



STATE OF NEW JERSEY  
DEPARTMENT OF EDUCATION  
BERGEN COUNTY OFFICE  
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PHILIP D. MURPHY, GOVERNOR  
TAHESHA L. WAY, LT. GOVERNOR

KEVIN DEHMER, COMMISSIONER  
PATRICK J. FLETCHER, EXECUTIVE COUNTY SUPERINTENDENT

July 14, 2025

Mr. Aron Mandel, Esq.  
Busch Law Group LLC  
450 Main Street  
Metuchen, NJ 08840

**Re: *Interim Superintendent Employment Contract***

Dear Mr. Mandel:

In accordance with N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-8(j), I have reviewed the employment contract for Carl Albano, Interim Superintendent, Palisades Park School District. The provisions of this contract are in compliance with the regulations. This contract is approved for a period commencing on July 21, 2025, through June 30, 2026.

If there are any changes to the terms of this contract, you will need to submit it to the Executive County Superintendent for review and approval prior to the required public notice and hearing of such changes. When the "approved" contract is fully executed, please provide a copy to the County Office with a copy of the Board Resolution approving the contract.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick J. Fletcher".

Patrick J. Fletcher  
Executive County Superintendent

PJF/jag

c: Dr. Joseph Cirillo, Superintendent  
Board President (Letter ONLY)

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**INTERIM SUPERINTENDENT EMPLOYMENT CONTRACT**

This Employment Contract ("Contract") is made and entered into this \_\_\_ day of \_\_\_\_\_ 2025, by and between the Board of Education of the Borough of Palisades Park, Bergen County, New Jersey ("Board"), with offices located at 410 Second Street, Palisades Park, NJ 07650, and Carl Albano ("Interim Superintendent"), whose current address is on file with the Board and shall be kept current. This Contract supersedes any prior agreements between the parties. The parties acknowledge that this Contract must be approved by the Bergen County Executive County Superintendent in accordance with applicable law and regulations.

**WITNESSETH**

WHEREAS, the Board desires to appoint an Interim Superintendent of Schools to ensure continuity of leadership and administrative stability within the Palisades Park School District ("District"); and

WHEREAS, the Board and the Interim Superintendent believe a written Employment Contract is necessary to define their relationship and to serve as the basis for effective communication as they fulfill their respective governance and administrative roles;

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties agree as follows:

**1. TERM**

The Board employs Carl Albano as Interim Superintendent of Schools for a term commencing July 21, 2025, and ending when the Board hires a permanent Superintendent, or June 30, 2026, whichever occurs first ("Contract Term").

This Contract may be terminated by: (a) mutual agreement of the parties; (b) the Interim Superintendent's resignation upon sixty (60) days' prior written notice; (c) the Board, without cause and for any lawful reason including the hiring of a permanent Superintendent, upon sixty (60) days' prior written notice to the Interim Superintendent; (d) forfeiture of office under N.J.S.A. 2C:51-2; or (e) removal for cause in accordance with N.J.S.A. 18A:6-10 et seq.

This Employment Contract shall not be subject to any automatic renewal and shall terminate as set forth herein unless the parties agree in writing to extend this Contract in accordance with all

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applicable laws and regulations, the Board approves such extension by formal vote meeting the applicable statutory requirements, the extension is pre-approved by the County Executive Superintendent, and all necessary public hearings have been held.

## 2. CERTIFICATION AND RESPONSIBILITIES

A. Certification. The Interim Superintendent represents that he possesses the required certification as a New Jersey School Administrator, and that said certification is now and shall remain in full force and effect throughout the Contract Term. If such certification lapses, is suspended or revoked, this Contract shall be null and void as of the effective date of the laps, suspension or revocation.

B. The Interim Superintendent shall provide a copy of his School Administrator's Certificate to the Board Secretary.

C. Duties. The Interim Superintendent shall serve as the Chief School Administrator in accordance with N.J.S.A. 18A:17-20.3, N.J.A.C. 6A:10-8.1, and Board policy. Duties shall include those set forth by law, regulation and Board policy, together with such other duties as mutually agreed upon by the parties.

D. Outside Activities. The Interim Superintendent may accept limited consulting, speaking, and writing engagements that do not conflict with District duties, subject to prior notice to the Board President if such activities require absence from the District for more than one working day.

## 3. COMPENSATION

The Board shall pay the Interim Superintendent an annualized salary of Two Hundred Eight Thousand Dollars (\$208,000), prorated for the Contract Term (July 21, 2025 – June 30, 2026) and payable in equal installments in accordance with the Board's payroll schedule. The annual salary shall be prorated if terminated prior to June 30, 2026, based on a 260 day work year.

Such payments shall be subject to all applicable deductions, including check-offs for taxes and FICA.

**4. BENEFITS**

A. **Vacation.** The Interim Superintendent shall be entitled to twenty five (25) vacation days for the Contract Term, available for use upon commencement of employment. The Interim Superintendent will be compensated, at the Interim Superintendent's per diem rate, for a maximum of fifteen (15) unused earned vacation days remaining at the conclusion or termination of this contract. For the purposes of calculating unused vacation day compensation only, vacation days will be earned on a prorated monthly basis at the beginning of each month worked.

