

AGREEMENT

between

NORTHPORT-EAST NORTHPORT
UNION FREE SCHOOL DISTRICT

and

NORTHPORT ASSOCIATION
OF
SCHOOL ADMINISTRATORS

July 1, 2021 – June 30, 2024

PREAMBLE

The DISTRICT and the ADMINISTRATIVE STAFF can best attain their common objectives and discharge their common responsibilities if each utilizes the ability, experience and judgment of the other in formulating policies and making decisions that involve matters of mutual concern and which affect the quality of Northport's educational program. It is the purpose of this Agreement to set forth the policies and standards governing such matters of mutual concern to the parties.

NASA, as the organizational representative of the members of the administrative staff, recognizes the paramount responsibility of the Board for the operation of the Northport-East Northport Public Schools.

The District recognizes the responsibilities of NASA for maintaining and improving standards of professional practice.

WITNESSETH

WHEREAS, the Board has a statutory obligation pursuant to Article 14 of the Civil Service Law (Chapter 352 of the Laws of 1967, Public Employees Fair Employment Act) to negotiate with the Union as the representative of its administrative personnel with respect to hours, wages and terms and conditions of employment and

WHEREAS, the parties have reached certain understandings, which they desire to confirm in this Agreement,

RESOLVED - in consideration of the following mutual covenants it is hereby agreed as follows:

THIS AGREEMENT IS MADE AND ENTERED INTO on this _____ day of _____ 2023 by and between the NORTHPORT-EAST NORTHPORT UNION FREE SCHOOL DISTRICT (hereinafter referred to as the "District") and the NORTHPORT ASSOCIATION OF SCHOOL ADMINISTRATORS (hereinafter referred to as "NASA").

ARTICLE I – RECOGNITION

The Board recognizes NASA as the exclusive representative of all personnel occupying the following positions: Senior High School Principal, Middle School Principal, Elementary School Principal, Assistant High School Principal, Assistant Middle School Principal, District Chairperson K-12, K-12 Coordinator of Reading and AIS, Administrator of Technology, Director of Technology, Director of Fine and Performing Arts, Director of Physical Education, Health and Athletics, Director of Student Support Services, Director of Elementary Special Education and Director of Secondary Special Education.

ARTICLE II - NEGOTIATION PROCEDURE

The parties hereto recognize that the Board of Education is legally charged with the responsibility of enacting policies governing the operations of the School District but that the parties are jointly concerned with the formulation of basic educational policies and other long-range educational goals. To foster mutual participation in the discussion of such policies, and to make available to the Board of Education the views and the professional expertise of the administrators, negotiations shall be established.

The District agrees to furnish to NASA's members of the Professional Negotiation Committee, in accordance with their reasonable requests, all available information concerning financial resources of the District, tentative budgetary requirements and allocations, and such other information as will assist NASA in developing intelligent, accurate, and constructive programs on behalf of the educational pursuits of the District.

Negotiations for a new Agreement between the parties shall be commenced February 1, 2024.

Reports of proceedings shall not become public information except that reports of a general nature may be made to the members of each parent group or membership thereof.

It is the intention of the parties that the policies and regulations set forth in this Agreement shall govern their relations during the term hereof, but nothing herein contained shall be construed to prevent either of the parties prior to the expiration of this Agreement from requesting the opportunity to discuss and negotiate with the other on matters not prohibited by law or public policy.

ARTICLE III - DUES AND PAYROLL DEDUCTION

The District agrees to deduct from the salaries of its administrators dues for the Northport Association of School Administrators as said administrators individually and voluntarily authorize the District to deduct, and to transmit the monies promptly to said organization.

A. "DUES AUTHORIZATION CARD"

Name

Address

I hereby request and authorize the Northport School District to deduct from my earnings and transmit to the Northport Association of School Administrators an amount sufficient to provide for regular payment of the membership dues as certified by such organization beginning October 15 and for succeeding school years.

