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AGREEMENT  
BETWEEN

COHOES PRINCIPALS' ASSOCIATION

AND

BOARD OF EDUCATION

OF THE

COHOES CITY SCHOOL DISTRICT

**RECEIVED**

JUN 26 2006

**NYS PUBLIC EMPLOYMENT  
RELATIONS BOARD**

July 1, 2005 - June 30, 2008

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This agreement is entered into this 1<sup>st</sup> day of July, 2005, by and between

THE BOARD OF EDUCATION OF THE CITY SCHOOL DISTRICT OF THE CITY OF COHOES, NEW YORK, hereinafter called the "Board" and the COHOES PRINCIPALS' ASSOCIATION OF THE CITY SCHOOL DISTRICT OF THE CITY OF COHOES, NEW YORK, hereinafter called the "Association."

W I T N E S S E T H

WHEREAS, the State of New York has formally declared that it is the policy of the state to encourage harmonious and cooperative relationships between boards of education and members of the professional staff of school districts and

WHEREAS, the Association is recognized by the Board as the exclusive representative of the bargaining unit described in Article 14 of the Civil Service Law (Public Employees' Fair Employment Act); and

WHEREAS, the parties have agreed pursuant to the Public Employees' Fair Employment Act, Article 14 of the Civil Service Law, New York to negotiate in good faith with respect to the terms and conditions of employment of unit personnel employed by the Board; and

WHEREAS, the parties, following extended and deliberate negotiations, have reached certain understandings which they desire to memorialize,

NOW, THEREFORE, in consideration of the following mutual covenants, it is hereby agreed as follows:

ARTICLE I - RECOGNITION

- A. The Board hereby recognizes the Cohoes Principals' Association as the exclusive bargaining agent for the following full time certified administrative positions in the Cohoes City School District:

Senior High School Principal  
Middle School Principal  
Elementary School Principals  
Assistant Principals  
Assistant Director of Special Programs  
Director of Guidance

- B. The usage terms: principal, unit member, member, Association member, throughout this Agreement are intended to mean any person within this bargaining unit irrespective of his/her formal title.

## ARTICLE II - NEGOTIATION PROCEDURES

- A. Negotiations for a successor agreement shall be commenced upon the request of either party. A mutually acceptable meeting date shall be set not more than fifteen (15) calendar days following such request. In any given year, such request shall be made earlier than 180 days prior to the expiration of this contract. A list of items for negotiations shall be exchanged at the first meeting.
- B. Following the initial meeting, such additional meetings shall be held until the parties reach an agreement, or until an impasse is reached.
- C. In the event impasse is reached the procedures of Section 209 of the Civil Service Law with respect to mediation and fact-finding shall be used.

### ARTICLE III - RIGHTS AND RESPONSIBILITIES

- A. Each administrator covered by this agreement shall perform the duties outlined for his/her position in the job descriptions which are part of district policy. The district retains the right to restructure positions and duties, to eliminate positions, and to formulate new or revised positions.
- B. With prior approval of the chief school officer, the Association may have the use of school buildings without cost and at reasonable times for meetings.
- C. The Association will be permitted to use school 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 and indicate so, their own materials.
- D. The district shall deduct from the salary of each administrator, on the form annexed hereto as Appendix A, dues for membership in the Cohoes Principals' Association.
- E. Administrators shall immediately report all cases of alleged assault suffered by them in connection with their employment to the Superintendent, in writing, and the Board shall provide any and all legal assistance in support of the administrators.
- F. The Board will provide legal counsel of its choosing to an administrator who is sued in a court action for alleged acts of omissions of such administrator acting within the scope of the administrator's duties provided such acts of omissions were not negligent by the administrator.
- G. Any complaints by parents or students that are directed toward an administrator, which become a matter of record, will be provided in writing within a period of 24 hours thereafter.



