	-	80%/20% (with a deductible)
Prosthodontic Benefits	-	80%/20% (with a deductible)

The maximum amount payable for the above dental services provided an eligible patient in any calendar year is \$1,000.00.

\$50.00 deductible per patient per calendar year.

\$150.00 family maximum aggregate deductible.

ORTHODONTIC (Applicable to dependent children)
COVERAGE:

Co-Payment - 50/50

Ortho I - Orthodontic Benefits are subject to a \$1,000 maximum per case in 1986-87 and \$1,250 maximum per case in 1987-88 which is separate from the \$1,000 maximum which is applicable to Basic and Prosthodontic Benefits.