

**ARTICLES, STATEMENTS, AND  
SALARY SCHEDULES AGREED TO FOR  
JULY 1, 1988 TO JUNE 30, 1991**

**Between the  
HAMILTON TOWNSHIP ADMINISTRATORS'/SUPERVISORS' ASSOCIATION  
AND THE  
HAMILTON TOWNSHIP BOARD OF EDUCATION**

**Adopted by the  
Hamilton Township Board of Education  
At the Regular Meeting**

**DATE:** December 15, 1988

### TABLE OF CONTENTS

<u>ARTICLE</u>		<u>PAGE NO.</u>
	Table of Contents.....	1
I.	Philosophy.....	2
II.	Recognition.....	3
III.	Grievance Procedure.....	5
IV.	Benefits.....	7
V.	Training Levels Recognized.....	11
VI.	Promotion Policy.....	12
VII.	Base Salary Information.....	13
VIII.	Position Placement Within Percent Schedule.....	14
	1988-89 Salary Guide.....	15
	1989-90 Salary Guide .....	16
	1990-91 Salary Guide (Open).....	17
IX	Duration of Agreement.....	18

## ARTICLE I

### PHILOSOPHY

#### A. Professional Recognition

The Hamilton Township Board of Education recognizes that the administrative/supervisory staff is a part of a profession which requires special educational qualifications and that the success of the educational program depends upon maximum utilization of these talents.

#### B. Support of Board of Education

The administrative/supervisory staff will work professionally and harmoniously with the staff under its supervision to further the cause of good education in this district while upholding Board policies. The administrative/supervisory staff will lend its professional knowledge to the Board in assisting in the development of Board policy; and will furthermore support the final Board policies and act as its representative.

#### C. Management Team Concept

The Board of Education and the HTASA recognize that the Hamilton Township School District can become more efficient in the administration of its schools through joint participation of all members of the management team, thereby bringing the best education to the children of Hamilton Township.

#### D. Major Decisions

The Board recognizes that the administrative/supervisory staff is part of the management team working with the Superintendent, Assistant Superintendents, Directors, and members of the Board of Education. As such, members of the administrative/supervisory staff who are directly affected and the Association will be consulted and have input on decisions affecting the administration of the schools. (i.e. new administrative positions, position titles and salary ratios, budget, schedule changes, building program, boundary changes, desegregation plans, school calendar, organizational changes and transfers, etc.)

#### E. Meetings

In keeping with the spirit of "Team Management" and the need to maintain communication, the Board of Education, the Superintendent or a committee thereof will meet with the Association Executive Board periodically as requested by either party. The Board and the Association heartily endorses the development of a management "Communication Committee" as a vehicle by which a common understanding can be facilitated. An attempt shall be made first to resolve concerns through normal administrative channels.

## ARTICLE II

### RECOGNITION

#### RECOGNITION OF ADMINISTRATIVE POSITIONS

The Hamilton Township Board of Education will meet with the representatives of the Hamilton Township Administrators'/Supervisors' Association to discuss salaries and fringe benefits for the following administrative and supervisory positions as listed.

- Principals
- Vice Principals ( 12 months)
- Vice Principals ( 10 1/4 months- middle school)
- Coordinators
- Basic Skills Specialist
- Adult School Principal/Coordinator
- Personnel Specialist/Affirmative Action Officer, Building Administrator
- Curriculum Assistants
- Special Education Specialist
- Child Study Services Specialist
- Supervisor of Transportation
- Supervisor of Supplies and Equipment
- Purchasing Agent
- Personnel Assistant
- Personnel Specialist
- Supervisor of Maintenance
- Data Processing Manager
- Supervisor of Food Services
- Supervisor of Payroll
- Supervisor of Accounting
- Project Supervisor

Upon completion of discussions, the final Agreement will be reduced to writing and ratified by the membership of the parties. Signatures affirm that the Agreement has been ratified by the parties. The Board will adopt same as Board policy.

The parties will meet between March 1, 1989 and September 1, 1989 to discuss the salaries for the second year ( 1989-90) of this three (3) year agreement and will meet again between March 1, 1990 and September 1, 1990 to discuss the salaries for the third year ( 1990-91) of this three (3) year Agreement. However, the cost increase will be equal to the 9.5 percentage per year agreed to, which includes salary, longevity and training level increases. The parties will also meet after the September 1, 1990 date to begin discussions on a successor agreement.

