

EMPLOYMENT AGREEMENT
BETWEEN THE
HARDYSTON TOWNSHIP BOARD OF EDUCATION
AND
JOHN BRENNAN
PRINCIPAL/SUPERVISOR OF CURRICULUM & INSTRUCTION
JULY 1, 2015 THROUGH JUNE 30, 2016

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ARTICLE I PROFESSIONAL RIGHTS

The Hardyston Board of Education agrees to employ John Brennan as Principal and Supervisor of Curriculum & Instruction (hereinafter referred to as "Principal") for the period July 1, 2015, through June 30, 2016. The parties agree that the Principal's annual salary shall be \$111,489, payable in accordance with the Board's regular payroll schedule for all other twelve month employees. The Principal will be compensated no more than \$50.00 per month for cell phone usage.

A - RECORDS

- 1 - No records shall be placed in the Principal's file, either commendatory or derogative, without first being discussed with the Principal. The Principal shall sign the document indicating that he has read the item of record. It may then be placed in the personnel file. The Principal shall also have the right to submit a written answer to the material and his answer should be reviewed by the Superintendent or his designee and attached to the file copy.
- 2 - The Principal shall have the right upon request to review his/her personnel file during the school day.
- 3 - Although the Board agrees to protect the confidentiality of personal references, academic credentials and other similar documents, it shall not establish any separate personnel file.

B - REQUIRED MEETINGS OF HEARINGS

Whenever the Principal is required to appear before the Board, or any committee thereof, concerning any matter that could result in the termination of employment of that Principal, he/she shall be given prior notice (which will be in written form) of the reasons for such a meeting or interview and shall have the right to representation and/or an attorney present to advise him/her and/or represent him/her during the meeting or interview. Any suspension of a Principal pending certified charges shall be in accordance with law.

ARTICLE II EVALUATION

A - REVIEW OF EVALUATION OF ADMINISTRATIVE PERSONNEL POLICY

The Principal shall be evaluated in accordance with applicable statutes, regulations and Board policy. The evaluations shall be based upon the responsibilities of the Principal as set forth in the job description for the position.

B - COMPLAINTS REGARDING A PRINCIPAL

Any complaints about a Principal serious enough to require review by the Superintendent or Board must be made known to the Principal concerned and that Principal shall have the opportunity to respond to or rebut such complaint(s).

ARTICLE III PROFESSIONAL CONFERENCES

With the approval of the Board, the Principal may attend conferences and workshops for professional improvement. Expenses incurred not to exceed \$1,500 by the Principal as a result of his/her attendance and participation in these conferences and workshops shall be paid for by the school district upon submission of appropriate vouchers.

ARTICLE IV WORK YEAR/VACATIONS/HOLIDAYS/LEAVES OF ABSENCE

Mr. Brennan's work year shall be July 1, 2015 through June 30, 2016.

A -VACATIONS

- 1 - The Principal shall be entitled to twenty (20) vacation days annually during the term of this contract. Vacation days must be scheduled with the Business Administrator and have prior approval of the Chief School Administrator.
- 2 - The Principal may carry over a maximum of five days vacation into the next contract year with approval of the Board. Any carryover days must be used by March 31st of the contract year in which they are carried over.
- 3 - In the event that the Principal terminates the contract before the end of the contract year and the Principal has used more than the prorated number of vacation days for the partial year worked, the Principal shall reimburse the Board for the vacation days used.

B -HOLIDAYS

The following days shall be in addition to and not charged against vacation days:

Fourth of July, Labor Day, Thanksgiving Day and the Friday after Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, New

Year's Day if Christmas Eve and New Year's Eve fall on Saturday, the preceding Friday shall be granted as a holiday.

Good Friday and Memorial Day shall be holidays if they are not included in the school calendar.

Also, July 3rd shall be granted as a holiday when July 4th falls on a Tuesday and July 5th shall be granted as a holiday when July 4th falls on a Thursday.

The legal holidays of Columbus Day, Martin Luther King Day and President's Day shall be considered holidays if these days are not included in the school calendar.

When a holiday falls on Saturday, the Friday before shall be considered the holiday. When a holiday falls on Sunday, the following Monday shall be considered the holiday.

School recess periods and school holidays not included in the above list are work days.

C -SICK LEAVE

During the term of this contract, the Principal shall be entitled to twelve (12) sick days. Any unused sick leave benefits may be accumulated if not utilized.

Employee will not be compensated for any accumulated unused sick days upon voluntary or involuntary termination.

D -LEAVES OF ABSENCE

The Principal shall be entitled to the following leaves of absence with pay during the school year, subject to the provisions specified for each type. All requests must be made in writing to the Superintendent and kept on file in the Board Secretary's Office.

