

CENTENNIAL SCHOOL DISTRICT
CENTENNIAL ADMINISTRATORS GROUP
AGREEMENT
2025-2028

ARTICLE 1: RECOGNITION

The Board recognizes the importance and value of the work that Principals, Assistant Principals, District Administrators and Directors complete in service to our students and has an interest in providing a competitive and comprehensive employment package with respect to wages and related conditions of employment. While Administrators serve in leadership roles with supervisory and evaluative responsibilities on behalf of the District and are not part of the collective bargaining unit, the Board will recognize up to three members of the employee group who will represent the interests of all employees in the group which may be referred to as the Centennial Administrators Group.

ARTICLE 2: PROCEDURE

Prior to expiration, representatives from both parties will convene to discuss priorities of the District and Administrators on desired changes and updates to this agreement. By the end of January, prior to the year in which this agreement expires, representatives from both parties may convene to discuss priorities of the District and Administrators on desired changes and updates to this agreement.

ARTICLE 3: LEAVES OF ABSENCE

A. Emergency Leave for Bereavement

An employee may be five (5) days absent with full pay for each occurrence of death of a member of their immediate family. They may be granted up to three (3) additional paid days at the discretion of the Superintendent. Immediate family shall be defined as spouse, domestic partners, parents, children, siblings, grandparents, grandchildren, or domestic partner's/spouse's immediate family, in-laws, and step relatives as already defined. Other persons shall be considered as members of the immediate family provided they are living in the home of the employee or are dependent upon the employee for support.

B. Mandatory Court Appearance

An employee may be absent with pay if they are subpoenaed as a witness in court, provided they turn in any witness fees that they receive and a copy of the subpoena is sent to the business office. In cases where the employee initiates court action, their absence will be personal leave.

C. Jury Duty

Employees called for jury duty will normally be expected to serve during the period for which they are summoned. The District will grant full pay providing the employee turns in the jury fee to the business office.

D. Personal leave

An employee may be granted absence with full pay to attend to essential business that cannot be accomplished at any other time. Final approval must be received from the office of the Superintendent.

ARTICLE 4: SICK LEAVE

A. Administrators who are absent because of personal illness shall receive compensation on account of sickness in accordance with the provisions and reservations pertaining to sick leave allowances. For the purposes of this article, an absence due to pregnancy during the administrator's term of actual employment shall be considered as personal illness.

B. All administrators shall be granted one (1) day of sick leave per contract month.

C. Injury on duty

If an employee of Centennial School District is injured on the job and receives industrial accident benefits under Workers' Compensation Law (ORS 656.001 - ORS 656.824), the District shall adjust the sick leave charged to that individual using the formula provided in ORS 656.240. The statute allows the District to deduct from sick leave payment an amount equal to benefits received under Workers' Compensation with respect to the same injury that gave rise to the sick leave. However, the deduction of the sick leave shall not exceed an amount determined by taking the employee's regular pay for the period, less benefits received under ORS 656.824, divided by the individual's daily wage.

ARTICLE 5: ADMINISTRATOR'S DUTIES

It is recognized that administrators in Centennial School District have, and will continue to have, duties and responsibilities inherent in the job as set forth below:

- A. Oregon State Board of Education Administrative Rules
- B. Compliance with the standards of competent and ethical practice by professionals, as established by the Oregon Teacher Standards and Practices Commission.
- C. Centennial School District Job Description, adopted by the Board.

ARTICLE 6: PAYROLL DEDUCTIONS AND DUES

A. Upon appropriate written request from the administrator, the District shall deduct from their salary and make appropriate remittance for the following approved deductions:

- 1. Centennial Foundation
- 2. United Way
- 3. OnPoint Credit Union
- 4. Premiums for board-approved insurance programs
- 5. United States Savings Bond
- 6. Tax sheltered annuities for district-approved plans (403b), and/or Deferred Compensation Program (457)

B. **DUES:** The District will pay 100% of COSA dues, including state and national dues for appropriate affiliate organizations only (not to be used for litigation against the District).

ARTICLE 7: TUITION REIMBURSEMENT

Reimbursement will be made for up to twelve credit hours at the Portland State University approved graduate rate per year. This may be used for approved courses taken for credit or audit. A pool of twelve hours per administrator will be created for the duration of the contract. The status of the pool will be reviewed with the administrative team on a quarterly basis to identify individual portions of the pool not intended to be used. An administrator may request additional funding from the unused portion of the pool to cover tuition beyond twelve credit hours or above the PSU rate.

