

**Agreement Between  
the  
Superintendent  
of the  
Williamsville Central School District  
and the  
Williamsville Administrators' Association**

**July 1, 2022 – June 30, 2026**

This agreement is made and entered into between the Superintendent of the Williamsville Central School district (hereinafter called “District”) and the Williamsville Administrators’ Association (hereinafter called “Association”).

**Article 1    General Provisions**

**1.1.    Recognition and Terms**

1.1.1. The District recognizes the Association as the exclusive collective negotiations representative of employees in the following negotiation unit:

All assistant building principals, building principals, and all other building-level administrative positions requiring more than fifty percent (50%) of their time in the position for administrative responsibilities and requiring administrative certification. All other employees of the District are excluded from this unit.

Such recognition shall continue for the maximum period permitted by law.

1.1.2. This is a four (4) year Agreement, beginning July 1, 2022, and ending June 30, 2026.

1.1.3. No provision of this Agreement may be deleted, waived, or changed, and no provision may be added to this agreement by implication or by any other means except by a written and dated amendment to this Agreement, signed by each party.

1.1.4. Except as provided in paragraph 1.1.5. of this Agreement, the District and the Association each waive any and all rights to insist on collective negotiations of any matter whether or not covered by this Agreement.

1.1.5. If either party desires to negotiate a successor to this Agreement, it shall serve written notice thereof on the other party not later than December 10<sup>th</sup> of the final year of this Agreement. The first negotiating meeting shall be held at a mutually agreeable date, time, and place, not later than January 31<sup>st</sup> of the final year of this Agreement.

1.1.6. The Association, pursuant to the NEW YORK STATE PUBLIC EMPLOYEES FAIR EMPLOYMENT ACT, reaffirms that said organization “does not assert to the right to strike or to impose an obligation to conduct, assist, or participate in such a strike.”

1.1.7. IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFORE SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

1.1.8. All management rights not expressly bargained away by the District are retained by it and may be exercised as long as such actions are not violative of law or of the terms and conditions of this Agreement.

**1.2. Definitions and Legal Effect**

1.2.1. Except when this Agreement says otherwise, the following definitions apply in interpreting this Agreement:

- a. “Board,” means the District’s Board of Education.
- b. “Superintendent,” means the Superintendent of Schools of the District appointed by the Board or any other person designated by the Board as Chief School Officer or on an acting basis.
- c. “Administrator,” means a person who is appointed to a position in the negotiating unit set forth in paragraph 1.1.1. of this Agreement.
- d. “Party,” means the District *or* the Association.
- e. “Parties,” means the District *and* the Association.
- f. “Agreement,” means this Agreement, all appendices to this Agreement, and all amendments to this Agreement.

1.2.2. Except when this Agreement says otherwise, the following rules apply in interpreting this Agreement:

- a. A word used in the singular number applies also to the plural.
- b. A word used in one gender applies also to other genders.
- c. This Agreement speaks as of the time it is being applied.
- d. Language in this Agreement is construed as strictly against one party as against any other. It is immaterial which party suggested it.
- e. Each lettered appendix referred to in this Agreement (for example, “Appendix A”) and each amendment to this Agreement are a part of this Agreement and are incorporated in this Agreement by reference.

1.2.3. If this Agreement requires a party to do anything that is prohibited by law, the obligation is invalid, but all other obligations imposed by this Agreement remain valid.

1.2.4. This Agreement is complete and contains all the provisions agreed to by the parties in negotiations during which each party had a fair opportunity to raise every matter which is a proper subject of collective negotiations.

1.2.5. All policies of the District which are inconsistent with the provisions of this Agreement, including its rules and regulations, shall be amended to the extent necessary to give effect to the provisions of this Agreement.

**1.3 Dues Deductions**

- 1.3.1 The District shall deduct Association dues and dues of organizations with which the Association is affiliated in a single deduction from the salary checks of an Administrator if, and only so long as, the District has on file a written authorization therefore signed by the Administrator.
- 1.3.2 Not later than November 15<sup>th</sup> of each school year, the Association shall certify to the District in writing the total amount of annual dues per Administrator to be deducted and the amount to be deducted from each salary check. Deductions shall begin with the first full pay period following receipt of the Association's certification. Not later than the end of the following week, the District shall remit to the Association all dues deducted during the previous payroll period.
- 1.3.3 The Association shall hold the District harmless against any claims, demands, suits, and liabilities of any kind arising out of the operation of this Section 1.3.

