

KENNEWICK SCHOOL DISTRICT NO. 17
EXECUTIVE DIRECTOR, ASSISTANT/ASSOCIATE/DEPUTY SUPERINTENDENT
SALARY SCHEDULE 2022-23 thru 2024-25 (260 Days)

1. **CONTRACT DAYS:** Contracts shall be for 12 months minus holidays (13) and vacation (25) for the period July 1 to June 30. If a contract year has more than 260 days, the additional days will not be worked. The specific schedule is to be mutually agreed upon by the employee and the supervisor.
2. **HOLIDAYS:** New Years' Eve, New Years' Day, Martin Luther King Day, Presidents' Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans' Day, Thanksgiving, and day following, Christmas Eve and Christmas Day.
3. **PERSONAL DAYS:** Cabinet members receive three personal days per year. Unused personal days may be converted into an additional eight (8) hours of per diem time for each day not used.
4. **VACATION:** Twenty-five (25) (front-loaded) days of vacation shall be allowed on July 1 of each year. Any Administrator working less than one (1) year shall receive vacation pay prorated on the twenty-five (25) days.
 1. Five (5) days may be cashed out at the per diem rate prior to June 30 of the contract year.
 2. Five (5) days may be used for vacation or accrued annually to a total of thirty (30) days and may be compensated at the per diem rate in the event of leaving the District due to retirement.
5. **DAILY PER DIEM RATE:** The daily per diem rate for all pay purposes and cash out provisions shall be the current annual salary schedule amount plus the previous year's performance pay amount divided by 225 days.
6. **SCHEDULE PLACEMENT, INCREMENTS:** Initial salary placement for prior experience will be determined by the Superintendent.
7. **ADDED TRAINING:** A stipend of \$1,500 will be allowed for a doctorate.
8. **BENEFITS:** The District will pay health benefits at the same level as provided for other District employees. Benefits will include all benefits established by the School Employees Benefits Board (SEBB).
9. **SICK LEAVE:** Twelve (12) days of annual sick leave will be granted which shall accumulate without limits. Sick leave cash out will be in accordance with State law at the daily per diem rate.
10. **VEBA:** Individuals in this agreement may opt to have their annual and retirement cash out of sick leave and/or vacation deposited to the VEBA program for future medical benefits based on an annual VEBA vote. A flat monthly amount may also be contributed to VEBA per an annual vote by Cabinet.\
11. **SUPPLEMENTAL DUTY A:** Supplemental duty contracts in the amount of \$300 per month for school visits and attending school and community events and district-related meetings.
12. **SUPPLEMENTAL DUTY B:** Supplemental duty contracts in the amount of \$4,500 annually for the direct supervision of the district Instructional Leadership program and additional operational duties.
13. **SUPPLEMENTAL DUTY C:** Supplement duty contracts in recognition of additional duties associated with the accomplishment of annual strategic objectives, as mutually agreed upon by the team and the Board of Directors. Monthly contract amounts will be established by the determination of equal shares of a pool of 13.8% of total salaries of the Superintendent (Superintendent base salary is per section I of Superintendent contract), Associate Superintendent, Assistant Superintendents, and Executive Directors. Total salary is defined as a combination of the annual base salary, longevity pay, and supplemental duty B pay. Supplemental Duty pay A is excluded from the calculation in this section.
14. **PROFESSIONAL MEMBERSHIP:** The District will pay the personal membership to state or national professional and/or curriculum associations.
15. **MEMBERSHIP DUES:** The District will pay the membership dues and fees to one (1) local community service organization(s) as approved by the Superintendent.

16. **STRIKE:** In case of a teachers' strike, all Administrators will work on a per diem basis for each day worked beyond the regular contract year.
17. **REDUCTION IN FORCE:** In the event it is necessary to reduce the number of certificated school administrators, because of declining enrollment or other economic reasons, the effected personnel shall be entitled to a teaching position, if properly certified, based on qualifications and state service seniority as outlined in RCW 28A.405.230.
18. **LONGEVITY INCENTIVE:**
Members of Cabinet meeting the criteria set forth below will be issued an annual supplemental incentive contract to compensate for additional time they spend mentoring new employees and as an incentive toward continued employment in the KSD. Fifty percent (50%) of this incentive will be paid in January and the remaining 50% will be paid in June.
1. Employees with a minimum of sixteen (16) years of certificated K-12 experience and at least 10 years of service in the KSD or a combination of 5 years of experience in an equivalent administrative position in the KSD and other district will receive supplemental service pay of 1% of their base salary.
 2. Employees with a minimum of seventeen (17) years of certificated K-12 experience and at least 10 years of service in the KSD or a combination of 5 years of experience in an equivalent administrative position in the KSD and other district will receive supplemental service pay of 1.5% of their base salary.
 3. Employees with a minimum of twenty-one (21) years of certificated K-12 experience and at least 10 years of service in the KSD or a combination of 5 years of experience in an equivalent administrative position in the KSD and other district will receive supplemental service pay of 3.0% of their base salary.
 4. Employees with a minimum of twenty-five (25) years of certificated K-12 experience and at least 10 years of service in the KSD or a combination of 5 years of experience in an equivalent administrative position in the KSD and other district will receive supplemental service pay of 5% of their base salary.
 5. For Cabinet positions that don't require teaching or administrative credentials, a minimum of sixteen, seventeen, twenty-one, or twenty-five (16/17/21/25) years of experience in a comparable professional area with similar levels of management experience (Business, Information Technology, Communications, etc.) qualifies them for the Longevity Incentive as identified in numbers 1-4 above.
20. All Kennewick School District policies and practices pertaining to certificated employees and not specified above shall apply to persons on the Cabinet salary schedule on the first page of this document.
21. The salary scale will be increased by the IPD from the state for years 2022-23 thru 2024-25.

EXPERIENCE →	1	2	3	4	5	6	7	8
ASSOCIATE / DEPT SUP'T	\$149,031	\$152,040	\$155,112	\$158,246	\$161,443	\$164,706	\$168,035	\$171,434
ASSISTANT SUP'T	\$140,447	\$143,313	\$146,236	\$149,221	\$152,265	\$155,373	\$158,545	\$161,782
EXEC. DIRECTOR	\$140,447	\$143,313	\$146,236	\$149,221	\$152,265	\$155,373	\$158,545	\$161,782

Approved by the Board: 9-13-2023

School Board President Signature



Revised 9/23