

2377

**AGREEMENT**

**between the**

**NORTH PLAINFIELD BOARD OF EDUCATION**

**and the**

**NORTH PLAINFIELD ASSOCIATION  
OF EDUCATIONAL ADMINISTRATORS AND  
SUPERVISORS**

**Covering the Period From  
July 1, 1994 through June 30, 1997**

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ARTICLE I

RECOGNITION

I. Pursuant to the provisions of NJSA 34:13A-1 et seq., the North Plainfield Board of Education, an Equal Opportunity Employer, hereby recognizes the North Plainfield Association of Educational Administrators and Supervisors as a majority representative and as the exclusive and sole representative for collective negotiations concerning terms and conditions of employment for all administrative personnel including principals, assistant principals, and administrators, directors and supervisors under contract or on leave, now employed or as hereafter may be employed by the Board, excluding the Superintendent of Schools, Assistant Superintendent, Secretary/Business Administrator, and Director of Operations.

II. Unless otherwise indicated, the term administrator when used herein-after shall refer to all professional employees represented by the Association in the negotiating unit as above defined.

ARTICLE II

NEGOTIATIONS

The parties agree to enter into negotiations concerning a successor agreement in accordance with NJSA 34:13A-1 et seq. Such negotiations shall begin not later than December 1 of each year, or as PERC regulations require, for each successor agreement.

ARTICLE III

GRIEVANCE PROCEDURE

I. Definition

A "grievance" shall mean a claim or allegation by an administrator/-supervisor that there has been a personal loss, injury, or inconvenience because of a violation, a misinterpretation, or an inequitable application of:

- A. Board policy that affects terms and conditions of employment.
- B. This Agreement.

II. Rights of Administrators/Supervisors to Representation

A. Any aggrieved administrator/supervisor may be represented at all stages of the grievance procedure by him/herself, or, at his option, with a representative selected or approved by the Association.

B. When an administrator/supervisor is not represented by the Association in the processing of a grievance, the Association shall have the right at the time of the submission of the grievance to the Superintendent or at any later level:

1. To be notified that the grievance is in process.
2. To receive a copy of all decisions rendered.
3. Grievances that are resolved without an Association representative shall not infringe on either Association rights or this Agreement.

C. The individual shall be assured freedom from restraint, interference, coercion, discrimination, or reprisal at all steps in the grievance procedure.

D. A grievance which affects a number of administrators/supervisors may, at the option of those administrators/supervisors, be filed as a single grievance.

### III. Procedure

A. To be considered under this procedure, a grievance must be initiated by the administrator/supervisor in writing within thirty (30) calendar days of the occurrence of the particular incident

B. 1. Failure at any step of the following procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved administrator/-supervisor to proceed to the next step.

2. Failure at any step of the following procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.

3. After a grievance has been initiated, either side may request an extension of time limits during periods when the schools are closed. Requests for extension of the time limits shall be granted.

C. It is understood that administrators/supervisors shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance has been fully determined.

D. Step 1 - Any administrator/supervisor who has a grievance shall discuss it first with his immediate superior in an attempt to resolve the matter informally at that level.

E. Step 2 - If, as a result of the discussion, the matter is not resolved to the satisfaction of the administrator/supervisor within five (5) working days, he shall set forth his grievance in writing to the immediate superior specifying:

1. The nature of the grievance.
2. The nature and extent of the loss, injury, or inconvenience.
3. The results of the previous discussions.
4. His dissatisfaction with decisions previously rendered.
5. The remedy sought.

Within five (5) working days of the immediate superior's receipt of the written grievance, that superior shall communicate in writing his decision and justifications to the administrator/supervisor. An administrator/supervisor whose immediate superior is the Superintendent, will proceed directly to Step 4.

F. Step 3 - Within (5) working days after receipt of the immediate superior's decision, the administrator/supervisor may appeal the decision to the Superintendent of Schools. The appeal to the Superintendent must be in writing and must detail:

1. The particulars of the grievance as specified in Step 2 above.
2. His dissatisfaction with decisions previously rendered.

The Superintendent shall attempt to resolve the matter within a period not to exceed five (5) working days. The Superintendent shall also communicate in writing his decision and justifications to the administrator/supervisor involved.