ARTICLE 8: TRANSPORTATION ALLOWANCE

Special authorized travel shall be reimbursed at the current IRS rate per mile in effect on January 1 for travel outside of the three county metro area.

ARTICLE 9: SUPPLEMENTAL ANNUITY PACKAGE

Individuals who have fifteen years District service, or more, and are serving as a Principal, Assistant Principal, District Administrator Level Director, or Administrator, shall qualify for the Supplemental Annuity Package after serving a minimum of five years in the Centennial School District as an administrator. Qualified individuals shall receive an additional \$2,750 annually.

Individuals who have less than fifteen years District service, and are serving as a Principal, Assistant Principal, District Administrator Level Director, or Administrator, shall partially qualify (67%) for the Supplemental Annuity Package after serving a minimum of five (5) years in the Centennial School District as an administrator. These individuals shall receive an additional \$1,842.50 annually.

All District contributions, for this article, will only be paid to a District approved Tax Sheltered Annuity (403b), Deferred Compensation Program (457), or a life insurance plan with a cash value option. The District will pay the employer payroll costs for PERS and Social Security. If an individual leaves the District prior to their eligible severance date, they forfeit any remaining benefits in the Supplemental Annuity Package.

ARTICLE 10: PROFESSIONAL DEVELOPMENT

The District encourages members of the management team to further their professional development through education, local and state conferences and professional workshops/meetings. Therefore, \$1,600 per administrator shall be allotted to pay expenses for these activities. This will be in addition to the tuition reimbursement article above. Should the District negotiate a different conference allotment with another bargaining unit, this portion of the agreement will be re-discussed.

Administrators attending local and state meetings need only inform the Superintendent, in writing, prior to leaving. All trips outside of the state require prior approval from the Superintendent. Temporary administrators shall have no expectation, and probationary administrators limited expectation, of approval for outside of the state conference approval.

Up to six (6) administrators may attend a national conference each year of this agreement, subject to final approval of the Superintendent and available funds. Selection of administrators will be done on a rotational basis.

The administrator(s) will complete an executive summary for all major conferences attended. A report will be submitted to the Superintendent.

ARTICLE 11: INSURANCE

*For Administrators hired after September 1, 2025 only Option 1 will be available.
Administrators hired before September 1, 2025 will be provided Option 2 by default, but can make a one-time permanent change from Option 2 to Option 1, during an open enrollment period or with an OEBC qualifying insurance change event.*

Option 1.

A. Medical, dental and vision insurance

The District shall contribute the amount necessary to pay for 100% of monthly premiums for medical, vision, and dental coverage for Administrators that select employee only coverage and 90% of monthly premium cost for Administrators who select employee and eligible dependent coverage. Dependents must meet OEBC eligibility.

B. Long-Term Disability Insurance

The District will select and pay for a Long-Term Disability Insurance plan for each administrator for the contract years covered by this agreement. This Insurance benefit will apply only towards a district-approved plan and shall provide benefit coverage of 50% of salary per month after a 90-day waiting period.

The District will pay the premium for \$100,000 Accident Death and Dismemberment Insurance coverage.

The District will pay the premium for Basic Life Insurance equal to three (3) times the administrator's annual earnings to a maximum of \$500,000.

Option 2. Only available for Administrators that were hired before July 1, 2026

A. Medical, dental and vision insurance

The District shall contribute the following amounts for the contract to cover the purchase of family medical, dental with orthodontia, and/or family vision insurance.

School Year	Amount Per Member Per Month
2025-2026	\$1552
2026-2027	\$1577
2027-2028	\$1602

Unused benefits may be used to purchase district-approved optional insurance plans. Should the District negotiate a different cap (based on the same parameters) with another bargaining unit, this portion of the contract will be adjusted to the higher cap level at the next fiscal year.

A. HEALTH SAVINGS ACCOUNT

Administrators who qualify for an IRS qualified Health Savings Account by selecting a High Deductible Health Plan and who have no other health coverage (except as permitted by the Internal Revenue Code), are not enrolled in Medicare and are not a dependent of another, may divert unused Medical insurance cap money described in Article 11 into a qualifying Health Savings Account and/or Limited Purpose Health Savings Account (LPFSA), up to one-hundred percent of the unused portion of the current district contribution cap, subject to IRS limits.

Administrators may also choose to divert salary into their Health Savings Account on a pre-tax basis through a salary reduction agreement. Salary diversion is also subject to calendar year contribution limits imposed by the Internal Revenue Code in effect at the time of deduction. Administrators are responsible for making sure that they do not exceed annual IRS limits on the amount of contributions and are also responsible for taxes or penalties due on excess contributions to their Health Savings Account.

