

**2025-2029 COMPENSATION PLAN
FOR
SALARIED SUPERVISORY EMPLOYEES**



**WALLINGFORD-SWARTHMORE
SCHOOL DISTRICT**

I. BACKGROUND AND OVERVIEW

WHEREAS, the Wallingford-Swarthmore School District (herein “District”) and the Salaried Supervisory Wallingford-Swarthmore School District Employees (herein “Salaried Supervisory Employees”) entered into a Compensation Plan dated June 12, 2017, effective July 1, 2017, to June 30, 2021 (herein “Original Plan”);

WHEREAS, it is also the intent of the District to change the name of this group to “Salaried Supervisory Employees”, WHEREAS, it is also the intent of this District to change the name of this group to “Salaried Supervisory Employees”.

WHEREAS, it is also the intent of this Plan for the District and the Salaried Supervisory Employees to enter into a new Compensation Plan that will be effective July 1, 2025, through June 30, 2029, as follows:

A) Defined Terms - As used in this Salaried Supervisory Employees’ Compensation Plan, the following italicized words shall have the meanings specified.

- *“Board”* – means the Board of School Directors of the Wallingford-Swarthmore School District.
- *“District”* – means the Wallingford-Swarthmore School District.
- *“Plan”* – means this Salaried Supervisory Employees’ Compensation Plan.

For the purpose of describing compensation and related benefits, the Wallingford-Swarthmore School District’s Board of School Directors defines the District’s Salaried Supervisory Employees as follows:

- Educational Data Systems Manager
- Network Administrator
- Safety and Security Coordinator
- Supervisor of Buildings and Grounds
- Communications and Community Relations Liaison
- Athletic Trainer
- Other employees designated by the Board in the future

This group will hereinafter be referred to as Salaried Supervisory Employees in this document.

All individuals in the group must participate in the Public School Employees’ Retirement System and are subject to all provisions.

II. SALARY

Annual increases will be 3% each year of this Plan. A Salaried Supervisory Employee whose annual performance results in an unsatisfactory or needs improvement rating, such Salaried Supervisory Employee shall not receive a salary increase for the following year, as determined by the Superintendent.

III. INSURANCE BENEFITS - (Full-time Salaried Supervisory Employees only)

Medical and Prescription Insurance

1. Each full-time Salaried Supervisory Employee will be offered the following coverage: Independence Blue Cross Personal Choice C3-F2-O2 and a Prescription Plan with \$8.00, \$35.00, and \$50.00 deductibles for medication.
2. Contributions to the above plan will be as follows:
 - a. If the Salaried Supervisory Employee chooses single or dependent coverage, the Salaried Supervisory Employee's yearly contribution for Personal Choice C3-F2-O2 is 14% for the term of this plan.
 - b. To participate in the Prescription Drug Plan, the Salaried Supervisory Employee must contribute the following amounts per year:

School Year(s)	Single Coverage	Other Coverage
2025-2029	10% of Ascribed Premium per yr	10% of Ascribed Premium per yr

- c. Participation in the Independence Blue Cross Personal Choice 20/30/70 Plan or C2-F1-O1 Plan will be made available to Salaried Supervisory Employees who wish to contribute the difference between the cost of the Personal Choice C3-F2-O2 Plan and the 20/30/70 Plan or C2-F1-O1 Plan to the extent the cost of the relevant Plan is greater than the cost of the Personal Choice C3-F2-O2 Plan. In addition to these payments, Salaried Supervisory Employees who enroll in such plans will make contributions equal to what they would have made had they enrolled in Personal Choice C3-F2-O2 Plan.
- d. All premium payments of Salaried Supervisory Employees shall be through mandatory payroll deductions.
- e. Comparable Coverage
 - i. The District reserves the right to substitute another carrier providing comparable coverages.
 - ii. In the event that the District provides coverage by means other than the health insurance carriers used by the district on July 1, 2025, representative(s) of the Salaried Supervisory Employees shall have the right, not more frequently than once per year, to request that a review panel consisting of one (1) person designated by the Salaried Supervisory Employees and one (1) person designated by the Superintendent be convened to examine the quality of the coverage provided. In the event that both members of the panel recommend a return to the health insurance carriers used by the district on July 1, 2025, the change will be made.

