

Employment Agreement

Between

South Whidbey School District No. 206

And

**South Whidbey School District
Principal's Association**

2018-2020

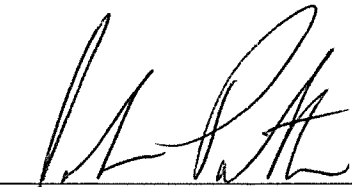
FINAL REVISION

PREAMBLE AND DURATION

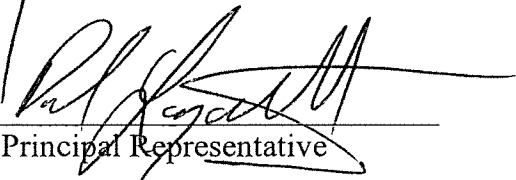
This Agreement is entered into the _____ of _____, 2018 by and between the **South Whidbey School District Principal's Association** and the **South Whidbey School District**.

This Agreement shall be effective as of the 1st day of July 2018, and shall continue in effect, unless otherwise stipulated herein, until the 30th day of June 2020.

South Whidbey Principal's Association

By: 

Principal Representative

By: 

Principal Representative

**South Whidbey School
Dist. Board of Directors**

By: _____
Board President

By: _____
Superintendent

RECOGNITION AND COVERAGE OF AGREEMENT

Terms

South Whidbey School District Board of Directors hereinafter referred to as “the Board,” recognizes the South Whidbey School District Principals, hereinafter referred to as “the Association,” as the exclusive representative of all principals and assistant principals of the South Whidbey School District #206, hereinafter referred to as “the District”. As of July 1, 2012 the Position of Principal of Alternative Programs will be included in the unit.

Negotiation Procedure

The Association shall indicate its intent to negotiate a successor agreement in writing, to the superintendent in the spring preceding the expiration of the existing contract. Following the presentation of the proposal to the superintendent, the Association shall have the right to meet, confer, and negotiate under RCA 28A 41.59.080(7).

SALARY AND BENEFITS

Salaries and Supplemental Contract

The 2018-19 and 2019-20 salary schedules are attached as Appendix A.

- 1) Initial placement of a new administrator will be at Step 0. Exceptions may be made at the discretion of the superintendent to account for previous administrative experience or other qualifying factors. Administrators who are promoted will be placed minimally at the step in the new category they would have earned had they not been promoted.
- 2) Advancement to the next experience step will occur annually, unless the overall annual evaluation of the administrator’s performance is unsatisfactory. Any administrator affected will be notified no later than May 15th.
- 3) Projects outside of the normal scope of administrator duties that are mutually agreed upon by the Superintendent and the administrator will be examined and compensated, subject to approval by the Board, via a stipend based upon the length, extent, and complexity of the project.

Length of Contract

2018-19: 220 days per year, 8 hours per day, inclusive of 25 vacation days.

2019-20: 220 days per year, 8 hours per day, no vacation days.

The District recognizes that the building administrators' work day and contract length, present time demands which frequently require extended work hours and the need for a flexible work schedule to fulfill the requirements of their job. Administrators acknowledge the expectation to normally be present during school time, and otherwise perform managerial and administrative responsibilities, as circumstances require, including responding to emergencies as required.

The District acknowledges that the extraordinary and often irregular time commitments of administration should allow flexibility in scheduling work hours and days.

Vacation Buy-Back

After July 1, 2019, administrators shall be allowed to cash out up to 25 vacation days at their 2018-19 per diem rate. Per Diem for this purpose is their annual salary divided by 1760 hours. This buy-back option expires August 31, 2019.

Technology Reimbursement

During the 2018-19 school year, each administrator is entitled to a \$2500 reimbursement for the use of their personal technology for district business.

Professional Development & Professional Expenditures

The district shall budget \$2,000 per year for each administrator. The purpose of this fund is for professional growth and improvement, tuition, workshops, professional conferences, professional books, materials and equipment.

Each administrator may carry their unused allocation forward one year only. This allocation is non-transferable to other administrators.

Memberships to two (2) professional associations of the member's choice will be provided for each administrator.

Each administrator may be reimbursed up to \$300 annually for itemized, documented incidental activities and related expenditures resulting from the conduct of his/her administrative role.

Insurance Benefits

All Administrators will receive term-life insurance valued at \$150,000 cost borne by the SWSD.

Administrators who were members of the unit prior to July 1, 2012 shall receive 100% paid coverage of Premera Plan 3, dental, vision, LTD and HCA during the term of this contract. Administrators who enter the unit July 1, 2012 or later shall receive the state allocation for health care benefits.

If the district is required to transition to the SEBB insurance benefit program during the term of this contract, the paragraph above will no longer be valid. Insurance benefits for medical, vision, dental, LTD and HCA will be those programs provided by the SEBB.

LEAVES

The length of an administrator's day shall be 8 hours per day for purposes of calculating leave.

Sick Leave

Administrators under contract for the school year will receive twelve (12) days of sick leave. Sick leave is accumulative from year to year. Sick leave shall be with full pay for the purposes of illness, injury, and emergencies which are suddenly precipitated problems which are of such a nature that preplanning was not possible or could not have relieved the necessity for the member's absence.

