



**GRANDVIEW
PRINCIPAL ASSOCIATION**



July 1, 2024 – June 30, 2026

Grandview School District
and
Grandview Principals' Association
July 1,2024 through June 30,2026

ARTICLE I

RECOGNITION AND COVERAGE OF AGREEMENT

Section 1.1 The Grandview School District Board of Directors recognizes the Grandview Principals' Association as the exclusive representative of all school site administrators (principals, assistant principals, Career and Technical Education Director, and athletic directors.

ARTICLE II

LEAVES

Section 2.1 Sick Leave

At the beginning of each school year each employee shall be credited with an advanced sick leave allowance of twelve (12) days with full pay to be used for absence caused by illness, injury, maternity, paternity, adoption, quarantine or other disability. Each employee's portion of unused sick leave allowance shall accumulate from year to year to a maximum of the number of days in the employee's base contract. The District will abide by the new state law on Sick Leave Cash out.

1. In January of the year in which a minimum of sixty (60) days of leave for illness or injury is accrued, and each January thereafter, any eligible employee 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 (1) day's monetary compensation of the employee 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 employee 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.
2. At the time of separation from school district employment due to retirement or death, an eligible employee or the employee's estate shall receive remuneration of up to one hundred eighty (180) days at a rate equal to one (1) day's current monetary compensation of the employee for each four (4) full days accrued leave for illness or injury.

Absence due to injury incurred in the course of employment may be compensated for in the following manner: For time loss due to job related injuries which qualify for the District's Self-Insured Workmen's Compensation coverage, the employee may:

1. Opt to retain the worker's compensation check and receive no wages or retirement benefits from their employment. An employee cannot receive sick leave and worker's compensation benefits at the same time.
2. Turn the worker's compensation check into the District to be reimbursed dollar for dollar any sick leave paid during time loss. Retirement benefits would continue.

An employee who is unable to perform the duties because of personal illness, maternity or other disability may, upon request, be granted leave of absence without pay at the exhaustion of sick leave. Leaves for these conditions may be renewed annually. Application for leave and application for renewal of a leave of absence for such conditions shall be made in writing to the superintendent. An employee who has been granted leave may return to service during the period of the leave after giving ten (10) days written notice to the superintendent and with written permission of his/her personal physician.

In the event that an administrator is on an approved leave of absence, when possible, a qualified substitute will be assigned to assist with administrative duties, where appropriate.

Section 2.2 Leave Sharing

Employees are granted the right to donate sick leave to come to the aid of any employee in the Grandview School District who is suffering from an extraordinary or severe illness, injury, impairment, or physical, or mental condition, has been called to uniformed service, which has caused or is likely to cause the employee to take leave without pay or terminate his/her employment. The employee applying for sick leave sharing must submit written notification from his/her physician stating proof of illness or injury, or physical or mental impairment. In the case of use of such leave for uniformed service, the agency for military deployment shall provide written documentation.

An employee who has an accrued sick leave balance of more than twenty-two (22) days is allowed to transfer sick leave to another employee as specified in B.1. above. Donated sick leave days shall be transferred to the designated receiving employee in the order in which donations are authorized by the donating employees. Any such donated leave which remains unused by the designated receiving employee shall be returned at its original value to the donating employee(s) when the District determines the leave is no longer needed by the designated receiving employee.

Employees cannot donate sick leave days that would result in his/her sick leave account going below twenty-two (22) days.

Sick leave includes leave accrued pursuant to the RCWs with compensation for illness, injury, and emergencies.

While an employee is on leave, transferred under this section, he/she shall be classified as an employee and receive the same treatment in respect to salary, wages, and employee benefits as the employee would normally receive if using accrued annual leave or sick leave.

The receiving employee may not receive more than five hundred twenty two (522) days of donated sick leave, however, the District may authorize the receipt of leave in excess of five hundred twenty two (522) days in extraordinary circumstances. The receiving employee must have abided by all contract provisions and District rules and policies regarding sick leave.

Section 2.3 Family Illness Leave

Employees shall, upon request, be granted a leave of absence with pay when such absence is occasioned by an illness in the immediate family. Such leave is to be taken from sick leave.

Section 2.4 Emergency Leave

Emergency leave shall be granted with pay. Emergency leave may be taken at the employee's discretion, due to a problem that has been suddenly precipitated or is unplanned; or where preplanning could not relieve the necessity for the employee's absence. Such leave is to be taken from sick leave.

