

Dr. Nicastro presented Personnel Teaching items (a) through (n). Personnel Motion was made by Mr. DeLuca, seconded by Mr. Bendokas, with a Teaching unanimous roll call vote to approve Personnel Teaching items (a) through (n) as follows:

(a) Move the Board of Education approve the emergent hiring of substitute teachers for the 2001-2002 school year, as attached. **Approve emergent hiring**

(b) Move the Board of Education accept a resignation for the 2001-2002 school year, as follows: **Accept resign.**

Peter Huddy BMHS/Math
EFF: 12/31/01
Brick Exp: 4 Mos.

(c) Move the Board of Education approve leaves of absence for the 2001-2002 school year, as follows: **Approve LOA**

Marianne Disbrow	MIDS	Family Leave
EFF: 12/3/01-12/14/01	BSI	W/O Pay, W/Benefits
Jennifer Drucquer	VMMS	Family Leave
EFF: 12/21/01-4/7/02	Res Ctr	W/O Pay, W/Benefits
EFF: 4/8/02-6/30/02		Child Care Leave
		W/O Pay, W/O Benefits
M. Scott Kiewe	PLC	Family Leave
EFF: 1/2/02-2/5/02	Pre Sch	W/O Pay, W/Benefits
	Integ	

(d) Move the Board of Education approve changes of effective dates for the 2001-2002 school year, as follows: **Approve date changes**

<u>Name</u>	<u>Previously Approved</u>	<u>New Date</u>
Susan Hicks	1/15/02	12/3/01
Mona Lepis	1/15/02	1/18/02
Joelle Petriello	1/2/02	1/15/02

(e) Move the Board of Education rescind an offer of employment for the 2001-2002 school year, as follows: **Rescind employ.**

<u>Name</u>	<u>School</u>	<u>Placement</u>
Kathleen DiLorenzo	MIDS	Speech

Approve (f) Move the Board of Education approve the emergent hiring of
emergent staff for the 2001-2002 school year, as follows:
hiring

A/C# 11-130-100-101-88-0A2	110	
James Altobello	BA	- College of NJ
106 Orangewood Drive	Step 1	- BA+30 Guide
Brick, NJ 08723	Salary	- \$34,815
EFF: 1/2/02-6/30/02	Pro-rata	- \$20,367
	Teach	- LRMS/Gr. 6
		Pending Certification
AC# 11-000-217-101-88-000	160	
Kim Daly		Speech Language Pathologist
203 South Shore Drive		\$47.50 per hour/as needed
Toms River, NJ 08753		
EFF: 11/29/01-6/30/02		
A/C# 11-120-100-101-88-0A2	105	
Jamie Lynn Drapczak	MA	- Montclair State
6 Ray Drive		University
Toms River, NJ 08753	Step 1	- Master Guide
EFF: 1/2/02-6/30/02	Salary	- \$35,815
	Pro-rata	- \$20,773
	Teach	- LM/Gr. 1
A/C# 11-140-100-101-88-0A1	115	
Kerry Duffy	MA	- Monmouth
396 Godfrey Lake Drive		University
Brick, NJ 08724	Step 9	- Master Guide
EFF: 2/19/02-6/30/02	Salary	- \$40,700
	Pro-rata	- \$16,890
	Teach	- BTHS/Soc Stud
A/C# 11-140-100-101-88-0A1	115	
Donna Hartwick	BA	- Georgian Court
662 Millbrook Road	Step 2	- Bachelor Guide
Brick, NJ 08724	Salary	- \$34,500
EFF: 12/1/01-6/30/02	Pro-rata	- \$23,460
	Teach	- BMHS/Math
A/C# 11-213-100-101-88-000	146	
Cari Kreitz	BA	- Providence
404 River Avenue		College
Belmar, NJ 07719	Step 1	- Bachelor Guide
EFF: 1/2/02-6/30/02	Salary	- \$34,000
	Pro-rata	- \$19,890
	Teach	- DP/Res Ctr

A/C# 11-213-100-101-88-000 146
 Theresa Krieger BA - NJ City
 110 Moses Milch Drive University
 Howell, NJ 07731 Step 1 - Bachelor Guide
 EFF: 1/2/02-6/30/02 Salary - \$34,000
 Pro-rata - \$20,060
 Teach - VMMS/Res Ctr
 Pending Certification

A/C# 11-140-100-101-88-0A1 115
 Maria Ventola BA - Montclair State
 104 Marcy Place University
 Brick, NJ 08724 Step 1 - Bachelor Guide
 EFF: 11/1/01-6/30/02 Salary - \$34,000
 Pro-rata - \$26,690
 Teach - BTHS/For Lang

(g) Move the Board of Education approve the agreement between the Brick Township Association of School Administrators and the Board of Education for the 2001-2002, 2002-2003 and 2003-2004 school years. **Approve BTASA agreement**

(h) Move the Board of Education approve student teaching placements for the 2001-2002 school year, as follows: **Approve student teaching**

<u>Name</u>	<u>Placement</u>	<u>Date</u>
Charles Butera	LM	1/28/02-
Georgian Court College	LD Program	5/10/02
Janine Lenkiweicz	LM	1/28/02-
Georgian Court College	Res Ctr	5/10/02

(i) Move the Board of Education approve a field experience placement for the 2001-2002 school year, as follows: **Approve field experience**

<u>Name</u>	<u>Placement</u>	<u>Date</u>
Brianna Manning	LM	1/14/02-
Kean University	Speech	5/2/02

Approve (j) Move the Board of Education approve the classes and Adult instructors for the Brick Township Adult School, pending School enrollment, as per the attached list.

