

PROFESSIONAL NEGOTIATIONS AGREEMENT

between

**HAUPPAUGE ASSOCIATION OF
ADMINISTRATIVE PERSONNEL**

and

BOARD OF EDUCATION

HAUPPAUGE UNION FREE SCHOOL DISTRICT

Hauppauge, New York

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July 1, 2015 - June 30, 2024

PREAMBLE

This Agreement is entered into this 6th day of July, 2017, by and between the Hauppauge Union Free School District, hereinafter called the "District," and the Hauppauge Association of Administrative Personnel, hereinafter called the "Association."

ARTICLE I **Recognition**

A. The Hauppauge Union Free School District Board of Education hereby recognizes the Hauppauge Association of Administrative Personnel as the exclusive collective bargaining agent for all professionally certifiable administrative and supervisory employees except the Superintendent of Schools, Assistant to the Superintendent for Educational Services and Student Outcomes, Assistant Superintendent for Administration and Personnel, Assistant Superintendent for Instruction, and Assistant Superintendent for Business with respect to salaries, wages, hours, benefits and in the resolution of grievances.

B. The District and the Association agree to the following definitions of terms:

Board shall mean the Board of Education of the District.

Superintendent shall mean the Superintendent of Schools or his designee of the District.

Association shall mean the Hauppauge Association of Administrative Personnel (HAAP).

District shall mean the Hauppauge Union Free School District.

Employee shall mean any administrative or supervisory personnel covered by this contract.

ARTICLE II **Negotiation Procedure**

A. If either party wishes to amend this Agreement, notice must be given to the other party by December 1, 2023.

B. No later than January 15, 2024, either party desiring to amend or change the terms of this Agreement shall submit its proposals to the other in writing.

C. The first collective bargaining negotiation session shall take place no later than January 30, 2024.

D. The Board will make available to the Association any information that is needed to develop proposals when the information is of a public nature and is not personal, confidential or privileged. Advance notice of at least 24 hours must be given for all requests for data to be made available at the District level.

E. Neither party in any negotiations shall have any control over the selection of the negotiating representative of the other party, and each party may select its representatives from within or outside the District.

F. No change in policy that affects salaries, fringe benefits or working conditions that are not covered by the terms of this Agreement will be made unless consented to in writing by both parties. Association members shall be given an opportunity to serve in an advisory capacity prior to the implementation of any other proposed Board policy change or modification.

ARTICLE III **Grievance Procedures**

A. Purpose

1. It is the policy of the Board of Education and the Association that all grievances be resolved informally or at the earliest possible stage of this grievance procedure.

B. Definitions

1. A grievance is any dispute between the parties concerning the interpretation of the terms and conditions of this Agreement.

2. A grievance may be initiated by any employee, the Association, the Superintendent of Schools or the Board of Education, any of whom may be deemed an aggrieved party.

C. Submission of Grievance

1. An aggrieved party may be represented at any or all stages of the grievance procedure by a previously designated representative(s) of the Association, and by counsel at a hearing held under Step 4. Counsel shall have the right to cross-examine any witnesses who testify at a hearing held under Step 4 and the right to have the proceedings at the hearing transcribed at the expense of the requesting party.

2. By joint written agreement, any of the steps outlined in the procedures for filing grievances may be waived and the grievance processed to the next higher step.

3. If the school year, as defined in the official school calendar, has

ended, the term "school days" as used herein shall be construed as calendar days.

4. A grievance shall be deemed waived unless it is submitted within 30 school days after an aggrieved party knew or should have known of the events or conditions on which it is based.

5. The Superintendent of Schools or the Board of Education shall present grievances to the President of the Association.

6. No grievance initiated by an Association member shall proceed beyond Step 2 without the written approval of the President of the Association.

D. Procedures

Step 1 - A grievance, except a grievance that involves direct appeal to the Superintendent of Schools, shall be submitted by the grievant to his/her immediate supervisor. The parties shall attempt to resolve the grievance at this level. At the conclusion of Step 1, each party shall certify to the other in writing that a Step 1 meeting has taken place.

Step 2 - If agreement is not reached at Step 1, the grievant shall reduce the grievance to writing and submit it within five school days to the party to whom the informal grievance was submitted in Step 1. The writing shall include the provision of this Agreement involved. The party to whom the written grievance is submitted shall respond in writing within five school days after receipt of the grievance.

Step 3 - If the grievance is not satisfactorily settled at Step 2 or if no response is received within five school days thereafter, the grievant will submit a copy of his/her written grievance, together with any response received at Step 2, to the Superintendent of Schools or his/her designee. The Superintendent of Schools, or his/her designee, shall make a determination in regard to the grievance and transmit his/her written decision to the grievant within 10 school days thereafter. In the course of deciding the grievance, the Superintendent of Schools, or his/her designee, may hold meetings or conferences as he deems necessary.

Step 4 - If the grievance is not satisfactorily settled at Step 3, the grievant may, within five school days thereafter, submit a copy of his/her written grievance, together with all responses

received at previous steps, to the Board of Education. The Board of Education shall make a determination in regard to the grievance and transmit its written decision to the grievant within 10 school days thereafter. In the course of deciding the grievance, the Board of Education may hold meetings, conferences or hearings as it deems necessary.

Step 5 - If the grievant is not satisfied with the response received at Step 4, he/she may, within 30 days thereafter, submit the grievance to binding arbitration. The grievant and the Superintendent of Schools shall alternately strike a total of six names from a list of seven arbitrators furnished by the American Arbitration Association, and the arbitrator remaining on the list shall hear and determine the grievance within 30 days after the hearing. Except as otherwise provided herein, the rules then obtaining of the American Arbitration Association shall govern. The award of the arbitrator shall set forth his/her findings of fact and conclusions and shall be binding upon the parties. The arbitrator shall have no power to add to or detract from the provisions of this Agreement, nor require the commission of an act prohibited by law.

The fees of the arbitrator shall be jointly shared by the parties.

ARTICLE IV

Rights of the Association and Members

A. The Association shall have the following rights in order to carry out its activities:

1. To use school facilities for meetings, subject to District procedures in order to avoid scheduling conflicts.

2. To use mailboxes and District courier services provided that priority shall be given to school needs.

B. The Board shall transmit to the Association one copy of the minutes of the official Board meetings after each meeting. The official agenda for each Board meeting will be transmitted to the Association no later than the morning of the day prior to the meeting.

C. The Board of Education will cause copies of this Agreement to be printed at its expense in sufficient quantity so that a copy can be distributed to each member covered by the Agreement.

D. One copy of all policies of the Board and/or administrative regulations of the Superintendent shall be given to the Association.

E. Dues Deduction

1. The Board agrees to deduct from the salaries of its administrators and supervisors dues for appropriate professional associations as the administrators and supervisors individually and voluntarily authorize the Board to deduct and to transmit the monies promptly to HAAP. Membership authorization will be in writing.

2. The Association will certify to the Board in writing the current rate of membership dues prior to the effective date of any change.

3. The District shall make a payroll deduction for all employees covered. The Association has the right to assess represented administrators a pro rata agency fee to cover the cost of representation.

4. Deductions referred to in Section 1 above will be made in equal installments during the months required. The Board will not be required to honor for any month's deduction any authorizations that are delivered to it later than one week prior to the distribution of the payroll from which the deductions are to be made.

F. Personal Injury

1. Whenever an administrator is absent from school as a result of personal injury caused by an assault occurring in the course of his/her employment, he/she will be paid his/her full salary for the period of the absence and no part of the absence will be charged to his/her annual sick leave, except that the administrator shall not be protected by this clause in the case of contributory negligence. The Board of Education shall have the right to have the administrator examined at its expense by a physician designated by the Board of Education for the purpose of establishing the length of time during which the administrator is temporarily disabled from performing his/her duties, and the opinion of the physician as to the period shall control.

