

**UNREPRESENTED
ADMINISTRATORS AND
PROFESSIONAL &
TECHNICAL STAFF**



Bethel
SCHOOLS

2024-25



2025-26



2026-27

**SALARY AND BENEFITS FOR
UNREPRESENTED ADMINISTRATORS
AND PROFESSIONAL/TECHNICAL
STAFF**

INTRODUCTION - There are several certificated, classified administrators, and professional/technical staff who are not represented by a union or employee association. The salaries and benefits for these employees are established by action of the board of directors upon recommendation of the superintendent.

1. LENGTH OF WORK YEAR, HOLIDAYS AND VACATIONS

All unrepresented staff shall be employed on an annual basis, July 1 through June 30. Annual workdays and planned vacation days shall be established by mutual agreement between the employee and the immediate supervisor. Number of workdays shall be as follows:

Classification	Work Days	Vacation Days	Holidays	Total
Assistant Athletic Manager	210	0	0	210
Assistant Superintendent	214	31	15	260
Associate Administrator	200	0	0	200
Certificated Director	214	31	15	260
Classified Assistant Director	214	31	15	260
Classified Director	214	31	15	260
Equity Specialist	200	0	0	200
Executive Director	214	31	15	260
Professional/Technical Staff	223	22	15	260

It is the intent of the board of directors that all annual vacation days be used within each contract year with the following exception: In the event an employee is required by the superintendent to work beyond the defined work year:

- (1) Upon request administrators and professional/technical staff will be paid at the per diem rate for up to ten (10) unused vacation days at the end of the contract year; or
- (2) Administrators and professional/technical staff may carry over up to ten(10) unused vacation days to be used during the ensuing contract year; or
- (3) Administrators and professional/technical staff may accumulate unused vacation days to a maximum of 30 days to be paid at the time of retirement or separation from the district (with an application to supervisor, a copy to the Chief Financial Officer and approval by the Superintendent).

(4) Employees covered under this agreement may accumulate unused vacation days up to a maximum of 62 days (71 days for certificated administrators).

(5) Employees are limited to a maximum of 32 days (41 days for certificated administrators) vacation leave that may be used in any contract year.

Exceptions to the 32/41 day limitation require approval of the Superintendent or designee.

(6) In the event an administrator does not complete the work year, compensation for used vacation leave that was not earned will be deducted from the employee's final pay warrant.

2. **SALARIES**

Unrepresented administrators and professional/technical staff receive an annual salary as determined by the board of directors. Annual salary amounts are displayed on the attached Exhibit A. Employees covered under this agreement shall be included in any approved State of Washington flow through salary increases, in addition to the salary listed in Exhibit A.

Incentives for academic study to be applied when an individual earns or possesses a degree beyond their job requirements.

In the event an employee is employed for less than 60 work days, they retain their annual salary into the next school year.

Incentive for academic study shall be:

Doctoral Degree	\$3,000
Masters Degree +45	\$2,000
Masters Degree	\$1,500
Bachelors Degree	\$1,000
Admin Credential	\$1,500 (Associate Administrators only)

Administrators who obtain their superintendent credential from an accredited institution will be eligible to receive a stipend of \$1000.

3. **BENEFITS**

Unrepresented administrators and professional/technical staff receive all mandatory benefits established by the board of directors. The board of directors has approved the permissive benefit package described below. Revisions in the fringe benefits are subject to board approval.

- (a) **Retirement** Certificated administrators shall belong to TRS and classified administrators and professional/technical staff shall belong to PERS/SERS. All rules and regulations pertaining to state retirement systems shall apply.
- (b) **Sick Leave** Unrepresented administrators and professional/ technical staff shall receive 12 days of sick leave annually. Sick leave shall be

accumulative within limits established by law.

