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Contract Database Metadata Elements

Title: **Monroe-Woodbury Central School District and Monroe-Woodbury Administrators Association (2007)**

Employer Name: **Monroe-Woodbury Central School District**

Union: **Monroe-Woodbury Administrators Association**

Local:

Effective Date: **07/01/2007**

Expiration Date: **06/30/2011**

PERB ID Number: **5644**

Unit Size: **36**

Number of Pages: **36**

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AD/5644

AGREEMENT

by and between the

**MONROE-WOODBURY
CENTRAL SCHOOL DISTRICT**

and the

**MONROE-WOODBURY
ADMINISTRATORS ASSOCIATION**

July 1, 2007 – June 30, 2011

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AN AGREEMENT

REGARDING THE TERMS AND CONDITIONS OF EMPLOYMENT

- between

THE MONROE WOODBURY CENTRAL SCHOOL DISTRICT

- and

THE MONROE WOODBURY ADMINISTRATORS ASSOCIATION

Effective: July 1, 2007

Through: June 30, 2011



INDEX

ARTICLE I. TAYLOR LAW NOTICE.....1

ARTICLE II. RECOGNITION.....1

ARTICLE III. GENERAL PROVISIONS1

ARTICLE IV. ASSOCIATION RIGHTS.....2

ARTICLE V. DISTRICT RIGHTS3

ARTICLE VI. WORKDAY AND WORK YEAR4

ARTICLE VII. SALARIES6

ARTICLE VIII. PAYROLL DEDUCTIONS.....11

ARTICLE IX. MILEAGE REIMBURSEMENT.....12

ARTICLE X. TEMPORARY LEAVE.....12

ARTICLE XI. CHILD CARE LEAVE.....14

ARTICLE XII. SABBATICAL LEAVE15

ARTICLE XIII. INSURANCE.....16

ARTICLE XIV. ANNOUNCEMENT OF VACANCIES18

ARTICLE XV. ADMINISTRATIVE TRANSFERS.....19

ARTICLE XVI. ADMINISTRATORS' FILES19

ARTICLE XVII. EVALUATIONS20

ARTICLE XVIII. CONTINUATION OF EMPLOYMENT.....20

ARTICLE XIX. GRIEVANCE PROCEDURE20

ARTICLE XX. DURATION OF AGREEMENT.....23

APPENDIX A..... A-1



AGREEMENT made and entered effective the 1st day of July 1, 2007, by and between the MONROE WOODBURY CENTRAL SCHOOL DISTRICT (hereinafter referred to as the "District") and the MONROE WOODBURY ADMINISTRATORS ASSOCIATION (hereinafter referred to as the "Association").

ARTICLE I. TAYLOR LAW NOTICE

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW, OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

ARTICLE II. RECOGNITION

The District, having determined that the Association is supported by a majority of the members of the unit, hereby recognizes the Association as the sole and exclusive bargaining representative for a unit composed of Building Principals, the Director of Education Support Services, Assistant Principals, the Director of Physical Education and Interscholastic Athletics, the Director of Pupil Personnel Services, Director of Information Services, Director of Staff Development, Director of Special Education, Director of Instructional Support Programs and Dean of Students, and excluding all other administrators and all other employees.

The Association shall be entitled to unchallenged recognition for the maximum period permissible by law.

ARTICLE III. GENERAL PROVISIONS

A. This Agreement shall establish a full and complete pledge between both parties and only through mutual consent of the parties in written and signed form may any aspect of this Agreement be amended in any form, such as altered, changed, added to, deleted from or modified.



B. Any type of an arrangement or agreement between the District and any individual member of the Association shall be executed and related to the terms of this Agreement and shall be consistent with the terms and conditions of this Agreement.

C. If any portion of this Agreement or any application of any portion of this Agreement is found to be contrary to law, then such provision or application shall be deemed invalid except to the extent permitted by law and all other provisions or applications of this Agreement shall continue in full force and effect.

D. Sufficient copies of this Agreement shall be reproduced by the District and shall be distributed to all members of both parties within three (3) months after execution and agreement. The cost of such reproduction of this Agreement shall be shared equally by the District and the Association.

E. This Agreement shall supercede any inconsistent rules, regulations or practices of the District and conditions of any previous negotiated agreement.

ARTICLE IV. ASSOCIATION RIGHTS

A. The Association shall receive a copy at no additional cost to the District of, or be privy to, the treasurer's report, annual financial report, audit report, submitted budget, and monthly printout of the expenditures and encumbrances of the District.

B. The Association will be permitted to use school typewriters, copying machines or other duplicating machines, audio visual equipment and other equipment relating to the ongoing business of the Association, providing that such equipment is not otherwise in use and that said equipment is utilized at reasonable times and on school property for legal Association activities. It is understood that in all matters relating to this use the Association will provide its own materials and indicate such.

C. Each party shall make available to the other information which is nonprivileged, reasonable, readily available, and pertinent to negotiations and/or the enforcement of the provisions of this Agreement.

D. The Association and District shall establish procedures and dates for negotiations by the end of January of the year in which the existing contract expires.