G. Step 4 - If the grievance is not resolved to the administrator/supervisor's satisfaction, he may request a review by the Board of Education no later than five (5) working days after receipt of the Superintendent's decision. The request shall be submitted in writing through the Superintendent of Schools who shall attach all related papers and forward the request to the Board of Education. Within thirty-five (35) calendar days of receipt of the grievance by the Board, the Board, or a committee thereof, shall review the grievance and shall, at its option, hold a hearing with the administrator/supervisor and render a decision in writing. Beyond this step a grievance shall not be processed if it applies to:

1. Any matter for which a method of review is prescribed by Title 18A.
2. Any rule or regulation of the State Commission of Education.
3. Any matter which according to law is beyond the scope of Board authority.

4. A complaint of a non-tenured administrator/supervisor which arises by reason of his not being reemployed.
5. A complaint by any administrator/supervisor occasioned by appointment to, or lack of appointment to, retention in, or lack of retention in any position for which tenure is either not possible or not required.

H. Step 5 - If the decision of the Board of Education does not resolve the grievance to the satisfaction of the administrator/-supervisor, and the administrator/supervisor wishes review by a third party, he shall refer the grievance to the Association. Within the (10) working days of receipt of the Board's decision, the Association may request arbitration of the grievance by notifying the Board through the Superintendent.

1. The following procedure shall be used to secure the services of an arbitrator:

- a. A joint Board-Association request shall be made to the American Arbitration Association to submit a roster of persons fully qualified to function as arbitrators of the grievance in question.
- b. Should the parties be unable to determine a mutually satisfactory arbitrator from the submitted list, they shall request the American Arbitration Association to submit a second roster of names.
- c. Should the parties be unable to determine a mutually satisfactory arbitrator from the second submitted list within ten (10) working days of the initial request for arbitration, the American Arbitration Association shall be requested by either the Board or the Association to designate an arbitrator.

2. The arbitrator shall limit himself to the issue submitted to him and shall consider nothing else. He shall add nothing to, nor subtract anything from, the Agreement between the parties or from any policy of the Board of Education. The recommendations of the arbitrator shall be advisory on Board policy that affects terms and conditions of employment, ARTICLE XIII, and ARTICLE XIV, and binding on issues regarding this Agreement. Within thirty (30) calendar days of the completion of the Arbitrator's hearings, copies of the arbitrator's findings and recommendations shall be given to the Board and to the aggrieved and his representatives only.

#### IV. Costs

A. The fees and the expenses of the arbitrator are the only costs which shall be shared by the two parties, and such costs shall be shared equally.

B. All other costs shall be borne by the parties incurring them.

#### ARTICLE IV

##### SCHOOL CALENDAR

Upon notice from the Superintendent of Schools, the North Plainfield Association of Educational Administrators and Supervisors shall prepare and submit a proposal for a school calendar. The proposal will be jointly reviewed by the Superintendent and the President of the Association. Upon completion of this review, the Superintendent will recommend a calendar to the Board of Education, which will render the final decision.

#### ARTICLE V

##### ADMINISTRATOR/SUPERVISOR EMPLOYMENT

- I. All administrators/supervisors who began working not later than October 1 shall be notified no later than April 30 of their contract and salary status for the ensuing year. Non-tenured administrators/supervisors shall sign their contracts or letter of intent by May 10, unless at the request of the administrator/-supervisor an extension has been granted by the Superintendent.
- II. The hours of respective professional personnel shall be determined by the Board of Education.

#### ARTICLE VI

##### ADMINISTRATOR/SUPERVISOR ASSIGNMENT AND EVALUATION

- I. All administrators/supervisors shall be given written notice of their tentative assignments for the forthcoming year not later than June 1. In the event that changes in such assignments are proposed after June 1, the affected administrator shall be notified in writing of the new assignment.
- II. All evaluations of administrators/supervisors shall be in accordance with NJAC 6:3-1.19 and NJAC 6:3-1.21 which are incorporated herein as Appendix A.

#### ARTICLE VII

##### MISCELLANEOUS MANAGEMENT DUTIES

The Board and the Association acknowledge that an administrator/-supervisor's primary responsibility is to provide management and direction to the school program.

ARTICLE VIII

SICK LEAVE

I. "Sick leave is hereby defined to mean the absence from his or her post of duty, of any person because of personal disability due to illness or injury, or because he or she has been excluded from school by the school district's medical authorities on account of a contagious disease or of being quarantined from such a disease in his or her immediate household."