Administrators may choose a Health Savings Account custodian from a list of district-approved vendors.

B. INSURANCE POOL (Option 2 only)

If the insurance cap does not cover the full cost of the medical, vision, and dental insurance premiums for members, an insurance “pool” will be implemented according to the following formula:

The total of Administrator member unspent District contributions multiplied by the following percentages equals “the pool”:

School Year	Pool Percentage to Members
2025-2028	90%

All members, in option 2, with out of pocket medical, vision, dental insurance premiums are eligible for access to the “pool.” The “pool” will be distributed from lowest to highest dollar amounts of out-of-pocket contribution for medical, vision, and dental insurance premiums, and “pool” dollars will be applied down the list until the “pool” is exhausted. Distribution will be prorated by member FTE. Should the District negotiate a higher pool percentage to members of the licensed or classified bargaining unit, the “cap” will be adjusted to the higher cap percentage.

The “pool” shall apply only to medical, dental and vision plan premiums for employees whose coverage exceeds the monthly insurance cap. “Pool” dollars may not be applied to other optional plans.

Administrators hired after the pool is established will be eligible for the “pool” dollars starting in the first month insurance is deducted from their paycheck.

C. Long-Term Disability Insurance

The District will select and pay for a Long-Term Disability Insurance plan for each administrator for the contract years covered by this agreement. This Insurance benefit will apply only towards a district-approved plan and shall provide benefit coverage of 50% of salary/month after a 90-day waiting period.

D. The District will pay the \$50,000 Accident Death and Dismemberment Insurance coverage.

E. The District will pay for Basic Life Insurance equal to three (3) times the administrator's annual earnings to a maximum of \$500,000.

ARTICLE 12: EMPLOYMENT STATUS

A. Administrators shall serve a three-year probationary period. Prior to March 15 of the second year in the probationary period, the School Board shall (1) issue a three-year contract, or (2) give written notice of non-renewal, or (3) extend the existing probationary contract for one year.

For contract status administrators, the parties agree that a new employment contract shall be issued for a term of three (3) years commencing July 1, unless:

- 1. By the preceding January 1, the Administrator has been notified in writing that the District is considering that it may not extend the contract upon grounds that are described by that notice and has had a full and meaningful opportunity to consult and confer with the responsible supervisor regarding the content of said written notice and, thereafter, has been promptly provided objectively measurable goals for improvement; and
- 2. By March 1, after providing reasonable support and direction in remediation of identified deficiencies, the District has delivered written notice to the Administrator that the contract will not be extended.

ARTICLE 13: TAX SHELTERED ANNUITY (TSA)

The District shall make a contribution of \$550 per month for 2025-2026 to an approved TSA (403b), and/or Deferred Compensation Program (457) account for each administrator, in lieu of reimbursement for vehicle mileage (\$455) and cellular telephone/email service (\$95). In the 2026-2027 school year, the District will increase the TSA contribution to \$560 per month, in lieu of reimbursement for vehicle mileage (\$465) and cellular telephone/email service (\$95). In the 2027-2028 school year, the District will increase the TSA contribution to \$570 per month in lieu of reimbursement for vehicle mileage (\$475) and cellular telephone / email service (\$95).

ARTICLE 14: ADMINISTRATORS WORK YEAR

The work year will be based on the total number of workdays (including holidays, the Friday after Thanksgiving, and Juneteenth), and those days other than a workday will be scheduled as a non-workday.

The exact schedule of workdays and nonwork days would be determined by the employees classification as follows:

- A. High School Principal, Middle School Principal and District Administrator Level Directors:
230 days
- B. Elementary Principals, Secondary Assistant Principals, Administrators and Coordinators:
225 days
- C. Beginning in the 2026-2027 School Year and contingent on summer programming, Elementary Assistant Principals will work a 225 day work year, incorporating the responsibility for summer school planning and coordination and serving as the onsite administrator for preK-8 summer school/programming. If there is no summer programming planned for the year, the Elementary Assistant Principal will be notified by May 1st of the preceding year and their work year will be adjusted to 205 days and their salary will be prorated.

Administrator work year calendar, including selection of non-work days, requires approval by the Superintendent or their designee.

Administrators who work during scheduled non-work days may roll over up to 5 non-work days into the following work year.

An administrator may use five “communication days” in which they are available via electronic communication (telephone and email), but need not be present in the District. These days will be determined between administrator and their supervisor and may not be taken on days that school is in session/student contact days, unless approved by the Superintendent or their designee.

