

419

COLLECTIVE BARGAINING AGREEMENT

BETWEEN

PARAMUS BOARD OF EDUCATION

AND

PARAMUS ADMINISTRATORS AND SUPERVISORS ASSOCIATION

JULY 1, 1998 - JUNE 30, 2001

AGREEMENT

THIS AGREEMENT entered into this twenty-ninth day of June, 1998 by and between the Board of Education of the Borough of Paramus, in the County of Bergen, State of New Jersey (the "Board") and the Paramus Administrators and Supervisors Association (the "Association").

WHEREAS the parties have negotiated in good faith pursuant to Chapter 303, Public Laws of 1968, as amended and supplemented by the provisions of Chapter 123 of the Laws of 1974 (N.J.S.A. 34:13A-1, et seq.) and have reached certain understandings which they desire to confirm in this Agreement;

NOW, THEREFORE, in consideration of the following mutual covenants, the Board and the Association hereby agree as follows:

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ARTICLE I

Recognition

Pursuant to Chapter 303, Public Laws, 1968, as amended and supplemented by the provisions of Chapter 123 of the Laws of 1974 (N.J.S.A. 34:13A-1 et seq.), the Board recognizes the Association as the exclusive negotiating representative for collective negotiations concerning the terms and conditions of employment for the following categories of personnel:

- | | |
|--------------------------------------|--|
| - High School Principal | - Elementary Principals
10 months |
| - Middle School Principals | - Middle School Vice
Principals |
| - Director of Curriculum | - Coordinator of Adult and
Continuing Education |
| - High School Vice Principals | - High School Department
Supervisors 10 months |
| - Elementary Principals
12 months | - High School Department
Supervisors 12 months |

(the employees in the foregoing categories being sometimes hereinafter referred to as "Administrators"); Department Supervisors, High School (hereinafter referred to as "Supervisors").

ARTICLE II

Duration and Amendment

This Agreement shall be effective as of July 1, 1998 and shall continue in effect until June 30, 2001.

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.

If any provision of this Agreement, or any interpretation, application or administration thereof, shall be determined by a court or administrative agency having jurisdiction thereof to be contrary to law, such provision, interpretation or administration shall be deemed invalid and stricken herefrom the extent required by such determination. All other provisions hereof shall remain in full force and effect.

ARTICLE III

Board-Administrator/Supervisor Relationships

The Board and the Association acknowledge that the efficient and effective operation of the Paramus school system depends on a clear recognition of the Board's policy making role on the one hand and the administrative role of the employees represented by the Association on the other hand and that, for day to day operations, the Board and the Association agree that strict observance of the established line and staff relationships is essential to efficient and sound administration of the Paramus school system.

A liaison committee consisting of designated members of the Association, the Superintendent of Schools and designated members of the Board shall meet for the purpose of maintaining close communication on matters relating to policies, procedures, problems, practices, duties and responsibilities pertinent to the operation of the Paramus school system. These meetings shall take place at a mutually agreed time, and may be initiated by either party. Agendas shall be formulated and exchanged between both parties prior to such meetings.

ARTICLE IV

Calendar

The Board and the Association agree that it is the responsibility of each Administrator and Supervisor to structure his/her time and organization to insure that all duties are performed and obligations met. This concept recognizes the professional nature of the position and that any time limitation diminishes the position. Nevertheless, the demands of the position can be so time consuming as to warrant the following guarantee:

A. Twelve Month Contract Administrators and Supervisors

1. A twenty-two (22) day vacation for twelve month contract Administrators during the months of July and/or August provided such Administrators shall have worked the full preceding contract period. Such Administrators who have worked for a lesser period of time shall have a vacation period on a pro-rata basis.
2. Twelve month contract Administrators may avail themselves of all holidays and recess periods during the school year, provided such does not interfere with their primary responsibilities and providing administrative personnel are available at all times.
3. The contract period shall be July 1 to June 30 for each of the three years of the Agreement.
4. The Coordinator of Adult and Continuing Education may be assigned to teach a maximum of two (2) classes per day during the period September 1 and June 30.

B. Ten Month Contract Administrators

1. Ten month contract Administrators shall be granted holidays and recess periods in accordance with the school calendar.
2. The contract year shall be defined as September 1 through June 30 plus such additional days prior to the opening of school and following the closing of school as may be required to assure an orderly and efficient operation.

