

2012-2013

EXEMPT

ADMINISTRATORS

TABLE OF CONTENTS

THE 2011-2012 EXEMPT ADMINISTRATORS

ARTICLE		PAGE
1	Definitions.....	3
2	Contracts	3
3	Reduction in Force.....	4
4	Administrative Separation Benefits	4
5	Seniority Credit/Salary Schedule Placement as a Teacher	7
6	Compensation and Benefits	7
7	Leaves of Absence With Pay	9
8	Professional Liability.....	11
9	Evaluation	11
10	Leaves of Absence Without Pay	12
11	Administrative Transfers.....	13
	Appendix A, Exempt Administrative Positions	14
	Appendix B, Exempt Administrative Salary Schedule.....	15

ARTICLE ONE

DEFINITIONS

- A.** The term **ADMINISTRATOR** shall be defined as those persons whose pay is determined by the Exempt Administrator Salary Schedule (Appendix B) and who are listed in Appendix A.
- B.** The term **GOVERNING BOARD** shall mean the Governing Board of Tucson Unified School District.
- C.** The term **DISTRICT** shall mean the Tucson Unified School District.
- D.** The term **SUPERINTENDENT** shall mean the Superintendent appointed by the Governing Board of Tucson Unified School District.
- E.** The term **DAYS** shall mean working days. Working days are considered to be those exclusive of holidays and weekends. During the school year, working days shall mean teaching days plus duty days. During the summer, working days will be those when the District's Central Administrative offices are open for business with the public.
- F.** The term **FAMILY** shall mean parents, foster parents, step-parents, grandparents, spouse, children, siblings, aunt, uncle, or anyone in the metropolitan Tucson area for whom the administrator has or shares a major financial responsibility and is an established resident within the household.
- G.** The term **EMERGENCY** shall mean an event which a reasonable, prudent person could not have reasonably foreseen and prepared for.

NOTHING IN THE PROVISIONS OF THIS AGREEMENT SHALL BE CONSTRUED AS A LIMITATION UPON THE APPLICATION OF FEDERAL LAW INCLUDING TITLES VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, SECTION 504 OF THE REHABILITATION ACT OF 1973, EQUAL EMPLOYMENT OPPORTUNITY ACT OF 1972, AGE DISCRIMINATION IN EMPLOYMENT ACT, AMERICANS WITH DISABILITIES ACT OF 1990, AND OTHER FEDERAL AND STATE NONDISCRIMINATIONS LAWS AND REGULATIONS.

ARTICLE TWO

CONTRACTS

- A. Distribution of Administrative Contracts**
 - 1.** The District shall submit annual contracts to all administrators to whom it intends to offer contracts no later than July 1 prior to the beginning of the school term each year.
 - 2.** Starting and ending dates for administrators' contracts may vary with approval of the Superintendent or the Superintendent's designee.
- B. Contract Offer Acceptance**
 - 1.** An administrator offered a contract for the following school year must indicate acceptance of the contract within thirty (30) days from the date of the written contract or the offer is revoked.
 - 2. Release from Contract:** An employee under contract will be released from the obligations of the contract upon request, under the following conditions:

- a) a release from contract, prior to July 1, will be granted provided a letter of resignation is submitted prior to that date.
- b) a release from contract will be granted in case of illness or a life changing situation (in accord with Family Medical Leave Act).

C. Extended Contracts

Extended contracts and pro-rata salaries will be drawn for extra work.

- D.** Administrators covered by this Agreement are employed by individual contracts on an annual basis, or pro-rata annual basis, as applicable. Administrators receive no "tenure" rights, and administrative contracts are subject to non-renewal. This provision shall not be construed to abrogate any rights afforded to an administrator under Arizona Revised Statutes, Title 15.

