

Board Agenda Request Form

Date of Board Meeting: May 25, 2004
Month/Day/Year

Subject

Title:

RESOLUTION NO. 800 – AUTHORIZATION TO ISSUE CONTRACTS TO ADMINISTRATIVE SUPERVISORY STAFF

Recommendation:

The Administration recommends adoption of Resolution No. 800.

Background

Purpose/Summary:

This Resolution authorizes the issuance of individual employment contracts to the Associate Superintendents, Executive Directors, Directors, Managers, Specialists and Principals for the 2004-2005 school year.

Previous Related Action:

Additional Information

Agenda Placement:

☐ Information

☐ Action

☒ Consent Agenda

☒ Attachment(s)

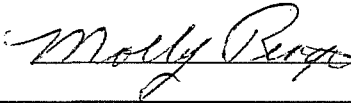
Minutes for Presentation:

of Pages: 18

Submitted By: Molly Ringo

Contact Person(s): Molly Ringo

Signature:



Approval

☐ Approved

☐ Denied

☐ Revised
(See Attached)

By: _____
Superintendent

Date: _____

Comments:

RESOLUTION NO. 800

Individual Employment Contracts
for
Associate Superintendents, Executive Directors,
Directors, Managers, Specialists and Principals

WHEREAS, the Board of Directors of Everett School District No. 2 has a statutory obligation to employ regular certificated personnel by written contract, and

WHEREAS, it is essential to the success of the District's educational program that personnel vacancies for the ensuing school year be identified well in advance so that well-qualified replacements may be employed;

NOW, THEREFORE, BE IT RESOLVED as follows:

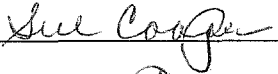


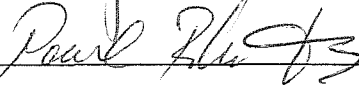
1. Individual employment contracts shall be issued forthwith to all administrators entitled to an offer of employment for the 2004-2005 school year (see list attached hereto);
2. The Superintendent is hereby directed to cause to be delivered forthwith to all administrators to be offered employment for the 2004-2005 contract year a completed contract in the form attached hereto and consistent with the attached 2004-2005 salary schedule as it applies to each contract recipient.

ADOPTED BY THE Board of Directors at a regular meeting thereof held May 25, 2004.


Superintendent

EVERETT SCHOOL DISTRICT NO. 2

President, Board of Directors

EVERETT SCHOOL DISTRICT NO. 2
CERTIFICATED ADMINISTRATIVE EMPLOYEE CONTRACT

Employee:

Date:

Position: Executive Director

Salary: \$

Days: 218

FTE: 1.00

Commencing: July 1, 2004

Ending: June 30, 2005

It is hereby agreed by and between Everett School District No. 2, Snohomish County, Washington, hereinafter called the District, and the above-named Employee that said Employee shall perform faithfully the duties of the above position and such other duties as assigned by the Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

WITNESSETH:

1. The above annual salary shall be the 2004-05 salary for Employee. The annual salary shall be prorated on a monthly basis.

2. It is mutually agreed that the Employee's job performance shall be evaluated yearly by the Superintendent or his/her designee in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to the Employee. The Employee will be subject to discharge for sufficient cause as provided by law.

3. The District shall pay the Employee's dues in the Washington Association of School Administrators.

4. In addition to annual salary, the Employee shall receive the following in consideration for the faithful performance of his/her duties:

 a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy;

 b. Holidays recognized by the District;

 c. The contribution to the Everett School Employees Benefit Trust and the Health Benefits provided or offered through the Trust (medical, dental, LTD, life, voluntary short-term salary insurance) on behalf of the Employee shall be no less than that provided non-supervisory certificated staff.

d. Twenty-nine (29) vacation days per year. Up to twenty (20) unused vacation days can be accumulated annually to a maximum of fifty (50) days. Such accumulated vacation may be taken in a subsequent year, provided that no more than six (6) weeks of continuous vacation may be permitted regardless of accumulations. Unused vacation shall be compensable upon termination of employment to a maximum of thirty (30) days. Up to thirteen (13) days of unused vacation as of June 30 of any calendar year shall be compensable on the July pay warrant. The total number of vacation days for which compensation is received shall not exceed thirty (30) days during any two (2) year period.

e. Twelve (12) supplemental days per year paid at the employee's per diem rate of pay prorated on a monthly basis.

f. Leave entitlements will be no less than those provided other administrative personnel.

g. In lieu of other expense reimbursement for in-District travel, the Employee shall receive \$523.61 per month to defray costs incurred using his/her automobile for official travel. (Pursuant to RCW 42.24.090, it is the determination of the Board that this means of reimbursement is less costly than providing an automobile to the Executive Director.) The Employee will also be entitled to out-of-District mileage, use of District vehicles, if available, for out-of District travel and other expense reimbursement for official business as provided by law and District policy for administrators.