**Article 2 Grievances**

**2.1 General Provisions**

- 2.1.1. A "grievance" is a claim that a provision of this Agreement has been violated. A "grievant" is an Administrator or Administrators who have submitted a grievance.
- 2.1.2. In computing time limits provided in this Article 2, Saturdays, Sundays, and legal holidays shall be excluded.
- 2.1.3. The time limits set forth in this Article 2 must be strictly adhered to by the parties and the employees. However, the parties may, by mutual consent, extend any such time limit provided that any such extension must be evidenced by a written memorandum signed by both parties. Consent to an extension shall not be withheld unreasonably by either party.
- 2.1.4. Before submitting a formal grievance as permitted by paragraph 2.2.1. of this Agreement, an Administrator must discuss the matter with the appropriate Assistant Superintendent and give them an opportunity to resolve the matter. Such discussion shall take place not later than the fifth consecutive day after the day on which the Administrator knew or should have known of the occurrence out of which the grievance arises. Such discussions shall be informal, but the Administrator shall clearly state to the Assistant Superintendent that they believe they may have a grievance.

## 2.2 Steps

- 2.2.1. Step One: Not earlier than the tenth consecutive day following the discussion required by paragraph 2.1.4. of this Agreement, but not later than the fifteenth consecutive day after such discussion, an Administrator who believes themselves aggrieved shall present their grievance to the Assistant Superintendent on the form provided in Appendix B. The Assistant Superintendent shall answer the grievance in writing not later than the fifth consecutive day after they received the grievance form.
- 2.2.2. Step Two: If the Administrator is not satisfied with the Assistant Superintendent's answer, they may appeal it to the fifth consecutive day after the answer by written appeal which shall be accompanied by a copy of the grievance form and the Assistant Superintendent's answer. Not later than the twentieth (20<sup>th</sup>) consecutive day after they received the appeal, the Superintendent shall meet with the aggrieved Administrator, the Assistant Superintendent, and such other person(s) as either of them or the Superintendent feel may contribute to an understanding of the matter grieved. Not later than the tenth consecutive day following the conclusion of such meeting, the Superintendent shall render a written decision on the grievance, a copy of which shall be given to the Administrator and to the Assistant Superintendent.
- 2.2.3. Step Three: If the Administrator and the Association are not satisfied with the decision of the Superintendent, then the Association may appeal such decision not later than the fifth consecutive day after receipt of such decision by letter to the American Arbitration Association with a copy of the letter to the Superintendent of Schools. The letter must specifically identify the grievance being submitted and shall request the AAA to send to the Association and to the Assistant Superintendent for Human Resources a list of fifteen names of arbitrators. Within ten working days of the day on which it receives its copy of the list, each party will return its copy to the AAA with all names which are unacceptable to it crossed off and the remaining names numbered in order of the parties' preference. If the AAA determines that no mutually acceptable arbitrator has been selected by the parties, the AAA shall send to each party a second list of fifteen names, and the foregoing procedure will be followed with respect to the list. If the AAA determines that no mutually acceptable arbitrator has been selected by the parties from the second list, the AAA will name the arbitrator.

The arbitrator's decision shall be binding on the parties. The arbitrator shall have no power or authority to add to, subtract from, or modify this Agreement or to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement.

- 2.2.4. The District and the Association shall share equally the arbitrator's fees and expenses and the fees of the AAA. If either party desires a verbatim transcript of the arbitration proceedings, a copy of the transcript will be made for the arbitrator and the parties. The cost of the transcript will be shared equally by the parties.

