

AGREEMENT BETWEEN
WEST VALLEY PRINCIPALS' ASSOCIATION
And
WEST VALLEY SCHOOL DISTRICT #208

Article II - Duration

This agreement shall become effective July 1, 2018 and remain in effect until June 30, 2021.

Article III - Terms and Conditions

The work year shall be twelve months from July 1 through June 30 annually.

Position	Work Year
High School/Freshman Campus Principal	230 days
Middle Level Principal	230 days
Elementary Principals/Secondary Assistant Principals	218 days

It is expected that principals and assistant principals will be working during the time students are in school and during those times before and after school necessary for the proper opening and closing of school, as well as participating in appropriate predetermined district designated in-service activities. A work day is defined as a principal contracted day (as determined by the employee's supervisor) and the duration is for the entire calendar day, but normally at least eight hours. For the purpose of district level and continuous in-building presence, the principal's contract will generally be defined as three weeks before the starting day of school through two weeks after the final day of school.

Each administrator is to submit a proposed work calendar for the next school year to the superintendent or his designee for approval on or before one week prior to the end of the employee work year. For the first year of the contract this calendar is due within three weeks after ratification of the contract. Principals who must attend school events on Saturday or Sunday will be able to count those days as work days. Each principal shall have the ability to adjust his or her work calendar as needed with the approval of the principal's immediate supervisor. An updated work calendar shall be submitted to the Superintendent for approval.

A. Optional Day Pool

The district will provide funding for two (2) optional days per member to be used with prior approval of the superintendent. Unused optional days may be shared between members with the approval of the superintendent. Unused optional days shall not be carried over nor be paid to the member. These days would be used when a principal/assistant principal needs to conduct interviews for late resignation or transfer or at the request of the superintendent to attend a conference or provide in-service, or to conduct business after completion of the work year.

Article IV - Economic Provisions

A. Compensation

1. The parties agree to stay within compliance. Compliance will include both salary and benefits. In the event that the District is found to be out of compliance by the salary of employees, adjustments will be made to bring the District back into compliance.

2. To achieve this intent, the parties acknowledge that base salary and regionalization adjustments will be made during the term of the Agreement to reflect state funding.

3. Salaries for 2018-21 shall be paid according to salary schedule (A3-Salaries for 2018-21

Salaries for 2018-21:

<u>Position</u>	<u>Annual</u>	<u>Plus</u>	<u>Work Days</u>	<u>Per Diem</u>
<u>High School/Freshman Campus Principal</u>	<u>\$143,696</u>	<u>\$1,200</u>	<u>230</u>	<u>\$ 629.98</u>
<u>HS Assistant Principal</u>	<u>\$127,858</u>	<u>\$1,200</u>	<u>218</u>	<u>\$ 592.01</u>
<u>Middle Level Principal</u>	<u>\$143,696</u>	<u>\$1,200</u>	<u>230</u>	<u>\$ 629.98</u>
<u>JH/MS Assistant Principal</u>	<u>\$127,858</u>	<u>\$1,200</u>	<u>218</u>	<u>\$ 592.01</u>
<u>Elementary Principal</u>	<u>\$127,858</u>	<u>\$1,200</u>	<u>218</u>	<u>\$ 592.01</u>

Regionalization Factor applied to salary:

2018-2019	6%
2019-2020	6%
2020-2021	5%

Any adjustment to the Regionalization Factor will be applied.

Regionalization paid as a supplemental contract, paid over 12 equal payments.

B. Method of Payment/Part Year Employment

Administrator work contracts are paid in twelve (12) equal installments beginning with checks at the end of July through payment number twelve which will be at the end of June. Administrators hired or ending their employment mid-year will have their base salary and stipend pro-rated using a ratio of actual days worked in relation to the contracted days for that position.

The balance of any payment due an employee will be paid on the regular payroll date following the action.

If a new administrator to his/her position is hired by the district and agreement is reached between the superintendent and new administrator to work additional days, the additional days worked beyond the contracted days will be paid at a per diem rate of the salary based on the contract for the position subject to applicable IRS regulations.

C. Tax Deferred Accounts: 403B, 457 Plan

Tax Deferred Accounts (i.e. 403 "B" Retirement Accounts or 457 Plan) may be purchased at any time during the school year that the employee wishes to begin such a program.

D. Health and Welfare Benefits

The district will pay the HCA retiree carve-out for the term of the contract. The district will purchase a term life insurance policy of twice the annual salary and shall also include accidental death and dismemberment. The district will also provide a long-term disability insurance policy covering 60% of the member's annual salary at the time of the disability. Vendors of these programs shall be determined by mutual agreement of both parties.

E. Mileage

In lieu of actual mileage, for a member's travel within Yakima County, a member using private autos for school district business shall be compensated at the rate of \$125.00 per month for the duration of this contract.

