

Article Four

Allowances for Principals, Vice-Principals and Assistant Principals

4.1 Each Principal, Vice-Principal and Assistant Principal shall be paid an allowance in addition to basic salary which shall be calculated according to the provisions of the following clauses.

For the purpose of the following clauses, a teacher in a one-room school shall be deemed to be a Principal.

4.2 Principals

4.2.1 Basic Allowance

Each Principal shall receive a basic allowance of \$7,720 for the period September 1, 2017 to August 31, 2018, a basic allowance of \$7,720 for the period September 1, 2018 to August 30, 2019, and a basic allowance of \$7,798 effective August 31, 2019.

4.2.2 Allowance for Personnel Equivalents

Each Principal shall receive an allowance per personnel equivalent or fraction thereof based on the number of personnel equivalents as of September 30 of the applicable school year. This allowance is further based on the following:

Number of Personnel Equivalents	Allowance per Personnel Equivalent Sep 1/17 – Aug 31/18	Allowance per Personnel Equivalent Sep 1/18 – Aug 30/19	Allowance per Personnel Equivalent Aug 31/19
The first 10	\$927	\$927	\$937
The next 10	\$648	\$648	\$655
Over 20	\$314	\$314	\$318

4.2.2.1 The Principal shall be excluded in the calculation of personnel equivalents.

4.2.2.2 Each teacher employed on a regular part-time basis, or on a replacement or temporary contract shall be counted in the calculation of personnel equivalents according to his or her contract time.

4.2.2.3 Itinerant teachers employed in more than one school shall be included in the computation of personnel equivalents with their contract time apportioned to the respective schools.

4.2.2.4 Each full-time or part-time non-teaching personnel (exclusive of custodial or maintenance staff), who is employed by the board of education in the school and who is under the direction and supervision of the Principal, shall be counted as 0.25 of a personnel equivalent.

4.2.2.5 Itinerant non-teaching personnel employed in more than one school shall be included in the computation of personnel equivalents with their contract time apportioned to the respective schools.

4.2.2.6 Provided that if, on any date during the academic year, the number of personnel equivalents varies by one or more or by an amount sufficient to alter the allowance by more than 5%, the total allowance payable on and after that date shall be recalculated.

4.3 Vice-Principals

- 4.3.1 When a teacher is appointed to be a Vice-Principal, the teacher shall receive an allowance equal to 50% of the allowance that the Principal of that school receives.
- 4.3.2 Effective September 1, 2011, when a teacher is appointed to be a Vice-Principal, the teacher shall receive an allowance equal to 50% of the allowance that the teacher would receive if the teacher were Principal of the school.

4.4 Assistant Principals

- 4.4.1 When a teacher is appointed to be an Assistant Principal, the teacher shall receive an allowance equal to 60% of the allowance that the Principal of that school receives.
- 4.4.2 Effective September 1, 2011, any reference in this Agreement to a Vice-Principal is deemed to include Assistant Principal.
- 4.4.3 Notwithstanding Clause 4.4.2, every teacher who holds the position of Assistant Principal on or before September 1, 2011 shall receive an allowance equal to 60% of the allowance that the teacher would receive if the teacher were Principal of the school.

4.5 Acting Principals and Acting Vice-Principals

- 4.5.1 If neither a Principal nor Vice-Principal is present in a school for a period of one-half day or more on a day when students are required to attend, a teacher shall be appointed to an acting position for the duration of the absence. For the purposes of this Clause, a half day shall be defined as either school opening in the morning to noon lunch break or school resumption in the afternoon to school closing.
- 4.5.2 If no Vice-Principal has been appointed to a school, the teacher appointed in Clause 4.5.1 shall be appointed as Acting Principal.
- 4.5.3 When a teacher is appointed to an acting position, the teacher shall be paid the allowance that would normally be payable under Clauses 4.2, 4.3 or 4.4 for the entire period during which the teacher is serving in the acting position.
- 4.5.4 When a Principal is absent from the school for a period of five successive school days when students are required to attend school, a Vice-Principal shall be appointed Acting Principal.

4.6 Protective Provisions

- 4.6.1 Where a Principal is transferred by the employing board of education to another principalship in a school having the same or a greater number of personnel equivalents than the school from which the Principal was transferred, the annual allowance shall be not less than the annual allowance for which the Principal was eligible prior to the transfer.
- 4.6.2 Where a Principal is transferred by the employing board of education to another principalship in a school having fewer personnel equivalents than the school from which the Principal is transferred, the annual allowance shall be not less than the annual allowance for which the Principal was eligible prior to the transfer.

This provision shall not apply if:

- (a) the Principal formally requested the transfer in writing; or
- (b) the employing board confirms in writing that the transfer is a demotion.

- 4.6.2.1 Where a Principal is transferred by the employing board of education to another principalship in a school having fewer personnel equivalents than the school from which the Principal is transferred, the annual allowance shall be not less than the annual allowance for which the Principal was eligible prior to the transfer for a maximum of three years. This Clause is effective August 31, 2019 and replaces Article 4.6.2 on the effective date.

4.6.3 The provisions of Clauses 4.6.1 and 4.6.2 shall apply to Vice-Principals in the same way as they apply to Principals.

4.6.4 Where a Vice-Principal is transferred to the principalship of a school having fewer personnel equivalents than the school from which the Vice-Principal was transferred, the annual allowance shall be not less than the rate of annual allowance the Vice-Principal was receiving prior to the transfer.

This provision shall not apply if:

- (a) the Vice-Principal formally requested the transfer in writing; or
- (b) the employing board confirms in writing that the transfer is a demotion.

4.6.5 When a Principal is transferred to the vice-principalship of another school, the annual allowance shall be not less than the annual allowance that would have been received prior to the transfer provided that such allowance shall not exceed 90% of the allowance that the teacher would receive if the teacher were Principal of the school.

This provision shall not apply if:

- (a) the Principal formally requested the transfer in writing; or
- (b) the employing board confirms in writing that the transfer is a demotion.