



State of New Jersey

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

Middlesex County Office of Education
13-15 Kennedy Boulevard
East Brunswick, New Jersey 08816
(732) 249-2900
Fax (732) 296-6567

ANGELICA ALLEN-MCMILLAN, Ed.D.
Acting Commissioner

KYLE M. ANDERSON
Interim Executive County Superintendent

June 14, 2022

Dr. Pramod Chivate
Board President
Cranbury Public School
23 North Main Street
Cranbury, New Jersey 08512

Dear Dr. Chivate:

I have reviewed the employment contract for Dr. Jennifer Diszler, Chief School Administrator/Principal, in accordance with N.J.S.A. 18A:7-8(j) and to determine compliance with the standards adopted by the Commissioner of Education at N.J.A.C. 6A:23A-3.1. Based upon my review, I have determined that those provisions of the contract subject to my review are in compliance with applicable laws and regulations. Therefore, I approve the contract for a period commencing on September 1, 2022 or sooner through June 30, 2026.

A copy of the signed contract accompanied by the board resolution should be forwarded to my office immediately following the board meeting.

If there are any changes to the terms of this contract, you will need to submit it to the Executive County Superintendent for review and approval prior to the required public notice and hearing of such changes.

Sincerely,

A handwritten signature in black ink that reads "K. M. Anderson".

Kyle M. Anderson
Interim Executive County Superintendent

KMA/dh

C: David Weidele, School Business Administrator/Board Secretary
Leo Yanogacio, Executive County Business Official

SUPERINTENDENT

Detailed Statement of Contract Costs

District: Cranbury Township School District
 Name: Jennifer K. Diszler, Ed.D.
 Date BOE Authorized Submission to County Office
 District Grade Span
 On Roll Students as of 10-15

Pre-K - 8
479

Contract Term: September 1, 2022 - June 30, 2026

Salary

	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26
Salary: Salary for the 22-23 school year is prorated for 10 months	\$151,666.66	\$187,278.00	\$192,709.06	\$198,297.62
Longevity	\$0.00	\$0.00	\$0.00	\$0.00
Shared Service	\$0.00	\$0.00	\$0.00	\$0.00
Total Annual Salary	\$151,666.66	\$187,278.00	\$192,709.06	\$198,297.62

Additional Salary

Quantitative Merit Goals	\$0.00	\$0.00	\$0.00	\$0.00
Qualitative Merit Goals	\$0.00	\$0.00	\$0.00	\$0.00
Total Additional Salary	\$0.00	\$0.00	\$0.00	\$0.00
Total Annual Salary plus Additional Salary	\$151,666.66	\$187,278.00	\$192,709.06	\$198,297.62

Board Contribution for Cost of Premiums for:

Health Insurance	\$25,970.28	\$27,917.75	\$30,011.85	\$32,262.90
Prescription Insurance	\$9,494.28	\$10,206.05	\$10,971.45	\$11,794.00
Dental Insurance	\$1,916.76	\$1,917.00	\$2,060.77	\$2,215.33
Vision Insurance	\$0.00	\$0.00	\$0.00	\$0.00
Disability Insurance	\$0.00	\$0.00	\$0.00	\$0.00
Long-term Care Insurance	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00
Other Insurance - Describe:	\$0.00	\$0.00	\$0.00	\$0.00
Waiver of Benefits	\$0.00	\$0.00	\$0.00	\$0.00
Section 125 Plan Reimbursements - Describe:	\$0.00	\$0.00	\$0.00	\$0.00
Board Contribution for Cost of Premiums	\$37,381.32	\$40,040.80	\$43,044.07	\$46,272.23
Employee contribution to health benefits as per law	\$9,670.50	\$9,671.00	\$9,721.24	\$9,775.25
Total Health Benefit Compensation	\$27,710.82	\$30,369.80	\$33,322.84	\$36,496.98

