

AGREEMENT
BETWEEN
TRENTON ADMINISTRATORS
AND
SUPERVISORS ASSOCIATION
AND THE
TRENTON
BOARD OF EDUCATION
JULY 1, 2012
TO
JUNE 30, 2015

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PREAMBLE

The Trenton Administrators and Supervisors Association and the Board of Education and Central Administration of the Trenton Public Schools are committed to educating all children in our District, therefore it is the mutual goal of the parties to ensure that all students will achieve to their level of potential, are motivated to learn continually and are prepared to succeed in their choice of college or career.

ARTICLE I RECOGNITION

- A.** In accordance with Chapter 303, Public Laws of 1968, the Board hereby recognizes the Association as the exclusive and sole representative for the collective negotiations concerning the terms and conditions of employment for all personnel with unit titles of Payroll Supervisor, Medical Inspector, Coordinator, Supervisor, Vice Principal, Elementary Principal, Middle School Principal, Director, Assistant Director and High School Principal, including any on leave and excluding any deemed confidential.
- B.** Each party reserves the right to petition PERC concerning any dispute.
- C.** Unless otherwise indicated the term “administrator”, when used hereinafter in the Agreement, shall refer to all employees represented by the Association in the negotiating unit as defined above, and references to male administrators shall include female administrators.

ARTICLE II NEGOTIATION PROCEDURE

- A.** The parties agree to comply with the requirements of Chapter 303, Public Laws of 1968, in a good faith effort to reach agreement. Such negotiations shall begin not later than December 1st of the calendar year preceding the calendar year in which this Agreement expires unless mutually agreed to on another date.
- B.** During the negotiations, the Board and the Association shall present relevant data, exchange points of view and make proposals and counterproposals. The Board shall make available all public information of the Trenton Board of Education upon request of the Association.
- C.** The first negotiation session between the parties shall be scheduled by mutual agreement within fifteen (15) calendar days of December 1st of the calendar year preceding the calendar year in which this Agreement expires.

D. Negotiating Team Authority

Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party. The parties mutually pledge that their representatives shall be authorized to make proposals, consider proposals and make counterproposals in the course of negotiations, and to reach a tentative agreement subject to ratification by the Trenton Administrators and Supervisors Association (TASA) and the Trenton Board of Education.

1. All conditions agreed to in this Agreement shall be maintained at no less than the highest minimum standards in effect in the system at the time this Agreement is signed, provided however, that such conditions shall be improved for the benefit of administrators as required by the express provisions of this Agreement.
2. No existing Board policies, instructions or handbooks shall in any way limit the rights granted administrators in this Agreement. Any portion of the existing documents that is inconsistent with this Agreement shall be ineffective.
3. This Agreement shall not be interpreted or applied to deprive administrators or professional advantages heretofore enjoyed unless expressly stated herein.

E. Modification Understanding of Parties

This Agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiations. During the term of this Agreement, neither party shall be required to negotiate with respect to any such matter whether or not covered by this Agreement and whether or not within the knowledge or contemplation of either or both of the parties at the times they negotiated or executed this Agreement. This Agreement shall not be ratified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

**ARTICLE III
GRIEVANCE PROCEDURE**

A. Definition

The term "grievance" means an allegation or claim that there has been an improper application, interpretation or violation of any term or provision of this contract or administrative decisions affecting a member or group of members.

B. Procedure

1. Filing a Grievance

A grievance may be filed by an individual member, a group of members, or by the Association, either in its own name or as the representative of a group or class whose individual signatures shall not be necessary. Any grievance must be lodged at the proper initiating level within thirty (30) work days after the administrator knew or should have known of the event.

2. Failure to Communicate a Decision

Failure at any step to communicate the decision on a grievance within the specified time limitation shall move the grievance to the next level. Failure to appeal within the specified time limitations from an answer which is unsatisfactory shall be deemed to constitute an acceptance of such response as dispositive. Time limits may be extended by mutual agreement in writing, provided that the Superintendent or his or her designee shall sign on behalf of the Board.

3. Informal Attempt to Resolve

An individual administrator who has a grievance shall discuss it first with his immediate supervisor in an attempt to resolve the matter informally. However, if the grievant is the Association, the initial discussion shall be at the level of the Superintendent; and, in such event, if the problem is not resolved to the satisfaction of the Association within

ten (10) work days after the conclusion of the discussion, the procedures prescribed in the subsections of this Section B shall become applicable.

4. Level One ☐ Superintendent of Schools, and/or his designee

The grievant, no later than five (5) work days after receipt of the immediate supervisor's decision, may appeal this decision to the Superintendent of Schools or Superintendent's designee. The appeal to the Superintendent or designee must be made in writing reciting the matter submitted to the immediate supervisor as specified above and his dissatisfaction with the decision previously rendered. The Superintendent or designee shall attempt to resolve the matter as quickly as possible, but within a period not to exceed ten (10) work days. The Superintendent or designee shall communicate his decision in writing to the grievant and the immediate supervisor.

5. Level Two ☐ Board of Education's PER Committee

If the grievance is not resolved to the grievant's satisfaction, he, no later than five (5) work days after the receipt of the Level One decision, may request a review by the Board of Education. The request shall be submitted in writing through the Superintendent, who shall attach all related papers and forward the request to the Board of Education. The Board, or a Committee thereof, or its designees shall review the grievance and shall at the option of the Board hold a hearing with the grievant and render a decision in writing within thirty-five (35) work days of receipt of the grievance by the Board.

6. Level Three ☐ Arbitration

If the decision of the Board does not resolve the grievance to the satisfaction of the grievant, notice of intention to proceed to arbitration shall be given to the Board through the Superintendent within ten (10) work days after the receipt of the decision which is being appealed, and the Association's Demand for Arbitration must be filed with forty-five (45) work days of service of the notice of intention. Where, however, the grievant elects so to proceed without the Association's concurrence, the costs shall not be borne or shared by the Association and the Board.

The grievance, if not resolved by timely resort to the foregoing procedure shall be subject to arbitration initiated and conducted under the rules of the Public Employment Relations Commission (PERC).

The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He can add nothing to, nor subtract anything from, the Agreement between the parties or any policy of the Board of Education. The opinion and award shall be final and binding. Only the Board, the aggrieved, and appropriate officials of the Association shall be given copies of the arbitrator's opinion and award.

7. Right to Representation

Rights of administrators to representation shall be as follows:

Any grievant may be represented at all stages of the grievance procedure by himself, or, at his option, by a representative(s) and/or an attorney selected and approved by the Association.

When a grievant is not represented by the Association in the processing of a grievance, the Association shall, at the time of submission of the grievance to the Superintendent or at any later level, be notified that the grievance is in process, and

have the right to be present and present its position in writing to all hearing sessions held concerning the grievance, and shall receive a copy of all decisions rendered.

The Board and the Association shall assure the individual freedom from restraint, interference, coercion, discrimination, or reprisal in presenting his appeal with respect to his personal grievances.

8. Separate Grievance File

All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants.

9. Meetings and Hearings

No meeting or hearing conducted under this procedure shall be public. The only parties in attendance shall be the parties in interest and the designated or selected representatives contemplated in this article. Meetings conducted under this procedure shall not be scheduled during times when persons involved are required to be at their work stations except by mutual agreement.