II. All persons holding any office, position or employment for the North Plainfield Board of Education, who are steadily employed under contract, or who are protected by tenure in their office or position of employment shall be allowed sick leave as follows:

10 month employees @ 11 days  
11 month employees @ 12 days  
12 month employees @ 13 days

III. Sick leave allowable under the above conditions shall accumulate for use as may be needed for sickness in subsequent years.

IV. A physician's certificate attesting to the illness or physical disability of an administrator may be required in cases where absence for reasons of sickness exceeds three (3) days. The three consecutive day requirement may be waived in cases of suspected abuse.

ARTICLE IX

TEMPORARY LEAVES OF ABSENCE

I. An employee may be absent without loss of pay when:

A. Absence results from obedience to legal process except when the employee is suing the school district. When the lawsuit against the district is settled in favor of the employee, the employee will be made whole through either damage award or by the district.

B. In the case of death of an immediate family member (spouse, parent, other member of the immediate household, child, grandchild, grandparent, sibling, or parent-in-law) up to five (5) working days of bereavement leave shall be granted immediately following the death provided there are no more than three (3) consecutive scheduled holidays or vacation days for the employee during the bereavement period.

In the case of the death of any other family member one (1) day of bereavement leave shall be granted.



- C. The Superintendent of Schools excuses the employee, in advance, for other urgent reasons. The employee may make the request by telephone or through the principal. No one except the Superintendent of Schools may excuse or refuse an employee's absence under this rule.
- D. A staff member may be granted two (2) days of leave to attend to personal matters which cannot be handled outside school hours. Application to the Superintendent shall be made at least twenty-four (24) hours before taking such leave, except in emergencies. In such cases, reasons beyond the signing of the required form shall not be required of the staff member. When an emergency day is requested, the emergency reason will be included on the application form upon return to the school district. These days may not be taken immediately before nor immediately following a holiday nor during the first or last week of school except for the purpose of religious observance. Maximum number of employees to utilize personal days shall be ten percent (10%) of a classification on any given day.
- E. Jury Duty - Jury duty leave shall be granted for a maximum of two (2) weeks to an employee who is required to serve. The employee shall be paid the difference between the jury stipend and the employee's daily rate of pay. The employee shall be required to report for duty whenever the employee is excused from jury duty sufficiently early to be present in the school district for at least two (2) hours of the employee's regular workday.
- F. Superintendent of Schools approves, in advance, the administrator's request to be absent to visit other schools or to attend educational meetings.
- G. An employee absent for reasons other than those specified above shall receive no pay for the time lost.
- H. Nothing herein shall be construed to be in conflict with the Workmen's Compensation Laws of the State of New Jersey.

#### ARTICLE X

##### EXTENDED LEAVES OF ABSENCE

- I. One (1) tenure employee may be granted a leave of absence for a period not in excess of one (1) year to work for the Association and/or its affiliates. Such leave shall be without accumulation of credit on the salary guide and without pay.
- II. A tenure employee may be granted a leave of absence for a period not in excess of two (2) years:

A. To join the Peace Corps, VISTA, a national Teachers' Corps, or similar program as a full-time participant.

B. To serve as an exchange or overseas administrator as a full-time participant.

Such leave shall be with accumulation of credit on the salary guide but without pay.

III. A tenure administrator may be granted a child-rearing leave of absence subject to terms satisfactory to the administration. A tenure administrator who adopts an infant may be granted a child-rearing leave of absence. This leave shall commence upon the receipt of de facto custody of said infant or earlier if necessary to fulfill the requirements for the adoption. Such leaves shall be without accumulation of credit on the salary guide and without pay and will not exceed one (1) year.

IV. A tenure employee may be granted a leave of absence for advanced study at the discretion of the Board of Education.

V. All applications for leaves, extensions or renewals thereof must be made and granted in writing.

VI. A tenure employee upon the resumption of his employment shall have restored to him all benefits to which he was entitled prior to his leave of absence.

VII. Requests for extended leaves shall be in writing and specify one (1) or two (2) years duration. The Board shall be notified in writing by April 15 before the expiration of such leave that an administrator intends to return to work at the beginning of the subsequent school year.

