

Renton School District

Renton Principal Association

2018-2021

Updated: 8/20/18

RENTON SCHOOL DISTRICT NO. 403
RENTON PRINCIPALS ASSOCIATION (RPA)
SALARY AND BENEFIT IMPLEMENTATION
July 1, 2018 – June 30, 2021

1. The salary and benefits contained herein cover those Certificated Administrators represented by the RPA:

For 2018-19, base salaries are increased by 3.1 %, the Salary Inflationary Adjustment.

For 2019-20, base salaries are increased by 4% plus the Salary Inflationary Adjustment or 3%, whichever is greater.

For 2020-21, base salaries are increased by the Salary Inflationary Adjustment or 3%, whichever is greater.

2. Placement in range, step and days will be determined by the Superintendent with consideration for present salary level, comparable raises and job responsibilities.
3. Basic salaries will be paid as shown on the attached Salary Schedule A. Administrators who are authorized for qualifying new duties may receive an additional stipend upon pre-approval by the Assistant Superintendent(s) for Business Services and Human Resources, with final approval by the Superintendent.

If the legislature and/or the Office of the Superintendent of Public Instruction take action during the term of this contract which would impact the provisions of this schedule, then, upon review, the provisions may be modified by the Board of Directors.

4. Salaries are based on a 260-standard work year, to include twenty-seven (27) vacation days and fourteen (14) holidays. Administrators may accrue vacation up to a limit of three hundred twenty (320) hours (40 days). No Administrator or his/her estate shall receive reimbursement at the time of termination or death for more than two hundred forty (240) hours of accrued vacation, calculated at the per diem rate of two hundred twenty (220) days to determine one (1) day's monetary compensation.

In recognition of the number of Administrators who have been unable to use their vacation accruals due to work demands, up to seven (7) days of unused vacation shall be paid annually upon request in March at the per diem rate based on the year to-date accrual. Administrators must maintain a minimum balance of eighty (80) hours at the time of cash out in order to be eligible.

Effective July 1, 2019, Administrators who have been unable to use their vacation

accruals due to work demands, up to eleven (11) days of unused vacation shall be paid annually upon request in April at the per diem rate based on the year-to-date accrual. Administrators must maintain a minimum balance of eighty (80) hours at the time of cash out in order to be eligible.

However, no more than a maximum of 30 days (240 hours) of unused vacation days may be cashed out in any year upon retirement, death or termination at per diem on a first in, first out, basis. The District may make financial adjustment to avoid penalty, legal restraint or excess compensation billing from the Washington State Retirement System.

5. (a) It is a shared philosophy that building administrators commit many hours beyond the work day and week to be effective instructional leaders. It is the administrators' priority to be present in the buildings during school work days. In prior agreements, Renton Principals had "on-call" days; in consideration and exchange for eliminating the "on-call" days, building administrators do not record vacation time for any absences on non-school days when they are able to work remotely between September 1 through June 30 of each year. In circumstances where administrators find a compelling need to be absent during a school work day, they are eligible for up to three (3) days of vacation each year that may be taken during student days, contingent upon available administrative coverage. Such vacation time shall be recorded for student days. Requests to use this time should be made to his/her supervisor at least two (2) weeks prior to the event to arrange building coverage. To build future leadership skills, good faith efforts shall be considered in collaboration with the RPA leadership to provide internal coverage for the absence. Requests for special circumstances will be reviewed and the decision made by the Chief of Schools and Human Resources.

(b) In order to be eligible for the terms of section 5(a) above, administrators must work the entire school year, and not be on a formal leave of absence. In addition, administrators must maintain a minimum balance of eighty (80) sick leave hours.
6. Assistant Principals shall arrange for any absences through their principal, consistent with Section 5(a) and 5(b) above.
7. Sick leave shall be reported for any absence of one full day or more.
8. Building administrators participating in advanced degree programs are eligible for up to five (5) District paid days per year for that work. Time required beyond five (5) days shall be charged to vacation time. Requests for this leave shall be made at least two (2) weeks in advance, and approved by the supervisor.

The Association and the District are firmly committed to keeping administrative coverage costs to a minimum and agree to pre-arrange internal coverage arrangements for mutual benefit.