F. Educational Experience, Skills, Meetings, and Conferences

The West Valley School District encourages administrative personnel to gain new experience and skill levels, and recognizes the value of educational meetings and conferences. All administrative personnel are encouraged to participate in state and/or national meetings of these professional organizations. It is the intent of the district to encourage professional development through commitment to this Administrative Skills Development package, which includes:

1. Subscriptions to professional journals, in-service, professional certificate expenses, and professional conference expenses held outside the district subject to the approval of the superintendent or his designee. Included are materials and equipment in furtherance of assignment duties (e.g. PDA's, approved software, etc.).
2. The District will provide up to \$1,500 per administrator, annually to fund section G1. Each member's unused balance may be carried forward to the next year and utilized. A maximum of \$4,500 may be carried forward. Any unused balance shall be forfeited upon termination of employment.
3. The district will provide full payment for the Washington State professional association of the administrator's choice.
4. Building funds may be set aside to pay for attendance (including registration, tuition, food, lodging, and reasonable travel costs) at a national conference once every 3 years to a maximum of \$4,500. The member and the superintendent shall mutually agree upon participation.
5. In addition to the above individual accounts, funds for administrative team staff development may be included in the annual district budget. Administrators will be involved in planning for such administrative team in-service.
6. Expenses will be reimbursed according to district policy.

G. Sick Leave

1. The school district agrees to the following sick leave schedule.
 - a. All administrators shall be provided 12 days per year.
 - b. When donating sick leave, the amount will be donated at the per diem rate.
 - c. For administrators in this unit, the work days will be used as a basis for Determining a per diem rate.
 - d. Administrators are directed to report any days missed because of illness during the contract year.
2. Sick leave sharing is authorized in accordance with RCW 28A.400.380, RCW 41.04.650 through 41.04.655 and WAC 392-126-003 through 392-126-104.
3. The Association may participate in the VEBA III Medical Benefits Plan, subject to an annual election by the members.

H. Other Forms of Leave

All members shall receive annual leave benefits of 3 days per year, which may accumulate to 5. Unused annual days are reimbursed at the per diem principal rate.

I. Employee Dues Deductions

The school district agrees to make payroll deductions to membership organizations of the employee's choice. Such request for payroll deductions can be made at any time.

J. Substitute Building Administrators

Upon request the district may provide administrative substitutes, if assistant principals are not available, for illness, leaves, conferences, special projects, or workshop attendance. Substitute administrator pay shall be \$225 per day. If the sub is employed for 20 continuous days in the same position or accumulates 30 days of administrative subbing in the district, the pay shall then become based on the per diem schedule for that position.

K. Professional Leave

A paid or unpaid long term professional leave may be provided to an administrator(s) for professional growth and development. Applications must be made and approved by the school board.

L. Evaluation

The evaluation process and tool will conform to state laws and Teacher Principal Evaluation Project (TPEP).

The evaluation process will consist as well with an initial goal-setting meeting with the Principal's evaluator. This goal-setting meeting will serve as an opportunity for the Principal to outline goals/plans for the building aligned to District goals.

The goal setting process will include follow-up meetings with the Principal's evaluator which will serve as an opportunity to update the evaluator on progress relative to meeting building goals, as well as to provide an opportunity for the Principal to speak to the evaluator on the composition of the administrative team, and any concerns the Principal may have with members of the administrative team. This opportunity shall be ongoing and will be addressed with the concerning member of the administrative team by the Principal, and if the Principal desires, the Superintendent. Concerns regarding any member of the administrative team shall be made in writing by the Principal, reviewed with the Superintendent, and served to the administrator. The Principal will meet on a regular basis with the administrative team member in order to mutually rectify any concerns regarding the administrator's performance.

It is the goal of the District to provide support for the Principal through inquiring about the performance of members of the administrative team, and to work collaboratively with the Principal, and if so desired also with the administrative team member, in an expeditious manner. If necessary, a formal plan of improvement would be initiated between the Principal, and the administrative team member, with approval of the Superintendent. A member of the administrative team shall not lose their position without an opportunity to meet the expectations identified in the plan of improvement.

N. Reduction-in-Force

In the event it becomes necessary to reduce the number of certificated school administrators because of declining enrollment or other economic reasons, the affected administrator shall be entitled to a teaching position based on qualifications and state service as outlined in RCW 28A.405.230.

Article V - Management

The Board of Directors and the Association jointly recognize that the Board retains the exclusive right to formulate and implement policies and rules governing the educational programs and that principals perform a key role in carrying out the policies and rules of the school district.

Article VI - Duration

This agreement shall be for three (3) years, ending June 30, 2021. During the duration of this agreement, the parties agree to meet on an annual basis each June to discuss contract maintenance and specifically to do an annual compensation study of comparable districts and examine any legislatively mandated changes. However, any modifications to this agreement will not be valid unless mutually agreed and signed by both parties in writing.

Notification of said openers will occur no later than June 30 each year.

Principals' Association:

Ba C.
Richard M.
Eva M. Lust
Paul T.

District:

Wesley
W. DeMeer
Megan
Mark A. Strong