

**ACT 93**  
**AGREEMENT**  
**2025-2030**

SOUTHMORELAND  
SCHOOL DISTRICT



“CULTIVATING  
LIFELONG LEARNERS  
READY FOR AN EVER-  
CHANGING WORLD”

[www.southmoreland.net](http://www.southmoreland.net)  
2351 Route 981,  
Alverton, PA 15612

# **SOUTHMORELAND SCHOOL DISTRICT**



## **ACT 93**

### **COMPENSATION AND BENEFITS PLAN**

**JULY 1, 2025 - JUNE 30, 2030**

**I. INTRODUCTION**

The goal of this Plan between the Southmoreland School District's Board of Education and Administrative Staff is to provide a means by which compensation affecting the school administrative and supervisory personnel can be resolved within the framework of a management team philosophy.

The Board of School Directors of Southmoreland School District adopts the following Administrator Compensation Plan pursuant to the "Public School Code of 1949", as amended, Section 1164. The Board recognizes the importance of maintaining an effective Management Team to strengthen the administration and educational programs of the district and to establish and improve communications, decision-making, conflict resolution and other relationships among the members of the Team.

Furthermore, the district and the Act 93 team recognizes and abides by the tenets of Act 93 of 1984 which include the following:

1. The right for administrators to meet and discuss in good faith with the Board of School Directors if a majority of the administrators so request.
2. The right to a written compensation plan as board policy whether or not it is requested. The Plan must be good for no less than one year and contain, at the minimum, a description of the compensation plan, the salaries or the salary schedule and a list of fringe benefits.
3. Continuation of the right to a grievance process with the assistance of the Department of Education as provided for in the 1947 Anti-Strike Act.

**II. PROGRAM OBJECTIVES**

1. To develop and maintain the management team philosophy between the Board of Directors and the Act 93 group. In practice, this looks and sounds like ongoing dialogue between the Board and administrators on vision, mission, goals, successes, areas for growth, etc. with the overarching goal of improving the educational offerings that maximize student growth.
2. To create and maintain relevant internal compensation practices that take into account the relationship between salaries paid teaching personnel and administrative personnel according to scope of the job. In practice, this looks and sounds like a universal understanding and acceptance that administrators are valued for the additional responsibilities of their positions and the time and effort needed to fulfill those positions.
3. To ensure that appropriate compensation is paid to administrators. In practice, this looks and sounds like ongoing reviews of administrator salaries paid in the district by position as related to the same positions in the IU or region. Competitive salaries are needed to help the school district attract and retain competent administrators.
4. To establish and maintain a systematic approach to compensation information. In practice, this looks and sounds like objective salary procedures are in place which

ensure that all administrators and supervisors are treated fairly with performance being the major differentiating characteristic among individuals.

5. To abide by the agreed upon and State approved evaluation plan for administrators. In practice, this looks and sounds like an approved Board action denoting the administrative plan to be used in the district which is either the current State Principal Effectiveness Plan or an alternate plan that has been approved by the Pennsylvania Department of Education (PDE).

**III. TERM OF THE COMPENSATION PLAN**

This plan is effective July 1, 2025 and shall remain in force until June 30, 2030.

**IV. MEMBERSHIP**

The membership of the administrative personnel shall include, but not be limited to, the following positions, when they are filled:

ACADEMIC ADMINISTRATORS

Assistant to the Superintendent and Director of Pupil Services  
Southmoreland High School Principal  
Southmoreland Middle School Principal  
Southmoreland Elementary School Principal  
Southmoreland Primary Center Principal, K-8 Online Principal  
Assistant Southmoreland High School and 9-12 SOLA Principal  
School Psychologist and Special Education Coordinator (220 Day)

DIRECTORS/ADMINISTRATORS

Director of Facilities & Operations  
Director of Food Services  
Director of Technology  
Director of School Police and Safety & Security Coordinator (200 Day)

The Board of Directors shall meet with the Administrative/Management Team annually to adjust position titles/responsibilities as necessary, if applicable.

