

WEATHERLY AREA SCHOOL DISTRICT (WASD)

July 1, 2013 to June 30, 2017

COMPENSATION PLAN

FOR

ACT 93 SCHOOL ADMINISTRATORS

WAGE AND SALARY

The Weatherly Area Board of Education ("Board") believes that a thorough and effective school system is vital in providing the best educational program for the pupils of Weatherly Area School District ("WASD") and the taxpaying citizens who support the public schools.

The Board 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 Board to pursue a plan of compensation, based upon responsibility and performance, which will provide fair and adequate financial incentive for all management personnel.

To accomplish this commitment, the Board directs that such Compensation Plan for School Administrators ("Plan") shall be implemented. This implementation shall be the responsibility of the Superintendent, with the direct input and support of and from the Board.

For purposes of this Plan, School Administrators shall be defined as an employee of the WASD below the rank of the Assistant Superintendent but including the rank of the first Level Supervisors who by virtue of assigned duties is not in a bargaining unit as created under Act 195 ("Public Employees Relations Act"). This definition shall not apply to anyone who has the duties and responsibilities of a Business Manager or a Personnel Director.

All Principals and Support Service Supervisors shall be included under the Plan. The Plan shall include:

1. Salary amounts and/or salary schedules or scales.
2. A list of fringe benefits to be provided for administrators and supervisors.

The compensation plan will be determined by the Board through a good faith meet and discuss procedure upon request by the appropriate Principals, Supervisors, and Administrators.

ADMINISTRATOR COMPENSATION PLAN

The Board of School Directors of Weatherly Area School District (WASD) adopts the following Plan pursuant to the "Public School Code of 1949", as amended, Section 1164 and Act 93, Administrators Compensation Plan. The Board recognizes the importance of maintaining an effective management team to strengthen administration and education programs of the WASD and to establish and improve communications, decision making, conflict resolution, and other relationships among the members of the team, as well as meet the goals and objectives of the WASD as defined by the Board.

I. TERM OF COMPENSATION PLAN:

This Plan is effective July 1, 2013 and shall continue until June 30, 2017. "Year" or "fiscal year" shall be defined as the period July 1st through June 30th.

II. DEFINITIONS:

Professional Administrative Positions

- i. Principal – Secondary
- ii. Principal – Elementary/Middle School

Support Service Administrative Positions

- i. Maintenance Supervisor
- ii. Assistant Business Manager
- iii. Coordinator of Technology and Information Services

III. FRINGE BENEFITS:

PRINCIPALS

1. Health Insurance Coverage, Major Medical, Dental Insurance and Prescription Coverage as set out herein. (See Attached)
2. Liability insurance on each Principal will be \$1,000,000. In addition, attorney's fees and costs of defense to be secured through appropriate insurance provided by the WASD unless defense is required by or as a result of criminal action or willful misconduct.
3. A life insurance policy for each Principal will be covered by this agreement and provided by the WASD at an amount equal to one times their annual salary (not inclusive to extra-curricular activities) rounded off to the nearest thousand dollar increment. The employee may elect, prior to September 1st of the applicable school year, to purchase additional life insurance, at their expense, in an amount equal to two times their annual salary (not inclusive to extra-curricular activities) rounded off to the nearest thousand dollar increment. Ownership of the policy will be with the WASD.
4. Each Principal will be granted twelve (12) days cumulative sick leave per fiscal year. Any unused sick leave will be as per existing policy.
5. Three (3) days of personal leave will be granted each year. Days may be taken in one-half day increments if approved by Superintendent.
6. Three (3) days of bereavement leave, with pay, will be granted for a death in the immediate family. Immediate family is defined as father, mother, sister, brother, son, daughter, husband, wife, parent-in-law, or near relative who resides in the same household. One (1) day of bereavement, with pay, will be granted to attend the funeral of a near relative. Near relative is defined as first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law, sister-in-law that does not reside in the same household of employee.
7. The Board will pay mileage at the current IRS rate, as approved on an annual basis. School vehicles shall be utilized for travel, when possible before using personal vehicles.

8. Principals travel and reasonable per day expenses will be reimbursed at budgeted amounts and with prior approval by the Superintendent or his/her designee.
9. The WASD will reimburse Principals for in-service courses taken that are related to teaching or educational duties that will benefit his/her capacity as a Principal in the WASD. Prior approval by the Superintendent is required. Post-graduate course costs will be reimbursed for up to a maximum of 9 credits per year. The recipient of any professional development reimbursement funds, in a given year, shall return to full-time employment status within the WASD service for a minimum of two (2) full years, or will be subject to return the reimbursed funds. Twenty-five percent (25%) of said credit reimbursement payments shall be repaid if returned to full-time employment status within the WASD for a period of equal to or more than one (1) year to less than two (2) years. If returned to full-time employment status within the WASD for a period of less than one (1) year then one hundred percent (100%) of said credit reimbursement payments shall be returned to WASD.