C. Costs

Each party will bear the total cost incurred by themselves.

The fees and expenses of the arbitrator are the only costs which will be shared by the two parties and such costs will be shared equally. Time lost by any grievant and/or his representative(s) due to arbitration proceedings shall not be charged to personal time nor shall there be any loss in pay.

**ARTICLE IV
CONTRACTUAL SALARY PROVISIONS
AND FRINGE BENEFITS**

A. Persons upon earning a doctorate will receive an additional \$1200 (Doctoral Stipend) which will also be reflected in their maximum as long as the doctorate is conferred by a duly accredited institution of higher education as defined in N.J.A.C. 6A:9-2.1.

Effective July 1, 2010, administrators will not be eligible for the doctoral stipend. However, unit members already receiving the doctoral stipend will be grandfathered and continue to receive the doctoral stipend. Any members currently enrolled in a doctoral program, approved by the Superintendent or designee, who completes his/her doctoral requirements by June 30, 2012, will be entitled to the doctoral stipend.

B. All unit members shall be placed on the appropriate step of the salary guide contained herein and shall be paid at that rate.

C. 1. Work Year

All unit personnel shall be employed on a twelve (12) month annual contractual basis consistent with this Agreement and established practice. The working day shall be consistent with established Board policy.

2. Vacation

a. Employees shall receive twenty (20) vacation days per year. All vacation requests must be approved by the Superintendent or designee.

- b. All employees hired after January 1, 1998 to TASA positions, shall accrue vacation time at the rate of 1.67 days per month of employment.
- c. Vacation Utilization
 1. Employees shall utilize vacation during the period of July 1 up to the last full week in August preceding the opening of school.
 2. Vacation shall not be permitted during the period reserved for the Superintendent's Retreat, except in case of emergency and with the approval of the Superintendent. The retreat shall be scheduled either during the last week in June or the last week in August. TASA shall be notified of the retreat date no later than the preceding April 30th.
 3. Employees shall be permitted to use up to ten (10) vacation days, during the school year subject to written request at least 15 days in advance, except in case of emergency, and approval of the Superintendent or designee.
 4. Only under extraordinary circumstances shall permission be granted for vacation days to be used at the beginning and end of holidays or holiday periods, during the first two (2) weeks of the school year or during periods of standardized testing or monitoring.
- d. Vacation Carryover
 1. A maximum of thirty (30) unused vacation days may be carried forward. Any carryover days in excess of the thirty (30) maximum will be lost.
 2. Request to carryover additional days requires the prior written approval of the Superintendent and shall only be considered when the employee is unable to utilize vacation days as a result of district needs which require that the employee work during all or part of his/her vacation period. Any excess carryover vacation days, so granted, must be used within one (1) year of the Superintendent's written approval or will be lost.
 3. Notwithstanding the foregoing, unused vacation days in excess of the 30 maximum on June 30, 2012 are herewith "grandfathered" and will not be subject to the thirty (30) days limitation.
- e. Vacation Day Compensation
 1. The Board shall reimburse each administrator at his/her per diem salary for all credit unused vacation days at the time of separation from the district, subject to the provisions set forth herein:
 - a. The maximum number of compensable per diem vacation days shall be fifty (50)
 - b. For an administrator hired before July 1, 2010, his/her maximum number of compensable per diem vacation days shall be the number of credited unused vacation days as of June 30, 2012, but no less than maximum listed in e(1)(a), above.
 - c. For administrators hired on or after July 1, 2010, the total reimbursement for credited unused vacation days shall not

exceed \$15,000 at the time of separation, irrespective of the number of unused vacation days that may have been accumulated.

d. Payment is to be taken in a lump sum upon his/her separation. In the event of death, payment shall be made to the estate of the deceased.

e. Administrators who provide the Board of Education with written notice by February 2 of the year in which they intend to separate will receive lump sum payment for accumulated vacation time within 90 days of their separation from the District. Any employee who provided notice after February 2, of their intention to retire will receive his or her lump sum payment within 180 days of separation from the District. In the event of death, lump sum payment shall be made to the estate of the deceased within sixty (60) days of death.

f. A submission of a letter requesting to seek payment shall not be construed to be a letter of retirement/resignation.

Any 10 month employee appointed to an Acting or Interim 12 month position shall earn one (1) vacation day for every thirty (30) calendar days he/she works in the acting or interim position.

The Board shall reimburse each administrator at his/her per diem salary for all credited unused vacation days at the time of separation from the district. The maximum compensable per diem number of vacation days shall be fifty (50). "Grandfathered" days accumulated prior to July 1, 1993, may exceed the fifty (50) day limit.

The maximum unused vacation day payment for administrators hired on or after July 1, 2010, shall be \$15,000.

Payment is to be taken in a lump sum upon his/her separation. In the event of death, payment shall be made to the estate of the deceased.

D. Any employee promoted in an Acting or Interim basis for a 10 month employee or a 12 month employee, who is not subsequently permanently appointed to that Acting or Interim position, shall be additionally compensated at the rate of \$400.00 per day for each day of earned vacation time at the conclusion of his Acting or Interim service. Should the employee subsequently be permanently appointed, however, he/she may at his/her option "bank" the earned vacation days, use any/all of them effective July 1st, or elect to be paid for them at the rate noted above.

E. Employees shall be permitted to accumulate unused personal days for retirement purposes only and same shall be credited for reimbursement on a one for three basis as with sick days. Only unused days after July 1, 1989 shall be compensated for this purpose and no accumulation shall be permitted from year to year for any other purpose.

F. Administrators hired on or after July 1, 2010, shall not be entitled to longevity. Administrators hired on or before June 30, 2010, shall be paid longevity payments in accordance with the schedule for their years of service without regard to the date that level of service (experience) was attained. Accumulation of years toward attainment of longevity and

subsequent awarding of longevity shall continue through June 30, 2011. Effective July 1, 2011, longevity shall be frozen and grandfathered at the amounts attained at that time.

Any TASA member that is transferred from a position on the salary guide to a lower paid position on the TASA salary guide shall not receive a reduction in pay; however, the member shall remain at the previous salary until the employee is able to move up on the new position salary guide. In other words, the employee shall be redlined until the new salary scale catches up and surpasses with the employee's previous salary.

Longevity 2009-2012

Longevity (experience in Trenton plus credited experience outside of Trenton)

20 years	\$1200 additional
25 years	\$700 additional
30 years	\$850 additional
35 years	\$700 additional
40 years	\$700 additional
45 years	\$700 additional
50 years	\$700 additional

Which will be reflected in the maximum

G. Upon approval of the Superintendent of designee, members may be granted the use of two (2) Inter-visitation Professional Days to attend the NJPSA Convention.

