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THIS BOOK DOES  
NOT CIRCULATE

**A G R E E M E N T**  
between the  
**ADMINISTRATORS' AND SUPERVISORS' ASSOCIATION**  
**OF FRANKLIN TOWNSHIP**  
and the  
**BOARD OF EDUCATION OF FRANKLIN TOWNSHIP**  
**The County of Somerset, New Jersey**

70-72

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P R E A M B L E

This AGREEMENT entered into this 1st day of July, 1970,  
by and between the BOARD OF EDUCATION OF THE FRANKLIN TOWNSHIP SCHOOL  
DISTRICT, FRANKLIN TOWNSHIP, SOMERSET, NEW JERSEY, hereinafter called  
THE "BOARD", AND THE ADMINISTRATORS' AND SUPERVISORS' ASSOCIATION,  
hereinafter called the "ASSOCIATION".

ARTICLE I

RECOGNITION

Pursuant to the provisions of Chapter 303 of the Laws of 1968, the Franklin Township Board of Education hereby recognizes the Administrators' and Supervisors' Association of Franklin Township as majority representative and as the exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for the following personnel, whether under contract, on leave, now employed or as may be hereafter employed by the Board:

Principals

Vice Principals

Supervisors of Instruction

The term "administrator" when used hereinafter in this Agreement shall refer to all employees in the bargaining unit as above defined and references to male administrators shall include female administrators.

ARTICLE II

NEGOTIATIONS PROCEDURE

- A. The parties agree to enter into collective negotiations over a successor Agreement in accordance with Chapter 303, Public Laws of 1968; such negotiations shall begin not later than September 15th.
- B. Upon request by the Association president, the Board agrees to make known to the president when and where the information is available that the Board is required by law to release.
- C. Neither party to the negotiations shall have any control over the selection of the negotiating representative of the other party.
- D. Except in emergency the Board, through the Superintendent will consult with the administrators, supervisors and/or their Association on any proposed modification of existing rules, regulations or policies affecting conditions and terms of employment for administrators.

- E. This Agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiation. During the term of this Agreement neither party shall be required to negotiate with respect to any such matter whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this Agreement.

#### ARTICLE III

##### GRIEVANCE PROCEDURE

- A. A grievance is a claim by an administrator, a group of administrators or the Association (in connection with its rights under this Agreement) based upon the interpretation, application or violation of policies, agreement or administrative decision affecting them. Subject to the applicable provisions of this Agreement, the term "grievance" shall not apply to:
1. Any matter for which an appeal to the State Commissioner of Education is specifically provided under Title 18A of the Education Laws (it being intended by this to guarantee a grievant his right of appeal to the Commissioner), or Rules or Regulations of the State Commissioner thereunder.
  2. Any matter which, according to law, is beyond the power of the Board of Education.
  3. A claim of non-employment by a non-tenure administrator.
- A grievance must be initiated within thirty (30) calendar days after the grievant knew or should have reasonably known of the occurrence of the event giving rise to the grievance.
- B. The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to grievances. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

C. Procedure

1. (a) Failure at any step of this procedure to communicate the decision on a grievance to the grievant within a specified time limit shall permit the administrator to proceed to the next step. Failure at any step of this proceeding to appeal the grievance to the next step within the specified time limit shall be deemed to be acceptance of the decision rendered at that step.

(b) It is understood that the administrator shall, during and notwithstanding the pendency of any grievance, perform all assignments and follow all of the rules and regulations of the Board until such grievance and any effect thereof shall have been fully determined.

D. Levels

1. Level One

Any administrator who has a grievance shall discuss it first with the Superintendent of Schools, in an attempt to resolve the matter informally at that level.

2. Level Two

If, as the result of the informal discussion, the matter is not resolved to the satisfaction of the administrator within five (5) working days, he shall set forth his grievance in writing to the Superintendent of Schools, specifying:

- a. The nature of the grievance and the date of the event.
- b. The solution sought
- c. The result of previous discussion
- d. Dissatisfaction with decisions previously rendered.

A copy of the grievance shall be promptly forwarded to the Association by the Superintendent. The Superintendent shall communicate his decision, with reasons, to the administrator within three (3) working days of the receipt of the written grievance.