ARTICLE 15: RETIREMENT

Hired before Oct 15, 2006 (A-F)

A. The District will provide medical/dental/vision coverage to an administrator who is retired under PERS guidelines and in accordance with the rules of the health carrier selected by the administrator. Rules of the health carrier are available in the payroll clerk’s office. The retiree will be eligible to participate in medical/dental/vision coverage on the step rate. The District will continue to pay up to the dollar cap for medical coverage in place at the time the administrator retires until the retiree is eligible for Medicare. This cap is identified in Article 11 Section A. The Human Resource department will provide a memo to eligible administrators articulating this benefit.

B. The retiree will pay the difference between the cap in place as of July 1 of their initial retirement year and current cost of medical plans selected. Retirees, as described in Article 15 Section A, are eligible to receive the next year’s cap rate, provided they have completed the preceding contract year. These benefits will be available providing the coverage continues to be available from the District’s insurance carrier. If the benefits or carrier change, the retiree’s benefits will be renegotiated in an attempt to provide equal or better coverage. Representatives of the retired administrators covered by these benefits will be invited to participate in the negotiations for this coverage.

C. If a retiree and domestic partner/spouse both live until they are eligible for Medicare; the member may continue to use a portion of the cap to provide medical/dental/vision coverage for their domestic partner/spouse. If the cap is inadequate to provide full coverage for both parties, the member may choose to reduce coverage for one or both parties (e.g., drop dental) or personally pay the difference.

D. If the employee becomes eligible for Medicare coverage, but their currently enrolled eligible dependents are not, the eligible dependents may continue medical and dental insurance coverage until they no longer meet eligibility requirements or become eligible for Medicare coverage, whichever occurs first. The eligible individuals must submit an application for enrollment to the payroll office within 31 days of the retiree's eligibility for Medicare.

E. If the retiree should die prior to age 65, the spouse will continue to be provided (at the District's expense) medical coverage in the same retiree group until the spouse is eligible for Medicare.

Note: This current agreement provides death benefit for domestic partner/spousal insurance if a retiree dies before age 65.

F. Early retirees will receive Basic Life Insurance in the amount \$300,000 until age 65.

Hired after Oct 15, 2006 (G-J)

G. For administrators hired after October 15, 2006, and who retire under the provision of PERS prior to age 65 (retiring early), and who have completed 10 years (5 years if hired before June 30, 2026) of continuous service and are a current employee in the Centennial School District shall be eligible for the medical/dental/vision insurance early retirement program, as outlined below. Exceptions to continuous employment will be allowed for employees who were on authorized unpaid leave of absence or layoff. However, those periods of absence shall not be counted as time employed. Employees should notify the Superintendent or their designee as soon as possible, but not less than 30 days prior to exercising the early retirement option.

H. The early retirement program will provide medical/dental/vision insurance benefits, not to exceed a total amount equal to the value of monthly insurance contributions of a full-time administrator position for the duration of this agreement, which is \$55,000 for the 2025-2028 agreement. The employee will have the option to use these funds to purchase medical/dental/vision insurance until age 65 or Medicare eligible, subject to approval of the carrier. After exhausting the full \$55,000, the administrator may choose to continue to participate in the insurance plan by paying any additional premium "out of pocket". The District's obligation to pay under this agreement shall terminate under any of the following circumstances:

1. when a total of \$55,000 has been paid;
2. upon the employee reaching age 65; or
3. upon the employee's return to active public employment, which would reinstate PERS membership and payments to the retirement fund.

If the retiree should die prior to receiving the maximum amount of \$55,000; the spouse may receive the medical/dental/vision insurance benefit until the full amount of \$55,000 is exhausted.

I. If the retiree becomes eligible for Medicare before their domestic partner/spouse; the domestic partner/spouse may purchase (at their expense) medical/dental/vision insurance in the group, at group rates, until eligible for Medicare.

J. In the event of termination of the District’s obligation to make payments under this agreement due to the employee’s death, the domestic partner/spouse may elect to purchase insurance, subject to carrier approval, at the then current rates by paying the expense “out of pocket”.

ARTICLE 16: RETURNING TO TEACHER STATUS

In the event an administrator returns to teacher status, the District will continue the above insurance coverage until the benefits from the teaching contract are in effect.

ARTICLE 17: REDUCTION IN FORCE

In accordance with ORS 342.934, licensed administrators have recall rights for 27 months after the date of layoff. If licensed administrators are laid off, the District will proceed as follows:

- A. Laid-off administrators must provide a notice that they wish to be recalled and an address and phone number/email for contacting them, which must be kept up-to-date thereafter.
- B. The administrator must maintain an up-to-date administrator license.
- C. As vacancies in licensed administrative positions occur, the District will recall administrators on the layoff list to positions which they held at the time of layoff. The District will consider the individual for recall to other administrative vacancies where there is no one on the recall list, but, at its discretion, may open those positions as vacancies, in which case any laid-off administrators may apply.