A grade of "A" or "B" will be reimbursed at 100% and a grade of "C" at 50% of the state university system rate. Credits shall be paid during the normal WASD payment cycle upon satisfactory completion of the course and submission to the Superintendents office of all required documentation. Credits must be submitted within sixty (60) days after receipt of the grade.

10. The WASD will provide membership for Principals in professional organizations, not to exceed the cost of dues to a state and national Principals' organization and the ASCD.
11. All benefits and considerations as provided by federal and state statutes, i.e. worker's compensation, retirement, sabbatical leave, etc., will be granted to Principals and Assistant Principals.
12. Vacations as determined by existing board policy. (See attached Policy)
13. Principals shall be allowed to attend position-related conferences for the purpose of professional development. Prior approval by the Superintendent is required. Written and/or oral reports will be presented to the Board at the next regularly scheduled meeting after attendance of an event.
14. The salary for Elementary/Middle School Principal and Secondary Principal shall be determined on an annual basis by the Board upon satisfactory yearly evaluation to be conducted and submitted by the Superintendent of Schools. The Superintendent, after due satisfactory evaluation, may recommend to the Board a salary increase over the previous year's salary. Recommendations by the Superintendent will be given consideration by the Board. Final salary increases shall ultimately be decided on and approved by the Board annually, considering the financial and economic status of the WASD at that time. The discussion and increase should occur near the beginning of the new school year, and based on the staff member's previous year's evaluation.

Salary for the year July 1, 2013 through June 30, 2014 there shall be a two (2%) percent increase.

Salary for the year July 1, 2014 through June 30, 2015 there shall be a two and half (2.5%) percent increase.

For the remaining years of this agreement the salary will be determined in consideration of evaluation submitted by the Superintendent and will be utilized in considering any salary increase for years subsequent to the 2014-2015 school year.

15. Long term Disability Insurance (with a three (3) month elimination period) covering 66 ⅔ % of earnings with a maximum benefit of \$6,000 monthly will be provided for the Principals with 100% of the premium to be paid by the WASD. Any additional Long Term Disability coverage amounts may be elected by an Act 93 Administrator but the additional premium costs will be the responsibility of the employee.

MAINTENANCE SUPERVISOR / ASSISTANT BUSINESS MANAGER AND COORDINATOR OF TECHNOLOGY AND INFORMATION SERVICES

1. Health Insurance Coverage, Major Medical, Dental Insurance and Prescription Coverage as set out herein. (See Attached)
2. Liability insurance on each Maintenance Supervisor, Assistant Business Manager, and Coordinator of Technology and Information Services will be \$1,000,000. In addition, attorney's fees and costs of defense to be secured through appropriate insurance provided by the WASD unless defense is required by or as a result of criminal action or willful misconduct.
3. A life insurance policy for each Maintenance Supervisor, Assistant Business Manager, and Coordinator of Technology and Information Services will be covered by this agreement and provided by the WASD at an amount equal to one times their annual salary (not inclusive to extra-curricular activities) rounded off to the nearest thousand dollar increment. The employee may elect, prior to September 1st of the applicable school year, to purchase additional life insurance, at their expense, in an amount equal to two times their annual salary (not inclusive to extra-curricular activities) rounded off to the nearest thousand dollar increment. Ownership of the policy will be with the WASD.
4. Maintenance Supervisor, Assistant Business Manager, and Coordinator of Technology and Information Services will be granted twelve (12) days cumulative sick leave per fiscal year. Any unused sick leave will be as per existing policy.
5. Three (3) days of personal leave will be granted each year. Days may be taken in one-half day increments if approved by Superintendent.
6. Three (3) days of bereavement leave, with pay, will be granted for a death in the immediate family. Immediate family is defined as father, mother, sister, brother, son, daughter, husband, wife, parent-in-law, or near relative who resides in the same household. One (1) day of bereavement, with pay, will be granted to attend the funeral of a near relative. Near relative is defined as first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law, sister-in-law that does not reside in the same household of employee.
7. The Board will pay mileage at the current IRS rate, as approved on an annual basis. School vehicles shall be utilized for travel, when possible, before using personal vehicles.