Rescind (k) Move the Board of Education rescind an appointment to appoint. Schedule "D" for the 2001-2002 school year, as follows:
sched. D

<u>Name</u>	<u>Activity</u>	<u>School</u>
Gregory Behnke	Asst. Coach Basketball/Boys	VMMS

Approve (l) Move the Board of Education approve employment to Schedule employ. "D" and "E" for the 2001-2002 school year, as follows:
sched.
D & E

<u>Name</u>	<u>Position/School</u>	<u>Salary</u>
Gregory Behnke	Asst. Coach Basketball/Girls BTHS	\$3,805
Jeffrey Genthe	Director Band VMMS	\$ 939
Joseph Osborn	Asst. Coach Basketball/Boys VMMS	\$2,662
Nicholas Regas	Asst. Coach Ice Hockey BMHS	\$3,805
Thomas Webber	Head Coach Baseball BTHS	\$5,726

Approve (m) Move the Board of Education approve volunteer coach aides volunteer for the 2001-2002 school year, as follows:
coach aides

<u>Name</u>	<u>Activity</u>	<u>School</u>
John DeMarco	Wrestling	BMHS
Joseph Wittenberg	Basketball	BTHS

(n) Move the Board of Education approve a re-hire for the 2001-2002 school year, as follows: **Approve re-hire**

A/C# 11-000-216-101-88-000	156	
Theresa Corino	Step 12	- BA Guide
522 Hillside Avenue	Salary	- \$43,200
Pt. Pleasant, NJ 08742	Pro-rata	- \$17,928
EFF: 2/19/02-6/30/02	Teach	- MIDS/Speech

SUBSTITUTE TEACHERS TO BE APPROVEDBOARD OF EDUCATION MEETINGDecember 13, 2001

Mariah	Darnell	113 Golf View Boulevard	Toms River,	NJ	08753
Nancy	Kodan	1216 Sleepy Hollow Road	Pt. Pleasant,	NJ	08742
Cari	Kreitz	404 River Avenue	Belmar,	NJ	07719
Theresa	Krieger	110 Moses Milch Drive	Howell,	NJ	07731
Frederick	Spadaccino	293 Worth Street	Brick,	NJ	08724
Vicki	Tracey	10 Ocean Avenue	Monmouth Beach,	NJ	07750

MASTER AGREEMENT

between the

BRICK TOWNSHIP BOARD OF EDUCATION

and the

BRICK TOWNSHIP ASSOCIATION OF SCHOOL ADMINISTRATORS

July 1, 2001 - June 30, 2004

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I. RECOGNITION

The Board of Education of the Township of Brick (hereinafter referred to as the Board) recognizes the Brick Township Association of School Administrators (hereinafter referred to as BTASA) as the official and exclusive bargaining agent for collective negotiations concerning salaries and conditions of work for the following groups within. The terms administrator hereinafter shall mean these members of the bargaining unit:

- A. Principals
- B. Assistant and/or Vice Principals
- C. Supervisors and any such personnel with similar responsibilities
- D. Administrative Assistants
- E. Directors

II. DURATION OF AGREEMENT AND NEGOTIATION PROCEDURE FOR A SUCCESSOR AGREEMENT

- A. It is agreed that this contract shall be in effect from July 1, 2001 to June 30, 2004, for a period of three (3) years.
- B. The provisions of this contract shall remain in effect without reduction, limitation or modification until such time as a new agreement is reached between the Board and the duly authorized bargaining agent for the school district's administrators.
- C. The parties agree to enter collective negotiations over a successor agreement according to the timetable established by the Public Employee Relations Commission.
- D. The Board of Education reserves to itself the final and ultimate authority concerning any agreement to a successor contract.
- E. This Agreement represents and incorporates the complete and final understanding and settlement by the parties of all bargainable issues which were or could have been the subject of negotiations. During the term of this Agreement, neither party will 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 signed this Agreement.

III. TYPE OF CONTRACT

The Board and BTASA agree that all existing administrative positions will be contracted for 12 (twelve) months.

IV. DEFINITION OF SCHOOL YEAR

Effective July 1, 1995, the school year for administrators shall begin July 1 and end June 30 following, and shall include such holidays throughout the year as stipulated in the school calendar.

V. PRO-RATING

The salary of an administrator who may begin his/her annual employment subsequent to July 1, or who may begin his/her employment prior to June 30, shall be compensated by determining his/her annual salary and dividing that amount by 1/240.

VI. SALARIES (Now Part of Appendix)

VII. GRIEVANCE PROCEDURE

A. Definition

A "Grievance" in New Jersey shall mean a formal complaint that a dispute exists concerning the "interpretation, application or violation of policies, agreements and administrative decisions" affecting the terms and conditions of public employment. Terms and conditions are those "matters which intimately and directly affect the work and welfare of public employees and on which a negotiated agreement would not significantly interfere with the exercise of inherent managerial prerogatives pertaining to the determination of governmental policy." A grievance does not apply to any matter which (1) a method of review is prescribed by law or State Board Rule having the force and effect of law, or (2) a complaint of a non-tenure administrator which arises by reason of his/her not being re-employed or (3) a complaint by any certified personnel occasioned by appointment to, or lack of appointment to, retention in any position for which tenure is either not possible or not required. A grievance to be considered under this procedure must be initiated by the employee within twenty (20) calendar days of its occurrence or within twenty (20) calendar days after the employee would reasonably be expected to know of its occurrence. Matters that are grievable shall be set forth herein under grievance procedure.

