

CONTRACT OF EMPLOYMENT School Administrator

It is hereby agreed by and between the Board of Education of the Tekonsha School District (hereinafter "Board") and Jeff Kawaski (hereinafter "Administrator") that pursuant to section 1229 (1) of the Revised School Code, the Board in accordance with its action found in the minutes of its meeting held on the 14th day of February, 2018, has and does hereby employ the said Jeff Kawaski for a period commencing on July 1, 2019 and ending on June 30, 2021, according to the terms and conditions as described and set forth herein as follows:

1. Administrator shall perform the duties of Superintendent and secondary Principal as prescribed by the Board and as may be established, modified and/or amended from time to time by the Board. Administrator acknowledges the ultimate authority of the Board with respect to his responsibilities and directions related thereto. Administrator is subject to assignment and transfer to another administrative position of employment in the School District at the discretion of the Board.
2. Administrator represents that he possesses, holds and will maintain all certificates, credentials and qualifications required by law, including the regulations of the Department of Education, and those required by the Board to serve in the position assigned. Additionally, Administrator agrees, as a condition of his continued employment, to meet all continuing education requirements for the position assigned, as are and may be required by law and/or by the State Board of Education. If at any time Administrator fails to maintain all certificates, credentials, continuing education requirements and/or qualifications for the position assigned as required herein, this Contract shall automatically terminate and the Board shall have no further obligation hereunder.
3. Administrator agrees to devote his talents, skills, efforts and abilities toward competently and proficiently fulfilling all duties and responsibilities of the position assigned. Administrator agrees to faithfully perform those duties assigned by the Board and to comply with the directives of the Board with respect thereto. Further, Administrator agrees to comply with and fulfill all responsibilities and tasks required by state and federal law and regulations and by the Board to carry out the educational programs and policies of the School District during the entire term of this Contract. Administrator pledges to use his best efforts to maintain and improve the quality of the operation of the School District and constantly promote efficiency in all areas of his responsibility.
4. Administrator shall be paid at an annual (twelve month) salary rate of not less than Ninety Thousand Dollars (\$90,000) in consideration of his performance of the duties and responsibilities of the position assigned in conformance with the requirements and expectations of the Board.
The Board will also make contributions to the tax deferred annuity of the Administrators choice at the rate of \$20,000 for each year of the contract period.
The Annuity contributions will be divided into 12 equal monthly installments per year period.
Should Administrator be assigned or transferred to another administrative position, the salary paid shall be at the level specified in this agreement.

The Board hereby retains the right to increase the annual salary of Administrator during the term of this Contract. Any increase in salary made during the term of this Contract shall be in the form of a written amendment and when executed by Administrator and the Board, shall become a part of this Contract.

- 5 Administrator shall be granted vacation time of Twenty-Four (24) days for the contract period. Vacation days must be used within the fiscal year for which they are made available and Administrator shall not receive any additional compensation in lieu of use of vacation days. Administrator shall schedule use of vacation days in a manner to minimize interference with the orderly operation and conduct of business of the School District. All scheduling of vacation is subject to the approval of the Board. The Board President may grant administrator vacation approval on behalf of the Board and inform the Board at the next scheduled meeting.
- 6 Administrator's performance shall be formally evaluated by the Board annually, not later than the regularly scheduled June Board meeting. Informal feedback will be a continuous process taking place at the discretion of the Board or at the request of the Administrator.
- 7 The Board shall be entitled to terminate the Administrator's employment at any time during the term of this Contract for acts of moral turpitude, misconduct, dishonesty, fraud, insubordination, incompetence, inefficiency or if Administrator materially breaches the terms and conditions of the Agreement.

The foregoing standards for termination of this contract during its term shall not be applicable to non-renewal of this Contract at the expiration of its term, which decision is discretionary with the Board of Education.

In the event that the Board undertakes to dismiss Administrator during the term of this Contract, he shall be entitled to written notice of charges and an opportunity for a hearing before the Board. In the event of termination of employment during the term of this Contract, this Contract shall automatically terminate and the Board shall have no further obligation hereunder.

