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#### **Contract Database Metadata Elements**

Title: **Enlarged City School District of Troy and Troy Administrators Association (2007) (MOA)**

Employer Name: **Enlarged City School District of Troy**

Union: **Troy Administrators Association**

Local:

Effective Date: **07/01/07**

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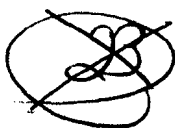
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June \_\_, 2007  
**MEMORANDUM OF AGREEMENT**  
**BY AND BETWEEN**  
**THE ENLARGED CITY SCHOOL DISTRICT OF TROY, NEW YORK**  
**AND**  
**THE TROY ADMINISTRATORS ASSOCIATION**



The Enlarged City School District of Troy, New York ("District") and the Troy Administrators Association ("Association") hereby enter into this Memorandum of Agreement in complete and final settlement of all issues proposed and negotiated for the July 1, 2007 to June 30, 2010 amendment to the collective bargaining agreement dated July 1, 2004 to June 30, 2007 agreement. The terms of this Memorandum of Agreement shall not become effective until they been approved and ratified by the Board of Education of the District ("Board") and approved and ratified by the members of the Association.

All provisions of the July 1, 2004 - June 30, 2007 collective bargaining agreement between the parties shall be continued and updated where necessary to incorporate it into the successor agreement unless specifically modified by this Memorandum of Agreement. All references to amendments made herein are made with respect to the 2004-2007 collective bargaining agreement between the parties, as extended, and such amendments shall be incorporated into the successor agreement.

1. The term of the agreement shall be three (3) years, from July 1, 2007 to June 30, 2010.
2. New salary schedules shall be adopted as follows:
  - a. The 2007-08, 2008-09 and 2009-2010 salary schedule is amended to contain salary schedule "A" and new salary schedule "B". Those Administrators who chose to remain on Schedule "A" and who are in the top step of this Agreement shall receive \$1500 step increase in each of the 2007-08 and 2008-09 school years. Those Administrators who are not on the top step of this Agreement shall receive a \$1500 step increase in each of the three years of this Agreement. Those Administrators who choose to remain on the salary schedule "A" shall work a 208 day work year and shall have their salary increased as follows:
    1. The 2006-07 salary schedule "A" effective July 1, 2007 through June 30, 2008 will have each step increased by 3.5%.
    2. The 2007-08 salary schedule "A" effective July 1, 2008 will have each step increased by 3.875%.
    3. The 2008-09 salary schedule "A" effective July 1, 2009 will have each step increased by 3.875%.
  - b. Those Administrators who choose to move to salary schedule "B" shall work a 220 day and shall be paid according to the attached salary schedule identified as Salary

24 employees

Schedule "B".

3. **ARTICLE II Recognition.**

A. The District hereby recognizes the Association as the exclusive bargaining agent and representative for all administrative personnel in the Enlarged City School District of Troy, New York for the maximum period provided by law. The professional positions incorporated in such recognition include, but are not limited to the following:

1. Principal, High School
2. Principal, Middle School
3. Assistant Principal, High School/Middle School
4. Dean of Students
5. Elementary Principals
6. Director of Pupil Services
7. Coordinator, Special Education
8. Coordinator of PE, Athletics, Health & Safety
9. Director of Grants & Funded Programs
10. Director of Student Attendance and Registration
11. Supervisor for Attendance and Suspension Programs
12. Executive Director, Alternative Education Program
13. Director of Professional Development & Teacher Evaluations
14. Elementary Assistant Principal
15. Elementary Principal's Assistants
16. Summer School Principals
17. Director, Adult & Continuing Education
18. Assistant Director, Adult & Continuing Education

The above represents a prospective change in tenure areas recognized by the District. Current unit members placed in one of the named positions will carry with them all their accrued seniority and tenure. In making this change it is not the intention of the District to impair the employment rights of any current unit member.

4. **ARTICLE IV - Responsibility of Administrators**

B. Administrators shall attend one meeting per month of the Board of Education. In addition, the Superintendent may request an Administrator to attend a maximum of three additional Board of Education meetings or Committee Meetings per year.

C. Administrators shall attend Parent Orientation and Parent/Teachers Conference nights.

5. **ARTICLE V - Work Year**

A. Administrators are designated as eleven (11) month employees. During the summer vacation period, Administrators may be reassigned by the Superintendent for the

period during which their presence is not required at their respective school buildings.

B. Effective upon the ratification of this agreement all Administrators hired thereafter, and, those current Administrators who elect to be placed on Salary Schedule "B" will have their work year increased by 12 days to a 220 day work year. They will be considered Schedule "B" employees. The scheduling of these additional twelve (12) days will be mutually determined by the Superintendent and the individual Schedule "B" administrator. Each Administrator who is a Schedule "B" employee shall work at least six (6) hours for each day worked when school is not in session. If an Administrator chooses to switch to salary Schedule "B" for the 2007-08 school year he/she must notify the District in writing by June 29, 2007 of their desire to do so. In subsequent years if he/she wishes to switch to salary Schedule "B" he/she must notify the District by June 15, for the next school year. Once placed on Schedule "B" one may not revert back to Schedule "A".