2. The aggregate annual obligation of the District with regard to personal property that has been damaged, stolen, or destroyed as a result of an assault or malicious action, provided the damage occurs during the course of employment and is not the result of administrator negligence, shall not exceed \$4,500 per year for the life of this contract. All claims must be filed no later than June 30, at which time a committee consisting of a representative of the Association and the Assistant Superintendent for Business shall meet to evaluate the claims. All claims shall be reduced by all applicable personal insurance receipts. Should the total approved claims exceed \$4,500, the approved claims shall be satisfied on a prorated basis. All claims shall be adequately verified and proven.

3. Notwithstanding any inconsistent provision of law, general, special or local, it shall be the duty of the Board of Education to save harmless and protect all administrators from financial loss arising out of any claim, demand, suit, or judgment by reason of alleged negligence or other act resulting in accidental bodily injury to any person, or accidental damage to the property of any person within or without the school building, provided the administrator at the time of the accident or injury was acting in the discharge of his/her duties within the scope of his/her employment and/or under the direction of the Board of Education. The Board of Education, however, shall not be subject to the duty imposed by this section unless the administrator shall within 10 days of the time he/she is served with any summons, complaints, process notice, demand or pleading, deliver the original or a copy of the same to such Board of Education.

G. The District will not settle teacher grievances against Association members without having consulted with the Association member against whom the grievance is directed.

ARTICLE V

Personnel File

All personnel files shall be maintained under the following procedures:

A. No material shall be placed in the files unless the employee has had an opportunity to read the material. The employee shall acknowledge that he/she has read the material by affixing his/her signature.

The employee shall have the right to answer any material filed and his/her answer can be reviewed on request by the Superintendent and attached to the file copy. This is exclusive of all pre-employment documents.

B. Upon written request, any administrator shall be given access to his/her file, except that pre-employment information may not be examined or answered.

ARTICLE VI

Administrative Evaluation

A. The Superintendent shall provide, in writing, an annual evaluation that shall be based upon the objectives, duties and responsibilities for the position. Appropriate guidelines shall be provided for each administrator at the time of employment or assignment. A complete job description shall be provided each administrator at the time of employment or assignment.

B. The Superintendent of Schools shall meet with each administrator covered by this Agreement prior to the opening of each school year for the purpose of defining goals and objectives that the District may wish to set for that position. Each administrator shall

be invited to make recommendations prior to the final written statement of these objectives.

C. The Superintendent and the appropriate administrator shall meet during the school year to determine progress with respect to the objectives.

D. The following shall be expressly excluded from the Grievance Procedure, namely:

Evaluation of staff administrative personnel. Any written evaluation(s) may be subject to difference of opinion by the employee. The difference may be manifested in a written rebuttal to be attached to the evaluation and placed in the personnel file; this shall be in addition to any rights provided to a building principal to appeal his/her evaluation pursuant to the terms of the parties' negotiated APPR plan, which plan is not incorporated herein by reference. When the evaluation addresses responsibilities outside the job description and related assignments of the employee, the employee may bring that section of the evaluation to grievance. Where the employee differs with the quality or subjective view of the administrative evaluation, the evaluation shall be nongrievable.

ARTICLE VII

Administrative Employment & Recruitment

A. The policy "promotion from within" shall be given consideration to the greatest possible degree.

B. In the case of the appointment of a Superintendent or an Assistant Superintendent, the Board shall establish an advisory committee that shall include representation from the Association.

ARTICLE VIII

Administrative Qualifications, Assignments and Promotions

A. Qualifications

1. New candidates for administrative positions shall possess the appropriate certification, received or pending, required by the New York State Department of Education for the specific position.

2. Prior administrative or supervisory experience shall be a prerequisite for appointment to the position of Building Principal.

B. Assignments

1. Assignments will be made only to the specific position applied for.

2. In cases where the Superintendent desires to transfer an administrator to an equal position in a different location, (i.e., building principals and assistant building principals), the following shall prevail:

a. The Superintendent shall meet with all individuals concerned in a transfer prior to final action by the Board of Education.

b. An involuntary transfer will occur only after a meeting between the administrator being transferred and the Superintendent of Schools, or his/her designee, at which time the administrator will be notified of the reason(s) for transfer.

C. Vacancies

1. The District shall inform all members of the unit of all administrative vacancies, by means of a notice placed on the faculty bulletin boards in every school, in sufficient time to allow for filing applications prior to the established deadline. This notice shall clearly set forth a description of the requirements and qualifications for the position. In addition, the District shall supply the Association with one copy of the appropriate notice.

2. An individual who accedes temporarily to a higher position under emergency conditions for a period of more than six weeks shall not be considered as having received a promotion, but shall receive compensation at the higher salary level retroactive to the day he/she assumed the position.

ARTICLE IX

Policy and Policy Revision

The Superintendent's Administrative Council will continue in effect during the life of this Agreement. Representatives of the Council will be provided an opportunity to participate in the decision-making process related to the development of District policy as deemed appropriate by the Superintendent of Schools.

ARTICLE X

School Calendar

A. The Superintendent shall establish a procedure for development of the school calendar which provides for HAAP representation.

B. The Administrator's work year shall be defined as follows:

1. All salaries shall be for the following work year:

12 month: all Directors

11 months: all building principals and assistant

principals exclusive of "in-year" vacation.

10.5 months: all department supervisors/assistant directors

Building principals shall work the first week in July and the last week in August as well as two additional weeks as mutually agreed by the principal and the District.

Assistant principals shall work the last week in August and three additional weeks as mutually agreed by the assistant principal and the District. Department supervisors will work the last week of August and five additional days as mutually agreed by the supervisor and the District. Additional work required by reorganization for regular administrative and/or supervisory functions shall be compensated on a per diem basis. Effective July 1, 2017, the prior sentence will be deleted. Effective July 1, 2017, additional work required by reorganization for regular administrative and/or supervisory functions will be compensated, upon the parties' mutual agreement, at the unit member's per diem rate or compensatory time. The Superintendent or his/her designee must approve the use of compensatory time, which must be used by June 30 of the fiscal year in which it is accrued.

Department supervisors/assistant directors will work a total of ten days above and beyond those described in the paragraphs above. These days may be scheduled to conduct necessary curriculum development work or assignments as determined by the Superintendent or his designee, for which an administrator will be compensated at his/her per diem rate. These days will be scheduled as mutually agreed by the District and the department supervisor.

The Superintendent of Schools will make the final decision if no agreement is reached regarding the summer work schedule or summer curriculum assignments.

2. All members will be granted "in-year" vacations, days of religious observance and holidays granted to the teaching personnel, with the exception that September 1 to the opening of school (excluding Labor Day) and from the termination of classes to June 30 are properly considered as administrators' workdays.

ARTICLE XI

Working Conditions

Professional Services of Department Chairpersons

A. Department Chairpersons shall teach classes as prescribed below:

1. A chairperson responsible for 5-10 teachers shall teach three classes.
2. A chairperson responsible for 11-20 teachers shall teach two classes.
3. A chairperson responsible for 21-30 teachers shall teach one class.
4. A chairperson responsible for 31-40 teachers shall be relieved of regular teaching assignment.

Effective July 1, 2008, existing Director and Department Chair positions shall be eliminated and the following 12 month Director positions created:

- Director of Social Studies and Business
- Director of Science, Technology, and Research
- Director of Physical Education, Athletics, Health and Home and Career Skills
- Director of Fine and Performing Arts
- Director of Guidance and Student Data
- Director of Pupil Personnel Services
- Director of Mathematics and Information Systems
- Director of ENL Languages Other Than English and Instructional Technology
- Director of English/Language Arts and Library

Incumbents of the abolished positions corresponding to the newly created Director position shall maintain their existing seniority as well as probationary or tenure status as the case may be and shall maintain their existing step placement on the newly created Director salary schedule.

Twelve month Directors shall receive 25 vacation days per year which may not be accumulated. No more than two consecutive weeks of vacation may be taken by a Director without the prior approval of the Superintendent of Schools. Approval may not be unreasonably withheld. Effective with the 2017-2018 school year, twelve month Directors will receive an additional two days of vacation per year that must be taken during a school recess period (Winter, February or Spring break). These days will not accumulate.

