

PERSONNEL**SALARY SCALE GUIDELINES: LAY PRINCIPALS**

1. The basis for the salary of a lay Principal is the Job Evaluation chart and the current salary matrix benchmarks provided by the diocese.
2. The matrix, updated annually, provides a salary range for each job grade divided into thirds. Generally, a person starting in the position of Principal is hired in the first third of the scale. For persons with previous experience or additional qualifications as a Principal, the starting salary may move farther along the scale.
3. Increases of salary for the Principal would generally be commensurate with those given to the faculty. As the Principal nears the top of the salary range for their job grade, their salary would generally increase only as the matrix itself is adjusted. If a Pastor or Board of Education feels a need to move beyond the salary ranges provided by the Guide, the matter must be addressed to the diocesan Bishop.
4. In addition to salary, the Principal receives the following considerations:
 - a. The cost of additional graduate credits required to complete administrative certification, if the Principal does not have PA Administrative Certification.
 - b. An annual allotment in the school budget of at least \$500 for ongoing personal professional development.
5. Principals are entitled to the same diocesan benefits provided to the other full-time Professional Employees at the school.
6. The Principal's contract covers a three-year period, unless a shorter period is approved by the Secretary for Education. The Principal serves for twelve months a year with the equivalent of one month of summer vacation per year.
7. Elementary Principals are hired by the Pastor or Executive Pastor of the Elementary Inter-parochial School. The Board of Directors for the secondary school enters into a salary agreement with the Principal, after appointment by the Secretary for Education.

Policy

Revised: January 1, 2015

RWG/Bishop of Harrisburg