# AGREEMENT BETWEEN
# THE BOARD OF EDUCATION
# OF THE
# HALDANE CENTRAL SCHOOL DISTRICT
# OF PHILIPSTOWN
# AND THE
# HALDANE ADMINISTRATORS' ASSOCIATION

**JULY 1, 2026 - JUNE 30, 2029**

**AGREEMENT BETWEEN**
**THE BOARD OF EDUCATION OF THE**
**HALDANE CENTRAL SCHOOL DISTRICT**
**AND THE HALDANE ADMINISTRATORS' ASSOCIATION**

**July 1, 2026 - June 30, 2029**

1. The Board of Education of the Haldane Central School District hereby recognizes the Haldane Administrators' Association as the exclusive bargaining agent under the Taylor Law for purposes of representing a unit comprised of educationally certified [e.g., SAS or SDA] administrators, unless the parties agree to add other titles. The unit shall include but not be limited to, employees with the title of Elementary School Principal, Middle School Principal, High School Principal, Student Support Specialist, Director of Pupil Personnel Services, Director of Athletics, Health, Physical Education & Dean of Students, and Director of Information Technology.

2. **Work Year:** Work year shall be defined as twelve (12) month school year, July 1 to June 30, and shall encompass 247 work days. Additionally, unit members will be granted annually 8 recess vacation days which may be used whenever teachers are not required to work during the period September 1 through June 30, subject to the prior approval of the Superintendent.

3. **Vacation With Pay:** Certified administrative staff shall be credited with 25 vacation days at the start of each school year. Unit members are eligible to cash out up to ten (10) unused vacation days each year with the approval of the Superintendent. These days shall be paid as salary at the salary rate in effect during the school year that they were not used, in the first payroll in July. Up to five (5) unused vacation days may be rolled over to the administrator's vacation allotment at the conclusion of each school year. Any remaining vacation days shall be rolled over to the administrator's accumulated sick leave.

For the 2026-2027 school year only, up to ten (10) days of unused vacation days that are cashed out by unit members shall be added to such unit member's base salary at the per diem rate in effect at the time such vacation days were not used. This shall be in lieu of the payment formula described above.

4. **Holidays:** Paid holidays each year shall be consistent with those days agreed upon between the Board of Education and the Civil Service Employees Association, Inc. (CSEA).

5. **Sick Leave:** Certified administrative staff is eligible for 15 days of sick leave per year to cover personal illness, or serious illness in the immediate family requiring the administrator's attendance at home, which may be accumulated to a maximum of 240 days. Sick leave is subject to verification as required by the Board of Education or the Superintendent.

6. **Personal Leave:** Members of the unit are eligible for 3 days of personal leave per year.

7. **Health Insurance:** Effective July 1, 2026, unit members shall contribute 18% to the individual or family health insurance premiums.

At the unit member's option, any unit member may reduce medical insurance coverage by completing an appropriate form furnished by the District.

**Shared Savings Plan**

Any unit member waiving individual coverage shall receive payment of $2,300. Any unit member waiving family coverage shall receive payment of $6,000. Any unit member changing from family to individual coverage shall receive payment of $3,500.

Unit members electing to reduce their insurance coverage must do so by February 1st with the provisions of this section taking effect on July 1st. Payment of the unit member's share shall begin with the first half-payment on October 5th and a second half-payment on April 15th. Full coverage may be reinstated by notifying the District in writing no later than February 1st. Reinstatement shall take place on July 1st.

The District shall waive the February 1st notification date if the unit member's status changes drastically so as to cause severe hardship as a result of the unit member's election to reduce coverage. Such circumstances are limited to death of spouse, loss of a spouse's employment, or loss of spouse's insurance coverage.

8. **Dental Insurance:** Members of the unit are entitled to the dental insurance benefits applicable to either HFA or CSEA members.

9. **Tuition Benefit:** For the term of this agreement, tenured administrative members are eligible for a choice of one of the following:

A. Any administrator who receives a doctorate shall receive a one-time lump sum stipend of $1,765.64 in the year that the doctorate is earned. This stipend shall not be added to base salary.
B. Tuition Reimbursement not to exceed $5,000 per year to be paid in the school year following the year that the credits were granted.

