

AGREEMENT
between the
SECAUCUS BOARD OF EDUCATION
and
SECAUCUS SCHOOL
ADMINISTRATORS' ASSOCIATION

2022-2023 through 2024-2025

TABLE OF CONTENTS

ARTICLE I – MEMBERSHIP	1
ARTICLE II – NEGOTIATION PROCEDURE	2
ARTICLE III – GRIEVANCE PROCEDURE.....	3
ARTICLE IV – ADMINISTRATORS’ RIGHTS	7
ARTICLE V – ASSOCIATION RIGHTS AND PRIVILEGES	8
ARTICLE VI – IN-SCHOOL WORK YEAR	9
ARTICLE VII – EVALUATION	10
ARTICLE VIII – LEAVES OF ABSENCE.....	12
ARTICLE IX – VACATION.....	18
ARTICLE X – STUDENT VACATIONS	19
ARTICLE XII – SEPARATION FROM SERVICE	21
ARTICLE XIII – DEDUCTIONS FROM SALARY	23
ARTICLE XIV – MISCELLANEOUS PROVISIONS	24
ARTICLE XV – REIMBURSEMENT FOR INCURRED EXPENSES.....	25
ARTICLE XVI – JUST CAUSE PROVISION	26
ARTICLE XVII – SEVERABILITY CLAUSE.....	27
ARTICLE XVIII – STRIKE.....	28
ARTICLE XIX – SALARY GUIDE (PRINCIPALS).....	29
ARTICLE XX – SALARY GUIDE (ASSISTANT PRINCIPALS)	30

ARTICLE I – MEMBERSHIP

A. UNIT MEMBERSHIP:

In accordance with Chapter 123, Public Laws of 1974, the Secaucus Board of Education, hereinafter known as “the Board,” recognizes the Secaucus School Administrators’ Association, hereinafter known as “the Association,” as the exclusive and sole representative for the collective negotiation concerning the terms and conditions of employment for all certified Administrators employed or to be employed by the Board, including the following:

- Elementary School Principals;
- High School Principal;
- High School Assistant Principal; and
- Middle School Principal
- Middle School Assistant Principal.

B. DEFINITIONS:

For purposes of clarity, terms crucial to the interpretation of this Contract are listed below:

Administrator: When used hereinafter in this Agreement, this term shall refer to all professional supervisory employees represented by the Association in the negotiating unit above defined, and references to “males” shall include females.

ARTICLE II – NEGOTIATION PROCEDURE

A. DEADLINE DATES:

The parties agree to enter into collective negotiations over a successor agreement in accordance with Chapter 123, Public Laws of 1975, in a good-faith effort to reach agreement on all matters concerning the terms and conditions of employment of Administrators.

Such negotiations shall begin in accordance with procedures set forth by PERC. Any agreement so negotiated shall apply to all Administrators exclusively.

Negotiations shall commence with a meeting at a mutually satisfactory place within 15 days after receipt of a proposal, unless the Board and the Association mutually agree to an extension of time.

This Agreement shall be signed and adopted by duly authorized individuals of the Association and the Board.

B. MODIFICATION - UNDERSTANDING OF PARTIES:

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.

This Agreement shall be effective as of July 1, 2022 and shall continue in effect until June 30, 2025.

Negotiations may be reopened only by mutual consent of both parties.

ARTICLE III – GRIEVANCE PROCEDURE

A. DEFINITION:

1. A “grievance” shall mean a complaint by an employee or group of employees that there has been as to him/her or them an event or condition which is a misinterpretation, misapplication, or a violation of the Agreement, or of any established Board policy affecting the terms and conditions of employment or of any administrative regulation affecting the terms and conditions of employment. A grievance to be considered under this procedure must be initiated by the grievant within 20 school days of the time that the grievant knows or should be reasonably expected to know of its occurrence. Excluded from this definition of “grievance” are those matters which relate to the failure to retain a non-tenured Administrator.
2. As used in the above definition, the term “group of employees” shall mean a group of employees having a common grievance.
3. A “grievant” is the person, or persons, making the claim.

B. PROCEDURES:

At any step in this procedure, the grievant may have an Association representative of his/her choosing present.