E. It is acknowledged that the level of administrative supervision is an important component in the District's ability to function effectively. To the degree practicable, consideration will be given to program, staffing, and enrollment in the District's determination of administrative staffing levels. The Superintendent will meet annually with the Association president to consider administrative assignments, duties and responsibilities.

ARTICLE V. DISTRICT RIGHTS

A. The District retains all rights and prerogatives not specifically relinquished by the provisions of this Agreement.

B. In addition, the District shall have the right to adopt rules and/or regulations regarding terms and conditions of employment provided these rules or regulations do not conflict with a specific provision of this Agreement.

C. In the event the District alters any terms and conditions of employment by exercising the rights granted to it herein, the Association shall have the right to reopen negotiations in September 2008, September 2009, or September 2010, limited to that term and condition of employment altered by the District's actions.

D. The Association specifically waives the right to demand negotiations on any topic or term and condition of employment not covered herein for the duration of this Agreement.

to the administration, other staff members, parents and children. Consistent with the requirements established above, each individual shall retain his/her flexibility in determining specific hours of work, recognizing that administrative coverage of each site shall be the responsibility of that site's assigned administrative staff. Such coverage shall include, at a minimum, the student day and associated school district-run activities, except for instances when administrative activity outside the person's building is justified in fulfilling their administrative duties and responsibilities.

In addition to the above, members of the unit will determine those non-school hour events which occur at their respective level of operation; such events to be placed in priority order with respect to administrative coverage. Prior to September 1 of each school year, members of the unit will present their priority list of events to the Superintendent of Schools. The goal is to create an annual, mutual understanding of what events exist, which events merit unit membership coverage and how these events can best be covered. Building principals shall interact with the Superintendent, as per above, on behalf of their respective assistant principal(s), if any. With the above goal in mind, it is understood the decision of the Superintendent is final.

D. Calendar

All unit members shall be granted 16 or 17 or 18 days off with pay when school is not in session, depending upon the school calendar. The official school calendar is attached hereto for information purposes as Appendix "C". The Association shall be consulted concerning their calendar prior to its implementation by the District.

ARTICLE VII. SALARIES

- A. Administrators shall be paid according to the annexed Appendices "A" and "B".
- B. The Association shall serve in an advisory capacity to the District and shall be notified prior to the finalization of employment and salary for all vacancies and/or establishment

of new positions within the unit. Among other factors, salaries for new administrators shall not exceed the last step of the column for the applicable position and will take the following into account:

1. years of experience,
2. responsibility and demands of position,
3. comparability to salaries of other administrators.

C. The District shall reimburse members of the unit for course work approved at the sole discretion of the Superintendent. The number of credits reimbursed shall not exceed six (6) per year and shall be at the rate paid for, not to exceed three hundred (\$300.00) dollars per credit hour.

D. Stipends for the administration and supervision of two elementary summer programs: The Summer Learning Laboratory for students in grades 2-5 and Summer Learning Laboratory for students in grades K and 1, are to be set at \$4,000 each, based upon the current three week structure for each program. The stipend for the Secondary Summer School Principal (1) shall be \$7,500; and the stipend for Secondary Summer School Assistant Principal (1) shall be \$5,500. Administrator Association members who accept an appointment to administer these programs may not receive the stipend for administering such program in addition to their regularly assigned duties. The District's regular posting process will be followed when filling this yearly position.

F. Retirement Incentive

1. Administrators retiring shall be granted a retirement incentive provided the following conditions are met:

(a) An irrevocable letter of retirement is given to the District by January 30 of the school year of retirement;

(b) The Administrator has been in the employ of the District for five (5) years or more;

(c) The Administrator retires or vests under the New York State Teachers Retirement System by the June 30th following his/her date of eligibility for retirement under the New York State Teachers Retirement System (age 55 - 10 years service) or in the case of an Administrator in Tier II, III or IV of the New York State Teachers Retirement System retires or vests under that system by June 30th following his/her reaching thirty (30) years of service in the New York State Teachers Retirement System.

(d) Administrators who do not retire the first year they are eligible for the Retirement Incentive pursuant to (a) through (c) above, shall be eligible for the Retirement Incentive payment up to a maximum of four (4) school years after the first year of eligibility. Those Administrators who as of June 30, 2007 have been eligible but not accepted the retirement incentive payment pursuant to (a) through (c) above for four (4) or more years after their first year of eligibility, will be eligible for the incentive one final time if they retire effective by June 30, 2008. This subsection (d) extending the Retirement Incentive beyond the first year any Administrator is eligible pursuant to this Section 1, including anyone who has not had four (4) additional opportunities to accept the Retirement Incentive, shall expire and be null and void effective June 30, 201¹₁, even if the parties have not reached a successor agreement to this contract.

which expires June 30, 2011 and the terms of the contract otherwise continue pursuant to the Taylor Law.

2. District Rights

(a) If the total number of Administrators retiring makes it impractical to allow such retirements in a particular year, the Board, in its sole nongrievable discretion, may delay such retirement incentive until the end of the term of the collective bargaining agreement. Notice of such decision shall be given by March 1 of the applicable year. An Administrator who decides to retire nonetheless, shall not be eligible for the Retirement Incentive payments.