To arrange for administrative coverage, the requesting building administrator shall:

- a. Contact all building administrators for voluntary coverage (ex: Assistant Principals, Principals);
 - b. Pre-arrange with Assistant Superintendent for Human Resources for substitute administrative coverage.
9. Benefits. Effective September 1, 2018, the District provides the monthly state allocation for health and welfare benefits in addition to the District paid HCA charges.

Principals may enroll in additional, optional, self-pay life insurance.

The District recognizes that the monthly provision may not be fully utilized due to some Administrators selecting less coverage than would be paid by the District. Therefore, the District will identify the unutilized portion and distribute such amount, if any, to Administrators whose coverage exceeds the District contribution (pooling). The District will provide contributions for optional benefit plans, in addition to basic benefits, only if:

Each full-time Administrator included in the District's pooling arrangement is offered basic benefits including coverage for dependents without a payroll deduction for premium charge(s);

Each full-time Administrator included in the pooling arrangement, regardless of the number of dependents receiving basic coverage, receives the same additional District contribution for other coverage or optional benefits; and

For part-time Administrator included in the pooling arrangement, participation in optional benefit plans shall be governed by the same eligibility criteria and/or proration of District contributions used for allocation for basic benefits.

Pursuant to RCW 28A.400.275 (Employee Benefits), the parties agree to abide by State laws relating to school district employee benefits. The parties acknowledge that the above insurance agreement is for a term of one year, renewable for the second year of this Agreement.

The District will make available to Administrators, at their option, an Internal Revenue Service Code Section 125 flexible benefits plan. The plan will be established, administered and communicated to Administrators by the District without cost to the Administrators.

If, during the life of this Agreement, the District comes under the jurisdiction of the Health Care Authority, this shall be void and the rules of the Health Care Authority shall govern such health and welfare benefits as fall within its authority.

10. Sick leave provided and not taken shall accumulate from year to year up to a maximum of 180 days for the purpose of sick leave buy back, and for leave purposes up to a maximum of the number of days in the Administrator's contract. Such accumulated time may be taken at any time during the school year, or up to twelve (12) days per year may be used for the purpose of payments of unused sick leave.

In January of the year following any year in which a minimum of sixty (60) days of leave for illness or injury is accrued, and each January thereafter, any eligible Administrator may exercise an option to receive remuneration for unused leave for illness or injury accumulated in the previous year at a rate equal to one day's monetary compensation of the Administrator for each four (4) full days of accrued leave for illness or injury in excess of sixty (60) days. Leave for illness or injury for which compensation has been received shall be deducted from accrued leave for illness or injury at the rate of four (4) days for every one (1) day's monetary compensation. **PROVIDED**, that no Administrator may receive compensation under this section for any portion of leave for illness or injury accumulated at a rate in excess of one (1) day per month.

At the time of separation from school district employment, an eligible Administrator will receive non-monetary remuneration at a rate equal to one (1) day's current monetary compensation of the Administrator for each four (4) full days accrued leave for illness or injury up to a maximum of 180 days in the form of post-retirement medical benefits as provided by VEBA III or another qualifying program offered by the District. At the time of separation from school district employment due to death, an eligible Administrator's estate may receive remuneration at a rate equal to one (1) day's current monetary compensation of the Administrator for each four (4) full day's accrued leave for illness or injury up to a maximum of 180 days.

For purposes of this paragraph, the Administrator's annual salary shall be divided by two hundred twenty (220) to determine one day's monetary compensation.

Should the legislature revoke any benefits granted under this section, no affected Administrator shall be entitled thereafter to receive such benefits as a matter of contractual right.

11. The District will reimburse approved mileage at the current Internal Revenue Service rate for out-of-district travel.

12. Staff Development

- 12.1 Each full-time Administrator may receive staff development funds up to a maximum of \$1,333 per year, accruable to a three-year maximum. Said funds shall be used for professional memberships, tuition reimbursement, conferences/workshop attendance and related travel expenses or other

professional development activities as approved by the Superintendent. Said funds shall be available on a pro-rata basis for less than full-time Administrators. In addition, the District shall pay for each Administrator to be a member of AWSP.