INDIVIDUAL GRIEVANCE:

1. Any Administrator who has a grievance with his/her superior shall notify the superior within 10 school days of the event or action which the Administrator alleges to have caused a grievance, or within 20 school days of when he/she would reasonably be expected to know of its occurrence.
2. If, as a result of the discussion, the matter is not resolved to the satisfaction of the grievant within two school days of such

discussion, the grievant shall set forth his/her grievance, in writing, to the superior within 10 school days of such discussion.

3. The superior shall communicate his/her decision to the grievant and the Association, in writing, within three school days of receipt of the written grievance.
 - a. If such decision is not satisfactory to the grievant, he/she shall present his/her claim, in writing, to the Superintendent of Schools within five days after the receipt of such decision.
 - b. The Superintendent shall meet with the grievant and a representative of the Association within 10 school days after the receipt of the written grievance.
4. The Superintendent shall communicate his/her decision, in writing, along with supporting reasons, to the grievant and the Association within 10 school days after the meeting, and a copy shall be submitted to the superior concerned.
 - a. If the decision of the Superintendent is not satisfactory to the grievant and the Association, the grievance shall be submitted, in writing, to the Board, no later than seven school days after the receipt of the Superintendent's decision.
 - b. The Board, or a Committee of the Board consisting of no less than four members, shall then meet with the grievant and a representative of the Association no later than 12 school days after receipt of the written grievance.
5. The Board shall communicate its decision, in writing, along with supporting reasons, within 20 days after the meeting described in Article III.B.4.b., to the grievant and the Association, and a copy shall be submitted to the superior concerned.
6. If the decision of the Board is not satisfactory to the grievant, the grievant shall have the right to request the matter to be

submitted to arbitration. The Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator, or to obtain such a commitment within five days, a request for a list of arbitrators may be made to PERC by either procedures of PERC or by either party. The parties shall then be bound by the rules and procedures of PERC in the selection of an arbitrator.

7. The arbitrator's decision shall be in writing, and shall set forth his/her findings of facts and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law, or which is in violation of the terms of this Agreement. The decision of the arbitrator shall be submitted, in writing, to the Board and the Association and shall be final and binding for all parties.
8. The costs for the services of the arbitrator, including per diem expenses, actual and necessary travel, subsistence expenses and the cost of the hearing room shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring the same.
9. Pending final determination of the grievance, nothing in this Article in any way shall serve to eliminate the responsibility of any Administrator, including the grievant, to observe all assignments and applicable rules and regulations of the Board.
10. Failure at any step of the procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved party to proceed to the next step. Time periods contained in the grievance procedure may be extended by mutual agreements of the parties in writing.

GROUP GRIEVANCE:

11. A group grievance follows the same procedure. However, if a group grievance involves the personnel of more than one school, the grievance shall be instituted at the Superintendent's level.
12. A grievance based upon action of the Superintendent or the Board shall be initiated at the Superintendent's level.
13. Members of the Board and those Administrators and Administrators involved in or affected by the action complained of shall be deemed persons having a direct interest in the arbitration for the purpose of attendance at any hearing held under the grievance procedure.

C. MISCELLANEOUS:

In the event 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 following school year, could result in irreparable 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 it practicable.

ARTICLE IV – ADMINISTRATORS’ RIGHTS

REQUIRED MEETINGS OR HEARINGS:

Whenever any Administrator is required to appear before the Board or any Committee or member thereof concerning any matter that could affect the status of his/her employment, he/she shall be given prior notice of the reasons for such meeting or interview and may have a representative of the Association and/or attorney present to advise him/her and represent him/her during such meeting or interview.

The Association shall have the right to be present to protect the interests not only of the individual involved, but also of the organizations the bargaining representative exclusively recognized.

ARTICLE V – ASSOCIATION RIGHTS AND PRIVILEGES

A. INFORMATION:

The Board agrees to furnish to the Association, at the expense of the Association, in response to the reasonable requests, all available information concerning but not limited to the following: Annual financial reports and audits, register of certified personnel, agendas and minutes of all Board meetings, names and addresses of all employees, together with information which may be necessary for the Association to process any grievance or complaint.

B. RELEASE TIME FOR MEETINGS:

Whenever any member of the Association is scheduled, with express understanding of the Board, to participate during working hours in negotiations or grievance proceedings, he/she will suffer no loss in pay and/or benefits.