(b) The District shall have the right to negotiate with and agree to a financial incentive agreement with each individual administrator to obtain his/her retirement or resignation. The District shall notify the MWAA President of its intent to exercise its rights under this clause, and the individual administrator may request the presence of the MWAA President at any time during such negotiations. The MWAA President shall receive a copy of the final executed agreement between the District and the individual administrator.

3. Payments

(a) Payment shall be computed at the rate of 1/225th of Step 2 of the High School Assistant Principal salary column for the year in which the Administrator retires for each day of 50% of his/her accumulated unused temporary leave at the time of retirement, up to a maximum of 200 days and a maximum of \$38,000, but not less than the maximum amount afforded to teachers for any school year. Administrators with accumulated temporary leave in excess of 200 days, who in their last year of employment have in excess of five (5) periods of absence, shall receive \$50 per day of accumulated unused temporary leave, to a maximum of \$10,000. "Period"

shall be defined as a continuous absence. A "period(s)" may be waived at the discretion of the District.

(b) Administrators who do not retire pursuant to Section E.1 above shall be entitled to only a Terminal Allowance computed at the rate of fifteen dollars (\$15.00) per day for each accumulated unused temporary leave day up to a maximum of \$3,000 provided they retire and give notice as provided in E.1(a) above.

Such payments shall be made as follows: 50% the first District pay period in July; and 50% by the first District pay period of December following retirement.

4. If any provision of the retirement incentive is deemed illegal or unenforceable, the entire provision shall be deemed null and void and the parties shall reopen negotiations on this topic. If the parties are unable to agree upon a substitute provision within thirty (30) days of the reopening, the issue may be submitted by either party to arbitration by making a request to the AAA pursuant to its rules. The "last best offer" rule shall apply to the Arbitration.

The MWAA agrees that it will hold the District harmless from any financial liability incurred by the District if this Retirement Incentive provision is held illegal based upon Section 3(b) hereof. Hold harmless is agreed to mean the MWAA will pay the District for any financial liability imposed upon the District by any court or administrative agency including but not limited to any financial payments to a plaintiff or charging party and fees awarded to the attorneys representing the party challenging this Retirement Incentive provision on such basis, as well as any attorneys fees incurred by the District in its own defense.

F. Payroll Periods

Administrators shall be paid two (2) times per month when such schedule is implemented by the District, which retains the right to do so at its discretion.

ARTICLE VIII. PAYROLL DEDUCTIONS

A. Dues Deductions

The District will deduct from salaries of members of the Association dues as provided for under the Civil Service Law.

Members of the Association individually and voluntarily may authorize on said forms, supplied by the Association, that deductions of payroll be made for dues or fees for the Association. The form shall require the employee to waive all rights and claims to monies so deducted and transmitted in accordance with the authorization and relieve the District and all its officers from any liability therefor. The Association shall be responsible for filing with the District all signed dues authorization forms, indicating the deductions to be made and the manner agreed upon and stating the amount or amounts to be deducted for the Association dues. This authorization will be filed once per year and will be the responsibility of the Association thereof. Said monies deducted shall be transmitted promptly to the Association in a manner which has proven to be most feasible. If, for any reason, there are changes in the rate of membership dues or said payroll deduction, the Association shall give the District notice no less than seven (7) working days before the effective date of change.

Such deductions referred to above shall be and become effective as of the next regular payment of salary or wages occurring not earlier than seven (7) working days subsequent to the date of filing for its authorization.

B. Tax Sheltered Annuities

The District shall upon the request of a unit member deduct monies from his/her salary for specified Tax Sheltered Annuities.

ARTICLE IX. MILEAGE REIMBURSEMENT

Members of the Association will be reimbursed by the District at the prevailing District rate for all mileage accrued on privately owned vehicles in traveling on District business outside of Orange County. Members of the Association will present to the District an itemized statement verifying the mileage that has been accrued.

ARTICLE X. TEMPORARY LEAVE

A. All full-time twelve (12) month administrators shall be entitled to twenty (20) days of temporary leave per year. Ten (10) month full-time administrators shall be entitled to twelve (12) days of temporary leave per year.

B. Five (5) days of temporary leave may be used by full-time twelve month administrators as personal days. Three (3) days of temporary leave may be used by full-time ten (10) month administrators as personal days. Additional personal days beyond those contained herein may be granted by the Superintendent in his/her discretion.

C. Five (5) of the temporary leave days may be used for Education Leave. Additional leave days from the administrator's temporary leave may be granted for such purpose under unusual circumstances upon prior approval of Superintendent.

D. Temporary leave will be with pay with accumulation to a maximum of 225 days.

E. An administrator can utilize said leave by notifying his/her immediate superior or the Superintendent of Schools. Advance notice shall be given, whenever possible, when personal leave is used.

F. The present procedure of providing each administrator with a statement of the total accumulated temporary leave as of the end of that school year will be continued. Such notice will be included with the final paycheck in June.

G. Any first year administrator, or an administrator who begins a school year with no accumulated leave, who leaves the school system before the end of the school year, is entitled to two (2) days per month completed or any fraction thereof. If the number of absences at the termination of employment exceeds the number of mandated days under this provision, the final paycheck will reflect the adjustment.