In consideration for the granting of all administrators/supervisors to twelve ( 12) month positions during the 1978-79 school year (summer, 1978) the Board reserves the right to return to 10 1/2 month positions any and all twelve ( 12) month positions in Article VII as listed on page # 13 which were listed both as twelve ( 12) month and 10 1/2 month percentage positions. All employees returned to a 10 1/2 month position will receive the salary and fringe benefits for that 10 1/2 month position.

The Superintendent or his designee reserves the right to temporarily assign any administrative staff member to another assignment during the summer months (e.g. curriculum or screening committees and/or summer school, etc.) The Superintendent or his designee will consult with the administrative staff member and his or her supervisor before making these assignments. All administrative/supervisory positions available in summer positions are to be filled by regular qualified administrators, except when administrative internship experiences are desirable for teachers.

In recognizing the Association as the exclusive representative of the listed administrative/supervisory positions, it follows that the Board grants the Association similar rights granted to other employee groups, the access to public information, use of buildings and school equipment after school hours when they are not being utilized for the school program.

**ARTICLE III****GRIEVANCE PROCEDURE****A. DEFINITION**

1. A "grievance" is a claim by an employed administrator/supervisor that s/he has suffered a loss or injury as a result of misinterpretation, misapplication, or violation of this Agreement.

**B. PROCEDURE**

1. A grievance to be considered under this procedure must be initiated by the aggrieved within fourteen (14) calendar days of its occurrence.
2. Failure at any step of the procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved to proceed to the next step.
3. Failure at any step of the procedure to appeal a grievance in writing to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.
4. Any administrator/supervisor who decides that s/he has a grievance shall discuss it with his/her immediate superior in an attempt to resolve the matter informally at that level. If, as a result of the discussion, the matter is not resolved to the satisfaction of the aggrieved, then s/he shall, within seven (7) calendar days of such discussion, set forth his/her grievance in writing to his/her immediate superior, specifying:
  - a. The nature of the grievance and date occurred.
  - b. The specific provisions of the Agreement being grieved.
  - c. The results of the previous discussions.
  - d. His/her dissatisfaction with decisions previously rendered.
  - e. Relief sought.
5. The immediate superior shall communicate his/her decision to the aggrieved in writing within seven (7) calendar days of receipt of the written grievance.
6. The aggrieved, no later than seven (7) calendar days after receipt of the immediate superior's decision, may appeal the decision to the Superintendent of Schools. The appeal to the Superintendent must be made in writing, reciting the matter submitted to the immediate superior as specified above and the grievant's dissatisfaction with decisions previously rendered. The Superintendent shall attempt to resolve the matter as quickly as possible, but within a period not to exceed forty-five (45) calendar days, the Superintendent shall communicate his/her decision in writing to the grievant and the immediate superior.
7. If the aggrieved is dissatisfied with the decision of the Superintendent and review by the Board of Education is desired, the grievant shall file a request for the Board of Education to hear the particular issue. This request must be made no later than fifteen (15) calendar days after receipt of the Superintendent's decision. A copy of this request must simultaneously be submitted by certified mail or receipted hand delivery to the Superintendent.

8. The Board of Education must schedule a meeting for the grievant to make a presentation and shall communicate its decision on the grievance to the aggrieved, in writing, within sixty (60) calendar days of receipt of the written grievance. Said decision on the grievance by the Board of Education is final.
9. A grievance may not be submitted to the Board of Education which pertains to:
  - a. Any matter for which a method of review is provided for by law or any regulation of the State Board of Education, or the Commissioner of Education, or any matter which according to law is beyond the scope of the Board's authority or limited by law to Board authority alone.
  - b. A grievance of an administrator/supervisor which arises by reason of his/her not being reemployed, or appointment to or lack of appointment to, retention in or lack of retention in any position.
  - c. A grievance that impinges upon its right to appoint, promote, assign, and involuntarily transfer any administrator/supervisor.