C. USE OF SCHOOL BUILDING:

Representatives of the Association shall be permitted to transact official Association business on school property, after school hours, provided that this shall not interfere with, conflict with, or interrupt normal school operations or use by any other Association.

D. USE OF SCHOOL EQUIPMENT

The Association shall have the privilege to use school facilities and equipment, exclusive of computer equipment, including typewriters, duplication equipment, calculating machines, and all types of audio-visual equipment at reasonable times when such equipment is not otherwise in use. The Association shall pay for the reasonable costs of all materials, supplies, and equipment incidental to such use and operate such equipment with skilled personnel, when needed.

ARTICLE VI – IN-SCHOOL WORK YEAR

- A. The operational basis for the Administrator shall consist of annual compensation for 12-month employment. Any and all per diem calculations shall be based on 1/260 of the employee's annual salary.
- B. District Administrators shall be permitted to leave the building on the final day of each work week only after the students have been dismissed and the building has been secured. In addition, Administrators shall be required to remain in the building during emergency closings and single-session school days until such time as all students have been dismissed and the building has been secured. On all other student contact days, Administrators shall be permitted to leave the building at the end of the teacher work day, unless an emergency exists requiring the Administrator to remain in the building or the Administrator is required to remain until the departure of the late bus.
- C. The Middle and High School Principals and the High School Assistant Principal shall be required, on a *rotating* basis, to remain in the building at the end of each student contact day until the departure of the late bus. The rotation shall provide that at least two such administrators remain in the building during this time, and whichever is not on duty shall be permitted to leave at the end of the teacher work day, subject to the conditions set forth in Article VI.B above. The Middle and High School Principals and the High School Assistant Principal shall develop and coordinate a mutually agreeable schedule to govern late bus duty. If they are unable to develop and coordinate a mutually agreeable schedule, two of them shall be required to remain each day, on an *alternating* basis, until the departure of the late bus.

ARTICLE VII – EVALUATION

A. RIGHT TO FULL KNOWLEDGE:

The Board and the Superintendent subscribe to the principles that an employee has the right to full knowledge regarding the judgment of his/her superiors respecting the effectiveness of his/her performance and that, further, he/she is entitled to receive such recommendations that will assist him/her in increasing the effectiveness of his/her performance.

B. FREQUENCY OF REVIEW:

Therefore, the Superintendent shall establish supervisory procedures that will guarantee a minimum of three written evaluations per year for each non-tenured employee. The first written evaluation shall be no later than December 1. The second written evaluation shall be no later than February 1 and the third no later than April 1. The process shall be in accordance with provisions of *N.J.A.C. 6A:32*.

Tenured Administrators shall receive at least one written evaluation per year.

C. EVALUATION PROCEDURES:

1. **Copies of Reports.** Each employee must sign all copies of each written evaluation, attesting to the fact that the contents of the evaluations are known to him/her and with the express understanding that such signature in no way indicates agreement with the content thereof. Further, each employee shall receive a copy of each written evaluation.
2. **Right of Employee to Respond.** A conference shall be arranged between the evaluator and the employee as soon as possible after receipt of the written evaluation in compliance with *N.J.A.C. 6A:32 et seq.* At such time, the employee is entitled to

have his/her response to the evaluation heard and, if it is in writing, appended to the Evaluation Report.

ARTICLE VIII – LEAVES OF ABSENCE

A. SICK LEAVE:

All full-time employees shall be entitled to 14 days sick leave per year. Unused days of sick leave shall be accumulated from year-to-year, available as sick leave only and when needed. After three working days, a physician's certificate shall be required from a physician.

