

AGREEMENT

between

NORTH SHORE CENTRAL SCHOOL DISTRICT

and

THE NORTH SHORE SCHOOLS ADMINISTRATORS' COUNCIL

July 1, 2016 through June 30, 2020

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AGREEMENT made and entered by and between the NORTH SHORE CENTRAL SCHOOL DISTRICT (hereinafter referred to as the “District”) and THE NORTH SHORE SCHOOLS ADMINISTRATORS’ COUNCIL (hereinafter referred to as the “Council”).

ARTICLE I – RECOGNITION

The District recognizes the Council as the exclusive bargaining agent for all Principals, Assistant Principals, Directors, and Assistant Directors employed by the District. The bargaining unit shall also include Teacher Leaders, whose work year, duties, supervision, and salaries are set forth separately in Appendix C attached hereto. The above recognition shall continue for the maximum period permissible by law.

ARTICLE II – LEAVES OF ABSENCE

A. Unpaid Leave of Absence

A leave of absence without compensation is designed to enable a member of the unit to engage in professional and personal activities outside the provisions and limitations of other leave policies.

1. Qualification and Time Limit

A leave of absence may be granted for a period of up to two (2) years with the approval of the Superintendent and the Board. A member of the unit may qualify for a leave of absence after serving a minimum of five (5) consecutive years as a member of the unit. Extensions beyond a two (2) year period may also be approved.

Such leaves shall commence at the end of a school year and terminate at the beginning of a school year. These requirements may be waived by the Superintendent where justified.

2. Conditions

Upon return from such leave, such member shall be paid the salary he/she was receiving when he/she left the District, plus any negotiated increases.

3. Activities

The following activities are considered appropriate for a leave of absence:

- a. The alleviation of hardship involving the individual or his/her immediate family.
- b. Full-time participation in professional association activities.
- c. Child rearing.

4. Application Procedure

A member of the unit shall file a written notice of intent with the Superintendent at least three (3) months prior to the end of the school year which precedes the school year in which the member of the unit would normally return.

All applications for Unpaid Leave to commence on July 1st shall be filed no later than April 15th.

Such time limitations for application may be waived by the Superintendent for good and sufficient reasons.

5. Action on Request for Leave

A written reply to a request for Unpaid Leave will be sent to the applicant not later than thirty (30) days after the application is filed. Hardship cases will be considered on an individual basis.

B. Sick Leave or Personal Illness

In cases of extended illness (one month or more), the District will continue to make full salary payments until the member of the unit becomes eligible for the benefits of the disability insurance as set forth in this Agreement.

C. Personal Business Leave

For absences due to personal business, two (2) days' leave without loss of pay shall be allowed annually. No more than one (1) member of the unit may be absent at one time without the approval of the Superintendent.

The request for personal business leave shall be filed with the Superintendent one (1) week in advance of the anticipated absence, except in emergency. Personal business leave shall be used to conduct matters which may only be handled during working hours.

D. Emergency Leave

A maximum of five (5) days with pay shall be granted for serious illness or death in the immediate family or involving the administrator's domestic partner (the definition of domestic partner is as set forth in the New York State Government Employees Health Insurance Plan). Extensions for reasonable cause, or leave for relatives other than those in the immediate family may be granted with pay at the discretion of the Superintendent. If the Superintendent feels that reasons do not warrant extensions with pay, he/she may, at his/her discretion, grant such leaves without pay. Requests for extensions shall be in writing or by e-mail. The Board may require confirmation of the reasons for each such leave.

E. Approved Absences

Absence shall be approved with no loss of pay for the following purposes:

1. Jury Duty. Jury service fee received shall be reimbursed to the District.
2. Court appearance or other official proceeding, where the member of the unit is subpoenaed or ordered to appear as a defendant in suit.

The member of the unit shall notify the Superintendent and present his/her jury notice, subpoena or court order to the Superintendent as soon as reasonably possible after its receipt and shall give the Superintendent due notice of the termination of his/her service or appearance.

ARTICLE III – INSURANCE

A. Health Insurance

The group health insurance plan in effect as of June 30, 2008, which is the New York State Health Insurance Program (“NYSHIP”), shall be continued. The Board shall pay eighty percent (80%) of the premiums therefore.