3. In addition, elementary principals may be called upon for up to seven days of service in any year in connection with District-wide activities to be determined by the Superintendent. Such assignments shall be rotated with the scheduling of days to be worked out mutually between the Superintendent and the principals involved.

C. Ten Month Contract Supervisors

1. Supervisors shall be granted holidays and recess periods in accordance with the school calendar.
2. The contract year shall be defined as three (3) days prior to the opening of school and three (3) days following the closing of school. However, Supervisors shall be available for special curriculum assignments during vacation periods, which assignments shall be made on an equitable basis and shall be compensated for on a pro rata basis of a Supervisors annual salary.
3. Supervisors shall be assigned to teach a maximum number of class periods per day, based upon the following schedule of teachers for which each such supervisor is responsible as primary evaluator:
 - a. One (1) to Seven (7) Teachers - 3 class periods per day.
 - b. Eight (8) to Fourteen (14) Teachers - 2 class periods per day.
 - c. Fifteen (15) or more Teachers - 1 class period per day.
 - d. In the event that Departments are combined, the teaching assignment for a Supervisor will be determined by the High School Principal in consultation with the Superintendent of Schools; provided, however, that the assignment shall not exceed one class period per day.

ARTICLE V

Absence for Personal Business

If it becomes necessary for an Administrator/Supervisor to be absent from his/her building to attend to personal business, he/she will discuss the matter with the building Principal prior to discussion with the Superintendent who may approve or disapprove such request.

ARTICLE VI

Sick Leave

Sick Leave:

A. Types:

1. Cumulative

Sick Leave - Every Administrator and Supervisor will be allowed sick leave with full pay for a minimum of ten (10) school days if employed under a ten (10) month contract; or, if employed under a twelve (12) month contract, shall be allowed a minimum of twelve (12) working days in each contract year. Said sick leave shall be cumulative, and any such sick leave that remains unutilized at the end of any school year (in the case of Administrators and Supervisors employed under a ten (10) month contract) or contract year (in the case of Administrators employed under a twelve (12) month contract) shall be carried from year to year unless and until it is used in any of the subsequent years.

2. Prolonged Statutory

If an Administrator's or Supervisor's absence shall be the result of a personal injury caused by an accident arising out, and in the course of his/her employment, such Administrator or Supervisor shall be allowed sick leave with full pay for the entire period of such absence for up to one (1) calendar year. Such leave shall not be charged to the sick leave provided in

Paragraph 1 of this section. In accordance with N.J.S.A. 18A:30-2.1, any amount of salary or wages paid or payable under this subsection shall be reduced by the amount of any workmens' compensation award made for temporary disability pursuant to Title 34 of the New Jersey Statutes.

3. Prolonged-Discretionary

If the nature of an illness or injury, other than an injury caused by an accident arising out of and in the course of his/her employment, shall be such as to require an Administrator's or Supervisor's absence for a consecutive number of days in excess of the aggregate number of days for which full pay shall be payable under Paragraph 1 of this section, the Board may, if the Superintendent shall so recommend,

- (a) Terminate the Administrator's or Supervisor's employment by reason of inability of the Administrator or Supervisor to return to work within a reasonable time; or
- (b) Grant a leave of absence not exceeding a total of one (1) calendar year, computed from the date of commencement of such illness or injury. For all or a part of the portion of such leave that is in excess of the days for which full pay shall be payable under Paragraph 1 of this Section, the

Board may, in its sole discretion, on a case to case basis, grant

- (1) Leave with full pay less the amount of the prevailing rate of pay for substitute Administrators or Supervisors, or
- (2) Leave with partial pay, or
- (3) Leave with no pay.

B. Procedures

1. Physicians' Certificate

An Administrator or Supervisor shall promptly comply with each request that a physician's certificate be furnished in connection with any sick leave claim.

2. Records

The Board shall cause to be maintained for each Administrator or Supervisor a cumulative record of absences for which sick leave has been granted. Said records shall note the dates of absence and the type of sick leave granted in each case. The Board shall annually issue to each Administrator and Supervisor a statement of his/her unused accumulation of sick leave days as of the end of the school year.