### **Article 3 Terms of Employment**

#### **3.1. Terms and Conditions**

- 3.1.1. Performance: The Superintendent has the right to withhold all or a portion of an increase in salary for the subsequent year provided the Administrator has received an unsatisfactory appraisal for the current year by use of the relevant evaluation tool.
- 3.1.2. Abolishment of Position: It is the objective of the District any time an administrative position is abolished, to notify the incumbent in a timely fashion. Normally, no position should be eliminated until the close of a fiscal year. However, the District reserves the right to abolish any position with a minimum of ninety (90) days written notice given the incumbent prior to the effective date on which the position is to be abolished.
- 3.1.3. Assistant Principal Assuming Principal's Duties: An Assistant Principal assuming the principalship for a period exceeding ten consecutive work days will be remunerated at the rate of \$800 per month in addition to his regular salary for each month following the initial ten-day work period. Any assignment under this Section will be at the discretion of the Superintendent/Designee.
- 3.1.4. Mentoring Program: A mentor will be provided for an Administrator who is (a) in their first year of service, (b) serving with an Initial SBL and requires mentoring as a certification requirement, or (c) any other Administrator recommended for a mentor by the Superintendent/Designee. District Office administrators will select and designate the mentors for each mentee. Mentors shall either be tenured District administrators or individuals selected via an outside vendor, at the District's discretion. Upon the Association's request, the Association may submit input for the District's consideration regarding mentor pairings prior to selection.

The role of the mentor is meant to be supportive in nature and not evaluative. The contents of all communications between the mentor and mentee shall be kept confidential to the fullest extent practicable and permitted by law. Mentor and mentee activities will be consistent with the District's mentoring policies, procedures, and/or corresponding section(s) of the District's Annual Professional Learning Plan. General guidelines for the roles/duties of mentors and mentees shall include but are not limited to:

- (a) Mentors and mentees shall meet formally at least monthly to discuss and review items including but not limited to elements reflected in the Principal Effectiveness Rubric;
- (b) Mentors and mentees shall communicate and touch base at least weekly;
- (c) Mentors and mentees shall log and/or document all such mentoring roles and duties in the form and manner directed by the District;
- (d) Mentors and mentees shall attend training sessions, professional development, and/or meetings with District Office administrators as required by the District;
- (e) Mentors will generally be available to mentees 24/7 through phone, email, and/or text messaging; and
- (f) The aforementioned roles and duties are illustrative in nature, but are not all encompassing, and may include other elements as required by the District.

Any Administrator who serves as a mentor will receive an annual stipend of \$2000.00, prorated as needed. Mentoring assignments will be for a minimum duration of one (1) year unless otherwise indicated by the District. Mentoring assignments are subject to change and/or discontinuation at the District's discretion.

- 3.1.5. Terms and Conditions of Employment for 10-month Administrators: 10-month Assistant Principals shall generally work consistent with the 12-month Administrator schedule, except for during the summer months. They shall begin work for the year when the teacher work year begins, and end work for the year on June 30<sup>th</sup>. Additionally, in order to continue the work of the building that must be completed in the summer, 10-month Assistant Principals shall work a minimum of ten (10) up to a maximum of eighteen (18) floating summer work days annually paid at 1/240<sup>th</sup>. The minimum or maximum number of summer work days per year may be modified on a case by case basis by mutual agreement and approval from the Superintendent/Designee.

10-month Assistant Principals shall accrue seniority credit for the full 12-month school year, at the same rate as 12-month Administrators. The daily per diem rate shall generally be calculated at 1/240<sup>th</sup> for 10-month Assistant Principals. Unless specifically indicated otherwise, all other terms and conditions of employment for 10-month Administrators shall remain consistent with 12-month Administrators.

3.1.6. Summer Administrative Positions and Postings: When vacancies occur for summer school administrative positions, Assistant Principals will be considered for appointment and receive hiring preference. Unless an exception is approved by the Superintendent/Designee, only the Principal of the school building in which the summer program is housed will be eligible for a summer school administrative appointment, and only one Assistant Principal per school building will be appointed to a summer school administrative position. In the event there are no eligible unit member applicants for a summer school administrative position, the District shall have discretion to determine how to fill the relevant position(s), including with external applicants.