### **C. GENERAL REGULATIONS**

1. All appeals taken past the immediate superior of the aggrieved party must be stated in writing.
2. All time limits stated within this procedure must be strictly adhered to unless an extension is mutually agreed upon in writing by both parties.
3. The aggrieved party and his/her representatives shall have the right to be present at all hearings conducted at every step following the informal step of the grievance procedure.
4. There will be no suspension of a grievance procedure when schools are not in session except by mutual consent of the parties.
5. The aggrieved shall have the right to present the appeal or designate the Association to accompany him/her at any step in the appeal.
6. The Board and the Association shall assure the individual freedom from restraint, interference, coercion, discrimination, or reprisal in presenting his/her appeal with respect to his/her personal grievances.
7. All documents, communications, and records dealing with the processing of a grievance shall be filed in a separate file and shall not be kept in the personal file of any of the participants. However, an accidental filing will be removed immediately and no grievance will be initiated.
8. 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. As used in this Article, the term "administrator/supervisor" shall mean
  - a. an individual administrator/supervisor,
  - b. a group of administrators/supervisors having the same grievance, or
  - c. the Association.

## ARTICLE IV

### BENEFITS

The administrative and supervisory staff shall be entitled to all rights, privileges, and benefits accorded other professional staff members and some accorded only to this group.

#### **1. MEDICAL BENEFITS**

The Board of Education shall pay full coverage for Blue Cross, Blue Shield, Rider J., and Major Medical where the employee chooses the family or individual plan for the duration of this agreement.

Note: Comparable HMO programs will apply under medical benefits in lieu of Blue Cross/Blue Shield Programs at the discretion of the insured. THE PARTIES ARE WILLING TO MUTUALLY EXPLORE AN ALTERNATIVE PLAN TO PROVIDE THESE BENEFITS.

Any administrator/supervisor who retires shall be allowed to remain as part of the group plans provided by the Hamilton Township Board of Education. The administrator/supervisor shall be responsible for payment of the group rate.

#### **2. Dental Plan**

Effective July 1, 1988, the Board of Education shall pay the premium or 100% of the employees and dependents (three-party plan) cost for a dental program in accordance with the provisions of the district policy. 100% P&D, 60-40 Remaining Basic, 50-50 Prosthodontics, 50-50 Orthodontics as per Board group plan.

Note: Dependents are defined to be the employee's spouse and unmarried children. Dependent children are eligible for coverage from birth until age 19 or, if the covered child is enrolled full time at an accredited school, college or university, coverage may be extended to the child's 23rd birthday unless otherwise indicated under Benefits and Program Specifications. An unmarried dependent child over the limiting age may continue to be covered if incapable of self-support because of a physical or mental handicap commencing prior to reaching the limiting age, provided a physician's certificate is submitted to NJDSP.

#### **3. SICK LEAVE**

- 3.1 All twelve month Administrators/Supervisors shall be entitled to twelve ( 12) sick leave days each school year.
- 3.2 All ten month Administrators/Supervisors shall be entitled to ten ( 10) sick leave days each school year.
- 3.3 Any Administrator/Supervisor appointed from outside the district for a shorter term shall only be entitled to one ( 1) sick day for each month of his/her first year appointment.
- 3.4 Any Administrator/Supervisor promoted/transferred from a ten ( 10) month position after July 1 will be given the appropriate number of prorated sick days and will retain their accumulated sick days.
- 3.5 Unused sick days shall be accumulated from year to year with no maximum limit.



#### 4. TEMPORARY LEAVES OF ABSENCE

##### 4.1 PERSONAL REASONS

Administrators/Supervisors shall be entitled to **three (3) personal days** in any school year (with full pay.) Any personal days not utilized during any school year shall accumulate to the employee's unused sick leave. Any Administrator/Supervisor appointed for a shorter term shall only be entitled to one (1) personal leave day for every 4 months for 12-month employees or one (1) personal leave day for every 3 months for 10-month employees.

##### 4.2 DEATH IN IMMEDIATE FAMILY

Death in immediate family, including immediate in-laws. (Immediate family shall be interpreted to mean father, mother, husband, wife, brother, sister, child, grandfather, grandmother, and those related by blood or marriage permanently residing within the household of the employee.) **Payroll provisions - five (5) consecutive week days, full pay in any school year.**

##### 4.3 ABSENCES NOT COVERED

Absences not covered by regulations. Payroll provision - no allowance - full pay deduction - prior (one <1> week) approval of Superintendent of Schools required for all contractual employees.