#### ARTICLE IV - WORK YEAR AND WORK DAY

- A. It is recognized by both parties of this Agreement that, as a matter of principle, there can be no rigid time limits set upon an individual's performance when carrying out responsibilities assigned to his position. The nature of the building administrator's role requires a commitment in time and energy above and beyond that which is required in general of other employees in the district. Accordingly, the building administrators are subject to performing all their duties in order to meet responsibilities to the administration, other staff members, parents and children. Consistent with requirements established above, each individual shall retain flexibility in determining specific hours of work.
- B. All administrators will observe a work year from July 1 to June 30.
- C. Elementary and secondary principals shall observe a 12-month work year. Secondary assistant principals shall observe an 11 or 12-month work year. If an 11-month year, such CPA members shall be required to work a minimum of twenty (20) work days between July 1 and August 31, as well as five (5) additional days between July 1 and June 30 as determined jointly by the Association member and the Superintendent. Administrators required to work beyond their defined work year shall be paid pursuant to NYS Education Law for such extra work. Members of the Association will observe the same holidays and recesses as the instructional staff.
- D. Secondary principals, effective September 1, 2004, the Van Schaick Grade School Principal, effective July 1, 2005 - the Abram Lansing and Harmony Hill elementary school principals and the Assistant Director of Special Programs shall observe a 12-month work year. If required to work beyond their defined work year they shall be paid pursuant to NYS Education Law for such extra work. Such CPA members will be
1. granted 20 days vacation leave credited on July 1 annually;
  2. Granted 25 days vacation leave in the tenth year of employment as a member of this unit;
  3. Shall observe the following holidays, unless school is in session:

Independence Day	Memorial Day
Labor Day	Last working day before Christmas
Columbus Day	Christmas
Veterans Day	New Year's Eve
Thanksgiving Day	New Year's Day
Day after Thanksgiving	Martin Luther King, Jr., Day
Good Friday	President's Day

## ARTICLE V - VACANCIES

- A. The Association President will receive written notice of administrative vacancies five (5) working days prior to any posting. This includes changes to, or modifications of, new or existing administrative positions. Such notice shall contain:
1. a description of the position to be filled
  2. qualifications for the position
  3. appropriate salary range and benefits
  4. procedure for application

## ARTICLE VI - DISCHARGE

An Association member who is discharged shall be granted the protections required by the NYS Education Law. The discipline or discharge of any unit member after one year of employment within the unit shall be for just cause.

## ARTICLE VII - INSURANCE

### A. Provision

The District shall continue the Blue Shield Par Plus program implemented July 1, 1988 so long as it remains available, or until replaced through negotiation. There will be no interruptions of the medical or dental plan.

### B. The Health Insurance Carrier(s) will provide:

1. Medical/Surgical - emergency care equal to or better than the existing program.
2. Hospitalization equal to or better than the current Plan.
3. Dental Insurance
4. Prescription Insurance to be included as provided by plan.
5. Vision Plan.

### C. Effective July 1, 2002 the Board of Education will pay 90% of the total premium cost of insurances (health, dental and vision) and the employee will pay 10% of the total premium of whichever plan(s) the employee selects.

Deductibles and Co-pays - Effective January 1, 1997 the annual deductibles shall be \$200 for the individual health insurance plan and \$400 for the family plan for any plan with a deductible. The co-pay shall be a maximum of \$15. These deductibles and co-pays shall remain in place unless changed by the provider.

### D. Members will have the option of choosing an area Health Maintenance Organization (HMO) . Example: CDPHP and MVP as long as there are sufficient numbers to qualify for an auxiliary plan.

### E. The District shall continue to pay for health insurance coverage for all CPA members who retire from the Cohoes City School District at the rate of 100% individual plan and 50% family plan. Retiree annual deductible shall be \$150/\$300; co-pay shall be \$10. Those retiring on or after June 30, 2002 may choose from one of the existing health insurance plans, so long as they are offered. Retirees retiring prior to June 30, 2002 may choose from one of the existing health insurance plans; however, once they make this choice they may not return to the \$150/\$300 indemnity plan.