B. Conditions

1. It is agreed by both parties that these proceedings will be kept as informal and confidential as may be appropriate at any step of this procedure.
2. Failure at any step of this procedure to communicate the decision to the Grievant within the specified time limits shall permit the aggrieved 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 at that step.
3. It is understood that the Grievant shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board of Education until such grievance and any effect thereof shall have been fully determined.
4. A grievant shall have the right to present his/her own grievance or to designate a representative to appear with him/her at any step of the appeal.
5. The Grievance Forms accepted by the Association and Board of Education shall be used when filing grievances.
6. Any aggrieved person may be represented at all stages of the grievance procedure by himself/herself, or at his/her option, by a representative selected or approved by the Association. The Association shall have the right to be present at all stages of the grievance procedure.
7. Alleged violations of policies and administrative decisions affecting terms and conditions of employment will stop at Board level.
8. Alleged violations of statutes and State Rules and Regulations affecting terms and conditions of employment would go through the Commissioner, State Board of Education or other appropriate administrative agencies.
9. The arbitrator shall be limited to the issues submitted and shall consider nothing else. The arbitrator can add nothing to, or subtract anything from, the agreement between the parties.

C. Grievance Procedure

1. Disputes over the alleged incorrect interpretation, application or violation of Board policies setting terms and conditions of employment shall begin at the Superintendent's level. (Step 1)
2. Disputes over the alleged incorrect interpretation, application or violation of administrative decisions setting terms and conditions of employment, shall begin at the Superintendent's level. (Step 1)
3. The only grievance which may be arbitrated are those based upon an allegation that there has been a violation of the express written terms of this local negotiated agreement.
4. Step One (Superintendent of Schools)

The Grievant shall present to the Superintendent a written brief setting forth all pertinent details of the dispute. It shall contain the specific sections or clauses of this agreement alleged violated.

The Superintendent shall have ten (10) school days in which to communicate to the Grievant, in writing, his decision in the matter.

Step Two (Board of Education)

If the Grievant is not satisfied with the decision rendered, or if no decision has been rendered within the specified time, the Grievant may, within ten (10) school days, appeal to the next step, the Board of Education. The Board of Education shall have ten (10) school days in which to communicate to the Grievant in writing its decision in the matter.

Step Three (Arbitration)

If the Grievant is not satisfied with the decision rendered, or if no decision has been rendered within specified time, the Grievant may, within twenty (20) school days, appeal to the next step, arbitration. Such action shall be initiated by notification in writing to the Board.

5. Arbitrator's Procedure and Costs

- a. Within ten (10) school days after such written notice or submission to arbitration, the Board and the BTASA agree to submit the grievance to the American Arbitration Association and abide by their rules and regulations.

- b. The arbitrator's decision shall be in writing and shall set forth his findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which requires the commission of any act prohibited by law or which violates the terms of this agreement.
- c. The costs for the services of the arbitrator, including the per them expenses, if any, and actual necessary travel and subsistence expenses shall be borne equally by the BTASA and the Board. Any other expenses incurred shall be borne by the party or parties incurring same.

VIII. NO STRIKE CLAUSE

It is agreed that, grievance machinery being available for the orderly settlement of disputes, there shall be no strike, job action, slow down or similar activity by the BTASA or its members designed to impede or obstruct the normal, orderly operations of the schools.

IX. ROLE OF ADMINISTRATORS IN A STRIKE OF OTHER SCHOOL EMPLOYEES

It shall be the responsibility of the administrators to keep school open when directed during a strike. This responsibility shall include involvement in staffing, scheduling, safety measures, supervision of instruction, pupil control, verification of attendance and other such measures necessary for the continuance of the educational program.

X. EVALUATIONS

All administrators shall be evaluated as required by statute.

XI. MEETINGS WITH THE SUPERINTENDENT

- A. Superintendent, chairperson and chairperson-elect of the BTASA shall meet every other month for the purpose of discussing matters of mutual concern, except in cases of emergency. Both parties, by mutual consent, after discussion may invite resource persons.
- B. Meetings may be requested by either party and must held within thirty (30) days of the request.
- C. Items for the agenda or said meeting shall come from both parties.
- D. Whenever practical, printed agendas shall be distributed to all persons eligible to attend said meeting at least twenty-four (24) hours in advance of the meeting.

XII. ADMINISTRATORS IN NEGOTIATIONS

Administrators shall not participate as active negotiators for the Board in the latter's negotiations with other bargaining units. However, they may serve as resource persons as required.

XIII. IN-SERVICE EDUCATION

- A. Costs for participation in seminars, workshops, convocations, conferences and conventions, as may be incurred by administrators, and with Board approval, shall be borne by the Board of Education. It is further agreed that a satisfactory policy shall be formulated and followed whereby an equitable solution may be achieved in cases whereby more than one administrator wishes to attend the same educational conclave.
- B. Reimbursement for tuition of in-service graduate courses taken per year shall be made by the Board of Education effective July 1, 1994 - \$800 per year. In addition to the current payment of \$800 per year, up to an additional amount of \$1000 per year can be paid for tuition reimbursement to an administrator who is matriculating in a doctorate of education program at an accredited university or college in New Jersey, New York or Pennsylvania.
- C. All costs for matriculation, registration, college fees books, materials and travel for graduate courses shall be borne by the administrator with no reimbursement from the Board.

