

**AGREEMENT BETWEEN  
WOODLAND SCHOOL DISTRICT #404  
AND  
WOODLAND ADMINISTRATIVE ASSOCIATION**

| ~~2020-2024~~-2026

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**1. PREAMBLE**

This Agreement is made and entered into by and between the Woodland School District Board of Directors, hereinafter referred to as the “Board” or “District”, and the Woodland Administrative Association, hereinafter referred to as the “Association”.

To facilitate effective employer-employee relations and in order for the cause of public education to best be served in the District, the Board and the Association do hereby agree as follows:

**2. STATUS OF THE AGREEMENT**

Any individual contract between the District and individual administrator shall be subject to and consistent with the terms and conditions of this agreement. If an individual contract contains any language inconsistent with the agreement, this agreement, during its duration, shall be controlling.

This agreement shall be ratified by the Board and the Association, and signed by authorized representatives thereof, and may be amended or modified during its term only with mutual consent of the parties.

**3. CONFORMITY TO LAW**

This agreement shall be governed and construed according to the constitution and laws of the State of Washington. If any provision of this agreement is held to be invalid by court action, such provision shall become inoperative, but the remainder of the agreement shall remain in full force and effect for the duration of this agreement.

**4. DISTRIBUTION OF THE AGREEMENT**

The District shall provide copies of this agreement to all concerned.

**5. DURATION OF AGREEMENT**

This agreement shall be in force for four school years or until both parties agree to open on an issue.

**6. STAFF PROTECTION**

The Board agrees to hold any represented administrator harmless and defend from any financial loss up to limits of the District’s insurance policy, including reasonable attorney’s fees by reason of any act or failure to act by such administrator, within or without the school building, provided such administrator, at time of the act of or omission complained of, was acting within the scope of his employment or under the direction of the superintendent and/or the Board.

**7. REDUCTION IN FORCE**

In the event it is necessary to reduce the number of certificated school administrators because of declining enrollments or other economic reasons, the

affected administrator shall be entitled to an available teaching position based on qualifications and state service as outlined in RCW 28A.405.230

## **8. CALENDAR**

Woodland administrators will have a representative on the district calendar committee.

## **9. BENEFITS**

### 9.1. Health Benefits

The District shall provide each eligible employee the monthly state insurance benefit amount identified in the state appropriations act, paid to the School Employees Benefits Board.

### 9.2. Sick Leave

Represented administrators shall receive twelve (12) days of sick leave per year. Uses of sick leave, including accumulation and cash-out shall be the same as represented certificated teachers.

### 9.3. VEBA

Represented administrators may, by annual election of the bargaining unit contribute to VEBA.

### 9.4. Technology Stipend

It is acknowledged that administrators frequently utilize their personally owned technology (e.g., mobile phones/home phones /computers/ home broadband internet) in the course of business and on a regular basis. All represented administrators will receive a monthly stipend of one-hundred fifty dollars (\$150) for business uses of personally owned technology. During the term of this agreement these contributions will be made to VEBA.

## **10. ADMINISTRATIVE WORK YEAR**

### 10.1 Work Year

Represented employees will have a 260-day work year, inclusive of holidays and vacation days. The work year shall be twelve months from July 1-June 30 annually.

### 10.2 Holidays

Represented administrators shall receive twelve (13) paid holidays. These shall be: New Year's Day, Martin Luther King, Jr. Day, Presidents' Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, the day after Thanksgiving, the day before Christmas, Christmas Day, and the day before New Year's Day.

### 10.3 Vacation

Represented employees have 32 vacation days allocated annually. Vacation days will be deemed used in the order in which they are earned. Administrators are expected to use vacation days during non-student/non-staff days. Exceptions can be made with the approval of the administrator's supervisor.

Up to twenty-five (25) unused vacation days may be carried over into the following year up to a maximum balance of fifty-seven (57) days

Administrators may, by individual election, cash out a maximum of six (6) vacation days per school year at their per diem rate of pay. Per diem shall be calculated using the following formula: Annual Salary/ 215 (260 – paid holidays – vacation days).

Upon separation from service due to retirement or resignation the administrator may cash out a maximum of ten (10) additional days of accumulated vacation leave.

## 11. SALARY

The Board of Directors recognizes the importance of having high-quality administrators. To accomplish this, it is our intent to maintain salaries near the average for similar positions in districts within Clark and Cowlitz counties, except the two largest and three smallest (Evergreen, Vancouver, Green Mountain, Toutle, and Kalama) will be used for comparison.