Other Compensation

Travel and Expense Reimbursement (Estimated Annual Cost)	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Professional Development (Capped Amount or Estimated Annual Cost)	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Tuition Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00
Mentoring Expenses - Describe:	\$0.00	\$0.00	\$0.00	\$0.00
National/State/County/Local/Other Dues (including subscriptions)	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00
Board Paid Cell Phone or Reimbursement for Personal Cell Phone	\$1,080.00	\$1,080.00	\$1,080.00	\$1,080.00
Computer for Home use, including supplies, and maintenance	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Other - Describe:	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Compensation	\$13,580.00	\$13,580.00	\$13,580.00	\$13,580.00

Sick and Vacation Compensation

Max Paid for Unused Sick Leave Upon Retirement	\$9,331.00	\$10,000.00	\$10,000.00	\$10,000.00
Max Paid for Unused Vacation Leave - Retirement or Separation	\$12,831.00	\$29,049.70	\$32,612.30	\$33,558.06
Total Sick and Vacation Compensation	\$22,162.00	\$39,049.70	\$42,612.30	\$43,558.06
TOTAL CONTRACT COSTS	\$215,119.48	\$270,277.50	\$282,224.20	\$291,932.66

CONTRACT OF EMPLOYMENT

THIS CONTRACT OF EMPLOYMENT is made and entered into this 15th day of June, by and between the **CRANBURY BOARD OF EDUCATION**, with offices located at 23 North Main Street, Cranbury, New Jersey 08512 (hereinafter "the Board")

and

JENNIFER K. DISZLER, Ed.D. whose position is to be the Chief School Administrator/Principal (hereinafter "CSA/Principal").

WITNESSETH

THIS CONTRACT OF EMPLOYMENT replaces and supersedes all prior Contracts of Employment between the parties thereto. Signature of this Contract of Employment constitutes assent to a rescission of any and all prior Contracts of Employment as well as agreement to the terms herein.

WHEREAS, the Board and the CSA/Principal believe that a written Contract of Employment is necessary to specifically describe their relationship and to serve as the basis of effective communication between them; and

WHEREAS, the Board offered Dr. Diszler the position of CSA/Principal, and she has accepted the Board's offer; and

WHEREAS, the CSA/Principal is the holder of a Standard Certificate with a School Administrator endorsement as prescribed by the State Board of Education and as required by N.J.S.A. 18A:17-17; and

WHEREAS, the Board approved the terms of this Contract of Employment by a vote of its members at a regularly scheduled meeting on June 15, 2022, and has authorized the President of the Board to execute this Contract of Employment.

NOW, THEREFORE, the Board and the CSA/Principal, for the consideration herein specified, agree as follows:

1. **TERM**

The Board hereby agrees to employ Dr. Jennifer Diszler as the CSA/Principal of the Cranbury School District for the period beginning on or about September 1, 2022 and expiring at midnight on June 30, 2026.

2. CERTIFICATION AND RESPONSIBILITIES

A. Certification:

The CSA/Principal shall maintain current and valid certificates issued by the New Jersey Department of Education for the positions of Chief School Administrator and Principal. In the event either the School Administrator Certificate or the Principal Certificate issued by the Department of Education are revoked, this Contract of Employment is null and void as of the date of the certificate revocation.

The CSA/Principal further agrees to comply with all other legal requirements respecting the employment of a CSA/Principal in accordance with N.J.S.A. 18A:17-15 et. seq.

B. Duties:

The CSA/Principal shall have general supervision over the school and all attendant powers and duties as set forth by law. The CSA/Principal shall:

a. faithfully perform the duties of the CSA/Principal for the Board and serve as the chief school administrator and executive, as well as principal, in accordance with the laws of the State of New Jersey, rules and regulations adopted by the State Board of Education, and policies which are adopted from time to time by the Board. The specific job descriptions adopted by the Board, applicable to the positions of Chief School Administrator and Principal, are incorporated into this Contract of Employment and shall be followed by the CSA/Principal.

b. devote her full time, skills, labor and attention to this employment during the terms of this Contract of Employment, provided that the CSA/Principal may, with prior notice to and approval of the Board (which shall not be unreasonably withheld) undertake consultative work, speaking engagements, writing, teaching, lecturing, or other professional duties and obligations which do not interfere with her full-time responsibilities as CSA/Principal. Notwithstanding the above notice and approval requirements, the Board acknowledges that the CSA/Principal currently participates in the NJLA Leadership Academy as an instructor and the Board consents for this to continue, provided that such participation does not interfere with the CSA/Principal's full-time responsibilities to the position of CSA/Principal.