–OR–

C. Children of tenured administrative members covered by this agreement may attend the Haldane Central School District free of charge in accordance with the following conditions:
    a. The District will not incur additional costs above the per pupil expenditure; the District reserves the right of refusal if additional funds are required.
    b. A proper educational program exists at Haldane Central School.
    c. No additional staffing is needed.
    d. No prior disciplinary issues exist in the school district that the student attended.
    e. Space is available. The acceptable number of students per class will be determined by the Superintendent.
    f. Transportation is not included and will be provided by the parent.

The children of the tenured administrative member's continued attendance will be dependent on the student maintaining a passing average in all subjects and remaining in compliance with the District's Code of Conduct and Student Attendance Policy. A student may be denied continued attendance in the District for disciplinary reasons. A student who is denied continued attendance for academic reasons or disciplinary reasons shall be entitled to an informal conference with the Superintendent of Schools before any decision is made to terminate the student's attendance within the district.

10. **Short-Term Leaves:** Members of the unit are eligible for short-term leaves as provided below:

Jury Duty: Unit members will be given leave for jury duty and will be paid at regular salary.

Court Appearances: Unit members will be excused for court appearances when acting as a witness.

Bereavement Leave: Unit members will be granted five (5) days leave with pay for each death in the member's immediate family to include wife, husband, father, mother, son, daughter, brother, or sister. Three (3) days leave with pay shall be granted for each death in the unit member's family to include grandmother, grandfather, mother-in-law, father-in-law, grandchildren, aunt, uncle, brother-in-law, sister-in-law, and any other person who resides in the member's household.

11. **Salary:** Effective July 1, 2026, each unit member's base salary (after any adjustment in base salary in accordance with Article 3) shall increase by 2.25%, and increase by 2.25% on July 1, 2027 and July 1, 2028.

**Service Recognition:** Upon completing five (5) years of service to the District as an administrator, each unit member shall be entitled to a $3,500 increase to their base salary. Upon completing ten (10) years of service to the District as an administrator, each unit member shall be entitled to an additional $3,500 increase to their base salary.

Unit members hired before July 1, 2016 shall be entitled to a $3,500 increase to their base salary after sixteen (16) and twenty-two (22) years of continuous service as an administrator, respectively.

**Evening Activities:** Unit members certified by the Superintendent as having regular responsibilities for attending evening activities in the District shall receive a $500 stipend.

12. **Life Insurance:** The District has agreed to reimburse each member of the unit up to $1,000 annually for a life insurance policy. Reimbursement will be made once a year upon submission of a claim form and proof of payment to the company.

13. **Retiree Health Insurance:**

Unit members hired before July 1, 2009 who retire from the District for purposes of receiving benefits

from NYSTRS shall receive individual or family health insurance, as applicable, with the District paying 100% of the applicable premium, provided that the unit member is at least 55 years of age, and meets all the requirements of the New York State Teachers' Retirement System.

Unit members hired after July 1, 2009 who retire from the District for purposes of receiving benefits from the New York State Teachers' Retirement System shall receive individual or family health insurance, as applicable, with the District paying 75% NYSTRS of the applicable premium, provided that the unit member has completed at least 5 years of service to the District, is at least 55 years of age, and meets all of the requirements of the New York State Teachers' Retirement System.

Unit members hired after July 1, 2009 who retire from the District for purposes of receiving benefits from the New York State Teachers' Retirement System NYSTRS shall receive individual or family health insurance, as applicable, with the District paying 80% of contribution toward the applicable premium, provided that the unit member has completed at least 10 years of service to the District, is at least 55 years of age, and meets all of the requirements of the New York State Teachers' Retirement System.

Unit members hired after July 1, 2009 who retire from the District for purposes of receiving benefits from the New York State Teachers' Retirement System NYSTRS shall receive individual or family health insurance, as applicable, with the District paying 85% of contribution toward the applicable premium, provided that the unit member has completed at least 15 years of service to the District, is at least 55 years of age, and meets all of the requirements of the New York State Teachers' Retirement System.

14. **Board Meetings:** Administrators shall attend Board of Education Workshop Meetings. Administrators shall attend Board of Education Meetings when requested by the Superintendent to make a presentation to the Board, and shall thereafter not be required to remain for the balance of the meeting.

15. **District Committees:** Administrators will Chair/Co-Chair District Committees.

16. **District Events:** Administrators will oversee all after school building sponsored events.

17. **Miscellaneous:** Dues deduction and Joint Labor-Management should be the same as afforded to the District's teachers.

