

Act 93 Plan
for the
Jersey Shore Area
School District

Administrative Evaluation
and
Compensation Plan

July 1, 2014 – June 30, 2018

Administrative Compensation and Evaluation Plan 2014-2018

The Jersey Shore Area School District Board of School Directors recognizes the importance of maintaining an effective management team to strengthen the organizational and educational programs of the school district.

Creating and sustaining a professional climate and operational procedures that use the full creative capacities of all administrators is a prime responsibility of the School Board. By its very nature, this calls for common understanding, mutual respect, and a full measure of confidence among all those who work for the system and those who serve on the School Board. Therefore, to provide quality educational programs, the School Board requires a continuous self-improvement salary system demanding that administrators be professionally prepared and possess leadership qualities with power and courage to make intelligent and wise management decisions.

Pursuant to the "Public School Code of 1949" as amended, Section 1164, the School Board adopts the following Administrative Compensation and Evaluation Plan.

Compensation becomes effective July 1, 2014.

1. Definitions

The term "Management Team Member" shall include the following position for the purpose of this Plan:

Administrative Positions:

- Accountant
- Assistant Principals
- Athletic Director
- Athletic Trainer
- Network/Computer Technician/Specialist
- PIMS Coordinator/Network-Information Systems Manager
- Principals
- Purchasing/Transportation/Instructional Technology Specialist
- Supervisor of Buildings and Grounds
- Supervisor of Special Education/Director of Pupil Services

2. Compensation Plan

The Plan for the Management Team has been determined following a "meet and discuss" session.

3. Compensation and Evaluation Components

- Part I ----- Base Salary Increment
- Part II ----- Performance Appraisal System
- Part III ----- Salary Schedules
- Part IV ----- Fringe Benefits

Part I
Base Salary

Base salaries for each position are listed in Part III of this agreement

Part II
Performance Appraisal System

The School Board recognizes the value of continual and systematic evaluation of school's managerial systems and the individuals responsible for the development and implementation of those systems. [The Plan has been removed until a state evaluation is available. Until such time, administrators will be evaluated by the Superintendent.] If a person does not receive an increase due to a poor evaluation they will move back to the base as listed in Part III after two years of satisfactory evaluations.

Part III
Salary Schedule

New Hires: (Negotiable – depending on experience)

95% First Year

100% Second Year

Act 93 Four Year Salary Schedule									
2014-2015 to 2017-2018									
						%	%	%	%
	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
Senior High Principal	102,664	104,931	106,317	108,407	111,689	2.21%	1.32%	1.97%	3.03%
Middle School Principal	99,680	101,872	103,173	105,268	108,689	2.20%	1.28%	2.03%	3.25%
Elementary Principal	92,517	95,330	98,702	101,663	104,967	3.04%	3.54%	3.00%	3.25%
Elementary Principal	92,517	95,330	98,702	101,663	104,967	3.04%	3.54%	3.00%	3.25%
Purchasing/Transportation/ IT Specialist	96,695	99,612	102,851	105,937	109,380	3.02%	3.25%	3.00%	3.25%
Senior High Assist Prin	85,355	87,989	91,159	93,894	96,946	3.09%	3.60%	3.00%	3.25%
Middle School Assist Prin	85,355	87,989	91,159	93,894	96,946	3.09%	3.60%	3.00%	3.25%
Elementary School Assist Prin	85,355	87,989	91,159	93,894	96,946	3.09%	3.60%	3.00%	3.25%
Pupil Services Director	85,355	87,989	91,159	93,894	96,946	3.09%	3.60%	3.00%	3.25%
PIMS Coordinator/ Network-Information Systems Manager	77,648	79,589	81,778	84,231	86,969	2.50%	2.75%	3.00%	3.25%
Accountant	65,224	67,855	70,221	72,328	74,679	4.03%	3.49%	3.00%	3.25%
Director of Bldgs & Grnds	59,688	61,180	62,862	64,748	66,852	2.50%	2.75%	3.00%	3.25%
Athletics Director	54,317	55,675	57,206	58,922	60,837	2.50%	2.75%	3.00%	3.25%
Network/Computer Technician Specialist	40,377	43,386	46,079	48,961	52,552	7.45%	6.21%	6.25%	7.33%
Athletic Trainer*	53,696	55,038	56,552	58,249	60,142	2.50%	2.75%	3.00%	3.25%
Total	1,176,443	1,211,754	1,249,079	1,285,953	1,329,507				
Dollar Inc/Dec		35,311	37,325	36,874	43,554				
Percentage Inc/Dec		3.00%	3.08%	2.95%	3.39%				

*Athletic Trainer 200 days starting with the beginning of the fall PIAA season

Part IV
Fringe Benefits

The fringe benefits addressed in the agreement between the School Board and the Act 93 Administrators shall apply to the administrators as listed under the definitions of Management Team Members.

1. **Life Insurance:** Administrator will be provided with group term life insurance equal to two (2) times their annual salary (maximum \$200,000).
2. **Sick Leave:** Sick leave will be calculated by earning one (1) day per month of service to the District, or twelve (12) days per year (athletic trainer ten (10) days per year) and will be cumulative. Unused sick leave will be paid at retirement in accordance with \$60/day up to a maximum of 250 days.