c. carry out the administration of instruction and business affairs of the district, with the assistance of staff, in accordance with the responsibilities as outlined above and more particularly in the job description.

d. to assume the responsibilities for the selection, appointment, renewal, placement, removal, and transfer of personnel, subject to the approval of the Board, by recorded roll call majority vote of the full membership of the Board, and subject to applicable Board policies and directives. The Board shall not withhold its approval of any such recommendation for arbitrary or capricious reasons, all in accordance with N.J.S.A.

18A:27-4.1, to non-renew personnel pursuant to N.J.S.A. 18A:27-4.1, and to provide a written statement of reasons for non-renewal upon proper request of the CSA/Principal.

e. study and make recommendations with respect to all criticism and complaints, which a majority of the Board shall refer to her in accordance with the responsibilities outlined above.

f. attend appropriate professional meetings and conferences as a representative of the Board. The expenses incurred in connection with such meetings shall be subject to the provisions herein regarding reimbursement for professional expenses incurred by the CSA/Principal.

g. structure her working day and organization to ensure that all duties are performed and obligations met.

h. assume responsibility for the administration of the affairs of the School District, including but not limited to programs, personnel and fiscal operations, instructional programs, and all duties and responsibilities therein will be performed and discharged by the CSA/Principal or by staff at the CSA/Principal's direction.

i. have a seat on the Board and the right to speak (but not vote) on all issues before the Board in accordance with applicable law. The CSA/Principal shall attend all regular and special meetings of the Board, and all committee meetings thereof, and shall serve as advisor to the Board and said committees on all matters affecting the School District. Where the Superintendent has received a *Rice* notice and has opted to have the discussion in executive session, she shall have the right to address the Board in executive session and bring an attorney to represent her.

j. suggest, from time to time, regulations, rules, policies, and procedures deemed necessary for compliance with law and/or for the well being of the School District.

k. perform all duties incident to the Office of the CSA/Principal and such other duties as may be prescribed by the Board from time to time. The Board shall not substantially increase the duties of the CSA/Principal by assigning her the duties or responsibilities of another title or position unless the parties agree upon the increased duties.

l. immediately report any incidents of the CSA/Principal's arrest to the Board president.

m. prior to the CSA/Principal being out of District for 2 or more consecutive days, including vacation and personal days, the CSA/Principal shall report her intended absence to the Board President.

All duties assigned to the CSA/Principal should be appropriate to and consistent with the professional role and responsibility of the CSA/Principal, and shall be set by Board policy

and in the Job Description for the CSA/Principal which may be modified from time to time, consistent with the intent set forth above.

3. PROFESSIONAL GROWTH OF CSA/PRINCIPAL

The Board encourages the continuing professional growth of the CSA/Principal, upon the prior approval of the Board, through her participation as she and the Board might decide, in light of her responsibilities as the CSA/Principal, in the following ways:

- A. The operations, programs and other activities conducted or sponsored by local, state, and national school administrator and/or school board associations, including but not limited to, conferences, conventions, and workshops;
- B. Seminars and courses offered by public or private educational institutions;
- C. Informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the CSA/Principal to perform her professional responsibilities for the Board;
- D. Visits to other institutions; and
- E. Other activities promoting the professional growth of the CSA/Principal.

Expenses for transportation, meals, lodging, and registration for conventions of recognized educational associations, workshops, seminars, and institutes to enhance the CSA/Principal's knowledge and expertise in the field of education and administration shall be paid for/reimbursed by the Board, to a maximum of Five Thousand Dollars (\$5,000.00), per school year, and in accordance with law. Such payments or reimbursements, shall be made in accordance with OMB travel circular provisions, the general requirements of N.J.S.A. 18A:11-12, Board policy, and upon prior approval of the Board. The CSA/Principal shall follow Board policy and applicable law in supplying the necessary documentation for reimbursement. At a minimum, the CSA/Principal shall be permitted to attend the NJSBA Fall Conference, the NJASA Spring Leadership Conference, NJASA Techspo, and AASA conferences.