ARTICLE THREE

REDUCTION IN FORCE

- A.**
- 1.** District notification of administrators in the event of a reduction in force shall be in accordance with A.R.S. 15-503.D.
 - 2.** Notice of intention not to re-employ an administrator will be delivered personally to the administrator or sent by registered or certified mail, directed to the administrator at his/her place of residence.
- B.** **After June 30 RIFed employees shall, upon request, be allowed to continue their health insurance coverage by paying the premium themselves. All RIFed employees shall be eligible for COBRA benefits as described on The District's website. However, the district will pay the full cost of the COBRA benefits through the month following termination of the employee's contract. For example, if the employee's contract terminates in June 2012, the district will pay all COBRA premiums through July 2012. Thereafter, RIFed employees are responsible for the COBRA premiums at the employee's expense.**

ARTICLE FOUR

ADMINISTRATIVE SEPARATION BENEFITS

A SICK LEAVE PAY AT SEPARATION FOR ADMINISTRATORS HIRED AFTER AUGUST 16, 2005

- 1.** After ten (10) consecutive years of full time service in the Tucson Unified School District employees who are covered under these terms and conditions as of the effective date of agreement, or who become covered by these terms and conditions after the effective date of the agreement shall receive pay for unused sick leave.
- 2.** The District shall provide a payment for unused sick leave to employees upon separation in accordance with the following: The amount of payment shall be accrued up to a maximum of 67 days. the payout shall be 2/3rds of the base salary the daily rate of pay for Step 1 of the grade level of the employee at separation, times the number of sick leave days up to 67 days. Payment shall be included in the last payroll in that fiscal year or the first payroll of the following fiscal year, at the District's option. All legally required deductions shall be taken from the incentive payment including the employee's contribution to the State Retirement Fund, if any. The rights contained in this paragraph are not considered vested rights.

3. If an employee is eligible for sick leave payout but dies before the payment is made, said payment shall be paid to the estate of the deceased.

B ADMINISTRATORS ONLY HIRED PRIOR TO AUGUST 16, 2005

SICK LEAVE PAY AT SEPARATION

Voluntary Separation - 20 years of service

1. After twenty (20) years of full-time service in the Tucson Unified School District an administrator may apply for the benefits in Article Four by giving written notice to the District's Chief Human Resource Officer on or before January 15. Should an administrator separate at mid-year, written notice should be received by the Chief Human Resource Officer on or before November 15. In the event state legislation concerning retirement is changed in such a way as to allow administrators benefits unavailable before the change, the date for notice of separation will be reopened for a period of fifteen (15) days following the enactment of the legislation. The notice may be withdrawn until and including the first Monday in February after notice is made.
2. a. For those administrators meeting the eligibility requirements in 4-B-1 above, the District shall provide pay for unused sick leave accrued before June 30, 1991 and not used before date of separation. Payment shall be based upon the daily rate of pay for the minimum salary on the 1991-92 administrative salary schedules, as follows:
 1. Daily rate of pay for administrators on Grade I, I-A, or I-A-12 at time of separation shall be based on Class I of the 1991-92 salary schedule.
 2. Daily rate of pay for administrators on Grade II or II-12 at time of separation shall be based on Class II of the 1991-92 salary schedule.
 3. Daily rate of pay for administrators on Grade III at time of separation shall be based on Class III of the 1991-92 salary schedule.
 4. Daily rate of pay for administrators on Grade IV at time of separation shall be based on Class IV of the 1991-92 salary schedule.
 5. Daily rate of pay for administrators on Grade VA or VA-12 at time of separation shall be based on Class VA of the 1991-92 salary schedule.
 6. Daily rate of pay for administrators on Grade VB or VB-12 at time of separation shall be based on Class VB of the 1991-92 salary schedule.
 7. Daily rate of pay for administrators on Grade VI at time of separation shall be based on Class VI of the 1991-92 salary schedule.
 8. Daily rate of pay for administrators on Grade VII at time of separation shall be based on Class VII of the 1991-92 salary schedule.
- b. For those administrators meeting the eligibility requirements in 4-B-1 above, the District shall provide pay for unused sick leave accrued before June 30, 1991 and not used before date of separation. With implementation of the new salary schedule (January 5, 2003), payment for classified and certified administrators shall be, as follows:

<u>New Class</u>	<u>91-92 Schedule</u>
All Grade 1	Class 1
2-A (AP, middle & dual elem)	Class 11
2-B (AP, middle EYOS)	Class 11
3-A (AP HS)	Class VI
4-A (princ elem)	Class VA