3. Notification

As soon as an Administrator or Supervisor shall find it necessary to be absent because of illness or emergency, he/she shall, as soon as he/she is able to do so, cause notice to be given of such absence.

ARTICLE VII

Grievance Procedure

The Association believes that the adoption of a grievance procedure is a most valuable asset in the smooth functioning of a school system and to the improvement of morale. No matter how hard two interacting parties attempt, in good faith, to avoid disagreements, differences of opinion will arise from time to time. An orderly and peaceful method of resolving these differences is infinitely preferable to frustrated acquiescence, disruptive concerted action, or expensive legal action.

A grievance exists when an Administrator or Supervisor or the Association claims there has been a violation, misapplication or misinterpretation of the Agreement or of any existing written policy of the Board affecting the terms and conditions of employment of an Administrator or Supervisor.

Nothing in this Agreement shall prevent any Administrator or Supervisor 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 Administrator or Supervisor represented by the Association.

Level 1 - Superintendent:

- A. An Administrator or Supervisor or the Association, having a grievance shall, within five (5) school days of the date the grievance arose, discuss it with the Superintendent.
- B. If the grievance is not resolved informally, it shall be reduced to writing and presented to the Superintendent within ten (10) days of the date the grievance arose. Within five (5) school days after the written grievance is presented to him, the Superintendent shall, without any further consultation with the aggrieved party or any party in interest, render a decision thereon in writing, and present it to the Administrator or Supervisor and the Association. Failure of the Superintendent to render a decision as aforesaid shall mean the grievance is denied.

Level 2 - Board of Education:

- A. If the Administrator or Supervisor or the Association is not satisfied with the decision at Level 1, the Administrator or Supervisor or the Association may file an appeal in writing with the Board within fifteen (15) school days after receiving the decision at Level 1. The official grievance record maintained by the Superintendent shall be available for the use of the Board.

- B. Within fifteen (15) days after receipt of an appeal, the Board or its designee shall hold a hearing on the grievance.

- C. Within ten (10) school days after the conclusion of the hearing, the Board or its designee shall render a decision, in writing, on the grievance. Copies of the decision shall be distributed to the grievant, the Superintendent, and the Association.

Level 3 - Arbitration:

- A. After such hearing, if the Administrator or Supervisor and/or the Association is not satisfied with the decision at Level 2, the Administrator or Supervisor or the Association may submit the grievance to arbitration by written notice to the Board within (15) school days after receiving the decision at Level 2.

- B. Within five (5) days after such written notice of submission to arbitration, the Board and the Association will agree upon a mutually acceptable arbitrator competent in the area of the grievance and will obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within said period, a request

for a list of arbitrators will be made to the American Arbitration Association by either party. The parties will then be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator.

- C. The selected arbitrator will hear the matter promptly and will issue his recommendation not later than fourteen (14) calendar days from the date of the close of the hearing or, if an oral hearing has been waived, from the date the final statements and proofs are submitted to the arbitrator. The arbitrator's recommendation will be in writing and will set forth his findings of fact, reasoning and conclusions on the issues.

- D. The arbitrator shall have no power or authority to make any recommendation which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement.

- E. The recommendation of the arbitrator shall be advisory.

- F. The cost for the services of the arbitrator, including expenses, if any, shall be borne equally by the Board and the Association.

ARTICLE VIII

Salaries

The Board and the Association agree to establish a separate salary schedule for each of the following positions:

- I. High School Principal
- II. Middle School Principal
- III. Director of Curriculum and Instruction
- IV. Elementary Principals (12 months)
- V. High School Vice Principals
- VI. Middle School Vice Principals
- VII. Elementary School Principals (10 months)
- VIII. Coordinator of Adult and Continuing Education
- IX. High School Department Supervisors (10 months)
- X. High School Department Supervisors (12 months)

The following salary program for Administrators and Supervisors shall be implemented for a three (3) year period from July 1, 1998 to June 30, 2001:

- A. One (1) Salary Schedule for each position/category (I-X) shall be established for the duration of this Agreement. A copy of the Salary Schedule is part of the Agreement and designated Salary Schedule 1998-2001 (Article XII). The Salary Schedule shall apply to all Administrators and Supervisors employed by the Paramus Board of Education.