4. COMPENSATION

- A. Salary:

For the 2022-2023 school year, the Board shall pay the CSA/Principal an annual salary of One Hundred Eighty-Two Thousand Dollars (\$182,000.00), prorated, calculated and prorated on an annualized basis.

For the 2023-2024 school year, the Board shall pay the CSA/Principal an annual salary of One Hundred Eighty-Seven Thousand Two Hundred Seventy-Eight Dollars (\$187,278.00), calculated and prorated on an annualized basis.

For the 2024-2025 school year, the Board shall pay the CSA/Principal an annual salary of One Hundred Ninety-Two Thousand Seven Hundred Nine Dollars and Six Cents (\$192,709.06), calculated and prorated on an annualized basis.

For the 2025-2026 school year, the Board shall pay the CSA/Principal an annual salary of One Hundred Ninety-Eight Thousand Two Hundred Ninety-Seven Dollars and Sixty-Two Cents (\$198,297.62), calculated and prorated on an annualized basis.

In each year of the Contract of Employment, the annual salary shall be paid to the CSA/Principal in accordance with the payroll schedule for other certified employees.

B. Other Provisions:

During the term of this Contract of Employment, including any extension thereof, the CSA/Principal shall not be reduced in compensation, including salary and benefits. Any adjustment in salary made during the life of this Contract of Employment shall be in the form of an amendment, shall not be deemed that the Board and the CSA/Principal have entered into a new Contract of Employment, and shall require the prior approval of the Executive County Superintendent.

5. BENEFITS

A. Vacation/Holidays:

The CSA/Principal shall be granted twenty-two (22) vacation days with pay annually, calculated and prorated on an annualized basis, all of which shall be available to the CSA/Principal at the start of the Contract of Employment and on July 1st of each year thereafter. The CSA/Principal shall use her best efforts to minimize the amount of vacation taken when school is in session.

The Board encourages the CSA/Principal to take her full allotment of vacation days each year. However, if business demands prohibit the CSA/Principal from using her full vacation day allotment in any given school year under the Contract of Employment, she may carry over all unused vacation days to be used during the next year pursuant to law. Any vacation days carried over from the previous school year that are not used shall be forfeited. The CSA/Principal shall document the use of accrued vacation days with the Business Administrator/Board Secretary.

Vacation days not taken in a given school year because of duties directly related to a State of Emergency declared by the Governor may accumulate at the discretion of the Board pursuant to a plan established by the Board and the CSA/Principal, as per N.J.S.A. 18A:30-9 and in accordance with N.J.A.C. 6A:23A-3.1. Any plan regarding the use and/or compensation of unused vacation leave where same is the direct result of a State of Emergency shall require the passage of a Board resolution outlining the plan.

If the CSA/Principal does not complete a Contract of Employment year, the number of days shall be prorated at 1.83 vacation days per month for the completed months of service.

The CSA/Principal shall be entitled to time off with pay for fifteen (15) holidays per year as per the Board approved Twelve-Month Employee Holiday Calendar.

B. Personal Leave:

The CSA/Principal shall be entitled to a maximum of four (4) personal days annually, calculated and prorated on an annualized basis, all of which shall be available to the CSA/Principal at the start of the Contract of Employment and on July 1st of each year thereafter. Personal days shall be used for the conduct of personal, legal business, household or family matters which require absence during school hours. Notification to the Board President for personal leave shall be made at least three (3) days before taking such leave (except in the case of emergencies) and the CSA/Principal shall not be required to state the reason for taking such leave other than she is taking such leave under this section of her Contract of Employment. Personal day(s) will not be granted for the purpose of extending any scheduled school calendar or holiday. At the end of each Contract of Employment year, unused personal days shall convert to sick days provided that the CSA/Principal is not permitted to accumulate more than fifteen (15) sick days in one Contract of Employment year.