#### **ARTICLE V - Work Year**

##### **D. Vacation/sick amortization**

B. Members may annually cash in up to 60 sick days per year at a rate of \$65.00 per day for Schedule "A" administrators and at a rate of \$100.00 per day for Schedule "B" administrators. Members may only cash in a total of 245 sick days whether during employment or at retirement.

Dg. The level of duties and work requirement in effect on July 1, 2007 will not be further expanded without mutual consent. Notwithstanding the foregoing, the Association agrees that the duties of unit positions may be re-defined from time to time to meet the changing needs of the District.

#### **ARTICLE V - Work Year**

Schedule A administrators shall receive the same holidays and recess time as that granted to teaching personnel from the opening of school in September to the closing of school in June.

Schedule B administrators shall be entitled to the 14 school holidays: July 4; Labor Day; Rosh Hasanah or Yom Kippur; Columbus Day, Veterans' Day; Thanksgiving Recess (two days); Christmas; New Year's Day; Martin Luther King Day; Presidents' Day (Mon. & Tues); Good Friday; Memorial Day; and/or such other additional or substitute holidays the District may calendar. Their work schedule shall be set forth in Article V B and their work assignment may include snow days and recess days.

#### **ARTICLE VI - Sick Leave and Temporary Leaves**

E. Unit members who transfer from a teaching position to an administrative position (or vice versa) will not lose any sick leave benefits accrued. This provision will not apply to persons hired as administrators from outside the District.

**ARTICLE VI**

Delete VI.G and VIII.C (above) from the contract.

**ARTICLE VI - Sick Leave and Temporary Leaves**

New addition - Sick Bank

**G. Sick Leave Bank**

1. The parties agree to establish a sick leave bank. Upon ratification of this agreement, the District shall make a one-time initial contribution to the bank of 50 days. Association members may contribute a maximum of ten (10) days per year of their personal sick leave credit to a pool to be used to provide additional sick leave to administrators in the District, in the event that such administrator's current and accumulated sick leave is exhausted and illness continues.
2. Contributions may be made at the time administrators are notified of their salary and leave days in June of each year on a form provided by the Superintendent. The Trustees of the sick leave bank shall have the authority to solicit additional contributions during the school year, if necessary.
3. Sick bank days may be used by any bargaining unit member for routine or foreseeable matters. After an association member uses up his/her current and accumulated sick leave, he/she may apply to the Trustee for use of days from the bank. There shall be four Trustees. The Superintendent and the President of the Administrators Association, along with a personal designee for each, will serve as Trustee of the Bank, and all decisions relating to the use of bank days will be made by the Trustees.
4. The Association member may request days from the sick leave bank when the member's sick leave has been exhausted.
5. The Trustees of the sick leave bank shall respond to any request within five school days.
6. A member whose request has been denied may ask for a meeting with the Trustees. Any decision rendered after such meeting shall be considered final.
7. The Trustee shall maintain an accounting of days with the Association and the District.

**ARTICLE VI - Sick Leave and Temporary Leave**

Paragraph C. Eliminated from contract

**ARTICLE X - Administrators' Files**

- a. Administrators shall have the right, upon request, to review the contents of their personnel files and to make copies of any documents therein. Confidential references such as letters of recommendation requested by the School District on the Administrators shall not be included in such review. An Administrator shall be entitled to have a representative of the Association accompany him/her during such review. Board members shall not publicly criticize or complain about members of the Association. Any complaints or criticisms by Board members about Association members will be channeled through the Superintendent of Schools.

**ARTICLE XI - Vacancies and Transfers**

- E. Administrators upon advance notice from the Superintendent will replace principals in their absence. Volunteers will be sought but, lacking volunteers, assignments will be made by the Superintendent. The Superintendent in making the assignments may use current unit members or non-unit members who seek administrative experience. In either case, these assignments will carry a daily stipend of \$375 for a full day, and \$187.50 for a half day.