Dental Plan

1. Each full-time Salaried Supervisory Employee will be offered the following coverage: 1500 dental plan provided by United Concordia. A three-part rider for full-time Salaried Supervisory Employees and dependents. The rider will include oral surgery (100% UCR), prosthetics and crown inlay and inlay restoration (50% UCR), periodontal services (50 UCR) and orthodontics (50% UCR up to a lifetime maximum of \$800.00).
2. If the Salaried Supervisory Employee chooses single or dependent coverage, the Salaried Supervisory Employee's yearly contribution for the 1500 dental plan is 14%.
3. Salaried Supervisory Employees with single medical coverage who decline Dental Coverage (only) will be paid \$100 a year. Salaried Supervisory Employees with dependent medical coverage who decline Dental Coverage (only) will be paid \$250 a year. This buyout is not available to those Salaried Supervisory Employees who have disenrolled from all medical coverage.
4. The District reserves the right to select any carrier provided the coverage is comparable. The District also reserves the right to alter the buyout provisions for the dental plan.

IV. DISENROLLMENT

- a. Full-time Salaried Supervisory Employees who are eligible to enroll in the District medical, prescription, and dental insurance plan and who are willing to discontinue that plan shall receive a disenrollment payment of \$2,000 per year. Payments received under this waiver shall be made in two (2) equal installments paid in the pay periods closest to December 30 and June 15.
- b. Re-enrollment in District health benefits for a given fiscal year after July 1 shall only be possible when a "qualifying event" (as dictated by the insurer) has occurred and shall require the Administrator to refund the District a pro-rata share of the dollars tendered to the Administrator.
- c. The District reserves the right to increase the size of the disenrollment bonus at each open enrollment.

V. OTHER INSURANCES INCLUDING VOLUNTARY

Group Life Insurance: The District shall pay the premiums for term life insurance in the face amount of 250% of the Salaried Supervisory Employee's annual salary provided that the Salaried Supervisory Employee is insurable under the terms of the group insurance contract and that all requirements of the insurer have been met.

Long-Term Disability Insurance: The District will pay the premiums for full-time eligible Salaried Supervisory Employees for long- term disability insurance through a carrier of the District's choice. The long-term disability coverage shall have a 90 day-elimination period that requires the utilization of all accrued but unused sick days, as well as a setoff for all other income benefits prior to utilizing the benefit, with a maximum of 60% of the Salaried Supervisory Employee's regular annual compensation up to a maximum of \$4,500.00 per month. This program is in lieu of the short-term disability program.

Vision Insurance: Full-time Salaried Supervisory Employees can purchase optional vision coverage, through payroll deduction, at sole cost of Salaried Supervisory Employee.

VI. MILEAGE REIMBURSEMENT

Individuals using their own automobile in pursuance of school duties as approved by the Business Administrator will be reimbursed at the rate allowed by the Internal Revenue Service.

VII. PROFESSIONAL DEVELOPMENT

Leave without loss of pay for the purpose of professional development may be granted by the Superintendent.

VIII. SICK LEAVE

Twelve (12) month Salaried Supervisory Employees shall be given twelve (12) sick days per year, cumulative from year to year. Eleven (11) month Salaried Supervisory Employees shall be given eleven (11) sick days per year, cumulative from year to year. Ten (10) month Salaried Supervisory Employees shall be given ten (10) sick days per year, cumulative from year to year.

Salaried Supervisory Employees who terminate their employment before June 30th shall have their sick days earned in that final year prorated based on the days employed during that year. These days will not be paid out other than as a retirement, death, or disability benefit.

IX. BEREAVEMENT LEAVE

Up to five (5) days at any one time may be permitted in the event of the death of a member of a Salaried Supervisory Employee's immediate family. "Immediate family" shall mean a spouse, child, step-child, grandchild, parent, step-parent, sister, brother, daughter-in-law, son-in-law, mother-in-law, father-in-law, sister-in-law, or brother-in-law, or near relative who resides in the same household, or any person with whom the Salaried Supervisory Employee has made his/her home.

Up to three (3) days may also be permitted for a Salaried Supervisory Employee in the event of the death of a near-relative. A "near-relative" shall mean a grandparent, grandparent-in-law, aunt, aunt-in-law, uncle, uncle-in-law, niece, niece-in-law nephew, nephew-in-law, first cousin, first cousin-in-law for a three (3) day absence. A Salaried Supervisory Employee shall be eligible for up to two (2) additional days for a "near relative" if they have been legally named as the executor or executrix of the estate.

X. PERSONAL DAYS

Each Salaried Supervisory Employee shall be credited with two (2) days of personal leave, without reason, annually. Unused personal days will be credited toward accumulated sick leave. Any personal days rolled into sick leave shall be paid out at the time of retirement in accordance with Item E-6 Payment for Unused Sick Leave.

XI. VACATION

Twelve (12) month Salaried Supervisory Employees shall earn twenty-seven (27) vacation days per year, at the rate of 2.25 days per month of employment. Eleven (11) month Salaried Supervisory Employees shall earn five (5) vacation days per year. Ten (10) month Salaried Supervisory Employees shall not be entitled to paid vacation days. Vacations will be taken at the discretion of the Administrator, subject to the written pre-approval of the Superintendent or Designee.

