

SHIPPENSBURG AREA SCHOOL DISTRICT

ACT 93

ADMINISTRATIVE COMPENSATION PLAN

July 1, 2017-June 30, 2020

Performance reviews will be the determining factor for increases in salary. Salary increases based on performance will be documented using PDE Form 82-2 and 82-3 for certificated employees. Within one month of receiving the School Performance Profiles, the Superintendent, or designee, will conduct a performance review of each Act 93 employee using the approved form and complete the evaluation leading to a performance rating. Initial goals for the school year will be established by September 1 of each school year.

If any Administrator is already above the maximum for that position as outlined on Exhibit A, any compensation resulting from these calculations will be paid as a lump sum payment and not added to the employee's base salary. In addition, if any portion of this calculated compensation causes the base salary to go beyond the maximum as listed on Exhibit A, then the base salary will increase to that maximum and any remaining amount will be paid as a lump sum payment and not added to the employee's base salary. As of July 1, 2018, Act 93 staff salaries, under the matrix listed in Exhibit A, will be brought into scale.

SALARIES:

1. For Administrators with a satisfactory rating, salaries will be increased in each year of the contract as follows:
 - a. 1.5% increase for a satisfactory rating (Numerical rating of 1.0-1.49)
 - b. + .5% for proficient rating (Numerical rating of 1.5-2.49) (total of 2% salary increase)
 - c. + 1% for distinguished rating (Numerical rating of 2.5-3.0) (total of 2.5% salary increase)
- Administrator salaries must fall within the ranges established in this Agreement under the matrix listed in Exhibit A.
- Assistant principals or directors ratings can be no higher than the building principal or director.
- If less than satisfactory is received, the Administrator will immediately be placed on a corrective action plan. Salary will be frozen until the Administrator receives 2 consecutive satisfactory ratings. The Administrator will meet at a minimum on a quarterly basis with the superintendent to monitor the corrective action plan progress.
- All lump sum payments and retroactive pay (to July 1) will be made on the first pay period in January following the completion of the evaluation process.
- Non-certificated educators are required to register in the PDE TIMS (Teacher Information Management System) as a non-certificated educator per PDE guidelines. This applies to any Act 93 non-certificated employee who works with students.

2. **FRINGE BENEFITS:** A list of fringe benefits to be provided to Administrators:
- a. Administrators are guaranteed benefits at least equal to those received by members of the Collective Bargaining Agreement between the Shippensburg Area Education Association and the Shippensburg Area School District, with the exception of a contribution for medical insurance as described below:
 - Act 93 will pay 1% more in premium contribution than the teachers' pay in premium contribution under their Collective Bargaining Agreement with payroll deductions utilizing the Section 125 Plan.
 - b. Spousal Carve-Out
 - i. Spouses who are eligible for healthcare coverage by the following entities will not be entitled to coverage provided by the District:
 1. The Commonwealth of Pennsylvania
 2. A Public School District
 3. State System of Higher Education Universities (Shippensburg University) or state owned Universities funded by the State of Pennsylvania; or
 4. State-related Universities of Pennsylvania (Pennsylvania State University, University of Pittsburgh, Lincoln University, Temple University, etc.)
 5. Spouses who work part-time for the above entities and are eligible for healthcare coverage, but must pay a greater cost for the coverage than if he/she was on the District's plan will be eligible for the District healthcare coverage. Spouses of a District employee not employed by the entities noted above are eligible for District healthcare coverage.
 - c. Life insurance equal to two times the Administrator's salary rounded up to the next \$1,000. PSBA Travel-Accident Life Insurance Program (24-hour option) Administrator Option (\$100,000 Travel Accident).
 - d. All Administrators may attend their state conference on an annual basis. One-half of the Administrators may attend their national conference on an annual basis if the conference is held within a geographical location approved by the superintendent. (See School Board Policy #331, Job Related Expenses.)
 - e. Disability insurance in accordance with the current long-term disability insurance policy.
 - f. An annual medical examination (paid to a maximum of \$125 and permitting one day of sick leave for day of medical examination). (See School Board Policy #314, Physical Examination.)
 - g. Twenty (20) vacation days a year for full-time Administrators with a maximum of five (5) carry over days to be used in the following school year. (See School Board Policy #337, Vacation.) Any

vacation days allotted but unused from the prior school year must be used by August 11 of the new school year.

- h. Up to twelve (12) sick leave days per year. (See School Board Policy #337, Sick Leave.)
- i. Four (4) personal days for full-time Administrators. (See School Board Policy #336, Personal and Emergency Leaves.)
- j. Administrators will receive paid holidays in accordance with the calendar adopted annually by the Board.
- k. Payroll deductions shall be available for 1st Ed Credit Union, and Pennsylvania State Employees' Credit Union. Payroll deductions for tax-sheltered annuities for Board approved companies shall be available with payment being forwarded to the respective banks or firms. Administrative team requests for participation in tax-sheltered annuities with three (3) or more members shall be approved if accepted by the financial institution.
- l. Tuition expense for Administrators will be compensated until the employee has reached a career maximum of \$25,000 for doctorate and/or graduate credits. In the event an administrator who has received such reimbursement leaves the District within two (2) years of completion of the credits, the Administrator shall reimburse the District for the same. (Other provisions of the in-service education credits shall continue as defined in the Collective Bargaining Agreement between the SAEA and the SASD.)
- m. Retirement:
 - i. Unused sick leave - It is agreed that upon retirement with no less than twenty-five (25) years in PSERS, compensation for unused sick leave shall be as follows:
 - 1. Members with 25 or more years of experience in the District shall receive \$75.00 per day for 60% of all accumulated sick days to a maximum of 170 days.
 - 2. Members with at least 15 but less than 25 years' experience in the District shall receive \$55.00 per day for 50% of all accumulated sick days to a maximum of 150 days.
- n. Bereavement leave shall be consistent with the SAEA Collective Bargaining Agreement.
- o. Administrators using their personal vehicle for school business shall be compensated at the IRS mileage reimbursement rate in effect at the time the mileage is incurred.

Exhibit A		
Salary Ranges 2017-2020	Minimum	Maximum
Assistant High School Principal	\$76,131.00	\$88,000.00
Assistant Middle School Principal	\$76,131.00	\$88,000.00
Assistant Supervisor of Special Education (225 day position)	\$66,788.00	\$74,462.00
Associate High School Principal	\$80,990.00	\$95,000.00
Director of Athletics & Transportation	\$66,788.00	\$77,000.00
Director of Curriculum, Instruction, & Assessment	\$80,253.00	\$105,000.00
Director of Facilities & Operations	\$60,118.00	\$77,000.00
Director of Technology	\$76,131.00	\$88,000.00
Elementary Principal	\$80,253.00	\$100,000.00
High School Principal	\$93,962.00	\$110,000.00
Middle School Principal	\$87,058.00	\$105,000.00
Supervisor of Special Education	\$87,058.00	\$100,000.00

SPECIAL NOTES:

- **PROFESSIONAL LIABILITY.** The District shall defend, hold harmless and indemnify an Act 93 Administrator from any and all demands, claims, suits, actions and legal proceedings brought against the Act 93 Administrator in his/her individual capacity or in his/her official capacity as agent and employee of the District, provided the incident arose while the Act 93 Administrator was acting, or reasonably believed he/she was acting, within the scope of his/her employment.
- **SCHOOL CODE PROVISIONS:** The District will follow all Federal, State, Pennsylvania Public School Code and Policy Provisions during implementation of this Act 93 Compensation Plan.