- (c) **Emergency Leave** A maximum of three (3) non-accumulative paid days will be allowed annually for absences owing to suddenly precipitated problems which are of such a nature that preplanning was not possible or could not have relieved the necessity for the staff member's absence.
- (d) **Bereavement Leave** Up to six (6) days will be allowed for bereavement leave. Bereavement leave shall be granted for relatives who are members of the household or immediate family to include in-laws, stepchildren or step-parents. Two days may be used for other family members not previously mentioned, close friends or professional acquaintances. The Superintendent or designee may grant additional days based on extenuating circumstances.
- (e) **Health Insurance** The following is intended to communicate certain components related to insurance coverage under the School Employees Benefits Board (SEBB). It is not intended to provide greater benefits, rights, or benefit eligibility than what is required by SEBB.

Employees of Washington's school districts will receive health and other insurance benefits for their eligible employees through the SEBB Program. School districts shall provide contributions to the authority for insurance and health care plans for school employees and their dependents. These contributions must be provided to the authority for all eligible school employees eligible for benefits under RCW 41.05.740(6)(d), including school employees who have waived their coverage: contributions to the authority are not required for individuals eligible for benefits under RCW 41.05.740(6)(e) who waive their coverage.

- (f) **Benefit Plans** Staff within this unit may elect optional benefits, on an individual basis, to participate in VEBA IV and Section 125 benefit plans offered by the district.
- (g) **VEBA III** (Employee Attendance Incentive Program). Unrepresented administrators and professional/technical staff may contribute funds into a VEBA trust account if requirements are met in lieu of monetary remuneration in February annually or at the time of separation from the school district. To be eligible, the employee group and the school district must adopt the plan annually. Employees will be eligible for retirement contributions the year you retire and are eligible for February annual contributions the year after you have accumulated 180 days of unused sick leave. Once eligible, an enrollment form must be completed which includes a statutory-required hold harmless agreement.
- (h) **Professional Growth** Each individual will submit an annual professional growth plan to his or her immediate supervisor as part of the goal setting process. That plan should identify:
 - (1) membership in professional organizations (dues)
 - (2) travel to conferences and workshops related to job responsibilities.
 - (3) Formal education plans designed specifically to improve job performance (tuition costs). The plan will be submitted to the superintendent for final approval.

The district will create a professional growth fund annually depending upon budget approval. Individuals are limited to the following amount of approved professional growth reimbursement:

Associate Administrators	0
Certificated Directors	\$2,000
Classified Directors	\$2,000
Executive Directors	\$2,000
Professional/Technical	\$1,000

Professional growth expenditures are to be approved by the immediate supervisor and are subject to approval by the superintendent. Claims for reimbursement must be submitted on district forms. Appropriate documentation of expenditures is required.

Professional growth funds must be used in the year for which they are allocated. Unused funds will not be carried over or compensated upon retirement, resignation, layoff or termination.

- (i) **Board of Directors** In the event of a levy loss or budget reduction, the Board of Directors reserves the right to modify and/or delete any portion of this document.



2024-25 Non-Rep

EXECUTIVE LEVEL 1 (214) \$235,584

Assistant Superintendent-Elem
Assistant Superintendent-Sec

EXECUTIVE LEVEL 2 (214) \$206,136

Executive Director-Chief Financial Officer
Executive Director-Chief Technology Officer
Executive Director-Elementary Education
Executive Director-Human Resources
Executive Director-Operations
Executive Director-Secondary Education
Executive Director-Special Services

DIRECTOR LEVEL 1 (214) \$176,688

Director-Assessment
Director-Career & College Readiness
Director-Construction & Planning
Director-Operational Technology
Director-Pierce County Skill Center
Director-Special Education – Early Learning / Elem Ed
Director-Special Education – Secondary Ed
Director-Special Education – Transition & ESAs
Director-Teaching & Learning – Elementary
Director-Teaching & Learning – Secondary

DIRECTOR LEVEL 2 (214) \$166,872

Director-Accounting/Budget
Director-Arts Curriculum & Integration
Director-Athletics & Security
Director-Child Nutrition
Director-Communications
Director-Finance
Director-Human Resources
Director-Support Services
Director-Transportation