4-B (princ/elem EYOS)	Class VA
4-B (all others)	Class VI
5-A (princ/middle & dual elem)	Class VB
5-A (Mary Meredith)	Class VI
5-B (princ /middle & elem combo)	Class VI
5-C (princ/middle EYOS)	Class VII
6 (princ/HS)	Class VII

- c. Rate of pay shall be multiplied by the number of sick leave days accumulated prior to June 30, 1991.
 - d. Payment shall be included in the last payroll in that fiscal year or the first payroll of the following fiscal year, at the District's option.
 - e. All legally required deductions will be taken from the incentive payment including the employee's contribution to the State Retirement Fund, if any.
 - f. Sick Leave used subsequent to July 1, 1991, will be deducted from sick leave accumulated after July 1, 1991, unless that accumulation has been depleted.
 - g. In addition to Article Four-2-a, administrators are eligible to receive the benefits outlined in Article Four-B--Voluntary Separation, 10 Years of Service.
3. If after twenty (20) years of full time service in the Tucson Unified School District, an administrator dies, the payment described in Section A-2 above will be paid to the estate of the deceased.
 4. Any full-time administrator who is entitled to receive the benefits provided in Section 4-B-1 above shall be entitled to the benefits without regard to the time of application, but all other provisions of this Article shall apply.
 5. An administrator shall receive the separation benefits contained herein if the effective date of the separation is at the end of a semester or at the end of a school year. Exceptions to this provision may be granted to applicants who are forced to separation because of emergency.

C. Voluntary Separation – 10 Years of Service

Upon separation, administrators with at least ten (10) consecutive years of full-time service in TUSD are eligible to request and receive pay for ninety percent (90%) of the days of unused sick leave accumulated subsequent to July 1, 1991. This request will be a written application to the District's Chief Human Resource Officer on or before November 15 for administrators separating at end of the semester, or January 15 for administrators separating at end of the school year. The rate of pay will be the daily administrative substitute rate at the time of separation.

D. No Vested Rights

Administrators who do not serve a timely notice of separation as provided in Article 4-B-1 above in the school year immediately preceding their separation shall gain no vested rights through or under this Article; however, exceptions to this may be granted by the District in cases where timelines are not met due to emergency situations or other extenuating circumstances.

ARTICLE FIVE

SENIORITY CREDIT/SALARY SCHEDULE PLACEMENT AS A TEACHER

If

1. The District and an administrator reach a mutual agreement that the administrator shall return to teacher; or
2. The District notifies the administrator that his/her administrative contract will not be renewed and that he/she will be assigned to a teaching position; or
3. In the absence of an agreement or assignment, an administrator whose position has been eliminated for budgetary or programmatic reasons,

A certificated administrator who returns to teaching and who

4. Has acquired tenure or continuing teacher status as defined in A.R.S. Section 15-501.5 and 15-538.01, as amended, or predecessor statutes, as a certificated teacher with the District prior to going into administration; and
 5. Has had continuous employment, including approved leaves where taken, with the District
- A.** For the purposes of this paragraph, notwithstanding any provision of the teachers' consensus agreement or successor agreement regarding experience credit for placement on the salary schedule, administrators who return to teaching as provided in this Agreement shall be accorded one step on the salary schedule for each year of prior experience in the District up to any maximum contained within the teacher salary schedule, regardless of the years or decade in which it was earned. The salary step credits provided for in the preceding sentence shall be granted for each year step increases were granted to teachers.
- B.** Administrators who, in accord with Article 5, Seniority Credit as a Teacher, are reassigned to positions covered under the Consensus agreement with the Tucson Education Association will be accorded District Initiated Transfer (DIT) status under that agreement for purposes of assignments.

ARTICLE SIX

COMPENSATION AND BENEFITS

A. SALARY

The salary schedules for exempt administrators for the **2011-2012** school year shall be reflected in Appendix B.

B. In those years when a step advancement has been negotiated, eligible employees will advance one step on the salary schedule in accord with 1 below.