18. **Sick Leave Payout:**

Unit members who have accrued 240 unused sick days as of June 30 of any year will sell back all unused sick days above 240 days at the rate of $195 per day. Such sellback money must be placed in an IRS 403(b) plan, to the extent allowed by law, within 30 days of the sellback. If the money is unable to be placed in the 403(b) account due to exceeding the IRS limitations, the remainder shall be paid as salary. The maximum lifetime unused sick leave sellback by unit members is limited to 120 days.

Upon retirement from the Haldane Central School District into the NYSTRS, unit members with 10 or more years of district service shall be paid for 50% of their unused sick days, at a rate of $195 per day, at a maximum lifetime sellback of 120 days. Such sellback money must be placed in an IRS 403(b) plan, to the extent allowed by law, within 30 days of the sellback. If the money is unable to be placed in the 403(b) account due to exceeding the IRS limitations, the remainder shall be paid as salary.

To be eligible for the sick day sellback, unit members must submit an irrevocable letter of resignation for the purpose of retirement into the NYSTRS by December 31st of the school year in which they are planning to retire. However, if NYS offers a retirement incentive after December 31st and the District's Board of Education votes to offer the retirement incentive to its employees, unit members who have submitted a letter of resignation for the purpose of retirement into the NYSTRS by December 31st may opt to receive the terms of the incentive as offered by the State in place of the sick day sell back provided that such election is made within 30 calendar days of the Board of Education voting to offer the retirement incentive to its employees. The maximum lifetime unused sick leave sellback by unit members is limited to 120 days.

19. **Allocation for Conferences or Professional Dues**

A. The District agrees to a minimum annual reimbursement (dues) or direct payment of conference money of $250 pending conference approval from the Superintendent. The District will consider a larger amount for conferences pending Superintendent approval and value of the conference.
B. Effective July 1, 2015, the Director of Athletics, Health, P/E & Dean of Students shall receive a $1,000 annual travel stipend. This stipend is not to be added to the member's base salary.

20. **Cell Phone Usage:** Administrators are required to utilize a cell phone in the performance of their professional responsibilities. As it is cumbersome for an administrator to carry two phones on their person, in addition to a walkie talkie, administrators who opt to receive a District cell phone are permitted any reasonable usage associated with their school phone for personal communication, as long as the District does not incur any additional costs such as overseas phone calls, which are prohibited. The usage of District cell phones must comply with the District's Acceptable Use Policy.

21. **Joint Labor Management Committee**

A. A Joint Labor Management Committee is hereby established. The purpose of this committee is to discuss and attempt to resolve matters of mutual concern pertaining to labor-management relations between the Board of Education and the HAA.
B. The Committee shall consist of a maximum of four (4) members chosen annually. Two (2) members shall be designated by the Board of Education and two (2) members designated by the HAA President. The Chairperson of the Committee shall rotate from meeting to meeting between a Board-designated member and an HAA-designated member.

C. The agenda for each meeting shall be mutually agreed upon by the members of the Committee in advance of the actual meeting.
D. The Committee shall meet as needed during the school year. Meeting dates and times shall be agreed upon mutually in advance of each meeting.

22. **Payroll Deductions:** Payroll deductions are authorized for the purpose of purchasing U.S. Savings Bonds, credit union deposits, or for other purposes agreed upon by both parties. Authorization for payroll deductions pursuant to this section must be made in writing and shall be given to the Payroll Clerk at least two payroll periods prior to the effective date of such payroll deduction. No more than four changes in payroll deductions shall be permitted per school year.

23. **Grievance Procedure**

A. Purpose: In any organization it is inevitable that differences of opinion among Bargaining Unit Members and their supervisors will occur. This Article seeks to establish procedures for rapid and efficient resolution and disposition of disputes.
B. Definitions
    a. A "grievance" is a complaint of an alleged misinterpretation of misapplication of the provisions of this collective bargaining agreement.
    b. An "Aggrieved Person" is an individual employee or a group of employees who have filed a grievance.
    c. A "Representative" is any person chosen by the aggrieved person.
C. General Grievance Procedures
    a. All meetings, conference, hearings, etc., regarding grievances shall be held after normal school hours or at other times when they would not interfere with normal school duties. Any member of the bargaining unit may bring matters of personal concern to the attention of the appropriate Bargaining Unit Members' representative and officials in accordance with applicable laws and rules, and may choose his/her own representative or appear alone in a grievance or appeal proceeding with the exception that the HAA President must be informed immediately of any decision surrounding the case.
    b. The number of days of elapsed time indicated under the section on Procedures below shall be considered as maximum and shall refer only to working days.
    c. If a Bargaining Unit Member has reason to believe that discussing his/her grievance in private at any level spelled out in this policy would be detrimental to his/her interest, then he/she may elect to be accompanied by a representative.
    d. All communications regarding grievances shall be reduced to writing. Nothing herein shall prevent a Bargaining Unit Member from discussing a complaint with his/her immediate supervisor or processing a grievance in his/her own behalf in accordance with the grievance procedure, anything to the contrary therein contained notwithstanding. All grievance proceedings must be finalized in writing.
    e. All communications concerning grievances at Levels I & II shall be held confidential by all parties concerned; at Level III, they shall be held confidential by mutual agreement.
    f. No level of proceedings may be bypassed. Every effort shall be made to resolve the grievance at the lowest level. Failure to reach a decision within the time limitations specified in the grievance procedures permit the aggrieved person to proceed to process