XII. TUITION REIMBURSEMENT

Salaried Supervisory Employees will be reimbursed for 100 percent of all job-related credit or non- credit courses, up to \$1,000 per credit, subject to pre-approval by the Superintendent of Schools or their designee.

XIII. PAYMENT FOR UNUSED SICK LEAVE

Salaried Supervisory Employees retiring after ten 10 years of consecutive service in the district, and having provided at least 60 days' notice, will be paid for unused sick leave as follows:

Date Earned	Payable Amount
07/01/92 through 6/30/94	\$36.00 per day (no limit)
07/01/94 through 6/30/09	\$40.00 per day (no limit)
07/01/09 through 06/30/17	\$60.00 per day (no limit)
07/01/17 and thereafter	\$85.00 per day (no limit)

Payout of monies for unused sick leave will be in the form of a lump sum paid within ninety (90) days of retirement provided the Salaried Supervisory Employee provided sixty (60) days' written notice to the District.

XIV. HOLIDAYS

*Holidays (Twelve (12) month Salaried Supervisory Employees) (Eleven (11) month Salaried Supervisory Employees receive *holidays) (Ten (10) month Salaried Supervisory Employees receive @holidays)*

Independence Day	*Christmas Day @	Good Friday
*Labor Day @	New Year's Eve	*Memorial Day @
*Thanksgiving Day @	*New Year's Day @	Juneteenth
Day after Thanksgiving	*Dr. Martin Luther King, Jr. Day	
Christmas Eve	*Presidents' Day	

When a holiday falls on a Saturday, the holiday will be observed on the preceding Friday. When a holiday falls on a Sunday, the holiday will be observed on the following Monday.

XV. CHANGES IN PROVISIONS

With respect to the provisions of the plan, the Employer reserves the right to amend the terms and provisions of this Plan so long as it will inform the Salaried Supervisory Employees of any such modifications in a timely fashion.

XVI. PAYOUT OF BANKED AND ACCUMULATED VACATION DAYS

The Vacation Bank and Retirement/Resignation Payout Account will be liquidated over the duration of this compensation plan and no new days may be added to the banks/accounts. Vacation days currently banked as of June 30, 2025 (or in the Retirement/Resignation Account) will be paid at the rate they were

acquired with the provisions of the type of banking (50% or 100%). Any balances of \$5,000 or less, will be paid out in a single payment on or before September 30, 2025. Any accounts with more than \$5,000 will have the remaining balance paid out in installments of no more than \$5,000 per year in each year of the plan until the balance is depleted. These payments will be made on or before June 30th each year.

- a. Effective beginning in the 2025-2026 school year, Salaried Supervisory Employees will be permitted to have up to five (5) days remaining after June 30th, which will be paid out at 100% of their daily rate in the year earned, provided they have used at least ten (10) vacation days that year. Up to an additional five (5) days may be carried over to the next year and must be used during that year.
- b. Salaried Supervisory Employees who resign or retire, having given sixty (60) calendar days' advance notice, after having worked for the District for a minimum of five (5) years, shall have their vacation days earned in that final year prorated based on the days employed during that year.
- c. Salaried Supervisory Employees whose employment is terminated because of death or disability shall have vacation days paid out at their current per diem rate. This is exclusive of that stipulated in XVI.

XVII. PAYOUT OF UNUSED SICK LEAVE OR VACATION TO SURVIVORS

If a Salaried Supervisory Employee dies during service to the District, any compensation due the Salaried Supervisory Employee as outlined in XIII and XVI shall be paid to the Salaried Supervisory Employee's survivors in accordance with any State and Federal Laws.

XVIII. RETIREMENT SAVINGS PLAN

For each year during the term of this Plan, the District will match, dollar for dollar, up to 3% of the 12-month Salaried Supervisory Employee's salary, the 12-month Salaried Supervisory Employee's deferral contributions, if any, into their 403(b) and/or 457(b) account. The District will deposit said matching amount into the 403(b) and/or 457(b) account on or about June 30th, provided the 12-month Salaried Supervisory Employee remains employed on June 30th of that year. Such contributions shall be limited annually to the maximum amounts permitted pursuant to the Internal Revenue Code.

XIX. SALARY SCHEDULE

While it will be the intent that salaries for all Salaried Supervisory Employees shall be adjusted by 3%, economic conditions may warrant a movement of less than 3% for the remaining years of this plan. Taken into consideration when creating new positions will be Act 1 Index, comparative needs of Wallingford-Swarthmore School District and other financial indicators. Individual Salaried Supervisory Employees' salaries may be adjusted at the discretion of the District for the start of this compensation plan term.