FOR THE DISTRICT

Dated:

FOR THE ASSOCIATION

Dated:

  
 MICHAEL POLLACK  
 SCHOOL BOARD PRESIDENT

  
 KATHLEEN SLEZAK  
 ASSOCIATION PRESIDENT

Schedule A - 11 Month Salary Schedules

**W/S Principal**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	102,488	108,432	110,530
2	104,038	108,043	112,203
3	105,591	106,666	113,878
4	107,143	111,288	116,562
5	108,696	112,881	117,227
6	110,248	114,483	118,801
7	111,801	118,105	120,576
8	113,353	117,717	122,249

**Middle School Principal & Alternate School Principal**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	95,800	98,177	102,898
2	97,053	100,790	104,670
3	98,608	102,401	106,343
4	100,158	104,014	108,019
5	101,710	105,628	109,693
6	103,263	107,239	111,368
7	104,818	108,850	113,041
8	106,368	110,463	114,716

**Elementary Principal or Suspension Program Principal and Director**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	91,236	94,749	98,367
2	92,789	96,361	100,071
3	94,341	97,973	101,748
4	95,894	99,586	103,420
5	97,448	101,198	105,094
6	98,999	102,810	106,768
7	100,551	104,422	108,442
8	102,093	106,024	110,108

**W/S or M/S Assistant Principals and the Coordinators**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	91,236	94,749	98,397
2	92,789	96,361	100,071
3	94,341	97,973	101,745
4	95,894	99,586	103,420
5	97,448	101,198	105,094
6	98,999	102,810	106,768
7	100,551	104,422	108,442
8	102,093	106,024	110,108

**Dean of Students or Elementary Assistant Principal or DMS ELA Coordinator**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1			
2	73,325	76,148	79,080
3	74,877	77,760	80,754
4	76,430	79,372	82,428
5	77,982	80,984	84,102
6	79,535	82,597	85,777
7	81,087	84,209	87,451
8	82,640	85,821	89,125

**Principal's Assistant**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1			
2	40,707	42,274	43,902
3	42,260	43,887	45,577
4	43,813	45,500	47,262
5	45,366	47,113	48,927
6	46,919	48,725	50,601
7	48,472	50,338	52,276
8	50,025	51,951	53,951

**Schedule B - 12 Month Salary Schedules**

**H/S Principal**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	102,000	105,927	110,005
2	105,000	109,043	113,241
3	108,000	112,158	116,478
4	111,000	115,274	119,712
5	114,000	118,389	122,947
6	117,000	121,505	126,183
7	120,000	124,620	129,418
8	123,000	127,736	132,654

**Middle School Principal & Alternate School Principal**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	97,000	100,735	104,513
2	100,000	103,850	107,848
3	103,000	106,966	111,084
4	106,000	110,081	114,319
5	108,000	113,197	117,555
6	112,000	116,312	120,790
7	115,000	119,428	124,026
8	118,000	122,543	127,261

**Elementary Principal or Suspension Program Principal and Director**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	93,000	96,581	100,299
2	96,000	99,696	103,534
3	99,000	102,812	106,770
4	102,000	105,927	110,005
5	105,000	109,043	113,241
6	108,000	112,158	116,476
7	111,000	115,274	119,712
8	114,000	118,389	122,947

**H/S or M/S Assistant Principal and the Coordinators**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	80,000	83,485	87,083
2	83,000	86,581	90,299
3	86,000	89,688	93,534
4	89,000	92,812	96,770
5	92,000	95,927	100,005
6	95,000	99,043	103,241
7	98,000	102,158	106,476
8	101,000	105,274	109,712

**Dean of Students or Elementary Assistant Principal or DMS ELA Coordinator**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	78,000	81,003	84,122
2	81,000	84,119	87,358
3	84,000	87,234	90,593
4	87,000	90,350	93,828
5	90,000	93,466	97,063
6	93,000	96,581	100,299
7	96,000	99,696	103,534
8	99,000	102,812	106,770

**Principal's Assistant**

<u>Step</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
1	-	-	-
2	42,457	44,082	45,790
3	44,077	45,774	47,536
4	45,696	47,485	49,282
5	47,318	49,138	51,030
6	48,938	50,820	52,777
7	50,556	52,502	54,523
8	52,178	54,185	56,271