Section 2.5 Annual Leave

Each employee shall have three (3) annual leave days per year with pay. Employees shall not be required to define the reason for this leave beyond the phrase "Annual Leave" on the Leave Request Form.

Principal presence in the building when students and staff are present is vitally important to the success of students, schools and our community. All annual leave must be preapproved by the Superintendent. Leave without pay will only be approved in special circumstances. Any request for annual leave must be submitted at least five (5) school days in advance.

Employees may carry forward up to three (3) annual leave days per year, for a total accumulation of six (6) days, only six (6) days of annual leave may be on the books in any school year. Each employee may request payment for up to (6) six unused annual leave days accrued in the current year. In the year of an employee's retirement, the employee may cash out up to six (6)-days at the employee's per diem rate. The employee must turn in the Certificated Request for

Annual Leave Payout form by June 30th to the payroll office. The days that are requested to be cashed out will be paid at the employee's per diem rate on the July check.

Section 2.6 Bereavement Leave

Up to five (5) days shall be granted for bereavement of a member of the employee's immediate family. The first three (3) days of bereavement leave shall be granted with pay. The remaining two (2) days shall be deducted from sick leave.

Up to three (3) days of bereavement leave, deducted from sick leave, shall be granted for the bereavement of any other relative or close friend.

Immediate family shall be: parent, spouse, child, foster child, in-law, sibling, and any other person living in the household.

Section 2.7 Maternity Leave

The District shall grant sick leave for pregnancy, childbirth, and related temporary disability to the extent the employee's physician certifies the employee's temporary disability. If sick leave should be exhausted during the absence, then the remaining leave will be without pay until the employee returns to work.

Employees requesting maternity leave shall notify the District in writing at least one (1) month prior to the expected birth date of the child. The estimated beginning date and the estimated date of return of the maternity leave must be included in the request. Employees shall notify the District in writing at least ten (10) days in advance of the date of return.

Section 2.8 Paternity Leave

Following the birth of a child, the District shall grant up to ten (10) days paternity leave. Employees requesting paternity leave shall notify the District in writing at least one (1) month prior to the estimated beginning of the leave and shall indicate the expected date of return at the time the leave is requested. Following the birth of the child, the employee shall declare the actual date of return in writing to the District.

Paternity leave shall be deducted from the employee's sick leave balance. If sick leave should be exhausted during the absence, then the remaining leave will be without pay until the employee returns to work.

Section 2.9 Adoption Leave

Following the adoption of a child, the District shall grant up to five (5) days adoption leave. Employees requesting adoption leave shall notify the District in writing at least one (1) month prior to the estimated date the child will enter the home and shall estimate the expected return at the time the leave is requested. Following the arrival of the child, the employee shall declare the actual date of return in writing to the District.

Adoption leave shall be deducted from the employee's sick leave balance. If sick leave should be exhausted during the absence, then the remaining leave will be without pay until the employee returns to work.

Section 2.10 Military Leave

Employees shall be granted a military leave of absence without pay when such leave is occasioned by induction into the armed services. While on leave, the employee shall retain all benefits as though employment had been continuous in the District.

Upon return from leave, the employee shall be placed in the position last held or a similar position in the District. Military leave of absence is construed as regular service in regard to salary increments.

Members of the Washington National Guard, the Army, Navy, Air Force, Coast Guard or Marine Reserve of the United States shall be granted military leave of absence from his/her administrative assignment. The employee shall receive his/her normal district pay and there shall be no loss of privileges, vacations or sick leave to which he/she might otherwise be entitled.

Section 2.11 Attendance at Meetings and Conferences

Leaves may be granted by a request to the Superintendent of Schools for attendance at meetings, conferences, symposiums and seminars which are vital to the profession and are the subject of discussions that are recognized by the District as an inherent part of the employees' professional obligation.

Section 2.12 Jury Duty and Subpoena Leave

Leaves of absence with pay shall be granted for jury duty. The employee shall notify the District when notification to serve on jury duty is received. Leaves of absence with pay shall be granted when an employee is subpoenaed to appear in a court of law. Any witness fees received for service on contracted days shall be reimbursed to the District.

ARTICLE III

INSURANCE AND RETIREMENT

Section 3.1 Insurance benefits

Medical, dental, vision, long term disability and life insurance are offered through the Washington State School Employees Benefit Board (SEBB).

