COLLECTIVE BARGAINING AGREEMENT

BELLINGHAM SCHOOL DISTRICT 501

July 1, 2022 June 30, 2024

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Attachment 5	Additional/Optional Day(s) Approval Form
Attachment 6	Off-Site Workday(s) Approval Form

school year. Payroll must be notified by May 31 of the

submitted to their principal or director and forwarded to the site supervisor.

b.

Example: Extra support will be provided for an administrator participating as a member of the District's BEA or BASE bargaining teams.
Example: Extra support will be provided for administrators with unique circumstances, such as opening a new school.

3. Should administrators believe that they are involved in an unforeseen, newly emerging, workload overload situation, they should communicate the situation with their direct supervisor and request assistance in dealing with the situation. Each such request and possible solutions will be discussed jointly by the District and BAO representation.

E. Mentoring Program

The mentoring program for new administrators or administrators appointed to new positions will include initial orientation and training, appointment of a mentor and ongoing professional development on a variety of operational and professional topics. The mentor program is projected to cover the initial year of the new administrator's work with the district.

III INCLEMENT WEATHER/SCHOOL CLOSURE DAYS

A. Compensation and leave usage on inclement weather/school closure days will be reflective of the actual work/leave requirements of the day. The combination of work and leave utilized may vary by individual based on the requirements of the situation. Building administrators will have current pre-approved emergency coverage building security plans on file in the principal's office and with their supervisor.

B. It is the first expectation that administrators will be on-site on emergency closure days to ensure student safety and building security. If they are unable to be on-site, the designees identified in the pre-approved emergency closure plan must be on-site as designated herein.

C. The administrator, or approved designee, is required to be on-site until student safety and building security are determined to be stable and secure. They should not remain on-site if it is unsafe to be present. Building administrators must contact the superintendent or designees to verify student safety and building security before departing.

D. If administrators are not able to get to the site, they are still responsible for ensuring student safety and building security through the use of the building emergency and coverage plans. If administrators are working off-

IV – BENEFITS

A. T

These days may be worked in full or partial days, if needed, for documented work on non-workdays, including weekends and holidays.

B. Administrators will complete the Additional/Optional Day Approval Form (Attachment 5) and submit to their supervisor for approval.

VII

day may be used for a friend or family member not listed in this section or for extended bereavement for a family member listed in this section.

F. Jury Duty Leave

Employees selected for jury service will be granted a leave of absence with full pay for as long as such jury duty requires. The employee may keep any fees or payment received for such duty to help offset related expenses.

G. Military Leave

Employees who are members of the Washington National Guard or military reserves shall be granted up to fifteen (15) days paid leave per calendar year for training or active duty. Employees shall also be entitled to all other leave of absence and reemployment rights required by law for military service.

H. Leave of Absence, Short-

2. The employee will inform their supervisor in advance of any personal leave and submit a plan for coverage to their immediate supervisor. The plan for

emergency plan, etc.

K. All leaves will be reported in the district approved system. Leaves should in most

BELLINGHAM PUBLIC SCHOOLS

PRINCIPALS AND PROGRAM ADMINISTRATORS

2022-23

	Contract Days	A	B	C	D	E
Principals						
High School Principal	220	$168,458	$170,985	$173,551	$176,155	$181,440
Middle School Principal	216	$156,920	$159,276	$161,665	$164,090	$169,014

** This position has an additional stipend of $2000 to compensate for the additional responsibilities of Innovative Learning for secondary schools.*

Directors are paid the same per diem rate as the Middle School Principal salary.

Substitute rate: Step A of the administrative position requiring a substitute.

BELLINGHAM PUBLIC SCHOOLS
2022-23 220 DAY ADMIN CALENDAR

Attachment 4

OFF-SITE WORK DAY(S)/APPROVAL FORM
BAO ADMINISTRATORS

Name: _____ Location: _____ Year: _____

Record below any optional off-site workdays and review with supervisor prior to school year. Update changes with supervisor as needed throughout the year.

Off-Site on Weekends

Date	Half Day (Check Box)	Whole Day