

A G R E E M E N T

between the

Greater Egg Harbor Regional High School  
Administrators' Association

and the

Greater Egg Harbor Regional High School  
Board of Education

**July 1, 2004 - June 30, 2007**

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## PREAMBLE

This Agreement entered into this first day of July, 2004 by and between the Board of Education of the Greater Egg Harbor Regional High School District, hereinafter called the "Board" and the Greater Egg Harbor Regional High School Administrators' Association, hereinafter called the "Association."

## ARTICLE 1

### RECOGNITION

- A. The Board recognizes the Association as the exclusive and sole representative for grievance and collective negotiations concerning the terms and conditions of employment for Principals, Directors, Vice-Principals, and Assistant Principals employed by the Board whether under contract or Board approved leave excluding Superintendent, Assistant Superintendent, Board Secretary/Business Administrator and Supervisors represented by the Oakcrest/Absegami Supervisors Association.
- B. Unless otherwise indicated, the term "Association employee" when used hereinafter in this Agreement shall refer to all Principals, Directors, Vice-Principals and Assistant Principals.

## ARTICLE 2

### NEGOTIATIONS PROCEDURE

- A. On or before December 1 prior to the expiration of this Agreement, the Association shall meet with the Board in formal session to present all demands and to establish procedural ground-rules for negotiations.
- B. Representatives of the Board and the Association shall begin negotiations prior to or during the second week of December.
- C. During negotiations, the Board and the Association shall present relevant data, exchange points of view and make proposals and counter-proposals. The Board shall make available to the Association upon reasonable request, all information which is in the public domain.
- D. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party.

- E. The Board agrees not to negotiate concerning said Association employees in the negotiating unit as defined in Article I of this Agreement, with any organization other than the Association for the duration of this Agreement.
- F. 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 covered by this Agreement, and whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this Agreement.
- G. 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.

### ARTICLE 3

#### GRIEVANCE PROCEDURE

A. Definition

A grievance shall be defined as a misinterpretation, misapplication or violation of policies, agreements and administrative decisions which adversely affect the employee except that the term "grievance" shall not apply to any matter for which a method of review is prescribed by law.

B. Procedure

1. Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved Association employee to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limit shall be deemed to be acceptance of the decision rendered at that step.
2. In the event that a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year and if left unresolved until the beginning of the school year could result in harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practical.

A grievance, to be instituted under the provisions of this Article, must be filed at Level One in writing within 15 school days after the grievant knew or should have reasonably known of the event which occasioned the grievance.

3. Level One - Superintendent

An employee or the Association shall first discuss the matter with the Superintendent. If such a discussion is unsatisfactory, the employees or the Association may file the grievance in writing within the terms of B. 2. above at the Superintendent's level. The Superintendent shall issue a written decision within ten (10) school days of the date when the grievance was filed in writing.

4. Level Two - Board of Education

If the grievance is not resolved to the grievant's satisfaction, he/she, no later than seven (7) calendar days after the receipt of the Superintendent's decision, may request a review by the Board of Education. The request shall be submitted in writing through the Superintendent, who shall attach all related papers and forward the request to the Board of Education. The Board, or a committee thereof, shall review the grievance and shall at the option of the Board, hold a hearing with the grievant and render a decision in writing within thirty-five (35) calendar days of receipt of the grievance by the Board.

5. Level Three - Arbitration

If the aggrieved person is not satisfied with the disposition of his grievance at Level Two, the Association may, within five (5) school days after such disposition, notify the Board through the Superintendent of its intention to arbitrate the grievance. Within ten (10) school days of such written notice to the Superintendent, the Association may file a demand for arbitration with PERC which shall be processed under PERC's arbitration rules. The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He can add nothing to nor subtract anything from the Agreement between the parties or any policy of the Board of Education. As to those grievances which involve decision of the meaning or interpretation of the language of this Agreement, the arbitrator's decision shall be final and binding on the parties. As to all other grievances covered by this Article, the arbitrator's decision shall be advisory only.