8. Maintenance Supervisor, Assistant Business Manager, and Coordinator of Technology and Information Services travel and reasonable per day expenses will be reimbursed at budgeted amounts and with prior approval by the Superintendent or his/her designee.
9. The WASD will reimburse the Maintenance Supervisor, Assistant Business Manager, and Coordinator of Technology and Information Services for occupational related courses and in-service courses taken that will benefit him/her with their job duties in the WASD. Prior approval of Superintendent is required. Post-graduate professional development course costs will be reimbursed for up to a maximum of 9 credits per year. The recipient of any professional development reimbursement funds, in a given year, shall return to full-time employment status within the WASD service for a minimum of two (2) full years, or will be subject to return the reimbursed funds. Twenty-five percent (25%) of said credit reimbursement payments shall be repaid if returned to full-time employment status within the WASD for a period of equal to or more than one (1) year to less than two (2) years. If returned to full-time employment status within the WASD for a period of less than one (1) year then one hundred percent (100%) of said credit reimbursement payments shall be returned to WASD.

A grade of "A" or "B" will be reimbursed at 100% and a grade of "C" at 50% of the state university system rate. Credits shall be paid during the normal WASD payment cycle upon satisfactory completion of the course and submission to the Superintendent's office of all required documentation. Credits must be submitted within sixty (60) days after receipt of the grade.

10. All benefits and considerations as provided by federal and state statutes, i.e. worker's compensation, retirement, sabbatical leave, etc., will be granted to Maintenance Supervisor, Assistant Business Manager, and Coordinator of Technology and Information Services.
11. Vacations as determined by existing board policy. (See attached Policy)
12. The Maintenance Supervisor, Assistant Business Manager, and Coordinator of Technology and Information Services shall be allowed to attend position-related conferences for the purpose of professional development. Prior approval by the Superintendent is required. Written and/or oral reports will be presented to the Board at the next regularly scheduled meeting after attendance of an event

Salaries for the Assistant Business Manager, Coordinator of Technology and Information Services for the year July 1, 2013 through June 30, 2014 there shall be a two (2%) percent increase. For the year July 1, 2014 through June 30, 2015 there shall be a two and half (2.5%) percent increase.

Salary for the Maintenance Supervisor for the year July 1, 2013 through June 30, 2014 it shall be a zero percent increase and for the year July 1, 2014 through June 30, 2015 there shall be a one (1%) percent increase.

For the remaining years of this agreement the salary will be determined in consideration of evaluation submitted by the Superintendent and will be utilized in considering any salary increase for years subsequent to the 2014-2015 school year.

13. The salary for the Maintenance Supervisor, Assistant Business Manager, and Coordinator of Technology and Information Services shall be determined on an annual basis by the Board upon consultation and satisfactory yearly evaluation to be conducted and submitted by the

Superintendent of Schools. The Superintendent, after due satisfactory evaluation, may recommend to the Board a salary increase over the previous year's salary. Recommendations by the Superintendent will be given consideration by the Board. Final salary increases shall be decided on by the Board, annually, considering the financial and economic status of the WASD at that time.

Being that this plan covers the dates of July 1st 2013 through June 30th, 2017, and will be effective on the date it was signed in Section V of this plan, the staff members 2012-2013 evaluations submitted by the superintendent will be used for determining any salary increase or the 2013-2014 school year. Any board approved salary increase will be paid retroactively to the staff member, as long as they are still employed full-time in the position they were evaluated on the date when this plan is signed in Section V. If no longer employed in that position, the staff member is not entitled to the retroactive pay.

- 14. Long term Disability Insurance (with a three(3) month elimination period) covering 66 2/3 % of earnings with a maximum benefit of \$6,000 monthly will be provided for the Principals with 100% of the premium to be paid by the WASD. Any additional Long Term Disability coverage amounts may be elected by an Act 93 Administrator but the additional premium costs will be the responsibility of the employee.

IV. OTHER POLICIES

All other policies adopted by the Board now in effect shall continue in effect for all covered Administration and Supervisors during the term of this Plan with the stipulation that ALL policy changes made during this Plan (vacation, holiday, sick, health benefits, etc.) will become effective at time of Board approval, unless otherwise specified.

At any time during the term of this agreement the WASD shall have the option, at the sole discretion of the WASD, to substitute, modify or revise the plans for health insurance coverage, major medical, dental care, prescription coverage and long term disability as set out herein.