A member of the unit who retires under the State Retirement System after at least ten (10) years of employment in the District shall continue to be covered by the District health insurance program as though he/she were still in the employ of the District. During retirement, the District shall continue to pay the same percentage of the premium that it had paid in the unit member’s last year of employment.

B. Life Insurance

The District shall provide a Group Term Life Insurance Plan providing life insurance equivalent to one year’s salary plus an additional \$50,000, the premium of which shall be paid by the District. The District will attempt to secure a carrier who will continue all or part of such coverage into retirement provided the premiums for such coverage will be paid by the retiree.

C. Disability Insurance

The District shall provide a long-term disability insurance plan providing a benefit of 66 2/3% of an individual Administrator’s gross monthly salary, continuing to age 65, subject to a 180 day waiting period.

D. Dental Insurance

The District shall pay an amount of money per participant necessary to provide dental insurance coverage comparable to that provided to the North Shore Teachers. This may be accomplished through the administrators’ participation in the teachers’ plan.

E. “Flex 125” Plan

The District shall provide a “Flex 125” Plan, through which unit members may elect to pay their share of the costs of health insurance pursuant to Section A of this Article and dental insurance pursuant to Section D of this Article.

ARTICLE IV – GRIEVANCE PROCEDURE

A. Definition

The term “grievance” shall mean that in an administrator’s opinion there has been a violation, misinterpretation or inequitable application of a specific provision of this Agreement, existing rules, procedures, regulations, administrative orders, work rules or the provisions of his/her employment. The term “grievance” shall also mean that in an employee’s opinion he/she has been treated unfairly or inequitably as determined by established policy governing or affecting employees.

B. Informal Stage

The aggrieved employee shall present his/her alleged grievance orally to the appropriate Assistant Superintendent who shall informally discuss the matter with that individual. The Assistant Superintendent will render his/her determination to the aggrieved employee within three (3) working days after the grievance has been presented to him/her. If the alleged grievance is not satisfactorily resolved at this stage, the aggrieved administrator may proceed to the formal stages.

C. Formal Stage I

1. The aggrieved employee shall provide a written statement to the Assistant Superintendent. This must be done within five (5) working days after the informal stage and should set forth the specific nature of the grievance, the facts relating thereto, and the determination being reviewed.
2. The Assistant Superintendent shall notify the aggrieved employee of the hour and place when a hearing will be held, at which time he/she may appear and present oral and written

statements in support of his/her case. Such a hearing will be scheduled within five (5) working days of receiving the written application.

3. The Assistant Superintendent shall render his/her written determination to the aggrieved employee within ten (10) working days after the close of the hearing, pursuant to paragraph "B."
4. If the grievance is not satisfactorily resolved at this stage, the aggrieved employee may proceed to Formal Stage II.

D. Formal Stage II

1. The aggrieved employee shall make a written request to the Superintendent. This must be done within five (5) working days after receiving the response at Formal Stage I and should set forth the specific nature of the grievance, the facts relating thereto, and the determination sought to be reviewed.
2. The Superintendent shall notify the aggrieved employee of the hour and place when a hearing will be held, at which time he/she may appear and present oral and written statements in support of his/her case. Such a hearing will be scheduled within five (5) working days of receiving the written application.
3. The Superintendent shall render his/her written determination to the aggrieved employee within ten (10) working days after the close of the hearing pursuant to paragraph "2."
4. If the grievance is not satisfactorily resolved at this stage, the aggrieved employee may proceed to Formal Stage III.

E. Formal Stage III

1. The aggrieved employee shall make a written request to the Board of Education for review of the determination. The aggrieved employee shall inform the Superintendent of his/her

decision to proceed to this stage. This shall be done within five (5) working days of the determination of Formal Stage II.

2. Within five (5) working days, the Board shall notify all parties of the hour and place of a hearing. Such a hearing shall be scheduled within ten (10) working days of the written application. This hearing shall be closed unless all parties agree otherwise. All parties concerned shall be present at such hearing and shall have the right to present further statements supplementing their positions. The Board may act on a quorum and the majority vote or determination of the quorum shall be deemed the determination of the Board.
3. The Board shall render its written determination within twenty (20) working days after the close of the hearing.