The Salary Schedule for summer school administrative positions shall be as follows:

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
<u>Summer School HS Principal</u>	\$8,750	\$9,000	\$9,250	\$9,500
<u>Summer School ES/MS Principal</u>	\$8,750	\$9,000	\$9,250	\$9,500
<u>Summer School Spec. Ed. Principal</u>	\$8,750	\$9,000	\$9,250	\$9,500
<u>Summer School HS AP</u>	\$7,000	\$7,250	\$7,500	\$7,750
<u>Summer School ES/MS AP</u>	\$7,000	\$7,250	\$7,500	\$7,750

3.2 **Leave Time**

3.2.1 Vacation: A 12-month Administrator will receive twenty-five (25) days of vacation for each 12-month period worked. Service of less than a full year will result in a prorated amount of the twenty-five (25) days. A 10-month Administrator will receive twelve (12) days of vacation for each 10-month period worked. Service of less than a full year will result in a prorated amount of the twelve (12) days.

Vacation may be used during July and August as needed and upon written request to the immediate supervisor. Administrators should take their vacation when students are not scheduled for instruction. Vacation time used during September through June is by specific approval of the Superintendent/Designee.

Unused vacation may accrue at the rate of five (5) days per year to a maximum of fifty (50) days. Such days shall be included in the total number of days which may be accumulated in Article 4. Use of more than ten accrued vacation days in addition to the annual allotment is by specific approval of the Superintendent/Designee. Should an Administrator resign from the District for reasons other than retirement as defined in 4.1.4., they shall be paid for up to thirty (30) accumulated vacation days.

At the time of retirement from the District and the New York State Retirement System, an Administrator with at least 10 years of District service will have the full allocation of twenty-five (25) vacation days for 12-month Administrators or twelve (12) vacation days for 10-month Administrators effective July 1<sup>st</sup>. This allocation may only be used as per Article 4.

Unit members may “cash in” accumulated vacation days annually at the rate of 1/240 of the current year’s annual salary. “Cash in” days will be allocated as follows:

2022-23:	up to 5 days
2023-24:	up to 5 days
2024-25:	up to 6 days
2025-26:	up to 6 days

3.2.2. Non-Student Attendance Days: During breaks and recesses within the regular school year (the Winter, Mid-Winter [February], Spring, and Fall Recesses), Administrators will be expected to report to work, but may exercise a flexible schedule for a portion of the workday with approval from the Superintendent/Designee. While working a flexible schedule under this Section, Administrators shall remain on-call and/or working remotely during the portion of the day they are possibly not in the school building, and ensure that all work duties are fulfilled.

3.2.3. Emergency School Closing: Administrators are expected to work when school is closed for emergency reasons. For circumstances when there is a travel ban (anywhere between an Administrator’s home and the District) or the Superintendent of Schools determines that all offices are closed, Administrators will not be expected to report to work and will not be charged for the absence.

3.2.4. Holidays: Administrators shall be allowed leave without loss of pay for all school holidays listed below:

- |                         |                         |
|-------------------------|-------------------------|
| -Independence Day       | -New Year’s Eve         |
| -Labor Day              | -New Year’s Day         |
| -Columbus Day           | -Martin Luther King Day |
| -Veterans’ Day          | -Presidents’ Day        |
| -Thanksgiving Day       | -Good Friday            |
| -Day after Thanksgiving | -Monday after Easter    |
| -Christmas Eve Day      | -Memorial Day           |
| -Christmas Day          | -Juneteenth             |

- 3.2.5. Sick Leave: Sick leave without the loss of pay will be allowed if the Administrator has accredited but unused sick leave days. Sixteen (16) sick leave days per year will be credited to each 12-month Administrator and twelve (12) sick leave days per year will be credited to each 10-month Administrator up to a maximum of two hundred thirty (230) days. An Administrator newly hired by the District shall be credited upon hire with a minimum of sixteen (16) sick leave days, up to a maximum of forty (40) sick leave days. Additional sick leave days may be granted at the discretion of the Superintendent/ Designee. Each year thereafter, effective July 1<sup>st</sup>, each Administrator will be credited with their annual sick leave days allotment accumulative to the maximum.
- 3.2.6. Family Days: Four days leave without loss of pay in any work year shall be granted for sickness in the Administrator's immediate family, religious holidays, or appearance in court (other than in the line of duty for the District or on Jury Duty).
- 3.2.7. Bereavement Days: Up to five (5) days of paid leave may be utilized per occurrence of death in an Administrator's immediate family, which includes: spouse, parent, son, daughter, brother, sister, mother-in-law, father-in-law, grandparent, grandchild, or other relative living in the household. Up to three (3) days of paid leave may be utilized per occurrence of death for the following individuals: brother-in-law, sister-in-law, aunt, or uncle.
- 3.2.8. Jury Duty: If an Administrator is called for Jury Duty, they shall notify the immediate supervisor and the Assistant Superintendent for Human Resources not later than the first workday after they receive the call. Leave without loss of pay for Jury Duty shall be granted. The Administrator shall surrender to the District all fees, excluding transportation expenses, received for such Jury Duty.
- 3.2.9. Conferences: Upon approval by the Superintendent/Designee, all 12-month Administrators may be granted leave without loss of pay to attend national or international (Canada) professional meetings, conferences, and workshops on a triennial basis, and shall be reimbursed for all reasonable expenses in connection therewith in accordance with the current District policy. Unit members agree to present what they have learned at one of the Administrative Council meetings.