Benefits provided by the SEBB will include but not be limited to:

1. Basic Life and accidental death and dismemberment insurance (AD&D)
2. Basic Long-term Disability
3. Vision
4. Dental including orthodontia
5. Medical Plan

Section 3.2 VEBA

The District shall provide each association member with a VEBA contribution annually of \$1850 to be paid to active employees in January of each year.

ARTICLE IV

ADMINISTRATIVE DUTIES

Section 4.1 Student Discipline

Building administrators are primarily responsible for assigning consequences for major student discipline (suspensions, in school suspensions, and expulsions). District personnel may suggest and guide but not impose initial student discipline, except in extenuating circumstances. Students and their families are still guaranteed the right to the appeal process under *WAC 392-400-430 & WAC 392-400-435, WAC 392-400-470*

Section 4.2 Decision Making

Building administrators have the primary authority to make personnel decisions within their building, such as assigning teachers to different subjects, and hiring staff. In circumstances regarding personnel decisions that have fiscal impact, the building administration will collaborate with the district.

Building administrators are primarily responsible for student placement decisions within the school entity, in conjunction with district policies and procedures. This includes but is not limited to youth development programs. Exceptions will be made in cases for students on IEPs where a team decision is required by law.

Section 4.3 Supplemental Assignments

Members of this bargaining group will be considered first for supplemental / temporary positions (ex. summer school programming). Members of this bargaining group who express interest in supplemental and temporary positions shall be considered based on qualifications, experience, suitability for the role, and an interview process. The interview committee shall include at least one principal group member. The selection process shall adhere to the principles of fairness, transparency, and equal opportunity

Section 4.4 Handling Staff/Student/Family/Community Complaints

It is mutually agreed that, whenever possible, individuals (parents, community members and employees) who request a meeting with district office leadership prior to meeting with Building Admin will be directed to speak with the building principal, except in extenuating circumstances.

ARTICLE V

EVALUATION

Section 5.1 Evaluation

Association members shall be evaluated by their immediate supervisor prior to their last contracted day of work, unless employee and supervisor agree to a later date. Association members shall be afforded a uniform process of evaluation which shall consist of a minimum of two goal setting conferences throughout the course of the year and concluding with a final evaluation conference. Principals shall be responsible for the completion of the evaluation of their Assistant-Principals, Dean of Students, Career and Technical Education Directors, or Athletic Directors prior to the final evaluation of the principal. The district will conduct an evaluation overview to discuss timelines and process with association members by the end of first quarter.

Section 5.2 Comprehensive Evaluation

A comprehensive evaluation will include the eight AWSP Principal Evaluation criteria. A comprehensive evaluation must be completed three consecutive years upon administrative employment or movement within the administrative team to a new position and has received an overall score of proficient. An administrator is then eligible for the focused evaluation process with a comprehensive evaluation completed every six years. Should the evaluator deem it necessary to move from focused to comprehensive during the school year, the employee will be notified.

Section 5.3 Focused Evaluation

With successful completion of a comprehensive evaluation, an administrator can be considered for a focused evaluation. The focused evaluation will only be initiated by the superintendent/evaluator and will be a mutual agreement between the superintendent and the administrator. The focused evaluation will include both a criterion and a growth goal mutually agreed upon by the evaluator and administrator. As the Grandview School District continues to follow a growth model, the premise is that administrators will feel confident to take risks, understanding that their focused evaluation score will be reflective of their last comprehensive evaluation.

ARTICLE VI

SALARIES AND EMPLOYEE COMPENSATION

Section 6.1 Association member's salary shall be determined in accordance with the salary schedule included in Appendix A

Section 6.2 Base Salary and Placement

The base salary for association members shall be the base daily rate multiplied by the negotiated responsibility factor and number of contract days included on Appendix A

Placement on the salary schedule will go as follows effective July 1, 2021:

- A new to position person with (0) zero experience in that position would be placed on the entry level salary schedule.
- A new to position person with experience would be granted one year of experience for every 2 years in an administrative position.
- A new to position person with previous experience in the same titled position would be granted equal years' experience. Example High School Principal to High School Principal.

Section 6.3 Contracted Days

The number of contract days for association members shall be listed on Appendix A. A minimum of five (5) days shall be worked before the first day of school and five (5) days after the last day of school for students. A calendar for each administrator's position should be supplied to the employee prior to June 20th of each year or at the time of hiring.