ARTICLE 18: SALARIES

A. The 2025-2026 salary schedule shall be the 2024-2025 salary schedule with each job classification, annually adjusted to the “East County School District Average”, for top step and then subsequently increased by a cost of living adjustment percentage determined in accordance with paragraphs 2-5 of Article 18.

The East County School District Average adjustment is a comparison of the District Administrator Level Directors, High School Principal, Middle School Principal, Elementary School Principal, High School Assistant Principal, Middle School Assistant Principal, Elementary School Assistant Principals salary with David Douglas, Gresham-Barlow, Portland Public, North Clackamas, Oregon City, Parkrose, and Reynolds school districts’ like positions. The Elementary Assistant Principal salary will be prorated by number of days worked in a work year (e.g., 205 work day year vs 225 work day year).

**Elementary Assistant Principals will be added to the comparison process in the 2026-2027 school year.*

In the event the average of those school districts' salary for the listed administrator positions is greater than the Centennial salary for that position, the Centennial position is adjusted to that average amount prior to the cost of living adjustment. The East County School District Average will include all districts listed above and data will be shared with Centennial administrator representatives by May 15th of each school year.

- The salary schedule for **2025-2026** shall reflect a 4.25% increase above the 2024-2025 salary schedule.
- The salary schedule for **2026-2027** shall reflect a 3.25% increase above the 2025-2026 salary schedule.
- The salary schedule for **2027-2028** shall reflect a 3.0% increase above the 2026-2027 salary schedule.

B. Administrators who have earned a doctoral degree shall be compensated an additional \$2,000 stipend (prorated monthly) each year of employment as an administrator. Administrators must apply for this additional salary and eligibility of the doctoral degree is at the discretion of the Director of Human Resources.

C. Administrators who demonstrate multilingual proficiency (reading, writing, and speaking) shall be compensated an additional \$2,000 stipend (prorated monthly) each year of employment as an administrator. Administrators must apply for this additional salary and eligibility through the district-determined language proficiency process is required.

2025-26 Administrator Salary Schedule, 4.25% COLA (after MetroMean Adjustment)						
	Elem Asst Principal 205 Days	DIR & HS Principal 230 Days	MS Principal 230 Days	Elementary Principal 225 Days	MS Asst Principal 225 Days	HS Asst Principal 225 Days
Step 01	\$111,005.48	\$176,429.48	\$160,185.15	\$154,394.87	\$144,144.05	\$150,674.50
Step 02	\$111,905.48	\$177,329.48	\$161,085.15	\$155,294.87	\$145,044.05	\$151,574.50
Step 03	\$112,805.48	\$178,229.48	\$161,985.15	\$156,194.87	\$145,944.05	\$152,474.50
Step 04	\$113,705.48	\$179,129.48	\$162,885.15	\$157,094.87	\$146,844.05	\$153,374.50

2026-27 Administrator Salary Schedule, 3.25% COLA (after MetroMean Adjustment)						
	Elem Asst Principal 205 Days	DIR & HS Principal 230 Days	MS Principal 230 Days	Elementary Principal 225 Days	MS Asst Principal 225 Days	HS Asst Principal 225 Days
Step 01	\$114,700.90	\$182,251.18	\$165,478.91	\$159,500.45	\$148,916.48	\$155,659.17
Step 02	\$115,600.90	\$183,151.18	\$166,378.91	\$160,400.45	\$149,816.48	\$156,559.17
Step 03	\$116,500.90	\$184,051.18	\$167,278.91	\$161,300.45	\$150,716.48	\$157,459.17
Step 04	\$117,400.90	\$184,951.18	\$168,178.91	\$162,200.45	\$151,616.48	\$158,359.17

ARTICLE 19: DURATION OF AGREEMENT

This agreement shall be retroactive to July 1, 2025 and shall continue in effect until June 30, 2028. This agreement shall be binding upon the Board and all members of the Centennial Administrators Group. The agreement may be reopened at such time that the Board declares that a funding crisis exists. This action could be taken at a time when reasonable projections of District revenue would force severe reductions in order to balance the budget.

CENTENNIAL SCHOOL DISTRICT
ADMINISTRATOR GROUP

CENTENNIAL SCHOOL DISTRICT
BOARD OF DIRECTORS

By: _____
Administrator Group

By: _____
Board Chair

Date: _____

Date: _____

Attested by: _____
Clerk