- 3.2.10. Personal Days: An Administrator may have leave without loss of pay for personal business not to exceed three workdays in any work year. Such leave shall be taken only upon three days written notice to the Assistant Superintendent for Curriculum and Instruction unless such notice is waived in writing. Personal business days may be used for the purpose of conducting pressing personal business which cannot be scheduled outside the normal workday.
- 3.2.11. Excused Leave: An excused, planned leave for purposes not covered by any other leave may be granted upon prior written request to the Superintendent/Designee, who shall notify the Administrator as soon as practicable as to whether such leave is to be granted or denied and whether it shall be with or without loss of pay.
- 3.2.12. Child Care: An Administrator shall be entitled to a child care leave for an infant for as long as approximately one year. Such leaves will be without pay or the accrual of benefits. The leave may commence at any time with an application submitted ninety (90) days prior to the effective date of the leave. The District may waive any portion of the ninety (90) day notice at its discretion. A binding written statement indicating whether the Administrator will return to employment effective July 1<sup>st</sup> must be received from the Administrator by April 1<sup>st</sup>. At the conclusion of the leave, the Administrator will be returned to a position within his tenure area.
- 3.2.13. Professional Development: Upon approval of the Superintendent/Designee, unit members will be granted release time for extended professional development opportunities for the purpose of training and preparing for positions at the assistant superintendent and/or superintendent levels.
- 3.2.14. Doctoral Award: Administrators with an earned doctorate in their certification area from an accredited institution of higher learning shall receive an additional award of \$3,000.00 in each year of this contract. Such award shall not be included in the Administrator's base salary, but shall be included in the Administrator's final average salary.

**3.3. Health Benefits**

- 3.3.1. Health Benefits Coverage: The District makes available for eligible members Independent Health Encompass "C" or a comparable plan chosen by the District. Member contribution rates during the Agreement shall be:

Effective July 1, 2022:	18.5%
Effective July 1, 2023:	18.5%
Effective July 1, 2024:	19.0%
Effective July 1, 2025:	19.0%

3.3.1.1. Non-Duplication of Benefits: If spouses are employees of the District, only one may enroll in a health benefit plan providing dependent coverage. Each may select a plan providing individual coverage if it is allowed by the carrier. The District will pay one thousand dollars (\$1,000) to each Administrator eligible for family coverage who does not enroll in any health benefits program.

3.3.2. Dental Plan: The District will make available for eligible members a comparable dental plan to that which is currently provided to the WTA.

3.3.3. Section 105.h Account: Each 12-month Administrator's account shall be credited as follows:

July 1, 2022:	\$1,500.00
July 1, 2023:	\$1,550.00
July 1, 2024:	\$1,600.00
July 1, 2025:	\$1,650.00

Each 10-month Administrator's 105.h account shall be credited as follows:

July 1, 2022:	\$1,250.00
July 1, 2023:	\$1,300.00
July 1, 2024:	\$1,325.00
July 1, 2025:	\$1,375.00

Member payment of eligible medical expenses shall be via a District provided debit card. Balances in the fund may be carried forward in accordance with Federal Law. To be eligible for this benefit you must have health insurance through the District, or sign a waiver of group coverage proving you have other health insurance coverage. The balance in excess of fifty dollars (\$50.00) remaining at retirement (see Section 4 for retirement eligibility) shall ensure to the benefit of the member.

