

**2025-2029 COMPENSATION PLAN**  
**FOR**  
**ACT 93 ADMINISTRATORS**



**WALLINGFORD-SWARTHMORE SCHOOL DISTRICT**

## ***I. INTRODUCTION AND OVERVIEW***

- A. Term of Compensation Plan** – This Compensation Plan between Wallingford-Swarthmore School District (herein “District”) and the Act 93 Wallingford-Swarthmore School District Administrators (herein “Act 93”) shall be effective July 1, 2025 through June 30, 2029.
- B. Defined Terms** – As used in this Administrators’ 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 Administrators’ Compensation Plan.
  - “*Position*” or “*Administrator*” means “*School Administrator*” as defined in Section 11-1164(a) of the Public School Code of 1949, as amended. That means any employee of the District below the rank of District Superintendent, Assistant District Superintendent, but including the rank of First Level Supervisor, who by virtue of assigned duties is not in a Bargaining Unit of public employees created under the Public Employee Relations Act. While the definition shall include Principals, it shall not apply to anyone else who has the duties and responsibilities of the position of Business Manager or Personnel Director.
- C. Goals** – The structure of the Plan is intended to provide (a) a form of internal equity among Positions; (b) a compensation structure which conforms with overall budget objectives; (c) a system to establish the compensation level of each Administrator for the school years for which the Plan is applicable.

## ***II. SALARY SCALE***

**A. 2025-2026**

POSITION	MINIMUM	MAXIMUM
DIRECTOR	\$140,000.00	\$185,000.00
HS PRINCIPAL	\$140,000.00	\$179,000.00
MS PRINCIPAL	\$135,000.00	\$173,000.00
ELEMENTARY PRINCIPAL	\$130,000.00	\$165,000.00
ASSISTANT DIRECTOR	\$130,000.00	\$165,000.00
ASSISTANT HS PRINCIPAL	\$130,000.00	\$160,000.00
ATHLETIC DIRECTOR	\$125,000.00	\$155,000.00
ASSISTANT MS PRINCIPAL	\$120,000.00	\$150,000.00
SUPERVISOR	\$120,000.00	\$150,000.00
ASSISTANT BUSINESS MGR	\$120,000.00	\$150,000.00
ASSISTANT ELEM PRINCIPAL	\$110,000.00	\$140,000.00

**B. Effective  
7/1/2026**

POSITION	MINIMUM
DIRECTOR	\$144,200.00
HS PRINCIPAL	\$144,200.00
MS PRINCIPAL	\$139,050.00
ELEMENTARY PRINCIPAL	\$133,900.00
ASSISTANT DIRECTOR	\$133,900.00
ASSISTANT HS PRINCIPAL	\$133,900.00
ATHLETIC DIRECTOR	\$128,750.00
ASSISTANT MS PRINCIPAL	\$123,600.00
SUPERVISOR	\$123,600.00
ASSISTANT BUSINESS MGR	\$123,600.00
ASSISTANT ELEM PRINCIPAL	\$113,300.00

**C.** Annual increases will be 3% each year of this Plan. Once the annual percentage raise pushes an Administrator's salary beyond the maximum, Administrators will receive a 2% "Beyond Max" increase annually. An Administrator whose annual performance results in an unsatisfactory or needs improvement rating, such Administrator shall not receive a salary increase for the following year, as determined by the Superintendent.

### ***III. NON-SALARY BENEFITS***

#### **A. Medical and Prescription Insurance**

1. Each full-time Administrator will be offered the following health benefit plan or its substantial equivalent: 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 health benefit plan shall be as follows:
  - a. If the Administrator chooses single or dependent coverage, then the Administrator's yearly contribution for Personal Choice C3-F2-O2 is 14% of the final look premium each year of the plan.
  - b. To participate in the Prescription Drug Plan, the Administrator must contribute the following amounts per year:

<b>2025-2029</b>	<b>Single</b>	<b>Other</b>
	10% of the ascribed premium	10% of the ascribed premium