ARTICLE V – ACCESS TO PERSONNEL FILE

- A. All written material concerning an employee's employment and performance shall be maintained in a personnel file or folder located in the Central Administration Office.
- B. All adversely critical material shall be placed in the personnel file or folder only after written notice thereof is given to the administrator, who shall have a reasonable opportunity to examine the material. Upon his/her examination, the administrator shall be required to affix his/her signature to the material which shall indicate only that he/she has examined the material. At his/her option, at the time of the examination, or at any time thereafter, the administrator may comment in writing concerning the material. Such writing shall be annexed to the material. If the administrator does not examine, sign or comment on the material within a reasonable period, it may be placed in the file or folder and he/she shall be permitted to do so at a later time. A copy of written evaluations shall be given to the administrator, signed by the Superintendent. The administrator shall thereafter have the right to comment in writing as to the evaluation. Such comment shall be annexed to the filed evaluations.
- C. All administrators shall be entitled to examine their personnel files or folders provided that they have presented a request to do so to the

Superintendent three (3) working days prior to the date upon which examination is to take place. All material, except pre-employment recommendations or university transcripts, shall be available to the administrator.

ARTICLE VI – WORKING SCHEDULE AND COMPENSATION

- A. The work year shall commence on July 1st, and end on June 30th.
- B. Each elementary school Principal shall be entitled to twenty-eight (28) working days' vacation during the summer. He/she will receive an additional ten (10) working days during the school year. Each secondary school Principal and Assistant Principal will receive nineteen (19) working days' vacation during the summer and an additional ten (10) working days during the school year. Vacations during the school year are to be taken when school is not in session and must have the approval of the Superintendent.

Paid vacation for Directors will be granted in the amount of twenty-four (24) days, exclusive of weekends and designated holidays, and will normally occur during the periods when regular school is not in session. Such days are to have the approval of the Superintendent.

Each member of the unit shall be entitled to holidays as listed in Appendix "A."

- C. In the event that any member of the unit should be recalled or required to work during a scheduled vacation period, he/she shall be compensated for such time by being granted equal time off (one day for each day worked). Such times will be mutually agreed upon by the member affected and the Superintendent, and all arrangements shall be committed to writing.

- D. Graded Salary Plan

- 1. Purpose of Article

- The purpose of this Plan is to provide a basis for the compensation and payment of salaries for members. The calculation and computation of all unit member salaries shall be

governed in accordance with the procedures set forth in this Article.

2. Graded Salary Plan

The parties agree that salaries shall be graded in accordance with the salary ranges annexed hereto as Appendix B.

Effective July 1, 2012, the salaries of current unit members shall be calculated as set forth below. Administrators employed subsequent to the date of execution of this Agreement shall be placed into their respective range at the hiring salary established by the Board, not to be lower than the minimum of the range, nor higher than the maximum of the range.

The minimum and maximum salaries of the salary ranges contained in Appendix B shall be applied towards and used for hiring purposes only and shall in no way limit or establish the maximum salaries that may be earned by unit members after their initial appointment.

3. Salary Determination

- a. 2016-2017: Each unit member's salary shall be increased by 1.0% effective July 1, 2016.
- b. 2017-2018: Each unit member's salary shall be increased by 0.5% effective July 1, 2017.
- c. 2018-2019: Each unit member's salary shall be increased by 1.0% effective July 1, 2018.
- d. 2019-2020: Each unit member's salary shall be increased by 1.5% effective July 1, 2019.

4. Service Increment (applied annually after calculation of the across-the-board salary determination and added to it):

- a. For the 2016-2017 school year and the 2017-2018 school year, service increment will be 1.5% for those unit

members whose salaries fall below the midpoint of the range for their position; and, 1.25% for those unit members whose salaries fall above the midpoint of the range for their position.

For the 2018-2019 school year and the 2019-2020 school year, and in each school year thereafter, service increment will be 1.75% for those unit members whose salaries fall below the midpoint of the range for their position; and, 1.5% for those unit members whose salaries fall above the midpoint of the range for their position.

The parties agree that the above service increment will be applied annually after calculation of the across the board determination, if any, as set forth in Article VI(D)(3).