I understand that the District will discontinue such deductions for any school year only if I notify the District in writing to do so not later than September 15 of that school year. I hereby waive all right and claim for said monies so deducted and transmitted in accordance with this authorization, and relieve the School Board and all of its officers from any liability therefore:

Dated:

Administrator's Signature

- B. The Northport Association of School Administrators will certify to the District in writing the current rate of membership dues of the organization named in Section A above. The organization will give the District fifteen (15) days written notice prior to the effective date of any change. Current dues authorization cards will remain valid unless specifically withdrawn in writing by the individual prior to September 15 of the then current school year.
- C. Deductions referred to in Section A above will be made beginning on or about October 15. The District will not be required to honor for any month's deduction any authorizations that are delivered to it later than two (2) weeks prior to the distribution of the payroll from which the deductions are to be made.
- D. The District will transfer to the Northport Association of School Administrators, three (3) days after each bi-weekly deductions, all monies due it.

- E. Any payroll deductions authorized by the District will be available to NASA members.

ARTICLE IV - GRIEVANCE POLICY

A. Definitions

1. "Grievance" - a claimed violation, misinterpretation, or inequitable application of the provisions of this Agreement, or of any other law, regulation or policy which relates to or involves an administrator.
2. "Administrator" - an employee within the bargaining unit or any group of such employees.
3. "Party in Interest" - the person or persons making the claim and any person who might be required to take action against or against whom action might be taken in order to resolve the claim.
4. "Days" - shall mean school days.

B. Basic Principles

1. It is the intent of these procedures to provide for the orderly and prompt settlement of differences in a fair and equitable manner.
2. Failure at any step to communicate a decision within the specified time limit shall permit the aggrieved to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limit shall be deemed to be acceptance of the decision rendered at that step.
3. Any party in interest shall have the right to be represented at any stage of the procedure by a person of his/her own choice. When an administrator is not represented by the Association, the Association may be present to state its views at all stages of the grievance procedure.
4. All records of hearings shall be privileged information and shall be filed at the Central Office through the Executive Director for Human Resources separate from the personnel files of the participants.

5. Time limitations may be extended by agreement of both parties involved.
6. In the event a grievance is filed on or after June 1, the time limits set forth shall be reduced so that the grievance procedure may be exhausted prior to the end of the school term.
7. The sole remedy available to any administrator for any alleged breach of this Agreement or any alleged violation of his/her rights hereunder shall be pursuant to the grievance and arbitration procedure, provided, however, that nothing contained herein shall deprive any administrator of any legal rights which he/she presently has.
8. Notwithstanding any of the provisions of this article, it is understood that the substantive content of an administrator's evaluation shall not be arbitrable, unless the grievance is based on a claim that the evaluation contains false erroneous factual statements.

C. Procedures

1. The aggrieved administrator, either directly or through NASA, shall present his/her grievance orally and, if not resolved, in writing to the Superintendent of Schools.
2. The Superintendent shall within five (5) days of receipt of the grievance render his/her decision in writing.
3. If the grievance is not satisfactorily resolved at this stage, the aggrieved administrator may within five (5) days after the Superintendent's decision file the grievance with the Board of Education stating the objections to the Superintendent's decision in #2 above.
4. The Board of Education or a committee of the Board shall meet within ten (10) days of receipt of the written grievance with the aggrieved administrator.
5. The Board shall within fifteen (15) days of receipt of the written grievance render its decision in writing to the aggrieved.

6. If the grievance is not satisfactorily resolved at this stage, the aggrieved administrator may, within five (5) days, request in writing, arbitration pursuant to paragraph 207 of the rules and regulations of the Public Employment Relations Board. A current copy of such rules and regulations are considered to be a part of this Agreement.
7. The costs for arbitration shall be borne by the party whose position is not sustained.
8. Grievances which do not involve the interpretation, meaning, or application of any of the provisions of this Agreement may be processed through Level III, but shall not be arbitrable.
9. A grievance shall be deemed waived if not submitted in writing within the same school year (September-June) in which the alleged event constituting the basis for the grievance occurred: except that if such alleged event occurred after June 1, the grievance shall not be deemed waived if submitted in writing within the same calendar year.

ARTICLE V - LEAVES OF ABSENCE

1. Absence of an administrator from duty during the school year (July 1 to July 1 of the next year) resulting from personal accident or personal illness, or death in the immediate family shall be considered "Sick Leave of Absence".
2. Effective July 1 of each year each administrator shall be credited with days of sick leave at full pay as follows: seventeen (17) days for eleven (11) months; and nineteen (19) days for twelve (12) months employment. To the extent not used, sick leave credit shall be cumulative from year to year during the term of employment, including any sick leave previously accumulated.
3. Charges against accumulated sick leave credit shall be applied only on such day or days of any school year that the administrator is regularly scheduled to be on duty.
4. Administrators quarantined in their places of residence, because of illness of some member of the household with a contagious disease or by contact with a student in school shall be granted leave of absence without salary deduction for the duration of the quarantine or such other period as the School Doctor shall certify as requisite or prudent.