### F. Retirees may choose to participate in the vision and/or dental plans. The retiree contribution will be 100%. This choice is to be made before July 15 of 2002 or at the time of retirement. Once a retiree withdraws from dental or vision he/she is no longer eligible.

### G. The District shall continue to pay for health insurance coverage for all CPA members who retire from the Cohoes City School District with the same terms as paragraph E above.

H. Pro-ration

1. CPA members hired after July 1, 1991, and employed in less than full-time status, shall receive a prorated portion of health insurance benefits as defined in paragraphs A & B above. (e.g., in the case of a 3/5 teacher, the District will contribute 90% of 3/5 of the premium of the elected insurance plan).
2. Any full-time employee who is involuntarily reduced from full-time status shall continue to receive the insurance benefits/District contribution for premiums afforded to full-time employees.

I. Health insurance buyout option.

Unit members or retirees that are otherwise health insured may voluntarily opt out of the School District's health insurance program and receive a payment for opting out as follows:

\$2,500 per family  
\$2,000 per 2-person  
\$1,200 per individual/or retiree

1. The employee must give written notice of opting out on or before May 31<sup>st</sup> for the period commencing July 1<sup>st</sup> of the following school year and must also produce proof of other health insurance at the time of making application for the buyout.
2. Re-entry into the District's health insurance program shall be allowed at any time, subject only to the waiting period, if any, of the health insurance program's rules and regulations. Upon re-entry, the unit member must refund the pro-rated amount of the buy-out paid for the remaining months of the applicable year. New hires may opt out of and receive this benefit on a pro-rated basis where applicable, at the time of hire, provided that proof of other health insurance is furnished to the Business Office at the time of making written application.
3. In the event that a unit member leaves the employ of the District after receiving a buy-out payment, but before the end of the applicable time period covered by such payment, said unit member shall be obligated to repay the District on a pro-rated basis the amount of the buy-out payment for the remaining part of the period of the buy-out. The District is also expressly authorized to deduct that amount from the remaining paycheck(s) of said employee in the event that repayment is not otherwise made.
4. This provision sunsets with the termination of this contract.

J. IRC 125 Plan

The IRC Plan is to be made available to unit members.

## ARTICLE VIII - FRINGE BENEFITS

### A. Sick Leave

Sick leave for unit members previously tenured in any unit position and/or after three years of unit service will be thirteen (13) days annually. Non-tenured principals will receive ten (10) days sick leave annually. Sick leave may accumulate without limit.

1. Days allowed for absence due to injuries suffered on the school premises or in the performance of assigned duties, subject to certification by a duly qualified physician as to duration of the disability, shall not be deducted from sick leave allowance. In compensation cases resulting from injuries received in the performance of assigned duties, or disease contracted from contact in the school with an infected individual, the principal will suffer no loss of pay or sick leave. In such circumstances, the Board shall continue to pay the principal his regular salary and benefits for the period involved and the allowance paid the principal under Workers' Compensation shall be transferred to the Board. The principal shall not lose retirement benefits or any other emoluments of value which accrue to principals not so affected.
2. The burden of proving the injuries sustained or the disease contracted, more fully described in subsection 1 hereof, was occupationally connected shall rest with the unit member.
3. The Board shall notify each unit member at the time that salary notices are sent out of the number of sick leave and personal leave days accumulated.
4. Each unit member shall be allowed five (5) days, at full pay, with no deduction from accumulated sick leave allowance, for each death in the principal's immediate family, including spouse, parent, parent-in-law, child or sibling. Each principal shall be allowed up to three (3) days, at full pay, with no deduction from accumulated sick leave allowance, for each death of a grandparent or grandchild. The number of days shall be determined by the distance to the funeral location, religious beliefs, and whether the relative lived in the principal's household or had been the primary person responsible for the principal's upbringing.
5. Three (3) days leave of absence with full pay shall be granted annually to principals who wish to observe traditional and customary religious holidays.
6. Each principal shall be allowed a maximum of fifteen (15) days of leave with full pay during each school year because of serious illness in the principal's immediate family in the same household; provided, however, such principal has used fifteen (15) of the principal's accumulated sick leave days immediately prior to being granted days under this provision. The fifteen (15) days granted hereunder shall not be cumulative and shall not be charged against sick leave allowance or

deducted from accumulated sick leave.

