

Provo City School District

Salary and Contract: PCSD Administrators, Directors
and Professional Technical Employees
Effective July 1, 2023 through June 30, 2024

On June 13, 2023, representatives of the Provo City School District Board of Education (Board) and the PCSD Administrators agreed to the following:

I. **Compensation** *In addition to current salaries, the following items will occur for 2023-2024:*

Salary, Contract Days and Hours: The Board will:

- Fund a level increase for employees on the Administrator Salary Schedule, Director Salary Schedule and Professional Technical Salary Schedule. A level will be added to any lane for which an employee is currently at the last level.
- Fund an ongoing 6.5% salary enhancement to the Administrator, Directors and Professional Technical Salary Schedules.
- Accrue up to 21 Vacation days per year, plus the designated non-work days on the approved calendar. Days may accumulate to a maximum of 35 days (280 hours). Up to 20 days of vacation may be paid out upon separation from the district as per policy.
- Allow a vacation buyback per the following schedule:
 - If the employee has 151+ hours of vacation, he/she may elect to convert up to two (4) days in a given contract year to a paid amount at the employee's daily rate.
 - If the employee has 49 – 150 hours of vacation, he/she may elect to convert on (2) day in a given contract year to a paid amount at the employee's daily rate.
 - If the employee has 48 hours or less of vacation, no vacation buyout will be approved.
 - The request for the vacation buyout is optional, and must be approved in advance by the employee's supervisor.
 - Vacation buyout will occur only in full day (8 hour) increments.
 - Vacation buyout will result in either 8, 16, 24 or 32 hours being deducted from the earned vacation for the employee.
 - The form requesting vacation buyout will be processed only once in November and June. The completed form must be submitted to payroll not later than the 6th of November or the 5th of June, whichever month the employee chooses to exercise this option.
- The following is a list of contract days for administrators.
 - (Lane 1) Middle School, Elementary School and Independence HS Asst. Principal: 242 workdays per year.
 - (Lane 2) High School Asst. Principal: 242 workdays per year.
 - (Lane 3) Elementary School Principal: 242 workdays per year.
 - (Lane 4) MS & IHS Principal and Oak Springs Director: 242 work days per year
 - (Lane 5) HS Principal: 242 workdays per year.
 - All district-level administrators: 242 workdays per year.
- Administrators will receive a monthly mileage allowance per existing rates.
- Administrators will receive a monthly cell phone stipend per existing rates.
- Adjustments will be made to the supervision stipends available for administrators and will be reflected on the salary schedule.

II. **Benefits**

Retirement: The Board will:

Fund the annual contribution rate to the Utah State Retirement System for full-time contracted employees, and fund the employer 401(k) match, for a total match of 4.5%.

Open Enrollment: To obtain benefits, all eligible employees must meet all requirements and enroll during the open enrollment as outlined in Insurance carrier materials provided by the District.

Medical Insurance: The Board will:

- Provide medical insurance through United Medical Resources (UMR) a UnitedHealthcare Network, including *Traditional and Health Save* plans for full-time contracted employees effective September 1, 2023 (or the first day of the month immediately following the first day of work).
- Fund the current insurance rates with no increase for 2023.
- Continue an incentivized wellness program for full-time employees, and provide an option to participate for part-time employees who do not carry District provided medical insurance.

For 2023-24 there are no changes to the plan benefits.

Premiums: The District will pay 80% and the employee will pay 20% of the total medical premium cost. Note: The District and the employee will each be responsible for their own portion of the premium. See table below with expected premiums.

Benefit Plan	Premium Per Month	District Contribution Per Month	Employee Cost Per Month	ER HSA Annual Contribution Matching
Medical - Traditional				
Employee	\$631.10	\$504.88	\$126.22	
Two-Party	\$1,353.60	\$1,082.88	\$270.72	
Family	\$1,941.00	\$1,552.80	\$388.20	
Medical - HealthSave				
Employee	\$558.30	\$446.64	\$111.66	\$1,000.00
Two-Party	\$1,197.60	\$958.08	\$239.52	\$1,750.00
Family	\$1,717.40	\$1,373.92	\$343.48	\$2,000.00
Medical - Traditional DUAL				
Employee				
Two-Party	\$2,165.80	\$1,732.64	\$433.16	
Family	\$2,807.00	\$2,245.60	\$561.40	
Dental - Advantage Plus PPO EMIA				
Employee	\$15.30	NA	\$15.30	
Two-Party	\$31.90	NA	\$31.90	
Family	\$48.60	NA	\$48.60	
Dental - Choice PPO EMIA				
Employee	\$40.80	NA	\$40.80	

Flex Time: The Board will:

- Allow less than half of a day, used infrequently to be approved if the as flex time if missed time is made up within a week.
- Building level administrators will be given the opportunity to verify their work at the Student Education Plan (SEP) evenings with their supervisor to convert this time to be used for the Wednesday before Thanksgiving and the Monday of Spring Break.

Short Term Disability: The Board will:

- Direct the District to continue to self-insure short term disability for employees currently eligible for this benefit through the 85th day after exhausting sick leave. Only contracted employees will be eligible for short term disability through the district.
- Short term disability coverage benefit applies to eligible contracted employees who have been employed in the District for a minimum of 1 year in an eligible position.
- To qualify for short term disability coverage, eligible contracted employees must use their sick leave and be unable to work for 15 consecutive calendar days as a result of a qualifying condition, in accordance with the District's policy.
- Short term disability benefits approved by the district will be paid at 60% of the employee's base salary in accordance with the District's policy and negotiated agreements.
- Employees approved for short term disability coverage may also use their available sick leave, to supplement short term disability and bring them to 100% of their regular base salary. (Sick leave can cover 40% of salary while on short term disability.)
- The District limits employees to a maximum of 100% of the employee's base salary while receiving short term disability benefits. Employees who have given notice or who end employment without returning to work for 30 days after short term disability may not use sick leave to supplement their salary.
- Direct Administration to continue efforts in planning future use of employee sick leave balances as "employee self-funded short term leave" at which time the district would no longer need to self-insure for short term disability.

School-Based Administrator Salary Additions and Stipends

Additions for Education

Masters + 20 Semester Hours: \$2,100 annually

Masters + 40 Semester Hours: \$3,000 annually

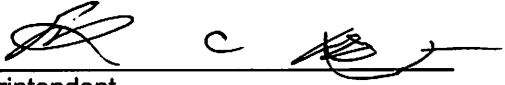

Doctorate: \$4,500 annually

Other Compensation Additions

Activity Stipend (High School): \$10,000 annually

Activity Stipend (High School): \$5,000 annually

Activity Stipend (High School): \$2,500 annually

 _____ Superintendent	 _____ Business Administrator
6.21.2023 _____ Date	6/23/23 _____ Date