

## **Administrative Compensation Plan**

### **Act 93 of 1984 as part of School Code Article XI Section 1164**

**July 1, 2016 – June 30, 2019**

The Greenwood School Board of Education believes that a thorough and effective school system is vital in providing the best educational program for the pupils of the district and the taxpaying citizens who support public schools.

The Greenwood School Board of Education strongly supports the concept that a thorough and effective school system can only exist if the day to day management of the schools is entrusted to dedicated and competent persons. Good management relies on the abilities of persons to perform the responsibilities of the positions for which they were hired.

It is therefore incumbent on the Greenwood Board of Directors to pursue a plan of compensation, based on responsibility and performance, which will provide fair and adequate financial incentive for all management personnel.

To accomplish this commitment, the Board has adopted a salary compensation plan. Act 93 employees are included in this plan.

The plan for compensation was built around the PSBA "SMART" administrative evaluation model which involved a strong management base concept.

The compensation plan is for salary only. All fringe benefits provided to teachers union members are provided to Act 93 employees. Other fringe benefits can be discussed with the School Board or designated committees. The entire Board must vote on the approved plan for implementation.

**Salary:** The salary shall be based on the district administrative evaluation tool, and shall be pro-rated on the average teacher increase. The Greenwood Act 93 plan will coincide with the duration of the local education association contract. A committee or representative of the board shall meet with administrators in an informal session to discuss in good faith wages and fringe benefits for the upcoming contract. This meeting should take place in March – June of the final year of the contract.

The Board personnel committee chair will review the evaluation process and evaluations. A full report will be presented to the entire Board. The Board will then decide to accept or change the findings.

### **Pay Scale**

The Board shall use the average teacher percentage increase from the collective bargaining agreement to determine the salary increase percentage at the satisfactory rating.

Less than 250 points = Unsatisfactory (0% increase)  
250-274 points = Satisfactory/Needs Improvement

275-325 points = Satisfactory  
326- 349 points = Above Average  
350 and above = Superior

Each employee's evaluation will be worth 400 total points. Each employee must score 250 total points to be considered satisfactory.

### **How the Plan Works**

- A. The superintendent completes all evaluations
- B. In the event of an unsatisfactory rating or a satisfactory needs improvement rating, an action plan for improvement will be developed in cooperation between the employee and the superintendent.
- C. The Board will mediate any disagreements and make a final determining decision

### **ACT 93 Fringe Benefits**

1. The board shall extend all administrators all other rights, benefits, and contract agreements as provided in the Greenwood Education Association contract.
2. Administration is eligible for a physical exam every third year with the district contributing \$100.00 toward each exam.
3. Administration is exempt from paying non-resident student tuition costs for their children to attend Greenwood School District.
4. Administration is granted all holidays as allocated to the students and staff throughout the school year.
5. The Board shall reimburse administration for the full cost of tuition for approved credits taken. Administrations credits are paid up front with the stipulation that each administrator must remain employed for one entire year following the last class taken or reimburse the district at a pro-rated tuition cost.
6. Dues will be paid to a professional organization for each administrator as follows:  
NASSP/NASEP. Other dues may be paid at the superintendent's discretion.
7. The Board shall pay the premium on a term life, accidental death, and dismemberment insurance policy in the amount of \$100,000.00 on each administrator for the duration of their employment within the district.
8. The Principals may, with superintendent's approval, attend the National Convention of the Professional Organization or a particular educational advancement conference with all reasonable expenses paid.
9. Twelve Month Employees are eligible for vacation. Years in the administrative position at Greenwood.
  - 15 Days per year for first 10 years
  - 1 additional day for years 11-15 up to 20 days
  - 1 additional day for years 21-25 up to 25 days

In the event vacation days are not used by September 30<sup>th</sup>, 240 day employees may carry over 5 days to the next year. Also, the employee may choose to convert up to 5 unused days to sick days. Vacation days may be taken at any time with the approval of the immediate supervisor and/or the Superintendent.



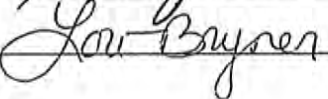
10. **MS/HS Principal** – 240 Days  
**Assistant Principal/Athletic Director** – 214 Days Contracted. The Athletic Director accumulates 2 flex days per sport season (Fall – Winter – Spring) for a total of 6 days per year.

The flex days may be taken during the school year and can be taken in succession. Unused flex days may not be carried to the next year.

**Elementary Principal** - 240 Days

**Special Education Coordinator** – 205 days contracted. The Special Education Coordinator accumulates flex days throughout the year. Additional days worked will be calculated through flex time.

11. Employees with less than 240 days do not have to serve their days consecutively.
12. Each employee will pay 12% of the total medical premium of the plan of their choice.
13. Due to the 'on-call' nature of administrative positions, all Act 93 group employees are expected to have a personal cell phone in their possession that can be used for school purposes. Additionally, administrators frequently work from home using their home Internet access. Accordingly, administrators designated by the superintendent will receive a monthly stipend of \$70 per month for use of their personal cell phone and internet access.

Superintendent of Schools	<u></u>	Date: <u>3/9/16</u>
President, Board of Directors	<u></u>	Date: <u>3/9/16</u>
Secretary, Board of Directors	<u></u>	Date: <u>3/9/16</u>