H. Fringe Benefits

1. For the term of this contract, the Board shall pay the premium for individual and family coverage with the Horizon Blue Cross Blue Shield of NJ Traditional Hospital/Medical/Surgical Plan (including Rider J) with Unlimited Major Medical that covers 100% of eligible expenses when the sum of the \$100 annual deductible (\$200 family deductible) and 20% coinsurance equals \$600 per individual or \$1200 per family unit OR Horizon HMO with \$5 co-pay OR Aetna US Healthcare HMO with a \$10 co-pay OR PPO coverage with a \$10 co-pay. Dependent children are covered until the earlier of: the last day of the calendar year in which the dependent child attains age 26 regardless of marital status, student or financial dependency status. The age 26 limitation shall not apply to a child incapable of self-support due to mental illness, mental retardation or physical disability. No employee shall be permitted to elect the NJ Traditional plan unless they were enrolled in said plan prior July 1, 2012. All employees are subject to the contribution rates set forth in Chapter 78, P.L. 2011.

2. PAID Prescription Drug Card/Mail Order Plan (including coverage for oral contraceptives) with a retail co-pay of \$10 generic brand co-pay; \$15 brand name co-pay. Mail order prescription drugs are \$20.00 generic and \$30.00 brand name, except maintenance drugs which are \$0 co-pay. Dependent children are covered until the earlier of: the last day of the calendar year in which the dependent child attains age 26 regardless of marital status, student or financial dependency status. The age 26 limitation shall not apply to a child incapable of self-support due to mental illness, mental retardation or physical disability. All employees are subject to the contribution rates set forth in Chapter 78, P.L. 2011.

3. For the terms of this contract the Board shall pay the premium for individual and family coverage for either a Horizon Blue Cross Dental Plan OR coverage under Delta Services Organization (Eastern Dental) with no deductible. Unmarried dependent children are covered until the earlier of: age 19, OR the last day of the calendar month in which the dependent child attains age 25 if a full time student at an accredited college or technical school under Dental Services Organization, Inc. OR the last day of the calendar month in which the child marries or the last day of the calendar year in which the dependent attains age 25 under Horizon Dental.

4. Effective July 1, 2013, if an employee waives medical or prescription insurance, such employee shall receive 25% or \$7500, whichever is less, of the medical and/or prescription PPO Plan coverage. Employees that choose the cash option must reapply each year. Proof of other coverage must be submitted with each request for the cash option. All waivers are subject to the provisions of the Section 125 addendum.

5. Vision Care Plan based on participation in a medical plan as follows:
 Plan 1 – Traditional Medical/Surgical/Major Medical Plan (Low Option)
 Plan 2 – PPO (High Option)

	Effective September 1, 2000	
	Plan 1	Plan 2
Eye exam	\$35	\$75
Frames	15	50
Lenses		
Single	15	50
Bifocal, single	30	75
Bifocal, double	60	100
Trifocal	45	100
Contacts, single	15	50
Contracts, bifocal	30	100

6. For any administrator who retires at age 55 or older with 25 years of service in the District, the Board shall pay the premium for individual coverage under the New Jersey Blue Cross Hospital Services Plan and the New Jersey Blue Shield Major Medical coverage with New Jersey Blue Cross Hospital Services Plan, New Jersey Blue Shield Medical Services Plan (P.A.C.E.) with expenses in excess of \$2500 submitted to major medical at the rate of 100% until eligible for Medicare. Effective July 1, 2005, retired employees who are eligible for and elect at the time of retirement to take State-paid coverage under the State Health Benefits Program pursuant to paragraph (2) subsection b. of section 7 of P.L. 1964 c.125 (C. 52:14-17.38) shall not be eligible for employer-paid coverage under this section. An administrator who retires shall be

allowed to remain as part of the group plans provided by the Trenton Board of Education. The administrator shall be responsible for payment of the group rates, except as provided above.

If the Board chooses to switch health insurance to SEHBP, the Association agrees to open the contract for the sole purpose of negotiating health benefits and impact of any health benefit changes.

I. For the purpose of calculating an administrator's per diem rate of pay for any reason other than prorating salary, said calculation shall be the rate of 1/240. For prorating salaries, the calculation shall be at the rate of 1/240.

J. Any employee promoted in an Acting (Interim) or permanent basis shall receive a promotional increment of \$3,100 and shall move to the next higher step on the appropriate salary guide.

K. Salary Guides and Longevity (see schedules attached).

ARTICLE V ADMINISTRATOR RIGHTS AND PRIVILEGES

A. Rights and Protection in Representation

Pursuant to Chapter 303, Public Laws 1968, the Board hereby agrees that every employee of the Board shall have the right freely to organize, join, and support the Association for the purpose of engaging in collective negotiations and other concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under color of law of the State of New Jersey, the Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any administrator in the enjoyment of any rights conferred by Chapter 303, Public Laws 1968 or other laws of New Jersey or the Constitution of New Jersey and the United States, that it shall not discriminate against any administrator with respect to hours, wages, or any terms or conditions of employment by reason of his membership in the Association, his participation in any activities of the Association, collective negotiations with the Board, or his institution of any grievance, complaint or proceeding under this agreement or otherwise with respect to any terms or conditions of employment.

B. Statutory Savings Clause

Nothing contained herein shall be construed to deny or restrict to any administrator such rights as he may have under New Jersey School laws or other applicable laws and regulations. The rights granted to administrators hereunder shall be deemed to be consistent with those provided elsewhere.

C. Just Cause Provision

No administrator shall be disciplined, reduced in rank or compensation, or deprived of any professional advantage without just cause. Any such action asserted by the Board, or any agent or representative thereof, shall be subject to the grievance procedure and the limitations as set forth in Article III.

D. Required Meetings or Hearings

Whenever any administrator is required to appear before the Superintendent or Board or any committee or member thereof concerning any matter that could result in the termination of employment of that administrator, he shall be given prior notice, (which will be in written form) of the reason for such meeting or interview. At his option, he shall have a representative(s) of

the Association to advise him and represent him during such meeting or interview. Any suspension shall be with pay until formal determination by the Board of Education.

E. Criticism of Administrator

Any criticism by a supervisor or Board member of any administrator shall be made in confidence and not in the presence of teachers, parents, students or other public gathering. Criticism of any staff member shall be in complete confidence. Conversely, administrators will observe the same professional courtesy toward the Administration and Board members as set forth above.

F. Legal Representation

1. An administrator who has a grievance presented against him has a right to be present at all levels of the grievance procedure. He may, at his option, have the Board attorney present to counsel and advise him at any level of the grievance at the Board's expense. In addition, if a TASA Representative is present, he may, at the option of the Hearing Officer, participate/advocate in the grievance proceeding.

2. Consistent with and in accordance with the provisions of N.J.S.A. 18A:16-6.1, should any criminal action be instituted against any employee for any act or omission arising out of and in the course of the performance of his or her duties and should such proceeding be dismissed or result in a final disposition in favor of such person, the Board of Education shall reimburse him or her for the cost of defending such proceeding, including reasonable counsel fees (not to exceed the hourly rate of the Board Attorney) and expenses of the original hearing or trial and all appeals.

ARTICLE VI

ASSOCIATION – RIGHTS AND PRIVILEGES

A. Information

The Board agrees to furnish to the Association in response to responsible requests from time to time all available public information concerning the financial resources of the district, including but not limited to annual financial reports and audits, register of certificated personnel, tentative budgetary requirements and all allocations, agendas, and minutes of all Board meetings, census data, names and addresses of all administrators and such other information that shall assist the Association in developing intelligent, accurate, informed and constructive programs on behalf of the administrators, together with all information which may be necessary for the Association to process any grievance or complaint.