V. SALARIES

POSITION	2025-2026* Adjusted	2026-2027 3%	2027-2028 3%	2028-2029 3%	2029-2030 3%
<b>ACADEMIC ADMINISTRATORS</b>					
Asst. to the Supt. & Director of Pupil Services	\$130,000.00	\$133,900.00	\$137,917.00	\$142,054.51	\$146,316.15
SHS Principal	\$107,000.00	\$110,210.00	\$113,516.30	\$116,921.79	\$120,429.44
SMS Principal	\$106,000.00	\$109,180.00	\$112,455.40	\$115,829.06	\$119,303.93
SES Principal	\$122,644.33	\$126,323.65	\$130,113.36	\$134,016.77	\$138,037.27
SPC (K-2) Principal K-8 SOLA Principal	\$103,184.63	\$106,280.17	\$109,468.57	\$112,752.63	\$116,135.21
Asst. SHS Principal & 9-12 SOLA Principal	\$90,580.00	\$93,297.40	\$96,096.32	\$98,979.21	\$101,948.59
School Psychologist & Special Education Coordinator*	\$80,000.00	\$82,400.00	\$84,872.00	\$87,418.16	\$90,040.70
<b>DIRECTORS/ADMINISTRATORS</b>					
Director of Facilities & Operations	\$85,000.00	\$87,550.00	\$90,176.50	\$92,881.80	\$95,668.25
Director of School Police/School Safety and Security Coordinator*	\$65,000.00	\$66,950.00	\$68,958.50	\$71,027.26	\$73,158.07
Director of Food Services	\$70,000.00	\$72,100.00	\$74,263.00	\$76,490.89	\$78,785.62
Director of Technology	\$90,000.00	\$92,700.00	\$95,481.00	\$98,345.43	\$101,295.79
<b>SEWAGE TREATMENT PLANT STIPEND</b>					
Sewage Treatment Plant Operator	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00

\* Denotes 220 Day Position

- A. The School Board reserves the right to set the amount of salary for any employee newly hired to fill an administrative position.

“New hire” is defined as a new employee to the District or a District employee who has moved from another District position, (such as teacher, nurse, etc.) to a first-time administrative position

- B. Any Act 93 Employee earning a “Failing” Rating or two (2) consecutive Needs Improvement Ratings will not earn a 3% increase in salary the subsequent year; they will be eligible for a 1% increase in salary.

**VI. PAY**

- A.** Each administrator shall receive his/her annual salary commencing with the first pay in July, and will be paid every other Friday thereafter. The amount to be received, in equal installments, will be equal to the quotient arrived from dividing the yearly salary by the number of pays for a given school year.
- B.** Any administrator who must travel during the course of his/her duties shall be Reimbursed at the ration allowable by the Internal Revenue Service.

**VII. MEDICAL BENEFITS**

- A.** PPO Option G, vision care coverage, and dental benefits will be provided to the administrator or such plan of general applicability for other district nonprofessional administrators then in effect.
- B.** The employer reserves the right to change insurance carriers for coverage referenced above.
- C.** An administrator whose spouse also works in the school district and who is covered by the spouse's hospitalization plan may elect to accept two thousand (\$2000) per year in lieu of coverage. An administrator whose spouse works outside of the school district and is covered by their spouse's hospitalization program may accept four thousand (\$4000) dollars per year in lieu of coverage.
- D.** The administrator contribution toward the monthly Health Care Plan Premium shall be the same as the agreement with the Southmoreland Education Association, but not to exceed 10%.
- E.** The district will continue to fully fund vision and dental coverage.

**VIII. LIFE INSURANCE POLICY**

Group Term Life Insurance Policy shall be provided by the employer for all members of the management team in the amount of \$100,000 for each year of this agreement (subject to Insurance Underwriter's approval).

**IX. LEAVE BENEFITS**

- A.** Personal Leave Days - Two (2) personal leave days per year, non-cumulative, shall be used at the discretion of the administrator. The Superintendent shall be notified by the administrator at least forty-eight (48) hours in advance of the date requested for a personal day, when possible. The Superintendent may, at his discretion, waive this requirement. Each day of unused personal leave shall be added to the administrator's sick leave the following year.
- B.** Emergency Leave Day - An administrator shall be granted one (1) emergency leave day. Upon returning to his/her position, the administrator shall submit, in

writing, the reason for his/her absence to the Superintendent for his/her decision.

