

AGREEMENT

between

NORTHPORT-EAST NORTHPORT
UNION FREE SCHOOL DISTRICT

and

NORTHPORT ASSOCIATION
OF
SCHOOL ADMINISTRATORS

July 1, 2017 – June 30, 2021

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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, _____ 2020 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 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, 2021.

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 \$2,500.00 for those individuals with seven (7) years of service as an administrator in the District, including any service in an acting administrative position. The foregoing sum shall be increased to \$3,500.00 for individuals with twelve (12) years of service as an administrator in the District and to \$4,500.00 for individuals with seventeen (17) years of service as an administrator in the District. Said increases shall be effective the day following the seventh, twelfth and seventeenth anniversaries of service as an administrator in the District. Effective July 1, 2008, a five (5) year longevity step at \$1,000.00 shall be established.
- 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 2017/18, 2018/19, 2019/20 and 2020/21 salary schedules are determined as follows:
 - a. The salary schedule for the 2017/2018 school year shall increase by one-half (.5%) percent from the schedule in effect during the 2016/2017 school year; regular increment shall be provided. In addition, step 12 shall be added to the salary schedule effective July 1, 2017, which shall be two (2%) percent higher than step 11.
 - b. The salary schedule for the 2018/2019 school year shall increase by one-half (.5%) percent from the schedule in effect during the 2017/2018 school year; regular increment shall be provided.
 - c. The salary schedule for the 2019/2020 school year shall increase by one-half (.5%) percent from the schedule in effect during the 2018/2019 school year; regular increment shall be provided.
 - d. The salary schedule for the 2020/2021 school year shall increase by one-half (.5%) percent from the schedule in effect during the 2019/2020 school year; regular increment shall be provided.
 - e. In the event that the assessed valuation of the Northport Power Plant is reduced during the 2018/2019 tax year (defined by the Town of Huntington as December 1 through November 30), or in any year thereafter, resulting in a total tax revenue reduction exceeding \$2,000,000, any agreed upon compensation increase to the salary schedule for the 2018/2019 school year, or in any year thereafter, shall not be granted. In such event, the Association shall have the right to elect reopener negotiations concerning wages. In order to effectuate the foregoing, any agreed upon compensation increase to the salary schedule for the 2018/2019 school year and every year thereafter shall be paid on the day next following the issuance of tax warrants by the Town of Huntington, retroactive to the previous July 1st.

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 workyear may be lengthened only by written direction of the Superintendent and the Administrator will receive compensation for each day beyond the assigned workyear at the per diem rate.

B. Workyear

1. Twelve month Administrators shall have a scheduled workyear 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 effective July 1, 2015.
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

Effective during March of 1988, 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.

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 (200) 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 one hundred sixty (\$160.00) dollars for each sick leave day accumulated beyond two hundred (200).
 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.

ARTICLE XX- ADMINISTRATORS' FILES

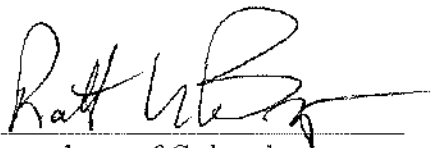
The official District files shall be maintained in the Central Office under the following circumstances:

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, 2017, and shall continue in effect through June 30, 2021.

NORTHPORT-EAST NORTHPORT
UNION FREE SCHOOL DISTRICT



Superintendent of Schools

NORTHPORT ASSOCIATION OF
SCHOOL ADMINISTRATORS



President

Schedule A

		<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>
HS Principal	1a	144,677	145,400	146,127	146,858
	1	149,147	149,893	150,642	151,395
	2	153,758	154,527	155,299	156,076
	3	158,513	159,305	160,102	160,902
	4	163,416	164,233	165,054	165,880
	5	168,471	169,314	170,160	171,011
	6	173,680	174,548	175,421	176,298
	7	179,054	179,949	180,849	181,753
	8	184,590	185,513	186,441	187,373
	9	190,295	191,246	192,202	193,163
	10	196,175	197,156	198,142	199,132
	11	202,237	203,248	204,265	205,286
	12	206,282	207,313	208,350	209,392
MS Principal/ Directors	1a	131,043	131,698	132,357	133,018
	1	135,090	135,766	136,444	137,127
	2	139,271	139,967	140,667	141,370
	3	143,577	144,295	145,017	145,742
	4	148,017	148,757	149,501	150,249
	5	152,596	153,359	154,126	154,897
	6	157,318	158,104	158,895	159,689
	7	162,183	162,994	163,809	164,628
	8	167,198	168,034	168,874	169,718
	9	172,363	173,224	174,090	174,961
	10	177,688	178,576	179,469	180,367
	11	183,178	184,094	185,015	185,940
	12	186,842	187,776	188,715	189,659
Elementary Principal	1a	127,860	128,499	129,142	129,788
	1	131,810	132,469	133,131	133,797
	2	135,887	136,566	137,249	137,936
	3	140,090	140,790	141,494	142,202
	4	144,425	145,147	145,872	146,602
	5	148,891	149,635	150,383	151,135
	6	153,495	154,262	155,033	155,809
	7	158,243	159,034	159,830	160,629
	8	163,137	163,952	164,772	165,596
	9	168,178	169,019	169,864	170,713
	10	173,375	174,241	175,113	175,988
	11	178,731	179,625	180,523	181,426
	12	182,306	183,217	184,133	185,054

		<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>
Assistant Principal	1a	121,677	122,286	122,897	123,512
	1	125,437	126,064	126,695	127,328
	2	129,317	129,964	130,614	131,267
	3	133,316	133,983	134,653	135,326
	4	137,439	138,126	138,817	139,511
	5	141,690	142,398	143,110	143,826
	6	146,072	146,802	147,536	148,274
	7	150,591	151,344	152,101	152,861
	8	155,249	156,026	156,806	157,590
	9	160,045	160,845	161,650	162,458
	10	164,991	165,816	166,645	167,478
	11	170,089	170,940	171,794	172,653
	12	173,491	174,358	175,230	176,106
Chairperson and K-12 Coordinator Reading and AIS	1a	118,661	119,255	119,851	120,450
	1	122,327	122,938	123,553	124,171
	2	126,109	126,740	127,374	128,011
	3	130,011	130,661	131,314	131,971
	4	134,032	134,702	135,375	136,052
	5	138,175	138,866	139,561	140,258
	6	142,451	143,163	143,879	144,598
	7	146,857	147,591	148,329	149,071
	8	151,396	152,153	152,914	153,679
	9	156,074	156,855	157,639	158,427
	10	160,897	161,702	162,510	163,323
	11	165,870	166,700	167,533	168,371
	12	169,188	170,034	170,884	171,738
Administrator of Technology/ Administrator of Special Education	1a	123,258	123,875	124,494	125,116
	1	127,067	127,703	128,341	128,983
	2	130,999	131,654	132,312	132,974
	3	135,051	135,726	136,405	137,087
	4	139,228	139,924	140,623	141,327
	5	143,534	144,252	144,973	145,698
	6	147,974	148,714	149,458	150,205
	7	152,547	153,310	154,076	154,847
	8	157,265	158,052	158,842	159,636
	9	162,126	162,936	163,751	164,570
	10	167,137	167,972	168,812	169,656
	11	172,301	173,163	174,029	174,899
	12	175,747	176,626	177,509	178,397