- 4.4 NOTE: Any emergency or other urgent reason beyond the provisions of the above Personal Leave Policy would necessitate the approval of the Superintendent of Schools and the Board of Education before additional days could be granted. (A court summons, necessitating a staff member to be in court through no fault of his/her own, would be an example of an extra day beyond the three (3) which may be approved for full pay or full pay less the cost of a substitute.

#### 5. LEAVE OF ABSENCE

An administrator/supervisor may take a leave of absence for a one-year period without pay. All such leave requests must be made sixty (60) days before the leave is to take effect and must be approved by the Superintendent and the Board of Education.

NOTE: The time limits could be waived in emergency cases.

#### 6. HOLIDAYS/VACATIONS DAYS

- 6.1 All twelve-month administrators/supervisors will be granted **eighteen (18)** regularly scheduled holidays. All 10 1/4 month administrators/supervisors will be granted **seventeen (17)** regularly scheduled holidays.
- 6.2 All twelve-month administrators/supervisors will be granted **twenty-seven (27)** vacation days per year with appropriate approval. Unused vacation days may be carried over for a one-year period with the approval of the Superintendent.
- 6.3 All 10 1/4 month administrators/supervisors will receive **seven (7)** non-accumulative vacation days to be taken at any time during the contract year with appropriate approval.

7. **DUES**

The Board of Education shall reimburse all association members for up to **\$350 in 1988-89, \$380 in 1989-90, and \$410 in 1990-91** for paid dues to the professional educational association of his/her choice.

8. **CAR ALLOWANCE**

Effective July 1, 1988, all administrators/supervisors covered by this agreement will be reimbursed \$25 per month for transportation expenses. However, reimbursement at the current IRS rate will be made available for those desiring this alternate allowance. The plan selected for reimbursement must be declared at the beginning of each school year by July 1.

9. **WASHINGTON NATIONAL**

Effective July 1, 1988, the Board shall provide 100% of the cost of a **Plan I-Class B, 8th Day Coverage Group Disability Insurance Program**

10. **PRESCRIPTION PLAN**

The Board of Education shall provide full coverage for a Prescription Plan with \$1.00 co-pay provision for name brand drugs and no co-pay for generic drugs, children covered up to age twenty-five and no contraceptives, in accordance with the provision of the policy. The Administrator/Supervisor may choose either the individual, parent and child, or family plan.

11. **RETIREMENT**

11.1 Any administrator/supervisor retiring on or after July 1, 1988 with 20 or more years of service in education, upon retirement in accordance with the TPAF and PERS regulations shall receive \$150 per day with a \$15,000 maximum for one (1) out of every two (2) unused accumulated sick days that were earned in Hamilton Township.

11.2 Any administrator/supervisor retiring on or after July 1, 1989 with 20 or more years of service in education, upon retirement in accordance with the TPAF and PERS regulations shall receive \$175 per day with a maximum of \$17,500 for one (1) out of every two (2) unused accumulated sick days and effective July 1, 1990, will receive \$175 per day with a maximum of \$20,000 for one (1) out of every two (2) unused accumulated sick days.

Effective July 1, 1988, upon retirement, the administrators/supervisors of record and those employed thereafter will receive a lifetime (employee and dependent) paid coverage in the Board's prescription and dental plans in accordance with the qualifications as follows:

The administrator/supervisor must have served 25 years of creditable service in TPAF or PERS with at least 10 years in Hamilton Township.

**12. - LONGEVITY**

Effective for the 1988-89, 1989-90, and 1990-91 school years, all administrators/supervisors who have completed the listed number of years \* in Hamilton Township shall receive the additional cumulative amounts per year as listed below.

<u>YEARS</u>	<u>1988-89</u>	<u>1989-90</u>	<u>1990-91</u>
15	\$600	\$700	\$800
20	600	700	800
25	600	700	800
30	600	700	800
35	600	700	800
40	600	700	800

\*by June 30 of the preceding year

Administrators/supervisors covered by the 1980-83 Agreement between the Hamilton Township Board of Education and the Hamilton Township Administrators'/Supervisors' Association and who were employed as of June 30, 1982, and reemployed for the 1982-83 school year will continue to receive longevity calculated on experience and military service granted at the date of hire, in addition to Hamilton Township experience.

Newly hired administrators/supervisors for the 1982-83 school year and thereafter will be granted credit for longevity only as specified in the first paragraph in Section 12, this Article for experience in Hamilton Township.