B. Released Time for Meetings

Whenever any member of the Association is mutually scheduled by the parties to participate during working hours in negotiations, grievance proceedings, conferences, or meetings he shall suffer no loss in pay and/or benefits.

C. Use of School Buildings

Representatives of the Association shall be permitted to transact official Association business on school property at all reasonable times provided that this shall not interfere with or interrupt normal school operations.

D. Use of School Equipment

The Association shall have the right to use school facilities and equipment, including computers, copiers, fax machines and audiovisual equipment, etc. at reasonable times, when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials, supplies and equipment incident to such use.

E. Exclusive Rights

The rights and privileges of the Association and its members as set forth in this Agreement shall be granted only to the Association as the exclusive representative of the administrators, as defined in the unit, and to no other organization. The use of these rights and privileges shall be reasonable and consistent with the law.

F. Association Released Time

When situations arise, the president of the Association, or his designee, shall with prior notice, be granted time to attend to pressing Association business within the district.

G. The provisions of this Agreement and the wages, hours, terms and conditions of employment shall be applied in a manner which is not arbitrary, capricious or discriminatory and without regard to race, creed, religion, color, national origin, age, sex or marital status.

H. Communication Committee

The Superintendent shall meet with representatives of the Association to amicably review and discuss issues and practices affecting the administration of the Trenton School District. Meetings shall be held at least five (5) times per year at times mutually agreed upon. The committee shall include not more than five (5) Association members, selected by the Association and central office personnel selected by the Superintendent. The parties shall exchange agenda topics at least one (1) week prior to the scheduled meeting. Agenda items should be district-wide in nature and should not include individual building or department issues that have not been addressed through normal channels. The Communication Committee shall not be utilized to circumvent the grievance procedure or other contractual means of remedy or address.

I. Superintendent's Cabinet Representation

The Association shall be represented on the Superintendent's Cabinet or other district-wide panel or committee when the outcomes may impact TASA, whether or not other recognized bargaining units have been invited to participate. TASA President, or designee, shall serve as the Association's representative.

ARTICLE VII

ASSOCIATION – ADMINISTRATION LIAISON

A. Board Action

Any anticipated policy which has an impact on the terms and conditions of employment of an administrator or administrators shall be brought before the Association thirty (30) days prior to its adoption, except in case of unusual circumstances or emergency, but in no event shall any term or condition of employment be changed without proper negotiations consistent with Chapter 303, Public Laws of New Jersey, 1968.

ARTICLE VIII EVALUATION

A. Right to Full Knowledge

The Board of Education and the Superintendent subscribe to the principle that an employee has the right to full knowledge regarding the judgment of his supervisors affecting his continuous employment. Further, he is entitled to receive such recommendations that will assist him in increasing the effectiveness of his performance.

B. Frequency of Review

Therefore, the Superintendent shall establish supervisory procedures that will guarantee a minimum of three (3) written evaluations per year for each non-tenured administrator consistent with the law.

Tenured administrators shall receive at least one (1) written evaluation per year.

C. Evaluation Procedures

1. Any evaluative statements that could, in the administrator's judgment, affect his employment status shall be made in writing and presented to the administrator. He shall have the right to discuss such evaluative material with his supervisor and respond in writing before it is placed in his personnel file.

2. Right of Administrator to Respond

A conference shall be arranged upon request between the evaluator and the administrator as soon as possible after receipt of the written evaluation by the administrator. At such time, the administrator is entitled to have his response to the evaluation heard and appended to the evaluation report.

3. Notice of Contract Renewal

Each non-tenured administrator shall receive written notice, prior to May 15 of each year, whether or not the Superintendent intends to recommend a renewal of contract for the ensuing year.

4. When any complaint, regarding an administrator, is made to any member of the administration which may be used in any manner in evaluating an administrator he shall be promptly notified and made aware of the contents of that complaint. The administrator shall be given an opportunity to respond to and/or rebut such complaint and shall have the right to be represented by the Association at any meetings or conferences regarding such complaint.

ARTICLE IX ADMINISTRATIVE VACANCIES

A. Notice

A notice of vacancy in an administrative position shall be posted in each Board of Education building and a copy shall be sent to the Association ten (10) work days before the final date when applications must be submitted. The notice of vacancy shall set forth the position, its qualifications, its duties and the rate of compensation. It is understood that the qualifications for any position shall not be changed while application therefore are pending. Based upon the requirements of the job posting, all qualified applicants within the District shall be interviewed within a reasonable period of time.

B. Timing for Decision

The Association shall be notified within 10 calendar days of the Board appointment of any employee appointed to a position covered by Article I Recognition. Such notification shall include the name, position, salary and assignment of the appointee. In the event of a vacancy over ninety (90) days, the Board shall pay additional compensation consistent with the additional assignment schedule contained herein to the immediate supervisor responsible for carrying out the responsibilities of the vacant position, but in no event shall the position remain vacant longer than one (1) school year.

**ARTICLE X
TRANSFER OF PERSONNEL**

A. Administrators shall be required to accept a transfer when done in accordance with the following procedure:

B. Involuntary Transfer Procedure

In the event of involuntary transfers, the candidate(s) shall be notified of the anticipated transfer designating the location of the new assignment and a conference shall be held between the candidate(s) and the Superintendent (with proper notice, consistent with this Agreement) prior to May 15th.

C. In the event of an emergency the Board has the right to involuntarily transfer an administrator for just cause.

D. Procedure for Processing Transfer Requests

1. The request for transfer shall be submitted to the Superintendent for endorsement.
2. The Superintendent or designee shall acknowledge receipt of the request and schedule an interview with the transfer candidate as soon as possible.
3. The Superintendent or designee shall inform the transfer candidate of the final decision in writing within one (1) calendar month prior to assignment.

E. Implementation

1. To implement the foregoing, known vacancies will be advertised within ten (10) work days from the date they become official by Board action.
2. When two or more administrators from within the district apply for the same vacancy, and the qualifications are equal, seniority as an administrator in the Trenton School District will be considered. Seniority for the purpose of this paragraph shall be calculated from the first day of employment in that position.

**ARTICLE XI
SCHOOL SIZE**

A. Appeal to the Board

In the event of overcrowding or other critical conditions, the administrator shall notify the Superintendent of Schools.

**ARTICLE XII
CURRICULUM DETERMINATION**

A. Initiating Proposals

Proposals for curriculum change can be initiated by administrators at any level of responsibility.

B. Appeal to Superintendent

If a disagreement between the people initiating a proposal and an administrator cannot be resolved, the organization can appeal to the Superintendent.

C. Appeal to the Board

If then not resolved, the Association shall have the right to appeal to the Board of Education for a final decision.

**ARTICLE XIII
PROTECTION OF ADMINISTRATORS
AND PROPERTY**

A. Unsafe and Hazardous Conditions

Every effort shall be made to provide safe and unhazardous conditions concerning administrators and the performance of their duties.

B. Procedures for Hazardous Conditions

In the event an emergency situation arises, that is not covered by the written policy or emergency procedure, the building administrator in the absence of the Superintendent's direction shall have the authority to make whatever decision he deems necessary for the safety and welfare of the students.

