

CONTRACT OF EMPLOYMENT

THIS AGREEMENT is made as of the 5th day of August, 2026 by and between the North Hunterdon-Voorhees Regional High School District Board of Education ("Board"), with an address at 1445 State Route 31, Annandale, New Jersey 08801, and Dr. Gregory Cottrell ("Dr. Cottrell").

WHEREAS Dr. Cottrell has been employed by the Board since 2013;

WHEREAS the Board has offered Dr. Cottrell the position of Assistant Superintendent;

WHEREAS Dr. Cottrell has furnished the Board with evidence of an appropriate certificate as prescribed by the State Board of Education and as required by N.J.S.A. 18A:17-17;

WHEREAS the Board and Dr. Cottrell have considered the terms of his employment and have agreed to the terms and conditions set forth herein;

WHEREAS the Board took action at a public meeting held on August 4, 2026, authorizing the appointment of Dr. Cottrell as Assistant Superintendent in accordance with the terms herein;

NOW, THEREFORE, in consideration of the following mutual promises and obligations of the parties and the rendering of the services of Dr. Cottrell as stated herein, the parties hereto agree as follows:

ARTICLE I **EMPLOYMENT**

A. The Board agrees to employ Dr. Cottrell as Assistant Superintendent for the period August 5, 2026, through June 30, 2027. Dr. Cottrell shall have no right to continued employment in the position of Assistant Superintendent after the expiration of the term of this Contract.

B. Dr. Cottrell shall be paid salary in the gross amount of two hundred and eight thousand dollars (\$208,000), prorated, in semi-monthly installments in accordance with the Board's payroll policies and procedures. The Board and the Assistant Superintendent may amend the contract at a later date within the life of this contract to provide a mutually agreed upon salary increase. Any increase in salary will be submitted as an amendment to the contract, which is subject to a public hearing, and the amended contract must be approved by the Executive County Superintendent.

ARTICLE II

DUTIES

In consideration of the employment, salary and fringe benefits established hereby, Dr. Cottrell agrees to the following:

A. To faithfully perform the duties of Assistant Superintendent in accordance with the laws of the State of New Jersey, rules and regulations adopted by the State Board of Education, existing Board policies and those adopted by the Board in the future, and in accordance with the job description for the position of Assistant Superintendent, which is incorporated by reference herein.

B. To devote his full time, skills, labor and attention to his employment during the term of this Contract.

C. To attend appropriate professional meetings and conferences as a representative of the Board. The expenses incurred by Dr. Cottrell in connection with such meetings shall be reimbursed in accordance with the provisions of this Contract, Board policy and applicable law.

ARTICLE III

BENEFITS IN ADDITION TO SALARY

A. Dr. Cottrell shall receive 12 sick days annually. Unused sick days leave shall be cumulative in accordance with the provisions of N.J.S.A. 18A:30-1 *et seq.* In the event of extended illness or disability which requires a prolonged absence beyond the number of sick days he may have accumulated, Dr. Cottrell may apply to the Board pursuant to N.J.S.A. 18A:30-6 for extended sick leave for a period not to exceed 30 additional work days. The Board will not unreasonably deny such an application provided that Dr. Cottrell's need for a prolonged absence is adequately supported by certification of a medical practitioner.

B. Upon retirement from the North Hunterdon-Voorhees Regional High School District, Dr. Cottrell will receive payment for unused accumulated sick days in an amount equivalent to one day's pay, calculated at the rate of 1/260th of his annual salary, for each two unused sick days which he will have accumulated as of the effective date of retirement, up to a maximum of fifteen thousand dollars (\$15,000.00). Payment of this amount shall be a non-elective employer contribution to the Board's Section 403(b) retirement plan. Monies will be contributed to the plan by the Board on

behalf of Dr. Cottrell in five equal installments, one in each of the five years following his retirement, each in an amount up to the maximum allowed by law. Funds will be held by the Board until such time as each annual contribution becomes due, and Dr. Cottrell shall have no right to or interest in such funds until payment is due. In the event of Dr. Cottrell's death before the date on which the last contribution on his behalf becomes due, no further contributions shall be made on his behalf pursuant to this provision. No payment shall be made pursuant to this provision to Dr. Cottrell's estate or beneficiaries under a will. Further, this benefit shall be suspended in the event that charges against Dr. Cottrell have been forwarded to the Commissioner of Education and shall be forfeited if such charges are upheld.