**ARTICLE V****TRAINING LEVELS RECOGNIZED**

It is agreed that the level of training will be a factor in the determination of administrative salaries. The figures agreed to are:

	<u>1988-89</u>	<u>1989-90</u>	<u>1990-91</u>
MA + 15	\$600	\$700	\$800
MA + 30	1200	1400	1600
MA + 45	1800	2100	2400
MA + 60	2400	2800	3200
DOCTORATE	3000	3500	4000

Credit for achieving a higher level of training will be recognized and approved by the Board of Education during the month of September, prorated and effective retroactive to September 1 for graduate credits earned prior to September 1 and during the month of January prorated and effective February 1 for graduate credits earned prior to February 1.

Credit for achieving the next higher level of training will be recognized and approved by the Board of Education upon recommendation by the Superintendent of Schools.

## ARTICLE VI

### PROMOTION POLICY

A notice of vacancy in all administrative/supervisory positions shall be sent to each administrator/supervisor three (3) weeks before the final date when applications must be submitted. The notice of vacancy shall set forth the title of the position, the salary range, and deadline for application. It is understood that the Board will not change the qualifications for any position unless said position is readvertised.

When an administrator/supervisor is promoted to another position s/he will be placed on the same step of the guide for the new position as the step s/he was on prior to the promotion.

When serving in an acting position which is rated higher for more than two (2) weeks, the administrator/supervisor will receive the raise and benefits of that position retroactive to the day of official assignment.

Any administrator/supervisor newly appointed to an administrative, supervisory position shall receive an increment on July 1.

## ARTICLE VII

### BASE SALARY INFORMATION

The base salary for the administrators'/supervisors' salary guide for the 1988-89 school year is the average of the median and mean of Group IV High School Principal from the 1986-87 school year as reported in the NJEA Research Bulletin for Salaries of Administrators and Supervisors - **\$58,149** . The base salary for 1989-90 and 1990-91 will be determined when the data is reported in the NJEA Research Bulletin for Salaries of Administrators and Supervisors, School Year 1987-88 and School Year 1988-89. All administrators/supervisors shall be placed on the appropriate step of the guide.

It is established that during this three-year agreement, the concept used to determine the base amount for the 1989-90 and 1990-91 salary schedules will be followed. There will be no determination on a salary schedule for the second and third years ( 1989-90 and 1990-91.) However, the total package cost increase will be equal to 9.5% per year agreed to which includes salaries, longevity and training level increases. This item will be reopened for discussion at a time when the base concept figures become available with full knowledge that the present percentage range of +1.0241 and +1.18563 is open for discussion.

It is agreed that the base ( 100%) level for the salary proposal be calculated by averaging the mean and median salary of the Group IV High School Principals as published by the New Jersey Education Association in the School Administrators' and Supervisors' Salaries Bulletin keeping a two year differential.

Example: The 1986-87 base figure is used to determine the 1988-89 salary guide base. The 1987-88 base figure is used to determine the 1989-90 salary guide base. The base salary, rounded off to the nearest \$100 is used to determine the salary range of the high school principal. The high school principal's salary base is computed on a yearly basis. All other salary ranges for administrative positions are calculated as a percentage of that base.

ARTICLE VIII

POSITION PLACEMENT WITHIN PERCENT SCHEDULE

<b>Percent of Base</b>		130% Superintendent
		121% Assistant Superintendent
100% Principals - High School		110% Directors
94% Adult School Principal/Coordinator	94%	Assistant to the Superintendent
Principals - Middle School		Comptroller/Ass't. Secretary
		Manager of Operations
90% Coordinator Special Programs		
Coordinator Child Study Services		
88% Vice Principals - High School		
Principals - Elementary		
Personnel Specialist/Affirmative Action Officer, Bldg. Admin.		
86% Vice Principals - Middle School		
85%		
82% Curriculum Assistants		
Special Education Specialist		
Basic Skills Specialist		
Personnel Specialist		
Child Study Services Specialist		
Vice Principals ( 10 1/4 mo.) - High School		
80% Vice Principals ( 10 1/4 mo.) - Middle School		
Project Supervisor		
76% Assistant Building Administrator ( 10 1/4 mo.) - Middle School		
74% Data Processing Manager		
Supervisor of Food Services		
Supervisor of Maintenance		
63% Personnel Assistant		
60% Purchasing Agent		
57% Supervisor of Supplies and Equipment		
Supervisor of Transportation		
Supervisor of Accounting		
Supervisor of Payroll		
52%		