- C. Sick Leave Days** - Sick leave days can be accumulated with no limitations. Ten (10) month administrators will receive thirteen (13) days per school year. Twelve (12) month administrators will receive fifteen (15) days per school year. One sick day can be used as an additional personal leave day per year.
- D.** Administrators shall be given a written accounting of accumulated sick leave days, years of service and salary no later than September 30 of each school year. Sick leave shall be credited to the administrator on the first day of July of each school year in accordance with the provisions of the School Code.
- E. Extended Uncompensated Sick Leave** - The Board shall grant leave without compensation to any administrator who, because of a single catastrophic accident or illness, uses all of his/her accumulated sick leave in accordance with the following terms:
1. If sick leave is totally exhausted after the first day of work in the contract year, the administrator shall be placed on unpaid sick leave through the following June 30.
  2. If sick leave is totally exhausted after January 1, the administrator shall be placed on unpaid sick leave until the following January 1.
- F. Parental Leave** - A parental leave not to exceed one (1) year in length shall be granted to the Administrator for the purpose of rearing children recently born or adopted. However, upon request, the Board may grant an additional period of time. The administrator shall provide the Superintendent with a minimum of thirty (30) days notice at the beginning of said leave and a minimum of thirty (30) days notice at the end of such leave.
1. While on parental leave, no salary shall be paid to said administrator.
  2. The administrator shall be entitled to continue insurance benefits at his/her own expense by remitting the cost to the school district.
  3. The administrator may use accumulated sick leave while disabled during pregnancy. All fringe benefits shall apply during the period of such disability at no cost to the administrator. In cases where pregnancy should terminate by medical complications, the administrator requesting leave retains the right to terminate the parental leave with thirty (30) days notice to the employer.
  4. The administrator shall be entitled to resume his/her former position and shall enjoy all rights and privileges to which the administrator was entitled at the commencement of such leave.
- G. Legal Leave** - The administrator called for jury duty or subpoenaed by the court for school-related business shall be granted leave for the court for this purpose.

1. An administrator shall be paid the difference between his/her per Diem salary and the amount received by him/her for such duty.
  2. The administrator shall suffer no loss of salary, benefits, or other contractual advantage as a result of such leave. Additionally, administrators subpoenaed to court for reasons other than those stated, who have prior approval by the Superintendent, shall receive approved leave without pay.
- H. Professional Development Leave** - Professional development leaves of absence shall be granted to any administrator as outlined in the Pennsylvania School Code. The administrator, while on professional development leave of absence, shall retain all rights granted as though they were in daily attendance. Except for sabbatical leaves taken for the restoration of health, all notifications requesting a sabbatical or professional development leave must be submitted by May 1 of the school year preceding the school year in which the leave will be taken
1. The administrator requesting a professional development leave of absence for the purpose of study must earn a minimum of nine (9) graduate credits or 12 undergraduate credits from a college or university for each semester of absence. Following completion of the course(s), transcripts and a receipt from the college or university shall be filed in the office of the Superintendent.
  2. The administrator taking a sabbatical leave of absence for the purpose of restoration of health shall submit medical verification in writing indicating that the administrator is in need of a sabbatical. Prior to returning to full service, the administrator must submit medical verification in writing indicating that the administrator is able and capable of performing the job responsibilities to which the administrator is assigned.
  3. The administrator, upon return from sabbatical or professional development leave, will be placed on the salary schedule at the level s/he would have achieved had s/he remained in full service. The administrator will be returned to the same position held prior to the leave of absence.
- I. Bereavement Leave** - The employee may hold one (1) day from the bereavement allotment to be used within 30 calendar days from the date of death of a qualifying deceased person to attend to the deceased's estates/affairs. The district has the right to request verification for purpose for the day. This leave only applies when the employee is scheduled to work, excluding weekends unless an employee's regularly scheduled work week includes a weekend day or days. Employees shall be entitled to their regular daily pay during absence resulting from the death of a relative in accordance with the following provisions.
1. A maximum of five (5) work days from the date of death shall be permitted in each instance of the death of the current spouse, parent, child, brother/sister, grandchild, or any other person who resides in the same household of the employee.

2. A maximum of three (3) work days from the date of death shall be permitted in each instance of the death of a grandparent, step-parent, step-child, half-brother, half-sister, step-brother, step-sister, parent-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-in-law.
  3. A maximum of one (1) work day from the date of the death shall be permitted in each instance of the death of an aunt, uncle, niece, nephew, grandparent-in-law, first cousin or near relative not defined.
  4. Requests for exceptions to the above policies must be presented to the Superintendent or Designee.
- J. Vacation Leave - Two Hundred Sixty (260) day employed administrators are entitled to twenty (20) days of vacation per school year. Two Hundred Twenty (220) day employed administrators shall be entitled to sixteen (16) days of vacation per school year.
1. Vacation days are to be submitted to and approved by the Superintendent.
  2. Unused vacation days may be converted to sick leave days or a limitation of fifteen (15) vacation days may be carried over to the following year, but no more than fifteen (15) days may ever be totally accumulated and transferred to the following year.
  3. The administrator must notify the Superintendent by June 30 of each year as to how the unused vacation days are to be classified.
  4. The administrator may use no more than thirty-five (35) vacation days in a single school year.