### 3. Level Three

If the administrator is not satisfied with the disposition of his grievance at level two, he may file his grievance in writing with the Board of Education, within five (5) working days after receipt of the decision at level two or ten (10) working days after submitting the grievance to the Superintendent, whichever is sooner. The grievance shall be submitted in writing to the Board through the Superintendent who shall attach all related papers and forward the grievance to the Board of Education, within three (3) working days. The Board shall review the grievance and render a decision in writing within twenty (20) calendar days of the receipt of the grievance by the Board; if, in the Board's judgement, a hearing is to be scheduled with the administrator, such hearing shall be held within twenty (20) working days of the receipt of the grievance by the Board, and a decision shall be rendered in writing within ten (10) working days of the hearing. In the event that the Board determines that a hearing should be held with the administrator, such hearing shall be scheduled at a mutually reasonable time.

#### E. Miscellaneous

1. The number of days indicated at each level should be considered as the maximum and every effort should be made to expedite the process.
2. The Board and Association shall ensure the individual freedom from restraint, interference, coercion, discrimination, reprisals in presenting his appeal with respect to his personal grievance.
3. At level three the decision by the Board shall include a statement of the reasons for the position taken at that level.
4. All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representatives.

F. Rights of Administrators to Representation

1. Any administrator or supervisor may be represented at all stages of the grievance procedure by himself, or, at his option, by a representative selected or approved by the Association.

2. When an administrator is not represented by the Association in the processing of his grievance, the Association shall, at the time of the submission of the grievance, at level two, or at any later level, be notified that the grievance is in process and have the right to be present and present its position in writing and shall receive a copy of all decisions rendered.

ARTICLE IV

RIGHTS OF ADMINISTRATORS

- A. No administrator or supervisor shall be disciplined without just cause. Such action asserted by the Board, or any agent or representative thereof, shall be subject to the grievance procedure with the exception of the case involving the discharge of a non-tenure administrator or supervisor.
- B. The Association may use school building facilities at all reasonable hours for meetings, subject to the reasonable rules and regulations which uniformly apply to the use of school facilities. Bulletin boards, administrators' mailboxes, and inter-school mail shall be made available to the Association.
- C. The Board agrees to make available to the Association in response to reasonable requests from time to time public information which the Association requires to process professional grievances, to administer this agreement, and to formulate contract proposals.

ARTICLE V

PROTECTION OF MEMBERS AND PROPERTY

A. Members shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health, safety, or well being, as mutually determined by Superintendent and Association, through recommendations of the Administrators' Coordinating Council.

B. Subject to N.J.S.A. 18A:6-1

A member may use reasonable force as is necessary to protect himself from attack, to protect another person or property, to quell a disturbance threatening physical injury to others, or to obtain possession of weapons or other dangerous objects upon the person or within control of a pupil or employee.

C. 1. Subject to N.J.S.A. 18A:15-6

Whenever any civil action has been or shall be brought against any person holding any office, position or employment under the jurisdiction of any board of education, including any student teacher, for any act or omission arising out of and in the course of the performance of the duties as such office, position, employment or student teaching, the board shall defray all costs of defending such action, including reasonable counsel fees and expenses, together with costs of appeal, if any, and shall save harmless and protect such person from any financial loss resulting therefrom; and said board may arrange for and maintain appropriate insurance to cover all such damages, losses and expenses.

2. Should any criminal action be instituted against any such person for any such act or omission and should such proceeding be dismissed or result in a final disposition in favor of such person, the board of education shall reimburse him for the cost of defending such proceeding, including reasonable counsel fees and expenses of the original hearing or trial and all appeals.

3. Subject to N.J.S.A. 18:A:30-2.1

When absence arises out of or from such assault or injury, the member shall not forfeit any sick leave or personal leave.

In the event any member is absent as a result of an injury or assault in connection with his employment as required under 18A:6, the Board shall pay the difference between full salary and workman's compensation for one year limit.

