

LETTER OF AGREEMENT

Between

RIDGEFIELD PRINCIPALS' ASSOCIATION

and

RIDGEFIELD SCHOOL DISTRICT No. 122

EFFECTIVE DATE

July 1, 2020 – June 30, 2023

Letter of Agreement
Between the Ridgefield Principals' Association
And The Ridgefield School District No. 122

The Ridgefield Principals' Association and the Ridgefield School District jointly agree to the following:

It is understood that the administrative staff, the members of the board of directors and the superintendent are all members of the management team. It is recognized that all management team members have a leadership role in our school district. It is expected that all members of the management team be active participants in their role for the district.

With the signing of this agreement, the board and the administrators express a high level of trust, commitment and understanding. A strong professional relationship, which recognizes the time commitment and flexibility required to carry out administrative duties and responsibilities among management team members.

The administrators receive trust, support, commitment and understanding from the Board of Directors. The Board of Directors receives a commitment by administrators to follow the policies set both by the school board creating trust, commitment and understanding.

Article 1.0 Professional Growth

- 1.1 Each building administrator shall receive \$1,600.00 per year for registration, fees, and travel expenses to workshops, seminars, and college courses. These funds may accumulate up to a maximum of \$4,800.00 per individual building administrator.

Administrators requesting to attend conferences, other than State and National, must be mutually agreed upon between the administrator and Superintendent. The Superintendent reserves the right to limit the number of administrators leaving the school district to attend any conference, workshop or seminar to two (2) administrators.

- 1.2. In addition to the salary set forth by the schedule, each administrator is eligible for additional per diem work each contract year. The superintendent reserves the right to approve the work to be completed under these additional hours with the understanding that the work should focus the management team on activities that will directly improve administrators practice as it relates to student learning.

- 1.3. In addition to the salary set forth by the schedule, each administrator will be paid an administrative hourly curriculum/training rate for professional development work that is set by the Superintendent each contract year. The curriculum rate will be based on the average hourly per diem rate of the administrators for the current contract year. The Superintendent reserves the right to determine the professional work that will be completed.

Article 2.0 Association Memberships

- 2.1 The District shall pay the dues recognized for membership in two approved professional organizations for each member of the Association. One such organization shall be AWSP or WASA. The second membership must be at a rate less than the above and is subject to approval by the Superintendent.

Article 3.0 Salary

- 3.1 Administrators shall receive a salary based upon placement on the administrative salary schedule, including increments for experience, if and when applicable. Administrative salary schedule "base" is at least equal to the top cell of the teacher salary schedule.
- 3.2 A building administrator may request, or be requested to perform special projects outside of the regular duties, the administrator will negotiate a supplemental contract with the superintendent.
- 3.3 A stipend of \$2,000.00 will be paid annually for a doctoral degree.

3.4 In addition to the items enumerated in this agreement, the building administrators will receive additional dollars allocated by the State (IPD) for certificated salary and/or insurance benefit increases when in excess of step increase percentage.

3.5 Experience increments are defined as successful years worked within the Ridgefield School District in a particular position.

3.5.1 An administrator receiving an overall “unsatisfactory” rating will not be granted an experience increment.

3.6 Prior administrative experience (in-district and out-of-district) in like or similar positions may be recognized for salary placement. Initial placement on the administrative salary schedule is at the discretion of the superintendent.

Article 4.0 Leaves

4.1 A member under contract for a full school year shall be entitled to twelve (12) days annual leave for illness or injury. Sick leave not taken shall be accumulated from year to year to a maximum number of days in that building administrator’s contracted year, but in no case greater than one year.

4.2 Personal leave, Bereavement Leave, and all other Leaves will be at least equal to those given to other certificated employee groups.

Article 5.0 Benefits

5.1 The District shall contribute the amount designated as state pass through toward medical, vision, and dental benefits to be received by each administrator.

5.2 The Principals’ Association shall be allowed to participate in VEBA III when mutually agreed upon between the Association and the District.

5.3 The District will continue to provide the opportunity for sick leave buyback as allowed by law.

5.4 Each year, the District will provide the opportunity for vacation buyback of up to five (5) days at per diem. Unused vacation days cannot be a carryover to following years.

Article 6.0 Work Schedule

6.1 The building administrator shall perform the duties as defined in the appropriate job description.

6.2 The work year contract is to be from July 1 through June 30 annually. The salary schedule is based on a full-time work year which includes 13 holidays, 30 vacation days, and 217 work days. Per diem will be based on the number of work days.