- 8 In the event of Administrator's mental and/or physical incapacity to perform the duties of his office, he shall be granted an initial leave of ninety (90) work days for purpose of recovery. The Administrator shall first exhaust any accumulated sick leave and accrued vacation time, with the balance of the ninety (90) work day period to be unpaid. Health plan premium payments shall be made on behalf of Administrator during this interval to the extent required by law. Upon utilizing leave under this provision, Administrator shall furnish medical certification to the Board (or its designee) respecting the necessity for the leave.

If the Board (or designee) has reason to doubt the validity of the medical certification supplied by Administrator, it may require a second opinion, at Board expense.

Administrator may request a ninety (90) work day unpaid leave extension in the event of his physical and/or mental inability to return to work at the expiration of the initial leave interval, as described above, provided that there is a verified prognosis that Administrator will be able to resume his duties at the conclusion of

the extended leave interval. Medical certification shall be supplied by the Administrator as a condition to any leave extension. Any extensions of leave for this purpose shall be at the discretion of the Board.

If Administrator is unable to or does not resume work at the conclusion of a leave taken under this paragraph (or any extension thereof), his employment and this Contract may be terminated at the option of the Board. However, no such termination shall occur where restoration after leave is required by the Family and Medical Leave Act.

9 Administrator agrees that he shall not be deemed to be granted continuing tenure in the position initially assigned or to which he may be assigned or transferred or in any capacity other than that of a classroom teacher, should the probationary period required for tenure as a teacher be fulfilled, by virtue of this Contract or any employment assignment (required certification) with the School District. Nor shall the decision of the Board not to continue or renew the employment of Administrator for any subsequent period in any capacity, other than as a classroom teacher, as may be required by the Teachers' Tenure Act, be deemed a breach of the Agreement or a discharge or demotion within the provision of the Michigan Teachers' Tenure Act.

10 Administrator shall submit to such medical examinations, supply such information and execute such documents as may be required by any underwriter, policyholder or third party administrator providing insurance programs specified under this Contract. Additionally, upon request of the Board, Administrator shall authorize the release of medical information necessary to determine if Administrator is capable of performing the essential job functions required by his assignment, with or without reasonable job accommodation(s). Any physical or mental examination or disclosure of such information required of administrator by the Board shall be job related and consistent with business necessity. Any medical or psychological examination under this section shall be at Board expense. Any information obtained from medical or psychological examinations or inquires shall be considered and treated as confidential.

11 Upon proper application and acceptance for enrollment by the appropriate insurance underwriter, policyholder and/or third party, the Board shall contribute an amount equivalent to the hard cap as determined by the State of Michigan to the premium toward the purchase of MESSA ABC Plan 1 as specified below:

Health/Medical

ABC Plan 1

- \$1,250 single in-network deductible
- \$2,500 two-person and family in-network deductible
- \$2,500 single out of network deductible
- \$5,000 two-person and family out of network deductible

Dental

- Class I 80%
- Class II 80%
- Class III 80%
- Class IV 80%
- Lifetime Maximum \$1,000
- 2 cleanings per year

Vision Insurance
VSP 2 Silver

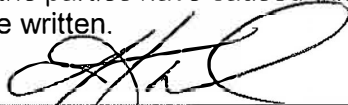
Life Insurance and AD&D
\$20,000

- 12 Premium amounts that are the responsibility of Administrator shall be payroll deducted. Administrator shall execute the necessary authorization for such deductions.
- 13 The Board reserves the right to change the identity of the insurance carrier, policyholder or third party administrator for any of the above insurance plans, provided that comparable coverage, as determined by the Board, is maintained during the term of this Agreement. The Board shall not be required to remit premiums for any insurance coverage for Administrator and his eligible dependents if enrollment or coverage is denied by the insurance underwriter, policy holder or third-party administrator. The terms of any contract or policy issued by any insurance company or third-party administrator shall be controlling as to all matters concerning benefits, eligibility, coverage, termination of coverage, and other related matters. Administrator is responsible for assuring completion of all forms and documents needed to receive the above-described insurance coverage(s), shall be relieved from all liability with respect to insurance benefits.
- 14 Administrator is entitled to the following holidays for which no service to the School District is required: New Year's Eve, New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve and Christmas Day.
- 15 If Administrator is absent from duty on account of personal illness or disability, he shall be allowed full pay for a total of 10 days per contract year(July 1 – June 30). Unused paid leave days hereunder shall be cumulative to a maximum of 30 days for absence due to personal illness or disability of Administrator. Administrator shall not receive any additional compensation in lieu of use of sick days
- 16 Administrator shall be eligible to be reimbursed for travel, meals and lodging in accordance with per diem expense and reimbursement standards and procedures established by the Board. A travel allowance of \$100 per month shall be paid to the Administrator. Any expense to be incurred by Administrator above this amount for out-of-district travel shall be submitted in advance for review and approval by the Board. Administrator shall be required to present an itemized account of his reasonable and necessary expenses in accordance with direction of the Board or its designee.
- 17 The District shall pay the association membership dues of the Administrator for the Michigan Association of School Administrators as well as other appropriate membership fees, as approved in advance by the Board.
- 18 This Contract contains the entire agreement and understanding by and between the Board and Administrator with respect to the employment of Administrator and no representations, promises, contracts or understandings, written or oral, not