DIRECTOR LEVEL 3 (214) \$157,056

Director-Community Relations
Director-Facilities

MANAGER LEVEL 1 (214) \$137,424

Administrator-Nurse
Analyst-Business Systems
Asst Director-Assessment & Highly Capable
Asst Director-Behavioral Health – Elementary
Asst Director-Behavioral Health – Secondary
Asst Director-Career & College Readiness
Asst Director-Communication
Asst Director-MultiLingual Education
Asst Director-Human Resources
Asst Director-PCSC
Asst Director-Special Services
Asst Director-Teaching & Learning – Elementary
Asst Director-Teaching & Learning – Secondary
Asst Director-Technology
Asst Director-Transportation
Engineer-Senior Systems

*Manager-Project (223) \$133,628

*Planner-Facilities (223) \$133,628

MANAGER LEVEL 2 (214) \$127,608

PCSC Special Education Community Liaison
*Associate Administrator High School (200) \$124,457
*Coordinator-Early Learning (223) \$124,083

MANAGER LEVEL 3 (214) \$117,792

Asst Director-Child Nutrition
*Executive Assistant (Supt/Board) (223) \$114,538
*Manager-Facilities Custodial/Grounds (223) \$114,538
*Manager-Facilities Maintenance/Energy (223) \$114,538
*Manager-Network (223) \$114,538
*Manager-Payroll (223) \$114,538
*Associate Administrator Elem (200) \$114,883
*Associate Administrator Middle School (200) \$114,883

SPECIALIST LEVEL 1 (223) \$104,993

Accountant-Capital Projects
Analyst-Budget
Analyst-Financial
Analyst-Senior Systems
Coordinator-Transportation Shop
Manager-Client Support Services
Manager-Enrollment & CEDARS
Manager-Graphic Design
Manager-Human Resources Information
Manager-Human Resources Leaves
Manager-Pierce County Skill Center
Manager-Print Shop
Manager-Procurement
Manager-Purchasing Asset
Manager-Risk
Manager-Special Services
Manager-Student Information
Manager-Worker's Compensation

SPECIALIST LEVEL 2 (223) \$95,449

Coordinator-Community Connections
Coordinator-Family Resources
Coordinator-Payroll
Coordinator-Payroll/Employee Benefits
Coordinator-Planning & Project
Coordinator-Retirement ACA Compliance
Coordinator-Transportation-Student Support
Coordinator-Transportation Dispatcher
Coordinator-Transportation Routing
Supervisor-Child Nutrition Central Kitchen Chef
Supervisor-Child Nutrition Field Trainer
Supervisor-Child Nutrition Warehouse/Logistics
Supervisor-Night Custodial
*Specialist-Equity (200) \$95,736

ADMINISTRATIVE ASSTS (223) \$85,904

GRANDFATHERED

Senior Director-Transportation (214) \$186,505
Director-Communications (214) \$173,872
Director-Equity & Achievement (214) \$141,804
Asst Director-Construction (214) \$143,546
Asst Manager-Athletics (210) \$59,827