Any long-term disorder or disruption will require a meeting of the Superintendent, the Association, and Board of Education to develop a mutually acceptable program to cover the situation.

C. Assault

1. Legal Assistance

The Board shall give full support including legal and other assistance for any assault upon the administrator while acting in the discharge of his duties.

Whenever an administrator is absent from school as a result of personal injury, caused by an assault arising out of and in the course of this employment compensable under the New Jersey's workmen's compensation laws, he shall be paid his full salary for the period of such absence for up to one (1) calendar year without having such absence charged to the annual sick leave or the accumulated sick leave provided in N.J.S.A. 18:13-23.8. Salary payments allowable under this section with reference to such injury shall be made for absence during the waiting period for which no temporary disability compensation is allowed under New Jersey workmen's compensation laws, and during but not beyond the period for which the administrator is entitled to receive for such injury a temporary disability benefit under the said workmen's compensation laws. Any amount of salary payable pursuant to this Section shall be reduced by

the amount of any workmen's compensation award for temporary disability due to the said assault injury for the period for which such salary is paid. The Board shall have the right to have the administrator examined by a physician designated by the Board for the purpose of establishing the length of time during which the administrator is temporarily disabled from performing his duties; and, in the event that there is no adjudication in the appropriate workmen's compensation proceeding of the period of temporary disability, the opinion of the said physician as to the said period shall control. This section applies only to assaults occurring after July 1, 1968.

2. The Board shall be liable and shall reimburse administrators for any personal property loss during the regular work day, while in the performance of their duties. The Board shall only reimburse administrators for automobile damage caused by an intentional tort related to the performance of the administrator's duties.

3. Reimbursement for Personal Property Damage

The Board shall reimburse administrators for the reasonable cost of any clothing or other personal property damaged or destroyed as a result of an assault suffered by an administrator while the administrator was acting in the discharge of his duties within the scope of his employment.

D. Seniority and Job Security

1. Any reduction in administrative staff shall only be accomplished in accordance with the following procedure:

The employee(s) affected by such a reduction shall have seniority rights over the most junior employee within their current category of employment (as listed in the salary guide), and those employee(s) thus affected shall retain the same rights in replacing the most junior employee(s) in their categories before reverting to the next lower category to exercise seniority rights, but in no case shall an affected employee(s) reduction be more than one (1) salary column at a time as established on the salary guide. Seniority and Job Security shall be in accordance with the State's Tenure Laws where applicable.

ARTICLE XIV ASSOCIATION DUES

A. Dues Deductions

The Board agrees to deduct from the salaries of its administrators dues for any one or combination of associations as said administrators individually and voluntarily authorize the Board to deduct. Such deductions shall be made in compliance with Chapter 233 New Jersey Public Laws of 1969 (N.J.S.A. 52:14-159e) and under rules established by the State Department of Education. The person designated shall distribute such monies to the appropriate association or associations.

Each of the associations shall certify to the Board in writing, the current rate of its membership dues. Any association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.

B. Agency Fee

That an agency fee provision with usual "safeguards" in accordance with N.J.S.A. 34:13A-5.5 et seq., shall be instituted at the 85% fee arrangement.

C. Tax Sheltered Annuity

An employee may authorize the Board to make deductions for the purpose of tax sheltered annuities pursuant to the provisions of N.J.S.A. 18A:66-127 et seq., and the terms of a group contract approved by the Board.

D. The Association shall indemnify and hold the Board harmless against and from any and all claims, demands, grievance, suits and other forms of liability, except for counsel fees and other legal costs and expenses that may arise out of, or by reason of any action taken or not taken by the Board, its employees and agents, in conformance with the representation provisions of this Article. However, this hold harmless obligation shall not extend to such claims, demands, grievances, suits and other forms of liability and expenses arising out of willful misconduct of the Board or out of its negligent and improper execution of its obligations under this Article.

**ARTICLE XV
MISCELLANEOUS**

A. Before the Board adopts a change in the policy manual which affects administrators' terms or conditions of employment, the Board shall notify the Association in writing that it is considering such a change. The Association shall have the right to negotiate with the Board over the proposed change.

B. Use of Automobile

All members of the Association shall be reimbursed for the use of their personnel vehicle on Board related business at the rate per mile in accordance with the requirements of N.J.S.A. 18A:11-12 and the regulations promulgated.

C. Job Description

Each administrator shall have a Board approved job description. Any proposed changes, alterations, or additions to existing job descriptions or new job descriptions shall be provided to the Association no later than when the Board members receive same for the meeting.

D. The Superintendent shall meet with the Association prior to recommending to the Board of Education a new administrative structure or before restructuring or abolishing an existing structure at either district or building level. The Association shall have five (5) calendar days after the meeting to provide written input regarding said changes.

E. In the event an administrator is assigned to or applies and is appointed to coaching or club advisor extra duty co-curricular positions for which there is remuneration, the administrator shall be compensated for that assignment at the rate of pay established by the Board of Education. TASA administrator may only apply and be appointed to extra duty co-curricular positions when no other qualified district employee is available.

F. Any increase or stipends due to employees throughout the school year shall be made twice a year without any loss in the amount to be paid.

**ARTICLE XVI
LEAVE POLICIES**

A. Sick Leave

1. Administrators shall be allowed twelve (12) sick days annually. The unused portion of such leave at the end of the year shall be cumulative. All employees hired from outside the district after January 1, 1998 shall earn sick time at the rate of 1 day per month of employment. Any district employee promoted from ten month position to a twelve month position, shall be allocated no more than 12 sick days total for the year promoted.
2. It is understood by the parties that all accumulated sick leave as of June 30, 2000, shall be continued and only reduced by individual use according to established practice.
3. Additional sick leave benefits shall be considered by the Board on a per case basis and, if approved, shall be granted according to the following schedule. Approval shall not be arbitrarily denied.

Years of Service	Number of Additional Days
3 to 6	15
6 to 11	20
11 to 16	25
16 to 21	30
21 to 26	35
26 to 31	40
31 to 36	45
36 to 41	50
after 41	55

4. Administrators shall be given a written accounting of accumulated sick leave days no later than October 15th of each school year.

B. Illness in Immediate Family

Up to a total of three (3) days per year shall be allowed for illness in the immediate family with no loss of pay. Immediate family shall mean spouse, child, parent, sibling, in-laws (father-in-law, mother-in-law), domestic or civil union partner, or any other relative living in the same household.

C. Death in Family

All full-time employees shall be allowed five (5) days without loss of pay at the time of death for (a) immediate family which shall mean spouse, child, parent, sibling, in-laws (mother-in-law, father-in-law), domestic or civil union partner or (b) any other relative living in the same household, at the time of death.

D. Death of Others

With the approval of the Superintendent, an employee shall be allowed an absence of one day per year with no loss of pay for the death of one person.

E. Personal Business or Religious Holidays

Three (3) days per year for ten (10) month employees and four (4) days per year for twelve (12) month employees shall be allowed for either personal business or religious holidays.

F. Other Emergency or Urgent Reason

With the approval of the Superintendent, absence for other emergency or urgent reasons may be allowed.