Bereavement leave, subject to a maximum of five days per year, will provide time for the member to attend to arrangements for and/or attend services of individuals included in the following description: Spouse, father, mother, parent, son, daughter, sister, brother, relative who is a member of the household, or other immediate family including, but not limited to son-in-law, daughter-in-law, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparents, grandchildren, aunts, uncles, and cousins, or a close personal friend.

Administrators shall have the right to cash-out unused personal illness leave (sick leave) in accordance with provisions of RCW 28A.400.210.

Public Service Leave

Leave with pay will be granted for jury duty, and non-employee related court subpoenas. Military responsibilities for short term training for those with military reserve status will be recognized. Military leave in excess of two (2) weeks will require the employee to apply for and the District to grant a leave of absence and the employee will have full rights to the position which was vacated.

Personal Leave

Up to three (3) days personal leave, with pay, may be granted to each employee each year. Unused days shall accumulate from year to year up to a total of **five (5)** days. Bargaining unit members may choose to receive compensation for unused personal days at their previous year's per diem rate based on a base contract of 1760 annual hours.

A request for leave shall be made to the immediate supervisor prior to the intended use. The administrator must report the leave taken to Payroll at the end of the month leave was used.

Request for leave of consecutive days requires prior approval by the Superintendent.

Other Leave

Temporary disability-leave as provided to certificated teaching staff.

Administrative Coverage During Leaves/Absences

Administrators shall provide for a system of administrative coverage in the building during their absence. Assignment will be at the discretion of the building principal and the principal will notify staff of the designee in their absence.

LEAVES OF ABSENCE

Nothing in this agreement shall be construed to prevent the Board or its designee from granting extended or temporary leaves based on the merits of the administrator's request.

EVALUATION

Building administrators shall receive a 45 day and 90 day evaluation during their first year of employment as a building administrator or during the first year in a new position in the SWSD.

REDUCTION IN FORCE

Administrative reduction in force will be determined by the Superintendent, based upon the needs of the District, employee qualifications, experience, performance, and seniority-based years of service as an administrator in the State of Washington. Should this event occur the administrator(s) affected will be notified no later than April 1st.

In the event it is necessary to reduce the number of certificated school administrators because of declining enrollment or other economic reasons, the affected administrators shall be entitled to any open teaching position based on qualifications and state service as outline in RCW 28A.67.073.

CONFORMITY TO LAW-SAVINGS CLAUSE

If any provision of these agreements or any application of these agreements to any member of this association shall be found contrary to law, then such provision or application shall not be deemed valid except to the extent permitted by law; but all other provisions or applications shall continue in full force and effect. Existing policies, rules, regulations, procedures, or practices not in conflict with these agreements shall remain in full force.

No change, revision, alteration, or modification of this agreement, in whole or in part, shall be valid unless the same is ratified by both the Board and the Association and endorsed in writing thereon.

LEVY FAILURE

If a double levy failure occurs during the term of this contract, the negotiation process will be reopened to discuss the total compensation and benefit package.

APPENDIX A
2018-19

Building Administrator Salary Schedule

Year of Experience	STEP	High School Principal	Middle School Principal	Elementary Principal	HS Asst. Principal	ES Asst. Principal
0	1	116,511	110,030	106,744	103,060	95,715
1	2	118,175	111,239	108,212	104,436	97,718
2	3	119,838	112,447	109,679	105,813	98,650
3	4	121,501	113,654	111,148	107,188	100,118
4	5	123,164	114,863	112,615	108,563	101,584
5	6	124,830	116,071	114,082	109,941	103,047
6	7	126,491	117,279	115,550	111,315	104,507
7	8	128,156	118,488	117,019	112,692	105,975
8	9	129,818	119,696	118,486	114,069	107,451

APPENDIX A
2019-20

Building Administrator Salary Schedule

Year of Experience	STEP	High School Principal	Middle School Principal	Elementary Principal	HS Asst. Principal	ES Asst. Principal
0	1	\$ 140,327	\$ 131,758	\$ 130,686	\$ 125,330	\$ 114,400
1	2	\$ 141,730	\$ 133,075	\$ 131,993	\$ 126,584	\$ 115,544
2	3	\$ 143,148	\$ 134,406	\$ 133,313	\$ 127,850	\$ 116,699
3	4	\$ 144,579	\$ 135,750	\$ 134,646	\$ 129,128	\$ 117,866
4	5	\$ 146,025	\$ 137,107	\$ 135,993	\$ 130,419	\$ 119,045
5	6	\$ 147,485	\$ 138,479	\$ 137,353	\$ 131,724	\$ 120,236
6	7	\$ 148,960	\$ 139,863	\$ 138,726	\$ 133,041	\$ 121,438
7	8	\$ 150,450	\$ 141,262	\$ 140,114	\$ 134,371	\$ 122,652
8	9	\$ 151,954	\$ 142,675	\$ 141,515	\$ 135,715	\$ 123,879
9	10	\$ 153,474	\$ 144,101	\$ 142,930	\$ 137,072	\$ 125,118
10	11	\$ 155,009	\$ 145,542	\$ 144,359	\$ 138,443	\$ 126,369
11	12	\$ 156,559	\$ 146,998	\$ 145,803	\$ 139,827	\$ 127,632