



## **SHARED SERVICES AGREEMENT FOR 2023-2024**

**THIS JOINT AGREEMENT IS BY AND BETWEEN PARTICIPATING “BOARDS OF EDUCATION” OR “PARTICIPATING BOARDS” AS LISTED IN EXHIBIT A. FUTURE PARTICIPATING DISTRICTS WILL BE ADDED TO THE MEMBERSHIP ROSTER UPON FINAL APPROVAL AND SUBMISSION OF REQUIRED MEMBERSHIP DOCUMENTS.**

**WHEREAS**, the participating boards of education that are parties to this agreement recognize the need to recruit highly-qualified educators for the 21<sup>st</sup> century, particularly educators who can add diversity to their respective faculties; and

**WHEREAS**, the participating boards of education share a common identity with their location in New Jersey; and

**WHEREAS**, the participating boards of education have determined that it is in their mutual interests to work cooperatively to attract and recruit diverse educators for teaching and administrative positions in their respective school districts; and

**WHEREAS**, the participating boards believe that renewing their relationship as a consortium of school districts to work together in this endeavor addresses their mutual goals of recruiting and retaining high quality and diverse faculties; and

**WHEREAS**, the participating boards of education have determined that they shall enter into a joint agreement for the provision and performance of goods and services related to these cooperative efforts as required by N.J.S.A. 18A:18A-11 et seq.,

### **NOW, THEREFORE, BE IT AGREED AS FOLLOWS:**

1. This agreement shall be binding upon each Participating Board of education on the date approved by any such board and shall expire on June 30, 2024.
2. The Participating Boards may, when engaged in the joint services covered under this agreement, shall use the name, “Central to Jersey Program for Recruitment of Diverse Educators (“CJ PRIDE”) and shall be considered members of the CJ PRIDE Consortium.

- This agreement, however, shall not establish a legal entity separate from any participating board of education, nor any employer-employee or agency relationships between the participating boards.
3. Each Participating Board shall have a representative serve on a CJ PRIDE committee and contribute toward the goals of the consortium through committee participation.
  4. The Participating Boards shall host a joint recruitment fair open to all prospective school district candidates and authorize the design, production, purchase and distribution of materials to promote this shared activity and other expenses necessary to carry out such an event. The recruitment event may take place in-person or be conducted virtually as the needs of the consortium are considered.
  5. Participating Boards must notify the executive board of non-participation in the recruitment fair no later than two months prior to the scheduled date of the scheduled recruitment fair(s). Failure to do so may result in the Participating Board being required to reimburse the consortium for lost fees and costs associated with preparation for the district's reserved place at the event.
  6. The Participating Boards authorize the design, production, purchase and distribution of staff recruitment materials in multiple media that (a) promote the joint work of the CJ PRIDE, (b) highlight the benefits of living and working in New Jersey, (c) promote careers in education (d) focus on the common strengths of the school districts and (e) provide information regarding each district. The Participating Boards may elect to host a website to serve such purposes as an alternative to these multiple materials.
  7. The consortium may employ the services of a webmaster and administrative assistant to assist with the management of materials and dissemination of information to members and prospective members as well as prospective applicants. A stipend shall be paid bi-annually to the webmaster and administrative assistant as determined by the consortium.
  8. Employees designated by the Superintendent of Schools of the Participating Boards shall be authorized to share information regarding a prospective candidate to duly designated employees of other participating boards provided written consent has been obtained from the candidate.
  9. Employees designated by the superintendent of schools of the Participating Boards shall coordinate attendance at job fairs at universities, colleges and other venues and shall share information about recruited candidates to the extent permissible with duly designated representatives of other participating boards.
  10. Employees designated by the superintendent of schools of the Participating Boards shall be available to attend meetings and functions related to the activities covered under this agreement. Regular attendance of Participating Boards is required.
  11. All purchases made or contracts entered into pursuant to this agreement shall be in accordance with the bidding laws of the State of New Jersey and the applicable rules and regulations of the State Board of Education.
  12. Except as otherwise stated herein, each of the Participating Boards, shall be responsible for \$300.00 during the term of this agreement for expenses incurred related to agreed upon joint

services and joint purchases, which shall be payable within sixty (60) days of receipt of an invoice from West Windsor-Plainsboro Regional School District.

13. For Boards that are approved as additional Participating Boards for 2023-2024, the first year assessment shall pay a one-time initial fee of \$2,000, which shall be inclusive of the district's annual share of costs during its first year of participation.
14. The CJ PRIDE Administrative Assistant shall issue payments for all authorized expenses and provide documentation of such payments to each Participating Board.
15. For purposes of making decisions related to the joint purchases and services covered under this agreement, each Participating Board shall have one vote, which may be made in-person or by any other manner to which the parties may agree.
16. Each participating board shall be responsible for the wages and benefits of its employees and expenses incurred by its own employees. Such expenses include travel (N.J.A.C. 6A-23A:7et. seq.), telephone and facsimile charges and mail and/or other delivery charges unless approved in advance by a majority of representatives of the CJ PRIDE Executive Board.
17. Any controversies or disputes that shall arise among the parties shall be adjudicated in accordance with N.J.S.A. 18A:18A-14.
18. Each Participating Board shall maintain appropriate worker's compensation insurance coverage for any of its employees who may perform services pursuant to this agreement. Each Participating Board shall be liable for the acts and omissions of its own members, employees, officers and representatives.
19. Participation in CJ PRIDE shall be open to other New Jersey school districts subject to the terms and conditions agreed to by the representatives of the Participating Boards of education.
20. The representatives of the Participating Boards are authorized to establish rules and procedures governing the expansion of CJ PRIDE to include participating boards.

IN WITNESS WHEREOF, the participating board listed below set their hands and seals to this Agreement.

District: \_\_\_\_\_

Approval Date: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
**Board President**

\_\_\_\_\_  
**Board Secretary**