

CONTRACT FOR ADMINISTRATOR

This Contract of Employment constitutes an agreement by and between the Britton Deerfield Schools Board of Education (subsequently referred to as the "Board", the "School District", or the "District") and Stacie Johnson (subsequently referred to as "Principal" or "administrator"). The terms of the Contract are provided below.

1. CONTRACT PERIOD

The administrator is employed for a three (3) year period from July 1, 2014, thru June 30, 2017.

2. DUTIES

The administrator agrees to faithfully perform the duties as principal as may be assigned from time to time by the Board and/or by the Superintendent and such other duties as are required pursuant to the policies and regulations of the Board and pursuant to the laws and rules and regulations of the State of Michigan and the United States of America. Some of the duties of the administrator are:

- A. The administrator shall adhere to and strictly comply with all channels of administrative communication and decision making.
- B. The administrator shall be required to establish and maintain a close professional and working relationship with the Superintendent and central administrative staff and shall evidence a personal commitment to administrative team management.
- C. The administrator shall comply with all directives as well as any and all administrative practices and operating procedures as established by the Superintendent and/or the Board.
- D. The administrator shall refrain from all inappropriate comments, public or private, in all matters of a confidential or sensitive nature and shall utilize the appropriate forums and procedures for evidencing his opinion or views regarding such matters.
- E. The administrator agrees to devote his time, skill, labor and attention to his employment with the District during the term of this contract.
- F. Failure to comply with any of these duties or conditions shall be deemed to constitute sufficient cause for discharge of the administrator and termination of this contract of employment.

3. **TENURE**

The above-named person shall not acquire tenure as an administrator in the position of Principal or in any other non-classroom position to which he may be assigned.

4. **CERTIFICATION**

The administrator shall furnish for the duration of this contract a valid and appropriate certificate as required by law or by regulation of the Department of Education in order for him to act as Principal or administrator in the State of Michigan.

5. **ASSIGNMENT**

The Board of Education and Superintendent have complete freedom to organize, reorganize, assign and transfer the administrative and supervisory staff in a manner which in their judgment best serves the Britton Deerfield Schools. Accordingly, the administrator is subject to change in classification, assignment and transfer at the discretion of the Board.

6. **NONRENEWAL OF CONTRACT**

Should the Board consider not to renew this contract, the Board shall provide written notice to the administrator that it is considering nonrenewal, along with a written statement of the reasons the Board is considering nonrenewal. The notice must be given to the administrator at least 90 days prior to the termination date of this contract.

Should the Board determine that it will not renew the contract, written notice of nonrenewal of the contract shall be given the administrator at least 60 days prior to the termination date of the contract or else the contract is renewed for an additional 1 year period.

7. **HEALTH**

During the first two months of each contract year the administrator shall have a physical examination conducted by a Michigan licensed physician approved by the Board. The administrator shall provide the Superintendent with a letter from the physician certifying that the administrator is physically fit to perform his job responsibilities. The letter of certification shall be placed in the administrator's personnel file and shall be treated as confidential information. The Board shall pay the cost of the examination.

8. **BREACH**

In the event of a breach on the part of either party to this agreement, nothing contained in this contract shall be construed to render the obligations of either party null and void.

9. PROFESSIONAL MEETINGS

The administrator shall attend appropriate professional meetings if requested by the Superintendent or the Board at the local, state, or national level. The reasonable and necessary receipts for expenses incurred by the administrator shall be reimbursed by the District pursuant to its applicable policy or practice and subject to review and approval by the Board.

10. FRINGE BENEFITS

Leave privileges, insurance and other fringe benefits shall be as follows:

- a. It is understood that insurance benefits provided by the Board to the administrator are subject in all respects to the rules and regulations of the various insurance plans provided.
- b. The administrator shall be entitled to 12 sick leave days for each contract year. Sick leave days may be accumulated up to a maximum of 110 days. The administrator will be compensated at the rate of \$30.00 per day for each unused sick leave day in excess of 110 days as determined at the end of the contract period. At the expiration of this contract period, unused accumulated sick leave days will not otherwise be compensable.
- c. Vacation Days: The principal shall have twenty (20) vacation days per year. Such vacation days may be taken at a time that is least disruptive to the school year, upon the approval of the Superintendent. There is no stipend for unused vacation days. In addition, the Principal shall not be required to report to work during the following holiday vacation periods: Friday before Labor Day (if work is complete), Labor Day, Thanksgiving Break, Christmas Break, Spring Break, Memorial Day and the 4th of July. Two (2) personal days per year. Unused personal days will not roll over into the sick leave balance.
- d. The Board shall provide the administrator with health insurance coverage comparable to BDEA. The Board shall also provide the administrator with \$75,000 Term Life Insurance (equal to his annual salary rounded to the nearest five (5) thousand) and pay all professional dues. Should additional coverage be provided in a new collective bargaining agreement with the Britton Deerfield Education Association, the administrator shall receive the additional level of coverage.
- e. The Board shall reimburse the administrator for reasonable and necessary mileage incurred in the performance of his duties as Principal and other assigned duties at the established rate IRS rate.
- f. Bereavement leave per BDEA contract.

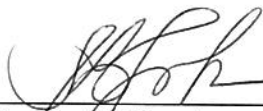
Time necessary for attendance at the funeral service of a person other than described in the above paragraph shall be granted at the discretion of the Superintendent. This time shall be deducted from the sick leave days.
- g. Professional Development: \$1,200 yearly allowance to attend classes. Must be certified institution and meet degree requirements associated with job. Earn a grade of C or better.

11. COMPENSATION

The Board agrees to pay the administrator for her services during the contract period in equal installments in accordance with the policy of the Board governing payment of other staff members of the District. The salary is established at an annual rate of Seventy-four thousand dollars (\$74,000.00).

When the contract period extends into the second year, the salary level will be evaluated by the Board and adjusted by mutual agreement by the Board and the administrator. However, the salary level for the second contract year may not be reduced from the annual rate specified in this part. Any adjustment in salary which is made during the duration of this contract shall be in the form of an amendment and shall become part of this contract, but it shall not be considered that the Board has entered into a new contract with the administrator or that the termination date has been extended. However, this shall not preclude the administrator and the Board from mutually agreeing to an extension of the existing contract.

DATED: 6.4.14



Employee Signature

DATED: 6-4-14



Superintendent