

AGREEMENT

between the

VERONA ADMINISTRATORS' ASSOCIATION

and the

BOARD OF EDUCATION OF VERONA

Essex County

New Jersey

July 1, 2005 to June 30, 2006

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PREAMBLE

This Agreement is entered into this

____ 25th ____ day of ____ October ____, ____ 2005 ____.

by and between the Board of Education of Verona, and the Township of Verona, New Jersey, hereinafter called the "Board", and the Verona Administrators' Association, hereinafter called the "Association".

W I T N E S S E T H :

WHEREAS, the members of the profession are particularly qualified to advise the formulation of policies and program designated to improve educational standards, 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:

ARTICLE I
RECOGNITION

Pursuant to Chapter 123, Public Laws of 1974, the Verona Board of Education recognizes the Verona Administrator's Association as the exclusive negotiating representative for collective negotiations concerning the terms and conditions of Administrators' employment for the unit described herein, including:

Principal, High School
Principal, Middle School
Principals, Elementary Schools
Assistant Principal, High School
Assistant Principal, Middle School
Director of Special Services
Director of Athletics

ARTICLE II
USE OF SCHOOL PROPERTY FOR MEETINGS

Representatives of the Verona Administrators' Association shall be permitted to transact official Association business on school property at all reasonable times.

ARTICLE III
FUTURE NEGOTIATING AGREEMENT

- A. The parties agree to enter into collective negotiations over a successor agreement in accordance with Statute to reach agreement on matters concerning the terms and conditions of Administrators' employment.
- B. The Board agrees to make available to the Association, in response to reasonable requests, from time to time, all available public information concerning the financial resources of the district, and both parties agree to make available to each other, upon request, all available public or non-confidential information pertaining to matters under discussion.
- C. Periodic reports to the public on the progress of negotiations shall only be issued with the mutual approval of the parties.
- D. This Agreement, once negotiated, incorporates the entire understanding of the parties, and shall not be modified in whole or in part by the parties, except by an instrument in writing, duly executed by both parties.
- E. During the course of teacher negotiations, representative Administrator(s) agreed upon by the Superintendent and Administrators shall advise the Board of Education on administrative implications of negotiated language under consideration for agreement.

ARTICLE IV
TERMS OF EMPLOYMENT

- A. Twelve-month employees shall be the High School Principal, Middle School Principal, High School Assistant Principal, Middle School Assistant Principal, and the Director of Special Services and shall work a total of twenty additional days beyond the regular school calendar year. Ten and one-half month employees shall be the Elementary Principals and shall work a total of ten additional days beyond the regular school calendar year. The twenty or ten additional working days will be worked between the school calendar dates of July 1 and June 30 and will be mutually agreed upon by the Administrator and the Superintendent of Schools. The Superintendent's decision under this article is not subject to the grievance procedure. The regular school calendar year shall be defined for all Administrators as three days prior to the official opening of the school attendance registers and ending five days after the official closing of the school attendance registers.
- B. The Athletic Director is a ten month employee. An annual stipend is agreed to in exchange for an additional three weeks of summer work and after-school supervision of activities involving student athletics.
- C. The High School Principal stipend is in exchange for the supervision of evening activities involving high school students.

ARTICLE V
CALENDAR HOLIDAYS AND VACATIONS

All Administrators are to be granted the established holidays and vacation days in the school calendar which are granted to the teachers.

ARTICLE VI
SALARY DETERMINATION ---2005-2006

A. Salaries for the district Administrators in this Agreement are as follows:

2005-2006 ADMINISTRATORS' SALARY GUIDE

NAME	05/06 BASE	INCREASE	LONGEVITY	STIPENDS	05/06 SALARY
Albano	99,962	2,899	3,340		106,201
Berk	115,503	2,899	4,474		122,876
Brennan	76,354	2,899	-		79,253
Carrubba	75,535	2,899	-		78,434
Cesa	111,532	2,899	1,350	2,500	118,281
Farishian	99,028	2,899	3,340	3,500	108,767
Lanzo	92,002	2,899	-	1,000	95,901
Prystauk	101,584	2,899	4,474		108,957
Rampolla	93,510	2,899	4,474		100,883
Valente	117,061	2,899	4,474		124,434

B. The Board of Education and the Superintendent shall be free to negotiate the initial contract with newly-hired Administrative personnel.

C. The longevity stipends will be as follows for 2005-2006:
After 12 years credited service = \$1350
After 17 years credited service = \$2328
After 24 years credited service = \$3340
After 29 years credited service = \$4474

D. It is agreed that the Board of Education may withhold increments and/or raises pursuant to the New Jersey Statutes - 18A:29-14.

E. Administrators with a Ph.D. or Ed.D. are entitled to a \$1,000 stipend.

ARTICLE VII
COMMUNICATIONS

All communications and requests for meetings between the Board and the Association shall be in writing and directed to the Board Secretary and the Secretary of the Verona Administrators' Association.