- b. Service increment may be withheld based upon the following procedures:
 - (i) The Administrator receives an unsatisfactory or ineffective performance rating in the Annual Performance Appraisal; and
 - (ii) By October 1 of the following school year, the District will provide the Administrator with a written Professional Improvement Plan (“PIP”). For building principals the written Professional Improvement Plan shall be subject to the provisions and requirements of Education Law §3012-c and §3012-d and be provided and implemented no later than ten (10) school days from the opening of classes in the following school year; and
 - (iii) The Administrator’s supervisor shall meet with the Administrator no later than December 15 and March 15, unless specified otherwise in the PIP plan submitted pursuant to Education Law §3012-c and §3012-d, to review the Administrator’s

performance. If the performance is still deemed unsatisfactory or ineffective, whichever is applicable, the Administrator will receive written notice of same; and

- (iv) If the Annual Performance Appraisal is still unsatisfactory or ineffective, the Administrator's increment may be withheld in the subsequent school year.

5. Career Level Increase

A unit member will receive an increase raising a unit member's salary to the midpoint of the salary range if the unit member's salary (after applying the across-the-board and service increment raises) is below the 50th percentile of the salary range, subject to review and approval of the Superintendent (or his/her designee), according to the criteria set forth below. This will occur at the beginning of the 5th year of service to the District as an administrator.

A unit member will receive an increase raising a unit member's salary to the 60th percentile of the salary range if the unit member's salary (after applying the across-the-board and service increment raises) is below the midpoint, subject to review and approval of the Superintendent (or his/her designee), according to the criteria set forth below. This will occur at the beginning of the 10th year of service to the District as an administrator.

A unit member will receive an increase raising a unit member's salary to the 75th percentile of the salary range if the unit member's salary (after applying the across-the-board and service increment raises) is below the 75th percentile of the salary range, subject to review and approval of the Superintendent (or his/her designee), according to the criteria set forth below. This will occur at the beginning of the 15th year of service to the District as an administrator.

Movement to the Career Level Salary will be a performance based decision subject to: The candidate's career level portfolio will reflect evidence of performance in the four categories listed in the Annual Performance Appraisal. The portfolio will be submitted to the Superintendent by March 15. Should any of the defined criteria not have been satisfactorily met, the portfolio may be resubmitted by June 15 for a July 1 career adjustment reconsideration.

6. There shall be an overall 9% cap on any one year increase from the previous year's salary (excluding adjustments or stipends for extra responsibilities). Any sums exceeding 9% will be carried over to the next fiscal year and become part of the employee's base salary on which the following year's wage adjustments will be applied, subject again to an overall 9% cap.
7. Upon the grant of tenure to a unit member in his or her current administrative position, which occurs on or after July 1, 2016 but before July 1, 2020, the unit member's base salary shall be increased by \$2500. This provision shall sunset on June 30, 2020. The Association herewith waives the applicability of Section 209-a(1)(e) of the Taylor Law to the entirety of the provisions of this provision.
8. Longevity
 - a. Effective July 1, 2016, a longevity payment in the amount of one thousand five hundred dollars (\$1500) shall be provided annually to unit members on the first day of the unit member's eighth (8th) year of unit service as an administrator of the North Shore Central School District. For example, on the first day of a unit member's eighth (8th) year of unit service as an administrator of the District the unit member will receive \$1500. This \$1500 stipend will continue to be paid each year until completion of eleven (11) years of service, at which time the then stipend of \$1500 will be increased by \$500 to \$2000 on the first day of the twelfth (12th) year of service to the District. In order for a unit member to receive the foregoing

longevity stipend, the unit member must receive a satisfactory evaluation during the unit member's seventh (7th) year of employment with the District. However, if the unit member receives an unsatisfactory evaluation in his/her seventh (7th) year but receives a satisfactory evaluation in his/her eighth (8th) year of employment with the District, or not until thereafter during the ninth (9th) or tenth (10th) year of employment with the District, the unit member will be paid the \$1500 stipend that following year, but such stipend payment will not be retroactive. It will be paid on the first day of the school year following achievement of a satisfactory evaluation.