his/her grievance at the next level.

g. The initiation of appeal procedures shall be the sole responsibility of the aggrieved person.

D. Specific Procedures for Filing a Grievance

a. Informal Meeting: Prior to the filing of a written grievance it will be the responsibility of the aggrieved person to meet once with the immediate supervisor to discuss the grievance in an attempt to resolve the grievance at the lowest possible level.

If the response cannot be given at this first meeting, then within four days, it will be the responsibility of the immediate supervisor to meet once more informally with the aggrieved person and provide a response to the allegation. Any additional informal meetings will be held by mutual consent.

Throughout this process, the aggrieved person may at any time elect to be accompanied by a representative.

If the aggrieved person is the HAA President, in a grievance which is not in any way related to the building level, the above procedure will also be followed with the school superintendent.

b. Level I: A Bargaining Unit Member with an alleged grievance shall submit within thirty (30) days of becoming aware, or reasonably should have become aware of the alleged violation, a written account of their grievance on a form furnished by the District to their immediate supervisor and the HAA President. This account shall include the facts giving rise to the grievances and the specific provision of the agreement that were allegedly violated.

Within five (5) days of being notified of the grievance, the immediate supervisor shall schedule and hold a meeting with the aggrieved person, and furnish the aggrieved person with a written decision. The aggrieved party shall be notified of the date, time and place of this meeting within the first two (2) days of the five (5) day period. If the Superintendent is the immediate supervisor the grievance will be initiated at Level I and any appeal shall go to Level III.

c. Level II: If the grievance is not resolved at Level I, the aggrieved person may, within five (5) days after receiving the written decision of the immediate supervisor, file an appeal with the Superintendent stating the grounds for such appeal. Within eight (8) days after receipt of the appeal, the Superintendent shall schedule and hold a meeting with the aggrieved person, the immediate supervisor and other necessary parties to obtain specific evidence regarding the appeal and furnish the aggrieved person with a written decision.

d. Level III: If the grievance is not resolved at Level II (or Level I if the immediate supervisor is the Superintendent), the aggrieved person may, within five (5) days after receiving the decision of the Superintendent file an appeal with the Board of Education stating their intent to appeal the decision and the grounds for the appeal. The President of the Board shall hold a hearing within twenty (20) days after receipt of the appeal to hear specific evidence in support of the appeal. The Board shall forward a written

decision to the aggrieved person, the Superintendent, and the HAA within ten (10) days of the hearing.

e. Level IV: If the grievance is not resolved at Level III, the aggrieved person, with the consent and authorization of the Association, may within twenty (20) days after receiving the decision of the Board, notify the Board of their intention to seek binding arbitration under the Rules of the American Arbitration Association. No grievance can be brought to arbitration except by the Association. Costs and expenses shall be shared equally by the Board and the Association.

24. **Universal Pre-Kindergarten Program:** The unit member who is assigned to oversee the program shall receive an annual stipend of $3,500. The Elementary Principal or the Director of Pupil Personnel Services will be considered first for this role.

25. The term of this agreement shall be from July 1, 2026 to June 30, 2029.

All terms and conditions of employment not noted above continue to be subject to the discretion and control of the Board of Education.

IN WITNESS THEREOF, the parties have executed this document by their duly authorized representatives this 15 day of September, 2026.

PRESIDENT, BOARD OF EDUCATION

PRESIDENT, HALDANE ADMINISTRATORS' ASSOCIATION

SUPERINTENDENT OF SCHOOLS