

222.12 - BENEFITS FOR ADMINISTRATIVE STAFF

Salaries and fringe benefits for all administrative staff members not stipulated in the teacher's or support staff Master Agreements shall be determined by the District Administrator. These benefits consist of but are not limited to the following:

1. Personal business time as needed, upon approval of the District Administrator.
2. Employees on a twelve-month contract will have twenty (20) days of vacation. The District Administrator will approve vacation periods. A maximum of ten (10) vacation days may be carried over to the following year. Upon retirement administrators will receive payment for unused vacation days based upon their pro-rated daily rate of pay.
3. Building administrators will receive eleven (11) days of sick leave and administrators with a full year contract will receive twelve (12) days of sick leave per year, cumulative to one hundred eighty (180) days. Administrators will receive payment of unused sick leave upon termination of employment or retirement as specified in the SEA Master Agreement.
4. Early retirement benefits no less than those available to members of the SEA.
5. The membership fee of the primary state and national professional organization most closely related to the administrator's job description shall be paid at the rate stipulated in the administrator's contract with the approval of the District Administrator.
6. Payment of expenses to attend a job related national conference up to \$1,200 every three (3) years with prior application to and approval of the District Administrator.
7. Payment of expenses to a summer conference up to \$100 per day (includes fees, travel, meals, and lodging), not to exceed \$500 with prior application to and approval of the District Administrator.
8. The District shall credit the sum of \$1,000 as a compensation deferral for the benefit of the administrator in accordance with the District's Deferred Compensation Plan.
9. When this policy is not in agreement with the administrator contract, the administrator contract takes precedence.

Reviewed, revised, and approved by the Board of Education on December 21, 2009