



Highland Park Board of Education

EMPLOYMENT CONTRACT

2025-26

Agreement Between Marc Mortellaro (Here in referred to as the “Non Bargaining Athletic Programs and Sports Medicine Administrator”) and the Highland Park Board of Education

1. The Board of Education will provide insurance coverage for medical, prescription and dental expenses under the same terms as the agreement with the Highland Park Education Association (herein after referred to as “HPEA”). Employee contributions for medical and prescription will be deducted in accordance with Chapter 78, P.L. 2011 at Tier IV levels or consistent with Chapter 44.
2. Upon hire, the Board will enroll the Non-Bargaining Athletic Programs and Sports Medicine Administrator in the P.E.R.S. pension plan. The pension contribution is presently 7.5% of the employee's annual salary. This contribution will increase annually, pursuant to Chapter 78, P.L. 2011. Life insurance coverage is available to members of the P.E.R.S. pension plan. Employees have the option of selecting a non-contributory plan or purchasing additional insurance, by selecting a contributory insurance plan. The non-contributory plan has a death benefit of 1.5 times the employee's annual salary. There is no fee associated with this selection. The contributory life insurance plan is 3 times the employee's annual salary. The cost of contributory insurance is 0.5 of 1% of the employee's annual salary.
3. The Non-Bargaining Athletic Programs and Sports Medicine Administrator will be entitled to 22 paid vacation days per year. Vacations may be taken at any time by mutual agreement and approval of the Superintendent of Schools. Vacation days are accrued at 1.8 days per month. All vacation days will be available at the beginning of each subsequent contract year. In addition, the Non-Bargaining Athletic Programs and Sports Medicine Administrator is entitled to paid holidays as per the school calendar. The Non-Bargaining Athletic Programs and Sports Medicine Administrator acknowledges that certain athletic programs or events may require their presence during school holidays. In such instances, the Administrator shall perform duties as needed.
4. The Non-Bargaining Athletic Programs and Sports Medicine Administrator will be entitled to take three (3) days per year for personal reasons. The Non-Bargaining Athletic Programs and Sports Medicine Administrator will be entitled to take twelve (12) days per year as sick leave. Sick leave is cumulative.
5. The Board of Education encourages Professional Development. After prior approval by the Superintendent of Schools, the Non-Bargaining Athletic Programs and Sports Medicine Administrator may attend professional development opportunities and conferences up to \$2,500 annually. In addition, the Board of Education encourages memberships in Professional Associations. The Board agrees to pay the annual dues on behalf of the Non Bargaining Athletic Programs and Sports Medicine Administrator to county, state, and national professional organizations as approved by the Superintendent.
6. Cell Phone. Employee shall be provided with a cell phone, with e-mail capabilities, at Board expense. Incidental personal use shall be permitted. Employees shall have the option of being reimbursed for the use of a personal smartphone in the amount of thirty dollars (\$30.00) per month instead of accepting a district cell phone.
7. Work hours and work days as follows: The Non-Bargaining Athletic Programs and Sports Medicine Administrator hours are established to be during the office hours of the district's central administrative offices plus such additional time as may be required for effective discharge of the duties of the position of Non-Bargaining Athletic Programs and Sports Medicine Administrator.
8. The Non-Bargaining Athletic Programs and Sports Medicine Administrator's salary is set at \$ **110,000.00** for the period 2025-26.

Note: It is hereby agreed that this contract may at any time be terminated by either party giving the other sixty (60) days' notice in writing of intention to terminate.

Dated May 27, 2025, by the Board of Education, of the Borough of Highland Park, in the County of Middlesex.



Board President, May 27, 2025



Marc Mortellaro, July 7, 2025 10:52AM



Board Secretary, May 27, 2025