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Chenango Valley Central School  
District And Chenango Valley  
Administrators Assn

AGREEMENT BETWEEN

THE BOARD OF EDUCATION

OF

CHENANGO VALLEY CENTRAL SCHOOL DISTRICT

AND

CHENANGO VALLEY ADMINISTRATORS ASSOCIATION

NYS PUBLIC EMPLOYMENT  
RELATIONS BOARD  
**RECEIVED**

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PREAMBLE

The Chenango Valley Board of Education and the Chenango Valley Administrators' Association agree that it is deemed appropriate to formalize the compensation, leave of absence provisions, insurance benefits, vacation and other miscellaneous benefits applicable to the administrative employees.

ARTICLE I -RECOGNITION

The Chenango Valley Board of Education hereby recognizes the Chenango Valley Administrators' Association as the representatives of the Administrative Staff of the Chenango Valley Central School District. The Administrative Staff is defined to include all members of the Administrative Cabinet with the exception of the Superintendent of Schools. The Administrative Cabinet includes:

| <u>12 Month</u>  | <u>10 1/2 Month</u>                   |
|--|---------------------------------------|
| *Assistant Superintendent<br>for Instruction             | *Elementary<br>Principal - CB         |
| *Jr.Sr. High School Principal                            | *Elementary<br>Principal - PD         |
| *Director of Guidance                                    | *Vice-Principal<br>Senior High School |
| *Director of Health, Physical<br>Education and Athletics | *Vice-Principal<br>Junior High School |
| *Director of Special Education                           | *Director of<br>Computer(.5) of       |
|  | *Director of<br>Pre-K(.5)             |

Any change in this organizational structure in terms of title or number of positions is subject to consultation.

## ARTICLE II - WORK YEAR

Administrative Work Year is twelve (12) months with the exception of the Elementary Principals, Vice Principals, Director of Computer Education, and the Pre-kindergarten Director who will serve a 10 1/2 month work year. The 10 1/2 months will include normal work days between September 1st and June 30th with ten additional workdays to be scheduled by the Superintendent of Schools during July and August.

## ARTICLE III - LEAVES OF ABSENCE

A. Sick Leave. Administrators shall be granted fifteen (15) sick leave days per year. Unused sick leave days may be accumulated to a maximum of two hundred (200) days.

B. Personal Leave. The Superintendent of Schools may, in his discretion, grant personal leave days whenever the personal circumstances of the employee require, and the same can be done without undue hardship to the District.

## ARTICLE IV - VACATION

A. Members of the Administrative Cabinet employed by the District prior to the 1985-1986 school year who are working a 12-month schedule will receive thirty (30) days of paid vacation.

B. Members of the Administrative Cabinet employed by the District prior to the 1985-1986 school year who are working a 10 1/2 month schedule will receive a fifteen (15) days of paid vacation.

C. Members of the Administrative Cabinet, employed by the District as administrators after July 1, 1985, will be granted vacation in accordance with the following schedule:

VACATION DAYS

| Years of Service<br>as a C.V.<br><u>Administrator</u> | <u>12-month<br/>Administrators</u> | <u>10 1/2 Month<br/>Administrators</u> |
|---|------------------------------------|--|
| 1 - 3   | 15                                 | 10                                     |
| 4 -   | 25                                 | 15                                     |

D. Vacation days are not cumulative and will be scheduled with prior approval of the Superintendent of Schools or his designee.

E. Administrators may request the use of accrued vacation days on snow days

ARTICLE V - HOLIDAYS

Administrators will receive all of the paid legal holidays that fall within their scheduled work year.

ARTICLE VI - PROFESSIONAL DUES

Administrators will, upon proof of payment, be reimbursed to a maximum of \$450 for dues paid to professional educational organizations relating to his/her professional responsibilities to the District. Part-time administrators will receive this benefit on a pro-rata basis.

ARTICLE VII - INSURANCE

A. Health Insurance. The District and the members of the Administrative Cabinet will share in the premium cost of the plan provided for active employees for the family coverage. The insured administrator will contribute \$250 toward the annual premium in 1995/1996, \$250 in 1996/1997, and \$300 in 1997/1998. No contribution will be required for an insured administrator for individual coverage. The District will continue to pay for this health insurance coverage, less the administrator's contribution outlined above, for a surviving spouse and dependent children in the event of death of the administrator during his/her service to the District or as a

retiree. Benefits under this District health insurance program will remain as those provided during the 1994-1995 school year with the prescription co-pay at \$1 for generic and \$3 for non-generic prescriptions.