G. Court Order

Absence by reason of subpoena shall result in no deduction from salary provided the subpoena is filed with the Assistant Superintendent Business Administration and Secretary to the Board, except where the employee is a party to the suit in which case full deduction shall be made.

H. Jury Duty

Employees subpoenaed for jury duty shall receive full pay less the fee received for such service.

I. Inter School Visitations, Conferences, Conventions

With the approval of the Superintendent, no loss of pay.

J. School Holiday

An administrator may be absent on days immediately preceding or following a school holiday with the permission of the Superintendent. Request for such absence shall be filed with the Superintendent no later than three (3) days before the beginning of a holiday. Rules regulating absence due to personal illness, death in the immediate family, court orders or jury duty shall not affect such absence.

K. Furlough

A furlough with no loss of pay may be granted by the Board of Education for a definite period.

L. Sabbatical Leave

For the purpose of study and observation, a principal, vice principal, director, assistant director or certified supervisor who has ten (10) or more continuous years of service in the Trenton Schools, uninterrupted by a resignation, may be granted a leave of absence by the Board of Education for a period of not more than one (1) year. Compensation shall be at the rate of full pay for ½ year or ½ pay for a full year. Time granted for study and observation leave shall NOT be counted for salary guide programs. The administrator granted sabbatical leave under this section shall contribute toward the cost of health insurance provided only to the extent required by law.

1. Study and Observation

A committee, consisting of one Board member, the Superintendent or his designee, and one member appointed by the Association shall receive and review all sabbatical applications and will make recommendations to the Board of Education.

2. Return from Leave

An employee granted a leave of absence for study, observation, rest or travel shall be required to serve the Trenton Schools System for three (3) years immediately after the expiration of such leave. In the event it is impossible for such employee to return at the expiration of the leave, he shall reimburse the Board of Education the amount paid him during the leave of absence.

M. Maternity Leave ☐ Child Rearing

An administrator shall, upon request, be granted a leave of absence without pay for maternity purposes, child rearing or adoption of a child. The initial leave shall extend from the

date initiated until June 30 of the school year in which the leave commenced. An extension thereof shall be granted for up to one additional school year (**July 1 to June 30**).

1. Any pregnant administrator shall be entitled to continue working as long as she is physically able to do so, and to return to her duties when physically able. At the beginning of the seventh (7th) month of pregnancy, the administrator's personal physician shall issue a certificate stating that the administrator is physically able to continue her duties. Concurrence of the personal physician and the school medical director may be required by the Board to establish the initial date of the maternity leave.

2. Any administrator adopting an infant child may receive similar leave which shall commence upon her receiving de facto custody of said infant.

3. The administrator requesting such leave as stated above shall indicate a tentative return-to-work on a leave request form provided, and reconfirmation of such return-to-work date shall occur at least thirty (30) days prior to such return.

4. The Administrator granted leave under this section shall contribute toward the cost of health insurance provided only to the extent required by law.

N. Exchange Administrator ☐ Study Grant Leave

An administrator on leave for study and working as an exchange administrator or on a study grant from an approved Foundation will be entitled, with the approval of the Board of Education, to the place on the salary guide where he would have been placed if he had remained. This shall include teaching in the United States Federal or Military organizations in foreign countries. Credit shall be given of one (1) year only.

O. Caring for Sick Member of Immediate Family

A leave of absence, without pay, of up to one (1) year shall be granted for the purpose of caring for a sick member of the administrator's immediate family, consistent with established Board policy, after the administrator has submitted satisfactory proof to the Superintendent that such leave is necessary. The Administrator granted leave under this section shall contribute toward the cost of health insurance provided only to the extent required by law.

P. Military Leave

Military Leave without pay shall be granted to any administrator who is inducted or enlists in any branch of the armed forces of the United States for the period of said service and three (3) months thereafter, or three (3) months after recovery of any wound or sickness at time of discharge.

Upon the presentation of mail orders for Reserve exercises a TASA member may elect to receive either military pay or the per diem rate for his/her position, whichever is higher. However, if military pay is elected, the employee must request a leave of absence without pay. If military pay is not elected the employee must request a leave of absence with pay. In no case shall the employee be allowed both per diem salary pay and military pay for leave purposes.

Q. Return from Leave

1. Administrators returning after an authorized leave of absence shall be offered the same or similar position that they held at the time said leave was commenced.

2. All benefits to which an administrator was entitled at the time his leave of absence commenced, including unused accumulated sick leave and credits toward sabbatical eligibility, shall be restored to him upon his return from leave.

R. Retirement Benefits.

The Board shall reimburse such administrator upon his or her retirement or his/her beneficiary upon death, one (1) full day's pay for each three (3) days of accumulated sick leave credited to him/her as of July 1 of the year in which he or she retires, subject to the following limitations:

1. The maximum retirement benefit payable to an employee (the "cap") hired on or after July 1, 2000 will be \$20,000.
2. The maximum retirement benefits payable to an employee (the "cap") hired on or after July 1, 2012 will be \$15,000.
3. Said reimbursement above, must be taken as a lump sum upon his/her retirement.
4. A submission of a letter requesting to seek a lump sum payment shall not be construed to be a letter of retirement. Payment is to be made in a lump sum payment within ninety (90) days of the employee's separation so long as the employee provides the Board written notice of separation by February 2 of the same year. If an employee provides notice after February 2, the employee shall receive his or her lump sum payment within (180) days of the separation. In the event of death, payment shall be made to the estate of the deceased in accordance with the above notice requirements.

ARTICLE XVII PROFESSIONAL DEVELOPMENT

A. Professional Dues

1. Upon receipt of annual notice of dues from the Association, the Board shall pay membership dues to the New Jersey Principals and Supervisors Association and any one national professional association appropriate to the administrator's position, responsibilities and/or duties on behalf of all unit members.

B. Reimbursement of Tuition, and Fees

1. Reimbursement

The Board of Education shall reimburse administrators for tuition and fees for college/university courses at duly accredited institutions of higher education as defined in N.J.A.C. 6A:9-2.1 leading to furthering employment opportunities in the school district and mutually agreed upon, in writing, by the Superintendent or his designee. Courses shall be related to the employee's assignment, job description or certification.

The maximum annual unit payment for tuition and fees pursuant to this provision shall be seventy-five thousand dollars (\$75,000). Effective July 1, 2013, the maximum annual unit payment for tuition and fees pursuant to this provision shall be seventy-~~six~~ thousand dollars (\$76,000). Effective July 1, 2014, the maximum annual unit payment for tuition and fees pursuant to this provision shall be seventy-eight thousand dollars (\$78,000). The Superintendent or designee and the Association shall mutually develop procedures that address equitable distribution issues when tuition reimbursement requests could be greater than the annual maximums set forth herein.

The administrator must receive a grade of “B” or better or a “pass” in order to be reimbursed for the approved course.

The Board shall also pay for the cost of seminars or special training related to the Professional Growth Plan (PGP). The cost of seminars or special training has to be charged to the school’s Professional Development budget with authorization from the Superintendent or designee. The seminars are contingent upon funding and absence of emergency. The seminar must be related to the TASA’s member’s job performance. The number of days during a year a principal can be away attending seminars and special training is at the Superintendent’s discretion.