5. Administrators may use up to six (6) days (11 month employees), or seven (7) days (12 month employees) for personal leave. Additional personal days may be deducted from accumulated sick leave with prior permission of the District.
6. High School Principals may take off up to five (5) additional days per year without salary effective the date of execution of this agreement.
7. Administrators unable to attend to their school duties for any of the above stated reasons, or otherwise, shall notify the person designated as promptly as possible, stating the probable duration of their absence, so that arrangements may be made to obtain a substitute.
8. Days used for jury duty are non-deductible. Payment for District service is conditioned upon employees furnishing the District with a statement of jury service (obtainable from the Court Commissioner of Juries).
9. An employee may request an unpaid child care leave of absence for the balance of their current school year. Such leave may be extended for the following school year at the expiration of which the employee must resume her/his employment or forfeit her/his rights to employment.
10. Any employee shall be entitled to utilize cumulative paid sick leave for absences directly resulting from disability incident to pregnancy and birth, provided that the employee submits medical verification of the disability and its duration reasonable satisfactory to the District.
11. Whenever administrators are absent on paid sick leave as a result of a work-related accident occurring during duty hours and the employee is awarded reimbursement as a result of the Workers' Compensation Board hearing, the administrator involved will be credited with an amount of such sick leave that they have taken on account of such accident on a pro rata basis to the extent of the monetary amount turned over to the District by the employee.

If the application of this formula results in the reinstatement of less than fifty percent (50%) of the used sick days, then the number of days reinstated will be raised to an amount equal to fifty percent (50%) of the sick days utilized.

12. The Superintendent may recommend other leaves of absence for reasons not stated herein upon such conditions as the Board may deem appropriate. Such leaves shall not normally exceed two (2) years.

ARTICLE VI - VOLUNTARY TRANSFERS

A.

1. Administrators who desire a change in assignment, or who desire to transfer to another building, shall file a written statement of such desire with the Superintendent prior to November 15 or March 15. Such statement shall include the assignment to which the administrator desires to be assigned and the school or schools to which he/she desires be transferred, in order of preference.
2. No later than December 1 of each school year, the Superintendent shall post in all school buildings a list of anticipated vacancies which will occur for the following school year.
3. No later than April 1 of each school year, the Superintendent shall post in all school buildings a supplemental list of vacancies which will occur during the following school year.
4. No additional new administrators shall be employed in the school district until all pending requests for reassignment or transfer have been acted upon.

- B. In the determination of requests for voluntary reassignment and/or transfer, the convenience and wishes of the individual administrator will be honored to the extent that they do not conflict with the instructional requirements and best interests of the school district.

ARTICLE VII - INVOLUNTARY TRANSFERS

- A. Notice of involuntary transfer or reassignment shall be given to administrators as soon as practicable and, under normal circumstances, no later than May 1.
- B. When the need for an involuntary transfer or reassignment is known during the school year, volunteers from among those meeting the qualifications of the position will be transferred or reassigned first, whenever feasible.
- C. An involuntary transfer or reassignment will be made only after a meeting between the administrator involved and the Superintendent; at which time

the administrator will be notified of the reasons therefor. In the event that the administrator objects to the transfer or reassignment at this meeting, upon the request of the administrator, NASA will be notified and the Superintendent will meet with the appropriate NASA Committee.

- D. Other vacancies in the school system will be discussed with the administrator being involuntarily transferred or reassigned. Such administrator may request the position to which he/she desires to be transferred.

ARTICLE VIII - JOB DESCRIPTIONS

- A. Published descriptions are to be developed for each class of position - necessary qualifications, duties, organizational responsibilities, accompanying responsibilities and compensation are to be identified. Lines of responsibility and authority are to be clearly defined.
- B. A file of all current job descriptions of all positions shall be provided for the use of NASA. This file should be kept up to date and NASA shall be consulted with regard to any changes.
- C. A job description shall be prepared in consultation with NASA before any person is approached concerning a new position.