XIV. EXPENSES AND TRAVEL (Out-of-District)

- A. Itemized estimates of expenses are to be submitted in advance to the Superintendent, with all requests to attend conventions, workshops and seminars.
- B. Reimbursement for out-of-district travel for educational and professional purposes by administrators shall be as follows:
 - 1. Travel
 - a. Commercial carrier (air or rail at actual cost charged by carrier
 - b. Private automobile at thirty-four ((34) cents per mile effective January 1, 2001.
 - c. Tolls and fees incurred
 - 2. Registration - costs reimbursed
 - 3. Lodging - hotel/motel costs reimbursed
 - 4. Per them rate of up to a maximum of \$30.00 (thirty dollars) per day, in addition to 1, 2 and 3 listed above. Per them rate shall not include personal expenses, gifts, alcoholic beverages or expenses of an unnecessary nature.

- C. Travel, registration and lodging may be paid in advance by the Board of Education, upon advance receipt of appropriate purchase order or voucher. Per them expenses will not be advanced and will be reimbursed after itemized expenses are submitted.
- D. All expenses incurred should be fully receipted and submitted to the Board of Education for final accounting.
- E. Where possible, district-owned vehicles will be assigned for out-of-town travel, if requested by the administrator

XV. SICK LEAVE

- A. It is agreed that administrators shall be allowed sick leave of fourteen (14) days per year
- B. It is further agreed that such sick leave as may be unused shall be accumulative without limit from year to year.
- C. Payment for unused sick leave shall commence July 1, 1983
 - 1. To be eligible for payment, administrators must be tenured.
 - 2. Tenured employees who retire according to the provisions of the Pension and Annuity Fund must notify the Board of the intention to retire at least six (6) full months prior to the effective date of the retirement.
 - 3. Tenured employees who separate voluntarily from their position before reaching service retirement age must give a minimum of sixty (60) days notice of separation. Payment shall be made within the 60-day period of termination.
 - 4. Sick Leave Accrued/Payout
 - a. Each member eligible to accumulate unused sick days for payment shall have a separate sick day bank for the period through June 30, 1997, and another beginning July 1, 1997. Any sick days used by a BTASA member after July 1, 1997 shall be taken from those days earned after July 1, 1997. In the event a BTASA member uses more sick days after July 1, 1997 than earned after July 1, 1997, the member will then use the sick days earned prior to July 1, 1997 to make up the difference. Appendix Schedule C of this contract includes eligible members and their accumulated sick days as of June 30, 1997. An annual accounting of days accumulated before July 1, 1997 and those days accumulated after July 1, 1997 will be made by the Board of Education and provided to each member.

- b. At the time of retirement or voluntary separation, the eligible member (Schedule C) with 15 years of consecutive service in the Brick Township School District will receive one (1) day for every two (2) days for the accumulated sick days listed in Appendix Schedule C and one (1) day for every four (4) sick days for the remaining accumulated sick days.
- c. The total payment to any member by the Board of Education for unused sick days will not exceed \$75,000.
- 5. Any member of the BTEA promoted to a position covered by the BTASA agreement after ratification date, July 1, 1993, shall receive one (1) day's pay for every four (4) sick days accumulated upon retirement or resignation after fifteen (15) years of consecutive service in the Brick Township School District. This payment will not exceed \$35,000.
- 6. Members of the BTASA hired from outside the District effective July, 1, 1993, shall not receive reimbursement for accumulated sick days.
- D. Unused sick leave pay shall be given to the estate of any actively employed administrator who passes away prior to retirement.

XVI. TEMPORARY LEAVE

Administrators shall have the same temporary leave benefits as those of teachers and in accordance with Board policy and applicable State law.

XVII. SABBATICAL LEAVE

- A. Sabbatical leaves of absence with pay may be granted to certified administrators for the purpose of study and for research in accordance with the conditions enumerated below:
 - 1. Any fully certified administrator, who has given continuous service as an administrator in the Brick Township Public School system for a period of not less than seven (7) years, may apply for a sabbatical leave of absence for the purpose of study and/or research.
 - 2. The request for leave shall be made by January 31 prior to the school year for which the leave is requested.
 - 3. The applicant must present a written request to the Superintendent describing the nature and purpose of the leave of absence.

4. The Superintendent shall inform the applicant of the Board's decision immediately after the regular April Board meeting.
5. Successful candidates are eligible for salary while on sabbatical leave as follows:
 - a. Seven consecutive years in district at 65% of annual salary.
 - b. Twelve consecutive years in district at 100% of annual salary.
6. Persons applying for sabbatical leave should be able to provide strong evidence of:
 - a. The probability of success in pursuing the study and/or research
 - b. The benefit directly accrued by the district upon the return of the administrator after such study and/or research.
 - c. Any letters of recommendation or commendation
7. During such leave, the administrator will retain all the rights granted to the administrative staff and shall be considered in the employment of the Brick Township Board of Education.
8. Regular deductions for the State Retirement Fund and other normal deductions shall be made from the salary of any administrator on leave. The Board will match retirement funds as required by law.
9. For administrators on leave receiving stipends or grants, the Board shall grant compensation up to the difference between said stipend or grant and the annual salary of that person. (At no time will a candidate make more than 100% of his/her salary.)
10. Administrators on leave shall enter into a contract to continue in the service of the Brick Township Board of Education for a period of at least two (2) years. Should the administrator fail to fulfill any part of this agreement, he/she may be required to repay the Board for the salary granted while on leave. If at any time the Commissioner of Education rules the Board of Education cannot require a candidate to abide by the terms of the contract, this policy will become null and void at the end of that school year.