ARTICLE VI

PROMOTIONS

- A. All vacancies in Administrative positions shall be adequately publicized by the Superintendent in accordance with the following procedure:
1. Whenever any vacancy in any administrative position in the District shall occur, the Board shall publicize the same by giving written notice of such vacancy to the Association. No vacancy shall be filled, except in the case of emergency on a temporary basis, until such vacancy shall have been known to the Association for at least five (5) school days.
  2. The Superintendent shall notify the President of the Association of any vacancy in a promotional position. Such notice shall be sent as far in advance as practicable, ordinarily at least fifteen (15) days before the final date when applications must be submitted. In addition, the Superintendent shall, within the same time period, post a list of promotional positions to be filled during the summer period at the administration office.
- B. In both situations set forth in Section A above, the qualifications for the position, its duties, and the rate of compensation, shall be clearly set forth.
- C. The Board, in filling such vacancies shall give preference to members qualified in terms of certification and experience, already employed by the Board when all other factors are substantially equal.

## ARTICLE VII

### ADMINISTRATOR ASSIGNMENT

- A. 1. All members shall be given a letter of intent with tentative assignment by April 15.
2. In the event that changes in building assignments are proposed after April 15, the Association and any member affected shall be notified promptly in writing and, upon the request of the member, the changes shall be promptly reviewed between the Superintendent or his representative and the member affected and at his option a representative of the Association.
- B. 1. Schedules of members who are assigned to more than one school shall be arranged to avoid excessive amount of inter-school travel. Such members shall be notified of any changes in their assignments as soon as practicable.
2. Members who may be required to use their own automobiles in the performance of their duties and members who are assigned to more than one (1) school per day shall be reimbursed for all such approved travel at the rate of ten cents per mile for all driving done after arrival at the base location.

## ARTICLE VIII

### VOLUNTARY TRANSFERS AND REASSIGNMENTS

- A. 1. No later than April 15 of each school year, the Superintendent shall deliver to the Association and post in all school buildings a list of the known administrative and supervisory vacancies which shall occur during the following school year.
2. Members who desire to transfer to another building shall file a written statement of such desire with the Superintendent not later than May 1.

3. As soon as practicable, and no later than May 15, the Superintendent shall deliver to each school and to the Association a system-wide list showing the names of all members who have been reassigned or transferred and the nature of such reassignment or transfer.
- B. In the determination of requests for voluntary reassignment and/or transfer, the wishes of the individual member shall be considered to the extent that the transfer does not conflict with the instructional requirements and the best interests of the school system and no such request shall be summarily denied. If a member's request for transfer has been denied, a renewed or subsequent request may again be made in the following school year under the conditions described above.

#### ARTICLE IX

##### INVOLUNTARY TRANSFERS AND REASSIGNMENTS

- A. Notice of an involuntary transfer or reassignment shall be given to members as soon as practicable, and except in cases of emergency not later than April 15.
- B. When an involuntary transfer or reassignment is necessary, a member's area of competence, length of service in the Franklin Township School District, length of service in the particular position, and other relevant factors shall be considered.
- C. An involuntary transfer or reassignment shall be made only after a meeting between the member involved and the superintendent, at which time the member shall be notified of the reason therefor. The member may, at his option, have an Association representative present at such meeting.
- D. A list of open positions in the school district shall be made available to all members being involuntarily transferred or reassigned. Such members may request the positions, in order of preference, to which they desire to be transferred.

ARTICLE X

EMPLOYMENT OF ADMINISTRATORS

- A. The Board agrees to hire only certificated (fully or provisionally) personnel for every administrative position.
1. Each member shall be placed on his proper step of the salary schedule as of the beginning of the 1970-71 contract year in accordance with paragraphs 2, 3, and 4 below.
  2. Credit on the Base Salary Schedule shall be given up to and including 18 years of previous teaching and administrative experience in public or approved private school.
  3. Credit not to exceed four (4) years for military experience and/or Peace Corps after presenting evidence of honorable service. One year credit for service with VISTA, National Teacher Corps, or Full-bright Scholarship.
  4. Any combination of the three types of prior experience listed above may be used to accumulate up to the limit of eighteen years' credit for prior service. The limitations within each type of service always pertain and cannot be exceeded. The 21st and 24th steps on the Base Salary Schedule should continue to be restricted to experience in the Franklin Township school district. As of the beginning of the 1970-71 school year, the aforementioned credit shall be given to any presently employed member who has not heretofore received it.
- B. Previously accumulated sick leave days will be restored to all returning members who left with leave of absence for reasons stipulated in Article X-A-3.
- C. Members employed prior to January 1st shall be notified of their contract status and salary status for the ensuing year not later than April 15.