Directors shall receive 15 holidays pursuant to the District non-teaching calendar.

B. Professional Services of District Coordinators K-12:

District Coordinators will coordinate all aspects of their instructional programs (K-12). Coordinators will supervise all personnel within their department (K-12) as prescribed by the Assistant Superintendent for Personnel after consulting with the principal of each building and each coordinator.

C. Professional Development

Members shall attend two three-hour professional development sessions during the school year beyond the regular school day. The sessions shall be held on workdays and will require the unit members to be present between the hours of 4:00 p.m. and 7:00 p.m. The dates of the sessions shall be determined by the Superintendent after consultation with the Association. Attendance at these sessions shall have priority over any other professional obligation.

ARTICLE XII

Leave Policy

A. Twelve days of sick leave will be granted for personal illness each year to full-time employees, with unlimited accumulation. Sickness of others in the family that requires the presence of the employee will be taken as sick days and, if these are exhausted, any remaining days must be taken as a leave of absence without pay. For those hired after July 1, 1995, sick days for family illness may not exceed five days per year. It is mandated that any absence in excess of two days for sickness of a member of the employee's family must be confirmed by a doctor's certificate.

Effective July 6, 2017, the prior paragraph will be deleted. Effective July 6, 2017, 12 sick days for personal illness will be granted to full-time employees with unlimited accumulation. Up to 10 sick leave days may be used each year for the illness of a member of the employee's "immediate family," as defined in Article XII(F)(1). If these 10 days are exhausted, any remaining days must be taken as a leave of absence without pay. Any absence in excess of two consecutive days for an immediate family member's illness must be confirmed by a doctor's certificate.

B. Religious Holidays

All religious holidays requiring a full day of observance will be allowed for observance and shall be deducted from sick leave.

C. Professional days may be granted solely at the discretion of the Superintendent of Schools or his/her designee.

D. Personnel entering military service will be allowed to accumulate sick days (prorated on months served). For a two year period, these days of accumulated sick time will be carried over until the person returns.

E. No leave of absence will be granted without the permission of the Superintendent of Schools.

F. Death in the Family

1. A maximum of five days will be granted due to a death in the immediate family. These days are not to be deducted from sick leave. "Immediate family" means wife or husband, children, grandchildren, parents, grandparents, parents-in-law, brothers, sisters, or any member of the employee's family living within his/her household.

2. For the death of a relative (other than immediate family), one day will be granted, not deductible from sick leave.

G. Personal Days

All administrators are granted three personal days each year. Unused personal days will accumulate as sick leave.

Effective upon July 6, 2017, administrators who have completed one full school year at top step may annually sell back up to three unused personal days for the equivalent cash value as follows: for 12-month employees, each day is calculated at $1/240^{\text{th}}$ of an administrator's annual salary; for 11-month employees, each day is calculated at $1/220^{\text{th}}$ of the administrator's annual salary; for 10.5-month employees, each day is calculated at $1/210^{\text{th}}$ of the administrator's annual salary. Effective at 11:59:59 p.m. on June 30, 2024, this subsection G will sunset, be deleted and of no further effect.

H. Retirement Provisions

Upon retirement or disability of a current full-time administrator, the administrator shall be entitled to receive, as a retirement benefit, a non-elective employer contribution by the District to the account established under Section 403(b) of the Internal Revenue Code (the "Code") of the eligible retiring administrator upon the terms and conditions of this paragraph. Under no circumstances, other than as specifically provided herein, shall any retiring administrator or his/her estate receive any benefit described in this paragraph in cash, and the receipt of all benefits shall be governed by the terms and conditions herein.

1. To be eligible to receive benefits under this paragraph, an administrator must either be disabled and thereafter retire, or satisfy the eligibility requirements for retirement under the New York State Teachers' Retirement System (TRS) or the New York State Employees' Retirement System (ERS). The value of an eligible administrator's benefit (referred to as the "Retirement Benefit Amount") shall be determined as follows:

For 12 month employees: the number of the administrator's accumulated unused sick days multiplied by his/her final year's salary at the rate of $1/240^{\text{th}}$ for each day accumulated up to a maximum of 240 days;

For 11 month employees: the number of the administrator's accumulated unused sick days multiplied by his/her final year's salary at the rate of $1/220^{\text{th}}$ for each day accumulated up to a maximum of 220 days;

For 10.5 month employees: the number of the administrator's accumulated unused sick days multiplied by his/her final year's salary at the rate of $1/210^{\text{th}}$ for each day accumulated up to a maximum of 210 days.

A person appointed to a unit position after 12/1/98 from outside District employment shall be required to be in fulltime District uninterrupted employment for a minimum of 15 consecutive years before he/she may be eligible for the Retirement Benefit Amount under

this provision. Should the administrator however retire before completing the 15 year requirement, he/she shall be eligible for payment of one day for every three days of unused accumulated sick leave to a cap of one year's salary. The payment shall also be in the form of a non-elective, non-discretionary contribution by the District to the account established under Section 403(b) of the Code of the eligible retiring administrator upon the terms and conditions of this Article. Under no circumstances, other than as specifically provided herein, shall any retiring administrator or his/her estate, receive any benefit described in this paragraph in cash, and the receipt of all benefits shall be governed by the terms and conditions herein.

2. The Retirement Benefit Amount shall be provided by the District for the benefit of a retiring administrator in accordance with the following:

(i) No later than 30 days after the effective date of the administrator's retirement, the District shall make an employer non-elective, non-discretionary contribution to Code Section 403(b) account of the eligible retiring administrator in an amount up to the limitations of Code Section 415 as applicable to Code Section 403(b) plans under Code Section 403(b)(1) and 403(b)(3) for the year in which the contribution is made.

(ii) If any portion of the Retirement Benefit Amount remains after the District (employer) non-elective, non-discretionary 403(b) contribution, the amount shall be eligible, at the employee's discretion, to be placed into the employee's designated 457 plan up to the maximum contribution permitted.

(iii) If any portion of the Retirement Benefit Amount still remains after the District (employer) non-elective, non-discretionary 403(b) and any employee-directed 457 contributions, the remaining balance, if any, shall be paid to the eligible retiring administrator as compensation in a lump sum no later than 30 days of the effective date of retirement. Effective on July 6, 2017, this paragraph will be deleted.

Effective on July 6, 2017, if any portion of the Retirement Benefit Amount still remains after the District (employer) non-elective, non-discretionary 403(b) and 457 contributions, the excess will be reallocated to the former unit member in his/her 403(b) account the following January and, if necessary, each subsequent January thereafter for up to four years after the year of the former unit member's employment severance until the Retirement Benefit Amount is fully deposited into the former unit member's 403(b) account. If any portion of the Retirement Benefit Amount still remains, it will be paid to the former unit member in a lump sum, minus any applicable taxes and withholdings. If the former unit member dies before the full distribution of funds into his/her 403(b) account, any remaining amount, minus applicable taxes and withholdings, will be distributed to his/her estate. Payment will be made within 60 calendar days following the District's receipt of Letters Testamentary or Letters of Administration identifying the individual authorized to administer the estate.

3. The non-elective employer contributions, as specified above, shall be contributed to the Code Section 403(b) account as may be selected by an eligible retiring administrator to receive employer contributions pursuant to all of the terms specified herein. If an administrator does not designate a Code Section 403(b) account or if the account so designated will not accept an employer non-elective contribution for any reason, then the District shall deposit the contribution, in the name of the eligible retiring administrator, into an account established with a Code Section 403(b) provider that will accept the contribution. Each eligible administrator or retired administrator shall notify the District in writing of the total elective contributions, if any, made by the individual to any Code Section 403(b) account, other than with respect to contributions made as an employee or former employee of the District, for any plan year in which a District contribution is to be made. The notification shall be provided no later than 30 days prior to each required date of contribution.