11. The administrator's job category and terms of contract before sabbatical leave will be assured upon return from the leave.
12. Official college transcripts and reports will be required to be submitted by administrators on leave.
13. Final approval for all sabbatical leaves rest with the Board of Education upon recommendation of the Superintendent.

XVIII. INSURANCE AND HOSPITALIZATION

- A. The Board of Education shall provide for and assume full cost for health-care, dental insurance and a prescription plan for each administrator and/or family coverage as currently provided. Employees hired after May 22, 1997 shall be provided with managed health care coverage in accordance with the plan reviewed by the association and the Board. Any employee hired before ratification shall be given the option of changing to managed care coverage
- B. The Board of Education shall also provide the same insurance and hospitalization benefits described in "A" (above) for all dependent unmarried children attending college on a full-time basis up to the age of twenty-three (23).
- C. The Board reserves the right to select the appropriate insurance carrier.
- D. Administrators shall be given the right to convert their medical coverage, upon retirement, from that of an employee to that of a retiree, without paying a conversion fee, provided that the retiree will pay the determined annual premium.
- E. All insurance plans mentioned in this Article shall be continued by the Board up to a maximum of one year for administrators on approved disability leaves of absence
- F. The Board of Education shall provide all administrators with the Washington National Income Protection Plan, not to exceed \$251.20 per year. Any amount that exceeds this figure will be deducted from said administrator's salary.
- G. If any member of the BTASA who is 50 years of age or older retires or resigns as a result of permanent disability, the Board of Education will continue to pay for the existing medical coverage until age 65, subject to the-provisions of N.J.S.A. 18A:16-12 et seq.

H. The Board of Education shall provide for and assume full cost for hospitalization/major medical, dental and prescription insurance for each administrator and his/her dependents upon retirement, providing all of the following conditions are met:

1. Retirement pursuant to the provisions of the pension and annuity fund;
2. Attaining the age of 55 years;
3. Service as an administrator in the district for at least seven (7) years;
4. Service in the district for at least 25 years, and;
5. Compliance with all of the provisions of N.J.S.A. 18A:16-12 et seq.

When the dependent, however, is covered by another plan, he/she will not receive these insurance benefits. If the dependent discontinues his/her employment coverage by another plan, they will receive the benefits of hospitalization/major medical, dental & prescription insurance benefits of the spouse. Under no circumstances shall these benefits be available to the spouse for a period of more than ten (10) years.

These benefits shall be available to the individual and his/her spouse up to and until the happening of the first day of any of the following events:

1. The individual and his/her spouse reaching his/her 65th birthday subject to the foregoing provision relating to the ten (10) year limitation for the spouse, or
2. Eligibility for Medicare or
3. The individual and dependents who are eligible for and elect at the time of retirement to take State-paid coverage under the State Health Benefits Program.

I. Subject to the provisions of N.J.S.A. 18A:16-19(a), the Board of Education will pay for the excess over 25 percent of the coverage cost for the above listed insurance as would have been required to have been paid by the employees and this Board of Education for the coverage maintained had the employee continued in office or active employment and he or his dependents were not eligible for Medicare benefits. This provision is limited to those individuals who

1. Retire according to the provisions of the pension and annuity fund, and
2. Had service in the district for at least ten (10) years.

J. Effective on July 1, 1993, the health/hospitalization plan shall include the Mandatory Second Surgical Opinion rider.

K. Effective July 1, 1995, the prescription co-payment shall be five (\$5.00) dollars for generic drugs and ten (\$10.00) dollars for brand names.

L. Effective May 22, 1997, the deductible on health insurance shall be increased to \$200 per individual/\$400 per family.

XIX. TAX-SHELTERED ANNUITY PLAN

It is agreed that the Board shall adopt and administer any such tax-sheltered annuity plans as the BTASA may propose, provided that the total expense to the Board shall not exceed the accruable under normal bookkeeping procedures.

XX. PAYROLL DEDUCTIONS

Administrators shall have the same payroll privilege as those of teachers in the Brick Township Schools.

XXI. VACATIONS

- A. Personnel appointed to administrative positions are entitled to paid vacation days as follows:

<u>Years</u>	<u>Paid Vacation Days</u>
1 - 2.....	13
3 - 4.....	18
5 or more.....	25

- B. A carry-over of up to seven (7) vacation days may be granted by the Superintendent upon request in a situation where it is demonstrated that the administrator would otherwise lose them due to the press of work. In no event will there ever be more than a total of seven (7) days carried over.
- C. It is further agreed that a maximum of eight (8) days vacation leave may be taken while schools are in session provided that approval is given by the Superintendent and that appropriate measures have been taken to assure normal school operations.

XXII. LIABILITY INSURANCE

The Board of Education shall provide three (3) million dollars of Professional Liability Insurance for all members of the BTASA.

XXIII. MISCELLANEOUS

It is the full intent of the Brick Township Association of School Administrators and the Brick Township Board of Education that the language of the Agreement shall in no way conflict with any statute(s) or court decision(s). Should any aspect of the Agreement conflict with any statute(s) or court decision(s), that aspect shall be null and void, non-enforceable and removed from this agreement.