## ARTICLE XI

### PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT

The Board agrees to implement the following at the beginning of the 1970-71 school year:

1. To pay up to \$100.00 for cost of tuition for any member who takes course work, and to pay other reasonable expenses incurred in connection with workshops, seminars, or conferences, which a member requests (with approval by the Superintendent) or is required by the administration to take and/or attend.
2. To expend up to \$100.00 per administrator each school year to purchase books, equipment and/or other educational resource materials according to the discretion of the individual member following established accounting procedures.

## ARTICLE XII

### SCHOOL CALENDAR

A committee, designated by the Association shall make recommendations to the Superintendent concerning the school calendar. The Calendar, shall become an addendum to this Agreement, and shall appear as Schedule B.

ARTICLE XIII

CONTRACTUAL YEAR

The Contractual Year for a member of FTSAA shall consist of:

- (1) 221 Working Days
- (2) 22 Days Paid Vacation
- (3) 16 Paid Holidays as follows:
  - (a) Independence Day
  - (b) Labor Day
  - (c) Rosh Hashanah
  - (d) Columbus Day
  - (e) Election Day
  - (f) Veterans Day
  - (g) Thanksgiving Day
  - (h) Friday after Thanksgiving
  - (i) Day before Christmas
  - (j) Christmas Day
  - (k) New Year's Day
  - (l) Lincoln's Birthday
  - (m) Washington's Birthday
  - (n) Good Friday
  - (o) Easter Monday
  - (p) Memorial Day
- (4) 2 Convention Days (N.J.E.A. State Convention - Law)

The Contractual Year for ten and a half (10½) month Administrators shall consist of:

- (1) 200 Working Days from September 1st to June 30th  
10 Working Days\* from August 18th to 29th
- (2) 15 Paid Holidays (as above) - Extra day to be worked out with Superintendent of Schools
- (3) 2 Convention Days

\*Personal Days (2) not to be taken in August

ARTICLE XIV

SALARIES

- A. 1. Administrators employed on a twelve (12) month basis shall be paid in twenty-four (24) semi-monthly installments.
2. Administrators employed on a ten and a half (10½) month basis shall be paid in twenty-one (21) equal semi-monthly installments.
- B. 1. Administrators may individually elect to have a portion of their salary deducted as part of a savings plan. The Secretary of the Board of Education is authorized to deposit such funds in the Mohawk Savings and Loan Association. Bank books shall be made available to Administrators, upon request, at any time during the school year.
- C. Administrators' salaries are based upon the concept of an "Administrative Ratio". The ratio is generally comprised of three basic elements:
1. Degree level and appropriate step on the teachers' salary guide.
  2. Time required beyond that required of teachers.
  3. Administrative responsibility.
- D. The salaries of all Administrators covered by this Agreement are set forth in Schedule "A" which is attached hereto and made a part hereof and determined according to Article X, Section A.

ARTICLE XV

DEDUCTION FROM SALARY

The Board agrees to deduct Association dues in accordance 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.

ARTICLE XVI

INSURANCE PROTECTION

As of the beginning of the 1970-71 school year, the Board shall provide the health-care insurance protection designated below:

	<u>Hospitalization and Medical Insurance</u>	<u>Major Medical</u>
Single	100%	100%
Family	100%	100%

Recommendations will be made to the Board through the superintendent by the Administrative Coordinating Council in connection with the operation of said programs.

ARTICLE XVII

SICK LEAVE

- A. The Board and the Association agree to allow twelve (12) sick days per year for twelve month employee members and ten (10) days per year for 10½ month employee members, and the unlimited accumulation of these sick days within this District.
- B. The Board may grant additional sick leave with pay.
- C. The Board shall allow administrators who come to Franklin Township from another school district within Somerset County to transfer to Franklin any unused sick leave which they have accumulated within Somerset County.