- B. Employment Increment
- Administrators and Supervisors employed by the Paramus Board of Education between July 1, 1998, and June 30, 2001, shall be placed on the appropriate step of Salary Schedule and progress along the Schedule.
- C. During the 1998-1999, 1999-2000 and 2000-2001 contract years Administrators and Supervisors who have rendered satisfactory service and have not reached the maximum step on Salary Schedule shall receive an Adjustment Increment (salary increase) of 2.55%, 2.50% and 2.50% plus an Employment Increment.
- D. During the 1998-1999, 1999-2000 and 2000-2001 contract years Administrators and Supervisors who have rendered satisfactory service and have reached the maximum step on the Salary Schedule shall receive an Adjustment Increment (salary increase) of 2.55%, 2.50% and 2.50%.
- E. Placement of each Association member upon the appropriate step of the salary schedule is contingent upon their rendering satisfactory service to the district and shall not be operative in cases where an Association member has had a salary increase withheld by the Board of Education according to law.
- F. For the 1998-1999, 1999-2000, and 2000-2001 contract years the Board establishes the following salary program to insure that no Association member, who had previously earned a salary equal to or greater than that paid at the maximum step on the teachers' Masters Degree plus 45

credit guide shall make less than a regular teaching staff member at the maximum step of the Masters Degree plus 45 credit teachers' salary schedule. If the Association member had previously earned a salary equal to or greater than that paid to a regular teacher at the MA+45 guide he/she shall be placed on the appropriate step of the salary schedule (I-X). The maximum salary for regular teachers at the Masters Degree plus 45 credits for the 1998-99 school year is \$79,998. The maximum salary for regular teachers at the Masters Degree plus 45 credits for the 1999-2000 school year is \$81,978. The maximum salary for regular teachers for the 2000-2001 school year has not been determined.

EXAMPLE 1 - Teacher at the MA 30 Maximum step on the salary guide earning \$75,908 is recommended for the position of twelve month Elementary Principal. The first step on the Elementary Principal's salary guide is \$86,648. The teacher/candidate would be appointed at \$86,648. or the first step on the salary guide.

EXAMPLE 2 - Teacher at the MA level with 10 years of teaching experience making \$61,463. is recommended for the position of Coordinator of Adult and Continuing Education. The first step on the guide is \$72,552. The teacher is appointed at \$72,552. since the difference between the teacher's present salary and the first step on the guide is less than \$15,000.

In the event a newly hired Association member had not previously earned a salary equal to or greater than that paid to a teaching staff member at the maximum step on the teachers' MA+45 salary guide and the difference between the member's present salary and the first step on the appropriate guide exceeds \$15,000, the following salary program shall be implemented to insure that he/she shall reach the first step on the appropriate salary schedule (Guide I-X) beginning with the third contract. The following salary schedule shall apply:

1. 1st contract shall be 33% of the difference between the present salary and the first step on the appropriate salary guide.
2. 2nd contract shall be 50% of the difference between the present salary and the first step on the appropriate salary guide.
3. 3rd contract shall be the first step on the appropriate salary guide.

EXAMPLE 3 - Teacher at the MA level with 7 years of teaching experience making \$50,873. is recommended for the position of Middle School Vice Principal. The first step on the Middle School Vice Principal's guide is \$78,000. Since the difference between the teachers present salary and the first step on the salary guide is \$27,127. the teacher/candidate would receive 33% of the salary difference or \$8,952. on signing the first contract (\$59,825.). The teacher/candidate would receive

50% of the salary difference or \$9,033. on signing the second contract (\$68,858.) The teacher/candidate would receive an increase of \$9,142. with the signing of the third contract. This would place the teacher/candidate on the first step of the salary guide or \$78,000.

- G. Administrators and Supervisors shall be notified in accordance with the date required by law (presently May 15) each year of their contract and salary status.

ARTICLE IX

Medical Benefits

A. Health Insurance

The Board and Association agree that the following insurance benefits shall be granted to Administrators and Supervisors:

1. The Plan

The health care insurance and Major Medical program provided by the New Jersey Blue Cross-Blue Shield Plan with Rider J, and Major medical riders for complications of pregnancy, extended care facilities, and private duty nurse care in the amount of up to \$1,500.00, and including prevailing fee provisions, shall remain in effect for each participating Administrator and Supervisor for and during the period of his/her employment by the Board.