## ARTICLE XI

### SABBATICAL LEAVE

The policy of granting sabbatical leave of absence is established solely to help the district maintain the highest level of instructional competence. In no case is an application for such leave recommended by the Superintendent or approved by the Board of Education unless, in their considered judgment, the professional competence of the staff member and the general efficiency of the school system will be benefitted thereby.

#### I. Sabbatical Leave Regulations

A. Eligibility - A certificated full-time employee completing seven (7) or more years of continuous satisfactory service in North Plainfield Public Schools may, upon recommendation of the Superintendent, be granted a leave of absence for one (1) or two (2) semesters for:

1. Study on a full-time basis.
2. Travel on a full-time basis directly related to the administrator's assignment.
3. Any other reason that the Board and the Superintendent shall approve.

The employee shall not be granted subsequent sabbatical leave until that person has re-established eligibility by serving and completing seven (7) years of continuous satisfactory service.

B. Number of Leaves Authorized - No more than one administrator shall be granted sabbatical leave during any school year.

C. Application for Leave - Application for sabbatical leave shall be made on or before December 1 on a form prescribed by the Superintendent. Such form shall provide for an outline of the program or itinerary to be followed by the staff member during the period of the leave.

The Superintendent shall notify the applicant in writing of the decision of the Board on or before February 15. If granted, such leave shall begin in the next school year on the first day of the first semester or on February 1.

D. Physical Examination - Any applicant favorably considered by the Superintendent may be required by the Board of Education to have a physical examination. The purpose of such an examination is to determine whether there is reasonable probability that the applicant will be physically able to return to employment for the minimum period required.

E. Subsequent Service - As a condition to being granted leave, the employee shall enter into a contract (in terms to be mutually agreed upon) to continue in the employ of the North Plainfield Board of Education for a period of not less than two (2) years following the leave of absence.

Should an employee violate the terms specified above, he shall repay the Board of Education a sum of money bearing the same ratio to the amount of salary received while on leave of absence that the unperformed part of the two (2) subsequent years of service bears to the full two (2) years. An employee may be released from such obligation if he is:

1. Incapacitated
2. Discharged
3. Released for good and sufficient reason by the Board of Education.

F. Status of Pension and Tenure - Contribution by the employee to the retirement fund shall continue as usual during the sabbatical leave period. Tenure rights shall not be impaired.

G. Illness or Accident - Serious accident or illness (established by evidence satisfactory to the Board) interrupting the program of study or itinerary being pursued by an employee shall not constitute a breach of the conditions of such leave, provided that the Superintendent was notified of such accident or illness by registered letter within ten (10) days of its occurrence or as soon as possible.

H. Forfeiture of Leave - If the Superintendent is convinced that an employee on sabbatical leave is not fulfilling the purpose for which the leave of absence was granted, he shall report this fact to the Board of Education. The Board after giving the employee an opportunity to be heard may terminate the leave of absence as of the date of its abuse.

A sabbatical leave shall not be forfeited should the employee become the recipient of grant or scholarship.

I. Sabbatical to Maternity Leave - If an employee on sabbatical leave ascertains that she is pregnant, she shall immediately report this fact to the Superintendent. Sabbatical leave shall be transferred to maternity leave subject to the rules regulating maternity leave.

J. Return to Active Duty - An employee who has been on sabbatical leave for the first semester shall notify the Superintendent on or before December 1 of his/her intention to return to duty the following semester. If leave has been granted for the second semester or the entire school year, the employee shall notify the Superintendent on or before April 1 of his/her intention to return to duty the following school year. Failure of an employee on leave to give such notification shall be interpreted as an indication that such employee does not wish to return to the North Plainfield Public School System and shall be considered a violation of Section E thereby invoking the Board's right to repayment.

K. Reinstatement - Unless conditions have arisen that necessitate change in subject or building assignment, the employee who has complied with Section J above shall be reinstated in the position he/she held at the time his/her leave was granted.

Reinstatement is further conditioned by submitting a written report to the Superintendent describing the significant activities engaged in while on sabbatical leave. If the leave is taken during the first semester, such report is due by March 30 of the following semester. If the leave is taken during the second semester or for the entire school year, the report is due by the following September 30.

L. Salary - The salary of an employee on sabbatical leave for a full year shall be fifty-five (55%) percent of the salary to which he/she is entitled if not on leave, minus the regular deductions for Social Security, Income Tax, Teachers' Pension fund and any other deduction required.

