



GENEVA COMMUNITY UNIT SCHOOL DISTRICT 304
FROM THE OFFICE OF HUMAN RESOURCES

TO: Board of Education
FROM: Craig Collins
RE: Administrator and Teacher Salary and Benefits Report
DATE: September 20, 2012

For the past two years, school districts in Illinois have been required to file by June 30 of each year the Administrator and Teacher Salary and Benefits Report to the Illinois State Board of Education.

Last year, the Illinois General Assembly modified the reporting requirement by pushing back the filing deadline to October 1 and mandating that the report be posted on the school district website (Section 10-20.47). The report must also be presented to the Board of Education. In addition, the Illinois State Board of Education has issued a new set of guidelines as to what is to be included in the Administrator and Teacher Salary and Benefits Report.

The attached Administrator and Teacher Salary and Benefits Report contains 2011/2012 salary and benefit information and includes the following categories:

Name – First, Last, and Middle Initial

Position – District Superintendent, Other Administrator, or Teacher

Base Salary – It is the dollar amount an administrator and/or teacher has been paid for **all duties** performed as a school district employee during the 2011/2012 school year. Base salary includes, for example, teaching salary, compensation for extracurricular responsibilities, payments for summer school teaching, and remuneration for supervising and/or working at athletic and non-athletic events.

FTE – The full-time equivalency (FTE) for each administrator and teacher in the District.

Vacation Days – The number of vacation days allocated to each administrator in the District.

Sick Days – The number of sick days allocated to each administrator and teacher in the District.

Bonuses – Any compensation in the form of bonuses.

Annuities – Any compensation in the form of annuities.

Retirement Enhancements – Any additional compensation over and above the regular teaching or administrative salary in the final four years of service in the District.

Other Benefits – The annual dollar value of health insurance, dental insurance, and life insurance paid by the Board for each administrator and teacher in the District. Included in this category is any reimbursement, up to \$500 each calendar year, for those eligible administrators and teachers who decline insurance coverage, reimbursement for eligible teachers enrolled in the PPO 750 health insurance plan who exceed certain deductible limits each year, and reimbursement for graduate school tuition.

Should any Board member have questions regarding this report, they are welcome to contact me.