

## **ADMINISTRATOR’S COMPENSATION PLAN**

### **ARTICLE I TERMS OF COMPENSATION PLAN**

This plan is effective July 1, 2021 and shall continue until June 30, 2026. This plan was adopted following meetings and discussions with HASD administrators pursuant to Act 93 of 1984.

### **ARTICLE II DEFINITIONS**

A – “Administrator” shall mean any employee of the school entity below the rank of district superintendent, executive director or assistant district superintendent but including the rank of first level supervisor who by virtue of assigned duties is not in a bargaining unit of public employees as created under the act of July 23, 1970 (P.L. 563, No. 195), known as the “Public Employee Relations Act”. However, this definition shall not apply to anyone who has the duties and responsibilities of the position of business manager, assistant business manager, personnel director, payroll supervisor and newly hired school psychologists.

B – The term “school year” shall mean July 1 through June 30 for each year of the plan.

C – The term “10 month administrator” means IEP Coordinator.

The term “12 month administrator” means Directors, Assistant Directors, Supervisors, Coordinators, Principals and Assistant Principals.

D – The term “base salary” means the salary for a given year which an Administrator would be entitled as a teacher considering his/her qualifications, years of service and degree including number of credits beyond Master’s degree as per present agreement between the Board and the Hazleton Area Education Association.

### **ARTICLE III COMPENSATION PLAN**

A – The salary of administrators will be established according to the following:

Base salary as defined in Article II, Section D plus the differential for the administrative position as follows:

### **Differentials:**

<b>Position / Title</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>	<b>2025-2026</b>
HAHS (Principal)	\$42,738	\$45,587	\$48,451	\$51,181	\$53,813
HACC (Director / Principal)	\$42,738	\$45,587	\$48,451	\$51,181	\$53,813
HAAS (Principal)	\$35,528	\$38,162	\$40,804	\$43,305	\$45,702
Elementary / Middle School (Principal)	\$31,409	\$33,919	\$36,435	\$38,805	\$41,067
HAHS, HACC (Assistant Principal)	\$26,259	\$28,616	\$30,973	\$33,180	\$35,274
Elementary / Middle School (Assistant Principal)	\$22,140	\$24,373	\$26,603	\$28,680	\$30,639
Director (12 month)	\$42,738	\$45,587	\$48,451	\$51,181	\$53,813
Assistant Director (12 month)	\$31,409	\$33,919	\$36,435	\$38,805	\$41,067
Supervisor (12 month)	\$28,319	\$30,737	\$33,157	\$35,430	\$37,591
Coordinator (12 month)	\$25,229	\$27,555	\$29,880	\$32,055	\$34,115
Coordinator (10 month)	\$18,020	\$20,130	\$22,233	\$24,179	\$26,004

The following positions will receive the salary increases based on the percentage increases as established in the Hazleton Area Education Association. (2021-2022 = 2.99%; 2022-2023 = 2.99%; 2023-2024 = 2.99%; 2024-2025 = 2.99%; 2025-2026 = 2.99%)

- Assistant Network Administrator
- Assistant Supervisor of Transportation
- Dean of Student Discipline
- Director of Security and School Police Services
- Network Administrator
- Network Systems Technician Supervisor
- PIMS Administrator
- Supervisor of Transportation

Differentials will be phased in over two years. Anyone receiving a higher differential at the time of signing of this agreement will maintain that differential throughout the agreement. Anyone who transfers voluntarily to a position after the signing of this agreement with a lower differential will receive the lower differential.

The School Board has the exclusive right to fix the base salary of newly hired administrators as defined in Article II, Section D.

### **ARTICLE IV FRINGE BENEFITS**

A – The School Board will pay for membership dues for each administrator in one professional organization not to exceed \$300.00.

B – Vacation Days

For Each School Year:

12 month administrators will receive 25 vacation days  
10 month administrators will work 25 days beyond the school year and  
receive 5 vacation days

Twelve (12) month employees will receive an additional vacation day for every five (5) years of service as an administrator in the district, up to five (5) days. At the option of the administrator, unused vacation days may be converted to sick days. No vacation days may be taken the week before school and the last week of school, unless approved by the Superintendent of Schools.

#### C – Sick Days / Personal Days

Each administrator shall receive eleven (11) sick days for each year of the contract and three (3) personal days. Personal days not used will be added to sick days or purchased at the **lower rate** of \$300 / day or individual's daily rate (calculated as follows → Current Salary / 260 days per year)

#### D – Credit Reimbursement

Administrators covered by this compensation plan will receive the same credit reimbursement as provided for in the current agreement between the Hazleton Area School District and the Hazleton Area Education Association.

#### E – Severance Pay

Administrators covered by this compensation plan will receive the same severance pay as provided for in the current agreement between the Hazleton Area School District and the Hazleton Area Education Association.

#### F – Attendance at Conferences and Conventions

Each school year on a rotating basis, one principal (Secondary, Middle or Elementary) shall be allowed to attend a National Convention at the expense of the school district. Each year based on seniority and on a rotating basis, assistant principals at the secondary level shall be allowed to attend conferences at the expense of the school district.

Permission to attend conferences will be at the discretion of the school board.