The salary of an employee on sabbatical leave for only (1) semester shall be seventy-five (75%) percent of the half-year salary to which he/she is entitled if not on leave, minus the regular deductions listed above.

Salary shall be paid in accordance with the salary payment schedule of the North Plainfield School System.

The decision of the Board to grant or to refuse to grant a sabbatical leave will be final. It shall not be subject to the grievance procedure.

M. Reimbursement - Neither tuition nor costs of any professional growth activity undertaken during sabbatical will be reimbursed.

## ARTICLE XII

### BOARD-NPAEAS LIASION

The Association's representatives shall meet with the Superintendent and/or call a committee of the Board as necessary during the school year. Primary responsibility to call meetings shall rest with the Association. The first Board-NPAEAS Committee shall review and discuss current school practices and problems. The Committee shall also attend to the proper administration of this Agreement.

## ARTICLE XIII

### PROTECTION OF STUDENTS AND PROPERTY

As per school law Title 18A.

## ARTICLE XIV

### EDUCATIONAL IMPROVEMENT

The Board agrees to pay:

- A. The full cost of tuition and other reasonable expenses incurred in connection with courses, workshops, seminars, conferences, in-service training sessions, or other such sessions which an administrator is required and/or requested to take by the administration.
- B. The Board agrees to pay seventy-five (75%) percent of the cost per credit hour of the New Jersey State colleges and university of graduate courses approved by the Superintendent up to 18 semester hours per year. Reimbursement shall be on courses directly related to an administrator's present assignment.

ARTICLE XIX

LONGEVITY PAY

A. At the discretion of the Superintendent and the Board, the sum of \$720 shall be added to the salary of all 12-month employees and \$660 shall be added to the salary of all 11-month employees who completed twenty (20) years of service within the North Plainfield School System. Up to four (4) years of military service, subsequent to employment in the North Plainfield School System, shall be counted toward longevity pay.

HIRING RANGE

	<u>1994-1995</u>	
High School Principal	\$74,000	\$90,000
Elementary Principal		
Director Special Education		
Adult School Principal		
Supervisor	64,000	80,000
Director Guidance		
Assistant Principal	72,000	86,000
	<u>1995-1997</u>	
High School Principal	\$76,000	\$92,000
Elementary Principal		
Director Special Education		
Adult School Principal		
Supervisor	66,000	82,000
Director Guidance		
Assistant Principal	74,000	88,000

The educational differential is in addition to the above amounts.

ARTICLE XX

RETIREMENT ALLOWANCE

A. A retirement allowance shall be computed at the rate of one (1) day's pay for each four (4) days of accumulated unused sick leave to the employee's credit at the time of retirement. That daily compensation to the employee under these provisions shall be at the daily rate of pay which the employee earned in his/her last year in the district.

Unused private days shall be counted as unused sick days for purposes of calculating the retirement allowance. Beginning July 1, 1991, a \$15,000 maximum limit is placed on the amount which will be paid to any individual administrator under the provisions of this article. A maximum limit of \$5000 will apply to any new administrator initially employed on or after July 1, 1990. There will be no change in this benefit until July 1, 1991, for administrators initially employed prior to July 1, 1990.

No minimum number of years of service shall be required for eligibility for this allowance.

- C. Whenever possible, notice of intention to retire shall be given to the Superintendent prior to the budget submission date for the budget involving the year of retirement.
- D. If a member who has submitted official notice to retire and whose letter of resignation has been accepted by the Board of Education dies before the effective date of his or her retirement, the retirement allowance shall be paid to the deceased member's estate.

#### ARTICLE XXI

##### LONG TERM DISABILITY

The Board shall provide a long term disability income benefit which shall begin ninety (90) calendar days after continuous disability. Benefits shall be paid according to the current schedule of benefits provided in the contract with the insurer. The current schedule of benefits shall be made available to the association upon request.

#### ARTICLE XXII

##### SALARY DEDUCTIONS

When requested, salary deductions shall be made in compliance with Chapter 310, Public Laws of 1967 (N.J.S.A. 52:14-15, 9e) and under rules established by the State Department of Education.

When requested by an employee, the Board of Education agrees to enter into an agreement to reduce the employee's salary to purchase on behalf of the employee an annuity which qualifies under the provisions of Section 403b of the Internal Revenue Code of 1954, as amended.