- b. Effective July 1, 2016, a stipend in the amount of two thousand dollars (\$2000) shall be provided annually to unit members on the first day of the unit member's twelfth (12th) year of service as an administrator of the North Shore Central School District. For example, on the first day of the unit member's twelfth (12th) year of service as an administrator of the District the unit member will receive \$2000. This \$2000 stipend will continue to be paid each year until completion of fifteen (15) years of service, at which time the then stipend of \$2000 will be increased by \$500 to \$2500 on the first day of the sixteenth (16th) year of service to the District. In order for a unit member to receive the foregoing longevity stipend, the unit member must receive a satisfactory evaluation in the unit member's eleventh (11th) year of employment with the District. However, if the unit member receives an unsatisfactory evaluation in his/her eleventh (11th) year but receives a satisfactory evaluation in his/her twelfth (12th) year of employment with the District, or not until thereafter during the thirteenth (13th) or fourteenth (14th) year of employment with the District, the unit member will be paid the \$2000 stipend but such stipend payment will not be retroactive. It will be paid on the first day

of the school year following achievement of a satisfactory evaluation.

- c. Effective July 1, 2016, a stipend in the amount of two thousand five hundred dollars (\$2500) shall be provided annually to unit members on the first day of the unit member's sixteenth (16th) year of service, and each year thereafter, as an administrator of the North Shore Central School District. In order for a unit member to receive the foregoing longevity stipend, the unit member must receive a satisfactory evaluation in the unit member's fifteenth (15th) year of employment with the District. However, if the unit member receives an unsatisfactory evaluation in his/her fifteenth (15th) year but receives a satisfactory evaluation in his/her sixteenth (16th) year of employment with the District, or not until thereafter, the unit member will be paid the \$2500 stipend, in that following year, but such stipend payment will not be retroactive. It will be paid on the first day of the school year following achievement of a satisfactory evaluation.

ARTICLE VII – NEGOTIATION PROCEDURES

- A. Negotiations may be initiated upon the written request of the District or the Council. Such request shall be made no earlier than February 1st.
- B. Within thirty (30) days of the receipt of the written request for negotiation, the parties shall arrange a meeting of the respective negotiations committees. The committees shall continue to meet at mutually agreeable times until agreements have been reached with regard to all items in the subject matter to be negotiated or until an impasse has been declared.

ARTICLE VIII – ADMINISTRATIVE AND SUPERVISORY RESPONSIBILITIES

Members of the Council exercise administrative and supervisory responsibilities for the staff in their schools; therefore, the Superintendent and Board will call upon members of the Council for their views and for their participation as advisors in negotiations in all matters that affect these responsibilities.

Neither the Superintendent nor the Board shall cite the response of the Council members to such requests as the basis for a claim of managerial status.

ARTICLE IX – PROFESSIONAL DEVELOPMENT FUND

The District shall make available up to \$6,000 in each school year covered by the Agreement, noncumulative, to reimburse members of the unit for participating in professional development programs. Participation and reimbursement for programs under this Article are at the discretion of the Superintendent and must be approved in writing by the Superintendent.

ARTICLE X – FILLING OF VACANCIES

The District shall consult with representatives of the Council concerning the salary and working conditions for an administrator filling a vacancy within the bargaining unit.

ARTICLE XI – APPOINTMENTS, PROBATION AND TENURE

Probationary members of the unit shall be notified on or before April 15th as to whether they will be reappointed for the following school year, unless April 15th falls during a school vacation period, in which case the probationary employee shall be notified by the last day preceding the vacation.

ARTICLE XII – DURATION

This Agreement shall be effective as of July 1, 2016 and shall continue in effect through June 30, 2020.

ARTICLE XIII – REOPENING CLAUSE

In the event that the New York State Legislature enacts into law a statute establishing “caps” on school budgets, or on tax levies for school districts, or in any way imposes a statutory limit on any increases in the annual budgets or tax levies of school districts, and in the further event that such legislation becomes law, then either party may thereupon demand the initiation of reopener negotiations respecting the salary and health insurance provisions contained in this Agreement.