To provide flexibility and autonomy to principals within the association while ensuring alignment with the educational objectives and administrative needs of the District. Principals shall be allocated Flex Days. Flex Days must be scheduled and approved by the direct supervisor in advance. While providing flexibility, principals remain accountable for resource management and educational objectives.

Section 6.4 Inclement Weather

During times of inclement weather/delay/school closure, Association members are expected to report to their worksite as a soon as reasonably safe to do so or use Annual or Emergency Leave. Unless otherwise directed by the Superintendent or designee.

Section 6.5 Optional Days

Association members are granted up to ten (10) optional days compensated at their per diem rate for administrative duties beyond the required contract year. For the 2024-25 and 2025-26 school years only; 2 additional optional days per year. These days must be submitted on the Principal's Optional Day form.

Section 6.6 Evaluation Load

Association members that have more than 20 Certificated Evaluations shall receive one additional optional day and if over 25 shall receive another additional optional day at per diem.

Section 6.7 Membership Dues

The District shall pay membership dues for one (1) professional association for each member.

Section 6.8 Longevity

A longevity stipend at the beginning of the 11th year of continuous certificated employment in the Grandview School District. A stipend will be added according to the below table and every year thereafter as long as they hold a certified administrative position within the district. To be paid over 12 months.

Year	Amount
11 through 15	\$1500
16 through 20	\$2000
21 through 25	\$2500
26+	\$3000

ARTICLE VII

TERMS AND SEPARABILITY OF PROVISIONS

Section 7.1 The District and Association will attempt to complete negotiations by June 1 each negotiation year.

Section 7.2 Terms: This agreement shall be effective from July 1, 2024 through June 30, 2026.



Section 7.3 Salary Schedule A is attached for 2024-25 School Year. For the 2024-25 and 2025-26 the salary schedule will increase equal to that of the teacher salary schedule percentage increase each time the teacher salary is adjusted.

Section 7.4 To remain in accordance with legislative changes, the contract may be opened by mutual consent of both parties.

This agreement shall become effective the first day following ratification by the Grandview School Board of Directors and the Grandview Principals' Association. Salary and benefits shall be effective July 1, 2024.

No change, revision or modification of this agreement in part or in whole shall be valid unless the same is ratified by both the Board and the Association.

Section 7.5 The Principal's Association and the Grandview School District will plan to meet in labor management meetings monthly as needed.

Grandview School District	Grandview Principals Association
By: <i>Rob Darling</i> 	By: <i>PETER ANDERSON</i> 
Title: <i>Superintendent</i>	Title: <i>ASSISTANT PRINCIPAL</i>
Date: <i>8/6/24</i>	Date: <i>8.6.24</i>

Appendix A
Grandview Principals Association
Salary Schedule
2024-25

3.8% Increase per GPA agreement

POSITION	Days	Responsibility Factor	Entry Level	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Dean of Students	210	1	125,641	127,212	128,802	130,412	132,042	133,693	135,364
CTE Director Only	210	1.01	126,897	128,483	130,089	131,715	133,361	135,028	136,716
Athletic Director - HS (only)	210	1.03	129,410	131,028	132,666	134,324	136,003	137,703	139,424
Assist. Principal, Elem.	210	1.08	135,692	137,388	139,105	140,844	142,605	144,388	146,193
Assist. Principal, MS	215	1.09	140,209	141,962	143,737	145,534	147,353	149,195	151,060
Assist. Principal/Athletic Director MS	215	1.10	141,496	143,265	145,056	146,869	148,705	150,564	152,446
Assist. Principal, HS	215	1.10	141,496	143,265	145,056	146,869	148,705	150,564	152,446
Assist. Principal/CTE Director	215	1.11	142,782	144,567	146,374	148,204	150,057	151,933	153,832
Assist. Principal/Athletic Director	215	1.12	144,068	145,869	147,692	149,538	151,407	153,300	155,216
Principal, Elementary	215	1.14	146,641	148,474	150,330	152,209	154,112	156,038	157,988
Principal, MS	219	1.17	153,300	155,216	157,156	159,120	161,109	163,123	165,162
Principal, HS	224	1.21	162,161	164,188	166,240	168,318	170,422	172,552	174,709

All positions are considered 1 FTE, partial FTE's will be prorated.

Previous Daily Rate	576.39	576.39
2023-24 Additional increase	3.80%	<u>21.90</u>
Rate for 2023-24 carried forward to 2024-25		598.29