4. The Association acknowledges that the District has made no representation to the Association or its members as to the position of the Internal Revenue Service or the courts regarding the taxability or tax-deferred nature of the non-elective employer contribution provided hereunder or as to the position of the TRS or ERS regarding whether these contributions will be included in the member's final average salary (FAS). The District shall fulfill any applicable legal obligations in processing and reporting these contributions to the TRS or ERS. In this regard, the Association and its members shall be responsible for their own liabilities to the extent that the Internal Revenue Service or the courts either re-characterize or deny the intended tax treatment of the contribution and further shall hold the District harmless if either of these events shall occur.

This subsection (H) will be subject to Internal Revenue Service regulations and rulings. Should any portion be declared contrary to law, then that portion will not be deemed valid and subsisting, but all other portions will continue in full force and effect. As to those portions declared contrary to law, HAAP and the District will promptly meet and alter those portions in order to provide the same or similar benefit(s) which conform, as closest possible, to the original intent of the parties.

Unless the District is otherwise indemnified by its 403(b) provider, the unit member will indemnify and hold the District and any of its employees, representatives, officers and/or members of the Board of Education harmless against any and all claims, demands, suits or other forms of liability, including but not limited to legal expenses, tax penalties or other remedies imposed by the IRS, that may arise out, or by reason, of any good faith action taken or not taken by the Board of Education or any of its employees for the purpose of complying with this provision and/or the law.

5. Early Retirement

Notwithstanding any contrary provision of the 2015-2024 Agreement, the following incentive will be provided to a unit member with at least five years of service as a HAAP bargaining unit member who retires effective June 30 of the school year in which he/she is

first eligible, without an age-related reduction to his/her pension factor:

1. The unit member will receive \$10,000, minus any applicable taxes and withholdings, to be paid within 30 calendar days of his/her retirement from the District.
2. The District will contribute 100% of the cost of the unit member's individual or family health insurance premium in retirement, as applicable, until NYSHIP becomes the unit member's secondary coverage. Thereafter, the District will contribute in accordance with CBA Article XIII(A).
3. To be eligible for the incentive, the unit member must submit to the District, by January 1 of the school year in which he/she is first eligible to retire without an age-related reduction to his/her pension factor ("first retirement eligibility date"), his/her irrevocable letter of resignation for retirement purposes to be effective on June 30 of that school year. For the 2016-2017 school year, the unit member must submit to the District, by no later than 30 days from July 6, 2017, his/her irrevocable letter of resignation for retirement purposes to be effective on July 31, 2017.
4. A unit member who has passed his/her first retirement eligibility date is eligible for this incentive, provided that he/she submits to the District, within 30 calendar days of July 6, 2017, his/her irrevocable letter of resignation for retirement purposes to be effective by no later than July 31, 2017.
5. If the State offers a retirement incentive and the District elects to participate in the incentive, the unit member may also participate in the State incentive, provided that the unit member's participation in the State incentive is at no cost to the District. If the District would incur an additional expense and the unit member chooses to participate in the State incentive, the unit member will not be eligible to retire pursuant to the incentive set forth in this subsection H(5).
6. Effective at 11:59:59 p.m. on June 30, 2024, this subsection H(5) will sunset, be deleted and of no further effect, except for the District's obligation to make payments as set forth herein. The District has no obligation to negotiate an extension or renewal of this subsections terms.
7. If any provision of this incentive is deemed to be invalid by any court, administrative agency or other neutral of competent jurisdiction, then the parties will make reasonable efforts to negotiate an alternative.

I. Sabbatical Leave

1. Provisions

a. Upon completion of seven years of satisfactory service in the District, a member may apply for a sabbatical leave of one-half year at full pay or one year at one-half pay.

b. Upon completion of 14 years of satisfactory service in the District, a member may apply for a sabbatical leave of one full year at full pay providing that no previous sabbatical has been granted (excluding clause [c] below).

c. A matriculated doctoral candidate who is attending a school that imposes a residency requirement may apply for sabbatical leave after three years of service at one full year at half pay with one additional tenth for each year served as an administrator.

d. During the period an administrator is on sabbatical leave, he/she shall continue to receive all salary and fringe benefits that are rightfully part of his/her position. If the grant time involves a time when the administrator is due to be in school, a substitute shall replace him/her for the duration of the grant.

e. It is agreed that any grant or remuneration received by the administrator will be deducted from his/her salary prior to the granting of sabbatical monies. Furthermore, the individual agrees to return for a period of two years or repay the District for the sabbatical monies upon abrogation of this clause. (EXCEPTION: Any extenuating circumstances to be determined by the Board of Education upon appeal of the individual involved).

2. Eligibility

a. A maximum of three members of the administrative staff may be on sabbatical leave at any one time. Eligible percentages as related to other professional employees in the District shall not be construed as applying to members of the administrative staff.

b. Seniority in the District is one of the factors considered in the case of an excessive number of applicants.

c. An applicant must comply with the established administrative procedures and requirements.

3. Procedures

a. An applicant for a sabbatical leave must make formal

application by March 1 of the preceding school year.

b. The application will be submitted directly to the office of the Assistant Superintendent for Administration and Personnel.

c. All applications will be reviewed and placed in rank order for the Superintendent's recommendation by a committee consisting of four administrators, including two appointed by the Superintendent and two selected by the HAAP membership.

d. The Superintendent of Schools will notify each applicant of disposition of the application for sabbatical leave by March 31.

J. Professional Compensation

1. The District and the Association agree that in lieu of the former contract language with respect to summer sabbaticals (namely Article XII, Section VII, A, 4) a sum of money equivalent to the amount normally available for the sabbatical allowance shall be set aside by the District for appropriate professional development programs during the life of the contract.

2. When approval from the Superintendent has been secured, administrators will be reimbursed for tuition to a maximum of \$750, exclusive of registration fees, for successfully completed college courses. This funding may also, with appropriate approval, be used for workshops or educational conferences.

3. The District reserves the right to approve requests for specific development programs and reserves the right to initiate programs within or without the District for individual administrators governed by this Agreement.

ARTICLE XIII

Insurance

A. Health

Unit members will contribute toward the premium cost of the NYS Empire Core Plus Enhancement plan, family or individual, as follows:

<u>Effective Date</u>	<u>Employee Contribution</u>
July 1, 2015	15%
July 1, 2019	16%
July 1, 2020	17%
July 1, 2021	18%
July 1, 2022	19%
July 1, 2023	20%

Notwithstanding the above, all unit members first hired by the District on or after July 6, 2017 will contribute 25% of the premium cost of the NYS Empire Core Plus Enhancement Plan, family or individual.

Upon NYSHIP becoming the unit member's secondary coverage, the District's contribution will be the minimum required by law.

Effective July 1, 2012, upon retirement, the District shall pay 100% of the premium of the NYS Empire Core Plus Enhancement Plan, family or individual, for any unit member who was first appointed to a position in the unit prior to July 1, 2012, until NYSHIP becomes the unit member's secondary coverage.

Effective June 30, 2015, upon retirement, the District shall pay 85% of the premium of the NYS Empire Core Plus Enhancement Plan, family or individual, for any unit member who was first appointed to a position in the unit prior to July 1, 2012, until NYSHIP becomes the unit member's secondary coverage. The District shall pay 60% of the premium for any unit member who was first appointed to a position in the unit on or after July 1, 2012, until NYSHIP becomes the unit member's secondary coverage.

B. Dental

The District shall provide administrators and their families the same dental coverage provided teachers.

C. Life

The District agrees to pay 100% for an insurance policy with a face amount equal to the Unit member's salary.

D. Disability

1. A disability insurance policy will be provided for all members and will allow for continuous 66 2/3% income if the individual remains disabled until age 65. A customary six month "grace" period precedes the inception of the disability benefits. During the six month period of ineligibility for disability insurance, any illness beyond accumulated sick leave would be compensated by the District for the six month period at a rate equal to one-half of the regular salary. A doctor's report would be required to support the claim.

2. All rights regarding disability insurance are not applicable to new administrators in the District unless they have actually worked during the school year.