6. Rights to Representation

Rights of Association employees to representation shall be as follows:

Any grievant may be represented at all stages of the grievance procedure by him/herself, or, at his option, by a representative of the Association.

When a grievant is not represented by the Association in the processing of a grievance, the Association shall be notified, at the time of submission of the grievance to the Superintendent, or at any later level, that the grievance is in process. The Association shall have the right to be present and present its position in writing at all hearing sessions held concerning the grievance, and shall receive a copy of all decisions rendered.

The Board and the Association shall assure the individual freedom from restraint, interference, coercion, discrimination, or reprisal in presenting his appeal with respect to his personal grievances.

7. Separate Grievance File

All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants.

8. Meetings and Hearings

No meeting or hearing conducted under this procedure shall be public. The only parties in attendance shall be the parties in interest and the designated or selected representatives contemplated in this article.

9. Costs

Each party will bear the total cost incurred by themselves. The fees and expenses of the arbitrator are the only costs which will be shared by the two parties and such costs will be shared equally.

When the parties mutually schedule an arbitration hearing during the work day, the grievants and his/her representative shall not lose any pay or personal days.

ARTICLE 3  
EMPLOYEE RIGHTS

- A. Pursuant to Chapter 303, Public Laws, 1968, the Board hereby agrees that every Association employee of the Board shall have, and shall be protected in the exercise of, the right, freely and without fear of penalty or reprisal, to form, join and assist any Association employee organization or to refrain from any such activity.
- B. Nothing contained herein shall be construed to deny or restrict to any employee such rights as he may have under New Jersey School or other applicable laws and regulations.
- C. No employee shall be disciplined or reprimanded without just cause. The Board retains the right to discipline or discharge an employee during the term of his/her employment contract when the employee's performance and/or attendance negatively affect his/her ability to perform his/her assigned tasks. Discipline may include oral and/or written reprimands, increment withholdings, fines or suspensions without pay if consistent with law, and mid-contract discharges consistent with individual contracts, but shall not include the non-renewal of a nontenured unit member for performance-related reasons.

All disciplinary acts shall be subject to the grievance procedure. Any discipline to be imposed shall be determined on a case-by-case basis and shall take into account the nature of the offense, the length of service and general employment record of the employee, the number of previous offenses, any other mitigating circumstances, and previous discipline administered to others in similar situations. Discipline shall be applied in a nondiscriminatory fashion.

- D. The Association shall have permission to use school equipment and shall pay for the reasonable cost of all materials and supplies incidental to such use.
- E. The Association shall have the right to use the interschool mail facilities and school mail boxes.
- F. The rights and privileges of the Association and its representatives as set forth in this agreement shall be granted only to the Association as the exclusive representative of Association employees as noted in Article 1, A., and to no other organization.
- G. The Administrators shall be encouraged to place in the Association employee's personnel file, his/her outstanding achievements in the educational field.

An Association employee will be permitted to read and initial any letter of a negative or disciplinary nature which may be used to evaluate him, prior to placing same in his personnel file. This signature in no way indicates agreement with the contents thereof. An Association employee may write a statement, not to exceed one type-written page, expressing his point of view in regards to the above negative or disciplinary action, provided this statement is written and filed with the Superintendent within twenty-five (25) school days after the Association employee was permitted to read and initial the original letter(s) of a negative or disciplinary nature.

The Board shall establish only one official personnel file for each employee.

## ARTICLE 5

### LIAISON COMMITTEE

- A. The purpose of the Liaison Committee is to raise and discuss unit members' concerns about school practices and problems with the Superintendent of Schools. The Association may appoint four members as its representatives.
- B. Meetings of the Committee shall be held at the request of either party within seven (7) days of the request. Meetings shall not exceed one (1) per month, except with the mutual consent of the parties. Meetings shall be held after student dismissal unless another time is mutually scheduled by the parties.