2. Premium Payments

The Board shall pay the full premium chargeable to each participating Administrator and Supervisor, for either single, husband-wife, or family cover-age, whichever may be applicable. The Board, the Association, and the Administrators and Super-visors agree to cooperate to try to avoid situations in which Administrators and Supervisors who have independent New Jersey Blue Cross-Blue Shield and/or Rider J coverage receive duplicate coverage under this Agreement.

3. Non-Coverage and HMO Option

Administrators and Supervisors who are eligible for but who do not participate in the health insurance plan for medical/hospitalization coverage shall be provided with a cash payment as follows:

- a. Administrators and Supervisors who voluntarily elect to waive coverage shall be entitled to receive thirty-three (33%) percent of the premium cost of the waived insurance for each year insurance is waived.
- b. Payment of the monies in "1" above shall be made by separate check on the last work day of the school year.
- c. Administrators and Supervisors must waive such insurance for a full year (July 1 through June 30) to be eligible for payment. Notification of waiver must be made by April 15 in order to waive for the upcoming year.
- d. Any Administrator or Supervisor who waives coverage may re-enroll for the next year during the open enrollment period, no later than April 15.

- e. Any newly hired administrator or Supervisor shall have an option to waive insurance coverage, but only after said employee has discussed this option with the Association President.
- f. If an Administrator or Supervisor waives insurance coverage for any period July 1 through June 30, he/she may advise the BOARD of an immediate need to reinstated insurance coverage. Upon such notification, the BOARD shall pay to the Administrator or Supervisor in lieu of thirty-three (33%) percent payment the proportionate cost of its insurance premium for the period of time during the year not waived by the Administrator or Supervisor. The Administrator or Supervisor shall than make his/her own arrangements to utilize these funds for alternate insurance coverage until such time as the next open enrollment period.
- g. An Administrator or Supervisor who selects HMO coverage in lieu of Blue Cross-Blue Shield/ Major Medical shall receive thirty-three (33%) percent of the savings between the premium cost of Blue Cross-Blue Shield/Major Medical and the premium cost for the HMO plan. In addition, this option shall apply to all Administrators and Supervisors who are presently enrolled in the HMO Plan.

B. PRESCRIPTION, OPTICAL AND DENTAL PLAN

The Board shall provide all Administrators, Supervisors and their applicable dependents with the Blue Cross/Blue Shield Prescription Plan (twelve dollar name brand/six dollar generic/six dollar mail order (\$12./\$6./\$6.) co-pay), the Vision Care Optical Plan and the Delta Dental Plan purchased for teachers.

1. PRESCRIPTION PLAN

The Board shall, for the 1998-99 school year contribute up to, but not more than, an aggregate of twenty-three thousand fifty-nine dollars (\$23,059.)* and for 1999-2000 and 2000-2001 school years contribute up to, but not more than an aggregate of twenty-six thousand nine hundred seventy-six dollars (\$26,976.)* toward the annual premium cost of a twelve dollar name brand, six dollar generic, six dollar mail order (\$12./\$6./\$6.) co-pay Prescription Plan to be purchased and administered by the Board for individual administrators and supervisors and their spouses and dependent children.

2. OPTICAL PLAN

The Board shall, for the 1998-99 school year contribute up to, but not more than, an aggregate of two thousand-four hundred twenty-nine dollars (\$2,429.)* and for the 1999-2000 and 2000-2001 school years contribute up to, but not more than an aggregate of two-thousand six-hundred dollars (\$2,600.)* toward the annual premium cost if an Optical Plan to be purchased and administered

by the Board for individual administrators and supervisors and their spouses and dependent children. The appropriate amount that will be contributed is based on the assumption that there are twenty (20) administrators and supervisors. The Board shall expend no more than the applicable amount of one-hundred twenty-one dollars and forty-four cents (\$121.44.) per administrator/supervisor.

3. DENTAL PLAN

The Board shall, for the 1998-99 school year contribute up to, but not more than an aggregate of seventeen thousand eight hundred forty-two dollars (\$17,842.)* and for the 1999-2000 and 2000-2001 school years contribute up to, but not more than nineteen thousand ninety-two dollars (\$19,092.)* toward the annual premium cost of a Dental Plan to be purchased and administered by the Board for individual administrators and supervisors and their spouses and dependent children.