H. Death in the Family Leave

An administrator will be granted a leave of absence with pay due to death in the family. Such leave will be granted by the District, as it becomes necessary, through its designated representative, the Assistant Superintendent for Human Resources. Notification of the necessity for leave will be furnished to the Assistant Superintendent for Human Resources as soon as practicable. This leave is granted only for the purpose of (1) making funeral arrangements, (2) attendance at the funeral, (3) travel necessitated by (1) and/or (2).

I. Upon written request to the Superintendent, approval may be granted for leave without pay for unusual circumstances or enriching experiences. It is to be understood that the Superintendent will grant such approval only if the leave does not interfere with the normal operation of the position.

J. Armed Forces Reserve Personnel required to go to active duty for training annually must attempt to schedule training duties at a time when their duties are not required by the District, when it is at the reservist's discretion.

K. Jury Duty Leave

Members of the unit shall be granted leave, with pay, not chargeable to temporary leave, for jury duty provided the individual remits to the District the jury duty or witness fees, excluding mileage and meal allowances, paid to the individual. Administrators shall request in writing that jury duty be scheduled during periods when school is not in session. If the Administrator is required to attend jury duty, he/she shall request that he/she be placed upon the "one hour on call" system.

Until such time as the District is able to verify that administrators are more freely eligible for and/or are granted postponements of jury duty, by request, filing a written request for a postponement, (as per above) is encouraged but optional. The one-hour on-call option will continue to be used.

ARTICLE XI. CHILD CARE LEAVE

A child care leave of absence may be used by any administrator in order to permit the administrator to care for a newly born infant or adopted child, and may be used prior to the birth or adoption to attend to matters in preparation for same.

Such leave shall be without pay or other benefits, and shall not exceed one (1) year's duration unless extended by the District.

Applications for such leave shall be made at least thirty (30) days prior to the intended commencement of such leave, where possible. The application shall include the dates requested for leaving and returning.

Child care leave shall commence and terminate at a mutually agreeable time.

Time on such leave shall not be credited for advancement on the salary schedule, seniority or probationary service. Upon return to the District, an administrator will be placed in a comparable position to the one held prior to such leave.

ARTICLE XII. SABBATICAL LEAVE

It is recognized that the professional growth of the individual administrator in his field of endeavor is a key factor in the improvement of the educational program, and therefore contributes significantly to the quality of education received by the students of the District. Hence, the District and the administrative staff subscribe to the concept of professional sabbatical leave.

Upon application to and recommendation of the Superintendent, the District may, in its discretion, grant sabbatical leaves for study and/or travel under the following conditions:

Salary during said leave will be at the rate of 50% of the annual salary for a full year which the applicant will have received at his level and step had he been administratively working in the District; or at 25% of annual salary for one half year which the applicant would have received at his level and step had he been administratively working in the District during that period.

To be considered eligible for such leave, the administrator must hold permanent New York State Certification and have completed seven (7) full years of employment in the District. Such years need not be consecutive but must be actual full time professional service.

In granting such leaves, the factors of purpose of request and seniority will be taken into consideration. Sabbatical leave may be approved for study, travel, or other activities approved by the District. Requests for sabbatical leave for reasons of travel must be accompanied by a comprehensive itinerary and rationale for such travel.

Requests for such leave will be filed not later than April 1 (under normal circumstances) of the school year preceding the year for which sabbatical is requested.

Each applicant shall submit a written agreement to return to the District for at least one (1) year following such leave.

Upon return to the District, the administrator's salary shall be the same as he/she would have received had he/she been in the District during the period of his/her sabbatical and his/her position upon return to the District shall be the same as or comparable to that held prior to such leave.

A mid term and final progress report is required for those on sabbatical and travel by the Superintendent of Schools.

ARTICLE XIII. INSURANCE

A. Health Insurance

1. The District shall assume ninety (90%) percent of the annual premium for health insurance provided to unit members enrolled in such plan.

2. Individuals who become members of the unit on or after July 1, 1983, shall not be eligible for coverage under the District's Plan if their spouse provides coverage under a comparable plan.

3. Coverage for new employees shall not commence until their applications have been approved, processed, and accepted.

The District shall have the option of changing health insurance plans to a plan which would provide coverage at least equivalent to the Orange Ulster School District Health Plan then in effect. The Association shall be given prior notice of any contemplated change and shall

be entitled to review any proposals with representatives of the District and the proposed carriers, if any.

In the event the Association does not agree that the proposed plan provides benefits at least equivalent to the Statewide plan, that issue shall be subject to arbitration prior to implementation of the new plan.

4. Members of the unit who withdraw from the District's health insurance plan during the life of this agreement shall receive \$2,500 if they were covered by the family plan and \$1,500 if they were receiving individual coverage, provided they remain uncovered under such plan for a period of twelve (12) consecutive months. Such payments shall be made at the end of each twelve (12) month period that the employee remains out of the District's health insurance plan. Nothing contained herein shall preclude a member from reentering the plan within the twelve (12) month period provided, however, that in such case no payments shall be made.