## ARTICLE 6

### SALARIES

- A. The salaries of all Association employees covered by the Agreement are set forth in the Appendix which is attached hereto and made a part thereof.
- B. For purposes of calculating deductions for uncompensated leave days and for calculating proper placement in separation situations, a day's salary is defined as 1/240th of the 12 month Association employee's annual professional salary; 1/220th of the 11 month Association employee's annual professional salary; and 1/200th of the 10 month Association employee's annual professional salary.
- C. Non-tenured administrators' contracts shall contain a standard 60 day notification clause for termination of contract.



ARTICLE 7

LEAVES OF ABSENCE

A. Sick Leave

1. Accumulative

All full-time 12-month association members shall be entitled to 12 days of sick leave per year 11 month Association members shall be entitled to 11 days of sick leave per year. Unused days of sick leave shall be accumulated from year-to-year.

2. Retirement Or Termination of Employment

The parties agree that there shall be payment for accumulated sick leave upon retirement under the following provisions:

- a. "Retirement" is defined as applying to and qualifying for payment under T.P.A.F.
- b. Sick leave days credited to an employee upon initial hire and earned in other school districts shall be deducted from the total accumulated sick leave days available for payment.
- c. In order to be eligible for said payment, the employee must advise the Business Administrator in writing of his/her intention to retire at least six (6) months prior to said retirement. In the case of June 30 retirements, this written notice shall be given in advance of the January 1 prior to the retirement date. An employee who fails to give the required notice of intention to retire, shall receive said payment on the July 1st of the year following the retirement. An administrator who retires on a disability retirement under T.P.A.F. will not be required to provide this written notice.
- d. Payment shall be at the following rates:

Accumulated	For the first 100 days	\$45.00
	For days 101 through 200	\$55.00
	For days over 200	\$65.00
- e. In the event of the death of an administrator who at the time of death, could have retired under the provisions of A. 2., payment due for accumulated sick leave shall be made to the estate of the deceased administrator.

## B. Temporary Leaves of Absence

All Association employees shall be entitled to the following leaves of absence during the contractual years.

### 1. Death in the Immediate Family

With approval of the Superintendent, an employee may be granted days of absence, without loss of salary due to death in the staff member's immediate family.

The number of days absence granted shall be determined by individual circumstances, and shall not be deductible from the four (4) days of personal leave as defined in B.2. below. "Immediate Family" shall be defined as the employee's:

- (1) Husband or wife
- (2) Children
- (3) Father and mother
- (4) Brother or sister
- (5) Father and mother-in-law
- (6) Grandparents
- (7) Grandchildren
- (8) Brother-in-Law
- (9) Sister-in-Law
- (10) Member of Household

### 2. Personal

Administrators shall be entitled to the following temporary non-accumulative/accumulative leave of absence with full pay each school year.

- a. Two days leave of absence for personal, legal, business, household, religious or family matters which cannot be handled outside of the workday.
- b. Each administrator shall also be entitled to two days of personal leave for which he/she need not state any reason other than that he/she is taking the personal day under this provision.
- c. Application to the Superintendent for personal leave shall be made at least five (5) school days before taking such leave (except in the case of emergencies where direct notification to the administration is acceptable).

- d. Approval for personal leave will not be granted on the days preceding or following a vacation period except with the approval of the Superintendent.
- e. Any personal leave days under a. and b. above which are not taken by the administrator shall be added as additional accumulative sick leave days.
- f. Any administrator who begins initial employment after Feb. 1 shall be entitled to one-half the personal leave specified in a. and b. above.

3. Jury Duty Pay

In case of required jury duty an Association employee shall be allowed time off for jury service. He/she shall be paid the difference between his/her regular pay and jury pay.