Title	Emp Name	2006-07	Step Increase	2007-2008		2007-2008		2008-2009		2008-2009		2009-2010		2009-2010	
				11 Month (A)	12 Month (B)	11 Month (A)	12 Month (B)	11 Month (A)	12 Month (B)	11 Month (A)	12 Month (B)	11 Month (A)	12 Month (B)		
Dir's Asst Principal	Bowman, Michele	91,151	S3 92,651	95,894	5.20%	99,000	8.61%	101,144	5.47%	105,927	7.00%	106,696	5.39%	113,241	8.90%
Alternate School Principal	Canfield, James	102,771	S8 104,271	107,920	5.01%	109,000	6.08%	113,633	5.29%	116,312	6.71%	119,666	5.22%	124,026	8.63%
THS Principal	Carmelo, John A	100,520	S2 102,020	105,591	5.04%	108,000	7.44%	111,214	5.33%	115,274	6.74%	117,053	5.25%	122,947	8.88%
14 Principal Asst	Carr, Darwin	39,330		40,707	3.50%	42,457	7.95%	43,887	7.81%	46,774	7.81%	47,252	7.07%	49,282	7.86%
14 Principal	Cloutier, Karen	88,151	S1 89,651	92,789	5.28%	96,000	8.90%	97,919	5.53%	102,812	7.10%	103,247	5.44%	110,006	7.00%
THS Asst Principal	Dunn, Brian	89,651	S2 91,151	94,341	5.23%	96,000	7.08%	99,531	5.50%	102,812	7.10%	104,921	5.42%	110,006	7.00%
12 Principal	Emma, Joseph	98,051	S8 99,551	103,656	5.72%	106,000	7.09%	109,206	5.35%	112,158	8.82%	114,967	5.28%	119,712	8.74%
DMS Principal	Germain, Diana	92,271	S3 95,271	98,606	8.80%	100,000	8.38%	103,959	5.43%	106,966	8.97%	109,619	5.35%	114,319	8.67%
Director PPS	Handy, Kelly	94,151	S5 95,651	98,999	5.15%	102,000	6.34%	104,368	5.42%	109,043	8.90%	109,944	5.34%	116,476	8.62%
Suspension Program Principal	Irvine, Mozella	100,151	S8+3L 101,651	105,208	5.05%	108,000	7.84%	110,816	5.33%	115,274	8.74%	116,640	5.28%	122,947	8.88%
Coord of Attendance	Jensen, Stephen	98,651	S8 100,151	103,666	5.07%	106,000	8.44%	109,206	5.35%	112,158	8.82%	114,967	5.28%	119,712	8.74%
Coord of Spec Ed	Kieffer, Kathleen	89,651	S2 91,151	94,341	5.23%	96,000	7.08%	99,531	5.50%	102,812	7.10%	104,921	5.42%	110,006	7.00%
18 Principal	Kilgallon, Cindy	99,651	S8+2L 101,151	104,691	5.08%	108,000	8.38%	110,279	5.34%	115,274	8.74%	116,082	5.28%	122,947	8.88%
16 Principal	Kukulka, Jeanna	98,651	S8 100,151	103,666	5.07%	106,000	6.44%	109,206	5.35%	112,158	8.82%	114,967	5.28%	119,712	8.74%
Dean of Students	Mariano, Joseph	69,345	S2 70,845	73,325	5.74%	78,000	12.48%	77,706	5.97%	84,119	7.84%	82,256	5.85%	90,693	7.70%
2 Principal	Martin, Linda	98,651	S8 100,151	103,666	5.07%	106,000	6.44%	109,206	5.35%	112,158	8.82%	114,967	5.28%	119,712	8.74%
12 Principal Asst	Meadows, Lakime	39,330		40,707	3.50%	42,457	7.85%	43,887	7.81%	46,774	7.81%	47,252	7.87%	49,282	7.86%
Coord DMS ELA	Palmer, Victoria	69,345	S 70,845	73,325	5.74%	78,000	12.48%	77,706	5.97%	84,119	7.84%	82,256	5.85%	90,693	7.70%
CH Principal	Parker, Casey	89,651	S2 91,151	94,341	5.23%	96,000	7.08%	99,531	5.50%	102,812	7.10%	104,921	5.42%	110,006	7.00%
THS Asst Prin	Pawlusiak, Rich	98,651	S8 100,151	103,666	5.07%	106,000	6.44%	109,206	5.35%	112,158	8.82%	114,967	5.28%	119,712	8.74%
Coord PE & Athletics	Reinisch, Paul	89,651	S2 91,151	94,341	5.23%	96,000	7.08%	99,531	5.50%	102,812	7.10%	104,921	5.42%	110,006	7.00%
Grants	Slezak, Kathy	98,651	S8 100,151	103,666	5.07%	106,000	6.44%	109,206	5.35%	112,158	8.82%	114,967	5.28%	119,712	8.74%
DMS Asst Principal	Span, Jennifer	92,651	S5 94,151	97,446	5.18%	99,000	6.85%	102,755	5.45%	105,927	7.00%	108,269	5.37%	113,241	8.90%
		<b>2,028,728</b>		<b>2,134,607</b>		<b>2,163,914</b>		<b>2,252,627</b>		<b>2,336,791</b>		<b>2,375,416</b>		<b>2,498,182</b>	
Federal		<b>169,413</b>		<b>106,779</b>		<b>156,186</b>		<b>118,120</b>		<b>152,677</b>		<b>122,789</b>		<b>161,401</b>	
GF		<b>1,959,383</b>		<b>5.21%</b>		<b>7.65%</b>		<b>5.53%</b>		<b>7.00%</b>		<b>5.45%</b>		<b>6.91%</b>	
				11mth to 11mth		11mth to 12mth		11mth to 11mth		12mth to 12mth		11mth to 11mth		12mth to 12mth	

*Michael [Signature]*

*Kathleen Slezak*