B. TEMPORARY LEAVES OF ABSENCE: All supervisory employees shall be entitled to the following non-accumulative leaves of absence, with full pay, each school year with the prior approval of the Superintendent of Schools or his/her designated representative:

1. **Bereavement Leave:** Up to five days, at any one time, in the event of death of an employee's spouse, father, mother, child, brother, brother-in-law, sister, sister-in-law, mother-in-law or father-in-law.
2. **Family Illness Leave:** Up to four days at any one time in the event of serious illness of an employee's spouse, father, mother, child, brother, brother-in-law, sister, sister-in-law, mother-in-law or father-in-law.
3. **Personal Days:** For administrators hired before January 1, 2017, up to five days per school year for personal business; for administrators hired on or after January 1, 2017, up to three days per school year for personal business. Effective July 1, 2011, unused personal days shall accumulate into accumulated sick leave at the rate of one personal day to one sick day, to a maximum of 15 days in any one year in accordance with N.J.S.A. 18A:30-7.
4. **Military Leave:** Time necessary for persons called into temporary active duty of any unit in the United States Reserves,

or the State National Guard, provided such obligations cannot be filled on days when school is not in session. An employee shall be paid his/her regular pay in addition to any pay which he/she receives from the State or Federal government up to a maximum of one month at any one time.

C. EXTENDED LEAVES OF ABSENCE:

1. A leave of absence, without pay, of up to two years shall be granted to any Administrator who joins the Peace Corps, VISTA, National Teacher Corps, or serves as an exchange Administrator or overseas Administrator, and is a full-time participant in either of such programs or accepts a Fulbright Scholarship.
2. Military leave, without pay, shall be granted to any Administrator who is inducted or enlists in any branch of the Armed Forces of the United States for the period of said service and three months thereafter, or three months after recovery from any wound or sickness at the time of discharge.
3. Maternity leave and bonding leave, without pay, shall be granted by the Board in accordance with the following procedures:
 - a. All initial requests, and requests for extensions or reductions for, maternity leave shall be made, in writing, to the Superintendent.
 - b. All Administrators may request maternity leave and shall advise the Superintendent of the anticipated date of delivery of the child and of the revisions in such date which may come to her knowledge. The Administrator must submit a request for maternity leave no later than 60 days prior to the date when she would like her leave to commence. The commencement date of the maternity leave shall be determined by taking into account the needs of the District and the physical ability of the Administrator to continue.

- c. The presumptive period of disability begins four weeks before the anticipated date of delivery and extends four weeks following the actual date of delivery. During this time, an Administrator is entitled to utilize sick days, to the extent available, for those days when school is in session. Thus, absent a physician's certification to the contrary, an Administrator is presumed unable to work only during that time period. However, an Administrator may select to work through this period and select a maternity leave date any time between the beginning of the presumptive period and the actual date of delivery.
- d. Following the presumptive period of disability, an Administrator is eligible to take an unpaid leave of absence under the Federal Family and Medical Leave Act ("FMLA"), with a continuation of medical benefits, for bonding purposes, up to a maximum of 12 weeks taken in week-long increments. Such leave of absence for bonding is covered under the FMLA and the New Jersey Family Leave Act ("NJFLA"), which run concurrently to care for the birth or adoption of a child. Administrators shall not be permitted to utilize sick leave for bonding purposes since sick leave may only be used for an Administrator's own personal disability.
- e. Any maternity leaves of absence granted to a non-tenured Administrator shall not extend beyond the end of the academic school year in which the leave is applied for and obtained.
- f. Any Administrator may, in the case of a birth of a child, or in the case of adoption by such Administrator of a child six years of age or under if the child is more than six years of age where special circumstances require, apply for a leave for bonding purposes, provided that:

- i. In cases where both parents are employed in this School System, only one of said persons may apply for such leave.
 - ii. In the case of a female Administrator, the request for bonding leave shall be made to become effective immediately following her disability leave and any FMLA/NJFLA leave or within the period prescribed by federal or State law.
 - iii. All initial requests and requests for extensions or reductions for bonding leave must be made, in writing, to the Superintendent and the initial request shall be filed at least three months before the anticipated birth or adoption of the child, and in any event, no later than April 30. In the event unforeseen circumstances occur within such request period which necessitates a late request by an Administrator for bonding leave, the specified request period shall be waived, provided the Administrator makes a request for such leave immediately upon learning of the unforeseen occurrence.
- g. Bonding leave shall be granted as follows: If the child is born or adopted before January 1, then leave may be approved for the remainder of that school year. If the child is born or adopted on or after January 1, then leave may be approved for the remainder of that school year and the following school year if requested. However, a tenured Administrator may request approval from the Board for another year of bonding leave based on extraordinary circumstances. The Board shall consider each request on a case by case basis and the Board's denial shall not be arbitrary, capricious or unreasonable. Administrators shall work for at least one full academic year following the use of bonding leave before being approved for another period of bonding leave.