C. Extended Leaves of Absence

1. Child Rearing Leave

- a. Pregnant unit members who are medically disabled are entitled to sick leave utilization in accordance with N.J.S.A. 18A:30-1 et seq.
- b. A unit member with a child less than three (3) months old may apply for and will be granted Child Rearing Leave of Absence without pay provided application is made at least sixty (60) days prior to commencement of such leave.
- c. A unit member who is granted Child Rearing Leave shall return to work at the start of the second semester or at the start of an academic year, provided written notice of such intent is given to the Board at least sixty (60) days prior to the beginning of the second semester, or by April 1 of the prior school year if return is to commence at the beginning of the subsequent school year.
- d. Child Rearing Leave shall not exceed eighteen (18) calendar months, without the approval of the Board.
- e. A non-tenured unit member shall be granted Child Rearing Leave in accordance with the above except that such leave shall be granted only to the end of the current work year in which the leave commences.

- f. Any unit member granted a Child Rearing Leave, upon return, will be afforded an administrative position equal to the one vacated at the time of the Child Rearing Leave.

2. Adoption Leave

The Board shall grant adoption leave without pay to any unit member upon request, subject to the following stipulations and limitations:

- a. Any unit member adopting an infant child shall receive leave similar to Child Rearing Leave which shall commence upon receiving de facto custody of said infant, or earlier if necessary to fulfill the requirements for the adoption.
- b. No unit member shall be prevented from returning to work after adoption solely on the grounds that there has not been a time lapse between adoption and the desired date of return provided the superintendent has been notified in writing sixty (60) days in advance of return date.
- c. Adoption Leave shall not exceed twenty-four (24) calendar months, without the approval of the Board.

3. Miscellaneous Provisions: Child Rearing and Adoption Leaves

- a. Salary shall not be paid to the employee during leave under 1. or 2. above.
- b. Leave time under 1. and 2. above shall not be considered as experience time for salary purposes and the employee shall return to the district's employ on the salary guide in effect at the time of return with unit members having the same number of experience and training.

4. Good Cause

Other leaves of absence with or without pay may be granted by the Board for good reason. The Board's decision shall not be subject to arbitration.

5. Continuation of Benefits While on Leave

Unit members on a leave without pay may invoke their COBRA rights with regard to purchase of insurance.

6. Return from Leave

a. Salary

Upon return from a paid leave granted by the Board, an employee shall be considered as if he/she were actively employed by the Board for salary purposes.

b. Benefits

Upon return from a Board-approved leave of absence, the employee shall be placed in a position consistent with his/her certification, tenure and seniority rights. Time spent on an unpaid or paid leave of absence does not act to break service for any contractual benefit dependent upon time worked in the District. Time spent on a paid leave of absence counts toward service time necessary for any contractual benefit dependent upon time worked in the District.

ARTICLE 8

VACATION

A. Time Allotted

1. Vacations must be approved in advance in writing by the Superintendent.
2. Not more than five (5) vacation days may be transferred to the subsequent year unless approved by the Superintendent.
3. Vacation will be credited on the July 1st following the employee's anniversary date of employment.
4. This is the vacation entitlement:

For employees with less than one (1) year of administrative service in the District as of July 1	1 and 1/4 day per month worked since the last July 1
For employees with at least one (1) year but no more than seven (7) years of administrative service in the District as of July 1	15 days annually
For employees with more than five (5) years of administrative service in the District as of July 1	20 days annually

B. Separation From Service

1. An Association employee who dies before his contract period is completed shall have payment for unused vacation earned given to his estate.
2. An Association employee who resigns or retires during the contract year shall receive cash payment for his vacation days as estimated by the following formula:

Number of vacation days of entitlement  
divided by the number of months in the contractual year  
times the number of months completed  
times the per diem salary rate  
equals the payment

ARTICLE 9

ADMINISTRATIVE OFFICE SCHEDULE

- A. The work schedule for Association employees follows the school calendar for teachers with holidays granted on the same basis as teachers.
- B. A ten month employees' work schedule shall be the teacher's schedule plus 15 days between the closing and opening of school as scheduled by the Principal.