Additional personal days shall be granted when such time is necessary for the CSA/Principal's appearance in any legal proceedings connected with the CSA/Principal's employment or with the Cranbury School System, or in any other legal proceedings when subpoenaed as a witness only.

C. Bereavement Leave:

In the event of a death in the CSA/Principal's immediate family, the CSA/Principal shall be granted up to five (5) bereavement days with pay annually, all of which shall be available to the CSA/Principal at the start of the Contract of Employment and on July 1st of each year thereafter. For purposes of this Contract of Employment "immediate family" shall be defined as the CSA/Principal's spouse, civil union partner, child, grandparent, grandchild, son-in-law, daughter-in-law, parent, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, aunt, uncle, or other friend or relative domiciled with the CSA/Principal. In the event the death of any other relative or close friend, the CSA/Principal shall be granted one (1) day per occurrence for a total of up to two (2) days per school year.

D. Health Insurance Benefits:

The Board shall provide health benefits coverage (including Medical, Dental, Prescription and Vision coverage) for the CSA/Principal, her spouse/partner, and her dependents. With respect to medical and prescription coverage, the CSA/Principal shall be responsible for contributing an amount established by P.L. 2020, Chapter 44. With respect to dental and

vision coverage, the CSA/Principal shall be responsible for contributing an amount established by P.L. 2011, Chapter 78 (Tier IV) toward the payment of dental and vision benefit premiums. The contribution shall be made through payroll deduction.

If the CSA/Principal does not elect to enroll in a Board health insurance plan she shall not be required to contribute towards the cost of same.

Upon meeting the waiver of coverage eligibility requirements and providing proof of alternate health insurance plan coverage, including medical, prescription and dental insurance coverage, the CSA/Principal shall be entitled to collect an insurance waiver payment of \$3,500.00 (Three Thousand Five Hundred Dollars) in lieu of receiving health benefit coverage. Waiver payments shall be made on a pro-rated basis and added to the CSA/Principal's regular paycheck. If the CSA/Principal elects to waive insurance coverage, she may resume coverage of benefits during the annual open enrollment period or when a change in life event occurs.

E. Sick Leave:

The CSA/Principal shall be granted twelve (12) sick days with pay annually, calculated and prorated on an annualized basis, all of which shall be available to the CSA/Principal at the start of the Contract of Employment and on July 1st of each year thereafter. The unused portion of such leave, at the end of any year, shall be cumulative.

Sick leave is defined as absence due to personal illness, injury or quarantine. Unused sick leave will accumulate from year to year with no maximum limit on the accumulation.

F. Family Illness Days:

In the event of a serious illness in the CSA/Principal's immediate family, the CSA/Principal shall be provided with an allowance of up to five (5) days with pay annually, calculated and prorated on an annualized basis, all of which shall be available to the CSA/Principal at the start of the Contract of Employment and on July 1st of each year thereafter. Family illness days shall not be cumulative, and any remaining days at the end of a Contract of Employment year shall not carry over into the following Contract of Employment year.

G. Membership Fees:

The Board shall pay for the CSA/Principal's membership fees for the NJASA, AASA, and County ASA. The Board shall also pay for the CSA/Principal's charges and subscription fees to appropriate educational and/or professional publications. The cost to the Board of the CSA/Principal's membership fees, subscription fees and/or professional publications shall not exceed Four Thousand Dollars (\$4,000.00) per school year. Prior to payment of any subscription fees or costs for professional publications, the CSA/Principal shall receive the prior approval of the Board. The Board has the discretion to approve or disapprove of subscription fees and professional publications as it deems appropriate.

H. Expense Reimbursement:

The Board shall reimburse the CSA/Principal for expenses incurred for travel and sustenance in the performance of the CSA/Principal's duties under this Contract of Employment in accordance with law. Mileage shall be paid from mileage vouchers according to "New Jersey Office of Management and Budget" rates per mile or Board policy, whichever is less. The CSA/Principal shall be reimbursed for expenses pursuant to Board policy, upon prior approval of the Board, and pursuant to N.J.S.A.18A:11-12 and regulations promulgated thereunder. Expense reimbursement shall not include travel to or from the CSA/Principal's residence to the District.