- 12.2 Administrators who do not fully utilize their individually designated funds may request to transfer that unused portion in any year to another Administrator for professional development uses. Such requests shall be made to the Administrator's evaluator. The evaluator, in conjunction with the Assistant Superintendent for Human Resources, shall decide whether the transfer request shall be granted, taking into account the requesting Administrator's professional development needs, the needs of the receiving Administrator, and the mutual interests of the Association and District in promoting quality leadership.
- 12.3. The District and the Association firmly believe that continuing and extended professional development promotes the individual growth of the Administrators and promotes high standards in quality leadership that the District and the Association hold as mutual interests. To that end, the District shall make a \$10,330 grant available annually for use by Administrators for particularized professional development needs that exceed the individually provided allocation. Examples include: tuition reimbursement for advanced degree in educational administration; opportunities to present at professional organizations; particularized professional development needs that meet the educational interests of the District and the Administrator, etc.

The parties intend that the grant shall be distributed to Administrators who apply and provide supporting rational for the request for this additional professional development support. The Association President and the Assistant Superintendent for Human Resources shall meet at mutually established times to review and approve the grant requests. The parties shall use criteria for distribution based upon meeting the mutual interests of the District and Association expressed herein. A quarterly report shall be prepared and made available to the Association listing expenditures and amounts remaining in said pool.

- 12.4 All requests for reimbursement for staff development activities, including receipts and appropriate documentation, if any, shall be submitted to the Business Services Office no later than September 15 for activities from the prior school year.
13. The District or its insurer will reimburse Administrators for any certified loss of, or damage to, personal vehicles used in the course of duty when such loss or damage is willfully and maliciously inflicted by persons on or off school premises while the Administrator is on duty, subject to the following conditions:

- 13.1 The Administrator must file with the Business Manager a notice of loss within ten (10) days and a claim for reimbursement within forty-five (45) days after the loss or damage.
 - 13.2 The Administrator must file a District security report and a report with the appropriate police department not later than the business day following the incident.
 - 13.3 The Administrator must present verification from his/her supervisor that the Administrator was on duty on the date and time of the incident.
14. Technology Stipend Support.
- The Technology Stipend Support of 24 hours continues in for the duration of this agreement for technology acquisition and implementation.
15. Any provisions of this agreement may be reopened during its term for change(s), deletion(s) or amendment(s) only by the mutual consent of both parties.

Signed this 27th day of June, 2018.

RENTON SCHOOL DISTRICT

RENTON PRINCIPAL ASSOCIATION-

/s/ Dr. Damien Pattenau

/s/ Dr. Elaine Love

RPA President

RPA Vice-President

**APPENDIX A
 RENTON SCHOOL DISTRICT NO. 403
 RENTON PRINCIPALS ASSOCIATION (RPA) SALARY SCHEDULE
 July 1, 2017 – June 30, 2018**

HIGH SCHOOL PRINCIPAL Curriculum and Instruction	\$153,945.96 \$151,875.00 base salary \$2,070.96 Tech Hours (24) \$86.29 Opt Day Hourly
HIGH SCHOOL ASSISTANT PRINCIPAL	\$135,424.84 \$133,603.00 base salary \$1,821.84 Tech Hours (24) \$75.91 Opt Day Hourly
TALLEY SR. HIGH SCHOOL PRINCIPAL (ALTERNATIVE)	\$144,612.44 \$142,667.00 base salary \$1945.44 Tech Hours (24) \$81.06 Opt Day Hourly
MIDDLE SCHOOL PRINCIPAL	\$144,612.44 \$142,667.00 base salary \$1945.44 Tech Hours (24) \$81.06 Opt Day Hourly
MIDDLE SCHOOL ASSISTANT PRINCIPAL	\$129,861.96 \$128,115 base salary \$11,746.96 Tech Hours (24) \$72.79 Opt Day Hourly
TALLEY SR. HIGH SCHOOL ASST. PRINCIPAL (ALTERNATIVE)	\$129,861.96 \$128,115 base salary \$11,746.96 Tech Hours (24) \$72.79 Opt Day Hourly
ELEMENTARY SCHOOL PRINCIPAL	\$138,345.20 \$136,484.00 base salary \$1,861.20 Tech Hours (24) \$77.55 Opt Day Hourly
ELEMENTARY SCHOOL ASSISTANT PRINCIPAL	\$117,690.28 \$116,107.00 base salary \$1,583.28 Tech Hours (24) \$65.97 Opt Day Hourly

NOTE:

1. For 2018-2019: 17-18 base + 3.1% salary increase
2. Technology Implementation Stipend paid at optional day hourly rate, up to 24 hours
3. Doctoral Degree stipend paid at \$3,000