A principal shall be granted an extended sick leave without pay for up to one (1) year for the purpose of caring for a seriously ill member of the teacher's family or a seriously ill nearest relative. The Board may also grant additional leave without pay for this purpose.

B. Personal Leave

Eleven month CPA members shall receive two (2) days of paid personal leave yearly. Twelve month CPA members shall receive four (4) days paid personal leave yearly, which personal leave may be accumulated to a total of ten (10) days; with the exception of Clifford Bird, who shall received 6 personal days beginning in the 2005-06 school year.

1. This personal leave is to be used for matters which cannot be scheduled outside of regular hours.
2. Notification of personal leave should, except in cases of emergency or other unavoidable circumstances, be made to the building supervisor or superintendent at least two days prior to such leave.
3. The applicant shall not be requested to specify the reasons for taking personal leave but state only that he is taking it under the provision contained herein.
4. Personal leave may not be used immediately before or after any vacation without the consent of the superintendent.
5. Once personal leave, as defined in Article VIII(B) above, reaches the maximum of ten (10) days, further accumulated time shall be converted to the employee's sick leave.

C. Child Care Leave

Child care leave without pay shall be granted for a period not to exceed one year. This leave may be extended for one year upon written request. Application for child care leave should be made in writing to the superintendent.

D. Mileage Reimbursement

The mileage reimbursement rate for approved travel with the principal's personal vehicle shall be the IRS mileage rate approved by the Board of Education.

## ARTICLE IX - SCHOOL CLOSINGS

If school is closed because of inclement weather CPA members will not be expected to be in attendance. However, at the request of the Superintendent and weather permitting, unit members shall report for work on days on which school is closed because of inclement weather.



ARTICLE X - DURATION OF AGREEMENT

- A. The term of this Agreement shall be one year - from July 1, 2005 to June 30, 2008.
- B. No later than October 31, 2007, the parties will enter into good faith negotiations leading to a successor Agreement.

## ARTICLE XI - SALARIES

- A. Individual Association members shall receive salaries as negotiated and written in Appendix D for the three years of this Agreement.
- B. The salary ranges for new administrators for each year of this contract are listed in Appendix C.

## ARTICLE XII - PROFESSIONAL ASSOCIATIONS

Requests for memberships in professional organizations excluding Empire State Supervisors and Administrators Association (ESSAA) will be granted by the Superintendent, not to exceed per year. (i.e., NASSP, NAESP, ASCD, etc.); to be increased to \$300 per year on July 1, 2002.

ARTICLE XIII - LONGEVITY

A. Conditions for longevity

1. Full Credit - in district experience as a full time administrator.
2. Partial Credit - two years equal one year of credit for out-of-district administrative experience.
3. Longevity Increments - Longevity increments will be established as per the following schedule:

Number of Years	Amount
3	\$1,250
7	\$2,250
12	\$3,250

- B. Upon completion of ten (10) years service as a CPA member, an individual may elect to be reimbursed at their per diem rate for up to five (5) vacation days per year on an annual basis.
- C. Members of the CPA electing to buy back vacation days must notify the Superintendent of his/her intentions to do so by January 1 of each school year.

ARTICLE XIV - PREPARING TO CONDUCT, AND CONDUCTING, STAFF  
DEVELOPMENT DISTRICT-WIDE AS AN INSTRUCTOR

Administrators preparing to conduct, and conducting, district-wide staff development classes shall be compensated as follows:

- Principals who provide instruction through in-service training opportunities, as requested by the Superintendent of Schools, will be compensated at the rate of \$50 per hour for their classroom time.

