



MID VALLEY SCHOOL DISTRICT

52 Underwood Road
Throop, Pa 18512
(570) 307-1150 www.mvsd.us

MID VALLEY SCHOOL DISTRICT

ADMINISTRATIVE COMPENSATION PLAN

(ACT 93)

JULY 1, 2016 – June 30, 2022

urpose

In accordance with the Public School Code of 1949 as amended, Section 1164, the administrators of the Mid Valley School District ask the Board of Directors for their consideration of the following compensation plan. The plan proposed herein provides a means of maintaining an effective management team to strengthen the administrative and educational programs of the district, and to establish and improve the communications, decision-making, conflict resolution, and other relationships among members of the team.

Philosophy

It is our belief that a fair, consistent and equitable compensation plan provides, both the School District and administrative team, the ability to build and retain effective and efficient management staff to operate the administrative and educational programs of the School District.

Goals

1. Create a fiscally responsible plan that attracts and retains a quality administrative staff over the long term.
2. Provide a plan consistent with similar educational systems.
3. Provide a base salary model.
4. Afford the administrative staff opportunities to develop and grow both professionally and personally toward the continual development of the School District.

I. ACT 93 ADMINISTRATIVE POSITIONS

Athletic Director/Athletic Trainer/Operations Manager
Director of Curriculum & Instruction
Director of Special Education Services
Elementary Assistant Principal
Elementary Principal
Elementary School Psychologist
Information Technology Director
Secondary Assistant Principal
Secondary Principal
Secondary School Psychologist

II. TERM OF AGREEMENT

This plan is effective July 1, 2016 and shall continue in effect until June 30, 2022 for the applicable school years.

III. SALARY

Contract Year	Percentage Increase	Increase Date
Year 1	3.4%	July 1, 2016
Year 2	3.4%	July 1, 2017
Year 3	3.4%	July 1, 2018
Year 4	3.4%	July 1, 2019
Year 5	3.4%	July 1, 2020
Year 6	3.4%	July 1, 2021

IV. FRINGE BENEFITS

1. HEALTH BENEFITS

- a. The District shall provide medical and hospitalization insurance for each administrator and their dependents. Said insurance plan shall be maintained in accordance with the prevailing provisions of the plan as offered to the Mid Valley Education Association.
- b. The District shall provide dental and vision coverage for each administrator and their dependents as offered to the Mid Valley Education Association.
- c. The District shall provide long term disability insurance plan to cover all administrators due to the fact that no sick bank exists for administrators.
- d. The District shall provide life insurance benefits for each administrator two (2) times one's yearly salary rounded to the nearest thousand. Individual administrators may increase their individual life insurance coverage at their own expense through the group contract.

- e. The District and Administration agree to meet and discuss in good faith changes in medical insurance should changes occur in the Mid Valley Education Association insurance prior to the expiration of this agreement.
- f. If any member of this agreement elects not to participate in the District provided medical, dental, and vision coverage, the District will pay them 30% of the district cost of insurance according to the Mid Valley Education Association benefits. This declaration must be made before July 1st of any year. If an administrator loses other coverage at any time during the term of this Agreement, the District will immediately provide such coverage in the form of the coverage that exists at the time.

2. SICK DAYS

- a. Sick days shall be provided to each administrator at a rate of ten (10) sick days per year without loss of pay. Any unused sick days shall be cumulative from year to year with a limitation of three hundred (300) days.
- b. Any new administrators hired during the school year will have their sick days prorated at the rate of .834 days per month for the first fiscal year of their employment. Every year thereafter, they shall receive their full allotment of sick days on July 1st of the new fiscal year. This is not applicable to an administrator moving from one administrative position to another administrative position.
- c. Except for the retirement severance set forth in section VI below, the administrators shall not receive any reimbursement for unused sick days upon termination of employment.

3. PERSONAL LEAVE

- a. Administrators shall be permitted two (2) personal days of leave per year. Any unused personal leave shall be credited to the administrator's available sick leave. Such credited sick leave will be in addition to the ten (10) day sick leave allotment. In addition each administrator will receive one (1) extra personal day for every five years of service as an Administrator.