Family Leave Days: Act 93 members will be allowed to use eight (8) sick days as family leave days to attend to the health needs of an immediate member of the family as defined by the PA School Code.
3. **Personal/Emergency Day:** Administrators will have up to two (2) personal days per year and one (1) emergency day per year. Personal days beyond 5 days will be paid at the rate of \$100/day if not used by August 30.
 - a. Five (5) sick days may be converted for one personal day for a maximum of ten (10) days per school year. You cannot use these days for payment.
4. **Travel Mileage:** Travel mileage will be equal to the approved IRS rate and as approved by the Superintendent.
5. **Post-retirement Health Insurance:** The School District will pay the cost of the employee's health coverage only (no spousal coverage), minus the full Pennsylvania State Employee's retirement subsidy in effect at the time, until such retiree is eligible for alternative health coverage and the annual co-pay in effect for them at the time of their retirement up-to a maximum \$250 monthly. The retiree must meet the following criteria:
 - a. The retiree must be 53 years of age or older upon the date of retirement
 - b. The retiree must have at least 7 years of service in the Jersey Shore Area School District
6. **Family Health and Insurance:** Family Health Insurance plan which is equal to the JSAEA contract plan. The following copays will apply each year of the Agreement:

Certificated Administrators:

Traditional Plan	15 % of premium
PPO C	13% of premium
PPO G	10% of premium

Non-Certificated Administrators:

Traditional Plan	12% of premium
PPO C	10% of premium
PPO G	7% of premium

An amount of \$900 would be allowed per calendar year towards the non-reimbursable amount after the \$100 deductible has been met; includes family dental.

- a. A member who wants to opt out will notify the Business Office during the open enrollment period, April 15 to 30. The opt-out period will begin on July 1. The \$1500 opt out will be paid in a lump sum on or before November 30.
- b. If extenuating circumstances, as defined by COBRA, occur, an opt-out member will be able to enroll in the district health insurance during a non-enrollment period. The entire opt out amount received will be returned to the district.
- c. Hires after July 1, 2011 will not have the option of choosing the Traditional Plan.
- d. If, at any time, the premium for any District plan will exceed the threshold amount as stated in the current federal Health Care Reform Act (or as stated in any applicable federal or state legislation enacted hereinafter) so as to subject such a plan to a tax or fee, the parties agree that said plan will either be modified so as to reduce the premium below the threshold amount or eliminated as a plan option in its entirety, in the year prior to the year in which such tax shall be applicable. If such a plan is not modified or eliminated, and such tax is imposed upon the District either directly or indirectly, all employees who enroll in that plan shall pay the entire amount of the tax or fee imposed upon the District relative to the total premium so as to pay the difference, in addition to the agreed upon employee contribution as stated in the contract. As an example, if the employee benefit premium is \$15,000 and the employee's premium contribution is 10% and the tax threshold amount is \$10,000, the employee's total contribution will be \$3,500 (\$1,500 (10% of \$15,000) plus \$2,000 (40% of \$5,000)).

7. **Family Dental Insurance:** Family dental insurance coverage which is equal to that of the JSAEA contract. Orthodontic at 50% coverage/\$1000 lifetime maximum
8. **Tuition Reimbursement:** Tuition reimbursement up to the amount charged for graduate credits by the Pennsylvania State University up to a maximum of twelve (12) credits earned during the school year (September to the following September). Any credits earned in excess of twelve (12) will be reimbursed the following year. Payment would be as identified in the JSAEA contract.
9. **Income Protection:** The Board shall provide disability insurance for each Act 93 member through a carrier to be selected by the Board – monthly benefit of 66 2/3% of salary to age 65. Three month qualifying period and all other inclusions and exclusion as described in current policy.
10. **Professional Organizations:** The District will reimburse each Act 93 member an amount not to exceed \$1,000 per year for membership in approved organizations that relate to his/her specific position on the Management team. Prior approval will be necessary and will be made on an individual basis by the Superintendent.
11. **Longevity Retirement:** Longevity retirement will be paid to all Administrators based on administrative service to the district as follows:

<u>Years of Service</u>	<u>Incentive Amount</u>
7 – 15 years	\$10,000
16 – 19 years	\$13,000
20+ years	\$14,000

For each year of service in the district, as a team member (local district service administrator) upon retirement the member will receive \$150 for each year served.

12. **Vision Plan:** Each team member would have \$600 available for eye examination and eyewear every two years.

13. **Vacation:**

- In addition to 20 vacation days per year provided by Board policy and upon completing five years as an administrator, a team member will be allowed to add one day per year up to five additional vacation days maximum. Members will be able to carry 5 additional days of vacation at one time. Vacation days not used by August 31 beyond the five additional days will be rolled over September 1st into an accumulated account. Upon retirement under a PSERS plan, each Act 93 member would receive \$125 per day for accumulated vacation time in the account up to a maximum of 100 days. Any current year's vacation time would be paid per diem. The athletic trainer being on a 10-month schedule will not receive vacation.

14. **Mentor Stipend:** Any team member assigned as a mentor to any aspiring administrator who is a school district employee enrolled in a certification programs for administration will receive a \$400 stipend per year as approved by the Superintendent and the Board of Education.