ARTICLE IX - ADMINISTRATIVE POSITIONS

Provided it is not contrary to law, the District reserves the right to create and abolish new administrative positions and to reorganize existing positions, including but not limited to consolidation of positions, assignment and reassignment of grade levels among job titles, as currently provided by law. In the event the District exercises the foregoing reserved right, the following shall occur prior to the effective date of Board action:

- 1. Consultation with NASA regarding the proposed action
- 2. Consultation with NASA concerning increased compensation when role responsibilities enlarged, to include a review of:
 - a. The number of grade levels served,
 - b. The number of teachers to be directly supervised,
 - c. Inter-building travel required, and
 - d. Other related job factors such as meetings, reports, conferences necessary to successfully accomplish expanded and/or modified job duties.
 - e. The number of students served.

Except, however, in the event of the District exercising its right not contrary to Law to assign or reassign chairpersons to different grade levels in consultation with NASA, the compensation for such chairperson's assignment or reassignment to such different grade level, shall be negotiated with NASA.

It is understood that the individual assigned or reassigned to a different grade level not contrary to Law shall commence employment upon the effective date set by the District for the new position, and await the final resolution of the amount of compensation for such new position.

ARTICLE X – SALARIES

The salary schedules for each year of this contract are set forth at length in Appendix A attached hereto. Effective the date of execution of this Agreement, no unit member shall lose step placement upon transfer to another job title covered by this Agreement.

1. The salaries, as set forth in Appendix A, will be increased by \$3,000 for those individuals who possess a doctorate degree. Said increase shall be effective the school year beginning on July 1 next following conferral of the doctorate degree.
- b. The salaries, as set forth in Appendix A, shall be increased by \$1,000.00 for those individuals with five (5) years of service as an administrator in the District, including any service in an acting administrative position. The foregoing sum shall be increased to \$4,000.00 for individuals with seven (7) years of service as an administrator in the District, to \$5,500.00 for individuals with twelve (12) years of service as an administrator in the District, and to \$6,000.00 for individuals with seventeen (17) years of service as an administrator in the District. Said increases shall be effective the day following the fifth, seventh, twelfth and seventeenth anniversaries of service as an administrator in the District.
- c. For individuals who meet both conditions in 1.a and 1.b, both salary differentials will be effective.
- d. In either or both cases, the respective sums shall thereupon become permanent salary differentials. For example, if an administrator is receiving an annual salary of \$50,000 and completes his/her doctorate, the next following July 1 his/her salary shall be increased to \$53,000, which salary, absent future negotiated salary increases and/or step movement, shall remain the salary of the administrator thereafter.

2. The 2021/22, 2022/23 and 2023/24 salary schedules are determined as follows:

a. Year 1 (2021-2022)

- Effective July 1, 2021, a new salary schedule shall be implemented, a copy of which is attached hereto as Exhibit "A." This salary schedule was constructed as follows: step 1a through step 3 were deleted; step 12 became 18 and the schedule was stretched out accordingly; and two steps were added. Unit members will be placed on the new schedule at the nearest step on the schedule that is equal or greater than their current salary using June 30, 2021 numbers.
- Unit members shall advance one step after placement on the schedule.
- The new schedule shall be increased by one (1%) percent; this will represent salaries in effect during the 2021/2022 school year.

b. Year 2 (2022-2023)

The salary schedule for the school year July 1, 2022 through June 30, 2023 shall be created by increasing the 2021/2022 schedule by three quarters of one percent (.75%). Step increment shall be granted to eligible unit members.

Year 3 (2023-2024)

- c. The salary schedule for the school year July 1, 2023 through June 30, 2024 shall be created by increasing the 2022/2023 schedule by one-half of one percent (.5%). Step increment shall be granted to eligible unit members

ARTICLE XI - DEFINITION OF MONTHS OF EMPLOYMENT

A. Work Schedule

	<u>NASA Position</u>	<u>Months</u>
1.	Senior High School Principal	12
2.	Middle School Principal	11
3.	Elementary School Principal	11
4.	Director of Student Support Services	12
5.	High School Assistant Principal	11
6.	Department Chair	11
7.	Middle School Assistant Principal	11
8.	K-12 Coordinator of Reading and AIS	11
9.	Director of Fine and Performing Arts	12
10.	Administrator of Technology	11
11.	Director of Physical Education, Health and Athletics	12
12.	Director of Technology	12
13.	Director of Elementary Special Education	12
14.	Director of Secondary Special Education	12

An administrator's assigned work year may be lengthened only by written direction of the Superintendent and the Administrator will receive compensation for each day beyond the assigned work year at the per diem rate.