5. The District will assume the full cost of medical and health insurance premiums under the plan in effect in the District for all administrators who retire from the District, and for 50% of the cost of insurance of their dependents, provided the retiree was employed by the District and enrolled in the medical and health insurance plan or enrolled in the same medical and health insurance plan (as the District's) through some other employer, for no less than the last (10) years.

For an administrator who was otherwise qualified for Health Plan coverage but who was ineligible for that coverage under this Article, as a post 1983 hire; and who was continuously employed in a qualified position for the last ten (10) years of employment; and who suffers a loss through death of the health plan provider spouse, then such administrator will be eligible for the health plan benefit at retirement, at individual coverage only.

B. Dental/Vision Insurance

The District shall provide dental/vision coverage for each member of the unit and his/her dependents comparable to coverage provided to teachers employed by the District.

C. Life Insurance

The District will assume the premium cost of life insurance equivalent to one (1) times an administrator's current actual salary.

In addition to the above, the District will contribute the premiums for an additional \$50,000 of life insurance for each unit member until June 30, 2011, at which time such obligation will terminate.

D. Disability

The District shall contribute at the rate of sixteen thousand \$16,000 per year toward the premiums on a Long Term Disability Policy, mutually acceptable to the parties.

E. Flexible Spending Plan

Both parties agree to research and to implement a flexible spending plan pursuant to IRS Section 125 regulations. Such a plan shall be administered by a third party mutually selected by the District and MWAA, and would operate under procedures jointly determined by the parties. The expressly agreed to purpose of such a plan is to increase benefit options for employees without increasing the cost to the District.

ARTICLE XIV. ANNOUNCEMENT OF VACANCIES

A. In the event of a vacancy, qualified members of the Association are encouraged to apply for any existing or new full time positions. A position is defined as a vacancy that occurs in the bargaining unit of the Association or any other position described as administrative or supervisory in the District's framework of organization.

B. The District shall present written notification of vacancies to the President of the Association setting forth the vacancy that exists, the qualifications and requirements for such position and the deadline for filing of applications.

ARTICLE XV. ADMINISTRATIVE TRANSFERS

Any member of the unit involved in an involuntary transfer shall be consulted by the Superintendent prior to any final recommendation to the Board of Education. In making his/her recommendation(s), the Superintendent shall consider certification, years of service in the District, as well as the position for which the administrator was originally employed.

ARTICLE XVI. ADMINISTRATORS' FILES

A. No material derogatory to an administrator's conduct, service, character or personality shall be placed in his/her personnel file or communicated to a third party unless the administrator has had an opportunity to review the material. The administrator will receive a copy of said material and will acknowledge that he/she has had an opportunity to review the material by affixing his/her signature to the copy to be filed with the express understanding that such signature does not necessarily indicate agreement with the contents thereof.

B. Administrators shall have the right to submit a written answer to such material within ten (10) school days and, if submitted, it shall be attached to the file copy and entered with the material and initialed by the Central Administrator.

C. Administrators shall have the right, upon reasonable notice, to review the contents of their personnel files and to make, at cost, copies of any documents contained therein.

D. Administrators shall have the right to have an Association representative with them when reviewing their files.

E. Confidential information shall be excepted from the provisions of this Article.

F. No grievance forms or responses or any reference to the fact a grievance was filed shall be placed in an administrator's personnel file.

ARTICLE XVII. EVALUATIONS

A. All members of the unit shall be informed in writing by September 15 of each year as to who will be doing the evaluation, of the evaluative procedures, and of any instruments used in the evaluation.

B. All evaluative instruments and general procedures used in the evaluation of the members of the unit will be annually reviewed with input from the Association regarding its development and utilization.

C. Prior to any written evaluation, each member of the unit shall receive an evaluative conference. Written evaluations shall occur no less than once annually and prior to July 30th of the next succeeding school year.

ARTICLE XVIII. CONTINUATION OF EMPLOYMENT

Every reasonable effort will be made to give notice of termination of employment by March 1st. If requested, the administrator shall be entitled to a conference with the Superintendent.

ARTICLE XIX. GRIEVANCE PROCEDURE

A. Definitions

1. A "grievance" shall be defined as an alleged violation of one of the specific provisions of this Agreement.

2. "Days," unless otherwise specified, shall mean workdays.

B. General Principles

1. All grievances shall be presented within fifteen (15) days of the events giving rise to the grievance, or within fifteen (15) days of the time the grievant should have reasonably become aware of the events, or the grievance shall be deemed waived and barred and outside the scope of this grievance procedure.

2. The failure to render a decision within the time allotted herein shall permit the lodging of an appeal to the next step as if the grievance had been denied.

3. The failure to initiate in a timely fashion or to process an appeal to a higher step within the time limits contained below shall be deemed a waiver of the grievance, and further processing of same shall be barred and the grievance shall be deemed outside the scope of this procedure.

4. An Administrator shall be entitled to have present a representative of the Association, upon request, when he/she is being reprimanded, or disciplined for an alleged infraction. It is understood that this will apply only to those cases where the District anticipates putting this reprimand/disciplinary action in writing. When a request for such representation is made, no action shall be taken with respect to the administrator until representation is available, not to exceed ten (10) days.