ARTICLE XVIII

TEMPORARY LEAVES OF ABSENCE

Death in Family

- 1. Death in the immediate family: Five (5) days with pay.  
Includes spouse, father, mother, sister, brother, son, daughter, mother-in-law, father-in-law, or any member of the family living in the household of the employee.

2. Death in the family - not immediate: One (1) day's leave with pay. Includes aunt, uncle, grandparent, niece, nephew, grandchild, grandparents of husband or wife, first cousin, brother-in-law, sister-in-law. These days are not deducted from sick leave.

#### School Visitation

Arrangements for school visitation shall be made through and approved by the Superintendent.

#### Personal Leave

Administrators shall be eligible to receive two (2) days personal leave. Application should be made in advance when possible and approved by the Superintendent. No personal leave days shall be granted on in-service training days or immediately before or after holidays. An application received more than a week after the absence shall not be approved as personal leave.

### ARTICLE XIX

#### EXTENDED LEAVES OF ABSENCE

#### Maternity Leave

1. Leave of absence for maternity shall apply only to tenure administrators.
2. Application for leave by tenure administrators or resignation by tenure administrators shall be made six months prior to expected birth.
3. Beginning of leave or termination of employment shall be determined by the Superintendent, normally to start at the end of five months of gestation.
4. Return shall be permitted only at the beginning of a school year. Exceptions may be made if an urgent need arises during the year for administrators in the system and with administrators desiring to return early. A statement from a physician stating that the person is in good health shall be required.

5. Maternity leave shall not exceed two years.
6. Salary increases and adjustments granted to administrators shall be granted to persons who have been on leave. However, no salary shall be paid during maternity leave.
7. An administrator granted a maternity leave, shall upon resuming her regular duties, be eligible for the same salary she would have received had she completed the school year in which the leave was granted assuming the leave was granted after January 31st.
8. Maternity leave shall not be granted to non-tenure administrators, but principles of the above section shall apply otherwise.
9. In the event a female tenure administrator adopts a child, the same principles shall apply to her leave as to a normal maternity.

#### Exchange or Foreign Teaching

1. A one (1) year leave of absence without pay shall be granted for Exchange or Foreign Teaching. The administrator shall have been an employee of the Board and obtained tenure and shall agree to return to this system for at least one full year following the leave of absence.
2. Salary and payments to the Pension and Annuity Fund shall be determined necessarily by the conditions of the exchange agreement.
3. Experience credit on the salary guide shall be granted for Exchange or Foreign Teaching. Also, the administrator's salary shall be adjusted in accordance with any changes made in the guide during his leave of absence.

#### Extended Leave for Study, Travel, Rest, Recuperation or Other Reasons

1. Extended leave of absence for reasons other than illness may be granted without pay to administrators for Study, Travel, Rest or Recuperation, and for other reasons.
  - a. Eligibility. The administrator shall be certificated and be a tenure administrator.
  - b. Length of Leave. The length of leave shall be either for one (1) semester or for one (1) year, to be specified in the request.

c. Time of Returning. The administrator shall re-enter the school system at the beginning of the school year. Re-entry at other times may be made only at the convenience of the Franklin Township School District.

d. Future Service Requirement. The administrator shall agree to return to the Franklin Township School District for at least one year after the leave of absence has been completed. This requirement may be waived by the Board when the requested leave is for rest or recuperation.

e. Salary After Leave. No experience credit shall be granted on the salary guide for the duration of the leave of absence except for Exchange or Foreign Teaching.

2. The administrator's new salary shall be adjusted in accordance with any change in the guide made during his leave.

3. If the administrator's degree status has changed during his leave, his salary shall be so adjusted upon returning to the system.

Peace Corps, National Teacher Corps, Exchange or Overseas Teaching, College or University Teaching, Fullbright Scholarship.

On application to the Board, through the Superintendent, a leave of absence, without pay, may be granted to a tenure administrator for up to one year, who joins the Peace Corps, National Teacher Corps or serves as an exchange teacher or overseas teacher, to teach in an accredited college or university, or who is a fulltime participant in either of such programs, or who accepts a Fullbright Scholarship.