1. Administrators

- a. Less than twelve month administrators employed prior to April 1, and twelve month administrators employed prior to May 1, will advance one step on the administrator salary schedule.
- b. Administrators assigned to a higher classification will be placed at their existing step in the new classification.
- c. Administrators assigned to a lower classification will be placed at their existing step in the new classification.

D. Educational Stipend

1. Administrators with a Ph.D. or Ed.D. will receive a \$1,000 educational stipend to be added to their annual contract amount. This stipend will be prorated if applicable.
2. Administrators with an Educational Specialist degree will receive a \$700 educational stipend to be added to their annual contract amount. This stipend will be prorated if applicable.

E. Professional Development

FOR THE 2011-2012 FISCAL YEAR ONLY, ALL UNUSED ALLOCATED FUNDS SHALL ROLL OVER INTO THE NEW FISCAL YEAR.

A committee consisting of representatives of both TUSD and Exempt Administrators shall be formed and shall meet to set guidelines for accessing the Professional Development Fund. These guidelines shall include eligibility requirements, the application process and the administration of these funds. TUSD shall allocate \$40,000 each fiscal year for reimbursement of tuition, conference fees and/or workshops following the guidelines established by this committee. Up to twenty-five percent (25%) or \$10,000 of budgeted amount not used for the 2011-2012 fiscal year may be rolled over into the next fiscal year and added to the budgeted amount of \$40,000 for a maximum of \$50,000.

F. Insurance

1. **For those employees working 30 hours or more, each full-time eligible employee (as determined by the insurance provider) who elects single coverage shall be eligible for the full contribution value up to \$5007.80 annually, and said value shall be paid for by the District. Should there be an increase in the cost of monthly premiums; employee shall experience no more than a 9.5% increase of the annual cost of the premiums.**
2. Flex credit is available only to those who participated during the 2001-2002 school year. (No one employed after 2000-2001 is eligible for this benefit.) **Effective July 1, 2013, flex credit will no longer be available to employees said employees shall be provided with an annual amount of \$2,060.**
3. The following optional insurance programs are available for an employee at his/her own expense:
 - a. Medical Insurance (administrator);
 - b. Dental Insurance (administrator);
 - c. Dependent coverage for medical and/or dental care;
 - d. Life Insurance (up to three times salary or a maximum of \$300,000);
 - e. Vision;
 - f. Group Universal Life;
 - g. Short-Term Disability.
4. All full-time employees shall be provided at District expense with a term life insurance policy equal to the employee's base salary as of July 1, but not less than \$10,000. Part-time employees shall receive at District expense a term life insurance policy equal to half of the employee's base salary, but not less than \$5,000. Employees shall have the option of purchasing additional term life insurance at his/her own expense.

G. Longevity Allowance

Longevity allowances shall be as follows:

15-19 years	\$ 750.00
20-24 years	\$1,000.00
Over 24 years	\$1,750.00

H. Travel Expenses

Mileage for work-related travel will be paid at the rate authorized by the State of Arizona and adopted by the Governing Board. Employees shall submit a completed mileage reimbursement form monthly.

ARTICLE SEVEN

LEAVES OF ABSENCE WITH PAY

A. Personal Leave

1. Administrators (classified and certificated) are entitled up to six (6) days per fiscal year of personal leave.
2. Personal leave is awarded to eligible employees on July 1 of each year. Any days unused as of the end of the administrator's contract year may be accumulated and carried over as sick days.
3. Non-emergency use of personal leave should be scheduled with the immediate supervisor.

B. Sick Leave

Administrators are entitled to accumulate sick days as follows:

1. Twelve (12) month administrators are awarded thirteen (13) days of sick leave each year. Sick leave is accrued on a bi-monthly pro-rata basis starting with the first day of employment.
2. Ten (10) month administrators are awarded eleven (11) days of sick leave each year. Sick leave is accrued on a bi-monthly pro-rata basis starting with the first day of employment.