## X. HOLIDAYS

### A. Administrators are entitled to the following paid holiday schedule:

- January 1
- Dr. Martin Luther King, Jr. Day
- Good Friday (plus either the Thursday before or the Monday after)
- School Picnic
- Memorial Day
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving and the day after
- Christmas Day, the day before, and the day after, exclusive of Saturdays and Sundays
- New Year's Eve
- Five(5) Floating Holidays

### B. Floating Holidays require the approval of the Superintendent and may only be taken when school is not in session, this includes Act 80 days and in-service days.

- C. When school is in session or when an Act 80 day or in-service day occurs on one of the aforementioned days, the holiday may be converted to a vacation day at the discretion of the Administrator with the approval of the Superintendent.

**XI. MEMBERSHIP IN PROFESSIONAL ORGANIZATION**

The school district will pay the dues of each administrator to one (1) national and one (1) state professional organization.

**XII. ATTENDANCE AT CONFERENCES**

The administrator may have the privilege of attending one (1) national professional educational conference once every three (3) years and one (1) state or regional professional educational conference annually. All expenses to be paid by the district will include travel, registration, meals, hotel, and related expenses.

**XIII. TUITION REIMBURSEMENT**

- A. Academic Administrators - Tuition will be reimbursed for up to 15 college level credits earned per fiscal year. The administrator must have prior approval of the Superintendent and the Board of Directors for any courses to be taken. Courses must be applicable to the area of responsibility. The administrator must receive a grade of "C" or better in the course(s) taken and must provide a receipt from the college or university at which the course(s) was taken, as means of verifying cost per credit in order to receive reimbursement. The Board shall pay for credits earned at the graduate rate of the university attended, not to exceed the combined average of graduate rates of University of Pittsburgh, Penn State, Indiana University of Pennsylvania and California University of PA (Pennsylvania Western University).
- B. Administrators/Directors - Tuition will be reimbursed for up to 12 credits per fiscal year at a rate of up to \$450.00, with a lifetime maximum of 36 credits. The administrator must have prior approval of the Superintendent and the Board of Directors for any courses to be taken. Courses must be applicable to the area of responsibility. The administrator must receive a grade of "C" or better in the course(s) taken and must provide a receipt from the college or university at which the course(s) was taken, as means of verifying cost per credit in order to receive reimbursement.
- C. All administrators must submit a request for approval (in writing) to the Superintendent and Board of Directors by December 31 of his or her intention to request credit reimbursement for the forthcoming fiscal year. The administrator must notify (in writing) the Superintendent and Board of Directors once he or she has a start date for their program. If circumstances change and the administrator does not plan to start a program during that fiscal year they must also notify (in writing) the Superintendent and Board of Directors.

- D. Unless approved by the Superintendent and Board of Directors in advance, credit will not be reimbursed if classes or coursework is taken during the regular school day.
- E. If the administrator fails to maintain employment with the district for the periods of time immediately following the day on which the district paid for the credit set forth below, the administrator shall reimburse the district or have deducted from any remuneration, including accumulated wages or other monies still due, as follows:
  - 1. If within twenty-four (24) months; 100 percent of the amount paid by the district,
  - 2. If more than twenty-four (24) and up to thirty-six (36) months: then 50 percent of the amount paid by the district, and
  - 3. If more than thirty-six (36) months, then no reimbursement is due.

#### XIV. RETIREMENT INCENTIVE PLAN

- A. ELIGIBLE RETIREE - To be eligible for the Retirement Incentive Plan, the following criteria must be met:
  - 1. Individual must be a current administrator/member of the management team in the Southmoreland School District and have either reached the age of 62 and/or been employed by the Southmoreland School District for the last (8) years, or acquired at least twenty-five (25) years of service in a retirement system, of which the last eight (8) must have been with the Southmoreland School District.
  - 2. A person may exercise his/her right to retire under this retirement incentive plan by submitting a signed letter of resignation to the office of the Superintendent on or before 6 months (180) days prior to the effective date of retirement. Health and personal reasons demanding a more immediate retirement decision will be considered by the Board on an individual basis requiring a public vote by the School Board.
  - 3. The person so exercising his/her right to retirement understands that by delivering the above signed letter that he/she will receive only the benefits of the Plan from the District and that he/she is releasing the District of all rights, charges, claims, demands, actions and causes of action whether by suit, grievance or otherwise that might be associated with this retirement allowance.
- B. The prospective retiree will not be an eligible retiree if:
  - 1. he/she has been convicted of a crime listed in 24 PS 1-111 or a felony or misdemeanor involving theft or honesty at any time before the effective date of retirement or;
  - 2. has been terminated for cause or is undergoing termination proceedings which ultimately result in his/her termination for cause even if the proceedings extend beyond the proposed effective date of retirement.