## ARTICLE VIII

### POSITION PLACEMENT WITHIN PERCENT SCHEDULE

#### Percent of Base

- 100% Principals - High School
- 94% Adult School Principal/Coordinator  
Principals - Middle School
- 90% Coordinator Special Programs  
Coordinator Child Study Services
- 88% Vice Principals - High School  
Principals - Elementary  
Personnel Specialist/Affirmative Action Officer, Bldg. Admin.
- 86% Vice Principals - Middle School
- 85%
- 82% *10 1/4 MONTH - Vice Principal - High School*  
Curriculum Assistants  
Special Education Specialist  
Basic Skills Specialist  
Personnel Specialist  
Child Study Services Specialist
- 80% Vice Principals (10 1/4 mo.) - Middle School  
Project Supervisor
- 76% Assistant Building Administrator (10 1/4 mo.) - Middle School
- 74% Data Processing Manager  
Supervisor of Food Services  
Supervisor of Maintenance
- 63% Personnel Assistant
- 60% Purchasing Agent
- 57% Supervisor of Supplies and Equipment  
Supervisor of Transportation  
Supervisor of Accounting  
Supervisor of Payroll
- 52%



1988-89 ADMINISTRATIVE/SUPERVISORY SALARY GUIDE  
(+1.0241 + 1.1787477)

For the 1988-89 salary guide, the respective salary ranges for each administrative/supervisory level will be +1.0241 + 1.1787477 of the base salary which is \$58,149.

Example      1988-89 Salary Guide

Minimums    = 1.0241 x Base Salary x % for position

Maximums    = 1.1787477 x Base Salary x % for position

Base         = Average of mean and median salary of the Group 4 High School Principals' 1986-87 salary which is \$58,149 at the 100% level.

Range        = +1.0241 to +1.1787477 of the Base

Increment    = Range / 5

Step	100	94	90	88	p86	82	80	74	63	60	57
0	59550	55977	53595	52404	51213	48831	47640	44067	37517	35730	33944
1	61340	57660	55206	53979	52752	50299	49072	45392	38644	36804	34964
2	63130	59342	56817	55554	54292	51767	50504	46716	39772	37878	35984
3	64920	61025	58428	57130	55831	53234	51936	48041	40900	38952	37004
4	66710	62707	60039	58705	57371	54702	53368	49365	42027	40026	38025
5	68543	64433	61693	60323	58953	56213	54843	50733	43198	41143	39088

This is a Basic Salary Guide which reflects the regular salary placement for an administrator/supervisor recommended for an adjustment and regular increment. Administrators and Supervisors from outside the Hamilton Township School System will be given credit for a maximum of three (3) years of comparable administrative experience.

There will be written evaluations completed in accordance with the guidelines as established by the Board of Education/Administrators' Evaluation Committee for all administrators.

The Board of Education reserves the right to withhold any/or all increments and/or adjustments for inefficiency or other good cause.

**1989-90 ADMINISTRATIVE/SUPERVISORY SALARY GUIDE**  
**(+1.03060 + 1.17525)**

For the 1989-90 salary guide, the respective salary ranges for each administrative/supervisory level will be +1.03060 + 1.17525 of the base salary which is **\$62,168**.

Example      1989-90 Salary Guide

Minimums    =    1.03060 x Base Salary x % for position

Maximums    =    1.17525 x Base Salary x % for position

Base         =    Average of mean and median salary of the Group 4 High School Principals' 1987-88 salary which is **\$62,168** at the 100% level.

Range        =    +1.03060 to +1.17525 of the Base

Increment    =    Range / 5

Step	X100	X94	X90	X88	X86	X82	X80	X74	X63	X60	X57
0	64070	60226	57663	56382	55100	52537	51256	47412	40364	38442	36520
1	65860	61908	59274	57957	56640	54005	52688	48736	41492	39516	37540
2	67650	63591	60885	59532	58179	55473	54120	50061	42620	40590	38561
3	69440	65274	62496	61107	59718	56941	55552	51386	43747	41664	39581
4	71230	66956	64107	62682	61258	58409	56984	52710	44875	42738	40601
5	73063	68679	65757	64295	62834	59912	58450	54067	46030	43838	41646

This is a Basic Salary Guide which reflects the regular salary placement for an administrator/supervisor recommended for an adjustment and regular increment. Administrators and Supervisors from outside the Hamilton Township School System will be given credit for a maximum of three (3) years of comparable administrative experience.