B. Work Year

1. Twelve month Administrators shall have a scheduled work year of fifty-two (52) weeks less approved time off from work as provided for in this Agreement (i.e., vacations and holidays). Such administrators shall work a total of five (5) days during the three (3)

recess periods (holiday recess, winter recess and spring recess).

2. Eleven month Administrators shall have a scheduled workyear coinciding with the school calendar year except:
 - a. It shall also include all work days falling between September 1 (inclusive) and the opening of school.
 - b. It shall also include all work days falling between the close of school and June 30 (inclusive).
 - c. During the months of July and August there shall be twenty (20) work days within the months of July and August.
 - d. All other days will be considered vacation time.

C. Holidays

1. All twelve month administrators shall have the following paid holidays:

Independence Day	Christmas Day
Labor Day	New Year's Eve
Rosh Hashanah Days	New Year's Day
Yom Kippur	Martin Luther King Day
Columbus Day	President's Day
Veterans Day	Good Friday
Thanksgiving Days (2)	Memorial Day
Christmas Eve	

2. The above holidays shall be celebrated in conformity with the District's official school calendar.

D. Vacation

All twelve month administrators shall receive twenty (20) paid vacation days per full year of service. All twelve month employees are encouraged to annually take all of their earned vacation time. Vacation schedules will be developed and approved by the Superintendent of Schools or his/her designee at least forty-five (45) calendar days in advance of the vacation schedule.

All twelve month employees who cannot, because of the exigencies of his/her position, take all of his/her earned vacation time in any given school or contract year, after the first year of work may upon written

application to the Office of Human Resources, forty-five (45) calendar days prior to the end of the school or contract year, request that he/she be allowed to carry no more than five (5) vacation days into the new school or contract year.

All employees who have accumulated more than five (5) unused vacation days to his/her credit, may by written application to the Office of Human Resources, forty-five (45) calendar days prior to the end of the school or contract year, request that all vacation days in excess of five be credited to his/her sick leave bank.

All twelve month employees who terminate employment within the District, and who have not utilized his/her scheduled vacation time prior to the date of termination, will be paid for the accrued vacation time on a prorated basis (current salary divided by 261 days).

ARTICLE XII – INSURANCE

A. Life Insurance

Group Life (Term) Insurance will be provided equal to two times the annual salary.

B. Health Insurance

1. The New York State Governmental Employees Health Insurance Program will be provided and unit members shall pay 21% of the individual or family premium. Such contribution rate shall be increase to twenty-two (22%) percent effective June 30, 2024.
2. Effective June 30, 2002, unit members who retire from service with the District and who have completed five (5) years of continuous service to the District shall be permitted to continue coverage under the District's health insurance program for family or individual coverage; provided said unit members are eligible for retirement pursuant to the rules and regulations of the New York State Teachers' Retirement System. The District shall pay eighty-five (85%) percent of the premium cost for said coverage. Administrators shall pay fifteen (15%) percent of the premium cost for said coverage. It is understood that this paragraph applies solely to those unit members in active service with the District on or after June 30, 2002.
3. Notwithstanding the foregoing obligations as of July 2002, an administrator covered as of September 30, 1990, under the Empire

Health Insurance Plan may submit a waiver of coverage, in a form to be designed by the District in consultation with the Union, on or before November 1 of the school year. The administrator shall be paid, on a yearly basis, the sum of forty (40%) percent of the then premium cost, otherwise payable by the District, in the event he/she chooses to waive coverage. Final payment shall be on or about January 1. In the event an administrator who has chosen this option because of an unforeseen personal event must re-enroll, the administrator shall return, on a pro-rata basis, that portion of the forty (40%) percent previously paid that year, determined as of the date of re-enrollment. Re-enrollment shall be subject to the New York State Government Employee's Health Insurance Program Manual of Procedures for Participating Subdivisions. Administrators whose employment commences on or after November 20, 1990 will be offered the option of:

- a. Forty (40%) percent of individual premium rebate of premium;
 - b. Individual coverage;
 - c. Family coverage.
4. The domestic partners of unit members shall be eligible to receive health insurance coverage; and, effective 3/1/05, dental insurance and excess major medical insurance coverage; provided said unit members and their domestic partners meet the eligibility requirements mandated by the New York State Health Insurance Program and the Employee Benefits Division of the New York State Department of Civil Service. Said coverage shall be provided pursuant to and consistent with the rules and regulations of the New York State Health Insurance Program and the Employee Benefits Division of the New York State Department of Civil Service. It is understood that the payment of any and all taxes with respect to the foregoing benefit will be the responsibility of the unit member.
5. The District and the Association agree to formulate a committee consisting of Association and District representatives to explore alternative health insurance options.

C. Disability Insurance

The District shall provide a disability insurance program for unit members. Benefits under said insurance program shall be payable for up to five (5) years at sixty-six percent (66%) of the employee's annual salary, not to exceed \$4,500 per month. Disability shall be defined as the inability of the unit member to function in his/her occupation. A social security offset shall be included in the plan. The insurance program shall contain a

ninety (90) day waiting period during which period a unit member shall utilize his/her accumulated sick leave. Employees employed for five (5) years or less after exhaustion of any sick leave standing to the employee's credit, shall be paid their annual wage rate for the balance of the waiting period, if any.

D. Excess Major Medical Insurance

The Board of Education recognizes the importance of excess major medical insurance in aiding its employees to meet the costs of a catastrophic or chronic illness. To assist the employee, the District will appropriate, each year, the sum required to pay twenty-five (25%) percent of the premium cost for individual or family coverage for the entire District.

E. Excessing Insurance Protection

All administrators excessed as a result of abolition of positions will be provided health, major medical and dental insurance coverage, at the rates prescribed herein, for one (1) year following date of excess unless the administrator acquires a new job or unless spouse has similar coverage.

F. Dental Insurance

The District will appropriate, each year, the sum required to pay fifty-five (55%) percent of the premium costs of a dental insurance policy for each of the school years of this contract. The lifetime orthodontic benefit shall be \$1,500 and the maximum annual benefit shall be \$1,500.

ARTICLE XIII - PROFESSIONAL DEVELOPMENT

A. \$25,000 will be budgeted annually for activities as recommended by a Joint committee of two NASA members and two Central Office administrators. The Superintendent may also initiate recommendations. The Board of Education reserves the right to reject individual proposals of the Committee but may not reject the expenditure of the yearly allowance of professional development funds if there are adequate acceptable proposals.

B. The Committee shall consider the following factors:

1. Benefit to the District
2. Benefit to the individual
3. Benefit to the profession
4. Recommendations of the administrator's supervisor.

- C. Unit members may apply for use of professional development funds for graduate study including tuition, books, and fees. Such application shall be made directly to the Superintendent of Schools whose decision shall be final and binding and non-arbitrable nor grievable.

ARTICLE XIV - PHYSICAL EXAMINATIONS

Each administrator will be eligible for an annual multi-phasic physical and/or optical exam. The administrator may choose the School District physician or in lieu of that may request District payment of a maximum of \$125.00 toward the bill from a clinic or other physician for such examination. The results of the physical will be provided the district. Each administrator shall be required to have one physical every two years.

ARTICLE XV - MANAGEMENT/ADMINISTRATORS' RIGHTS

A. Management Rights

The District is charged by law to have in all respects the superintendence, management, and control of the District. Nothing herein contained is intended, or shall it have the effect of abridging or violating the rights or obligations accorded to or imposed upon the District by the Education Law of the State of New York. The Association agrees to work in cooperation with the Superintendent under the law.

B. Administrators' Rights

1. The private and personal life of an administrator is not within the appropriate concern or attention of the District except when it impairs the administrator's effectiveness in his or her position. Notwithstanding their employment, administrators shall be entitled to full rights of citizenship and no legal religious, legal political, or organizational activities of any administrator or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such administrator.
2. Any significant complaint of substance regarding an administrator made to the administration by any parent, student, or other person will be promptly called to the administrator's attention and, upon request, the name(s) of the complainant.
3. In the event that any unit member's position is abolished during the term of this agreement, it is understood and agreed that such member, if recalled, will retain their previously earned seniority in the unit, along with the days credited in their sick leave bank, and

will not be deemed to have a break in service in terms of their hire date.