V. ADDITIONAL BENEFITS

RETIREMENT INCENTIVE

Any full-time Act 93 Administrator who permanently retires from the WASD with twenty-five (25) or more years of service in the state of Pennsylvania with a minimum of ten (10) or more years of actual service in the WASD, shall have placed in an account the appropriate sum set out in the table below. For the amount due each to eligible administrator, the WASD will make a non-elective employer contribution to the employee's 403(b) and/or contribution to the employee's HRA. The distribution of the amounts due shall be determined by the administrator.

The administrator shall have no cash option.

Each administrator must establish the 403(b) TSA and/or HRA accounts prior to separation of service or the above benefits will be forfeited.

COMPLETED YEARS OF SERVICE	INCENTIVE BONUS PAID
25+ years of service in PA and 10 years of service in the WASD	\$2,000
25+ years of service in PA and 11 years of service in the WASD	\$4,000
25+ years of service in PA and 12 years of service in the WASD	\$6,000

25+ years of service in PA and 13 years of service in the WASD	\$8,000
25+ years of service in PA and 14+ years of service in the WASD	\$10,000

UNUSED SICK LEAVE AT RETIREMENT

Any unused sick day leave shall accrue at \$75.00 per day. For the amount due each eligible administrator, the WASD will make a non-elective employer contribution to the employee's 403 (b) and/or a contribution to the employee's HRA. The distribution of the amount due shall be determined by the administrator.

The administrator shall have no cash option.

Each administrator must establish the 403(b) TSA and/or HRA accounts prior to separation of service or the above benefits will be forfeited.

Any covered Act 93 Administrator who dies while in active service with the WASD shall have payment for any unused sick day leave at a rate of \$35.00 per day made to the surviving spouse. If the surviving spouse is not living at the time of death of the administrator then payment made to the eligible dependents as set out herein.

- a. Active service shall be defined as being on regular pay on sick leave, or on Board approved sabbatical leave.
- b. Eligible dependents shall be defined as: unmarried children from date of birth up to the end of the month the child turns nineteen years of age, and full-time college students (carrying a minimum of twelve credit hours per semester) up to the end of the month the student turns twenty-six.

To qualify for the above retirement benefits, a covered Act 93 Administrator shall have at least ten (10) years of service with the WASD. If this provision is determined to be contrary to law, then this provision shall be re-negotiated in a manner, which will comply with the law and does not increase or cause additional cost to be borne by the WASD.

VACATION POLICY FOR ADMINISTRATIVE STAFF
(July 1, 2013 – June 30, 2017)

Administrative personnel working 12 months shall be provided paid vacation in accordance with this Policy.

Vacations will normally be scheduled when school is not in session. Special consideration shall be given to emergencies. Vacation schedules shall be approved by the Superintendent. At least one Act 93 Administrator or the Superintendent shall be present in at least one of the two school physical plants on all 180 required student school days.

1. Building Principal(s), currently employed upon execution date of this agreement, shall receive four (4) weeks of vacation each fiscal year if they meet the requirement of having been employed within the WASD for 3 full years. Newly hired Building Principals shall receive 3 weeks of vacation (prorated as per hiring date within 1st year) for 1st, 2nd, and 3rd year of service. Beginning his/her 4th and subsequent years of service, each will then receive 4 weeks of vacation annually.

2. The Maintenance Supervisor, Assistant Business Manager and Coordinator of Technology and Information Services currently employed upon execution date of this agreement shall be entitled to four (4) weeks of vacation each fiscal year if they meet the requirement of having been employed within the WASD for 3 full years. Any newly hired Maintenance Supervisor, Assistant Business Manager and/or Coordinator of Technology and Information Services shall receive 3 weeks of vacation (prorated as per hiring date within 1st year) for 1st, 2nd, and 3rd year of service. Beginning his/her 4th and subsequent years of service, each will then receive 4 weeks of vacation annually.
3. Administrators shall be permitted to carry over no more than 5 days' vacation entitlement to a subsequent year provided. The Superintendent must be informed in writing prior to the end of the fiscal year, unless retirement is anticipated at the end of the year. In the event retirement is anticipated at the end of the full fiscal year, the Administrator shall be permitted to carryover all unused vacation entitlement. Administrators listed in this Plan who still have vacation days remaining, after carrying over the 5 days they are allowed, shall receive an additional (non-salary) monetary stipend of \$75.00 per day, for up to 5 unused vacation days (to a maximum of \$375.00), payable in their last check at the END of the full fiscal year.
4. An employee who anticipates elective termination of employment in this WASD may take accrued vacation only upon request and with proper prior Superintendent approval.
5. If an Administrator shall leave employment during the term of this agreement, remaining vacation days will be prorated (number of days per contract divided by 12 months) as of the date of termination of employment, except for retirements. In the event the Administrator has already utilized vacation days in excess of the pro-rated amount to date of termination/retirement, even upon retirement, the Administrator shall pay the WASD the per diem rate for each day utilized in excess of the pro-rated amount allowable to date of termination/retirement.