ARTICLE 10

ADMINISTRATIVE VACANCIES

A. Notice

A notice of vacancy in an administrative position shall be posted and a copy sent to the Association ten (10) days before the final date when applications must be submitted. The notice of vacancy shall set forth the position, its qualifications, its duties, and the rate of compensation. The rate of compensation is a determination of the Board and shall be based upon an existing schedule or will be negotiable with the Board.

B. Implementation

Any Association employee holding proper certification for such vacancies shall be extended the courtesy of an administrative interview.

ARTICLE 11

SCHOOL CALENDAR

Input to the school calendar shall be solicited from representatives of this Association prior to its being adopted by the Board of Education.

ARTICLE 12

TRANSFER OF PERSONNEL

A. Involuntary Transfer of Personnel

When transfer of Association employees is being considered by the Board, every effort shall be made to provide for a smooth transition and guarantee that all aspects of a thorough and efficient management procedure shall be safeguarded.

ARTICLE 13

PROFESSIONAL DEVELOPMENT

A. Professional Dues

The Board shall pay membership dues for all Association members belonging to the N. J. Principals and Supervisors Association and National Association of Secondary School Principals with an annual maximum of \$900.00 per administrator in 2004-2005, \$950.00 per administrator in 2005-2006, and \$1,000.00 per administrator in 2006-2007. The District shall directly pay these dues to the Association to the annual amount.

B. Professional Conferences

1. Each Association employee may request the opportunity to attend National and State professional conferences or meetings upon approval of the Superintendent. Expenses incurred by members as a result of their attendance and participation in these meetings shall be paid by the school district when recommended by the Superintendent and approved by the Board.
2. Each Association employee may request the opportunity to attend professional workshops upon approval of the Superintendent. The Board shall pay for expenses incurred. The Administrator will be reimbursed for incurred expenses at any such approved workshop.

C. Course Reimbursement

1. Unit members shall be reimbursed for tuition and fees for courses applicable toward a doctorate and for certain graduate courses (see 2. b. below).
2. In order to be eligible for reimbursement, the unit member must:
  - a. be matriculated in a doctoral degree-granting program at an accredited institution; or
  - b. be enrolled in a graduate course, which is directly related to the administration of the District and has received the prior written approval of the Superintendent. The Superintendent's discretion in this regard is not challengeable through the grievance procedure.
  - c. must inform the Superintendent of his/her intention to enroll in a course(s) prior to that enrollment.
  - d. The course must be successfully completed. A transcript from the institution shall constitute proof of successful completion.
3. The parties agree to the following tuition caps: \$11,500.00 in 2004/05, \$11,500.00 in 2005/06 and \$11,500.00 in 2006/07.

Reimbursement will be at the Rutgers rate for education graduate courses.

There will be no cap on the amount an association member can be reimbursed up to the agreed upon tuition cap of \$11,500.00 for the unit.



Payment will be made in late June after proof of matriculation, receipt of transcript and of receipts showing tuition and fees. If claims exceed the \$11,500.00 unit cap, reimbursement will be prorated.

## ARTICLE 14

### INSURANCE PROTECTION

#### A. Description

The Board shall provide to each Association employee at the beginning of each school year a description of the health care coverage provided under this Article. The description shall include an overview of the conditions and limits of coverage as listed below.

#### B. Coverages

##### 1. Health and Hospitalization Coverage

- a. The Blue Cross/Blue Shield Blue Select Plan will be 100% funded by the District, for those administrators selecting this Plan. Administrators who choose to remain in the PACE Plan will pay 15% of the premium at each enrollment level through payroll deduction.
- b. The premium rate for the Blue Select Plan at each enrollment level sets the maximum contribution to an HMO.
- c. The plan in a. above shall include the Mandatory Second Surgical Opinion option and the Pre-admission Review Option.
- d. Each administrator eligible and choosing shall be entitled to select an HMO or PACE for insurance under a. and b. above in accordance with the rules promulgated by the administration.
- e. Effective as soon after mutual ratification of the 1997-2000 Agreement as is possible, increase the Outpatient Psychiatric and Rehabilitation coverage under Option 3 of the December 3, 1996 letter from Blue Cross to Acordia.
- f. The parties agree that the Blue Select network will be extended to Pennsylvania and Delaware effective as soon after mutual ratification of the 1997-2000 Agreement as is possible.