- h. An Administrator on leave shall notify the Superintendent no later than April 30 of the last year of such leave in the event he/she chooses not to return to the district. Requests for extensions of such leaves must be made at least three months prior to the commencement of such extended leave period, and in any event, no later than April 30. In the event unforeseen circumstances occur within such request period which necessitate a late request by an Administrator for extension of a bonding leave, the specified period may be waived, provided the Administrator requests such extension immediately upon learning of the unforeseen occurrence. Unless the bonding leave is a continuation of a disability leave, it is not anticipated that bonding leave will be permitted to commence during the first month of the academic school year. An Administrator requesting bonding leave will normally not be permitted to return to the School System following such leave during the last month of any academic school year.
- i. The Board may set reasonable conditions for the granting of the bonding leave, including a requirement that the Administrator receiving such leave not accept full-time employment during all or part of the period of the bonding leave which would interfere with the purpose of such leave.
- j. Any bonding leave granted to a non-tenured Administrator shall not extend beyond the end of the academic year for which the disability leave is granted.
- k. Any Administrator who applied for and received bonding leave may apply for permission to return to employment during the academic school year for which such leave was granted and such leave may thereupon be terminated by the Board, in its sole discretion.
- l. All unpaid leaves of absence shall be without the benefit of experience increment credit.

- D.** Upon return from leave, an Administrator shall be advanced to the next appropriate salary guide step only if that Administrator worked six or more months in that given school year or as required by law.
- E.** All extensions or renewals of leaves shall be applied for and granted or denied, in writing, by the appropriate parties.
- F.** Other leaves of absence, without pay, may be granted by the Board for good reason.
- G.** Any leave of absence, without pay, shall be deducted at the rate of 1/260 of the Administrator's annual salary.

ARTICLE IX – VACATION

- A. LENGTH OF VACATION:** Each member of the Association shall be entitled to 22 vacation days annually. All vacation will be used by June 30, prorated for any partial year worked, except that a member shall be allowed to carry forward up to five unused vacation days to the next school year. Such carryover days must be used in the next school year or will be forfeited.
- B. BUILDING COVERAGE:** The Superintendent shall assign at least one member of the Association to cover each building during summer recess to ensure complete coverage at all times in all buildings.
- C. VACATION SCHEDULES:** Persons covered hereunder may take their vacations, as approved by the Superintendent, giving consideration to requests, provided prior written notice has been given.
- D. SUMMER HOURS:** The summer schedule for administrators shall be determined by mutual agreement of the administrators and the Superintendent. This schedule *shall not* be in effect for the last week before the start of school.

ARTICLE X – STUDENT VACATIONS

The Superintendent, if and when he/she so deems necessary, shall assign one member of the Association to cover each building during student vacations. In cases of emergency, others may be assigned. Administrators must use their vacation days for the non-holiday days when the school is closed during the December and April breaks.

ARTICLE XI - INSURANCE PROTECTION

- A. INSURANCE PROVIDED:** The Board shall provide each employee with full health, prescription and dental benefits. Health and prescription benefits shall be provided through the School Employees Health Benefits Program.
- B. CONTRIBUTIONS:** In the event that an employee elects to receive health insurance coverage, he/she shall pay 1.5% of his/her base salary, consistent with N.J.S.A. 18A:16-17 or any amendments thereto, or the contributions specified in c.78, P.L. 2011 (Sections 39 and 41), whichever is higher, through the withholding of the contribution from the pay, salary or other compensation, towards the cost of said health care benefits coverage.
- C. WAIVER:** In the event that an employee instead agrees to “opt-out” of health insurance benefits, however, no such deduction shall be made, and instead, the Board shall pay the employee 25% of the amount saved by the Board resulting from the employee’s waiver of coverage or \$5,000, whichever is less. Such compensation shall be paid twice each school year, with the final paycheck in January and the final paycheck in June. The Board will establish a Section 125 Plan for the waiver of coverage offered herein. An employee who wishes to resume coverage shall notify the Board in writing and file a declaration with the Board and/or the insurance carrier, in such form as the Board and/or the insurance carrier shall prescribe, that the waiver is revoked.