High School Principal	217 days
High School Assistant Principal	217 days
Middle School Principal	217 days
Middle School Assistant Principal	217 days
Elementary Principal	217 days
Elementary Assistant Principal	217 days

The actual work days for members of the Association will be determined in the development and planning for the work year, both on a group and an individual basis, with the Superintendent. Full consideration in this process will be given to vacation plans, annual leave, educational plans, administrative team work, general needs of the instructional program, and the specific needs of each administrator in accomplishing the administrative tasks of his/her assignment. Full discussion of these needs and the preplanning are essential to meet the needs of both the District and the individual administrator with final approval by the Superintendent.

Administrators must receive prior approval from the Superintendent to use vacation days while students are in session, and the Superintendent shall have the authority to require the administrator to take such vacation at a different time.

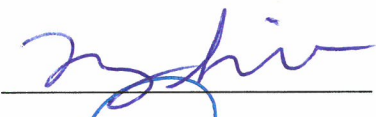
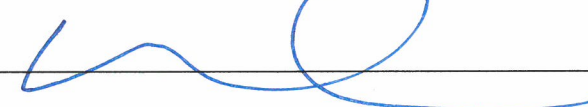
- 6.3 The above values will be used in any per diem compensation calculation. Principals have the flexibility of working their non-student contracted days July 1 through June 30 with prior approval from the Superintendent.
- 6.4 Up to five (5) flex days can be worked on or off-site as long as the administrator can be contacted by the District and return to the work site if necessary. It is the responsibility of the Administrator to inform their supervisor when a flex day will be used.

Article 7.0 Hold Harmless

- 7.1 Building administrators shall be covered by the Errors and Omissions Policy of the Ridgefield School District liability Insurance Program.

Article 8.0 Term of Agreement

- 8.1 This agreement will be for a period of three (3) years from July 1, 2020 through June 30, 2023.
- 8.2 The parties acknowledge that the understandings and agreements reached by the parties with respect to wages, hours, and terms and conditions of employment are the entire agreements between the parties and are set forth in this Agreement. Modifications of this Agreement, matters of common concerns, wages, hours, terms and conditions of employment, may be subject to negotiation during the term of this Agreement only upon written request and by mutual agreement by the parties.

RIDGEFIELD PRINCIPALS' ASSOCIATION		_____
		Date
SUPERINTENDENT		_____
		Date

1. SALARIES

Salaries shall be paid according to the adopted Principal Salary Schedule below.

2020-2021 Administrative Salary Schedule

	1	2	3	4	5+
H.S. Principal	\$136,971.80	\$139,949.44	\$142,927.09	\$145,904.74	\$148,882.39
M.S. Principal	\$130,123.21	\$132,951.97	\$135,780.74	\$138,609.50	\$141,438.27
Elem Principal	\$124,644.33	\$127,353.99	\$130,063.65	\$132,773.31	\$135,482.97
H.S. Assistant	\$120,535.18	\$123,155.51	\$125,775.84	\$128,396.17	\$131,016.50
M.S. Assistant	\$117,795.74	\$120,356.52	\$122,917.30	\$125,478.08	\$128,038.85
Elem Assistant	\$115,056.31	\$117,557.53	\$120,058.76	\$122,559.98	\$125,061.21

2021-2022 Administrative Salary Schedule

	1	2	3	4	5+
H.S. Principal	\$142,450.67	\$145,547.42	\$148,644.18	\$151,740.93	\$154,837.68
M.S. Principal	\$135,328.13	\$138,270.05	\$141,211.97	\$144,153.88	\$147,095.80
Elem Principal	\$129,630.11	\$132,448.15	\$135,266.20	\$138,084.25	\$140,902.29
H.S. Assistant	\$125,356.59	\$128,081.73	\$130,806.87	\$133,532.02	\$136,257.16
M.S. Assistant	\$122,507.57	\$125,170.78	\$127,833.99	\$130,497.20	\$133,160.41
Elem Assistant	\$119,658.56	\$122,259.83	\$124,861.11	\$127,462.38	\$130,063.65

2022-2023 Administrative Salary Schedule

	1	2	3	4	5+
H.S. Principal	\$146,724.19	\$149,913.84	\$153,103.50	\$156,293.16	\$159,482.81
M.S. Principal	\$139,387.98	\$142,418.15	\$145,448.33	\$148,478.50	\$151,508.67
Elem Principal	\$133,519.01	\$136,421.60	\$139,324.19	\$142,226.77	\$145,129.36
H.S. Assistant	\$129,117.29	\$131,924.18	\$134,731.08	\$137,537.98	\$140,344.88
M.S. Assistant	\$126,182.80	\$128,925.91	\$131,669.01	\$134,412.12	\$137,155.22
Elem Assistant	\$123,248.32	\$125,927.63	\$128,606.94	\$131,286.25	\$133,965.56