ARTICLE VIII
BENEFITS

- A. All leave benefits and insurance benefits accorded the teachers, as a group, will be granted to Administrators except that all new administrative hires will be limited to the Horizon Direct Access Health Benefits Plan. New administrators may pay the premium differential to obtain Traditional Health Benefits Coverage.
- B. Twelve-month Administrators shall be granted twelve days of accumulative sick leave per year. Ten and one-half month Administrators shall be granted ten and one-half days of accumulative sick leave per year. Ten month Administrators shall be granted 10 days of accumulative sick leave per year.
- C. Each Administrator shall receive paid memberships to the following:
- All Administrators - ASCD
 - Elementary Administrators - NAESP
 - All Middle School and High School Administrators - NASSP
 - All Administrators - NJPSA
 - Dir of Special Services - NJAPSA
 - Director of Athletics - NJADA
- D. The Board shall pay \$650.00 per year premium for enrollment in short-term Class E income protection insurance as offered by Prudential Insurance Company of America. The Board of Education shall also pay \$96.00 per year for each Administrator for enrollment in the NJCSA supplemental long-term Disability Plan III as offered by the Prudential Insurance Company of America. If the premiums are increased for Class E income protection or for NJCSA long-term Disability Plan III, the Board shall pay up to 15% increase per year.
- E. The Board of Education will grant an unused sick day termination plan which will be exactly the same as that accorded the teachers except that there will be no individual maximum. The district's total obligation for sick day payouts will not exceed \$22,000.00 in any given year, regardless of the number of retirements.
1. Administrators with ten (10) or more years of service in the district, who retire from the district and who apply to receive pension benefit payments upon retirement from the district or are terminated as a result of a reduction-in-force, shall be eligible for compensation for unused accumulated sick days with the following stipulations.
 - a. This provision shall not apply to administrators vesting under the provisions of the retirement plan or postponing receipt of retirement benefits beyond separation from the district, except in cases of termination as a result of reduction-in-force.
 - b. Compensation rate for eligible days is to be fifty dollars (\$50.00) per day for the entire duration of this contract.

ARTICLE IX
SUMMER TEACHING

Administrators working a twelve-month contract shall be permitted to teach a college course during the summer work day provided compensatory time (if any) due the Verona School System can be accomplished.

ARTICLE X
CONFERENCES AND CONVENTIONS

Administrators may choose to attend a minimum of one national conference or convention every three years during the school year or during additional work days as defined in Article IV, Section A, subject to approval of the Superintendent. Funds shall be allocated in the budget to allow for such conferences unless financial constraints make it imprudent to do so.

ARTICLE XI
GRIEVANCE PROCEDURE

- A. The purpose of this grievance procedure is to provide an orderly internal mechanism for the settlement of problems as they relate to Administrators.
- B. Definitions:
1. A grievance is a claim based upon an event or condition which affects terms and conditions of employment of an Administrator or Administrators regarding the interpretation, application or violation of policies, agreements or administrative decisions affecting them.
 2. An aggrieved person is the person or persons making the claim.
 3. Immediate superior shall be the Superintendent of Schools, except in the case of an Assistant Principal it shall be the Principal.
- C. Nothing in this Agreement shall prevent any Administrator from discussing his/her grievance with his/her appropriate superior, provided that the resolution of the grievance is not inconsistent with terms and conditions of employment of the employees represented by the Verona Administrators' Association.
- D. Procedure:
1. Step One
 - a. An administrator having a grievance shall, within twenty school days of the

alleged grievance, discuss it with his/her immediate superior.

- b. If the grievance of an Assistant Principal is not resolved within five school days after discussion with the Principal, it shall be referred in written form to the Superintendent.

2. Step Two - If a grievance is not resolved by the Superintendent within five school days after the presentation of the grievance, the aggrieved person may within five school days thereafter refer the grievance in written form to the Board of Education.

3. Step Three - Within ten school days after the receipt of the grievance the Board shall hold a hearing on the grievance. A written decision shall be rendered within five school days after the hearing.

4. Step Four

- a. Within ten school days after receipt of the Board's decision or within fifteen school days after the completion of the hearing, the aggrieved person, if not satisfied, shall notify the Board in writing of his/her intent to submit the grievance to an impartial third party.

- b. If the parties cannot agree upon a third party within five school days after the notification by the aggrieved person, a request for a list of arbitrators may be made to the American Arbitration Association by either party. The parties shall then be bound by the rules and regulations of the American Arbitration Association in the selection of an arbitrator.

5. Miscellaneous

- a. The costs, fees, and expenses for the arbitrator shall be shared equally by the parties participating in the grievance.
- b. All decisions shall be in writing with supportive reasons provided.
- c. All grievance hearings shall be conducted in private and shall include only such parties in interest and their designated or selected representatives.
- d. If a grievance is submitted in June, July, or August, the time limits specified in this Article shall be considered as week days rather than school days.
- e. Time limits specified in this Article may be extended by mutual agreement of the concerned parties.

ARTICLE XII
EFFECTIVE DATE AND SIGNATURES

The terms of this contract will remain in effect from
July 1, 2005 through June 30, 2006

VERONA ADMINISTRATORS' ASSOCIATION

President

DATE: _____

WITNESS

Name

DATE: _____

VERONA BOARD OF EDUCATION

President

DATE: _____

WITNESS

Name

DATE: _____