4. VACATION

- a. Vacation days shall be provided to each two hundred and sixty (260) day administrator at a rate of fifteen (15) vacation days per year starting July 1st of that year. Each one hundred and ninety-five (195) day administrator will receive twelve (12) vacation days per year starting July 1st of that year.
- b. Any new two hundred and sixty (260) day administrators hired during the school year will have their vacation days prorated at the rate of 1.25 days per month for the first fiscal year of their employment. Any new one hundred and ninety-five (195) day administrator hired during the school year will have their

vacation days prorated at the rate of one (1) day per month for the first fiscal year of their employment. Every year thereafter, they shall receive their full allotment of vacation days on July 1st of the new fiscal year. This is not applicable to an administrator moving from one administrative position to another administrative position.

- c. Up to fifteen (15) vacation days may be carried over to the new fiscal year starting July 1st for any two hundred and sixty (260) day administrator never to exceed thirty (30) days total. Up to twelve (12) days may be carried over to the new fiscal year starting July 1st for any one hundred and ninety-five (195) day administrator never to exceed twenty-four (24) days total.
- d. Up to ten (10) unused vacation days for a two hundred and sixty (260) day administrator from the prior school year may be cashed out at their per diem rate. Up to seven (7) unused vacation days for a one hundred and ninety-five (195) day administrator from the prior school year may be cashed out at their per diem rate.
- e. Payment opportunities for unused vacation days is as follows:

Cash Out Dates	260 Day Employee	195 Day Employee
First Payroll in December	5 Days Total	4 Days Total
Last Payroll in June	5 Days Total	4 Days Total

- f. Any administrator willing to cash out their unused vacation days must notify the business office two (2) weeks prior to the cash out dates provided in the table above. Any unused vacation days that exceed the maximum allowed threshold will be forfeited.
- g. Upon termination of service **other than for retirement**, an administrator shall receive their per diem rate for any unused vacation days no later than thirty (30) days after their termination date.

V. REIMBURSEMENT

1. TUITION REIMBURSEMENT

- a. Administrators willing to continue and further their education at a college or a university must first receive approval by the superintendent in order to qualify for tuition reimbursement.
- b. Administrators may take a maximum of twelve (12) credits per fiscal year (July 1 - June 30). Tuition costs will be reimbursed by the school district at the rate of 100% per qualifying credit where the administrator has earned grades of A or B, or their equivalent for each course submitted for payment. (Costs

shall not include books, transportation, or supplies). Any administrator who receives credit reimbursement and resigns from the district will be required to pay back tuition at the following rate:

- Within one (1) year 100% repayment.
 - Within two (2) years 50% repayment.
 - Within three (3) years 25% repayment.
 - Within four (4) years 0% repayment.
- c. Repayment shall be made through a deduction in final payroll check(s) or shall be directly reimbursable by the administrator with a personal check prior to terminating employment with the District.
- d. Upon completion of class or classes, proof of acceptable grade(s) must be furnished to the Superintendent prior to reimbursement.
- e. Once the Superintendent approves reimbursement, the administrator shall be reimbursed within thirty (30) days of the approval.

2. PROFESSIONAL MEMBERSHIP & CONFERENCES

- a. Each member of the administrative team may be eligible for District payment of membership dues in two (2) national organizations that are of the individuals choosing and directly related to their major area of professional responsibility.
- b. Attendance at any national, state, or local conferences/workshops, by any member of the Administrative team, shall require prior superintendent and board approval.

3. EXPENSE REIMBURSEMENT

- a. All reasonable and necessary expenses will be reimbursed upon presentation of proper documentation. Reasonable and necessary business expenses shall include but not be limited to: registration fees, meals, and mileage at the IRS rate/transportation related expenses for attendance at meetings, conferences, and /or workshops.