C. Vacation Days

1. Twelve (12) month administrators receive twenty (20) days (160 hours) of vacation entitlement each year. Vacation entitlement is accrued on a bi-monthly pro-rata basis starting with the first day of employment as a 12-month administrator.
2. No more than 120 hours or three (3) weeks of vacation may be rolled over into the next fiscal year. Vacation must be scheduled with the employee's supervisor no less than four (4) weeks in advance, except in cases of emergency, to ensure that an employee has the opportunity to use available vacation time. If a supervisor denies vacation to an employee and vacation will be lost under those circumstances, the supervisor shall submit a request in writing by March 31 to the Budget Development Committee to pay out the vacation earned by the employee. The Budget Development Committee shall

either mandate that vacation be taken by the employee or approve that the vacation leave be paid out at the current rate of pay.

3. In the case of administrators going from a twelve (12) month position to a ten (10) month position, the following applies:
 - administrator should take earned vacation time before June 30, end of 12-month contract year.
 - if it is impossible to take earned vacation time before June 30, administrator will be paid for unused vacation up to a maximum of thirty (30) days.
4. In the case of an administrator going from a ten (10) month position to a twelve (12) month position, administrator will commence accruing vacation time beginning with his/her first day of employment as a 12-month administrator.
5. Administrators separating from the District will receive payment for any unused vacation leave at their existing daily rate of pay at the time of separation.

D. Medical Leave Assistance Program

1. Administrators who have depleted their accrued sick and personal leave as a result of serious illness or injury may request access to the Medical Leave Assistance Program by submitting a form to Human Resources asking to receive donations of sick leave from other administrators (including those administrators represented by ELI). Serious illness or injury is defined as a "non work related" illness or injury that is anticipated to last for the continuous period of time of four or more weeks, as verified by a licensed health care practitioner.
2. The administrator may donate any number of sick leave days, provided that after the donation, the administrator still has thirty (30) or more days of accumulated sick leave. The administrator will designate the donation in the name of the employee to receive the donation. The District shall not disclose the name of the donor.
3. The recipient will be credited with the number of days donated, up to a maximum of one week after their projected return to work. Days donated in excess of this amount will be held in reserve and credited to the administrator only if needed. If not needed, days in excess of one week beyond the original amount requested will be restored to the donor(s). Days of leave, not the actual wage of the donor, will be donated.
4. No administrator shall be eligible for the Medical Leave Assistance Program after he/she qualifies for long-term or short-term disability coverage.
5. No administrator may donate days to his/her immediate supervisor.
6. In addition to the above, administrators may donate to employees in other bargaining units who have requested access to the Medical Leave Assistance Program in accord with District policies and this Article 7-D.

E. Jury Duty

Administrators subpoenaed for jury duty or as witnesses in a court proceeding shall not suffer loss of earnings as a result of such service. An administrator may choose: 1) to keep his/her jury duty or witness pay and have his/her pay docked an equal amount; or, 2) in

cases where jury duty pay exceeds the administrator's daily rate, he/she may use a personal leave day or be docked at his/her daily rate instead of using a jury code for those days. An administrator subpoenaed for jury duty or as a witness is required to submit a copy of the jury summons or subpoena to his/her supervisor and inform the supervisor of his/her choice regarding jury duty pay. Proof of attendance, such as the Biographical Sheet issued by the Court, will be attached to the Absence Sheet and shall be submitted in the pay period while serving as a juror or as a witness. No proof is needed with the Absence Sheet if the administrator chooses to take a Personal Leave day. Absences due to litigation in which the employee is either a plaintiff or a defendant must be charged to personal leave, vacation, or dock.

F. Military Leave

In accordance with A.R.S. § 38-610, administrators will receive pay for all days during which they are employed in training duty under orders with any branch of the armed forces for a period not to exceed thirty days in any two consecutive years. For purposes of this article only the term "year" means the fiscal year of the U.S. government.

G. Released Time

Released time may be granted to attend any approved conference or convention which would enhance an administrator's work performance. First consideration will be given to administrators participating or presenting in the conference. Released time must be requested at least one (1) week before in-state meetings, and out-of-state forms must be submitted for Superintendent approval prior to the conference.