3. During the 30 day "grace" period that follows the exhaustion of an administrator's sick leave and prior to the time that the insurance company picks up the

disability insurance, the District has the right to have the disabled party examined by a school physician and determine the extent of the disability and to ascertain whether or not the disabled party should be entitled to the one-half pay clause that the District must bear until the insurance company enters into the picture.

ARTICLE XIV **Professional Compensation**

A. Unit members will be compensated as per the attached Salary Schedules. A new unit member may initially be placed on any step in his/her position category.

1. 2015-2016: The salary schedule will be the same as the one in effect on June 30, 2015. Effective July 1, 2015, each unit member on steps 1 through 11 will advance one step.

2. 2016-2017: The salary schedule will be the same as the one in effect on June 30, 2016. Effective July 1, 2016, each unit member on steps 1 through 11 will advance one step. In addition, within 60 calendar days of July 6, 2017, each unit member who is on the payroll as of July 6, 2017 will receive a one-time, non-recurring, off-the-schedule cash payment of \$500, minus applicable taxes and withholdings.

3. 2017-2018: Effective July 1, 2017, the attached 2017-2018 18-step salary schedule will be implemented, unit members will be placed on the same numerical step, and unit members on steps 1 through 14 will then advance one step.

4. 2018-2019: Each step of the salary schedules in effect on June 30, 2018 will be increased by 0.25%.

5. 2019-2020: Each step of the salary schedules in effect on June 30, 2019 will be increased by 0.25%.

6. 2020-2021: Each step of the salary schedules in effect on June 30, 2020 will be increased by 0.25%.

7. 2021-2022: Each step of the salary schedules in effect on June 30, 2021 will be increased by 0.25%.

8. 2022-2023: Each step of the salary schedules in effect on June 30, 2022 will be increase by 0.25%.

9. 2023-2024: Each step of the salary schedules in effect on June 30, 2023 will be increased by 0.25%.

Unless an agreement is reached to the contrary, upon expiration of this Agreement, each unit member will continue to advance steps, if available, effective July 1.

Unit members who first become HAAP bargaining unit members on or after July 1, 2017 will remain at steps 3 for two years, step 4 for one year, step 5 for two years, and then steps 6 through 14 for one year each.

Notwithstanding anything to the contrary in Article XIV(A), during the period July 1, 2018 through June 30, 2024, the District may not grant step advancements or salary increases during the subsequent fiscal year if, based upon its non-reviewable discretionary determination, it would need to seek an override of the property tax cap in order to maintain existing District-wide staffing levels.

B. A 10.5 month and 11 month administrator shall have the option of having his/her annual salary paid over the course of their work year; i.e., 10.5 or 11 months, or over the course of 52 weeks. In the latter case, he/she shall receive a "multi-check" in June, representing his/her salary for the summer months.

C. Unit members who are assigned supervisory duties for after school functions commencing after regular work hours shall be compensated at 10% above the teacher's contract rate for these functions. Compensation for these duties shall require the approval of the Superintendent of Schools or his/her designee.

D. Longevity increases shall be granted to members of the Unit as follows:

10 years of service as an administrator in the District	\$1,500
After 15 years of service as an administrator in the District	\$2,000
After 20 years of service as an administrator in the District	\$2,500

The foregoing longevity increases shall not be cumulative.

Effective July 1, 2017, longevity increases will be granted to unit members as follows:

After 10 years of service as an administrator in the District	\$2,000
After 15 years of service as an administrator in the District	\$2,500
After 20 years of service as an administrator in the District	\$3,000

Longevity increases will not be cumulative.

E. Section 403-b and 457 Plans

The District shall provide Section 403-b and 457 Plans for participation by members of the Unit

F. Summer School

The Secondary Summer School Principal will receive a \$7,500 stipend, prorated for any partial period of service. The Principal will be compensated at a per diem rate of \$278 for any additional days of summer school work required by the District.

1. The Elementary Summer School Principal will receive a \$4,500 stipend, prorated for any partial period of service. The Principal will be compensated at a per diem rate of \$278 for any additional days of summer school work required by the District.

2. The administrator in charge of the Elementary Jump Start Program will receive a \$1,600 stipend, prorated for any partial period of service. The administrator will be compensated at a per diem rate of \$278 for any additional days of summer school work required by the District.

G. Cell Phone Reimbursement

All unit members will receive a cell phone reimbursement in the amount of \$40 per month, with the unit member's understanding that he/she may be contacted outside of the normal work day / week for business-related purposes.

ARTICLE XV
Employment

A. Job Security

If the existing position of any member is abolished during the terms of this Agreement, the District agrees to make a bona fide effort to provide alternative professional employment within the District for the life of this Agreement.

Both parties agree that the Superintendent of Schools has the right to reorganize or combine administrative positions as required. When administrative positions are to be reduced, the Superintendent or his/her designee will notify the Association as soon as reasonably possible.

B. Layoffs

Effective July 1, 2017 and continuing through June 30, 2024, the District agrees that

it will not layoff, excess, or reduce to part-time any Association bargaining unit member who is employed as of July 6, 2017, including for budgetary reasons, or abolition of programs or positions, or any other reason.

Nothing in this provision prohibits the termination of a probationary or tenured unit member in accordance with the New York Education Law nor will the District have an obligation to fill a vacancy created through attrition.

Effective at 11:59:59 p.m. on June 30, 2024, this subsection B will sunset, be deleted and of no further effect. The District has no obligation to negotiate an extension or renewal of this subsection's terms.

C. The District will negotiate with the Association prior to assigning to any unit member duties regarding residency, central registration and homelessness that are exclusively performed by the Assistant to the Superintendent for Educational Services and Student Outcomes.

Duties that are exclusively performed by Central Administration will not be assigned to Association unit members unless a Central Administration position is eliminated. The District will consult with the Association regarding the reassignment of those duties to unit members.

ARTICLE XVI

Miscellaneous Provisions

A. This Agreement shall constitute the full and complete commitments between both parties and may be altered, changed, added to, deleted from or modified only through voluntary, mutual consent of the parties in a written and signed amendment to this Agreement.

B. The provisions of this Agreement shall be incorporated into and be considered part of the established policies of the Board.

C. Any individual arrangement, agreement or contract between the Board and an individual administrator and/or supervisor, heretofore executed, shall be subject to and consistent with the terms and conditions of this Agreement and any individual arrangement, agreement or contract hereafter executed shall be expressly made subject to and consistent with the terms of this or subsequent Agreements to be executed by the parties. If an individual arrangement, agreement or contract contains any language inconsistent with this Agreement, this Agreement during its duration shall be controlling.

D. If any provision of this Agreement or any application of the Agreement to any administrator and/or supervisor shall be found contrary to law, then the provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

E. Article 14, Civil Service Law

IT IS AGREED BY AND BETWEEN THE PARTIES 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.

ARTICLE XVII

Duration of Agreement

This contract shall be effective as of July 1, 2015 and shall continue in effect through June 30, 2024.