It is further agreed that during the employment under this contract, the Employee shall be subject to the statutes governing the public schools of the State of Washington including the following specific provision: a valid State of Washington administrator's certificate for the entire period of the contract shall be registered in the District's administrative office.

The Employee and the Board of Directors of the District agree to the terms of this contract.

IN WITNESS WHEREOF, we have hereunto subscribed our names.

Signed: _____
Employee

Dated

Signed: _____
Carol Whitehead
Secretary, Board of Directors

The original of this contract must be signed and returned within ten (10) days of issuance.

EVERETT SCHOOL DISTRICT NO. 2
CERTIFICATED ADMINISTRATIVE EMPLOYEE CONTRACT

Employee:

Date:

Position:

Salary: \$

Days: 218

FTE:

Commencing: July 1, 2004

Ending: June 30, 2005

It is hereby agreed by and between Everett School District No. 2, Snohomish County, Washington, hereinafter called the District, and the above-named Employee that said Employee shall perform faithfully the duties of the above position and such other duties as assigned by the Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

WITNESSETH:

1. The above annual salary shall be the 2004-05 salary for Employee. The annual salary shall be prorated on a monthly basis.

2. It is mutually agreed that the Employee's job performance shall be evaluated yearly by the Superintendent or his/her designee in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to the employee. The employee will be subject to discharge for sufficient cause as provided by law.

3. The District shall pay the Employee's dues in either the Washington Association of School Administrators or the Association of Washington School Principals.

4. In addition to annual salary, the Employee shall receive the following in consideration for the faithful performance of his/her duties:

a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy;

b. Holidays recognized by the District;

c. The contribution to the Everett School Employees Benefit Trust and the Health Benefits provided or offered through the Trust (medical, dental, LTD, life, voluntary short-term salary insurance) on behalf of the Employee shall be no less than that provided non-supervisory certificated staff.

e. Leave entitlements will be no less than those provided other administrative personnel.

The Employee and the Board of Directors of the District agree to the terms of this contract.

Signed: _____
Employee _____ Dated _____

Signed: _____
Carol Whitehead
Secretary, Board of Directors

The original of this contract must be signed and returned within ten (10) days of issuance.

EVERETT SCHOOL DISTRICT NO. 2
CERTIFICATED ADMINISTRATIVE EMPLOYEE CONTRACT

Employee:

Date:

Position:

Salary: \$

Days: 214

FTE:

Commencing: July 1, 2004

Ending: June 30, 2005

It is hereby agreed by and between Everett School District No. 2, Snohomish County, Washington, hereinafter called the District, and the above-named Employee that said Employee shall perform faithfully the duties of the above position and such other duties as assigned by the Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

WITNESSETH:

1. The above annual salary shall be the 2004-05 salary for Employee. The annual salary shall be prorated on a monthly basis.
2. It is mutually agreed that the Employee's job performance shall be evaluated yearly by the Superintendent or his/her designee in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to the employee. The employee will be subject to discharge for sufficient cause as provided by law.
3. The District shall pay the Employee's dues in either the Washington Association of School Administrators or the Association of Washington School Principals.
4. In addition to annual salary, the Employee shall receive the following in consideration for the faithful performance of his/her duties:
 - a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy;
 - b. Holidays recognized by the District;
 - c. The contribution to the Everett School Employees Benefit Trust and the Health Benefits provided or offered through the Trust (medical, dental, LTD, life, voluntary short-term salary insurance) on behalf of the Employee shall be no less than that provided non-supervisory certificated staff.

d. Twenty-nine (29) vacation days per year. Up to twenty (20) unused vacation days can be accumulated annually to a maximum of forty (40) days. Such accumulated vacation may be taken in a subsequent year, provided that no more than six (6) weeks of continuous vacation may be permitted regardless of accumulations. Unused vacation shall be compensable upon termination of employment to a maximum of thirty (30) days. Up to thirteen (13) days of unused vacation as of June 30 of any calendar year shall be compensable on the July pay warrant. The total number of vacation days for which compensation is received shall not exceed thirty (30) days during any two (2) year period.

e. Leave entitlements will be no less than those provided other administrative personnel.

f. Four (4) non-contract days shall be provided. Scheduling of these days shall be mutually determined by the employee and his/her supervisor.

