

Brunswick School Board  
 Adoption: 10/20/87  
 Amended: 7/21/89, 6/24/96  
 Corrected: 9/10/96  
 Amended: 11/13/96, 5/12/99, 6/13/01,  
 6/09/04, 6/14/06, 5/11/11, 8/8/12

Brunswick School Department

Employment/Compensation Plan

Central Office - Professional Positions

I. Preface

(A) It is the intent of the Brunswick School Board to fairly and equitably compensate Central Office Administrators who demonstrate acceptable levels of performance. The Board recognizes that these Central Office positions must maintain a level of comparability with such positions as may be supervised by the Central Office administrators and other professional employees.

(B) Positions Included

1. Assistant Superintendent of Schools
2. Director of Student Services
3. Curriculum Coordinator

(C) Determination of Annual Salaries

Position	Factor	Step on CAS Scale		
		Year		
		(1-2)	(3-4)	(5 on)
Assistant Superintendent	1.555	16	18	*
Director of Student Services	1.525	16	18	*
Curriculum Coordinator	1.325	16	18	*

\* means the top CAS step on the teacher salary schedule.

1. For any given year the Superintendent may find that the administrator's performance is such as to not warrant the salary increase that would be prescribed by the schedule. In that case, the Superintendent shall make a recommendation to the School Board as to salary for the next contract year, and the School Board will establish the salary for the administrator for that year.

(D) Length of Work Year

1. The work year shall be determined through provisions in the individual administrator's contract.

(E) Fringe Benefits

1. Administrators covered by this policy shall be entitled to the same benefit package as accorded teachers and/or Building Administrators.

(F) Longevity Steps will be paid to administrators covered by this Plan as follows:

1. At the start of the eighth year and every four-year period thereafter of consecutive service as an administrator with the Brunswick School Department - \$1,000.

(G) Annuity

The Board will make a contribution to an administrator's individual annuity plan, beginning with the 6th year of employment, as follows:

- 1.5% of salary at the beginning of the 6th year
- 2.5% of salary at the beginning of the 8th year
- 3.5% of salary at the beginning of the 10th year

(H) Life Insurance

The Board will pay the yearly premium on a life insurance policy of 3 times the administrator's salary. The administrator may choose to have the yearly cost of the life insurance added to his/her annuity rather than taking the insurance.

**Hiring of Retired Administrators  
Conditions of Employment**

The opportunity described below is being implemented as a “sidebar” to the AGREEMENT between the BRUNSWICK SCHOOL BOARD and the CENTRAL OFFICE PROFESSIONAL POSITIONS and COMPENSATION PLAN for BUILDING ADMINISTRATORS that is dated August 8, 2012.

The following “sidebar” will be effective under the requirements of Maine State law for the hiring of retired personnel.

- The sidebar applies only to those members of the bargaining unit who are employed by the Brunswick School Department as of March 01, 2011.
- Several conditions must be met in order to qualify for the “rehire of retired personnel provision” of this bargaining unit. First, the employee must have reached normal retirement age under Maine law and be eligible for full retirement under MPERS, which means generally that:
  - a. The employee must retire with no less than 25 years service credit in the Maine Public Employees Retirement System.
  - b. The employee must be at the age allowing full retirement without penalty under MPERS guidelines (59.5 years or 61.5 years depending on the date MPERS deductions began).
- Also, the employee must have retired, and be collecting the retirement income and benefits earned under MPERS, at the time that he or she is rehired.

1. Any employee who retires under this sidebar agreement may apply for the opening created by his or her retirement after waiting 30 days after ending the position before returning to work. The employee may serve for up to five (5) years after retirement.
2. The retired employee will be hired at no more than 75% of compensation established for this position.
3. The retired employee will not maintain seniority, nor gain new seniority status. As a result, a retired administrator will be listed as the least senior administrator in the appropriate group.
4. The retired employee will be eligible for the yearly allotment of sick days, personal days and bereavement days set out in the Agreement. However, those leave days will not accumulate from year to year.
5. The School Board will not reimburse the retired employee for any medical benefits as per Maine State law.
6. Retired employees shall not be eligible for the Sick Leave Fund, for sabbatical leaves, for retirement stipends, or for longevity payments under the applicable salary schedule.
7. Each retired employee will be evaluated as per the Brunswick Evaluation Plan, but will not be required to attend programs for a new administrator. They will be responsible for maintaining appropriate certification for the position they hold.

ADMINISTRATOR

SUPERINTENDENT

By \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_