APPENDIX

Schedule A.....Administrators' Base Salary Guide

(Effective July 1, 2001 - June 30, 2004)

Schedule B.....Salary Guide Information

(Formerly Article VII)

Schedule C..... Accumulated sick days as of 6/30/97

SCHEDULE A

ADMINISTRATORS' BASE SALARY GUIDE

<u>Level</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>
K	\$94,928	\$98,578	\$102,378
J	\$92,928	\$96,578	\$100,378
I	\$90,928	\$94,578	\$ 98,378
H	\$88,928	\$92,578	\$ 96,378
G	\$86,928	\$90,578	\$ 94,378
F	\$84,928	\$88,578	\$ 92,378
E	\$82,928	\$86,578	\$ 90,378
D	\$80,928	\$84,578	\$ 88,378
C	\$78,928	\$82,578	\$ 86,378
B	\$76,928	\$80,578	\$ 84,378
A	\$74,928	\$78,578	\$ 82,378

BTASA members working prior to July 1, 2001, go up one step and remain on that step for remainder of the contract.

BTASA members beginning administrative work on or after July 1, 2001, remain on the step on which they were hired for the remainder of the contract.

SCHEDULE B

SALARY GUIDE INFORMATION

1. BTASA Salary Levels July 1, 2001 - June 30, 2004

Rosemary Aragona	K
Barbara Bittenbinder	K
Darlene Ciesla	K
Robert Cozza	K
Anthony Dentino	K
Joan Dooley	K
William Dutton	K
Deborah Fadde	K
Martin Fudali	K
Alan McCafferty	K
Stephen Susko	K
Elena Tomkowich	K
John VanDerslice	K
Joseph Vicari	K
James Wolfersberger	K
Samuel Balom	I
Dianne Babics	H
John Dooros	H
Charles Geran	H
William McGuire	H
Ronald Sutter	H
Maureen Zolkiewicz	H
William Darnell	G
Frank Kasyan	G
Alan Ball	F
Anthony Bombaci	F
Michael Gall	F
Josè Ramirez	F
Dennis Campbell	E
Gertrude Davis-Rebelo	E
Dennis Filippone	E
Cynthia Garrett	E
Donna Mitchell	E
Margaret Jaeger	D
Alyce Anderson	B
Maureen Higgins	B
Walter Hrycenko	B
Jeffrey Luckenbach	B
Susan McNamara	B
Jeane Gibbs	A
Donna Horrocks	A
James Nubile	A
Donna Stump	A

2. All new administrators must be placed on a level of the guide.
3. Additional monetary factors added to the salary guide to determine total salary for a contract year.
 - a. Add \$5,500 each for Elementary Principals and Directors.
 - b. Add \$7,000 each year for Middle School Principals.
 - c. Add \$11,000 each year for High School Principals
 - d. Add \$2,000 each year for High School Assistant Principals.
 - e. Add \$1,000 each year for Middle School Assistant Principals.
 - f. Add \$1,700 for a Master's Degree plus 30 credits & an additional \$1,000 for the Doctoral Degree for a total of \$2,700.
 - g. Add longevity of \$255 each for 3,5,10,15 & 20 years in district service, except for administrators new to the Brick Township District after July 1, 1975 who shall not be entitled to longevity increments. Personnel who earned longevity in positions other than those covered by this agreement shall have their longevity increments frozen at the level earned prior to appointment to an administrative position.

SCHEDULE C

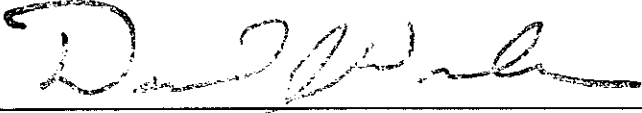
ADMINISTRATIVE ACCUMULATED SICK TIME

Administrators hired prior to July 1, 1993, are eligible to receive one (1) day for every two (2) days that were accumulated through June 30, 1997.

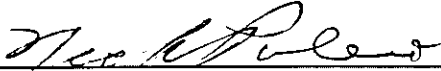
<u>Name</u>	<u>Accumulated # Days through 6/30/97</u>
Aragona, Rosemary	295.5
Babics, Dianne	45.0
Balom, Samuel	66.5
Bittenbinder, Barbara	291.0
Ciesla, Darlene	264.5
Cozza, Robert	231.0
Dooley, Joan	262.0
Dutton, William	251.0
Fudali, Martin	174.5
McCafferty, Alan	246.0
Tomkowich, Elena	321.0
VanDerslice, John	330.5
Vicari, Joseph	354.0
Wolfersberger, James	291.0
Zolkiewicz, Mary (Maureen)	177.5

IN WITNESS WHEREOF the parties hereto have caused this Master Agreement to be signed by their respective presidents and the BTASA negotiating committee chairman and attested by their respective secretaries.

FOR THE BRICK TOWNSHIP BOARD OF EDUCATION

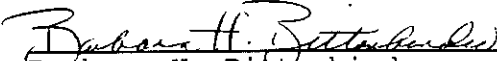

 Daniel J. Woska
 President

 DATE

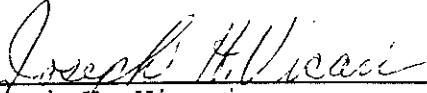

 Nicholas C. Puleio
 Secretary

12/17/01
 DATE

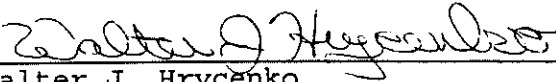
FOR THE BRICK TOWNSHIP ASSOCIATION OF SCHOOL ADMINISTRATORS, INC.