- C.** This benefit shall terminate upon the earliest of:
1. the death of the eligible retiree who is not married;
  2. the retiree attaining eligibility for Medicare benefits either by age or disability status or in the case of a deceased retiree who left a surviving spouse, when the deceased retiree would have attained the age of eligibility for Medicare benefits; or
  3. six (6) years from the effective date of retirement.
- D.** If a future Administrative Members of Management Team Plan presents a different Hospitalization, physician and major medical plan or carrier for those fringe benefits coverages, the retiree and/or spouse who opts to receive coverage through the group benefit plan will be enrolled in the new plan equivalent in coverage to that offered to the Administrative Members of Management Team Plan administrators but the length will be determined by this plan.
- E.** YEARS OF SERVICE - As used herein means completion of at least eighty percent (80%) of the year of school service as a school administrator for which the required contributions have been made pursuant to the Public School administrators Retirement Code, 24 PA C.S.A. 8101 et seq. In case of less than eighty percent (80%) of the "year of service." The school administrator shall be entitled to a corresponding percentage of a "year of service: in computing eligibility for the benefits herein: e.g., seventy-nine percent (79%) of the year of school service equals seventy-nine (79%) of a year of service."
- F.** MEDICAL BENEFITS OF RETIREE - If an eligible retiree notifies the Superintendent of his/her intention to retire by as per 'A' above, the eligible retiree and spouse shall continue to receive coverage as set forth in the Administrative Members of Management Team Plan (Act 93 of 1984) for that corresponding period of time for hospitalization, vision care coverage, and dental benefits with the district paying the rate in effect on the effective date of retirement and the retiree responsible for any increased cost to the retiree for six (6) years. In the event of the death of the retiree, the aforementioned benefit shall apply to the surviving spouse. The retiree may elect a buyout equal to fifty percent (50%) of the District's contribution to the aforementioned medical coverage per year for six (6) years in lieu of this medical benefit.
- G.** ACCUMULATED SICK LEAVE - An eligible Retiree shall also be eligible to be reimbursed for unused accumulated sick days at a rate of ninety dollars (\$90) per day for each unused sick day up to a maximum of two hundred sixty (260) days.
- H.** ACCUMULATED VACATION LEAVE - If the administrator/member of the management team forfeits any of his/her vacation days the year before

retirement, the administrator/member of the management team shall receive payment of up to twenty (20) unused vacation days at his/her per diem rate. The per diem rate is calculated by dividing his/her salary by two hundred sixty (260) days for twelve (12) month administrators and two hundred twenty (220) days for ten (10) month administrators. The payment of unused vacation days shall be paid in a lump sum within one (1) month following the effective date of retirement.

- I. By selecting this "Retirement Incentive Plan" the Retiree surrenders all rights to a professional development leave as outlined in the Pennsylvania School Code. An administrator, who subsequent to the submission of a letter of resignation of the Office of the Superintendent with an effective retirement date, finds it necessary to take a professional development leave, may do so by returning all financial inducements received as a result of this "Retirement Incentive Plan for Southmoreland School District Administrators/Members of Management Team," and by surrendering all rights and privileges, both present and future, enumerated in this plan.
- J. Once submitted to the Superintendent, a written resignation submitted pursuant to this Retirement Incentive Plan may not be withdrawn without the consent of the Board of School Directors assembled in a public meeting.
- K. The Board of School Directors shall not withdraw this retirement incentive plan for an eligible administrator after he/she has properly elected participation therein.
- L. Upon the death of the eligible retiree, after having submitted his/her resignation and before the due date, any payments and benefits still due shall transfer to his/her beneficiary previously designated in a signed writing and filed with the Superintendent; but if none, then to his/her estate.

**XV. LEGAL AID**

The legal services of the school district's solicitor will be available for all administrators if and when they are involved in litigation which is directly related to their job responsibilities. The district will continue to maintain its extensive liability insurance protection for Administrators.

**XVI. DISCRIMINATION**

The Board shall not discriminate against any professional employee on the basis of race, creed, color, national origin, sex, age, disability, or lawful concerted activities.