An employee shall be required to serve the Trenton School District for two (2) years immediately following the receipt of reimbursement of a Master’s Degree, advanced certificate, completion of all required coursework for a doctoral degree (ABD), or Doctoral degree for which the Board of Education provided reimbursement. In no event shall the total period of required service extend more than two years from the last date of reimbursement. In the event it is impossible for such employee to return or remain employed for two (2) years, he/she shall repay the Board of Education the amount paid him/her for the cost of the degrees, coursework or certifications stated herein, approved after July 1, 2005.

Repayment shall not be required for tuition and fees that do not result in a Master’s Degree, Doctoral Degree or certification. This repayment provision shall also not apply in the event of non-renewal, termination by action of the Board of Education or death of the employee.

Effective July 1, 2010, tuition reimbursement shall be limited to one (1) degree per administrator.

2. Time Limit for Reimbursement

Reimbursement shall follow within ninety (90) days of submission of all required documentation.

3. Mentoring Fees

Mentoring fees associated with the required State-approved residency program while employed under provisional certification shall be eligible for reimbursement, on the condition that the person receiving the mentoring fee works for the District for up to two years. If they do not work with the district for two years, they shall be required to return all mentoring fees. Repayment shall not be required for tuition and fees that do not result in a Master’s Degree, Doctoral Degree or certification. This repayment provision shall also not apply in the event of non-renewal, termination by action of the Board of Education or death of the employee.

ARTICLE XVIII ADMINISTRATIVE WORKLOAD AND ASSIGNMENTS

A. Work Day

The work day for all administrators shall be consistent with established Board Policy.

B. Assignments

All assignments shall be in agreement with the general job description of each employment category

**ARTICLE XIX
MANAGEMENT RIGHTS CLAUSE**

The Board reserves to itself sole jurisdiction and authority over matters of policy and retains the right, subject only to the limitations imposed by the language of this Agreement, in accordance with applicable laws and regulations (a) to direct employees of the school district; (b) to hire, promote, transfer, assign and retain employees in positions in the school district and to suspend, demote, discharge or take other disciplinary action against employees, (c) to relieve employees from duty because of lack of work or for other legitimate reasons; (d) to maintain efficiency of the school district operations entrusted to them; (e) to determine the methods, means and personnel by which such operations are to be conducted; (f) to establish reasonable work rules; and (g) to take whatever actions may be necessary to carry out the mission of the school district in situations of emergency.

**ARTICLE XX
DURATION**

This agreement shall be effective as of July 1, 2012 and shall continue in effect until June 30, 2015, subject to the Association's right to negotiate in accordance with Chapter 303 Public Law or New Jersey 1968, and as provided in Article II herein.

This Agreement shall not be extended orally.

This contract has been duly ratified by the Association and approved by the Trenton Board of Education.

**BOARD OF EDUCATION
CITY OF TRENTON**

**TRENTON ADMINISTRATORS AND
SUPERVISORS ASSOCIATION**

President, Trenton Board of Education

President, TASA

Board Member

Assistant Superintendent for HR

Date: _____

Date: _____

SECTION 125 ADDENDUM

1. In-Writing Requirement

A section 125 plan must have a separate written plan document. In general, the written document is an internal document that the employer maintains. The plan document should be available to employees.

The following information must be included in the document.

- A specific description of the benefits available;
- Full or dependent medical, dental and prescription;
- The plan's eligibility rules governing participation;
- Spousal coverage in or out of the district;
- The procedures governing participants' elections under the plan, including the period during which are irrevocable, and the periods with respect to which elections are effective;
- Allow employees to choose between nontaxable health care coverage and taxable cash;
- Employees will continue current coverage unless they specifically request the cash option, in writing with submission of proof of other spousal coverage, prior to the beginning of each plan year;
- Employees may revoke the cash option choice within a plan year under certain circumstances:
 - Employees marriage or divorce
 - Birth or adoption of a child of the employee
 - Termination of employment of employee's spouse
 - Employee's spouse switching from full-time to part-time employment
 - Employee's spouse taking an unpaid leave of absence
 - Any other change in the health coverage of the employee's spouse
 - The anticipation of the employee's retirement
- Coverage, without consideration to pre-existing conditions, will be restored within thirty days of the restoration request. Cash option installment payments will stop with commencement of coverage.
- Employees choosing the cash option will be paid 50% of the cost of all waived benefits. Cash will be taxable and shall be paid in installments equal to the number of yearly paychecks.

2. Disclosure to Employees

The elements of the Section 125 written plan document must be disclosed to employees. Disclosure is usually made in a booklet distributed to employees referred to as a summary plan description (SPD). In addition, elements may be subject to the reporting and disclosure requirements of ERISA.

Under ERISA (and as a matter of common sense) information provided to participants should be "written in a manner calculated to be understood by the average plan participant..."

In general, the following information should be provided:

- Important plan provisions;
- Names and addresses of those responsible for administering the plan;
- A description of the benefits and the circumstances that may result in revoking the cash option choice; and,
- Procedures to be followed for requesting the revocation of the cash option choice.

Disclosure of benefit plan information to employers should be comprehensive.

Administrative Information

- Name of plan;
- Name and address of employer or a representative;
- Employer Identification Number;
- Type of plan;
- Start and end of plan year;
- Type of administration, i.e. contract administration, sponsor administration, insurer administration. An explanation is also necessary so that participants understand the administrative structure;
- Name and business address, and telephone number of the plan administrator;
- Name and address of the designated legal agent;
- Statement of legal rights of participants in regard to plan trustees and administrators;
- Name, title, and principal place of business of each plan trustee, if any;
- A statement of collective bargaining agreement and availability of the written agreement.

Depending on the size and complexity of the plan and its administration, much of the material listed above can be consolidated. The information should be easy to update, since names, addresses and phone numbers need to be current.

Eligibility and Benefits Information

The following are the minimum requirements for eligibility and benefits information:

- A description of benefits available under the plan; and,
- Requirements for participation and benefits.

Loss of Benefits Information

This statement serves to inform participants of exceptions to the cash eligibility structure.

- Employees must choose the cash option prior to each plan year.
- Proof of spousal coverage must be submitted with each request for the cash option.

