ADMINISTRATIVE STAFF
228 and 210 Duty Days
BENEFIT AND COMPENSATION PLAN
EFFECTIVE: JULY 1, 2015 to JUNE 30, 2017

A. POSITIONS COVERED

1. High School Principal
2. Information & Technology Manager
3. Facilities Manager
4. Coordinator for Quality and Human Resources
5. Supervisor of Instructional Support Services

B. ON-DUTY COMPENSABLE WORK DAYS PER YEAR

1. Required duty work days per year will be according to the appropriate position job description

C. BENEFITS

1. Holidays - twelve (12) scheduled non-duty days during each year:

Independence Day	New Year's Eve
Labor Day	New Year's Day
Thanksgiving	Martin Luther King Birthday
Day after Thanksgiving	Good Friday
Christmas Eve	Day after Easter
Christmas Day	Memorial Day

2. Sick Leave

   a) Two-hundred-and–ten (210) duty day administrators will receive eleven (11) sick days per fiscal year to use when the administrator is unable to be on-duty due to illness and/or injury

   b) Two-hundred-and–twenty-eight (228) duty day administrators will receive twelve (12) sick days per fiscal year to use when the administrator is unable to be on-duty due to illness and/or injury

   a) Unused sick days will accumulate from year to year

   b) Each administrator can use five (5) of the sick days each year for absences caused by an illness or injury of a spouse, child, or parent of the administrator

3. Personal Days

   a) Two-hundred-and–ten (210) duty day administrator schedule will receive three (3) personal days

   b) Two-hundred-and–twenty-eight (228) duty day administrator schedule will receive four (4) personal days

c) Up to three (3) unused days will convert into unused sick leave days after July 1 of the following year and will accumulate from year to year.

4. Life Insurance

   a) Administrators shall receive a group term life insurance policy containing accidental death and dismemberment benefits, in an amount equal to two-times the administrator's annual salary, rounded up to the nearest thousand.

5. Long-Term Disability Insurance

   a) Administrators shall receive a group, long-term disability insurance policy equal to two-thirds (2/3) of their salary to a maximum schedule benefit of $6,000 per month until the disabled person reaches the Social Security normal retirement age as stated in the current Social Security Act, and as stated in the insurance provider certificate.

6. Medical and Health Benefits

   a) The Committee will provide to all administrators a group plan for hospitalization, surgical, major medical, dental, vision, prescription, including family and eligible dependents coverage equal to that provided to other professional employees

   b) At the administrator's normal Medicare age (if still employed full-time) the administrator will go on Medicare and the Committee will subsidize the supplemental insurance for the administrator and any dependents until the administrator's full-time retirement

   c) A bi-weekly premium contribution co-pay as a payroll deduction shall be initiated July 1, 2012 and will be the following (under a flexible spending account (FSA) authorized by Section 125 of the Internal Revenue Code):

      1) Single only enrolled: $6 per pay ($156 per year)
      2) Two or more enrolled: $12 per pay ($312 per year)

7. Wellness Program

   a) The Committee will provide a dollar for dollar match up to a total of $200 for Wellness programs approved by the Director.

8. Professional Development

   a) Administrators are eligible to receive full tuition reimbursement for satisfactory completion of up to nine (9) credits per year for graduate or undergraduate courses of study directly related to the administrator's duties and pre-approved by the Director

   b) Reimbursement rates will be equal to the current tuition rate at Edinboro University of Pennsylvania for graduate or undergraduate courses

   c) Reimbursement will only be final grades of "B" (3 of a 4 point system) or better

   d) If the administrator resigns within three (3) years of any course completion that administrator will be required to reimburse ECTS for all tuitions paid within that three (3) year period. An administrator retiring is not subject to this reimbursement requirement.

9. Other Benefits

   a) Administrators shall receive all other fringe benefits granted to professional employees, or any other employee group, including, but not limited to:

Travel allowance	Family leave
Special clothing	Disability leave
Bereavement leave	Parental/child rearing leave
Opportunities to participate in group insurance plans beyond employment	Benefits available to employees reduced from full-time to half-time employment

D. RETIREMENT COMPENSATION

a) An administrator is eligible for a retirement compensation benefit when eligible for retirement by the Public School Employees' Retirement System and having at least five (5) years of service in the Erie County Technical School system.

b) The benefit will be calculated at $100 per unused accumulated sick day at date of retirement to a maximum of 250 days.

c) The administrator shall notify the Joint Operating Committee in writing prior to ninety (90) days of the effective retirement date in order to qualify for payment of this benefit to be paid at retirement. For those administrators giving less than ninety (90) days notice the benefit payment will be paid, but at the discretion of the Joint Operating Committee the payment may be delayed up to one year from the date of retirement

d) The payment of the retirement compensation benefit shall be paid as an non-elective employer contribution into a 403(b) retirement plan for each eligible retiree

   1) The retiree must accept the payment directly into the employer 403(b) plan
      a. There is no cash option available
      b. All 403(b) accounts will be exclusively provided through the Plan Administrator of the Erie County Technical School 403(b) plan

e) The retiree may elect to purchase medical, prescription, dental, and vision plan coverage for themselves and dependents until becoming eligible for Medicare

E. COMPENSATION

1. Each administrator will receive a salary increase of two and one-half (2.5) percent for the 2015-2016 and 2016-2017 school years.

F. EFFECTIVE DATE AND TERM OF AGREEMENT

1. This plan is effective July 1, 2015 to June 30, 2017