I. Laptop Computer/iPad:

The Board shall supply the CSA/Principal with the use of a Laptop Computer/iPad (with Internet access) for the CSA/Principal to carry out her duties as CSA/Principal and use for Board business purposes only. The Laptop Computer/iPad shall remain the property of the Board and shall be returned to the Cranbury School District at the end of the CSA/Principal's employment with the Board. The Board shall be responsible for all maintenance and software updates associated with the Laptop Computer/iPad. The Laptop Computer/iPad shall be replaced as necessary throughout the term of this Contract of Employment.

J. Smartphone:

The Board shall supply the CSA/Principal with the use of a Smartphone (with cellular connectivity and data service) for the CSA/Principal to carry out her duties as CSA/Principal and use for Board business purposes as well as de minimis personal use. The Smartphone shall remain the property of the Board and shall be returned to the Cranbury School District at the end of the CSA/Principal's employment with the Board. The Board shall be responsible for all maintenance and software updates associated with the Smartphone. The Smartphone shall be replaced as necessary throughout the term of this Contract of Employment.

6. **RETIREMENT/SEPARATION FROM SERVICE**

A. Accumulated Unused Sick Days:

Upon the CSA/Principal's retirement from employment with the District, the Board will pay all unused, accumulated, sick days earned while an employee of the Board. Sick days shall be reimbursed at the rate of 1/260 of the CSA/Principal's then current salary up to a maximum of Ten Thousand Dollars (\$10,000.00). Payment by the Board to the CSA/Principal for her unused sick days shall be made within 30 days of her retirement from the Cranbury Public School District.

B. Unused Vacation Days:

Upon the CSA/Principal's separation from employment with the District or retirement from employment with the District, the Board will pay all unused vacation days earned while an employee of the Board, in accordance with law, as of the date of this Contract of Employment, at the CSA/Principal's final annual salary. Payment shall be calculated at the CSA/Principal's daily rate of pay, based upon a 260-day work year, following her last day of employment. Payment by the Board to the CSA/Principal for her unused vacation days shall be made within 30 days of her separation from employment with the District.

C. Payment to Estate:

If the CSA/Principal dies before her Contract of Employment year is completed, payment for any accumulated unused vacation days due to the CSA/Principal shall be made to her estate.

7. **EVALUATION**

The Board shall evaluate the performance of the CSA/Principal in accordance with law. The Board and the CSA/Principal shall meet to review the CSA/Principal's performance and establish performance goals for the following school year. Each evaluation shall be done by a majority of the full membership of the Board, and shall be in writing. Prior to finalization a copy shall be provided to the CSA/Principal, and the Board and the CSA/Principal shall meet to discuss the findings. The CSA/Principal shall be given a copy of the evaluation at least Two Days (2) prior to the meeting with the Board to discuss the same. The evaluation shall include areas of commendation and recommendation and shall provide direction as to any aspects of performance that are in need of improvement. The evaluations shall be based upon the goals and objectives of the District and the Board of Education, the responsibilities of the CSA/Principal as set forth in her job description, and provide for such other criteria as the State Board of Education shall by regulation prescribe. It shall be the Board's responsibility to ensure completion of the annual evaluation of the CSA/Principal. The evaluation format shall be developed and approved jointly by the Board and the CSA/Principal within ninety (90) days of the CSA/Principal commencing employment with the Board under this Contract of Employment. On or before June 30 of each Contract of Employment year, the CSA/Principal and the Board shall meet to review the evaluation format and to mutually determine the evaluation format to be used in the subsequent school year.

In the event that the Board determines that the performance of the CSA/Principal is unsatisfactory in any respect, it shall describe in writing and in reasonable detail the specific instances of unsatisfactory performance. The evaluation shall include specific recommendations for improvement in all instances where the Board deems performance to be unsatisfactory. The CSA/Principal shall have the right to respond in writing to the evaluation; this response shall become a permanent attachment to the evaluation in question.