3. Reporting Requirements

Reporting requirements for Sec. 125 plans are satisfied by completing the applicable IRS form. The IRS can impose penalties for failure to file

TASA SALARY GUIDE 2012-2013

STEP	HSP	M/ESP PK-8	SVP	ESVP	DIR 1	DIR 2	AD	COR A	COR B	SUP
1	\$134,094	\$119,147	\$102,800	\$93,195	\$110,457	\$119,634	\$104,155	\$67,242	\$92,084	\$96,462
2	\$135,094	\$120,147	\$103,800	\$94,195	\$111,457	\$120,634	\$105,155	\$68,242	\$93,084	\$97,462
3	\$136,124	\$121,177	\$104,830	\$95,195	\$112,487	\$121,664	\$106,185	\$69,264	\$94,107	\$98,492
4	\$137,046	\$122,233	\$105,886	\$96,750	\$113,543	\$122,719	\$107,241	\$70,312	\$95,155	\$99,547
5	\$138,262	\$123,918	\$107,491	\$98,200	\$114,625	\$123,802	\$108,851	\$71,387	\$96,464	\$100,875
6	\$140,895	\$125,166	\$108,795	\$99,550	\$116,011	\$125,165	\$110,151	\$73,328	\$98,266	\$102,497
7	\$143,514	\$128,815	\$111,889	\$103,000	\$118,837	\$127,422	\$112,892	\$76,136	\$101,229	\$104,901
8	\$146,332	\$133,144	\$115,639	\$107,037	\$121,948	\$130,035	\$115,729	\$79,229	\$103,975	\$108,057
9	\$149,328	\$136,826	\$118,367	\$110,300	\$124,452	\$131,991	\$117,866	\$82,516	\$106,757	\$110,356
10	\$151,754	\$139,116	\$120,790	\$112,800	\$126,878	\$134,482	\$120,292	\$84,936	\$109,175	\$112,889
11	\$154,181	\$142,950	\$123,214	\$115,500	\$129,365	\$136,908	\$122,718	\$87,356	\$111,595	\$115,316
12	\$156,453	\$143,964	\$125,637	\$118,400	\$131,727	\$139,334	\$125,083	\$89,733	\$114,014	\$117,684
13	\$158,877	\$146,387	\$128,187	\$121,200	\$134,021	\$141,691	\$127,570	\$92,151	\$116,433	\$120,167
14	\$161,458	\$148,812	\$130,485	\$124,000	\$136,644	\$144,186	\$129,996	\$94,570	\$118,851	\$122,593
15	\$163,884	\$151,235	\$132,909	\$126,200	\$138,866	\$146,612	\$132,422	\$96,989	\$121,271	\$125,019

TASA SALARY GUIDE 2013-2014

STEP	HSP	M/ESP PK-8	SVP	ESVP	DIR 1	DIR 2	AD	COR A	COR B	SUP
1	\$137,117	\$121,722	\$104,884	\$96,250	\$112,771	\$122,223	\$106,279	\$67,855	\$93,294	\$98,356
2	\$138,117	\$122,722	\$105,884	\$97,250	\$113,771	\$123,223	\$107,279	\$68,855	\$94,294	\$99,356
3	\$139,147	\$123,752	\$106,914	\$98,250	\$114,801	\$124,253	\$108,335	\$69,879	\$95,318	\$100,386
4	\$140,207	\$124,813	\$107,661	\$99,250	\$115,862	\$125,314	\$109,370	\$70,926	\$96,365	\$101,450
5	\$141,158	\$125,900	\$109,063	\$100,862	\$116,949	\$126,401	\$110,458	\$72,000	\$97,439	\$102,534
6	\$142,410	\$127,636	\$110,716	\$102,374	\$118,063	\$127,516	\$112,117	\$73,100	\$98,779	\$103,901
7	\$144,840	\$128,671	\$111,841	\$103,800	\$119,259	\$128,670	\$113,235	\$75,087	\$100,625	\$105,367
8	\$147,533	\$132,422	\$115,022	\$107,378	\$122,165	\$130,990	\$116,053	\$77,964	\$103,658	\$107,838
9	\$150,283	\$136,739	\$118,762	\$111,586	\$125,241	\$133,546	\$118,853	\$81,131	\$106,470	\$110,974
10	\$153,360	\$140,521	\$121,563	\$115,000	\$127,813	\$135,555	\$121,048	\$84,455	\$109,266	\$113,335
11	\$155,700	\$142,733	\$123,931	\$117,600	\$130,176	\$137,979	\$123,420	\$86,932	\$111,741	\$115,825
12	\$158,189	\$146,666	\$126,418	\$120,500	\$132,729	\$140,468	\$125,909	\$89,409	\$114,217	\$118,314
13	\$160,521	\$147,707	\$128,904	\$123,500	\$135,152	\$142,957	\$128,335	\$91,841	\$116,693	\$120,744
14	\$163,008	\$150,193	\$131,519	\$126,500	\$137,505	\$145,375	\$130,887	\$94,316	\$119,169	\$123,291
15	\$165,656	\$152,681	\$133,877	\$129,500	\$140,197	\$147,935	\$133,376	\$96,792	\$121,644	\$125,780
16	\$168,145	\$155,167	\$136,364	\$131,600	\$142,476	\$150,424	\$135,865	\$99,268	\$124,120	\$128,270

TASA SALARY GUIDE 2014-2015

STEP	HSP	M/ESP PK-8	SVP	ESVP	DIR 1	DIR 2	AD	COR A	COR B	SUP
1	\$140,641	\$124,739	\$107,346	\$100,100	\$115,492	\$125,256	\$108,787	\$68,586	\$94,673	\$100,601
2	\$141,641	\$125,739	\$108,346	\$101,100	\$116,492	\$126,256	\$109,787	\$69,586	\$95,673	\$101,601
3	\$142,674	\$126,772	\$109,379	\$102,100	\$117,525	\$127,289	\$110,820	\$70,611	\$96,699	\$102,634
4	\$143,738	\$127,836	\$110,442	\$103,100	\$118,589	\$128,353	\$112,150	\$71,661	\$97,749	\$103,698
5	\$144,414	\$128,557	\$110,891	\$104,100	\$119,338	\$129,073	\$112,651	\$72,735	\$98,823	\$104,494
6	\$145,392	\$129,677	\$112,335	\$105,500	\$120,458	\$130,193	\$113,771	\$73,836	\$99,923	\$105,610
7	\$146,682	\$131,465	\$114,037	\$107,000	\$121,605	\$131,341	\$115,480	\$74,964	\$101,298	\$107,018
8	\$149,185	\$132,531	\$115,196	\$108,500	\$122,837	\$132,530	\$116,632	\$77,002	\$103,191	\$108,528
9	\$151,959	\$136,394	\$118,473	\$112,200	\$125,830	\$134,919	\$119,535	\$79,952	\$106,301	\$111,073
10	\$154,641	\$140,705	\$122,206	\$116,650	\$128,873	\$137,418	\$122,300	\$83,200	\$109,185	\$114,192
11	\$157,424	\$144,244	\$124,784	\$118,500	\$131,200	\$139,147	\$124,256	\$86,566	\$111,998	\$116,339
12	\$159,826	\$146,516	\$127,215	\$121,200	\$133,626	\$141,635	\$126,690	\$89,105	\$114,535	\$118,894
13	\$162,381	\$150,553	\$129,768	\$124,300	\$136,246	\$144,190	\$129,245	\$91,644	\$117,073	\$121,449
14	\$164,774	\$151,622	\$132,320	\$127,400	\$138,733	\$146,745	\$131,736	\$94,137	\$119,611	\$123,944
15	\$167,328	\$154,174	\$135,005	\$130,400	\$141,149	\$149,227	\$134,356	\$96,674	\$122,149	\$126,558
16	\$170,046	\$156,727	\$137,425	\$133,600	\$143,912	\$151,855	\$136,910	\$99,212	\$124,685	\$129,114
17	\$172,601	\$159,279	\$139,978	\$135,700	\$146,252	\$154,410	\$139,465	\$101,750	\$127,223	\$131,669