## **Article 4 Health Insurance into Retirement**

### **4.1. Health Insurance Fund at Time of Retirement**

4.1.1. The District shall establish a Health Insurance Benefit account for unit members who retire from the Williamsville Central School District. (See exception in 4.1.2.)

To be eligible for the District's Health Insurance Benefit, the unit member must be eligible to retire under the rules and regulations of the New York State Teachers' Retirement System and have a minimum of ten (10) years of service to the District. A six-month notice of retirement is required to obtain this benefit. Any hardship caused to the member by the strict application of this provision (4.1.1.) may be waived by the Superintendent at their discretion.

The sum of money placed in the account shall be determined in the following manner:

- (a) accumulated sick leave at \$150 per day to a maximum of 230 days.
- (b) accumulated vacation time at the daily per diem rate (1/240) of salary earned in the year of retirement up to a maximum of seventy-five (75) days.

The District shall notify the retiree of total dollars in the account at the time of retirement and each year thereafter.

The retiree shall have a yearly option of membership in the Health Insurance Plan consistent with the policies, rules, and regulations that govern such membership.

Should the retiree die, the remaining dollars in the account shall fund health benefits for their spouse until the depletion of the account or the death of the spouse.

If changes in Federal or State regulations during the life of this Agreement affect the depletion of health insurance accounts for retirees, the use of funds from their accounts may be reopened for negotiations.

- 4.1.2. If an Administrator will be covered for life by other health insurance after retirement, they must take a cash option in lieu of health insurance. The cash option amount shall be equal to seventy-five percent (75%) of the total dollars specified in 4.1.1. This cash alternative shall *not* be required for or available to any other Administrator. This cash option must be deposited in a 403b or a 457 plan. Section 4.1.3. *shall not apply* to Administrators who must take this cash option.
- 4.1.3. The benefit contained in 4.1.1. will be contributed to the Administrator's Post-Employment Health Plan ("the Plan"). Contributions for each Administrator will be made to the Plan incrementally as follows:

- (a) Effective July 1<sup>st</sup> after the Administrator reaches age fifty (50), the value of the accumulated sick days over one hundred (100) and accumulated vacation days in excess of five days will be contributed to the Plan at the rate of up to thirty (30) sick days and fifteen vacation days per year. The total number of sick days contributed shall not exceed one hundred fifty (150), and the total number of vacation days contributed shall not exceed forty-five (45). The sum of money placed into the Plan shall be made pursuant to 4.1.1. (a) and (b).
- (b) During any year the Plan is in effect, the contribution set forth above in 4.1.3. (a) shall occur in a lump sum prior to September 1<sup>st</sup>.
- (c) Upon retirement, the dollar value of the remaining balance of days, to the maximums allowed in 4.1.1. (a) and (b), shall be contributed to the Administrator's Plan during the last month of employment up to \$20,000. The dollar amount in excess of \$20,000 shall be held in an account maintained by the District as per 4.1.1. The Administrator must exhaust the account maintained by the District prior to using the funds in the Plan.
- (d) If, for any reason, an Administrator leaves the District prior to retirement, they must repay all sick leave monies and monies contributed for accumulated vacation beyond thirty (30) days. They shall sign a legally binding document that guarantees such repayment. The District may use payroll deductions for this purpose. Should the Administrator fail to repay the monies owed to the District, the Administrator will pay all attorney fees, court costs, and other related expenses incurred by the District to obtain such repayment.
- (e) This benefit shall not be provided to Administrators who must take the cash option specified in 4.1.2.

4.1.4. The District shall annually contribute \$3,000.00 to each 12-month Administrator's Post-Employment Health Plan account. The District shall annually contribute \$2,500.00 to each 10-month Administrator's Post-Employment Health Plan account.

These amounts shall not be cumulative. These contributions shall be in two equal installments and made on or before December 31<sup>st</sup> and June 30<sup>th</sup>. Service for less than a year shall result in the contribution being prorated.