ARTICLE XVI - TAX SHELTERED ANNUITY

A tax sheltered annuity plan is basically an agreement between the Board of Education and the individual administrator to withhold or reduce an agreed upon portion of an administrator's salary and to apply those funds to the purchase of an annuity plan or program.

Any participating member who wishes to terminate or discontinue his/her contributions to this plan may do so by notifying the School District Business Office in writing at least thirty (30) days in advance of the termination date.

The contributions to the annuity plan will be automatically deducted in equal parts from EACH paycheck and forwarded to the companies after they have submitted their monthly statements verifying contract members to the Business Office.

No additional carriers other than those carriers who represent administrators shall be added.

ARTICLE XVII - PERSONAL INJURY BENEFIT

- A. Whenever an administrator is absent from school as a result of personal injury caused by an assault occurring in the discharge of his/her duties and not as the result of his/her negligence, he/she will be paid his/her full salary for the period of such absence and no part of such absence will be charged to his/her annual sick leave. Such pay shall continue for a period of one calendar year, after which sick leave and extended sick leave shall apply.
- B. The Board will reimburse administrators for: Any clothing or other personal property damaged or destroyed as the result of an assault occurring in the discharge of his/her duties and not as the result of his/her negligence.

ARTICLE XVIII – TRAVEL

Administrators whose jobs require them to travel from school to school, and/or are required to travel out of the District, shall be reimbursed at an amount set by the Board of Education for districtwide mileage.

ARTICLE XIX - RETIREMENT BENEFIT

- A. Unit members who voluntarily retire from active service with the Northport-East Northport Union Free School District shall be eligible to receive the retirement benefit set forth in the following paragraph, provided they notify the District of their intent to retire by January 5 of the year of retirement. This benefit shall also be paid if the employee suffers death while in active service to the District, provided the employee, in written form, designates and identifies the beneficiary to the District.
- B.
 - 1. For the first two hundred twenty (220) accumulated sick leave days, unit members shall receive payment for one-third (1/3) of the sick leave days accumulated (i.e. 180 days accumulated, unit member receives payment for 60 days), at such unit member's appropriate current daily rate of pay.
 - 2. Unit members who have accumulated more than two hundred (200) sick leave days shall receive two hundred fifty (\$250) dollars for each sick leave day accumulated beyond two hundred twenty (220).
 - 3. Said salary differential shall be paid in a lump sum between the dates of June 25 and July 5 of the school year preceding retirement.
- C. This retirement benefit shall be made in the form of an employer non-elective IRS §403(b) contribution.

ARTICLE XX- ADMINISTRATORS' FILES

The official District files shall be maintained in the Central Office under the following circumstances:

- 1. No material, excluding references and information obtained in the process of evaluating the administrator for initial employment, shall be filed unless the administrator has had an opportunity to examine the material. The administrator must affix his/her signature on the actual copy to be kept with the understanding that such signature merely signifies that he/she has examined the material. Such signature does not necessarily indicate agreement with its contents.
- 2. The administrator shall have the right to answer any material kept and his/her answer shall be reviewed by the Superintendent of Schools and attached to the file copy.
- 3. Upon request by the administrator to the Superintendent of Schools, he/she shall be given access to his/her file.

4. Upon receipt of a written request, the administrator shall be furnished a reproduction of any material, excluding references or information obtained in the process of evaluating the administrator for initial employment.

ARTICLE XXI - DURATION OF AGREEMENT

This contract shall be effective as of July 1, 2021, and shall continue in effect through June 30, 2024.

NORTHPORT-EAST NORTHPORT
UNION FREE SCHOOL DISTRICT

NORTHPORT ASSOCIATION OF
SCHOOL ADMINISTRATORS

Superintendent of Schools

President

SALARY SCHEDULES

HS Principal		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
	1	167,538	168,795	169,639
	2	170,123	171,399	172,256
	3	172,708	174,003	174,873
	4	175,292	176,607	177,490
	5	177,877	179,211	180,107
	6	180,461	181,815	182,724
	7	183,046	184,419	185,341
	8	185,630	187,023	187,958
	9	188,215	189,627	190,575
	10	190,800	192,231	193,192
	11	193,384	194,835	195,809
	12	195,969	197,439	198,426
	13	198,553	200,043	201,043
	14	201,138	202,647	203,660
	15	203,723	205,251	206,277
	16	206,307	207,854	208,894
	17	208,892	210,458	211,511
	18	211,486	213,072	214,137
	19	214,071	215,676	216,754
	20	216,655	218,280	219,371

