

program in the school district. The Assistant Superintendent for Pupil Services is responsible for formulating philosophy and objectives, identifying current and future needs and establishing priorities with reference to attendance, child study, guidance, health and medical services, pupil appraisal, pupil placement, pupil records, and special education. The Assistant Superintendent for Business is responsible for the business functions of the district, including procurement of supplies, materials, equipment and services, and developing and maintaining business procedures. He also generally serves as the Secretary for the Board of Education.

The Administrative Assistant is responsible to the Assistant Superintendent of Business for arrangements for transportation, administration of federal and state programs, budget preparation, and emergency procedures and safety.

The Supervisor of Buildings and Grounds supervises maintenance personnel, coordinates all repairs, new construction and maintenance, and is responsible for related matters.

The Principal is responsible for planning, coordinating, and directing the operation of his school. His responsibilities include implementing and supporting Board of Education policies, assisting in selecting, orienting, directing, and rating personnel, and making administrative decisions within the building. Assistant Principals and Department Chairmen aid the Principals in the Junior Highs and the Senior High.

Classroom teachers must have a Bachelor's Degree and state certification for either elementary or secondary education. Each non-tenured teacher is evaluated three times a year, and each tenured teacher at least once. These evaluations are signed by the teacher and the principal. A condensed 1979-80 salary guide is as follows:

Training	Starting Salary	Maximum Salary	Years to Attain Maximum	Teachers on Scale
B.A.	\$10,840	\$20,280	16	144
B.A. + 30 cr.	11,770	21,960	16	22
M.A.	12,220	22,830	16	130
M.A. + 30 cr.	13,160	24,550	16	28
Sixth Year Training	13,630	25,400	16	61
Ph.D. or Ed.D.	14,320	26,690	16	2

The School Budget

A preliminary school budget is drawn up annually by the Superintendent with input from the entire staff. This is then submitted to the Board of Education for review and revision. A public hearing is held before official adoption and the budget is presented to the public at the same time as the election of Board of Education members, the first Tuesday in April.

If a budget is defeated, it is sent to the Township Council of Scotch Plains and the Borough Council of Fanwood, who have 30 days to either reduce or accept the budget. If the Board of Education cannot accept the reductions, it may appeal for reinstatement of the funds to the County Superintendent, then to the state Commissioner of Education, to the State Board of Education, and, ultimately, to the Courts.