The appropriate amount that will be contributed is based on the assumption that there are twenty (20) administrators and supervisors. The Board shall expend no more than the applicable amount of eight hundred ninety-two dollars (\$892.) per administrator/supervisor for the 1998-99 school year and nine-hundred fifty-five (\$955.) for the 1999-2000 and 2000-2001 school years.

4. EXCESS COSTS

In the event the cost of the premiums for the Prescription, Optical, and Dental Plans exceeds the allocated amounts, the excess cost shall be assumed by the Association in the first year of a successor agreement.

*Note: The amount is based on the assumption that there are twenty (20) administrators employed by the Board as of July 1, 1998. Those employed have selected the following coverage: two (2) single; eighteen (18) family; and zero (0) parent and child.

5. COVERAGE AFTER RETIREMENT

The Board agrees to permit Administrators/Supervisors who have retired from the District under the provisions of the New Jersey Teachers' Pension and Annuity Fund and are receiving pension payments thereunder, to continue their participation in the health insurance program which is the subject of this Article. In order for an Administrator/Supervisor to be eligible to continue participation in said health insurance program after said Administrator/Supervisor's retirement, said Administrator/Supervisor must have retired after the (10) or more years of service in the Paramus School District and must; within thirty (30) days of retirement from the District, submit to the Board a request in writing for participation in said health insurance program. Each retired Administrator/Supervisor who participates in said health insurance program shall pay the full cost for his/her participation, such payment to be made by semi-annual

installments paid in advance. Eligibility for participation in said health insurance program shall cease immediately upon the attainment by the retired Administrator/Supervisor of eligibility to participate in Medicare or upon said Administrator/Supervisor's death.

C. PRORATION OF HEALTH BENEFITS

Health Insurance and Prescription Plan Benefits for Administrators/Supervisors employed prior to July 1, 1998, shall be prorated as follows:

- a. In the case of an Administrator/Supervisor who works half (1/2) time or more, the Administrator/Supervisor shall be provided full coverage during the period of employment.
- b. In the case of an Administrator/Supervisor who works less than half (1/2) time, the Administrator/Supervisor in question shall be provided no coverage during the period of employment.

2. Dental and Optical Plan Benefits

Dental Plan and Optical Plan benefits for Administrators/Supervisors employed prior to July 1, 1998, shall be available to all Administrators/Supervisors who work less than full time. Each Administrator/Supervisor who works less than full time, however, shall, within fifteen (15) days after the date of execution of the Agreement or prior to July 1 or within fifteen (15) days after the commencement of part-time employment whichever is

applicable, notify the School Business Administrator in writing as to whether he/she wishes to be covered under either or both the Dental Plan and/or the Optical Plan. If an Administrator/Supervisor who works less than full time, elects to be covered under either or both the Dental Plan or the Optical Plan, such Administrator/Supervisor shall be responsible to reimburse the BOARD (through payroll deductions made by the School Business Administrator) an amount computed by multiplying the total cost of the premiums allocable to that Administrator's/Supervisor's coverage under either or both the Dental Plan and/or the Optical Plan times the percentage of a full-time contract not worked by such Administrator/Supervisor during the In-School Work Year, a school week or school day.

3. Changes in the Percentage of Contract Worked

Administrators/Supervisors hired prior to July 1, 1998, who are reduced from a full-time contract to a part-time contract by the Board shall continue to receive benefits as described in Article IX Paragraph 1. Health Insurance and Prescription Benefits, and Paragraph 2 Dental and Optical Plan Benefits. Administrators/Supervisors hired prior to July 1, 1998, who request reduction from a full-time to a part-time contract shall be subject to the Proration of Benefits provision described in Article IX, Paragraph D, Proration of Benefits for part-time Administrators/Supervisors hired after July 1, 1998.