ARTICLE XV

MEMBERSHIP IN PROFESSIONAL ORGANIZATION

Administrators are encouraged to maintain membership in appropriate professional organizations and associations. The Board of Education shall reimburse three hundred dollars (\$300) to administrators who are members in good standing of the New Jersey Principals and Supervisors Association.

ARTICLE XVI

HOLIDAYS AND VACATIONS

I. 12 Month Administrative Staff

A. The Board of Education will grant paid holidays for full-time twelve month administrative staff according to a list prepared by the Superintendent after the school calendar is adopted each year. As a general practice, the following days will be considered the eleven holidays for 12 month administrative staff:

Independence Day  
Labor Day  
Election Day (when schools are closed)  
Thanksgiving Day  
Day after Thanksgiving Day  
Christmas Day  
New Year's Day  
Martin Luther King's Birthday  
Washington's Birthday  
Good Friday  
Memorial Day

B. Full time, twelve (12) month administrative staff will receive twenty-three (23) paid vacation days plus the days during the winter recess, which is defined as extending from Christmas Eve through New Year's Day. Proposed vacation days shall be submitted in writing through the administrator/supervisor's immediate superior to the Superintendent or the Superintendent's designee for approval. These 12-month administrators may take these vacation days at any time upon approval of the Superintendent of Schools. Effective July 1, 1995, vacation days taken between June 30 and September 1 must be approved prior to June 1..

C. In addition to vacation days, full-time, twelve month administrative staff will receive 6 paid "optional" days. As a general practice, these days are intended to be taken during the period of September 1st to June 30th, on days when school is not in session.



D. Effective July 1, 1995, vacations will not be approved during the last week of school nor during the week preceding the opening of school and the first week of school. Exceptions must be submitted in writing to the Superintendent of Schools or the Superintendent's designee for approval.

II. 11 Month Administrative Staff

Full-time, eleven month administrative staff will, during the period of September 1st to June 30th, observe the regular school calendar. These administrators will also work 20 additional days, a minimum of fifteen (15) of which must be worked between the last day of school and the first day of the next school year, according to a schedule approved by their immediate superior and the Superintendent or the Superintendent's designee.

III. 10 Month Administrative Staff

Full-time, ten month administrative staff will observe the regular school calendar.

ARTICLE XVII

INSURANCE PROTECTION

The Board shall provide the health-care insurance protection outlined in present policies and designated below. The Board shall pay the full premium for each administrator and one hundred (100%) percent of the family premium.

A. The Board shall make payment of insurance premiums to provide insurance coverage for the full twelve (12) month period commencing on July 1 and ending on June 30 for each administrator who remains in the employ of the Board for the full school year.

B. Provisions of the health-care insurance program shall be detailed in master policies and contracts agreed by the Board and the Association and shall include but not necessarily be limited to:

1. Hospital room and board and miscellaneous costs
2. Out-patient benefits
3. Laboratory fees, diagnostic expenses, and therapy
4. Maternity cost
5. Surgical costs
6. Major Medical coverage

C. The Board shall provide a five dollar (\$5.00) co-pay prescription plan, including contraceptives, to include family coverage.

D. The Board shall provide a full dental plan for each administrator.

## ARTICLE XVIII

### SALARIES

I. Salaries for administrators for the duration of this Agreement shall be as set forth as attached. The Board, at its discretion, in individual cases with just cause, may withhold salary increases or portions thereof.

II. The Board and the Association agree to the following:

A. Administrators employed on an eleven (11) or twelve (12) month basis shall be paid in twenty-four (24) semi-monthly installments.

B. Administrators employed on a ten (10) month basis shall be paid in twenty (20) semi-monthly installments.

C. Pay days shall be on the fifteenth (15) day and on the last school day of the month.

D. When a pay day falls on or during a school holiday, vacation, or weekend, administrators shall receive their pay checks on the working day immediately preceding the holiday, vacation, or weekend.

E. A 10-month administrative employee shall receive his final pay check on the last working day in June after he has completed all his assigned duties.

III. Educational Differential

A. The following educational levels shall be recognized:

MA+30            Doctoral

B. Each time an employee presents evidence that he or she has achieved the next higher level, the employee's salary shall be increased by \$2000.