## ARTICLE XV - ADMINISTRATOR TRANSFER OR REASSIGNMENT

### D. Definitions:

1. **TRANSFER** means a lateral move from one assignment to another with respect to site location, tenure area, and certification.
2. **VOLUNTARY TRANSFER** means an act by an administrator seeking to fill a vacancy or new position.

### E. Voluntary Transfer:

1. An administrator who desires a transfer may file a written request of such concern with the Superintendent.
2. The following criteria will be considered in evaluating such request:
  - a. Administrative requirements
  - b. Individual qualifications (areas of competence, certification, and job performance)
  - c. Staff availability
  - d. Longevity
  - e. Conveniences and wishes of the Applicant
3. The Superintendent will post in each building any newly created or vacated administrative positions at least ten (10) working days prior to the job closing date.

## ARTICLE XVI - GRIEVANCE PROCEDURE

### A. Declaration of Purpose:

It is the purpose of this procedure to secure, at the lowest possible administrative level, equitable resolution of alleged wrongs through procedures under which parties may present grievances free from coercion, restraint, or reprisal. However, every effort shall be made to resolve differences concerning working conditions or conditions of employment on an informal basis before the difference becomes a grievance. This procedure is not intended to impair in any way the use of normal channels of supervision and administration or suggestions to improve the school system or for the informal resolution of side agreements between an individual and his supervisors about matters influencing his working conditions.

Nothing contained herein shall be construed as limiting the right of any member of the Negotiating Unit having a grievance to proceed independently of this grievance procedure.

### B. Definitions:

1. A **GRIEVANCE** shall mean a written allegation by an employee in the negotiating unit that:
  - a. There has been a violation, misinterpretation, or inequitable application of any of the provisions of this Agreement.
  - b. The member has been treated unfairly or inequitably by reason of an act or condition affecting employment.
2. The term **SUPERVISOR** shall mean the chief school officer, who is the Superintendent of Schools.
3. **ASSOCIATION** shall mean the Cohoes Principals' Association.
4. **AGGRIEVED PARTY** shall mean any person or group of persons in the negotiating unit filing a grievance.
5. **PARTY IN INTEREST** shall mean the Grievance Committee of the Association and any party named in a grievance who is not the aggrieved party.
6. **GRIEVANCE COMMITTEE** is the committee created and constituted by the Cohoes Principals' Association.
7. **HEARING OFFICER** shall mean any individual or board charged with the duty of rendering decisions at any stage on grievances hereunder.

### C. Procedures

1. All grievances shall include the name and position of the aggrieved party, the identity of the provision of this agreement involved in the said grievance, the time when, and the place where, the alleged events or conditions constituting the grievance existed, the identity of the party responsible for causing the said events or conditions, if known to the aggrieved party, and a general statement of the nature of the grievance and the redress sought by the aggrieved party.
2. Except for informal decisions at Stage 1, all decisions shall be rendered in writing at each step of the grievance procedure. Each decision shall be promptly transmitted to the administrator and the Association.
3. If a grievance affects a group of administrators and appears to be associated with system-wide policies, it may be submitted by the Association directly at Stage 2 described below.
4. The Board and the Association agree to facilitate any investigation which may be required and to make available to each other any and all material and relevant documents.
5. No interference, coercion, restraint, discrimination, or reprisal of any kind will be taken by the Board or by any member of the administration against the aggrieved party, any party in interest, any representative, any member of the grievance committee or any other participant in the grievance procedure or any other person by reason of such grievance or participation therein.
6. Forms for filing grievances, serving notices, taking appeals, and making reports and recommendations, and other necessary documents will be jointly developed by the Board and Association, and provided by the Board.
7. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.
8. Nothing contained herein will be construed as limiting the right of any administrator having a grievance to discuss the matter informally with any appropriate member of the Administration (or Board) and having the grievance informally adjusted without intervention of the Association, provided the adjustment is not inconsistent with the terms of this Agreement and the Association has been given an opportunity to be present at such adjustment and to state its view upon the grievance where the administrator does not object. In the event that any grievance is adjusted without formal determination, pursuant to this procedure, while such adjustment shall not create a precedent or ruling binding upon either of the parties to this Agreement in future proceedings.
9. If any provision of this grievance procedure or any application thereof to any