B. Dental Insurance. The District will pay 100% of the premium of the plan provided for active employees for either individual or family plan coverage and will continue to pay for this coverage for a surviving spouse and dependent children in the event of the death of the administrator during his/her service to the District or as a retiree. Members of the administrative group are authorized to add orthodontic coverage to the District dental plan at his/her expense.

C. Under this section, no duplication of insurance coverage by the administrator will be allowable. Should the administrator or surviving spouse encounter a change in insurance coverage that would create a duplication of coverage, it is the obligation of the administrator or surviving spouse to so notify the District immediately.

#### ARTICLE VIII - GRADUATE COURSEWORK/CONFERENCE ATTENDANCE

Each member of this unit will annually be allowed a total of \$600 for graduate credit reimbursement and/or conference attendance paid by the District.

A. An administrator, who is currently, permanently certified and wishes to take additional graduate coursework in a related educational program, will be reimbursed up to a total of six (6) graduate credits per year under the following conditions:

1. All reimbursable graduate coursework must have the prior approval of the Superintendent of Schools.
2. Satisfactory completion of graduate coursework for reimbursement will require a grade of at least - "B".
3. An official transcript will be provided to the district prior to any reimbursement.
4. Each approved graduate credit hour will be reimbursed at the rate of \$100 per credit, not to exceed the actual cost per credit of the graduate institution.

#### ARTICLE IX - TAX SHELTER ANNUITY

The District will pay for a Tax Shelter Annuity in the amount of \$1000 for each tenured member of the Administrative Staff. This amount will not be part of the

administrator's base for salary computation purposes. Part-time administrators will receive this benefit on a pro-rata basis.

#### ARTICLE X - SALARY

Administrators will receive the following increases to their base salary as follows:

1995-1996: All full time administrators -\$2300 increase

1996-1997: 10 1/2 month administrators - \$2100 increase  
12 month administrators - \$2250 increase

1997-1998: 10 1/2 month administrators - \$2000 increase  
12 month administrators - \$2200 increase

Part-time administrators will receive a pro-rata share of this benefit.

#### ARTICLE XI - RETIREMENT

Upon retirement, as an administrator under this agreement, he/she will be paid an amount equal to thirty (30%) percent of his/her base salary, not to exceed \$27,000. For purposes of this article, retirement shall mean those persons who are eligible to retire under the Rules and Regulations established by the New York State Teachers' Retirement System.

#### ARTICLE XII - GRIEVANCE PROCEDURES

##### Purpose

It is the desired objective of the parties to encourage the prompt resolution of complaints in relation to the provisions of this agreement, to provide access to an orderly procedure for the satisfaction of grievances.



### Definitions

1. "Grievance" as used in this Agreement is limited to a question of interpretation, application of, or compliance with the provisions of this Agreement.
2. "Grievant" shall mean a member or members of the Chenango Valley Administrators Association bargaining unit.
3. "Days" shall mean work days as designated on the school calendar.
4. "Supervisor" shall mean Building Principal or Assistant Superintendent of Schools.

### Grievance Procedure

The grievant(s) must state the provision of the Agreement that is the object of the grievance, at all levels of the procedure.

#### Level 1 - Informal Meeting

A grievance will first be presented and discussed with the grievant's immediate supervisor. The purpose is to resolve the matter informally. Failure to present a grievance within ten (10) work days after the occurrence of the claimed grievable event shall result in a waiver of all grievance rights.

Within ten (10) days after the presentation of the grievance to the supervisor, he/she shall make a decision and communicate it to both the grievant(s) and the Superintendent of Schools.

#### Level 2 - Superintendent's Review

If the grievant is not satisfied with the decision of the immediate supervisor under the procedure of Level 1, the grievant may, within five (5) days file a written request with the Superintendent of Schools requesting a review of the decision. Such appeal shall include, but not be limited to a summary of the grievance and a statement as to why the decision at Level 1 was unsatisfactory.

The Superintendent, or his/her designee, shall meet with the

grievant(s) at a time and place designated by the Superintendent of Schools. This meeting will be held within ten (10) days of the beginning of Level 2. Such meeting shall be an attempt to resolve the grievance. Within ten (10) days of the meeting a decision shall be made and the written decision presented to the grievant(s) outlining the reasons for the conclusion arrived at under Level 2 of this Grievance Procedure.

ARTICLE XIII - DURATION CLAUSE

This Agreement between the Chenango Valley Central School District Board of Education and the Chenango Valley Administrators Association shall be for a three year period beginning July 1 1995 and concluding on June 30, 1998.

William R. Connelly  
For the Board of Education

[Signature]  
Superintendent of Schools

Victoria D. Papick  
Clerk, Board of Education

[Signature]  
For the Chenango Valley  
Administrators

DATE: 6/30/95