3. An Administrator may participate in the Independence Blue Cross Personal Choice 20/30/70 Plan or the Personal Choice C2-F1-O1 Plan, each with Prescription Drug Coverage, if the Administrator contributes the full difference in the premium cost between Personal Choice C3-F2-O2 and these plans. In addition to these payments, the Administrator must make a contribution equal to what they would have made had they enrolled in Personal Choice C3-F2-O2 with the Prescription Drug Plan.
4. All premium payments of Administrators shall be through mandatory payroll deductions.
5. Waiver of Benefits:
  - a. An Administrator may elect to waive all medical and dental benefits and receive a payment of \$4,000 for each school year.
  - b. 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.
  - c. 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.
  - d. The Employer reserves the right to select any health benefit carrier provided the coverage is comparable or substantially equivalent.

**B. Dental Insurance**

1. Each full-time Administrator will be offered the following coverage: 1500 dental plan provided by United Concordia.
2. If the Administrator chooses single or dependent coverage, the Administrator's yearly contribution for the 1500 dental plan is 14% of the final look premium for each year of the plan.
3. Administrators with single medical coverage who decline Dental Coverage (only) will be paid \$100 a year. Administrators with dependent medical coverage who decline Dental Coverage (only) will be paid \$250 a year. This buyout is not available to those Administrators who have disenrolled from all medical coverage.
4. The District reserves the right to select any carrier provided the coverage is comparable or substantially equivalent. The District also reserves the right to alter the buyout provisions for the dental plan.

**C. Other Insurance:** The District shall provide the following insurance coverage or contribution to each Administrator.

1. Life Insurance: The District shall pay the premiums for term life insurance in the face amount of 250% of the Administrator's annual salary.
2. Long-Term Disability Insurance: The District shall contribute 100% of the cost to provide a long-term disability income protection plan that will provide 66-2/3%, not to exceed \$6,000 per month of disability insurance beginning on the 91<sup>st</sup> calendar day of absence.
3. Vision Insurance: Full-Time Administrators can purchase optional vision coverage, through payroll deduction, at the sole cost of Administrator.

**D. Vacations and Holidays**

1. Holidays: Administrators working a 12-month year shall receive the following thirteen (13) holidays:

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

If Administrators are required to work on one of the designated holidays, another floating holiday will be added to their vacation totals. 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.

2. Vacation: Vacations will be taken at the discretion of the Administrator, subject to the written pre-approval of the Superintendent or Designee. 261-day Administrators shall receive 27 vacation days and 235-day Administrators will receive 21 days during the fiscal year to be taken at the discretion of the Administrator with the pre-approval of the Superintendent. An Administrator hired for a 261-day position after July 1 of any fiscal year may schedule vacation days prorated at 2.25 (2.1 for 235-day Administrators) per month of service completed during the first year of employment
3. The Vacation Bank and Retirement/Resignation Payout Account will be liquidated over the duration of this 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%) in four (4) equal payments throughout this Plan paid on or before June 30<sup>th</sup> each year. Any balances of \$5,000 or less, will be paid out in a single payment on or before September 30, 2025.
4. Effective beginning in the 2025-2026 school year, Administrators will be permitted to have up to ten (10) days remaining after June 30<sup>th</sup>, 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.
5. Administrators who resign or retire, having given sixty (60) calendar days' advance notice, or whose employment is terminated by reason of disability or death, shall have their vacation days earned in that final year prorated based on the days employed during that year.

#### **E. Other Leaves of Absence**

1. Personal Days: Two (2) personal days, without reason, subject to the approval of the Superintendent. Unused personal days will be attributed to the Administrator's sick bank. Upon retirement, these days will be eligible for reimbursement pursuant to E (6).
2. Sick Leave: Twelve sick days annually (one per month worked), cumulative year-to-year
3. Newly hired Administrators may transfer up to 25 accumulated sick days from their previous public school district employer. Notification of transferred days must be received in writing from the previous employer within 90 days of hire date.
4. Up to five accumulated sick days may be donated per year to another Administrator in need covered under this sick leave provision. This donation shall be made at the discretion of each Administrator. The District retains sole prerogative in how to manage and operate the sick bank.