#### G – Early Retirement Incentive

The District will provide an Early Retirement Incentive to HAASA employees who qualify as follows:

Requirements:

1. Minimum of fifteen (15) years of service in the Hazleton Area School District and retire at the conclusion of the 2024-2025 School Year.

This Early Retirement Incentive will be available as follows:

- Window 1 – employees retire at the conclusion of the 2024-2025 fiscal year (June 30, 2025) for the Cash Payment Option with letter of notification by March 1, 2025. If this option is selected benefits will cease on June 30, 2025.
- Window 2 – employees retire on August 31, 2025 for the Medical Coverage Option with letter of notification by March 1, 2025. Once this ERI funding has been exhausted, for this option, the ability to purchase any future health care through the Hazleton Area School District will be governed by the School Code.

This Early Retirement Incentive will be determined as follows:

- Years of service and remaining sick days determine percentage pay line of final year's salary which is eligible as the incentive.
- Final year salary is equal to Wage Schedule A (HAEA Agreement) plus Differentials listed above.
  - Section 24 (HAEA Agreement): Extra Curricular Activities List and Salary/All Professional Duty Rate positions not applicable in calculation of final salary.

Years of service	Accrued unused sick Days			
		0-150		151 or more
15-19		40%		50%
20-24		35%		45%
25-29		25%		40%
30-34		20%		35%
35 or more		15%		30%

Unused Sick and Vacation Days to be paid according to HAEA agreement.

Employees electing **Window 1** (cash payment option) above and/or employees with unused sick / vacation days will have the payment placed in a tax deferred 403B Special Pay Plan (results in a savings to the employee over 12%).

Payments under sections above will be made in combined maximum annual

installments of twenty thousand dollars (\$20,000.00) starting in September 2025 respectively. Employees interested in this incentive will be invited to a meeting with Business Office staff for a further explanation and to answer any questions.

If the retired employee should die prior to reaching age sixty-five (65), his/her estate will receive the balance of cash option in annual installments of twenty thousand dollars (\$20,000).

Employees electing **Window 2** (medical coverage option) will have the District deduct from the specified amount the cost of the employees' monthly premiums. The District is not required to appropriate the amounts needed to fund the premiums in a separate account. It is understood that the funds will be included in the District's General Fund Budget and available for the payment of the retirees' premiums.

- If the specified amount is depleted prior to the retired employee reaching age of sixty-five (65), he/she shall have the option of paying the premiums for the benefits at his/her own expense until the age of sixty-five (65).
- If the retired employee should die prior to reaching age sixty-five (65), his/her spouse shall be given the option of continuing the benefits for as long as sufficient funds exist from the specified amount to pay the premiums.
- When the retired employee reaches age sixty-five (65), this program ceases for both the retired employee and spouse.
- The retired employee and spouse shall have no vested rights to the specified amount. For illustrative purposes, if 1) the retired employee reaches age sixty-five (65); or 2) the retired employee dies prior to age sixty-five (65) and the spouse decides not to continue coverage, the program ceases for that employee and his/her spouse with no rights to the specified amount, credits or any portion thereof.

H – Retirees will be entitled to purchase employee's current medical coverage as per PS 5-513.

I – Administrators covered by this agreement will observe the following holidays:

1. New Year's Day
2. Martin Luther King Jr. Day
3. Presidents' Day
4. Good Friday
5. Easter Monday

6. Memorial Day
7. Independence Day
8. Labor Day
9. Columbus Day
10. Veterans Day
11. Thanksgiving Day
12. Friday after Thanksgiving
13. Monday after Thanksgiving
14. The day before Christmas
15. Christmas Day
16. The day after Christmas

#### J – Other Benefits

In addition to the fringe benefits listed in A to I the Board shall provide fringe benefits, meaning the identical insurances and other benefits, to each Administrator as it provides to its teachers and other professional employees under the terms of the present agreement between the Board and the Hazleton Area Educational Association. It is understood that the benefits shall be provided to the Administrators until the expiration of this plan. Should benefits under any successor teacher's agreement be increased or decreased, the Administrators shall be entitled to or suffer, as the case may be, any increase or decrease in said fringe benefits.

#### K – Fingerprint Time Clock System

At the beginning and end of each work day all individuals under this compensation plan will be required to utilize the fingerprint time clock system for security and safety purposes.

#### L – Mandatory Direct Deposit

All employees who fall under this compensation plan are required to receive their bi-weekly pay via direct deposit.

### **ARTICLE V – OTHER POLICIES**

It is agreed that the Association and the Board will meet and discuss on all matters pertaining to the expression or communication of grievances, complaints, opinions or other matters related to the conditions of employment of the Administrators. The parties further agree that this written compensation plan is entered into following compliance with the provisions of Act 93 of 1984 and a good faith meet and discuss procedure.

IN WITNESS WHEREOF, the parties have caused and authorized officers to add their hands and seals this 12<sup>th</sup> day of August, 2021.

HAZLETON AREA ADMINISTRATORS  
& SUPERVISORS ASSOCIATION

BY

Paul J. Bant

BY

L. Hennes

HAZLETON AREA SCHOOL  
DISTRICT

BY

Linda DeSmo

BY

B. G. Kelly

BY

B. G.