Military Leave.

For enlistment or induction in the Armed Services. On return from military leave he shall not be entitled to more than 4 increments. The administrator shall be assigned to the same position he held at the time his leave commenced, if available, and he shall be entitled to all benefits as of the time his leave commenced.

Caring for Sick Member of Immediate Family.

A leave of absence without pay up to one year shall be granted for the purpose of caring for a sick member of the administrator's immediate family. No increment however, shall be earned during this period.

Additional leave may be granted at the discretion of the Board.

Pension and Annuity Payments.

The Board shall not be responsible for any payments to the Pension and Annuity Fund during the administrator's leave of absence without pay.

When deemed necessary, the superintendent may require the person taking leave and the person assuming the responsibilities of the position to spend sufficient time together so that a smooth transition may be effected.

Absence Not Covered by Rules.

The payment of salary in cases not covered by rules shall be determined by individual consideration by the Board.

All extensions or renewals of leaves shall be applied for in writing and the Board shall respond in writing.

ARTICLE XX

SCHOOL DISCIPLINE

A. A definition of the duties and responsibilities of all administrators pertaining to student discipline shall be reduced in writing by the superintendent and presented to each member. Changes shall be made known to members at the start of each school year.

ARTICLE XXI

PERSONAL AND ACADEMIC FREEDOM

A. The personal life of members is not an appropriate concern or attention of the BOARD except as it may interfere with the effective performance of his assigned functions within the school district.

B. Members shall be entitled to full rights of citizenship, and no religious, social or political activities of any administrators or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such member, providing said activities do not violate any local, state or federal law.

ARTICLE XXII

ADMINISTRATIVE COORDINATING COUNCIL

The parties agree to establish the Administrative Coordinating Council; this Council is to consist of two members designated by the Superintendent and two members designated by the Association and a fifth member selected by the four members. It shall be the function of this Council to study such material mentioned herein and such other matters relating to terms and conditions of employment for administrators and to the educational program in the Franklin Township District.

The function of the Council is to recommend to the Board of Education, through the Superintendent, points for consideration in connection with the establishment of policies and practices pertinent to the items studied. The Board agrees it shall give serious consideration to the recommendations, subject to fiscal, legal and other limitations.

The Council shall meet not less than four times annually, and at such other times that the Council determines necessary. The Council shall establish its own rules of procedure and be empowered by a majority vote to form sub-committees to study and render reports to the Council concerning the subjects stated above. The Council is empowered to issue both majority and minority reports.

The Board agrees to allocate up to \$250 for the work of the Council.

ARTICLE XXIII

MISCELLANEOUS PROVISIONS

Copies of this Agreement shall be printed or mimeographed at the expense of the Board and distributed to the members of the bargaining unit promptly.

Notices under this Agreement shall be given by either party to the other by telegram or registered letter as follows:

To the Board at 761 Hamilton Street, Somerset, New Jersey

To the Association - Sidney Litowsky, 6 Park Circle, South Amboy, N.J.

ARTICLE XXIV

DURATION OF AGREEMENT

- A. This agreement shall be effective as of July 1, 1970 and shall continue in effect until June 30, 1972, subject to the Association's right to negotiate over a successor Agreement as provided by Chapter 303, Public Law 1968.
- B. The Board and the Association agree that:
1. The Association has the right to open up negotiations for Salaries for the 1971-72 contract year (Base Salary, Ratios, Experience Credit).
  2. The Association and/or the Board of Education has the right to open up negotiations for designating the Paid Legal Holidays for the 1971-72 contract year.

The items stated in (1) and (2) above shall be the sole and exclusive subject matter for negotiations in the 1971-72 contract year.

- C. This agreement shall not be extended orally nor shall it be altered, varied or modified in any respect. Subject to Paragraph B above and/or the expiration date of this agreement.
- D. In witness whereof the parties hereto have caused this Agreement to be signed by their respective presidents, attested by their respective secretaries, and their seals to be placed hereon, all on the day and year first above written.