5. All hearings shall be and remain confidential.

6. Each party to a grievance shall have access to all relevant written statements and records pertaining to said case, provided such records are not of a confidential nature.

7. An administrator shall have the right to appear on his/her own behalf or to be represented by a representative of his/her own choosing at each step of the procedure provided

that an Association representative shall have the right to be present at every step beyond Step 2 of the procedure and present written statements on behalf of the Association.

C. Procedures

Step 1: The grievance shall be orally presented by the individual grievant to the Assistant Superintendent for Personnel. If the grievance is denied, it shall be reduced to writing on the form annexed hereto as Appendix "D" within seven (7) days of the Assistant Superintendent's oral determination.

The Assistant Superintendent shall render a written decision within seven (7) days of the submission of the written grievance.

Step 2: If the grievant is not satisfied with the determination at Step 1, he/she may file an appeal to the Superintendent within ten (10) days of the Step 1 determination. The Superintendent shall conduct a hearing and render a written determination within fifteen (15) days of the hearing of the appeal.

Step 3: If the grievant and Association are not satisfied with the determination at Step 2, the Association shall have up to ten (10) days to submit the matter to arbitration, in accordance with the Voluntary Labor Arbitration Rules of the American Arbitration Association (AAA). The arbitration hearing shall be held in the District. The arbitrator shall hear and decide the case that was set before him/her by the notice of arbitration. He/she shall have no power to alter, amend or modify the provisions of this Agreement. The decision and award of the arbitrator shall be final and binding on the parties.

Fees and expenses incurred by the arbitrator shall be shared equally by the Association and the District.

ARTICLE XX. DURATION OF AGREEMENT

This Agreement shall become effective as of July 1, 2007 and shall remain in force until June 30, 2011.

In the event either party wishes to amend this Agreement, excluding negotiation proposals not incorporated into this Agreement, notice may be given by September 15th in each year during the life of this Agreement. Amendments resulting from such negotiations shall take effect beginning the following July 1 or at such other time as may be mutually agreeable to both parties.

MONROE WOODBURY CENTRAL
SCHOOL DISTRICT

By: *Joseph A. Corvino*

MONROE WOODBURY
ADMINISTRATORS ASSOCIATION

By: *Ally Rippon*

Date: 10/9/07

APPENDIX A

**DISTRICT ADMINISTRATOR SALARIES
ELEMENTARY/SECONDARY**

I. SALARY

A. The salary schedules for full-time administrators covered by this Agreement are attached as Appendix B.

B. The District reserves the right to provide salary adjustments in addition to the salary an administrator is otherwise entitled to under the terms of this Agreement.

C. Any individual designated as *Vice Principal* shall receive a stipend of \$3,000 in addition to any other monies to which that individual is entitled.

II. LONGEVITY

Administrators shall receive the following longevity payments based upon their years of service in the Monroe Woodbury Central School District:

15th year in Monroe-Woodbury	\$1,400;
20th year in Monroe-Woodbury	\$1,100;
25th year in Monroe-Woodbury	\$1,100;
30 th year in Monroe-Woodbury	\$2,000.

III. PAYMENT FOR GRADUATE EDUCATION

Administrators who have earned a doctorate in the field of education or educational administration shall receive one thousand two hundred (\$1,200) dollar annual stipend or

Administrators who have earned a professional diploma (CAS) or second master's degree in public school administration shall receive a nine hundred (\$900) dollar annual stipend.



APPENDIX B

**Salary Schedule
2007 - 2008**

STEP	DEAN	ELEM. ASST. PRINCIPAL DIR. OF STAFF DEVELOP.	MS ASST. PRINCIPAL	HS ASST. PRINCIPAL	DIRECTOR OF ATHLETICS/ P.E.	ELEM. PRINCIPAL - DIR. OF INFORMATION SERVICES - DIR. OF EDUCATION SUPPORT SERVICES - DIR. OF SPECIAL EDUCATION - DIR. OF INSTRUCTIONAL SUPPORT PROGRAMS	MS PRINCIPAL DIR. OF PUPIL PERSONNEL SERVICES	HS PRINCIPAL
1	\$ 86,005	109,046	109,386	109,391	114,960	121,782	125,155	128,456
2	\$ 88,093	111,693	112,041	112,046	117,751	124,738	128,193	131,574
3	\$ 88,409	112,104	112,463	112,474	118,225	125,218	128,678	132,065
4	\$ 88,726	112,516	112,885	112,901	118,700	125,698	129,164	132,555
5	\$ 88,042	112,927	113,307	113,328	119,175	126,178	129,649	133,046
6	\$ 89,359	113,339	113,729	113,755	119,650	126,658	130,134	133,537
7	\$ 89,675	113,750	114,151	114,183	120,124	127,138	130,620	134,027
8	\$ 89,992	114,162	114,573	114,610	120,599	127,618	131,105	134,518
9	\$ 90,308	114,573	114,995	115,037	121,074	128,098	131,590	135,008
10	\$ 90,625	114,984	115,417	115,464	121,549	128,578	132,075	135,499
11	\$ 90,941	115,396	115,839	115,892	122,023	129,058	132,561	135,990
12	\$ 91,258	115,807	116,261	116,319	122,498	129,538	133,046	136,480
13	\$ 91,574	116,219	116,683	116,746	122,973	130,018	133,531	136,971
14	\$ 91,891	116,630	117,105	117,174	123,448	130,498	134,017	137,461
15	\$ 92,207	117,042	117,527	117,601	123,922	130,978	134,502	137,952
16	\$ 92,524	117,453	117,949	118,028	124,397	131,458	134,987	138,442