B. **Paid Holidays.** The Interim Superintendent shall entitled to leave with pay for thirteen (13) holidays, as listed below:

New Year's Day	Labor Day	Christmas Day
Martin Luther King's Birthday	Columbus Day	Day after Christmas
President's Day	Thanksgiving Day	New Year's Eve Day
Good Friday	Friday after Thanksgiving	
Memorial Day	Christmas Eve	

C. **Sick and Personal Leave.** The Interim Superintendent shall receive a total of ten (10) days of paid sick leave.

D. **Bereavement Leave.** Up to five (5) consecutive working days of paid bereavement leave shall be granted upon the death of an immediate family member.

E. **Health-Insurance Waiver.** The Interim Superintendent waives enrollment in the District's health-insurance plans and shall instead receive a waiver payment of Five Thousand Dollars (\$5,000) or such lesser amount as may be permitted by law, payable in accordance with Board policy and applicable statutes.

F. **Vision Care.** The Interim Superintendent will annually be reimbursed for vision care expenses up to a maximum of \$200.00 per covered individual, though not more than \$264.00 annually per employee for the employee's family's cumulative annual vision care expenses.

G. **Dental Insurance.** The Interim Superintendent is eligible to participate in the District's dental-insurance program on the same terms and conditions as other Central Office administrators.

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G. Tax Sheltered Annuity. The Board, at the request of the Superintendent, and in accordance with State law, shall permit the Superintendent to participate in a tax deferred annuity program approved by the District, in accordance with N.J.S.A. 18A:66-127, et seq. and applicable tax laws, including Sections 403 (b) and 457(b) of the Federal Internal Revenue Code. The maximum amount of reduction in salary authorized shall be the maximum tax deferral amount permitted by the Federal Internal Revenue Code. In no case shall the Board pay into the annuity any amount over and above the amount of the salary deduction, but rather, only the amount that corresponds to the deduction. By signing this Contract, the Superintendent authorizes the Board to deduct the specified amount from the Superintendent's salary, if this option is elected.

## **5. EVALUATION**

The Board shall evaluate the Interim Superintendent in writing at least once during the Contract Term using criteria aligned with District goals and NJDOE regulations. A copy of the evaluation shall be provided to the Interim Superintendent, and the parties shall meet to discuss its contents.

## **6. RIGHT TO LEGAL COUNSEL**

The Interim Superintendent acknowledges that he has been informed of his rights to be represented by legal counsel regarding the negotiations, development, and approval of this Agreement and that the Board's legal counsel does not represent him in the matter. However, the Interim Superintendent shall have the right to contact the Board attorney for legal assistance on all other matters as the need arises in carrying out his duties.

## **7. PROFESSIONAL LIABILITY**

The Board shall defend, indemnify, and hold the Interim Superintendent harmless against any claims arising out of the performance of authorized duties, to the extent permitted by law. The Interim Superintendent agrees to cooperate fully and to assist the Board with its defense of any actions against him and/or the Board.

## **8. SAVINGS CLAUSE**

If any provision of this Contract is held invalid by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect.

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**9. MISCELLANEOUS**

This Contract shall be subject to all applicable provisions of Title 18A of the New Jersey Statutes and Title 6A of the New Jersey Administrative Code.



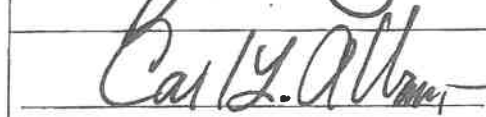
The Interim Superintendent acknowledges that this position does not confer any tenure, seniority, or reversion rights under N.J.S.A. 18A:17-20.4 or any other provision of law.

The Interim Superintendent shall at all times comply with the New Jersey School Ethics Act (N.J.S.A. 18A:12-21 et seq.), and all applicable Board policies, administrative code provisions, and state and federal laws.

Reimbursements for travel and professional expenses shall be within reason and in accordance with Board policy and state law and shall not exceed limits set by N.JDOE or IRS guidelines. At a minimum, the Board will pay 100% of the Interim Superintendent's membership fees for the New Jersey Association of School Administrators and the County Administrators Association and the Interim Superintendent will be permitted to attend the New Jersey School Boards Association convention, the NJASA spring conference, and TechSpo.

**10. ENTIRE AGREEMENT; GOVERNING LAW**

This Contract constitutes the entire agreement between the parties and may be modified only by a written instrument signed by both parties and approved by the Executive County Superintendent pursuant to N.J.A.C. 6A:23A-3.1. This Contract shall be governed by the laws of the State of New Jersey. Any action at law arising out of this agreement or the relationship between the parties shall be venued in New Jersey Superior Court.

 Board President	<u>7/14 2025</u> Date
 Personnel Committee Chair	<u>7/14/25</u> Date
 Carl Albano Interim Superintendent	<u>7/14/2025</u> Date