2. Prescription Coverage

There shall be a prescription drug plan for an administrator and his/her dependents. Effective January 1, 1998, the employee co-payments shall be: \$10.00 (name brand); \$5.00 (generic) and \$5 (mail-order). Effective the first of the month after mutual ratification of the 2000-2003 Agreement, the dosage limits per co-payment shall be: 1) up to a 30 day supply at retail; and, 2) 90 days for mail order.

3. Dental Coverage

Effective July 1, 2000, the annual Board contribution for an administrator for dental coverage providing family coverage shall be the actual premium in effect for each year of this Agreement. The 2002-2003 premium at each enrollment level shall set the maximum Board contribution for future years, unless and until changes by the parties in writing.

4. Health Plan Options at Retirement

Administrators retiring from the District under the Teachers' Pension and Annuity Fund shall be eligible to enroll in Items 2. and 3. above, (Prescription Coverage and/or Dental Coverage) in the District Sub-Group Retirees' Plan. Enrollment in either plan shall be the responsibility of the retiree, payment of the cost of coverage elected shall be the responsibility of the retiree and shall be remitted directly to the appropriate carriers of the specific coverage.

5. Voluntary Health Incentive Waiver Plan

- a. There shall be a voluntary health insurance waiver plan for employees eligible to receive family or husband/wife coverage under B. 1. above, or any enrollment level under B. and C. above. The plan will be implemented after mutual ratification on the first of the month which is reasonably possible under each plan's limitations. In the 2000-2001 year, the payment will be prorated to the time left in the year.
- b. An employee may waive one, two or all three insurances.
- c. Each year, the Board shall provide appropriate forms to all employees covered by family or husband/wife coverage and to employees who are eligible to receive prescription or dental insurance. Said form will contain a final return date.
- d. Employees who voluntarily elect to waive coverage shall be entitled to receive 25% of the premium cost of the waived insurance.

- e. Payment of the monies in 4. above shall be made by separate check before July 31 after the conclusion of the waived year.
- f. Employees must waive such insurance for a full year (July 1 through June 30) to be eligible for said payment.
- g. Employees who have no other comprehensive family or husband/wife insurance shall not be permitted to waive coverage under A. above.
- h. An employee who waives coverage may re-enroll for the next year during the open enrollment period. The only exception is that if a spouse's health/hospitalization coverage (Article 14, A.) is terminated during the District's insurance year, the employee may re-enroll immediately in the District's plan. If such re-enrollment occurs during the insurance year, no incentive payment will be made to the employee for that year.
- i. In order, to protect all employees from Federal taxation of existing benefits when this plan is in effect, the District will comply with all Federal paperwork (a Section 125 account).

## ARTICLE 15

### MISCELLANEOUS PROVISIONS

#### A. Use of Automobiles

It is understood that the unit member's auto insurance policy is the primary insurance in the event of an accident. However, the Board's liability policy will cover any costs that exceed the members' policy coverage. Unit members shall be reimbursed during the course of this agreement according to the practice which was in place in November, 1994 according to Board Policy #329 and Regulation 3290.

- B. The Board will establish a fund of \$2,500 for each of the school years covered by this contract to pay for valid claims of an employee for damage to a vehicle of the employee due to vandalism while parked at the school during the time the employee is on school business and/or attending a school sponsored or school related function or activity held at the school or at another location such as field trips, extra-curricular activity, etc. Upon presentation of a claim and appropriate validation of such claim by an employee to the Board of Education, the Board will reimburse to the employee the deductible amount paid by the employee under comprehensive insurance coverage to a maximum of the employee's deductible up to \$500.