 Barbara H. Bittenbinder
 President

12/17/01
 DATE


 Joseph H. Vicari
 Chairman - Negotiating Committee

12/17/01
 DATE


 Walter J. Hrycenko
 Secretary

12/17/01
 DATE

BRICK COMMUNITY ADULT SCHOOL
346 Chambersbridge Road
Brick, N.J. 08723
732-262-2507

Mrs. Lenora Scaturro, Director Adult Education

TO: Mr. Thomas Gialanella
FROM: Lenora Scaturro
RE: Community Adult School Spring 2001
DATE: November 26, 2001

Please submit to the Board of Education for approval, the following list of courses and instructors for the Spring 2002 semester at the Brick Community Adult School.

INSTRUCTOR

Leon Morone
Debra Struble
Luisa Byron
Rochelle Robin
TBA
Rita Yahm
Helen Springer
Carol Kamph
Jim Carr
Edward Costello
Kevin Barry
Maureen Conlon
Joseph Silvestri
Rose Wehmeyer

William McGovern
Richard Vergona
E. Gregory Frank

Peggy Hilliard
Joanne Reinert
Nic Nichols
Patricia Dedham
Nancy Kaba
Marlene Kuser
Carol Schur
TBA
Phil Baratta
Mati Grauso
Ray Gerity
Meg Tomaselli
Stacy Forrester
Pat Thompson

COURSE

SAT - Language
SAT - Math
Conversational Spanish I,II
GED Language Arts
GED Math
English for the Foreign Born
Sign Language I,II
Intro to Computers, Internet
MS Excel, MS Word
Intro to Windows, MS Office
Web Design I & II, Ebay for Everyone
MS Access, Advanced Web Design
Successful Money Management
Women's Financial Management
Financial Planning Workshop
How to Choose Mutual Funds
Successful Portfolio Management
Spend Smart, Great American Debt
Opportunity
Medical Secretary
Sewing I & II
Teddy Bear Making
Crochet
Rubber Stamping
Crafts
Ceramics, Watercolors, Wind Chimes
Beginners Volleyball
Intermediate & Advanced Volleyball
Aerobics and Muscle Training
Golf
Hatha Yoga
Jazzercise
Country Line Dancing

Debbie Siguieros
Lance Hilken
Pat Gabree
Claire Jones
Dr. Joseph Grauso

Mary Jonas
Daniel Potenza
Greg Kennedy
Monmouth Ethical Hypnosis Services

National Center for Human Development
Maria Holguin
Cindy Moffa
Claire Spring
Paul McCarthy

Intermediate Country Line Dancing
Ballroom Dancing I & II
Ballroom Dancing I & II
Volunteerism
Detoxifying Your Body for Optimum Health,
Holistic Approaches to Anti-aging
Long Term Care Workshop
CPR, First Aid, CPR, & First Aid Review
Defensive Driving
Hypnosis to Stop Smoking
Hypnosis for Weight Control
Remember What you Study, Self Mastery
Fashion Design
Sensational Scrapbooking
Art of Belly Dancing
Psychology of Self, Art of
Sophisticate Thinking

The following classes are held outside of the Brick Schools:

Stained Glass- Shades of Glass Studio, Pt. Pleasant
Tai Chi, Kung Fu, etc. - China Hand Kung Fu Academy, Brick
Driver Ed. - Academy of Defensive Driving School of Brick
Jazzercise - Pioneer Fire House, Brick

Mr. Puleio presented Personnel Non-Teaching items, (a) through (e). Motion was made by Mr. DeLuca, seconded by Dr. Boyan, with a unanimous roll call vote to approve Personnel Non-Teaching items (a) through (e) as follows:

(a) Move the Board of Education, accept, with regret, retirements for the 2001-2002 school year, as follows: **Accept retire.**

Geraldine Migliorisi Food Service Worker/4 hrs.
EFF: 3/1/02
Brick Exp: 25.3 Yrs.

Dorothy Zyla Supervising School Bus
EFF: 1/1/02 Driver
Brick Exp: 25.5 Yrs.

(b) Move the Board of Education approve leaves of absence for the 2001-2002 school year, as follows: **Approve LOA**

Mary Cooney School Bus Driver
EFF: 11/12/01-11/18/01 Personal Leave
W/O Pay, W/Benefits

Kathleen Cooper Teacher Aide
EFF: 11/29/01-12/9/01 Medical Leave
W/O pay, W/Benefits

Suzanne Giblock Teacher Aide
EFF: 10/31/01-12/2/01 Medical Leave
W/O Pay, W/Benefits

(c) Move the Board of Education approve changes in title for the 2001-2002 school year, subject to all Civil Service rules and regulations, as follows: **Approve changes in title**

<u>From</u>	<u>To</u>
Asst Cook/PA	Asst Cook/RA
Maria Bray	No Change in Salary
EFF: 9/1/01-6/30/02	
Maintenance Repairer/PA	Sr. Maintenance Repairer/RA
Robert Dimino	Step 12B, Salary \$32,663
EFF: 12/14/01-6/30/02	Stip/Blk Seal \$ 3,000
	Total Salary \$35,663
	Pro-rata \$18,809