C. Dr. Cottrell will be entitled to three personal days each year, and if not used, they may be rolled over each year into sick days.

D. Dr. Cottrell will be entitled to up to five days at any time in the event of death of his parent, mother-in-law, father-in-law, spouse, child, son-in-law, daughter-in-law, brother, sister, brother-in-law, sister-in-law, or other member of the immediate household. Additional emergency leave may be approved by the Superintendent.

E. Dr. Cottrell shall be entitled to membership paid by the Board in the American Association of School Administrators, New Jersey Association of School Administrators, Hunterdon County Administrators Association and any others approved by the Board.

F. Dr. Cottrell may periodically request approval to attend professional conferences as Assistant Superintendent and as a representative of the Board. Approval shall be requested in such a manner as to provide the Board with reasonable opportunity to consider such requests prior to the date of such conference. These conferences should include but not be limited to the American Association of School Administrators, New Jersey Association of School Administrators and New Jersey School Boards Association Workshops.

G. Dr. Cottrell shall be entitled to an annual vacation of 23 working days per year in addition to the holidays given to central office personnel. Dr. Cottrell shall take his vacation time only after giving the Superintendent reasonable notice, except if

Dr. Cottrell wishes to take five continuous vacation days, he shall give the Superintendent at least ten days prior notice of his intent to take such vacation. In the event that Dr. Cottrell intends to take three or fewer continuous vacation days, such notice will not be necessary. In accordance with N.J.S.A. 18A:30-9, if vacation time is not taken because of business demands, Dr. Cottrell may carry over up to 15 vacation days to the subsequent year. This "carry over" shall not be cumulative. Remaining unused vacation days (in excess of the 15 "carry over" days) shall be forfeited. In the event Dr. Cottrell's employment relationship with the Board ends, Dr. Cottrell shall be entitled to payment for unused accumulated vacation days to a maximum of \$30,400, equivalent to thirty-eight days. All payments for unused vacation days will be consistent with then applicable State laws and administrative regulations. In the event of the Administrator's death, payment for the Administrator's accumulated vacation days shall be made to the Administrator's estate.

H. Dr. Cottrell, his spouse and his dependents shall be entitled to receive medical, dental and other health insurance coverages consistent with other district administrators, and shall contribute to those benefits pursuant to applicable law and regulation. The employee may waive coverage in any of the health benefits plans upon completion of an insurance waiver form and proof of alternate coverage in accordance with procedures established by the Board for other employees in the District. No additional payment will be provided to the employee in the event of a waiver of benefits.

ARTICLE IV EVALUATION

Dr. Cottrell's performance shall be evaluated by the Superintendent once during the term of this Contract.

ARTICLE V TERMINATION AND NON-RENEWAL

A. In the event Dr. Cottrell's certification is revoked, this contract shall be null and void as of the date of the revocation. Likewise, if Dr. Cottrell is precluded from performing his duties by any judgment, order or direction of any court of competent jurisdiction or the Commissioner of Education, this contract shall be null and

void as of the date of the judgment, order or direction, and Dr. Cottrell's employment shall cease.

B. This Contract may be terminated by either party upon 60 days written notice or as may otherwise be permitted by law. In addition, in the event that the employee is disqualified from working in education for a crime or offense, the employee will immediately be dismissed and this Contract terminated as of the date of disqualification.

ARTICLE VI
MISCELLANEOUS

A. The terms and conditions of this contract shall not be modified except by the written consent of both parties hereto. Any modification to the Contract will be submitted to the Executive County Superintendent for review and approval.

B. If any term of this contract is deemed unenforceable or void in accordance with New Jersey law, all other unaffected clauses shall remain in full force and effect. This contract shall be interpreted in accordance with New Jersey law.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals or caused these presents to be signed by their proper corporate officers and the proper corporate seal affixed hereto the day and year first set forth above.



By: Dr. Gregory Cottrell

NORTH HUNTERDON-VOORHEES
REGIONAL HIGH SCHOOL DISTRICT
BOARD OF EDUCATION



By: Brendan McIsaac, President

NORTH HUNTERDON-VOORHEES
REGIONAL HIGH SCHOOL DISTRICT
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