ARTICLE XIV – TAYLOR LAW NOTICE § 204-a

IT IS AGREED BY AND BETWEEN THE PARTIES, IN ACCORDANCE WITH ARTICLE 14, § 204-a OF THE TAYLOR LAW, THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

THE NORTH SHORE SCHOOLS
ADMINISTRATORS’ COUNCIL

By: Carl A. Sytko

Dated: 6/13/18

NORTH SHORE CENTRAL
SCHOOL DISTRICT

By: [Signature]

Dated: 6/13/2018

APPENDIX A-1

NORTH SHORE SCHOOLS

CIVIL SERVICE HOLIDAY CALENDAR- 2016-2017

SECRETARIAL UNIT

July 4, 2016	Independence Day
September 5, 2016	Labor Day
October 3, 2016	Rosh Hashanah
October 10, 2016	Columbus Day
November 11, 2016	Veteran's Day
November 23, 2016	Day before Thanksgiving
November 24, 2016	Thanksgiving Day
November 25, 2016	Day after Thanksgiving
January 16, 2017	Martin Luther King Jr. Day
February 20, 2017	President's Day
April 13, 2017	Holy Thursday
April 14, 2017	Good Friday
May 29, 2017	Memorial Day

Note: The actual school calendar/days designated for the observance of the listed holidays will be adjusted for each year of this agreement.

APPENDIX A-2

NORTH SHORE SCHOOLS

CIVIL SERVICE HOLIDAY CALENDAR- 2017-2018

SECRETARIAL UNIT

July 4, 2017	Independence Day
September 4, 2017	Labor Day
September 22, 2017	Rosh Hashanah
October 9, 2017	Columbus Day
November 10, 2017	Veteran's Day
November 22, 2017	Day before Thanksgiving
November 23, 2017	Thanksgiving Day
November 24, 2017	Day after Thanksgiving
January 15, 2018	Martin Luther King Jr. Day
February 19, 2018	President's Day
March 30, 2018	Good Friday
April 2, 2018	Day after Easter
May 28, 2018	Memorial Day

Note: The actual school calendar/days designated for the observance of the listed holidays will be adjusted for each year of this agreement.

APPENDIX B

2016-17 RANGES - 1% Across the Board

	Minimum	Midpoint	60th Percentile	75th Percentile	Maximum
High School Principal	161,490	178,949	182,440	187,678	196,408
Middle School Principal	155,029	172,550	176,054	181,310	190,071
Elementary School Principal	148,570	166,152	169,669	174,943	183,734
Director	148,570	166,152	169,669	174,943	183,734
CA	129,192	146,961	150,515	155,845	164,730
Teacher Leaders	123,464	140,447	143,841	148,936	157,427
High School Assistant Principal	142,111	159,756	163,284	168,577	177,399
Middle School Assistant Principal	139,529	157,197	160,730	166,031	174,864
Elem Sch AP/Asst Director	131,777	149,519	153,068	158,391	167,262

2017-18 RANGES-.5% Across the Board

	Minimum	Midpoint	60th Percentile	75th Percentile	Maximum
High School Principal	162,297	179,844	183,353	188,617	197,390
Middle School Principal	155,804	173,413	176,934	182,217	191,021
Elementary School Principal	149,313	166,983	170,517	175,818	184,653
Director	149,313	166,983	170,517	175,818	184,653
CA	129,838	147,696	151,268	156,624	165,554
Teacher Leaders	124,082	141,149	144,560	149,680	158,214
High School Assistant Principal	142,822	160,555	164,100	169,420	178,286
Middle School Assistant Principal	140,227	157,983	161,534	166,861	175,739
Elem Sch AP/Asst Director	132,436	150,267	153,833	159,183	168,098

2018-19 RANGES-1% Across the Board

	Minimum	Midpoint	60th Percentile	75th Percentile	Maximum
High School Principal	163,920	181,642	185,187	190,503	199,364
Middle School Principal	157,362	175,147	178,703	184,039	192,931
Elementary School Principal	150,806	168,653	172,222	177,576	186,500
Director	150,806	168,653	172,222	177,576	186,500
CA	131,136	149,173	152,781	158,190	167,210
Teacher Leaders	125,323	142,560	146,006	151,177	159,796
High School Assistant Principal	144,250	162,161	165,741	171,114	180,069
Middle School Assistant Principal	141,629	159,563	163,149	168,530	177,496
Elem Sch AP/Asst Director	133,760	151,770	155,371	160,775	169,779

