

**MEMORANDUM OF AGREEMENT BETWEEN
THE NEGOTIATIONS TEAMS OF
RANDOLPH TOWNSHIP BOARD OF EDUCATION
AND
RANDOLPH TOWNSHIP ADMINISTRATORS' ASSOCIATION**

This Agreement is entered into between the above-named negotiations teams on the 2nd day of December, 2013. All negotiations items or demands which are not listed herein are dropped. Except as listed herein, the predecessor collective negotiations agreement between the parties shall remain unchanged. This memorandum is subject to ratification by the full membership of the Board of Education and the Association. Both parties agree to recommend ratification of this memorandum to their respective membership.

1. RE-NUMBER, RE-LETTER and CHANGE DATES, WHERE APPLICABLE.
2. **DURATION**: The successor contract shall commence on July 1, 2012 and terminate on June 30, 2015.
3. **ARTICLE III – GRIEVANCE PROCEDURES**

SECTION A., DEFINITION:

ADD THE FOLLOWING TO THE END OF PARAGRAPH 1.: “affecting terms and conditions of employment.”

4. **ARTICLE VIII, ADMINISTRATOR FILES**

SECTION A.1:

CHANGE “Personnel Director” TO “Superintendent or designee”.

5. **ARTICLE XIII – REDUCTION IN FORCE**

SECTION A: Change regulatory reference to *N.J.A.C.* 6A:32-5.1.

6. **ARTICLE XIV – WORK YEAR**

SECTION A., WORK YEAR:

PARAGRAPH 1.: AMEND TO READ AS FOLLOWS:

“For the 2012-13 school year, the work year for twelve month administrative employees is 219 days. Effective for the 2013-14 school year, the work year for twelve month administrative employees shall include two (2) additional days (221 days total) to be scheduled by the Superintendent in consultation with the Association and to be used as determined by the Superintendent for District-related professional purposes. Effective July 1, 2014, the work year for twelve month administrative employees shall include a total of five (5) additional days (224 days total) to be scheduled by the Superintendent in consultation with the Association and to be used as determined by the Superintendent for District-related professional purposes. Two of the five additional days shall be scheduled during the Teachers’ Convention break in November and the remaining three days shall be scheduled no later than April of the preceding school year. The Superintendent will consult annually with the RTAA to develop a calendar by April of the preceding school year delineating the work year for twelve month administrative employees.”

PARAGRAPH 2.: AMEND TO READ AS FOLLOWS:

For the 2012-13 school year, the work year for ten month administrative employees is 190 days. Ten month administrative employees will work the 185 teacher year and five additional days at the approval of the administrator’s supervisor. Effective for the 2013-14 school year, the work year for ten month administrative employees shall include two (2) additional days (192 days total) to be scheduled by the Superintendent in consultation with the Association and to be used as determined by the Superintendent for District-related professional purposes. Effective July 1, 2014, the work year for ten month administrative employees shall include a total of five (5) additional days (195 days total) to be scheduled by the Superintendent in consultation with the Association and to be used as determined by the Superintendent for District-related professional purposes. Two of the five additional days shall be scheduled during the Teachers’ Convention break in November and the remaining three days shall be scheduled no later than April of the preceding school year.

PARAGRAPH 4: ADD THE FOLLOWING:

“10 plus 1 administrative employees shall also work the two additional days in 2013-14 and the five additional days in 2014-15 required of twelve month administrative employees, to be scheduled using the same procedure as for twelve month administrative employees.”

PARAGRAPH 3: DELETE SECOND SENTENCE. DELETE “219 day” FROM THIRD SENTENCE.

PARAGRAPH 4: CHANGE “10 plus I” to “10 plus 1”.

SECTION B., ADMINISTRATIVE TEACHING RESPONSIBILITIES:

DELETE IN ITS ENTIRETY effective July 1, 2014.

SECTION C., VACATIONS FOR TWELVE MONTH ADMINISTRATORS:

PARAGRAPH 5.: DELETE LAST SENTENCE AND REPLACE WITH THE FOLLOWING:

“No more than two (2) consecutive vacation days may be taken when schools are in session without the Superintendent’s prior approval in writing with a copy to the board president. Such request shall not be unreasonably denied.”

SECTION D., PERSONAL DAYS AND SICK LEAVE BANK:

DELETE “(222)”.

SECTION E., COMPASSIONATE LEAVE BANK:

AMEND FIRST SENTENCE TO READ AS FOLLOWS:

“An employee may use personal days to build a compassionate leave bank containing a maximum of ten (10) days.”

7. ARTICLE XVIII – PROFESSIONAL DEVELOPMENT

Section A.: Insert new Paragraph 4 as follows and renumber existing paragraphs:

- “ 4. No reimbursement will be made for any course which does not meet the requirements of *N.J.S.A.* 18A:6-8.5 and 8.6.”

Section A., Paragraph 9.: Add “year” to the end of the first sentence.

Section E.: Delete in its entirety.

8. ARTICLE XIX – SALARIES

Section A.: AMEND FIRST SENTENCE TO READ AS FOLLOWS:

“The salaries of all employees covered by this Agreement shall be as set forth on the annexed Schedule ‘A.’”

Section B., Computations of Salaries:

DELETE PARAGRAPHS 1, 2 AND 3.

PARAGRAPH 4: AMEND TO READ AS FOLLOWS:

“The annual salary for each administrator who receives an effective performance rating shall be at least \$2,000 above the maximum guide step salary of the current REA teacher salary guide in effect. This provision shall not apply to newly appointed administrators and supervisors until after completion of the third year in their position. The total amount of any adjustment hereunder shall not be included in the agreed percentage distribution to the Association.”

PARAGRAPH 5.: DELETE IN ITS ENTIRETY

PARAGRAPH 7.: ADD THE FOLLOWING TO THE SECOND SENTENCE:

“and shall not become part of the annual base salary.”

EXISTING SECTION D., HEALTH INSURANCE:

PARAGRAPH 1: AMEND SECOND SENTENCE TO READ AS FOLLOWS:

“However, each employee shall pay the amount of contribution required by P.L. 2011, c. 78 through a payroll deduction plan.”

9. **ARTICLE XXIII – MISCELLANEOUS**

SECTION G: AMEND TO READ AS FOLLOWS:

“The Board will make an electronic copy of this Agreement available on the District’s website.”

IN WITNESS WHEREOF, the parties’ representatives have executed this Memorandum of Agreement on the dates set forth below.

**ASSOCIATION NEGOTIATING
TEAM:**

Risa Gross
MARCO
John Sedgwick
Dennis Copeland

DATED: 12-2-13

BOARD NEGOTIATING TEAM:

Sammy Mackay
SCOTT
Agustin Mota

DATED: 12/2/2013