The parties also agree that the Board shall not hold any discussions or take any adverse action regarding the CSA/Principal's employment, unless the CSA/Principal is given written notice at least 48 hours in advance. In addition, the Board shall not hold any discussions with regard to the CSA/Principal's performance, or that may adversely affect the CSA/Principal's employment, in public session, unless the CSA/Principal requests that such discussions be held in public session, pursuant to the Open Public Meetings Act.

8. EXTENSION OF CONTRACT OF EMPLOYMENT

Except as otherwise provided by law, any extension of this Contract of Employment shall be by mutual agreement of the parties and must be set forth in a written agreement signed by the parties and upon prior approval of the Executive County Superintendent.

9. TERMINATION OF CONTRACT OF EMPLOYMENT

A. This Contract of Employment may be terminated by:

- i. Mutual agreement of the parties;
- ii. Unilateral termination by the CSA/Principal upon Ninety (90) days written notice to the Board;
- iii. Notification in writing by the Board to the CSA/Principal at least One Hundred Twenty Days (120) days prior to the expiration of this Contract of Employment, in accordance with the requirements of N.J.S.A. 18A:17-20.1, of the Board's intent not to renew this Contract of Employment;
- iv. In the event the CSA/Principal's certificate is revoked, this Contract of Employment shall become null and void as of the date of revocation; or
- v. Actions consistent with law.

10. INDEMNIFICATION

The Board shall defend, hold harmless and indemnify the CSA/Principal from any and all demands, claims, suits actions and legal proceedings brought against the CSA/Principal in the her official capacity as an agent and/or employee of the Board, provided the incident, which is the subject of any such demand, claim, suit, action, or legal proceeding, arose while the CSA/Principal was acting within the scope of her employment in accordance with law in accordance with N.J.S.A. 18A:16-6 and 6.1.

11. RELEASE OF PERSONNEL INFORMATION/PERSONNEL RECORDS

The CSA/Principal shall have the right, upon request, to review the contents of her personnel file and to receive copies at Board expense of any documents contained therein. The CSA/Principal shall be entitled to have a representative accompany her during such

review. At least once every year, the CSA/Principal shall have the right to indicate those documents and/or other materials in her file that she believes to be obsolete or otherwise inappropriate to retain; and, upon final approval of the Board, such documents identified by her shall be destroyed.

No material derogatory to the CSA/Principal's conduct, service, character, or personality shall be placed in her personnel file unless she has had an opportunity to review the material. The CSA/Principal shall acknowledge that she has had the opportunity to review such material by affixing her signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The CSA/Principal shall also have the right to submit a written answer to such material.

12. MODIFICATION (COMPLETE AGREEMENT)

This Contract of Employment embodies the entire agreement between the parties hereto, and its terms and conditions shall not be modified except by the written consent of both Parties hereto and after review and approval by the Executive County Superintendent. Any amendments to this Contract of Employment shall not create a new Contract of Employment or Contract term but shall only constitute an amendment to the existing Contract of Employment.

13. CONFLICTS

In the event of any conflict between the terms, conditions and provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Contract of Employment shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the Contract of Employment.

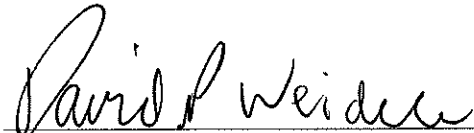
14. SAVINGS CLAUSE

If during the term of this Contract of Employment, it is found that a specific clause of the Contract of Employment is contrary to federal or state law, the remainder of the Contract of Employment not affected by such a ruling shall remain in force.

WHEREAS, the CSA/Principal approves the terms and conditions of this Contract of Employment, and agrees to be bound by same;

WHEREAS, this Contract of Employment has been approved by a vote of the Members of the Board of Education at its meeting of June 15, 2022, said action having been made a part of the official minutes of that meeting.

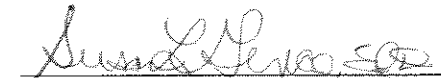
IN WITNESS WHEREOF, the parties set their hands and seals to this Contract of Employment effective on the day and year first above written.



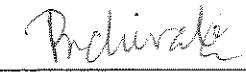
Witness:



JENNIFER DISZLER, Ed.D.
Chief School Administrator/Principal



Witness:



President
BOARD OF EDUCATION