ARTICLE EIGHT

PROFESSIONAL LIABILITY

The District shall, at no expense to each administrator, (a) provide legal counsel and representation to the administrator in any legal action brought against the administrator, providing the incident(s) giving rise to the legal action arose while the administrator was acting within the scope of his/her employment, with the exception of actions brought by the Governing Board; and (b) defend, hold harmless and indemnify each administrator from any and all demands, claims, suits, actions and legal proceedings brought against the administrator in his/her official capacity as agent and employee of the Governing Board, provided the incident(s) arose while the administrator was acting within the scope of his/her employment; and the action was not brought by the Governing Board.

ARTICLE NINE

EVALUATION

A. Evaluation of Administrators

Administrators will be evaluated according to applicable Arizona statutes and Evaluation Procedures as adopted by the Governing Board.

B. Personnel File

1. All administrators in the Tucson Unified School District shall have the right to review the contents of her/his personnel file and to receive a copy of all material contained therein at District expense.
2. The official personnel file for all administrators shall be maintained in a location made known to administrators within fifteen (15) days following adoption of this policy and within fifteen (15) days after such files are moved, should the location be changed.

3. Following adoption of this policy, no material derogatory to an administrator's conduct, performance, character or personality shall be placed in the personnel file unless a copy is provided to the administrator for review, and unless the administrator has the opportunity to submit a reply to the material. Said reply shall be attached to the original document and shall remain attached throughout the term of that administrator's employment unless removed by mutual agreement between the administrator and the Superintendent or designee. Such agreement shall be in writing and signed by both the administrator and the Superintendent or designee.
4. Any discipline issued as a result of a criminal offense against a student shall remain in the employee's official personnel file and is not subject to removal. These offenses include, but are not limited to, criminal offenses defined by Arizona state law under Title 13, assault, hitting, striking, harassment, inappropriate touching or caressing of a student, sexual assault, or causing the student to suffer physical harm.
5. The use of eavesdropping or surveillance methods will not be used for conducting performance reviews of employees, but may be used to ensure student safety. At no time will the District use security cameras in a location where employees or students have a reasonable expectation for privacy.

ARTICLE TEN

LEAVES OF ABSENCE WITHOUT PAY

A. Eligibility

1. The Board may grant a leave of absence to employees not to exceed one (1) year for the purposes listed below. No leaves will be granted for other employment.
 - a. Health of employee (doctor's verification of illness is required)
 - b. Health of immediate family (as defined in Article One-F); doctor's verification of illness or disability and projected date of return to work is required
 - c. New infant or childcare (birth certificate or doctor's statement required)
 - d. Course of study, education or training, as approved by TUSD (enrollment or registration documentation required)
 - e. Military service (military order required)
 - f. Campaign/Serve in public office
2. Employees must have worked the equivalent of three full school years to be eligible for an unpaid, board-approved leave of absence.
3. Upon granting the authorized absence, all rights of tenure, seniority, retirement, accrued leave with pay and other benefits shall be preserved and available to the applicant after the termination of the leave, provided they were earned prior to the leave.
4. Employees on unpaid leave of absence shall be allowed to continue insurance coverage in the program in which he/she is enrolled, provided the employee notifies the District of his/her desire to continue, and pays the premiums for the insurance and other benefits at the employee's expense.

B. Expiration of Leave (Return)

1. Administrators must notify the District in writing of their intentions to return by February 1 or thirty (30) days prior to the leave's expiration date, whichever is earlier. Upon expiration of the leave, the administrator is guaranteed return to a comparable

(same grade, same step) administrative position if one is available, and if he/she is recommended for the position by the Superintendent as a result of a selection process. (If no comparable position is available, or if the administrator is not selected, the administrator will be assigned to the next administrative vacancy that is in a classification below that of the position held at the time of leave, and for which he/she meets the minimum requirements. Said administrators will be placed on the step closest to their previous annual salary which does not result in an increase.)

2. Number B-1, expiration of leave, notwithstanding, administrators on a leave of absence are subject to the provisions of Article 3, Reduction in Force.
3. Administrators on leave of absence may request in writing that their leave be rescinded prior to the scheduled expiration of the leave.