\_\_\_\_\_  
Association

\_\_\_\_\_  
Board of Education

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

Secretary

By \_\_\_\_\_

Secretary

SCHEDULE "A"

SALARY SCHEDULE FOR ADMINISTRATORS

<u>Category</u>	<u>Contract</u>	<u>Ratio</u>
High School Principal	12 months	1.60
Intermediate School Principal	12 months	1.45
Elementary School Principal	12 months	1.40
Elementary School Principal	10½ months	1.10
*** Secondary School Vice-Principal and Supervisors of Instruction	12 months	1.35
Elementary School Vice-Principal	10½ months	1.18
Elementary School Vice-Principal	12 months	1.28

Ratios are applied after placement of member upon appropriate step of teachers' salary guide commensurate with years of experience and degree(s) held, compatible with Article X, Section A.

\*\*\* Secondary School Vice-Principal include High School Vice-Principals and Intermediate School Vice-Principals.

SCHEDULE

SEPTEMBER		17 days	
M	T	W	T
	1	2	3
7	8	9	10
14	15	16	17
21	22	23	24
*28	29	30	

OCTOBER		20 days	
M	T	W	T
	6	7	8
12	13	14	15
19	20	21	22
*26	27	28	29

NOVEMBER		15 days	
M	T	W	T
2	9	16	23
30			

DECEMBER		17 days	
M	T	W	T
7	14	21	28
*25			

JANUARY		20 days	
M	T	W	T
4	11	18	*25

Sept. 3 New Teachers Report  
 Sept. 4 All Teachers - Preparation Day  
 Sept. 7 Labor Day - Schools Closed  
 Sept. 8 First Day of School - All Students  
 Oct. 1 Rosh Hashanah - Schools Closed  
 Oct. 12 Columbus Day - Schools Closed  
 Nov. 3 General Elections - Schools Closed  
 Nov. 5-6 NJEA Convention - Schools Closed  
 Nov. 11 Veterans' Day - Schools Closed  
 Nov. 26-27 Thanksgiving Recess  
 Dec. 24-Jan. 3 Christmas Recess  
 Feb. 12 Lincoln's Birthday - Schools Closed  
 Feb. 15 Washington's Birthday - Schools Closed  
 Apr. 9-16 Easter Recess  
 May 31 Memorial Day  
 June 21, 22, 23 One-Session Days for Students  
 June 22 Graduation Day  
 June 23 Last Day of School for Students  
 June 24 Teachers' Last Day

Total Days - (For Pupils) 173 days  
 September 20  
 October 20  
 November 15  
 December 17  
 January 20  
 February 18  
 March 23  
 April 16  
 May 20  
 June 17  
 183 days  
 186 days

For Teachers 183 days  
 186 days

Parent Conference Dates:  
 (Elementary Schools)  
 Week of Oct. 26-30, 1970  
 Week of Apr. 26-30, 1971

\*FTEA Mtgs.-After School  
 Schools Closed  
 Tr. In-Serv., Orientation, Preparation, Closing  
 One-Session Days

Public Board of Education Meeting Dates and Places  
 September 1970-February 1971  
 September 21 MacAfee Road  
 October 19 Middlebush  
 November 16 Kingstone  
 December 21 Pine Grove  
 January 18 Hillcrest  
 February 15 S. G. Smith

School Time Schedules:  
 Elementary 8:40-2:25  
 Intermediate 9:00-3:30  
 High School 8:01-3:00

Elementary Report Cards to be issued on:  
 Dec. 7, 1970  
 Mar. 8, 1971  
 June 23, 1971

#Tr. In-Serv.-One Session Day

FEBRUARY		18 days	
M	T	W	T
1	2	3	4
8	9	10	11
15	16	17	18
22	23	24	25

MARCH		23 days	
M	T	W	T
1	2	3	4
8	9	10	11
15	16	17	18
22	23	24	25
*29	30	31	

APRIL		16 days	
M	T	W	T
5	6	7	8
12	13	14	15
19	20	21	22
*26	27	28	29

MAY		20 days	
M	T	W	T
3	4	5	6
10	11	12	13
17	18	19	20
*24	25	26	27
	31		

JUNE		17 days	
M	T	W	T
7	8	9	10
14	15	16	17
21	22	23	24
28	29	30	