2025-26 Non-Rep

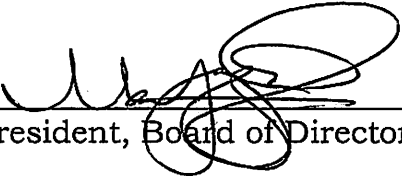
EXECUTIVE LEVEL 1 (214)	\$240,296		
Assistant Superintendent-Elem			
Assistant Superintendent-Sec			
EXECUTIVE LEVEL 2 (214)	\$210,259		
Executive Director-Chief Financial Officer			
Executive Director-Chief Technology Officer			
Executive Director-Elementary Education			
Executive Director-Human Resources			
Executive Director-Operations			
Executive Director-Secondary Education			
Executive Director-Special Services			
DIRECTOR LEVEL 1 (214)	\$180,222		
Director-Assessment			
Director-Career & College Readiness			
Director-Construction & Planning			
Director-Operational Technology			
Director-Pierce County Skill Center			
Director-Special Education – Early Learning / Elem Ed			
Director-Special Education – Secondary Ed			
Director-Special Education – Transition & ESAs			
Director-Teaching & Learning – Elementary			
Director-Teaching & Learning – Secondary			
DIRECTOR LEVEL 2 (214)	\$170,210		
Director-Accounting/Budget			
Director-Arts Curriculum & Integration			
Director-Athletics & Security			
Director-Child Nutrition			
Director-Communications			
Director-Finance			
Director-Human Resources			
Director-Support Services			
Director-Transportation			
DIRECTOR LEVEL 3 (214)	\$160,197		
Director-Community Relations			
Director-Facilities			
MANAGER LEVEL 1 (214)	\$140,173		
Administrator-Nurse			
Analyst-Business Systems			
Asst Director-Assessment & Highly Capable			
Asst Director-Behavioral Health – Elementary			
Asst Director-Behavioral Health – Secondary			
Asst Director-Career & College Readiness			
Asst Director-Communication			
Asst Director-MultiLingual Education			
Asst Director-Human Resources			
Asst Director-PCSC			
Asst Director-Special Services			
Asst Director-Teaching & Learning – Elementary			
Asst Director-Teaching & Learning – Secondary			
Asst Director-Technology			
Asst Director-Transportation			
Engineer-Senior Systems			
*Manager-Project (223)	\$136,301		
*Planner-Facilities (223)	\$136,301		
MANAGER LEVEL 2 (214)	\$130,160		
PCSC Special Education Community Liaison			
*Associate Administrator High School (200)	\$126,947		
*Coordinator-Early Learning (223)	\$126,626		
		MANAGER LEVEL 3 (214)	\$120,147
		Asst Director-Child Nutrition	
		*Executive Assistant (Supt/Board) (223)	\$116,824
		*Manager-Facilities Custodial/Grounds (223)	\$116,824
		*Manager-Facilities Maintenance/Energy (223)	\$116,824
		*Manager-Network (223)	\$116,824
		*Manager-Payroll (223)	\$116,824
		*Associate Administrator Elem (200)	\$117,184
		*Associate Administrator Middle School (200)	\$117,184
		SPECIALIST LEVEL 1 (223)	\$107,092
		Accountant-Capital Projects	
		Analyst-Budget	
		Analyst-Financial	
		Analyst-Senior Systems	
		Coordinator-Transportation Shop	
		Manager-Client Support Services	
		Manager-Enrollment & CEDARS	
		Manager-Graphic Design	
		Manager-Human Resources Information	
		Manager-Human Resources Leaves	
		Manager-Pierce County Skill Center	
		Manager-Print Shop	
		Manager-Procurement	
		Manager-Purchasing Asset	
		Manager-Risk	
		Manager-Special Services	
		Manager-Student Information	
		Manager-Worker's Compensation	
		SPECIALIST LEVEL 2 (223)	\$97,360
		Coordinator-Community Connections	
		Coordinator-Family Resources	
		Coordinator-Payroll	
		Coordinator-Payroll/Employee Benefits	
		Coordinator-Planning & Project	
		Coordinator-Retirement ACA Compliance	
		Coordinator-Transportation-Student Support	
		Coordinator-Transportation Dispatcher	
		Coordinator-Transportation Routing	
		Supervisor-Child Nutrition Central Kitchen Chef	
		Supervisor-Child Nutrition Field Trainer	
		Supervisor-Child Nutrition Warehouse/Logistics	
		Supervisor-Night Custodial	
		*Specialist-Equity (200)	\$97,660
		ADMINISTRATIVE ASSTS (223)	\$87,623
		GRANDFATHERED	
		Senior Director-Transportation (214)	\$190,234
		Director-Communications (214)	\$177,210
		Director-Equity & Achievement (214)	\$144,638
		Asst Director-Construction (214)	\$146,420
		Asst Manager-Athletics (210)	\$61,015