- 1- The Principal shall be entitled to three (3) personal days.
- 2- Appearance in any legal proceedings connected with the Principal's employment or with the school district.
- 3 - Time necessary for jury duty.
- 4 - The Principal shall be entitled to up to three (3) days bereavement leave for the death of an immediate family member and two (2) days for the death of another relative. Requests for such leave must be made in writing to the Superintendent with a copy to the Business Administrator and shall be kept on file in the Board Office.

- 5- Serious accident or illness in one's immediate family, up to three days.
- 6 - The Principal shall be required to be in attendance during the scheduled school recess periods as adopted by the Board of Education as the regular school calendar. The Principal may request the use of vacation time or personal time during school recesses. Any request for time off during a scheduled recess is to be approved by the Superintendent. At the discretion of the C.S.A. one administrator may cover both buildings on a rotational basis during the holiday and spring recesses when students and faculty are not present.

ARTICLE V INSURANCE PROTECTION

- A - The Board shall provide the Principal the Point of Service major medical, hospitalization, prescription and dental insurance plan. Premium contributions will be apportioned between the Board and employee subject to NJ Statute.
- B - Employees may choose to waive medical insurance coverage. If Employee chooses to make such a waiver, he/she must complete an insurance waiver form and provide proof of alternate medical coverage.

ARTICLE VI APPOINTMENT OF PROFESSIONAL AND NON-PROFESSIONAL PERSONNEL

- A - Appointment of professional and non-professional personnel is the responsibility of the Superintendent. In recommending all professional and non-professional personnel, the Principal will be given the opportunity to consult with the Superintendent prior to final recommendation to the Board.

ARTICLE VII MISCELLANEOUS PROVISIONS

- A - The Board will pay tuition reimbursement up to a rate equal to that of the school being attended or a maximum of that of Rutgers University for graduate credit earned during that fiscal year, the total number of credits not to exceed (12) twelve. Any course(s) which any employee wishes to take must be within the employee's field and pre-approved by the Chief School Administrator. Reimbursement will be made upon proof of the Principal receiving a final grade of "B" or better.

- B - The Board of Education will pay the professional dues of the Principal in those organizations which are professionally supportive of the position they hold in the following organizations: Sussex County School Administrators and Supervisors Association, New Jersey Principal and Supervisors Association, National Elementary School Principals Association, and a choice of any other professional association which may support the individual job responsibilities not to exceed a total of \$1,500 annually for all conferences, workshops or Association dues.
- C - All employees may authorize the Board Secretary to make deductions for the purpose of deposit in a Credit Union Account and a tax shelter annuity.
- D - The Principal who may be required to use his/her own vehicle in the performance of his/her duties shall be reimbursed at the prevailing State OMB rate upon the submission of appropriate vouchers.

ARTICLE VIII TERMINATION OF EMPLOYMENT

This Contract may be terminated under the following conditions:

- A. By Employee upon 60 (sixty) days written notification, with or without cause; or
- B. By mutual Agreement of the parties; or
- C. By the Board upon 60 (sixty) days written notification, with or without cause.

ARTICLE IX RIGHT TO LEGAL COUNSEL

Employee acknowledges that he has been informed of his right to be represented by legal counsel regarding this Contract and that the Board's legal counsel does not represent him in this matter.

ARTICLE X ENTIRE AGREEMENT

This Agreement contains the entire understanding of the parties.

ARTICLE XI
AMENDMENTS OR MODIFICATIONS

This Agreement may not be modified or amended except by mutual agreement of the parties incorporated in writing, and signed by both parties.

ARTICLE XII
NEW JERSEY LAW

This Agreement shall be construed in accordance with the provisions of the laws of New Jersey.

ARTICLE XIII
SEPARABILITY

In the event any provision of this Contract is deemed to be illegal or unenforceable by a court or agency of competent jurisdiction, then the remaining provisions shall remain in full force and effect.

ARTICLE XIV
CONFIDENTIALITY CLAUSE

The Principal will, as part of his/her normal job/professional responsibilities, have access to student and personnel records, in addition to other information regarding Board issues and District operations, including but not limited to District plans for personnel, budgets and curriculum. The Principal recognizes the need for confidentiality inherent in working with information of this nature and will respect it by not releasing such information unless or until it becomes a public record. Failure to do so may result in disciplinary action and/or termination of employment.

ARTICLE XV
DURATION OF AGREEMENT

A - The term of this contract shall be July 1, 2015 through June 30, 2016.

_____ John Brennan, Principal Date of Hire: December 3, 2007	_____ DATE
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_____ Dorothy Beltramine, Board President	_____ DATE
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_____ James R. Sekelsky, Board Secretary	_____ DATE
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