C. Family and Medical Leave

The provisions of the Family Medical Leave Act (FMLA) will be made available to administrators as described by the Act.

D. Variable Office Hours

With notification to the immediate supervisor, variable office hours may be kept as long as each administrator works the required number of hours and performs duties in a satisfactory manner. Variable office hours may be applied when normal work responsibilities require an administrator's presence at activities beyond the normal workday.

ARTICLE ELEVEN

ADMINISTRATIVE TRANSFERS

A. Purpose

The purpose of the following provisions on administrative transfers is to ensure consistent, fair and equitable transfer opportunities and assignments for all administrators. Transfers are not intended to replace administrative evaluations, nor are transfers to be used for punitive or disciplinary purposes.

B. Notice and Consultation

1. Written notice of all administrative vacancies occurring prior to the end of the school year and not advertised through TUSD's Human Resources Department will be provided by the District to each administrator.
2. All current administrators who volunteer to transfer may provide a letter of intent to the Chief Human Resources Officer and Superintendent identifying the specific position in which he/she may be interested. Those current administrators shall be given equal consideration with other applicants in the placement or interview and selection process. Those schools that have been designated as site-based management schools will follow a selection and interview process in accord with Governing Board policy.

ADMINISTRATORS - ADE (Exempt)

as of 11/14/2011

Grade	Code	Title
1-A		
1-B		
1-C		
2-A		
2-B	22090	Assistant Director - Financial Services
2-B	22415	Director - Grants, Partnerships, and Resource Mgmt
2-B	21161	Director - Staff Services - Gov Brd
2-B	24449	Staff Attorney
3-A	26509	Director - Risk Management
4-B	23299	Director - Facilities Management
4-B	22190	Director - Financial Services
4-B	22699	Director - Food Services
4-B	22396	Director - Media Relations & Communications
4-B	22477	Director - Title 1
4-B	16313	Language Acquisition Director
5-A	24419	Legal Counsel
5-B		
5-C	22700	Internal Compliance Officer
5-C	23335	Director - IT Infrastructure
5-C	105200	Director - Resource Development
5-C	22375	Director - Desegregation
5-C	202398	Labor Relations Director
6-A	105199	Executive Director - Exceptional Education
6-A	14624	Director - Elementary Schools
6-A	14623	Director - Middle Schools
6-A	14627	Director - Alternative Middle School Programs
6-A	06565	Director - High Schools

APPENDIX B

EXEMPT ADMINISTRATORS**July 1, 2011 through June 30, 2012****(Based on a 12 month schedule; prorate if less than 12 months)**

		A	B	C	D	E	F	G	H	I	J
Grade											
1	A	57,778	59,223	60,703	62,221	63,776	65,371	67,005	68,679	69,700	71,443
	B	59,584	61,073	62,600	64,165	65,769	67,414	69,099	70,825	71,878	73,675
	C	66,806	68,476	70,187	71,942	73,741	75,584	77,475	79,411	80,590	82,605
Grade											
2	A	63,290	64,871	66,495	68,156	69,861	71,608	73,397	75,232	76,350	78,258
	B	70,252	72,008	73,809	75,654	77,546	79,484	81,471	83,508	84,747	86,867
Grade											
3	A	75,024	76,900	78,822	80,793	82,813	84,882	87,005	89,180	90,505	92,768
Grade											
4	A	68,568	70,282	72,039	73,842	75,687	77,579	79,518	81,507	82,717	84,784
	B	76,879	78,801	80,772	82,790	84,861	86,984	89,157	91,387	92,743	95,062
Grade											
5	A	72,844	74,665	76,531	78,445	80,406	82,415	84,476	86,588	87,874	90,071
	B	75,029	76,906	78,828	80,798	82,818	84,890	87,010	89,187	90,511	92,774
	C	80,856	82,877	84,949	87,073	89,251	91,483	93,768	96,065	97,540	99,979
Grade											
6	A	86,423	88,583	90,799	93,069	95,396	97,781	100,224	102,730	104,257	106,863