2026-27 Non-Rep

EXECUTIVE LEVEL 1 (214)	\$245,102		
Assistant Superintendent-Elem			
Assistant Superintendent-Sec			
EXECUTIVE LEVEL 2 (214)	\$214,464		
Executive Director-Chief Financial Officer			
Executive Director-Chief Technology Officer			
Executive Director-Elementary Education			
Executive Director-Human Resources			
Executive Director-Operations			
Executive Director-Secondary Education			
Executive Director-Special Services			
DIRECTOR LEVEL 1 (214)	\$183,826		
Director-Assessment			
Director-Career & College Readiness			
Director-Construction & Planning			
Director-Operational Technology			
Director-Pierce County Skill Center			
Director-Special Education – Early Learning / Elem Ed			
Director-Special Education – Secondary Ed			
Director-Special Education – Transition & ESAs			
Director-Teaching & Learning – Elementary			
Director-Teaching & Learning – Secondary			
DIRECTOR LEVEL 2 (214)	\$173,614		
Director-Accounting/Budget			
Director-Arts Curriculum & Integration			
Director-Athletics & Security			
Director-Child Nutrition			
Director-Communications			
Director-Finance			
Director-Human Resources			
Director-Support Services			
Director-Transportation			
DIRECTOR LEVEL 3 (214)	\$163,401		
Director-Community Relations			
Director-Facilities			
MANAGER LEVEL 1 (214)	\$142,976		
Administrator-Nurse			
Analyst-Business Systems			
Asst Director-Assessment & Highly Capable			
Asst Director-Behavioral Health – Elementary			
Asst Director-Behavioral Health – Secondary			
Asst Director-Career & College Readiness			
Asst Director-Communication			
Asst Director-MultiLingual Education			
Asst Director-Human Resources			
Asst Director-PCSC			
Asst Director-Special Services			
Asst Director-Teaching & Learning – Elementary			
Asst Director-Teaching & Learning – Secondary			
Asst Director-Technology			
Asst Director-Transportation			
Engineer-Senior Systems			
*Manager-Project (223)	\$139,027		
*Planner-Facilities (223)	\$139,027		
MANAGER LEVEL 2 (214)	\$132,764		
PCSC Special Education Community Liaison			
*Associate Administrator High School (200)	\$129,486		
*Coordinator-Early Learning (223)	\$129,159		
MANAGER LEVEL 3 (214)	\$122,550		
Asst Director-Child Nutrition			
*Executive Assistant (Supt/Board) (223)	\$119,166		
*Manager-Facilities Custodial/Grounds (223)	\$119,166		
*Manager-Facilities Maintenance/Energy (223)	\$119,166		
*Manager-Network (223)	\$119,166		
*Manager-Payroll (223)	\$119,166		
*Associate Administrator Elem (200)	\$119,525		
*Associate Administrator Middle School (200)	\$119,525		
SPECIALIST LEVEL 1 (223)	\$109,235		
Accountant-Capital Projects			
Analyst-Budget			
Analyst-Financial			
Analyst-Senior Systems			
Coordinator-Transportation Shop			
Manager-Client Support Services			
Manager-Enrollment & CEDARS			
Manager-Graphic Design			
Manager-Human Resources Information			
Manager-Human Resources Leaves			
Manager-Pierce County Skill Center			
Manager-Print Shop			
Manager-Procurement			
Manager-Purchasing Asset			
Manager-Risk			
Manager-Special Services			
Manager-Student Information			
Manager-Worker’s Compensation			
SPECIALIST LEVEL 2 (223)	\$99,305		
Coordinator-Community Connections			
Coordinator-Family Resources			
Coordinator-Payroll			
Coordinator-Payroll/Employee Benefits			
Coordinator-Planning & Project			
Coordinator-Retirement ACA Compliance			
Coordinator-Transportation-Student Support			
Coordinator-Transportation Dispatcher			
Coordinator-Transportation Routing			
Supervisor-Child Nutrition Central Kitchen Chef			
Supervisor-Child Nutrition Field Trainer			
Supervisor-Child Nutrition Warehouse/Logistics			
Supervisor-Night Custodial			
*Specialist-Equity (200)	\$99,614		
ADMINISTRATIVE ASSTS (223)	\$89,375		
GRANDFATHERED			
Senior Director-Transportation (214)	\$194,039		
Director-Communications (214)	\$180,614		
Director-Equity & Achievement (214)	\$147,533		
Asst Director-Construction (214)	\$149,346		
Asst Manager-Athletics (210)	\$62,244		

BETHEL SCHOOL DISTRICT



President, Board of Directors Date 6/18/24