IV. Administrators initially employed at the masters degree level must achieve at least an additional 30 hours of graduate credit within six (6) years of the date of initial employment. Failure to accomplish this will result in loss of further salary increases or increments. This provision shall apply only to administrators initially employed on or after July 1, 1990.

V. Military Experience

Military Experience - As per State Law - a new employee shall be granted not more than three (3) years of credit for military service. A year of military service shall be defined as twelve (12) months.

SALARIES

	<u>1994-95</u>	<u>1995-96</u>	<u>1996-97</u>
Director of Guidance			
Special Education Supv.			
Abbate, Robert	85,700	88,450	91,250
Axmann, Robert	91,880		
Dietzman, Howard	70,500	74,300	78,100
Fisher, Ronald	80,500	83,100	85,650
Grady, Judith	87,750	90,550	93,350
Grazioso, Jane S.	87,000	90,550	93,350
Greco, Richard	84,400	88,200	92,000
Manka, Gregory	85,700	88,450	91,250
O'Brien, Marie	82,500	85,100	87,650
O'Connor, Mary E.	91,730		
Quaintance, Charlotte	70,500	74,300	78,100
Rich, Robert	84,500	88,300	92,100
Roman, Alexander	80,000	83,100	85,650
Sefchik, Diana	72,500	76,300	80,100
Sorrentino, Ralph	72,500	76,300	80,100
Weber, Roger	95,300	97,990	99,990
Funding available for increases for unnamed administrators (exact amounts yet to be determined)	-----	12,650	14,950

Note: Longevity is NOT included

## ARTICLE XXIII

### SUPPLEMENTAL SALARIES

- A. The Board of Education agrees to compensate administrators/supervisors assigned to interscholastic, intramural, extra-curricular activities for which compensation is paid at the supplemental salary rates.
- B. Ten (10) or eleven (11) month administrator/supervisors approved by the Board of Education for assignments requiring additional days of work shall be paid at a per diem rate of 1/200 (10 month employees) or 1/220 (11 month employees) of their annual salaries for the additional days worked.
- C. Where feasible, administrators shall be notified no later than April 30 of their supplemental contract status for the ensuing year. Administrators shall sign their supplemental contracts or letters of intent by May 10, unless, at the request of the administrator, an extension has been granted by the Superintendent.

## ARTICLE XXIV

### MISCELLANEOUS PROVISIONS

- I. This Agreement shall be honored by the Board of Education and by the Association for the duration of the Agreement.
- II. If any provisions of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, such provisions or application shall not be deemed valid and subsisting except to the extent permitted by law. All other provisions or applications shall continue in full force and effect.
- III. Any individual contract between the Board of Education and an individual administrator, heretofore or hereinafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with the Agreement, this Agreement shall be controlling.
- IV. Copies of this Agreement shall be reproduced within thirty (30) days after the Agreement is signed. Copies shall be presented to all administrators now employed or hereafter employed by the Board. The Board and Association agree to Pro Rate expenses of printing copies of the Agreement.
- V. Whenever any notice is required to be given by either party to this Agreement to the other, pursuant to the provisions of this Agreement, such party shall do so in writing at one of the following addresses:

A. If by the Association, to:

The Board of Education  
Watchung School  
North Plainfield, New Jersey 07060

B. If by the Board, to:

President  
North Plainfield Association of Educational Administrators and  
Supervisors  
North Plainfield, New Jersey 07060

VI. If, after the Agreement has become effective, it is felt by either the Board of Education or the Association that an amendment to this Agreement is warranted, such amendment may be added by mutual consent.

VII. The Association agrees to respond in writing to correspondence from the Board of Education within twenty (20) school days.

ARTICLE XXV

DURATION OF THE AGREEMENT

This Agreement shall become effective July 1, 1994, and continue in effect until June 30, 1997.

This Agreement shall not be extended orally, and it is expressly understood that it shall expire on the date indicated unless extended by mutual agreement.

In witness whereof the parties hereto have caused this Agreement to be signed by their respective presidents, attested to by their respective secretaries, all on the day and year first written above.

BOARD OF EDUCATION

NORTH PLAINFIELD ASSOCIATION OF  
EDUCATIONAL ADMINISTRATORS AND  
SUPERVISORS

North Plainfield  
County of Somerset  
State of New Jersey

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President

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President

ATTEST:

ATTEST:

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Secretary

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Secretary