From

To

Asst Cook/PA
Lisa Hand
EFF: 9/1/01-6/30/02

Asst Cook/RA
No Change in Salary

Clerk Typist/RA
Carol Koziol
EFF: 1/2/02-6/30/02

Senior Clerk Typist/PA
LRMS, Asst Prin's Ofc
Step 5, Salary \$17,945
Pro-rata \$9,044

Clerk Typist/RA
Mercedes Machette
EFF: 1/2/02-6/30/02

Senior Clerk Typist/PA
LRMS, Prin's Ofc
Step 6, Salary \$18,145
Pro-rata \$9,163

Asst Cook/PA
Caterina Manfre
EFF: 9/1/01-6/30/02

Asst Cook/RA
No Change in Salary

Maintenance Repairer/RA
Edward Sparany
EFF: 12/14/01-6/30/02

Sr. Maintenance Repairer/RA
Step 12A, Salary \$28,549
Black Seal \$ 500
Total \$29,049
Pro-rata \$15,320

Prin.Clk.Typing/RA
Bernice White
EFF: 12/17/01-6/30/02

Prin.Data Control Clerk/PA
Step 10, Salary \$24,938
Pro-rata \$13,048

Custodian/RA
Jack Welsh
EFF: 12/27/01-6/30/02

Assistant Supervisor of
Custodians,Nights/PA
Salary \$49,500
Pro-rata \$24,854

Approve employ. (d) Move the Board of Education approve employment for the 2001-2002 school year, subject to all Civil Service rules and regulations, as follows:

A/C# 11-000-270-107-88-51B
Richard Cohen
1446 Cedar Avenue
Brick, NJ 08724
EFF: 12/14/01-6/30/02

210
Bus Driver/PA - 5 Hrs.
Step 5, Salary \$16,704
Pro-Rata \$6,518

A/C# 11-000-270-107-88-51B 210
 Richard Dorando Bus Driver/PA - 5 Hrs.
 446 Crestview Terrace Step 5, Salary \$16,704
 Brick, NJ 08723 Pro-Rata \$6,518
 EFF: 12/14/01-6/30/02

A/C# 11-000-270-108-88-51E 220
 Violet Newcomb Bus Attendant/RA
 113 Coral Drive Step 5, Salary \$14,035
 Brick, NJ 08724 Pro-rata \$10,045
 EFF: 11/20/01-6/30/02

(e) Move the Board of Education approve the employment of **Approve** substitutes, as the need exists, for the 2001-2002 school year, **employ.** subject to all Civil Service rules and regulations, as follows: **of subs**

A/C# 11-000-270-107-88-51C 211
 Valerie Bei-Jones School Bus Driver
 79 Tunes Brook Drive \$13.14 per hour
 Brick, NJ 08723 Emergent Hire
 EFF: 11/16/01-6/30/02

A/C# 11-000-262-109-88-611 201
 Patrick Englese Custodial Worker
 1235 Brandywine Drive \$12.06 per hour
 Toms River, NJ 08753 Emergent Hire
 EFF: 12/14/01-6/30/02

A/C# 11-000-270-107-88-51C 211
 Jeffrey Guy School Bus Driver
 125 Harding Drive \$13.14 per hour
 Brick, NJ 08724 Emergent Hire
 EFF: 12/14/01-6/30/02

A/C# 11-000-262-109-88-611 201
 Benjamin Juarez Custodial Worker
 34 Buena Vista Drive \$12.06 per hour
 Brick, NJ 08723 Emergent Hire
 EFF: 12/14/01-6/30/02

A/C# 50-910-310-110-88-931 243
 Joy Matovsky Food Service Worker
 79 Neil Avenue \$9.50 per hour
 Brick, NJ 08724 Emergent Hire
 EFF: 12/14/01-6/30/02

A/C# 11-000-262-109-88-611 William Robertson PO Box 895 Toms River, NJ 08754 EFF: 12/14/01-6/30/02	201 Custodial Worker \$12.06 per hour Emergent Hire
A/C# 50-910-310-110-88-931 Colleen Schaad 678 Herbertsville Road Brick, NJ 08724 EFF: 12/14/01-6/30/02	243 Food Service worker \$9.50 per hour Emergent Hire
A/C# 11-000-262-109-88-611 Jeffrey Sibilia 701 Capstan Avenue Beachwood, NJ 08722 EFF: 12/14/01-6/30/02	201 Custodial Worker \$12.06 per hour Emergent Hire
A/C# 11-000-270-107-88-51C John Strittmatter 1480 Green Grove Road Brick, NJ 08724 EFF: 12/14/01-6/30/02	211 School Bus Driver \$13.14 per hour Pending CDL
A/C# 11-190-100-106-88-00D Vicki Tracey 10 Ocean Avenue Monmouth Beach, NJ 07750 EFF: 12/14/01-6/30/02	121 Teacher Aide \$40.00 per diem
A/C# 11-000-262-109-88-611 Kenneth Wallis 544 Parker Avenue Brick, NJ 08724 EFF: 12/14/01-6/30/02	201 Custodial Worker \$12.06 per hour Emergent Hire
A/C# 11-000-270-107-88-51C Myron Wolansky 165 Port Road Brick, NJ 08723 EFF: 12/14/01-6/30/02	211 School Bus Driver \$13.14 per hour Pending CDL