C. Printing and Distribution

The School District will, at its own expense, print sufficient copies of this Agreement for present and new Association employees.

- D. Each administrator shall work to effectively and efficiently support district programs, both academic and administrative, to aid in the effective operation of the district, and provide school level support for Board decisions, promotions and initiatives.

ARTICLE 16

DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, **2004** and continue in effect through June 30, **2007**.

In witness thereof, the Association has caused this Agreement to be signed by its President, attested by its Secretary and its corporate seal to be placed hereon.

Greater Egg Harbor Regional  
High School Administrators'  
Association:

Greater Egg Harbor Regional  
High School Board of Education:

\_\_\_\_\_

President

\_\_\_\_\_

President

\_\_\_\_\_

Secretary

\_\_\_\_\_

Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## APPENDIX A

### ADMINISTRATORS' SALARY SCHEDULE

2004-2005

Employee	Base	Differential	Total Salary
Doran, Margaret	MA+15 \$ 91,000.00	\$1,500.00	\$ 92,500.00
Harris, Robert	MA+45 \$ 90,300.00	\$3,200.00	\$ 93,500.00
Dolton, Ray	MA+15 \$107,952.00	\$1,500.00	\$109,452.00
Mongelluzzo, Tony	MA+45 \$102,035.00	\$3,200.00	\$105,235.00
Bryant, Will	MA+30 \$ 92,854.00	\$2,500.00	\$ 95,354.00
Caiafa, Maria	MA+00 \$ 80,331.00	\$ 0.00	\$ 80,331.00
DiCicco, Al	MA+15 \$ 90,084.00	\$1,500.00	\$ 91,584.00
Ragan, John	MA+00 \$ 84,965.00	\$ 0.00	\$ 84,965.00
Irwin, Renee	MA+00 \$ 75,255.00	\$ 0.00	\$ 75,255.00
Leahey, Lynda	MA+15 \$ 85,220.00	\$1,500.00	\$ 86,720.00
Wilbraham, Mike	MA+15 \$ 89,077.00	\$1,500.00	\$ 90,577.00

**Base Increase: 3.8% each administrator**

**Column Differentials: MA+15 - \$1,500.00 MA+30 - \$2,500.00 MA+45 - \$3,200.00**

#### **Earning of Graduate Credit Requirement:**

Effective, July 1, 2000, administrators who are not already at the MA + 30 level will attain 15 graduate credits in each five year period until the attainment of the MA + 30. Failure to attain the 15 credits will result in the withholding of the salary increase for the year following the fifth year and each year thereafter in which the 15-credit requirement is not met. The five-year period for an administrator hired after July 1, 2000 shall begin on the date of hire. All five-year period shall run to the July 1<sup>st</sup>, which follows the beginning date of the period.

A minimum of three credits must be taken in each of the five years starting 2005/06, until the total of 15 credits is achieved. Salary increases will be withheld if the 3 credits are not taken.

**APPENDIX B**

**ADMINISTRATORS' SALARY SCHEDULE**

**2005-2006**

<b>Employee</b>	<b>Base</b>	<b>Differential</b>	<b>Total Salary</b>
Doran, Margaret	MA+15 \$ 94,549.00	\$1,500.00	\$ 96,049.00
Harris, Robert	MA+45 \$ 93,823.00	\$3,200.00	\$ 97,023.00
Dolton, Ray	MA+18 \$112,162.00	\$1,500.00	\$113,662.00
Mongelluzzo, Tony	MA+45 \$106,015.00	\$3,200.00	\$109,215.00
Bryant, Will	MA+30 \$ 96,476.00	\$2,500.00	\$ 98,976.00
Caiafa, Maria	MA+00 \$ 83,464.00	\$ 0.00	\$ 83,464.00
DiCicco, Al	MA+27 \$ 93,597.00	\$1,500.00	\$ 95,097.00
Ragan, John	MA+00 \$ 88,279.00	\$ 0.00	\$ 88,279.00
Irwin, Renee	MA+00 \$ 78,190.00	\$ 0.00	\$ 78,190.00
Leahey, Lynda	MA+30 \$ 88,543.00	\$2,500.00	\$ 91,043.00
Wilbraham, Mike	MA+15 \$ 92,551.00	\$1,500.00	\$ 94,051.00