BOARD OF EDUCATION
HAUPPAUGE UNION FREE
SCHOOL DISTRICT

By: 

HAUPPAUGE ASSOCIATION OF
ADMINISTRATIVE PERSONNEL

By: 

By: 

Date: November 14, 2017

HAAP SALARY SCHEDULE
2017/18

Step	HS PRIN	MS PRIN	ELEMPRIN	SEC A/P	ELEM A/P	DIR/COOR	GUID/HD	ADMASST	DEPT CH	DEAN
A	\$ 142,434	\$ 137,794	\$ 135,383	\$ 127,791	\$ 125,935	\$ 132,895		\$ 120,252	\$ 120,252	\$ 70,275
B	\$ 144,998	\$ 140,274	\$ 137,820	\$ 130,091	\$ 128,202	\$ 135,287		\$ 122,417	\$ 122,417	\$ 71,540
C	\$ 147,608	\$ 142,799	\$ 140,301	\$ 132,433	\$ 130,510	\$ 137,722		\$ 124,621	\$ 124,621	\$ 72,828
1	\$ 150,265	\$ 145,369	\$ 142,826	\$ 134,817	\$ 132,859	\$ 140,201		\$ 126,864	\$ 126,864	\$ 74,139
2	\$ 152,970	\$ 147,986	\$ 145,397	\$ 137,244	\$ 135,250	\$ 142,725		\$ 129,148	\$ 129,148	\$ 75,474
3	\$ 155,723	\$ 150,650	\$ 148,014	\$ 139,714	\$ 137,685	\$ 145,294		\$ 131,473	\$ 131,473	\$ 76,833
4	\$ 158,526	\$ 153,362	\$ 150,678	\$ 142,229	\$ 140,163	\$ 147,909		\$ 133,840	\$ 133,840	\$ 78,216
5	\$ 161,379	\$ 156,123	\$ 153,390	\$ 144,789	\$ 142,686	\$ 150,571		\$ 136,249	\$ 136,249	\$ 79,624
6	\$ 164,284	\$ 158,933	\$ 156,151	\$ 147,395	\$ 145,254	\$ 153,281		\$ 138,701	\$ 138,701	\$ 81,057
7	\$ 167,241	\$ 161,794	\$ 158,962	\$ 150,048	\$ 147,869	\$ 156,040		\$ 141,198	\$ 141,198	\$ 82,516
8	\$ 170,251	\$ 164,706	\$ 161,823	\$ 152,749	\$ 150,531	\$ 158,849		\$ 143,740	\$ 143,740	\$ 84,001
9	\$ 173,316	\$ 167,671	\$ 164,736	\$ 155,498	\$ 153,241	\$ 161,708		\$ 146,327	\$ 146,327	\$ 85,513
10	\$ 176,436	\$ 170,689	\$ 167,701	\$ 158,297	\$ 155,999	\$ 164,619		\$ 148,961	\$ 148,961	\$ 87,052
11	\$ 179,612	\$ 173,761	\$ 170,720	\$ 161,146	\$ 158,807	\$ 167,582		\$ 151,642	\$ 151,642	\$ 88,619
12	\$ 182,845	\$ 176,889	\$ 173,793	\$ 164,047	\$ 161,666	\$ 170,598		\$ 154,372	\$ 154,372	\$ 90,214
13	\$ 186,136	\$ 180,073	\$ 176,921	\$ 167,000	\$ 164,576	\$ 173,669		\$ 157,151	\$ 157,151	\$ 91,838
14	\$ 189,486	\$ 183,314	\$ 180,106	\$ 170,006	\$ 167,538	\$ 176,795		\$ 159,980	\$ 159,980	\$ 93,491
15	\$ 192,897	\$ 186,614	\$ 183,348	\$ 173,066	\$ 170,554	\$ 179,977		\$ 162,860	\$ 162,860	\$ 95,174

HAAP SALARY SCHEDULE
2018/19

Step

	HS PRIN	MS PRIN	ELEMPRIN	SEC A/P	ELEM A/P	DIR/COOR	GUID/HD	ADMASST	DEPT CH	DEAN
A	\$ 142,790	\$ 138,138	\$ 135,721	\$ 128,110	\$ 126,250	\$ 133,227		\$ 120,553	\$ 120,553	\$ 70,451
B	\$ 145,360	\$ 140,625	\$ 138,165	\$ 130,416	\$ 128,523	\$ 135,625		\$ 122,723	\$ 122,723	\$ 71,719
C	\$ 147,977	\$ 143,156	\$ 140,652	\$ 132,764	\$ 130,836	\$ 138,066		\$ 124,933	\$ 124,933	\$ 73,010
1	\$ 150,641	\$ 145,732	\$ 143,183	\$ 135,154	\$ 133,191	\$ 140,552		\$ 127,181	\$ 127,181	\$ 74,324
2	\$ 153,352	\$ 148,356	\$ 145,760	\$ 137,587	\$ 135,588	\$ 143,082		\$ 129,471	\$ 129,471	\$ 75,663
3	\$ 156,112	\$ 151,027	\$ 148,384	\$ 140,063	\$ 138,029	\$ 145,657		\$ 131,802	\$ 131,802	\$ 77,025
4	\$ 158,922	\$ 153,745	\$ 151,055	\$ 142,585	\$ 140,513	\$ 148,279		\$ 134,175	\$ 134,175	\$ 78,412
5	\$ 161,782	\$ 156,513	\$ 153,773	\$ 145,151	\$ 143,043	\$ 150,947		\$ 136,590	\$ 136,590	\$ 79,823
6	\$ 164,695	\$ 159,330	\$ 156,541	\$ 147,763	\$ 145,617	\$ 153,664		\$ 139,048	\$ 139,048	\$ 81,260
7	\$ 167,659	\$ 162,198	\$ 159,359	\$ 150,423	\$ 148,239	\$ 156,430		\$ 141,551	\$ 141,551	\$ 82,722
8	\$ 170,677	\$ 165,118	\$ 162,228	\$ 153,131	\$ 150,907	\$ 159,246		\$ 144,099	\$ 144,099	\$ 84,211
9	\$ 173,749	\$ 168,090	\$ 165,148	\$ 155,887	\$ 153,624	\$ 162,112		\$ 146,693	\$ 146,693	\$ 85,727
10	\$ 176,877	\$ 171,116	\$ 168,120	\$ 158,693	\$ 156,389	\$ 165,031		\$ 149,333	\$ 149,333	\$ 87,270
11	\$ 180,061	\$ 174,195	\$ 171,147	\$ 161,549	\$ 159,204	\$ 168,001		\$ 152,021	\$ 152,021	\$ 88,841
12	\$ 183,302	\$ 177,331	\$ 174,227	\$ 164,457	\$ 162,070	\$ 171,024		\$ 154,758	\$ 154,758	\$ 90,440
13	\$ 186,601	\$ 180,523	\$ 177,363	\$ 167,418	\$ 164,987	\$ 174,103		\$ 157,544	\$ 157,544	\$ 92,068
14	\$ 189,960	\$ 183,772	\$ 180,556	\$ 170,431	\$ 167,957	\$ 177,237		\$ 160,380	\$ 160,380	\$ 93,725
15	\$ 193,379	\$ 187,081	\$ 183,806	\$ 173,499	\$ 170,980	\$ 180,427		\$ 163,267	\$ 163,267	\$ 95,412