### 11.1 Salary Schedule

~~Administrator's salaries for 2020-2021 will be.~~

Years of Experience	HS Principal	MS Principal	ES Principal	HS-Asst. Principal	MS-Asst. Principal	ES-Asst. Principal
0-1	\$135,100	\$128,300	\$123,700	\$120,200	\$116,100	\$111,800
2-3	\$137,397	\$130,484	\$125,803	\$122,243	\$118,074	\$113,701
4-5	\$139,774	\$132,736	\$127,977	\$124,356	\$120,115	\$115,666
6-7	\$142,228	\$135,070	\$130,227	\$126,542	\$122,226	\$117,699
8+	\$144,772	\$137,485	\$132,555	\$128,805	\$124,411	\$119,804

~~Administrator's salaries for 2021-22 will be increased by the IPD.~~

~~There will be a limited reopening of this agreement to adjust salaries for 2022-2023 as necessary consistent with the District's midpoint analysis. (Salaries will be adjusted to align at or near the midpoint of the mean of the 2022-2023 regional starting and ending salaries, inclusive of "responsibility" or "supervision")~~

~~stipends). School districts in Clark and Cowlitz counties, except the two largest and three smallest (Evergreen, Vancouver, Green Mountain, Toutle, Kalama) will be used for comparison.~~

~~6/2022 Update: Administrator's salaries for 2022-2023 will be increased by the IPD.~~

~~Administrator's salaries for 2023-2024 will be increased by the IPD.~~

Administrator's salaries for 2024-2025 will be:

<u>YEARS OF EXP</u>	<u>HS PRINCIPAL</u>	<u>MS PRINCIPAL</u>	<u>ES PRINCIPAL</u>	<u>HS ASST PRINC</u>	<u>MS ASST PRINC</u>	<u>ES ASST PRINC</u>
<u>23-24 Base</u>	<u>\$150,760</u>	<u>\$143,172</u>	<u>\$138,039</u>	<u>\$134,133</u>	<u>\$129,558</u>	<u>\$124,759</u>
<u>0-1</u>	<u>\$158,298</u>	<u>\$150,331</u>	<u>\$144,941</u>	<u>\$140,840</u>	<u>\$136,036</u>	<u>\$130,997</u>
<u>2-3</u>	<u>\$160,989</u>	<u>\$152,886</u>	<u>\$147,405</u>	<u>\$143,234</u>	<u>\$138,349</u>	<u>\$133,224</u>
<u>4-5</u>	<u>\$163,774</u>	<u>\$155,531</u>	<u>\$149,955</u>	<u>\$145,712</u>	<u>\$140,742</u>	<u>\$135,529</u>
<u>6-7</u>	<u>\$166,657</u>	<u>\$158,269</u>	<u>\$152,594</u>	<u>\$148,276</u>	<u>\$143,219</u>	<u>\$137,914</u>
<u>8+</u>	<u>\$169,640</u>	<u>\$161,102</u>	<u>\$155,326</u>	<u>\$150,931</u>	<u>\$145,783</u>	<u>\$140,383</u>

Administrator's salaries for 2025-2026 will be increased by the IPD plus 2%.

### 11.2 Placement on Salary Schedule

Administrators will be credited with 1 year of experience for each year of experience in a school or district-level administrative position (a position requiring an administrative credential).

### 11.3 Earned Doctoral Stipend

The District shall also provide an annual stipend of \$2000 for a staff member with an earned doctorate.

### 11.4 Supplementary Assignments

The Superintendent and an Administrator may agree to supplementary assignments and additional compensation during the period of this agreement.

## **12. PROFESSIONAL DEVELOPMENT**

### 12.1. Professional Association Membership

Each administrator will have their dues paid to one professional organization (and the parent national organization, such as with AWSP and NASSP or NAESP).

#### 12.2. Professional Development Opportunities

Covered administrators will have access to the same credit reimbursement opportunities provided the Woodland Education Association represented employees. Covered administrators will also have access to \$1500 per year to attend professional development event(s) that align with their annual goals. Funds may be carried over to a maximum of \$3000.

### 13. EVALUATION

Administrators shall set annual goals that will be reviewed semi-annually with the Superintendent or designee. This review will be incorporated into an annual written evaluation.

All administrators shall be evaluated in accordance with the criteria set forth in district policy. Evaluations required or permitted hereunder shall be documented on the evaluation report form and a copy placed in the administrator's personnel file.

### 14. DURATION

#### 14.1. Embodiment

The Agreement expressed herein in writing constitutes the entire Agreement between the parties and no oral statement shall add to or supersede any of its provisions.

Each party agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement or with respect to any subject or matter not referred to, covered, or not settled during the course of negotiations for this Agreement.

This Agreement may be reopened by mutual agreement of the Administrators' Association and the District

#### 14.2. Duration

This Agreement shall become effective upon ratification and signing by the parties. It shall continue in full force and effect until the 30<sup>th</sup> of June, 2024.

#### 14.3. Re-openers

Any portion of this Agreement may be re-opened at any time upon mutual agreement of both parties.

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For the Woodland Administrators' Assn.

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President, Board of Directors

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For the Woodland Administrators' Assn.

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Secretary to the Board