It is further agreed that during the employment under this contract, the Employee shall be subject to the statutes governing the public schools of the State of Washington including the following specific provision: a valid State of Washington administrator's certificate for the entire period of the contract shall be registered in the District's administrative office.

The Employee and the Board of Directors of the District agree to the terms of this contract.

IN WITNESS WHEREOF, we have hereunto subscribed our names.

Signed: _____
Employee Dated

Signed: _____
Carol Whitehead
Secretary, Board of Directors

EVERETT SCHOOL DISTRICT NO. 2
CLASSIFIED ADMINISTRATIVE EMPLOYEE CONTRACT

Employee:

Date:

Position:

Salary: \$

Days: 218

FTE:

Commencing: July 1, 2004

Ending: June 30, 2005

It is hereby agreed by and between Everett School District No. 2, Snohomish County, Washington, hereinafter called the District, and the above-named Employee that said Employee shall perform faithfully the duties of the above position and such other duties as assigned by the Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

WITNESSETH:

1. The above annual salary shall be the 2004-05 salary for Employee. The annual salary shall be prorated on a monthly basis.
2. It is mutually agreed that the Employee's job performance shall be evaluated yearly by the Superintendent or his/her designee in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to the employee. The employee will be subject to discharge for sufficient cause as provided by law.
3. The District shall pay the Employee's dues in either the Washington Association of School Administrators or the Washington Association of School Business Officials.
4. In addition to annual salary, the Employee shall receive the following in consideration for the faithful performance of his/her duties:
 - a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy;
 - b. Holidays recognized by the District;
 - c. The contribution to the Everett School Employees Benefit Trust and the Health Benefits provided or offered through the Trust (medical, dental, LTD, life, voluntary short-term salary insurance) on behalf of the Employee shall be no less than that provided non-supervisory certificated staff.

d. Twenty-nine (29) vacation days per year. Up to twenty (20) unused vacation days can be accumulated annually to a maximum of forty (40) days. Such accumulated vacation may be taken in a subsequent year, provided that no more than six (6) weeks of continuous vacation may be permitted regardless of accumulations. Unused vacation shall be compensable upon termination of employment to a maximum of thirty (30) days. Up to thirteen (13) days of unused vacation as of June 30 of any calendar year shall be compensable on the July pay warrant. The total number of vacation days for which compensation is received shall not exceed thirty (30) days during any two (2) year period.

e. Leave entitlements will be no less than those provided other administrative personnel.

It is further agreed that during the employment under this contract, the Employee shall be subject to the statutes governing the public schools of the State of Washington.

The Employee and the Board of Directors of the District agree to the terms of this contract.

IN WITNESS WHEREOF, we have hereunto subscribed our names.

Signed: _____
Employee

Dated

Signed: _____
Carol Whitehead
Secretary, Board of Directors

ADMINISTRATORS SALARY PLACEMENT 2004 - 2005

<u>NAME</u>	<u>TITLE</u>
Brandsma, Karst William	Associate Superintendent
Riddle, Jeffrey S.	Associate Superintendent
Edwards, Terry W.	Executive Director
Evans, Carolyn	Executive Director
McNally, James P.	Executive Director
Ringo, Molly S.	Executive Director
Campbell, Gaynelle K.	Director I
Dedrick, Suzanne	Director I
Gunn, Mike Thomas	Director I
Jefferis, Gary L.	Director I
Moore, Jeffrey D.	Director I
Toyn, Kenneth D.	Director I
Williams, Richard E.	Director I
Booth, Charles P.	Planning Administrator
Beumel, Harold	Director II
Galli, Laurence A.	Director II
Hagevik-Seaberg, Randi	Director II
Johnson, Janice Kay	Director II (<i>Salary grandfathered for 2004-2005 contract year at Director I</i>)
Katz, Stephen Bruce	Director II
Smithson, Robert G.	Director II (<i>For the month of July 2004 only</i>)
Stearns, Steven L.	Director II
McCann, Suzanne R.	Manager
Rogers, Beverly Ann	Manager
Rice, Newel S.	Manager
Webber, Debbie L.	Manager
Zeutenhorst, Gina L.	Manager
Biggs, Philip William	Specialist
Buiteweg, Jo Anne Judith	Specialist
Duxbury, Duane M.	Specialist
Hartman, Sallie Ann	Specialist
Jenkins, Scott M.	Specialist
Sotak, Robert J.	Specialist
Stine, Mary Anne	Specialist
Cheshire, Terry L.	High School Principal
Dean, James Edward	High School Principal
Sullivan, Patric Leo	High School Principal
Fabian, Jo Anne	Alternative School Principal