APPENDIX B

**Salary Schedule
2008 - 2009**

STEP	DEAN	ELEM. ASST. PRINCIPAL	MS ASST. PRINCIPAL	HS ASST. PRINCIPAL	DIRECTOR OF ATHLETICS (P.E.)	ELEM. PRINCIPAL - DIR. OF INFORMATION SERVICES - DIR. OF EDUCATION SUPPORT SERVICES - DIR. OF SPECIAL EDUCATION - DIR. OF INSTRUCT. SUPPORT PROGRAMS	MS PRINCIPAL DIR. OF PUPIL PERSONNEL SERVICES	HS PRINCIPAL
1	\$ 88,585	112,317	112,668	112,673	118,409	125,436	128,910	132,310
2	\$ 89,875	113,953	114,308	114,314	120,134	127,262	130,787	134,237
3	\$ 92,057	116,719	117,083	117,088	123,049	130,351	133,962	137,495
4	\$ 92,387	117,149	117,524	117,535	123,546	130,853	134,469	138,008
5	\$ 92,718	117,579	117,965	117,981	124,042	131,354	134,976	138,520
6	\$ 93,049	118,009	118,406	118,428	124,538	131,856	135,483	139,033
7	\$ 93,380	118,439	118,847	118,874	125,034	132,358	135,990	139,546
8	\$ 93,710	118,869	119,288	119,321	125,530	132,859	136,497	140,058
9	\$ 94,041	119,299	119,729	119,767	126,026	133,361	137,005	140,571
10	\$ 94,372	119,729	120,170	120,214	126,522	133,863	137,512	141,084
11	\$ 94,703	120,159	120,611	120,660	127,018	134,364	138,019	141,596
12	\$ 95,033	120,589	121,052	121,107	127,514	134,866	138,526	142,109
13	\$ 95,364	121,019	121,493	121,553	128,011	135,367	139,033	142,622
14	\$ 95,695	121,449	121,934	122,000	128,507	135,869	139,540	143,134
15	\$ 96,026	121,879	122,375	122,446	129,003	136,371	140,047	143,647
16	\$ 96,356	122,309	122,816	122,893	129,499	136,872	140,555	144,160
17	\$ 96,687	122,739	123,257	123,339	129,995	137,374	141,062	144,672

APPENDIX B

**Salary Schedule
2009 - 2010**

STEP	DEAN	ELEM. ASST. PRINCIPAL	MS. ASST. PRINCIPAL	HS ASST. PRINCIPAL	DIR. OF STAFF DEVELOP.	DIRECTOR OF ATHLETICS/ P.E.	ELEM. PRINCIPAL - DIR. OF INFORMATION SERVICES - DIR. OF EDUCATION SUPPORT SERVICES - DIR. OF SPECIAL EDUCATION - DIR. OF INSTRUCTIONAL SUPPORT PROGRAMS	MS PRINCIPAL DIR. OF PUPIL PERSONNEL SERVICES	HS PRINCIPAL
1	\$ 91,243	115,687	116,048	116,053	116,086	121,961	129,199	132,777	136,279
2	\$ 91,686	116,249	116,611	116,616	116,649	122,553	129,826	133,422	136,941
3	\$ 93,021	117,942	118,309	118,315	118,348	124,338	131,716	135,365	138,935
4	\$ 95,279	120,804	121,181	121,186	121,221	127,356	134,913	138,650	142,308
5	\$ 95,621	121,249	121,637	121,649	121,683	127,870	135,433	139,175	142,838
6	\$ 95,963	121,694	122,094	122,111	122,145	128,383	135,952	139,700	143,369
7	\$ 96,306	122,139	122,550	122,573	122,607	128,897	136,471	140,225	143,899
8	\$ 96,648	122,584	123,006	123,035	123,069	129,410	136,990	140,750	144,430
9	\$ 96,990	123,029	123,463	123,497	123,531	129,924	137,509	141,275	144,960
10	\$ 97,333	123,474	123,919	123,959	123,993	130,437	138,029	141,800	145,491
11	\$ 97,675	123,919	124,376	124,421	124,456	130,951	138,548	142,325	146,022
12	\$ 98,017	124,364	124,832	124,883	124,918	131,464	139,067	142,850	146,552
13	\$ 98,360	124,809	125,289	125,346	125,380	131,977	139,586	143,374	147,083
14	\$ 98,702	125,254	125,745	125,808	125,842	132,491	140,105	143,899	147,613
15	\$ 99,044	125,699	126,201	126,270	126,304	133,004	140,624	144,424	148,144
16	\$ 99,386	126,144	126,658	126,732	126,766	133,518	141,144	144,949	148,675
17	\$ 99,729	126,589	127,114	127,194	127,228	134,031	141,663	145,474	149,205
18	\$ 100,071	127,034	127,571	127,656	127,691	134,545	142,182	145,999	149,736