HAAP SALARY SCHEDULE 2019/20

Step

	HS PRIN	MS PRIN	ELEMPRIN	SEC A/P	ELEM A/P	DIR/COOR	GUID/HD	ADMASST	DEPT CH	DEAN
A	\$ 143,147	\$ 138,483	\$ 136,060	\$ 128,430	\$ 126,566	\$ 133,560		\$ 120,854	\$ 120,854	\$ 70,627
B	\$ 145,723	\$ 140,977	\$ 138,510	\$ 130,742	\$ 128,844	\$ 135,964		\$ 123,030	\$ 123,030	\$ 71,898
C	\$ 148,347	\$ 143,514	\$ 141,004	\$ 133,096	\$ 131,163	\$ 138,411		\$ 125,245	\$ 125,245	\$ 73,193
1	\$ 151,018	\$ 146,096	\$ 143,541	\$ 135,492	\$ 133,524	\$ 140,903		\$ 127,499	\$ 127,499	\$ 74,510
2	\$ 153,735	\$ 148,727	\$ 146,124	\$ 137,931	\$ 135,927	\$ 143,440		\$ 129,795	\$ 129,795	\$ 75,852
3	\$ 156,502	\$ 151,405	\$ 148,755	\$ 140,413	\$ 138,374	\$ 146,021		\$ 132,132	\$ 132,132	\$ 77,218
4	\$ 159,319	\$ 154,129	\$ 151,433	\$ 142,941	\$ 140,864	\$ 148,650		\$ 134,510	\$ 134,510	\$ 78,608
5	\$ 162,186	\$ 156,904	\$ 154,157	\$ 145,514	\$ 143,401	\$ 151,324		\$ 136,931	\$ 136,931	\$ 80,023
6	\$ 165,107	\$ 159,728	\$ 156,932	\$ 148,132	\$ 145,981	\$ 154,048		\$ 139,396	\$ 139,396	\$ 81,463
7	\$ 168,078	\$ 162,603	\$ 159,757	\$ 150,799	\$ 148,610	\$ 156,821		\$ 141,905	\$ 141,905	\$ 82,929
8	\$ 171,104	\$ 165,531	\$ 162,634	\$ 153,514	\$ 151,284	\$ 159,644		\$ 144,459	\$ 144,459	\$ 84,422
9	\$ 174,183	\$ 168,510	\$ 165,561	\$ 156,277	\$ 154,008	\$ 162,517		\$ 147,060	\$ 147,060	\$ 85,941
10	\$ 177,319	\$ 171,544	\$ 168,540	\$ 159,090	\$ 156,780	\$ 165,444		\$ 149,706	\$ 149,706	\$ 87,488
11	\$ 180,511	\$ 174,630	\$ 171,575	\$ 161,953	\$ 159,602	\$ 168,421		\$ 152,401	\$ 152,401	\$ 89,063
12	\$ 183,760	\$ 177,774	\$ 174,663	\$ 164,868	\$ 162,475	\$ 171,452		\$ 155,145	\$ 155,145	\$ 90,666
13	\$ 187,068	\$ 180,974	\$ 177,806	\$ 167,837	\$ 165,399	\$ 174,538		\$ 157,938	\$ 157,938	\$ 92,298
14	\$ 190,435	\$ 184,231	\$ 181,007	\$ 170,857	\$ 168,377	\$ 177,680		\$ 160,781	\$ 160,781	\$ 93,959
15	\$ 193,862	\$ 187,549	\$ 184,266	\$ 173,933	\$ 171,407	\$ 180,878		\$ 163,675	\$ 163,675	\$ 95,651

HAAP SALARY SCHEDULE 2020/21

Step

	HS PRIN	MS PRIN	ELEMPRIN	SEC A/P	ELEM A/P	DIR/COOR	GUID/HD	ADMASST	DEPT CH	DEAN
A	\$ 143,505	\$ 138,829	\$ 136,400	\$ 128,751	\$ 126,882	\$ 133,894		\$ 121,156	\$ 121,156	\$ 70,804
B	\$ 146,087	\$ 141,329	\$ 138,856	\$ 131,069	\$ 129,166	\$ 136,304		\$ 123,338	\$ 123,338	\$ 72,078
C	\$ 148,718	\$ 143,873	\$ 141,357	\$ 133,429	\$ 131,491	\$ 138,757		\$ 125,558	\$ 125,558	\$ 73,376
1	\$ 151,396	\$ 146,461	\$ 143,900	\$ 135,831	\$ 133,858	\$ 141,255		\$ 127,818	\$ 127,818	\$ 74,696
2	\$ 154,119	\$ 149,099	\$ 146,489	\$ 138,276	\$ 136,267	\$ 143,799		\$ 130,119	\$ 130,119	\$ 76,042
3	\$ 156,893	\$ 151,784	\$ 149,127	\$ 140,764	\$ 138,720	\$ 146,386		\$ 132,462	\$ 132,462	\$ 77,411
4	\$ 159,717	\$ 154,514	\$ 151,812	\$ 143,298	\$ 141,216	\$ 149,022		\$ 134,846	\$ 134,846	\$ 78,805
5	\$ 162,591	\$ 157,296	\$ 154,542	\$ 145,878	\$ 143,760	\$ 151,702		\$ 137,273	\$ 137,273	\$ 80,223
6	\$ 165,520	\$ 160,127	\$ 157,324	\$ 148,502	\$ 146,346	\$ 154,433		\$ 139,744	\$ 139,744	\$ 81,667
7	\$ 168,498	\$ 163,010	\$ 160,156	\$ 151,176	\$ 148,982	\$ 157,213		\$ 142,260	\$ 142,260	\$ 83,136
8	\$ 171,532	\$ 165,945	\$ 163,041	\$ 153,898	\$ 151,662	\$ 160,043		\$ 144,820	\$ 144,820	\$ 84,633
9	\$ 174,618	\$ 168,931	\$ 165,975	\$ 156,668	\$ 154,393	\$ 162,923		\$ 147,428	\$ 147,428	\$ 86,156
10	\$ 177,762	\$ 171,973	\$ 168,961	\$ 159,488	\$ 157,172	\$ 165,858		\$ 150,080	\$ 150,080	\$ 87,707
11	\$ 180,962	\$ 175,067	\$ 172,004	\$ 162,358	\$ 160,001	\$ 168,842		\$ 152,782	\$ 152,782	\$ 89,286
12	\$ 184,219	\$ 178,218	\$ 175,100	\$ 165,280	\$ 162,881	\$ 171,881		\$ 155,533	\$ 155,533	\$ 90,893
13	\$ 187,536	\$ 181,426	\$ 178,251	\$ 168,257	\$ 165,812	\$ 174,974		\$ 158,333	\$ 158,333	\$ 92,529
14	\$ 190,911	\$ 184,692	\$ 181,460	\$ 171,284	\$ 168,798	\$ 178,124		\$ 161,183	\$ 161,183	\$ 94,194
15	\$ 194,347	\$ 188,018	\$ 184,727	\$ 174,368	\$ 171,836	\$ 181,330		\$ 164,084	\$ 164,084	\$ 95,890

HAAP SALARY SCHEDULE
2021/22

Step

	HS PRIN	MS PRIN	ELEMPRIN	SEC A/P	ELEM A/P	DIR/COOR	GUID/HD	ADMASST	DEPT CH	DEAN
A	\$ 143,864	\$ 139,176	\$ 136,741	\$ 129,073	\$ 127,199	\$ 134,229		\$ 121,459	\$ 121,459	\$ 70,981
B	\$ 146,452	\$ 141,682	\$ 139,203	\$ 131,397	\$ 129,489	\$ 136,645		\$ 123,646	\$ 123,646	\$ 72,258
C	\$ 149,090	\$ 144,233	\$ 141,710	\$ 133,763	\$ 131,820	\$ 139,104		\$ 125,872	\$ 125,872	\$ 73,559
1	\$ 151,774	\$ 146,827	\$ 144,260	\$ 136,171	\$ 134,193	\$ 141,608		\$ 128,138	\$ 128,138	\$ 74,883
2	\$ 154,504	\$ 149,472	\$ 146,855	\$ 138,622	\$ 136,608	\$ 144,158		\$ 130,444	\$ 130,444	\$ 76,232
3	\$ 157,285	\$ 152,163	\$ 149,500	\$ 141,116	\$ 139,067	\$ 146,752		\$ 132,793	\$ 132,793	\$ 77,605
4	\$ 160,116	\$ 154,900	\$ 152,192	\$ 143,656	\$ 141,569	\$ 149,395		\$ 135,183	\$ 135,183	\$ 79,002
5	\$ 162,997	\$ 157,689	\$ 154,928	\$ 146,243	\$ 144,119	\$ 152,081		\$ 137,616	\$ 137,616	\$ 80,424
6	\$ 165,934	\$ 160,527	\$ 157,717	\$ 148,873	\$ 146,712	\$ 154,819		\$ 140,093	\$ 140,093	\$ 81,871
7	\$ 168,919	\$ 163,418	\$ 160,556	\$ 151,554	\$ 149,354	\$ 157,606		\$ 142,616	\$ 142,616	\$ 83,344
8	\$ 171,961	\$ 166,360	\$ 163,449	\$ 154,283	\$ 152,041	\$ 160,443		\$ 145,182	\$ 145,182	\$ 84,845
9	\$ 175,055	\$ 169,353	\$ 166,390	\$ 157,060	\$ 154,779	\$ 163,330		\$ 147,797	\$ 147,797	\$ 86,371
10	\$ 178,206	\$ 172,403	\$ 169,383	\$ 159,887	\$ 157,565	\$ 166,273		\$ 150,455	\$ 150,455	\$ 87,926
11	\$ 181,414	\$ 175,505	\$ 172,434	\$ 162,764	\$ 160,401	\$ 169,264		\$ 153,164	\$ 153,164	\$ 89,509
12	\$ 184,680	\$ 178,664	\$ 175,538	\$ 165,693	\$ 163,288	\$ 172,311		\$ 155,922	\$ 155,922	\$ 91,120
13	\$ 188,005	\$ 181,880	\$ 178,697	\$ 168,678	\$ 166,227	\$ 175,411		\$ 158,729	\$ 158,729	\$ 92,760
14	\$ 191,388	\$ 185,154	\$ 181,914	\$ 171,712	\$ 169,220	\$ 178,569		\$ 161,586	\$ 161,586	\$ 94,429
15	\$ 194,833	\$ 188,488	\$ 185,189	\$ 174,804	\$ 172,266	\$ 181,783		\$ 164,494	\$ 164,494	\$ 96,130