MS Principal/ Directors		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
	1	151,751	152,889	153,654
	2	154,092	155,248	156,024
	3	156,434	157,607	158,395
	4	158,775	159,966	160,765
	5	161,116	162,324	163,136
	6	163,457	164,683	165,507
	7	165,798	167,042	167,877
	8	168,140	169,401	170,248
	9	170,481	171,759	172,618
	10	172,822	174,118	174,989
	11	175,163	176,477	177,359
	12	177,504	178,836	179,730
	13	179,845	181,194	182,100
	14	182,187	183,553	184,471
	15	184,528	185,912	186,841
	16	186,869	188,270	189,212
	17	189,210	190,629	191,582

18	191,556	192,992	193,957
19	193,897	195,351	196,328
20	196,238	197,710	198,698

Elementary Principals		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
	1	148,068	149,178	149,924
	2	150,351	151,479	152,236
	3	152,635	153,780	154,549
	4	154,919	156,080	156,861
	5	157,202	158,381	159,173
	6	159,486	160,682	161,485
	7	161,769	162,983	163,798
	8	164,053	165,283	166,110
	9	166,337	167,584	168,422
	10	168,620	169,885	170,734
	11	170,904	172,186	173,047
	12	173,187	174,486	175,359
	13	175,471	176,787	177,671
	14	177,755	179,088	179,983
	15	180,038	181,389	182,296
	16	182,322	183,689	184,608
	17	184,606	185,990	186,920
	18	186,905	188,306	189,248
	19	189,188	190,607	191,560
	20	191,472	192,908	193,872

Assistant Principal		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
	1	140,906	141,963	142,672
	2	143,079	144,152	144,873
	3	145,253	146,342	147,074
	4	147,426	148,532	149,275
	5	149,600	150,722	151,475
	6	151,773	152,912	153,676
	7	153,947	155,102	155,877
	8	156,120	157,291	158,078
	9	158,294	159,481	160,279
	10	160,467	161,671	162,479
	11	162,641	163,861	164,680
	12	164,815	166,051	166,881
	13	166,988	168,240	169,082
	14	169,162	170,430	171,282

15	171,335	172,620	173,483
16	173,509	174,810	175,684
17	175,682	177,000	177,885
18	177,867	179,201	180,097
19	180,041	181,391	182,298
20	182,214	183,581	184,499

Chairperson and K-12 Coordinator Reading and AIS		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
	1	137,413	138,443	139,136
	2	139,533	140,579	141,282
	3	141,653	142,715	143,429
	4	143,773	144,851	145,575
	5	145,893	146,987	147,722
	6	148,013	149,123	149,869
	7	150,133	151,259	152,015
	8	152,253	153,395	154,162
	9	154,373	155,531	156,308
		156,493	157,667	158,455
	11	158,613	159,802	160,601
	12	160,733	161,938	162,748
	13	162,853	164,074	164,895
	14	164,973	166,210	167,041
	15	167,093	168,346	169,188
	16	169,213	170,482	171,334
	17	171,333	172,618	173,481
	18	173,455	174,756	175,630
	19	175,575	176,892	177,777
	20	177,695	179,028	179,923

Administrator of Technology/ Administrator of Special Education		<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
	1	142,740	143,810	144,529
	2	144,942	146,029	146,759
	3	147,143	148,247	148,988
	4	149,345	150,465	151,218
	5	151,547	152,684	153,447
	6	153,749	154,902	155,676
	7	155,951	157,120	157,906
	8	158,152	159,339	160,135
	9	160,354	161,557	162,365
	10	162,556	163,775	164,594
	11	164,758	165,993	166,823

12	166,960	168,212	169,053
13	169,161	170,430	171,282
14	171,363	172,648	173,512
15	173,565	174,867	175,741
16	175,767	177,085	177,970
17	177,969	179,303	180,200
18	180,181	181,532	182,440
19	182,383	183,751	184,669
20	184,585	185,969	186,899