5. Administrators who terminate their employment before June 30<sup>th</sup> shall have their sick days earned in that final year prorated based on the days employed during that year.
6. Payment for Unused Sick Leave: Unused sick leave earned as an Administrator, upon retirement after 5 years of service in the District for full-time Administrators, shall have no limitation on the accumulation of sick days. Unused sick leave shall be reimbursed as follows:

<u>Date Earned</u>	<u>Payable Amount</u>
July 1, 2000 – June 30, 2009	\$50.00 per day
July 1, 2009 – June 30, 2017	\$75.00 per day
July 1, 2017 and thereafter	\$100.00 per day

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 Administrator provided sixty (60) days' written notice to the District. Administrators who served in another capacity in the District will be paid out for their sick days based on the contract or employment guidelines in which they were earned at the rates stipulated by that agreement or contract.

7. If an Administrator dies during service to the District, any compensation due the Administrator as outlined in D (5) and E (6) shall be paid to the Administrator's survivors in accordance with any State and Federal laws.

**F.** Tuition Reimbursement: The District will pay \$1000 per credit of tuition costs for graduate or other appropriate study on a prepaid basis. All courses and programs of study must be pre-approved in writing by the Superintendent or Designee.

**G.** Professional Development and Expense Reimbursement: Business and travel expenses approved in accordance with District policy will be reimbursed.

**H.** Sabbatical Leave or Professional Development Leave Option: Each Administrator who has 30 years of educational experience and a minimum of 10 years of administrative experience with the District, contingent upon the Administrator not taking a sabbatical leave or professional development leave within eight (8) years preceding the deemed waiver of sabbatical leave or professional development leave rights shall be deemed to have waived the statutory right to take an earned sabbatical leave or professional development leave prior to the Administrator's retirement from school service. In consideration of such deemed waiver, upon the Administrator's retirement, and assuming the Administrator elects healthcare continuation coverage the District will make post-retirement payments toward the retiring Administrator's health plan on the same basis as if the Administrator had continued to be employed. These payments will cease at the earliest of any one of the following dates: (1) once the sum total of all of the District's monthly contributions equal one-half (50%) of the retiring Administrator's salary during the year prior to the Administrator's retirement or (2) the

Administrator's death or (3) when the Administrator reaches the age of sixty-five (65). The District's Business Manager will develop mandatory guidelines for the payment of such premiums, and this Plan shall be subject to those guidelines. This benefit is only available if the Administrator is carrying District benefits for health, prescription, and dental at the time of retirement.

- I.** Retirement Savings Plan: For each year during the term of this Plan, the District will match, dollar for dollar, up to 3% of the Administrator's salary, the Administrator'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 30<sup>th</sup>, provided the Administrator remains employed on June 30<sup>th</sup> of that year. Such contributions shall be limited annually to the maximum amounts permitted pursuant to the Internal Revenue Code.
- J.** Regarding New Plan Development: Prior to December 1, 2028, the Meet and Discuss process will be initiated and, if possible, completed to determine the Plan for the School Years 2029-2030 and beyond. The results of the Meet and Discuss process will be outlined in a written Plan document that will be adopted by the Board and distributed to all Administrators who are subject to the Plan.
- K.** Regarding This Plan: The Administrators as a group, or any representatives of the administration subject to the Plan, may request at any time during the term of this Plan a meeting with the Board or the Personnel Subcommittee of the Board to discuss concerns related to their employment in the District. The Board or Subcommittee shall make every effort to schedule such a meeting as soon as feasible.
- L.** Amending This Plan: The District reserves the right to amend this Plan to address unplanned and compelling modifications that are required to ensure the continuity of District operations. The District's unilateral right to amend this Plan will be used sparingly and only in exigent circumstances.