HAAP SALARY SCHEDULE

2022/23

Step

	HS PRIN	MS PRIN	ELEMPRIN	SEC A/P	ELEM A/P	DIR/COOR	GUID/HD	ADMASST	DEPT CH	DEAN
A	\$ 144,224	\$ 139,524	\$ 137,083	\$ 129,396	\$ 127,517	\$ 134,565		\$ 121,763	\$ 121,763	\$ 71,158
B	\$ 146,818	\$ 142,036	\$ 139,551	\$ 131,725	\$ 129,813	\$ 136,987		\$ 123,955	\$ 123,955	\$ 72,439
C	\$ 149,463	\$ 144,594	\$ 142,064	\$ 134,097	\$ 132,150	\$ 139,452		\$ 126,187	\$ 126,187	\$ 73,743
1	\$ 152,153	\$ 147,194	\$ 144,621	\$ 136,511	\$ 134,528	\$ 141,962		\$ 128,458	\$ 128,458	\$ 75,070
2	\$ 154,890	\$ 149,846	\$ 147,222	\$ 138,969	\$ 136,950	\$ 144,518		\$ 130,770	\$ 130,770	\$ 76,423
3	\$ 157,678	\$ 152,543	\$ 149,874	\$ 141,469	\$ 139,415	\$ 147,119		\$ 133,125	\$ 133,125	\$ 77,799
4	\$ 160,516	\$ 155,287	\$ 152,572	\$ 144,015	\$ 141,923	\$ 149,768		\$ 135,521	\$ 135,521	\$ 79,200
5	\$ 163,404	\$ 158,083	\$ 155,315	\$ 146,609	\$ 144,479	\$ 152,461		\$ 137,960	\$ 137,960	\$ 80,625
6	\$ 166,349	\$ 160,928	\$ 158,111	\$ 149,245	\$ 147,079	\$ 155,206		\$ 140,443	\$ 140,443	\$ 82,076
7	\$ 169,341	\$ 163,827	\$ 160,957	\$ 151,933	\$ 149,727	\$ 158,000		\$ 142,973	\$ 142,973	\$ 83,552
8	\$ 172,391	\$ 166,776	\$ 163,858	\$ 154,669	\$ 152,421	\$ 160,844		\$ 145,545	\$ 145,545	\$ 85,057
9	\$ 175,493	\$ 169,776	\$ 166,806	\$ 157,453	\$ 155,166	\$ 163,738		\$ 148,166	\$ 148,166	\$ 86,587
10	\$ 178,652	\$ 172,834	\$ 169,806	\$ 160,287	\$ 157,959	\$ 166,689		\$ 150,831	\$ 150,831	\$ 88,146
11	\$ 181,868	\$ 175,944	\$ 172,865	\$ 163,171	\$ 160,802	\$ 169,687		\$ 153,547	\$ 153,547	\$ 89,733
12	\$ 185,142	\$ 179,111	\$ 175,977	\$ 166,107	\$ 163,696	\$ 172,742		\$ 156,312	\$ 156,312	\$ 91,348
13	\$ 188,475	\$ 182,335	\$ 179,144	\$ 169,100	\$ 166,643	\$ 175,850		\$ 159,126	\$ 159,126	\$ 92,992
14	\$ 191,866	\$ 185,617	\$ 182,369	\$ 172,141	\$ 169,643	\$ 179,015		\$ 161,990	\$ 161,990	\$ 94,665
15	\$ 195,320	\$ 188,959	\$ 185,652	\$ 175,241	\$ 172,697	\$ 182,237		\$ 164,905	\$ 164,905	\$ 96,370

HAAP SALARY SCHEDULE 2023/24

Step

	HS PRIN	MS PRIN	ELEMPRIN	SEC A/P	ELEM A/P	DIR/COOR	GUID/HD	ADMASST	DEPT CH	DEAN
A	\$ 144,585	\$ 139,873	\$ 137,426	\$ 129,719	\$ 127,836	\$ 134,901		\$ 122,067	\$ 122,067	\$ 71,336
B	\$ 147,185	\$ 142,391	\$ 139,900	\$ 132,054	\$ 130,138	\$ 137,329		\$ 124,265	\$ 124,265	\$ 72,620
C	\$ 149,837	\$ 144,955	\$ 142,419	\$ 134,432	\$ 132,480	\$ 139,801		\$ 126,502	\$ 126,502	\$ 73,927
1	\$ 152,533	\$ 147,562	\$ 144,983	\$ 136,852	\$ 134,864	\$ 142,317		\$ 128,779	\$ 128,779	\$ 75,258
2	\$ 155,277	\$ 150,221	\$ 147,590	\$ 139,316	\$ 137,292	\$ 144,879		\$ 131,097	\$ 131,097	\$ 76,614
3	\$ 158,072	\$ 152,924	\$ 150,249	\$ 141,823	\$ 139,764	\$ 147,487		\$ 133,458	\$ 133,458	\$ 77,993
4	\$ 160,917	\$ 155,675	\$ 152,953	\$ 144,375	\$ 142,278	\$ 150,142		\$ 135,860	\$ 135,860	\$ 79,398
5	\$ 163,813	\$ 158,478	\$ 155,703	\$ 146,976	\$ 144,840	\$ 152,842		\$ 138,305	\$ 138,305	\$ 80,827
6	\$ 166,765	\$ 161,330	\$ 158,506	\$ 149,618	\$ 147,447	\$ 155,594		\$ 140,794	\$ 140,794	\$ 82,281
7	\$ 169,764	\$ 164,237	\$ 161,359	\$ 152,313	\$ 150,101	\$ 158,395		\$ 143,330	\$ 143,330	\$ 83,761
8	\$ 172,822	\$ 167,193	\$ 164,268	\$ 155,056	\$ 152,802	\$ 161,246		\$ 145,909	\$ 145,909	\$ 85,270
9	\$ 175,932	\$ 170,200	\$ 167,223	\$ 157,847	\$ 155,554	\$ 164,147		\$ 148,536	\$ 148,536	\$ 86,803
10	\$ 179,099	\$ 173,266	\$ 170,231	\$ 160,688	\$ 158,354	\$ 167,106		\$ 151,208	\$ 151,208	\$ 88,366
11	\$ 182,323	\$ 176,384	\$ 173,297	\$ 163,579	\$ 161,204	\$ 170,111		\$ 153,931	\$ 153,931	\$ 89,957
12	\$ 185,605	\$ 179,559	\$ 176,417	\$ 166,522	\$ 164,105	\$ 173,174		\$ 156,703	\$ 156,703	\$ 91,576
13	\$ 188,946	\$ 182,791	\$ 179,592	\$ 169,523	\$ 167,060	\$ 176,290		\$ 159,524	\$ 159,524	\$ 93,224
14	\$ 192,346	\$ 186,081	\$ 182,825	\$ 172,571	\$ 170,067	\$ 179,463		\$ 162,395	\$ 162,395	\$ 94,902
15	\$ 195,808	\$ 189,431	\$ 186,116	\$ 175,679	\$ 173,129	\$ 182,693		\$ 165,317	\$ 165,317	\$ 96,611