**Base Increase: 3.9% each administrator**

**Column Differentials: MA+15 - \$1,500.00 MA+30 - \$2,500.00 MA+45 - \$3,200.00**

**Earning of Graduate Credit Requirement:**

Effective, July 1, 2000, administrators who are not already at the MA + 30 level will attain 15 graduate credits in each five year period until the attainment of the MA + 30. Failure to attain the 15 credits will result in the withholding of the salary increase for the year following the fifth year and each year thereafter in which the 15-credit requirement is not met. The five-year period for an administrator hired after July 1, 2000 shall begin on the date of hire. All five-year period shall run to the July 1<sup>st</sup>, which follows the beginning date of the period.

A minimum of three credits must be taken in each of the five years starting 2005/06, until the total of 15 credits is achieved. Salary increases will be withheld if the 3 credits are not taken.

**APPENDIX C**

**ADMINISTRATORS' SALARY SCHEDULE**

**2006-2007**

<b>Employee</b>	<b>Base</b>	<b>Differential</b>	<b>Total Salary</b>
Doran, Margaret	MA+15 \$ 98,142.00	\$1,500.00	\$ 99,642.00
Harris, Robert	MA+45 \$ 97,388.00	\$3,200.00	\$100,588.00
Dolton, Ray	MA+18 \$116,424.00	\$1,500.00	\$117,924.00
Mongelluzzo, Tony	MA+45 \$110,043.00	\$3,200.00	\$113,243.00
Bryant, Will	MA+30 \$100,142.00	\$2,500.00	\$102,642.00
Caiafa, Maria	MA+00 \$ 86,635.00	\$ 0.00	\$ 86,635.00
DiCicco, Al	MA+27 \$ 97,154.00	\$1,500.00	\$ 98,654.00
Ragan, John	MA+00 \$ 91,634.00	\$ 0.00	\$ 91,634.00
Irwin, Renee	MA+00 \$ 81,161.00	\$ 0.00	\$ 81,161.00
Leahey, Lynda	MA+30 \$ 91,908.00	\$2,500.00	\$ 94,408.00
Wilbraham, Mike	MA+15 \$ 96,068.00	\$1,500.00	\$ 97,568.00

**Base Increase: 3.8% each administrator**

**Column Differentials: MA+15 - \$1,500.00 MA+30 - \$2,500.00 MA+45 - \$3,200.00**

**Earning of Graduate Credit Requirement:**

Effective, July 1, 2000, administrators who are not already at the MA + 30 level will attain 15 graduate credits in each five year period until the attainment of the MA + 30. Failure to attain the 15 credits will result in the withholding of the salary increase for the year following the fifth year and each year thereafter in which the 15-credit requirement is not met. The five-year period for an administrator hired after July 1, 2000 shall begin on the date of hire. All five-year period shall run to the July 1<sup>st</sup>, which follows the beginning date of the period.

A minimum of three credits must be taken in each of the five years starting 2005/06, until the total of 15 credits is achieved. Salary increases will be withheld if the 3 credits are not taken.

**SIDEBAR AGREEMENT**

The parties recognize that all unit members are role models both for students and staff. To that end, the Association understands the efficacious nature of a reasonable dress code that is understandable to all. The Association has reviewed the proposed Administrative Regulation and does not oppose its adoption.

July 17, 1997