ARTICLE XII – SEPARATION FROM SERVICE

A. VACATION DAYS:

1. A member who dies before his contract period is completed shall have payment for this unused vacation paid to his beneficiary or estate.
2. A member who retires during the contract year shall receive a cash payment for one year's vacation, if such vacation has not already been taken.
3. A member who resigns during the contract year shall receive a pro-rated accrued vacation pay of two days per month, not to exceed four weeks, for days not already taken.
4. Payment for unused vacation leave pursuant to this Article XII.A shall be at the rate of 1/260 of the member's current annual salary.

B. ACCUMULATED SICK DAYS:

1. Upon retirement, the Administrator shall receive separate compensation for accumulated sick days according to the following formula:

Maximum number of sick days275

Sick day payment \$115/day

Maximum Payment \$31,625

2. Notwithstanding the above provisions, the Board shall not pay compensation in excess of \$15,000 dollars for accumulated sick days upon retirement for any Administrator hired on or after May 21, 2010. Any Administrator hired before May 21, 2010 shall upon retirement be entitled to receive supplemental compensation based upon the amount of accumulated unused

sick leave available to the Administrator as of June 30, 2007, or not more than \$15,000, whichever is greater.

3. Administrators who do not use their personal days as provided for in Article VIII, Paragraph B.3 are allowed to carry forward unused days until July 1, 2011; thereafter they shall be converted to accumulated sick leave. These days may be accumulated year-to-year without a maximum limit except as set forth above.

In the event that an Administrator is ill and has used all his/her current and/or accumulated sick days, personal days may be used as sick days. Accumulated personal days **may not** be used for any other purpose.

At the time of retirement or resignation from employment with the District, a benefit of Unused Personal Days will be paid to the Administrator as follows:

- At least 10 years of service: up to 50 Personal Days at \$115.00/day.
- At least 15 years of service: up to 75 Personal Days at \$115.00/day.
- At least 20 years of service: up to 100 Personal Days at \$115.00/day.
- At least 25 years of service: up to 125 Personal Days at \$115.00/day.

In the event of the death of an Administrator in active service of the District, the benefits provided in this Section shall be payable to his/her beneficiary or estate.

ARTICLE XIII – DEDUCTIONS FROM SALARY

- A.** The Board agrees to deduct, from the salaries of its employees, dues for all members of the Association. Such deductions shall be made in compliance with Chapter 233, N.J. Public Laws of 1969 (*N.J.S.A. 52:14-159e*) and under Rules established by the State Department of Education. The person designated shall collect monies and turn them over to the Treasurer of the Association.
- B.** The Association shall certify to the Board, in writing, the current rate of its membership dues. Any change in the rate of its membership dues shall be given to the Board, in writing, prior to the effective date of change.

ARTICLE XIV – MISCELLANEOUS PROVISIONS

- A. USE OF AUTOMOBILE:** All members of the Association who may be required to use their own automobiles in the performance of their duties shall be reimbursed at the NJOMB rate provided they have had prior approval from the Superintendent. Requests for reimbursement shall be submitted to the Superintendent of Schools on the standard vouchers used by the Secaucus Board of Education and shall be itemized with the bills attached.
- B. PRINTING AND DISTRIBUTION:** The School District and the Association shall share equally in the expense of printing sufficient copies of this Agreement for present and new employees.

ARTICLE XV – REIMBURSEMENT FOR INCURRED EXPENSES

- A.** The Board agrees to reimburse Administrators for reasonable expenses incurred while on assigned school business beyond the normal scope of employment. This includes but is not necessarily restricted to:
1. Cost of seminars and workshops.
 2. Travel expenses for assigned visitations to other schools.
 3. Travel expenses for multiple-school personnel.
 4. Tuition for courses taken specifically at the request of the Board.
- B.** Administrators shall be reimbursed for approved travel expenses at the NJOMB rate. All travel and participation in cost-bearing activities must receive prior approval of the Superintendent of Schools.
- C.** Requests for reimbursement shall be submitted to the Superintendent of Schools on the standard vouchers used by the Board and shall be itemized with bills attached.
- D.** All Principals and/or Assistant Principals hired after July 1, 2011 shall be required to pay for the New Jersey Leaders to Leaders mentoring and induction program, or any other required mentoring program, through payroll deductions.
- E.** Each Administrator shall be entitled to an allowance, at the Board's expense, to cover the entire cost of professional dues for one County or State professional organization.
- F.** Each Administrator shall be entitled to reimbursement for expenses incurred for attendance at one State conference each year if approved by the Board, subject to *N.J.S.A. 18A:11-12*.