administrator or group of administrators in the negotiation unit shall by any court to be contrary to law, then such provisions or applications will continue in full force and effect.

10. The existence of the procedure hereby established shall not be deemed to require any administrator to pursue the remedies here provided and shall not, in any manner, impair or limit the right of any administrator to pursue any other remedies available in any other form. However, once having selected the grievance forum, the administrator shall be barred from seeking redress through any other forum. The Grievance/ Arbitration Forum shall be selective if the grievance is processed to Stage 2.

D. Time Limits

1. Since it is important to good relationships that grievances be processed as rapidly as possible, every effort will be made by all parties to expedite the process. The time limits specified for either party may be extended only by mutual agreement.
2. No written grievance will be entertained as described below, such grievance will be deemed waived unless the written grievance is forwarded at the first available stage within twenty (20) school days after the administrator knew or should have known of the act or condition on which the grievance is based.
3. If a decision at one stage is not appealed to the next stage of the procedure within the time limit specified, the grievance will be deemed to be discontinued and further appeal under this Agreement shall be barred.
4. Failure at any stage of the grievance procedure to communicate a decision to the aggrieved party, his representatives and the Association within the specified time limit shall permit the lodging of an appeal at the next stage of the procedure within the time which would have been allotted had the decision been communicated by the final day.

E. Stages:

1. Stage 1 - Chief School Officer
  - a. An administrator having a grievance will discuss it with the chief school officer either directly or through a representative, with the objective of resolving the matter informally. The chief school officer will confer with all parties in interest but, in arriving at his decision, will not consider any material or statements offered by, or on behalf of, any such party in interest with whom consultation has been had without the aggrieved or his representative present. If the administrator submits the grievance through a representative, the administrator may be present during the discussion of

the grievance.

- b. If the grievance is not resolved informally, it shall be reduced to writing and presented to the chief school officer on the official form. Within seven (7) school days after the written grievance is presented to him, the chief school administrator shall hold a hearing (within ten (10) school days). Within ten (10) school days after (of) the hearing the Superintendent shall render a decision thereon in writing and present it to the administrator, his representative, and Association.

2. Stage 2 -- Board of Education

- a. If the Association is not satisfied with the decision at Stage 1, the Grievance Committee will file an appeal in writing with the Board of Education within ten (10) school days after receiving the decision at Stage 1. The Official Grievance Record maintained by the chief school officer shall be available for the Board of Education.
- b. Within ten (10) days after receipt of an appeal, the Board of Education shall hold a hearing on the grievance. The hearing shall be conducted in executive session.
- c. Within ten (10) days after the conclusion of the hearing, the Board of Education shall render a decision, in writing, on the grievance and present it to the administrator, his representative, and the Association.

3. Stage 3 -- Arbitration

- a. After such hearing, if the administrator and/or the Association is not satisfied with the decision at Stage 2, and the Association determines that the grievance is meritorious and that appealing it is in the best interests of the school system, it may submit the grievance to arbitration by written notice to the Board of Education within fifteen (15) school days of receipt of the decision at Stage 2.
- b. The arbitrator will be selected and the hearing held pursuant to the rules of the American Arbitration Association.
- c. The selected arbitrator will hear the matter promptly and will issue his decision not later than thirty (30) calendar days from the date of the close of the hearing, or if oral hearings have been waived, then from the date the final statements and proofs are submitted to him. The arbitrator's decision will be in writing and will set forth his findings of fact, reasoning, and conclusions on the issues.