There will be written evaluations completed in accordance with the guidelines as established by the Board of Education/Administrators' Evaluation Committee for all administrators.

The Board of Education reserves the right to withhold any/or all increments and/or adjustments for inefficiency or other good cause.

**1990-91 ADMINISTRATIVE/SUPERVISORY SALARY GUIDE**  
**(+1.11464 + 1.26071)**

For the 1990-91 salary guide, the respective salary ranges for each administrative/supervisory level will be +1.11464 + 1.26071 of the base salary which is \$62,285.

Example 1990-91 Salary Guide

Minimums = 1.11464 x Base Salary x % for position

Maximums = 1.26071 x Base Salary x % for position

Base = Average of mean and median salary of the Group 4 High School Principals' 1988-89 salary which is \$62,285 at the 100% level.

Range = +1.11464 to +1.26071 of the Base

Increment = Range / 5

STEP	\$100	\$94	\$90	\$88	\$86	\$85	\$82	\$80	\$74	\$63	\$60	\$57
0	69425	65260	62483	61094	59706	59011	56929	55540	51375	43738	41655	39572
1	71215	66942	64094	62669	61245	60533	58396	56972	52699	44865	42729	40593
2	73005	68625	65705	64244	62784	62054	59864	58404	54024	45993	43803	41613
3	74795	70307	67316	65820	64324	63576	61332	59836	55348	47121	44877	42633
4	76585	71990	68927	67395	65863	65097	62800	61268	56673	48249	45951	43653
5	78523	73812	70671	69100	67530	66745	64389	62818	58107	49469	47114	44758

This is a Basic Salary Guide which reflects the regular salary placement for an administrator/supervisor recommended for an adjustment and regular increment. Administrators and Supervisors from outside the Hamilton Township School System will be given credit for a maximum of three (3) years of comparable administrative experience.

There will be written evaluations completed in accordance with the guidelines as established by the Board of Education/Administrators' Evaluation Committee for all administrators.

The Board of Education reserves the right to withhold any/or all increments and/or adjustments for inefficiency or other good cause.

**1990-91 Administrative/Supervisory Salary Guide  
(Open)**

Addendum

HTASA contract 1990-91

As per negotiations on August 9, 1990, the following agreement was reached and approved by the Board of Education on August 22, 1990. This Addendum to the Administrators' and Supervisors' contract provides that the 10½ month Curriculum Assistants shall be entitled to:

- A. Eleven (11) sick leave days each school year.
- B. Seven (7) vacation days per year. Unused vacation days may be carried over for a one year period with approval of the Superintendent. Unused vacation days accumulated prior to the 1990-91 school year must be taken over the two subsequent school years, 1990-91 and 1991-92. The maximum vacation days to be carried over into the 1992-93 school year must not exceed seven (7) days.
- C. Placement on the Administrator's Salary Guide at the 77% level.

For the 1990-91 school year, the Curriculum Assistants must make up five (5) work days which were not able to be scheduled. These must be worked prior to their return for the 1991-92 school year and done so with appropriate approval from the Coordinator of Curriculum/Funded Programs.

Craig A. Magliore  
HTASA President

Oct. 17, 1990  
Date

Frank J. Tompkins  
Personnel Administrator

Oct. 16, 1990  
Date

ARTICLE IX

DURATION OF AGREEMENT

All benefits, privileges and procedures contained within this agreement shall be in effect for the period of time beginning July 1, 1988 and continuing through June 30, 1991.

In witness whereof, the Association after ratification by its membership has caused this agreement to be signed by its President and its Secretary and the Board after ratification in public meeting has caused this Agreement to be signed by its President and attested by its Secretary all on the date and year written herewith.

HAMILTON TOWNSHIP ADMINISTRATORS'/SUPERVISORS' ASSOCIATION

BY:

Frank J. Tomjani  
President

12/21/88  
Date

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

HAMILTON TOWNSHIP BOARD OF EDUCATION

BY:

Anthony H. Culicantano  
President

12/14/88  
Date

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date