ARTICLE XVI – JUST CAUSE PROVISION

No Administrator may be discharged, disciplined or reduced in compensation except for just cause. Any such action asserted by the Board, or any agent or representative, thereof, shall be subject to the grievance procedure herein set forth.

ARTICLE XVII – SEVERABILITY CLAUSE

If any provision of the Agreement or the application of such provision to any person or circumstance shall be held invalid, the remainder of the Agreement or the application of such provision to persons or circumstances other than those to which it is held invalid shall not be affected thereby.

ARTICLE XVIII – STRIKE

STRIKE CLAUSE: Members of this Association shall not cause or take part in a strike. Any work stoppage, however brief, shall constitute a breach of this Contract.

ARTICLE XIX – SALARY GUIDE (PRINCIPALS)

Principals shall be paid in accordance with the following salary schedule:

Step	2022-2023	2023-2024	2024-2025
1	\$125,635	\$127,714	\$129,891
2	\$127,135	\$129,214	\$131,391
3	\$128,635	\$130,714	\$132,891
4	\$130,135	\$132,214	\$134,391
5	\$132,195	\$133,714	\$135,891
6	\$134,390	\$135,831	\$137,391
6A	\$135,890	\$137,330	\$139,566
7	\$137,390	\$138,830	\$141,156
8	\$138,890	\$140,330	\$142,656
9	\$140,950	\$142,710	\$144,156
10	\$142,450	\$144,826	\$146,634
11	\$143,950	\$146,326	\$148,809
12	\$145,450	\$147,826	\$150,309
13	\$146,950	\$149,326	\$151,809

The High School Principal and the Principal of the Millridge School shall each receive a \$3,000 non-cumulative stipend during each year of this contract. Such stipend will be paid in bi-monthly installments.

Any Principal who possesses or obtains a doctoral degree shall receive a \$2,000 non-cumulative stipend during each year of this contract. Such stipend will be paid in bi-monthly installments.

**ARTICLE XX – SALARY GUIDE
(ASSISTANT PRINCIPALS)**

Assistant Principals shall be paid in accordance with the following salary schedule:

Step	2022-2023	2023-2024	2024-2025
1	\$111,595	\$111,595	\$114,664
2	\$112,795	\$114,664	\$115,664
3	\$113,995	\$115,664	\$117,817
4	\$115,195	\$116,864	\$119,017
5	\$116,230	\$118,064	\$120,217
6	\$117,730	\$119,426	\$121,417
7	\$119,230	\$120,926	\$122,710
8	\$120,730	\$122,426	\$124,210
9	\$122,230	\$123,926	\$125,710
10	\$123,730	\$125,426	\$127,210

Any Assistant Principal who possesses or obtains a doctoral degree shall receive a \$2,000 non-cumulative stipend during each year of this contract. Such stipend will be paid in bi-monthly installments.

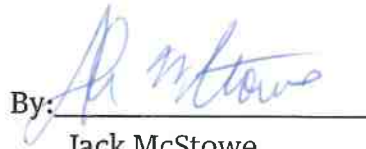
IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their respective Presidents, attested to by their respective Secretaries, and their corporate seals to be placed hereon, all on the day and year first above written.

WITNESS:

**SECAUCUS BOARD OF
EDUCATION**



Grace Yeo
Business Administrator/
Board Secretary

By: 

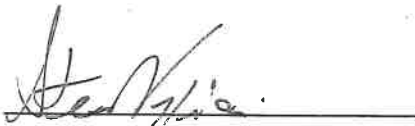
Jack McStowe
Board President

Dated:

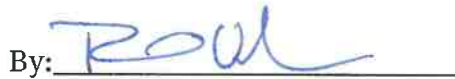
Dated:

WITNESS:

**SECAUCUS SCHOOL
ADMINISTRATORS' ASSOC.**



Steven Viggiani

By: 

Rob Valente
Association President

Dated: 12/7/22

Dated: 12.7.22