4.1.5. The District does not have any authority or responsibility in administering the Plan set forth in 4.1.3. and 4.1.4. The District's only obligation to its Administrators with regard to the Plan is to make contributions to the Plan on behalf of its Administrators pursuant to 4.1.3. and 4.1.4.

4.1.6. Eligible retired members residing within the U.S. but outside the coverage area of Independent Health Association may use their post-employment Health Insurance Fund to participate in a plan of their own choosing.

**Article 5 Compensation**

**5.1 Salary Schedules**

Effective July 1 of each year of the negotiated agreement, the following percent increases will be added to each unit member’s salary: **2.90%**. Appendix A contains starting salary minimums for all unit members.

**5.2 Longevity**

Effective July 1, 2022, a longevity stipend will be allocated to employees following the completion of the 4<sup>th</sup>, 9<sup>th</sup>, and 14<sup>th</sup> full year of continuous service to the District within the bargaining unit. Longevity will be allocated as follows:

Beginning on the 5 <sup>th</sup> year of service:	\$2,000
Beginning on the 10 <sup>th</sup> year of service:	\$2,250
Beginning on the 15 <sup>th</sup> year of service:	\$2,500

Longevity payments shall not be included in the base salary upon which any future incremental increases are applied, but same shall otherwise be considered earned income in the year received, including for the purposes of final average salary calculations. Longevity steps are cumulative.

**5.3 Retirement Benefit**

Upon retirement (in accordance with the eligibility provisions of 4.1.1.), the District will make an employer contribution to the unit member’s 403(b) plan:

Effective July 1, 2022:	\$10,000
Effective July 1, 2023:	\$10,000
Effective July 1, 2024:	\$10,000
Effective July 1, 2025:	\$10,000

**Article 6 Evaluation**

**6.1 Evaluation**

An annual evaluation shall take place in accordance with New York State Department of Education Guidance on New York State’s Annual Professional Performance Review for Teachers and Principals to Implement Education Law §3012-d and the Commissioner’s Regulations.

**Signature Page**  
**2022-2026**

We, the undersigned, certify that this collective bargaining agreement as enumerated herein, has been ratified by the membership of the Williamsville Administrators' Association and has been, and will be, funded by the Williamsville Central School District Board of Education.

Williamsville Central School District:

Williamsville Administrators' Association:

\_\_\_\_\_  
Dr. Darren J. Brown-Hall  
Superintendent of Schools

\_\_\_\_\_  
Mr. Charles Smilinich  
Unit President

\_\_\_\_\_  
Dr. John E. McKenna  
Assistant Supt. for Human Resources

\_\_\_\_\_  
Mr. Keith Boardman  
Unit Vice President

\_\_\_\_\_  
Ms. Moira H. Cooper, Esq.  
Labor Relations Specialist

\_\_\_\_\_  
Dr. Jeffrey Jachlewski  
Unit Member

\_\_\_\_\_  
Mr. Andrew Bowen  
Unit Member

\_\_\_\_\_  
Mr. Ryan Harding  
Unit Member

**Appendix A**

**Starting Salary Minimums July 1, 2022 - June 30, 2026**

<u>Level</u>	<u>Minimum</u>
<u>High School Principal</u>	<u>\$111,500</u>
<u>Middle School Principal</u>	<u>\$109,000</u>
<u>Elementary Principal</u>	<u>\$106,500</u>
<u>12-month Assistant Principal</u>	<u>\$94,500</u>
<u>10-month Assistant Principal</u>	<u>\$78,750</u>

**Appendix B**

# Grievance Form

NOTE: After completing the form, give one copy to the appropriate supervisory administrator, one copy to Human Resources, one copy to the Association Representative, and retain one copy.

TO: \_\_\_\_\_

GRIEVANT'S NAME\*: \_\_\_\_\_

BUILDING: \_\_\_\_\_

TITLE: \_\_\_\_\_

(1) What action did the District take or fail to take the grievant is complaining of? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(2) When did this act or failure to act occur? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(3) What provision(s) of the Agreement did this act or failure to act violate? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(4) What action does the grievant want the District to take to correct the situation? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Grievant's Signature: \_\_\_\_\_

Date Grievance Submitted: \_\_\_\_\_

\*If there is more than one grievant, each must sign and give the same information on an attached sheet.