4. Proration of Benefits for Part-Time Administrators/Supervisors Hired After July 1, 1998

Health Insurance, Prescription, Dental, and Optical Plan coverage for Administrators/Supervisors beginning employment after July 1, 1998, shall be prorated as follows:

- a. In the case of an Administrator/Supervisor who works a fifty (50%) percent contract or more, health benefits shall be pro-rated. The BOARD shall pay the premium equal to the percentage of the full-time contract worked. The Administrator/Supervisor shall be responsible to reimburse the BOARD, through payroll deductions made by the School Business Administrator, the remaining portion of the premium.
- b. In the case of an Administrator/Supervisor who works less than half (1/2) time, the Administrator/Supervisor in question shall be provided no coverage during the period of employment.

5. Other Benefits

All other benefits shall be prorated based on the percentage of a full-time contract worked by an Administrator/Supervisor during the In-School Work Year, a school week or a school day.

ARTICLE X

Reimbursements

A. PROFESSIONAL MEMBERSHIP

The Board shall provide for reimbursement for membership in professional organizations and/or associations which will contribute significantly to the professional growth and development of an Administrator or Supervisor and enhance his or her services to the district. Membership in specific organizations and/or associations shall be subject to the approval of the Superintendent and the annual reimbursement to each Administrator and Supervisor shall not exceed in the aggregate \$650.00.

ARTICLE XI

Retirement Stipend

A. Each Administrator and Supervisor, who shall have rendered fifteen (15)* or more years of service to the Paramus Public Schools as of the date of his/her retirement, and who shall retire for the following reasons during the time periods listed shall receive a retirement stipend if all of the following conditions are met:

1. The Administrator/Supervisor must have completed a full year of service with the Paramus Board of Education, utilized all accrued vacation time, and commence retirement between July 1 and September 1. Any administrator who retires on a date other than previously described, shall not be eligible to apply for or receive the Retirement Stipend as described in this Article.
2. Any Administrator/Supervisor choosing to retire at the end of the regular school year, July 1, but before September 1 shall notify the Paramus Board of Education in writing on or before January 30 in any school year of his/her intention to retire from service at the end of that school year, July 1,

* Exception to this article shall be made for Administrators with at least ten (10) years' service to Paramus as an Administrator and who retire at age 55 years or older.

before September 1. Any Administrator/Supervisor who fails to inform the Board of Education in writing of his/her intention to so retire on or before January 30 shall not be eligible to apply for or receive the Retirement Stipend as described in this Article.

3. If a medical condition arises effecting the Administrator/Supervisor or his/her spouse or child, the Administrator/Supervisor shall be granted the retirement stipend as described in this article. The Administrator/Supervisor shall present a physician's certification confirming the medical condition. Upon presentation of the physician's certification the Administrator/Supervisor shall be permitted to retire with full retirement stipend.
4. If an emergency situation arises, any Administrator/Supervisor who finds that he/she must retire prior to the end of the regular school year, June 30, due to circumstances beyond his/her control, and has failed to notify the Board of Education on or before the January 30 deadline may appeal to the Board of Education for a waiver of these requirements. The Board may, but shall not be required to grant such a waiver if, in its sole discretion, the Board finds that the circumstances presented by the Administrator/Supervisor do not justify the granting of a waiver. The Board's decision shall be final, binding, and conclusive upon all parties and shall not be grievable under and in accordance with the contractual grievance procedure as described in Art VII.

B. The retirement stipend for those Administrators/ Supervisors meeting all the preceding eligibility requirements shall be calculated by multiplying a sum equal to fifty (50%) percent of the number of that Administrator's/Supervisor's unused days of cumulative sick leave as of the date of retirement (the "Reimbursable Days") times the following dollar amounts.

REIMBURSABLE DAYS	AMOUNT
1-50	\$70 per day
51-100	\$85 per day
101 or more	\$100 per day

In no event shall any retirement stipend paid under this provision exceed fifteen-thousand (\$15,000) dollars.