contained herein, shall be of any force or effect. All prior agreements pertaining to, connected with, or arising in any manner out of the employment of Administrator by the Board, are hereby terminated and shall hereafter be of no force or effect whatsoever. Provided, that this contract is voidable pursuant to the provisions of the Revised School Code pertaining to criminal records checks. No change or modification of this Contract shall be valid or binding unless it is in writing and signed by Administrator and the Board. No valid waiver of any provision of this contract, at any time, shall be deemed a waiver of any other provision of this contract at such time or at any other time.

- 19 In the event of any dispute between the parties relating to discharge of Administrator during the term of the Contract, the parties hereby agree to submit such to binding arbitration. Selection of the arbitrator and the arbitration proceedings shall be conducted under the National rules for the Resolution of Employment Disputes of, and administered by, the American Arbitration Association. Arbitration under this provision shall be conducted pursuant to the terms of the Michigan Arbitration Act, MCLA 699.5001 *et seq* and MCR 3.602. The Arbitrator's fee and expense of the American Arbitration Association shall be equally shared by both parties.
- 20 If any provision of this Agreement becomes or is declared by a Court of competent jurisdiction to be illegal, unenforceable or void, this Contract shall continue in full force and effect without said provision(s).
- 21 Administrator agrees that any claim or suit arising out of Administrator's employment with the Board must be filed no more than six (6) months after the date of the employment action that is the subject of the claim or suit. Administrator understands that the statute of limitations for claims arising out of any employment action may be longer than six (6) months, but agrees to be bound by the six (6) month period of limitation set forth herein and waives any statute of limitations to the contrary. Should a court of competent jurisdiction determine that this provision allows an unreasonable short period of time to commence a law suit, it is the intent of the parties that the court enforce this provision to the extent possible and declare the law suit barred unless it was brought within the minimum reasonable time within which the suit should have been commenced.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above written.

Date: 2-21-18 
ADMINISTRATOR

TEKONSHA COMMUNITY SCHOOLS BOARD OF EDUCATION

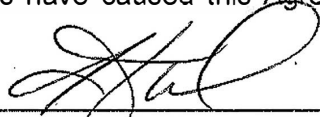
Date: 2-21-18 By Daryl Blasfield
President
By Christy
Secretary

**CONTRACT OF EMPLOYMENT - Amendment
School Administrator**

It is hereby agreed by and between the Board of Education of the Tekonsha School District (hereinafter "Board") and Jeff Kawaski (hereinafter "Administrator") to amend line items from the original contract dated June 14, 2016 in accordance with its action found in the minutes of its meeting held on the 14th day of February, 2018. This amendment shall be made effective July 1, 2018 as described and set forth herein as follows:

- 5 Administrator shall be granted vacation time of Twenty-Four (24) days for the contract period. Vacation days must be used within the fiscal year for which they are made available and Administrator shall not receive any additional compensation in lieu of use of vacation days. Administrator shall schedule use of vacation days in a manner to minimize interference with the orderly operation and conduct of business of the School District. All scheduling of vacation is subject to the approval of the Board. The Board President may grant administrator vacation approval on behalf of the Board and inform the Board at the next scheduled meeting.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above written.

Date: 2-21-18 
Administrator

TEKONSHA COMMUNITY SCHOOLS BOARD OF EDUCATION

Date: 2-21-18 By Davey Blashfield
President
By Chris Kay
Secretary