ADMINISTRATORS SALARY PLACEMENT (CONT.)

2004-2005

May 25, 2004

NAME

TITLE

Gelderman, Gregory James
Jones, David W.
Minehan-Stewart, Joyce Ann
Shepherd, Kelly Ann
Woods, Cathy

Middle School Principal
Middle School Principal
Middle School Principal
Middle School Principal
Middle School Principal

Bellamy, Ronald W.
Blum-Anderson, Judy A.
Cobbs, Betty J.
Fitch, Brian Keith
Fuglevand, Brenda Jo
Gauksheim, Patricia Y.
Hart, Richard E.
Holzman, Gerard
Jones, Cynthia Treffinger
Koester, Karen Edith
Lenseigne, Kert B.
Opprud, Mary A.
Reedy, Karen A.
Tokumoto, Jill Junko Isacson
Toland, Mark D.
Welsh, Colleen C.

Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal
Elementary School Principal

Fairchild, Dawn M.
Fritts, Lawrence
Johnson, Gregory A.
Lombardi, John E.
Peters, David S.
Smoke, Jane C.

High School Assistant Principal
High School Assistant Principal
High School Assistant Principal
High School Assistant Principal
High School Assistant Principal
High School Assistant Principal

Beckley, Brian Jay
Malikowski, Randy L.
O'Brien, Mary Elizabeth
Poulos, Laura L.
White, Clinton A.

Middle School Assistant Principal
Middle School Assistant Principal
Middle School Assistant Principal
Middle School Assistant Principal
Middle School Assistant Principal

Lancaster, Sally A.

Alternative School Assistant Principal

Durkin, Kimberly A.
Miller, Karen E.
Nunes, Elizabeth A.
Phinney-Mill, Janelle C.
Reynolds, Lynn Marie

Elementary School Assistant Principal
Elementary School Assistant Principal
Elementary School Assistant Principal
Elementary School Assistant Principal
Elementary School Assistant Principal

EVERETT PUBLIC SCHOOLS

ADMINISTRATIVE SALARY SCHEDULE 1 2004 - 2005

POSITION	SALARY
ASSOCIATE SUPERINTENDENT	121,524
EXECUTIVE DIRECTOR	115,071

\$3,030 for Doctoral Degree
\$2,425 for MBA/CPA/ARR

Effective July 1, 2004 through June 30, 2005

EVERETT PUBLIC SCHOOLS

ADMINISTRATIVE SALARY SCHEDULE 2 2004 - 2005

POSITION	SALARY
DIRECTOR I	102,351
PLANNING ADMINISTRATOR	93,742
DIRECTOR II	91,822
MANAGER SPECIALIST	81,308

\$3,030 for Doctoral Degree
\$2,425 for MBA/CPA/ARR

Effective July 1, 2004 through June 30, 2005

EVERETT PUBLIC SCHOOLS

SCHOOL ADMINISTRATIVE SALARY SCHEDULE 2004 - 2005

POSITION	SALARY
HIGH SCHOOL PRINCIPAL	102,351
MIDDLE SCHOOL PRINCIPAL ALTERNATIVE SCHOOL PRINCIPAL	93,742
ELEMENTARY SCHOOL PRINCIPAL	91,822
HIGH SCHOOL ASSISTANT PRINCIPAL	88,958
MIDDLE SCHOOL ASSISTANT PRINCIPAL ALTERNATIVE SCHOOL ASSISTANT PRINCIPAL	86,094
ELEMENTARY SCHOOL ASSISTANT PRINCIPAL	81,308

\$3,030 for Doctoral Degree

Effective July 1, 2004 through June 30, 2005

Board Action – January 13, 2004