



Administrator Compensation Notification FY 2024-2026

OUR MISSION

Our mission is to inspire and support all students equitably to achieve their academic and social potential.

OUR VISION

Park City School District is student-centered with a focus and emphasis on the whole child - our students are safe, supported, engaged, challenged, and healthy. We continuously deliver efficient, effective, and transparent communication about the District.

The Park City Board of Education values and appreciates our administrators for being leaders who strive to live and incorporate the mission and vision of the district into their administrative practices, decisions, and daily leadership. Administrators include school principals, program coordinators that qualify for administrative benefits, and district administrators with the exception of the Superintendent of Schools and the District Business Administrator. This Administrator Compensation Notice acknowledges the demands placed on a leader and is based on available funding over the contract period in accordance with the following parameters:

- A. Economic Triggers that need to be met:
 - a. WPU minimum increase 4% per year
 - b. Property tax revenue growth minimum increase 3% per year
 - c. Inflation rate less than 6%
- B. Outcomes of economic triggers
 - a. Met - compensation package advances as noticed.
 - b. Not Met - Board of Education and administrators, selected by their peers, convene to discuss mitigating measures that may be implemented for the particular fiscal year in question.

The following represents compensation for a three year period that includes fiscal years 2024, 2025, and 2026.

- Annual \$2400 Economic Support Stimulus which shall be distributed in twelve (12) monthly installments.
- The District will provide a yearly \$750 longevity stipend after Step 16 (not compounding).

- A yearly stipend of \$5,000 will be given for a doctoral degree related to administrative duties
- A yearly review by the Human Resources Director and employee will take place in August of each year to ensure accurate placement on the schedule.
- Retirement Account: All Park City School District administrators shall receive an additional 7.35% of their base salary to fund a tax-deferred retirement account (i.e. 401 K, 503b, 457, etc.) which shall be distributed in twelve (12) monthly installments. Administrators have the option of putting up to the 7.35% into their annual salary instead of a tax-deferred retirement account. This can be adjusted quarterly in any given contract year.
 - All administrators will provide a letter to the district business administrator;
 - to give notice of the intent to retain up to 7.35% as salary; and
 - if utilizing any portion of the additional 7.35% of salary to fund a tax-deferred retirement account, to give instructions for the distribution of the tax-deferred retirement account contribution.
 - Continuation of the retirement account deposit will occur at the start of the new fiscal year of this contract unless the administrator requests a change in writing to the district business administrator in a timely fashion.
 - A written accounting of the placement on the salary schedule and the amount of the tax-deferred retirement account will be provided to each administrator at the beginning of each fiscal year, no later than Sept 15.
- Technology Supplies: Each administrator will be provided with a computer, cell phone and data plan to support their administrative duties. Replacements will be provided under the District replacement schedule. The district will not reimburse for employees who choose to use their personal cell phone.
 - The equipment remains district property.
 - The administrator will use the equipment within District policy (Policies 5010 and 9110).
 - In the event of damage to a district issued computer, administrators would be responsible for a \$100.00 deductible.
- Professional Development: Each administrator will be provided with funding for attending professional conferences:
 - \$5500 District Administrators
 - \$4000 Building Administrators
 - An administrator may submit requests to the Superintendent for additional professional development funding based on a specific school or district need. These funds are not intended for working toward an advanced degree.
 - Administrators' semi-annual performance review with their immediate supervisor will include a review of professional development goals. Evaluation shall follow policy 7175 - Administrator Evaluation.
- Professional Expense Account: To support administrators in their professional duties, each administrator will be provided with a specific professional expense account each contract year based on the following allocations:
 - Building /site: \$25 for each full-time equivalent licensed and classified employee.

- District administrator: \$1,000
- Administrator professional expenses will have a separate account code distinct from 2 Professional Development. This account may be used for professional expenses and staff support activities. The account will be reviewed by May 15th each year with the budget detail sheet provided by the district.
- Professional Memberships. Each administrator will be provided with funding for professional association memberships and subscriptions. These professional fees require Superintendent approval. Administrator professional memberships will have a separate account code distinct from Professional Development.
- Health Insurance: Administrators' base health insurance costs for the length of this agreement will be based on the Board's approved plan. Health insurance premiums are anticipated to increase over contract period. The Health Insurance committee will develop options before each plan year to manage any increased costs which may include increased contributions by district and employees.
- Mileage reimbursement for within district travel has been considered as part of the increased compensation and is no longer reimbursable.

FY 2024

- Steps funded
- 16% increase to each step and lane of the FY23 Salary Schedule

FY 2025

- Steps funded
- 6% COLA

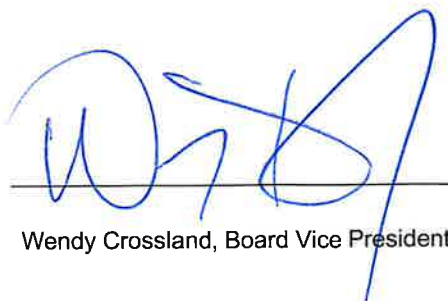
FY 2026

- Steps funded
- 6% COLA

Dated this 19th day of September, 2023



Andrew Caplan, Board President



Wendy Crossland, Board Vice President