HEALTH INSURANCE, MAJOR MEDICAL, DENTAL CARE, AND PRESCRIPTION COVERAGE

All school administrators covered by this agreement and their families/dependents on applicable coverages set out hereunder with the current benefit provider or its successor as provided, from time to time, by the WASD during the term of this agreement.

Effective for the 2014-2015 and 2015-2016, and 2016-2017 school years, coverage with Blue Care PPO or its successor will be provided for bargaining unit members and their families as set forth in the PPO contract with coverage for dependents to age twenty-six. Participation in the Blue Care PPO or its successor plan will require participation in the entire Blue Care PPO or its successor program package, or its equivalent as provided by Blue Cross/Blue Shield. Deductible for Blue Care PPO or its successor shall be \$300 single/\$600 family with the following co-pays: \$15 primary doctor visits, \$25 specialist, \$35 urgent care, \$75 emergency room.

Effective for the same years mentioned previously above, the prescription coverage for the administrator member, covered by this Agreement, and their families with coverage for dependent children from date of birth up to twenty-six years of age, co-payments on a three-tier plan with rate tiers of \$7.00, \$20.00 and \$30.00 per prescription for all medication in which, by federal or state law, require prescription by a licensed practitioner. Two times the copayment for ninety (90) day mail order.

Each administrator herein shall also contribute toward the cost of healthcare coverage. The contribution shall be a percentage of the administrator's salary, as established through Board approval prior to July 1st of each year.

The percentage was 3.25% of the administrator's salary for 2012-2013. The percentage shall remain at 3.25% of the administrator's salary for 2013-2014 and 2014-2015 school years. It will go to 3.5% of the administrator's salary for 2015-2016 and the 2016-2017 school years. It is the intention of the Board to increase the healthcare contribution paid by the administrators in the years following the expiration of this agreement. That increase will be specified in the new agreement. In the event that public school employees are placed under the state employees' healthcare system or other similar statewide plan, the Board, at its sole discretion, may agree to re-open this issue of healthcare as a result of said statewide healthcare change.

All eligibility requirements for dependents should be in conformance with the Affordability Care Act of 2010.

The WASD shall adopt an IRS Section 125 Plan and make available to all administrators Section 125 Flexible Spending Accounts for medical expenses and dependent care expenses. The employee contribution toward healthcare coverage shall be administered through the adopted IRS Section 125 plan.

Effective for the same years mentioned previously above, all school administrators, covered by this agreement, and their families shall be placed on dental coverage provided through the current contracted provider or its successor as set forth in the United Concordia Contract or its successor with coverage for unmarried children from birth up to nineteen years of age and full-time college students up to age twenty-six with dental premium percentages paid by the Act 93 Administrator and/or WASD, for dental care protection as outlined in the Pennsylvania Blue Shield prepaid dental care program captioned "Basic Program" and further, the District shall pay the premium for oral surgery (100%), prosthetics (50%) (U.C.R.), periodontics (50%) (U.C.R.) for each Act 93 Administrator and his/her children from the date of birth up to nineteen years of age and full time college students up to age twenty-six.

Act 93 Administrators listed in this Plan who opt out of ALL health care benefits (healthcare, prescription, dental, vision, etc.) as listed in this plan, shall receive an additional (non-salary) monetary stipend of \$2,000 payable at the END of the full fiscal year s/he did not receive any of these health benefits – to accompany the final pay date in June of that year. Each member who opts to do this must notify the Business Manager by June 15 of the year PRIOR to opting out in order to receive this stipend.

VI. DATE AND SIGNATURES

It is understood that this executed document reflects the Act 93 Plan from July 1, 2013 through June 30, 2017.

Act 93 Compensation Plan adopted by the Board of Directors of the Weatherly Area School District is acknowledged by the parties hereto this _____ day of _____ 2014.

WEATHERLY AREA SCHOOL WASD BOARD OF DIRECTORS

BY: _____
(Board President)

ATTEST:

BY: _____
(Board Secretary)

WASD – ACT 93 ADMINISTRATORS

BY: _____
(Principal – Elementary/Middle School)

BY: _____
(Principal – Secondary School)

BY: _____
(Assistant Business Manager)

BY: _____
(Maintenance Supervisor)

BY: _____
(Coordinator of Technology and Information Services)