2019-20 RANGES-1.5% Across the Board

	Minimum	Midpoint	60th Percentile	75th Percentile	Maximum
High School Principal	166,379	184,367	187,965	193,361	202,354
Middle School Principal	159,722	177,774	181,384	186,800	195,825
Elementary School Principal	153,068	171,183	174,805	180,240	189,297
Director	153,068	171,183	174,805	180,240	189,297
CA	133,103	151,411	155,073	160,563	169,718
Teacher Leaders	127,203	144,698	148,196	153,445	162,193
High School Assistant Principal	146,414	164,593	168,227	173,681	182,770
Middle School Assistant Principal	143,754	161,956	165,596	171,058	180,158
Elem Sch AP/Asst Director	135,767	154,046	157,702	163,187	172,326

APPENDIX C

Teacher Leaders

On June 19, 2014, the Superintendent of Schools and the Union President, agreed to accretion of a newly created position entitled “Teacher Leader” to the North Shore Schools Administrators’ Council bargaining unit.

The Board of Education agreed to the creation of the administrative positions of Teacher Leader, Mathematics 9-12; Teacher Leader, Science 9-12; Teacher Leader, English 9-12; Teacher Leader, Social Studies 9-12; Teacher Leader, Stem 6-8; and Teacher Leader, Humanities 6-8. Persons appointed to the position shall possess appropriate administrative certification and teacher certification.

Except as otherwise set forth in this Appendix, the terms and provisions of this labor contract shall apply to Teacher Leaders.

1. Work Year: The Teacher Leader work year shall be the teacher work year plus twelve (12) days in the summer. Unless subsequently modified in the discretion of the Superintendent, the work days in the summer will include five (5) days following the last day of high school graduation, five (5) days prior to the opening of school, and two (2) days for the administrative retreat. The five days following and preceding the student year may be flexibly scheduled subject to the approval of the building principals.

Should Teacher Leaders be required by the Principal or Central Office Administration to work beyond their allotted 12 days during the summer, they will be compensated on a per diem basis for these additional work days. Upon approval of the Superintendent, any additional days a Teacher Leader works beyond the 12 summer days will be paid on a per diem basis.

Teacher Leaders shall be available up to five (5) additional days in the summer as requested by the Superintendent of Schools, and shall be paid at a per diem rate based upon the individual’s annual salary.

2. Salary: The following formula was used in calculating the salary range for the position of Teacher Leaders. The Curriculum Advisor schedule consisted of teacher work year, plus 21 days for a total work year of 203 work days. The Teacher Leader position consists of the teacher work year plus 12 days for a total of 194 days. Utilizing the Curriculum Advisor range listed in the contract and the number of work years, the

following shall be the salary ranges for the position of Teacher Leaders for the 2016-2017 school year.

Minimum	Mid	60%	75%	Maximum
\$123,464	\$140,447	\$143,841	\$148,936	\$157,427

3. Supervision: Teacher Leaders will report to and be supervised by the building principal. In addition, they will work with the Assistant Superintendent for Instruction for purposes of 6-12 curriculum articulation.

4. Duties:

- Observations and Evaluations of Department Members.
- Ongoing teacher coaching in classrooms.
- Ordering and distribution of materials and supplies for the department.
- Support of Building Principals' goals and vision for high quality, rigorous content mastery, curriculum, instruction and assessment.
- Plan and conduct department meetings as needed.
- Plan and conduct grade level meetings as needed.
- Work with and support teachers in preparing for Back to School Night.
- Required attendance at:
 - Back to School Night
 - HS Curriculum Night (HSLT)
 - Grade 9 Parent Orientation (HSLT)
 - Grade 6 Parent Orientation (MSTL)
- Up to two (2) additional evening meetings per year, as determined by the building principal or Superintendent.
- Assist in the hiring of new and/or leave replacement teachers within the department.
- Coordinate proctoring and/or scoring of remedial/makeup Regents, Regents Exams, AP Exams, IB Exams and all State Exams, as well as departmental mid-terms and finals.
- Perform such other duties consistent with the duties of the position of Teacher Leader, as assigned by the Superintendent and/or his/her designee.

These positions will be primarily building based and reasonable effort will be made to limit requiring Teacher Leaders for district level responsibilities, or meetings.