VI. RETIREMENT INCENTIVE

1. Effective on July 1st, 2016, the District agrees to provide an early retirement incentive program pursuant to the following terms and conditions:
- a. No administrator/management level staff member shall be eligible for early retirement unless the member retires under the provisions of the Public

School Employees Retirement System (PSERS) and has no less than fifteen (15) years of service nor more than thirty-five (35) years of service in the PSERS, ten (10) of which must be with the Mid Valley School District. Disability retirement shall not qualify an employee for retirement incentives. Those employees covered under the Act 93 Plan which have in excess of thirty-five (35) years of service, ten (10) of which were with the Mid Valley School District, must retire prior to the end of the current fiscal year to be eligible to receive Early Retirement Incentive Payment and/or Hospitalization Insurance in accordance with Table A and B.

- b. The administrator/management level staff member must provide the District with at least ninety (90) days' notice of his or her decision to retire, prior to the end of the fiscal year (June 30th), on a form furnished by the business office for said purpose. Before the initial incentive payment is issued, the employee must supply his or her PSERS years of service statement from the previous June 30th.
- c. Every administrator/management level staff member who qualifies will be entitled to Hospitalization Insurance for the individual under the same plan as offered to the active employees. The length of coverage shall be as provided in Table B below. The retired employee shall pay the first one hundred (100) dollars per month (\$1,200.00 per year) or an amount legislated to be reimbursed by PSERS, of the premium, with the district required to pay the remainder of the premium for such insurance coverage.
- d. The administrator/management level staff member shall have the option to purchase dental and vision insurance, and full hospitalization coverage for his or her spouse and/or dependents.
- e. Eligible administrative/management level staff members shall receive an incentive payment equal to a percentage of their final full year's base salary based upon the forfeiture of accumulated sick days in accord with Table A below, payable in equal installments to be spread over three (3) consecutive years beginning the following January. If the administrator/management level staff member dies, the remaining amount will be paid to the administrator/management level staff member's beneficiary.
- f. In the event that there is clear indication that the impact of the Erie decision is no longer applicable to early retirement incentive medical benefits, the benefit described in Table B will be automatically modified to provide the District paid premium for the lesser of a maximum of thirteen (13) years or until the retired employee reaches age 65 or Medicare eligibility.

- TABLE A. Early Retirement Incentive Payment

<i>Sick Day Forfeiture</i>	<i>% Final Base Salary</i>	<i>Sick Day Supplement</i>
100	55%	100.5 – 149.5 days @ \$200 each additional sick day
150	80%	150.5 – 199.5 days @ \$200 each additional sick day
200	105%	200.5 – 249.5 days @ \$200 each additional sick day
250	130%	250.5 – 300 days @ \$200 each additional sick day

- TABLE B. Hospitalization Insurance

In accordance with the provisions of the prevailing Collective Bargaining Agreement between the District and the Mid Valley Education Association.

<i>Years of Service</i>	<i>Health Insurance</i>	<i>Period of Coverage</i>
15 – 30	Individual Plan	13 years
31	Individual Plan	12 years
32	Individual Plan	11 years
33	Individual Plan	10 years
34	Individual Plan	9 years
35	Individual Plan	8 years

- g. An employee who retires under an early retirement plan offered by the District and thereafter returns to employment under the Pennsylvania School Employees' Retirement System shall forfeit any payment not already paid pursuant to this plan.

EXHIBIT A.

Mid Valley School District Administration Positions and Work Year

Administrator	Position	Work Year	Year Begins
Vacant	Secondary School Psychologist	195 Days	July
Debra Demming	Special Education Director	260 Days	July
James Depoti	Information Technology Director	260 Days	July
Michael Piercy	Elementary Principal	260 Days	July
Jeffrey Kovalski	Secondary Vice Principal	260 Days	July
Carlos Lopez	Elementary Principal	260 Days	July
Eduardo Antonetti	Curriculum Director	260 Days	July
Jennifer Moylan	Elementary School Psychologist	195 Days	July
Thomas Nowakowski	Athletic Director/Athletic Trainer/Operations Manager	260 Days	July
Chad Vinansky	Secondary Principal	260 Days	July

In Witness Whereof, the parties have caused the Agreement to be executed this _____ day
of _____, 2016.

MID VALLEY SCHOOL DISTRICT
Board of Education

By: _____
Board President Signature

_____ Date

Superintendent Signature

_____ Date

ACT 93 REPRESENTATIVES:

By: _____
Signature / Job Title

_____ Date

Signature / Job Title

_____ Date