Article XII

Salary Schedule 1998-2001

HIGH SCHOOL PRINCIPAL

STEP	1998-99	1999-00	2000- 01
1	94,898	97,270	99,702
2	96,751	99,170	101,649
3	98,604	101,069	103,596
4	100,457	102,968	105,543
5	102,310	104,868	107,489
6	104,163	106,767	109,436
7	106,016	108,667	111,383
8	107,869	110,566	113,330
9	* 109,729	* 112,472	* 115,284

MIDDLE SCHOOL PRINCIPAL

STEP	1998-99	1999-00	2000- 01
1	90,669	92,935	95,258
2	92,207	94,512	96,875
3	93,745	96,089	98,491
4	95,283	97,665	100,107
5	96,822	99,242	101,723
6	98,360	100,819	103,339
7	100,411	102,921	105,494
8	101,436	103,972	106,572
9	**102,462	**105,023	**107,649

DIRECTOR OF CURRICULUM

STEP	1998-99	1999-00	2000- 01
1	90,669	92,935	95,258
2	92,207	94,512	96,875
3	93,745	96,089	98,491
4	95,283	97,665	100,107
5	96,822	99,242	101,723
6	98,360	100,819	103,339
7	100,411	102,921	105,494
8	101,436	103,972	106,572
9	*102,462	*105,023	*107,649

HIGH SCHOOL VICE PRINCIPAL

STEP		1998-99	1999-00	2000- 01
1		80,500	82,513	84,575
2		81,250	83,281	85,363
3		82,000	84,050	86,151
4		82,700	84,768	86,887
5		83,500	85,588	87,727
6		84,250	86,356	88,515
7		85,000	87,125	89,303
8		85,750	87,894	90,091
9		86,500	88,663	90,879
A		*100,018		
B		101,864	*104,411	*107,021

ELEMENTARY PRINCIPAL - 12 MONTH

STEP	1998-99	1999-00	2000- 01
1	88,858	91,079	93,356
2	90,396	92,656	94,972
3	91,340	94,324	96,882
4	93,472	95,809	98,204
5	95,011	97,386	99,820
6	96,549	99,962	101,437
7	*98,087	100,539	103,053
8	99,625	*102,116	104,669
9	***101,164	***103,693	****106,285

ELEMENTARY PRINCIPAL - 10 MONTH

STEP	1998-99	1999-00	2000- 01
1	86,013	88,163	90,367
2	87,038	89,214	91,445
3	88,064	90,265	92,522
4	89,089	91,317	93,599
5	90,115	92,368	94,677
6	91,140	93,419	95,754
7	92,166	94,470	96,832
8	93,191	95,521	97,909
9	94,217	96,572	98,987

MIDDLE SCHOOL VICE PRINCIPAL

STEP	1998-99	1999-00	2000- 01
1	*80,000	82,000	84,050
2	80,750	82,769	84,838
3	81,500	83,538	85,626
4	82,250	84,306	86,414
5	83,000	85,075	87,202
6	83,750	85,844	87,990
7	84,500	86,613	88,778
8	85,250	87,381	89,566
9	86,000	88,150	90,354
A	**96,838	*99,259	*101,740

COORDINATOR OF ADULT AND CONTINUING EDUCATION

STEP	1998-99	1999-00	2000- 01
1	80,000	82,000	84,050
2	80,600	82,615	84,267
3	81,200	83,230	85,311
4	81,800	83,845	85,941
5	82,400	84,460	86,572
6	83,000	85,075	87,202
7	83,600	85,690	88,832
8	84,200	86,305	88,463
9	84,800	86,920	89,093
A	*86,708	88,876	91,098

HIGH SCHOOL DEPARTMENT SUPERVISOR (10 MONTH)

STEP	1998-99	1999-00	2000- 01
1	80,000	82,000	84,050
2	80,350	82,359	84,418
3	80,700	82,718	84,785
4	81,050	83,076	85,153
5	81,400	83,435	85,521
6	81,750	83,794	85,889
7	82,100	84,153	86,256
8	82,450	84,511	86,624
9	82,800	84,870	86,992

HIGH SCHOOL DEPARTMENT SUPERVISOR (12 MONTH)

STEP	1998-99	1999-00	2000- 01
1	80,000	82,000	84,050
2	80,950	82,974	85,048
3	81,900	83,948	86,046
4	82,850	84,563	86,677
5	83,800	85,895	88,042
6	84,750	86,869	89,040
7	** 86,206	88,361	90,570
8	87,744	** 89,938	92,186
9	*****89,282	*****91,514	*****93,802

IN WITNESS WHEREOF, the parties hereto have caused this statement to be signed and sealed the day and year first above written.

Paramus Board of Education

by: Michael C. Brown
Michael C. Brown, President

Paramus Administrators and Supervisors Association

by: Peter La Barbiera
Peter La Barbiera, President