

MANAGEMENT LEADERSHIP TEAM/ADMINISTRATIVE EMPLOYEES

SUBJECT: Salary Schedule, Work Year, Vacation and Holidays

2012-2013 WORK YEARS
(Net Work Days reflect the reduction of 4 furlough days)

Position	Base Work Year	Vacation and Recess	Net Work Days
<u>Administration</u>			
Administrator Ed. Support Services Assistant Principal-High School Coordinator, Educational Technology Director Principal-Adult/Alternative Ed. Principal-High School	July 1 - June 30 (Exclude *4 furlough days)	A	220
Principal – Middle School Assistant Principal – Adult/Alt. Ed.	July 2 - June 5 (Exclude January 7 through January 11)	B	211
Assistant Principal – Elementary School Assistant Principal - Middle School Coord. of Child Welfare and Attend. Principal - Continuation High School Principal - Elementary School Principal on Special Assignment Student Support Services Coordinator	July 11 – May 31 (Exclude January 7 through January 11)	B	202

* To be determined with supervisor approval

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2012-2013 WORK YEARS

WORK DATES

Assigned work periods exclude weekends, holidays and 4 furlough days.

SCHOOL RECESSES

Assigned work periods for positions coded A exclude *4 furlough days.

Assigned work periods for positions coded B exclude the Thanksgiving, Winter school recess, January 7 through January 11, and Spring school recess.

* To be determined with supervisor approval

HOLIDAYS

July 4; September 3; November 12, 21, 22, 23; December 24, 25, 31; January 1, 21; February 11, 18; May 27.

ANNUAL COMPENSATION

Total annual compensation is determined by multiplying days of work required under the net work days column by the daily rate from appropriate salary schedule placement. Vacation days are excluded in determining annual compensation.

VACATIONS

Positions coded A are 12 month work year positions entitled to annual vacation as provided by Board Policy. Net work days are listed for computation of annual rates for positions compensated by the daily rate schedule. Net work days would be actual non-vacation days worked if earned vacation was fully used during the year earned.

Positions coded B do not earn vacation.