- d. The arbitrator shall have no power or authority to make decision which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement.
- e. The decision of the arbitrator shall be final and binding upon all the parties.
- f. The costs for the services of the arbitrator, including expenses, if any, shall be borne equally by the Board and the Association.

## ARTICLE XVII - CONFORMITY TO LAW (SAVING CLAUSE)

The terms of this Agreement shall not apply where inconsistent with constitutional, statutory, or other provisions of law. If any provision of this Agreement is found to be contrary to law by any court of competent jurisdiction from whose judgment or decree no appeal has been taken within the time provided for doing so, such provision shall be modified forthwith by the parties hereto to the extent necessary to conform thereto. In such cases, all provisions of this Agreement shall remain in effect.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands and seals of this \_\_\_\_ day of \_\_\_\_\_ 200\_\_.

**for the**  
**BOARD OF EDUCATION**  
**of**  
**THE CITY SCHOOL DISTRICT OF THE CITY OF COHOES, NY**

by \_\_\_\_\_  
**President, date**

**for the**  
**COHOES PRINCIPALS' ASSOCIATION**  
**of**  
**THE CITY SCHOOL DISTRICT OF THE CITY OF COHOES, NY**

by \_\_\_\_\_  
**President, date**

**APPENDIX A - DESIGNATION AND PAYROLL DEDUCTION AUTHORIZATION**

---

(PRINT) Last Name First Name Initial

---

Building

---

Home Address

TO: BOARD OF EDUCATION OF COHOES CITY SCHOOL DISTRICT

I hereby designate the Cohoes Principals Association as my representative for the purpose of collective negotiations.

I also hereby request and authorize you, according to arrangements agreed upon with the Cohoes Principals' Association to deduct from my salary and transmit to the Association the dues as certified by the respective Association officer.

I hereby waive all rights and claim for said monies so deducted and transmitted in accordance with this authorization and relieve the Board of Education and all its officers from any liability thereof. This authority shall be continuous while employed in this school system or until withdrawn by written notice.

---

Signature

Date

**APPENDIX B - PAYMENT CLAIM FOR PROFESSIONAL ASSOCIATIONS**

---

(PRINT) Last Name First Name Initial

---

Building

---

Address

---

To: District Treasurer, Cohoes City School District

As per ARTICLE XII of the current CPA contract, I am requesting reimbursement of monies I have expended in the amount of \_\_\_\_\_ for membership in professional associations. Attached please find verification of membership for the current year.

---

Signature

Date

**APPENDIX C - ADMINISTRATIVE SALARY RANGE**

Position	Salary Range 2005-06		Salary Range 2006-07		Salary Range 2007-08	
	min	max	min	max	min	max
High School Principal (12 month)	\$71,467	\$100,806	\$73,968	\$104,334	\$76,927	\$108,508
Middle School Principal (12 month)	\$67,180	\$96,081	\$69,531	\$99,444	\$72,312	\$103,422
Elementary Principal	\$62,892	\$91,356	\$65,093	\$94,553	\$67,697	\$98,335
Assistant Principal (11/12 months)	\$57,175	\$85,055	\$59,176	\$88,032	\$61,543	\$91,554
Assistant Director of Special Programs (12 month)	\$57,175	\$85,055	\$59,176	\$88,032	\$61,543	\$91,554
Director of Guidance (11/12 months)	\$57,175	\$85,055	\$59,176	\$88,032	\$61,543	\$91,554

If a new administrator is appointed by the District at a salary that exceeds the proposed salary range (Appendix C), each other CPA member will receive an increment equal to the difference between the appointed salary and the uppermost range.



## **APPENDIX D - Salary Increases**

Increase the base wages of all unit members by 3% on July 1, 2005, 3.5% on July 1, 2006 and 4% on July 1, 2007.