

	Ratio to MA+15, Step 15 of Teacher Contract
<b>HS Principal</b>	1.55
<b>HS VP</b>	1.2
<b>MS Principal</b>	1.41
<b>Elem Principal</b>	1.43
<b>Elementary VPs</b>	1.2
<b>Supt</b>	2.044
<b>MS Dean of Students</b>	3.5% COLA
<b>Special Education Director</b>	3.5% COLA
<b>Maintenance Director</b>	3.5% COLA
<b>Food Service Director</b>	3.5% COLA
<b>Communications Coordinator</b>	3.5% COLA
<b>HR Specialist</b>	3.5% COLA
<b>Payroll</b>	3.5% COLA
<b>Child Nutrition Coordinator</b>	3.5% COLA
<b>Accounts Payable</b>	3.5% COLA
<b>Admin/Supt/Board Secretary</b>	3.5% COLA
<b>Language Adjustment for All (Excluding Superintendent)</b>	
Personal Leave - Each employee of the District shall be eligible to receive up to four days leave per year with pay subject to the following conditions:	
The definition of Personal Leave is leave for personal business, which cannot be conducted outside of work hours.	
Leave may be taken for illness or injury of a member of the employee's immediate family. Immediate family shall consist of parents, children, brothers, sisters and spouse.	

Except in emergency situations, the teacher must submit a written request for such leave to the Principal at least 48 hours in advance of the requested absence.	
The District reserves the right to deny teachers' requests for leave based on the availability of substitutes.	
Leave may not be used before or after a holiday, to extend a holiday or vacation unless approved by the Superintendent. The request for such exception must be made in writing and submitted to the Superintendent at least 72 hours prior to the date of the requested leave.	
Two unused personal days may be carried over for use in the following school year.	