APPENDIX B

**Salary Schedule
2010 - 2011**

STEP	DEAN	EL. EM. ASST. PRINCIPAL	MS ASST. PRINCIPAL	HS ASST. PRINCIPAL	DIR. OF STAFF DEVELOP.	DIR. OF ATHLETICS/ P.E.	ELEM. PRINCIPAL - DIR. OF INFORMATION SERVICES - DIR. OF EDUCATION SUPPORT SERVICES - DIR. OF SPECIAL EDUCATION - DIR. OF INSTRUCTIONAL SUPPORT PROGRAMS	MS PRINCIPAL DIR. OF PUPIL PERSONNEL SERVICES	HS PRINCIPAL
1	\$ 93,980	119,158	119,529	119,535	119,568	125,620	133,075	136,761	140,368
2	\$ 95,349	120,893	121,270	121,275	121,310	127,450	135,013	138,752	142,412
3	\$ 95,811	121,480	121,858	121,864	121,899	128,068	135,668	139,426	143,103
4	\$ 97,207	123,249	123,633	123,639	123,674	129,933	137,644	141,456	145,187
5	\$ 99,566	126,240	126,634	126,640	126,676	133,087	140,985	144,890	148,711
6	\$ 99,924	126,705	127,111	127,123	127,159	133,624	141,527	145,438	149,266
7	\$ 100,282	127,170	127,588	127,606	127,641	134,160	142,070	145,987	149,820
8	\$ 100,639	127,636	128,065	128,089	128,124	134,697	142,612	146,535	150,375
9	\$ 100,997	128,101	128,542	128,572	128,607	135,234	143,155	147,084	150,929
10	\$ 101,355	128,566	129,019	129,054	129,090	135,770	143,697	147,632	151,484
11	\$ 101,713	129,031	129,496	129,537	129,573	136,307	144,240	148,181	152,038
12	\$ 102,070	129,496	129,973	130,020	130,056	136,843	144,782	148,729	152,593
13	\$ 102,428	129,961	130,450	130,503	130,539	137,380	145,325	149,278	153,147
14	\$ 102,786	130,426	130,927	130,986	131,022	137,916	145,867	149,826	153,702
15	\$ 103,143	130,891	131,404	131,469	131,505	138,453	146,410	150,375	154,256
16	\$ 103,501	131,356	131,880	131,952	131,988	138,990	146,953	150,923	154,811
17	\$ 103,859	131,821	132,357	132,435	132,471	139,526	147,495	151,472	155,365
18	\$ 104,217	132,286	132,834	132,918	132,954	140,063	148,038	152,020	155,919

APPENDIX "C"

ADMINISTRATORS ASSOCIATION

MONROE-WOODBURY CENTRAL SCHOOL DISTRICT - CALENDAR OF DAYS OFF

2007-2008

July	4	Wednesday	Independence Day Observance*	1
September	3	Monday	Labor Day	1
	13	Thursday	Rosh Hashanah	2
	14	Friday		
October	8	Monday	Columbus Day	1
November	12	Monday	Veterans' Day	1
	22	Thursday	Thanksgiving Recess	2
	23	Friday		
December	24	Monday	Winter Recess	2
	25	Tuesday		
January	1	Tuesday	New Year's Day	1
	21	Monday	Martin Luther King, Jr. Day	1
February	15	Friday	Presidents' Weekend Observance	2
	18	Monday		
March	20	Thursday	Spring Recess	2
	21	Friday		
April	21	Monday	Spring Recess	1
May	26	Monday	Memorial Day	1

18

As noted in the student calendar for 2007-2008, a decision will be made on January 30th regarding need for additional make-up days on Presidents' Weekend. Make-up days, if necessary, will begin with March 20 and then in reverse order beginning with April 25.

*Does not apply to 10-month positions.

JR: 3/27/07

(cdaysoff)

APPENDIX D

GRIEVANCE FORM

STEP 1 – ASSISTANT SUPERINTENDENT FOR HUMAN RESOURCES

A. Oral Grievance

Date Presented:

Date of Oral Discussion:

Date of Oral Determination:

B. Written Grievance

Date Presented:

Nature of Grievance:

Article of Contract Violated:

Remedy Sought:

SIGNATURE OF GRIEVANT:

A handwritten signature in black ink, appearing to be the initials 'A.W.' or similar, located in the bottom right corner of the page.

APPENDIX "D" (Cont'd)

GRIEVANCE FORM

C. Response of Assistant Superintendent for Human Resources

Date of Decision:

Decision:

SIGNATURE:

Assistant Superintendent for Human Resources

STEP 2 – SUPERINTENDENT

Date Presented:

Hearing Date:

Decision Date:

Decision:

SIGNATURE OF SUPERINTENDENT:

A handwritten signature in black ink, appearing to be "A. J. [unclear]", written diagonally in the bottom right corner of the page.

