

SUPERINTENDENT'S CONTRACT

This agreement is made by and between the Board of Education, Dollar Bay-Tamarack City Area Schools, hereinafter referred to as "The Board" and Dr. Jan Quarless, hereinafter referred to as the "Superintendent". The Board hereby agrees to employ the above named Superintendent for a period of three (3) years, commencing on March 31, 2011. The Superintendent agrees to accept this position under the following terms of employment:

- I. **COMPENSATION.** The Board agrees to pay the above named Superintendent for his services during each year of said contract in 26 equal installments. During the 2011-2012 year of the contract, the Superintendent will be paid \$94,884 with a minimum 2.0% step increase in the 2012-2013 and 2013-2014 school years. Said salary will be reviewed annually at the end of each year and the Board will have discretion to modify compensation based on other factors deemed note-worthy by the Board. In no instance will the salary be lowered during succeeding years of the contract.

The Superintendent shall receive a yearly stipend in the gross amount of Four Thousand (\$4,000) for the 2011-2014 school years for an annuity fund selected by the Superintendent. Equal monthly payments shall be made by the School District to the annuity fund following receipt by the School District of written instructions from the Superintendent.

In addition, a monthly stipend of \$333 shall be paid by the school for the sole purpose of purchasing retirement years. Annuity will cease when total years have been purchased.

- II. **TERM.** The board shall review this contract with the Superintendent annually, and shall on or before March 31 of each ensuing year, take official action determining whether or not it is extended for an additional year. The Board agrees that notice of non-renewal of this contract may only be given for just and reasonable cause. If the Board does not take action, the contract shall be deemed to have been renewed for an additional year.
- III. **FRINGE BENEFITS.** The Board shall pay the premium for and provide the Superintendent with the following benefits.

Health, Dental and Vision insurance as provided to the certified teaching staff; or annuity in lieu of health coverage equal to MESSA's single subscriber rate.

Long Term Disability Insurance in an amount equal to one-hundred percent (100%) of the Superintendent current salary. Accidental Death & Dismemberment Insurance equal to \$100,000.

Sixty dollars (\$60) per month for school business mileage within the CCISD, and the school's per mile rate for school business mileage outside the CCISD area.

Twenty (20) vacation days per year with a maximum allowable accumulation of 12 weeks, and is entitled to be paid for any and all unused vacation days, plus three (3) personal days per year.

Ten paid holidays, namely, New Years Eve, New Years Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve and Christmas Day.

Twelve sick days per year, with a total accumulation on one-hundred and forty (140) days. In addition, until the Superintendent has accumulated the proper number of sick days, the Board agrees to provide, in an emergency situation, the appropriate number of sick days needed to enact Long Term Disability Insurance. (60 days)

- IV. **TENURE.** The Superintendent shall not be deemed to have acquired administrative tenure by the virtue of this contract of employment. However, the Superintendent shall have all rights to teacher tenure as provided by the Michigan Teacher Tenure Act.
- V. **CONDITION OF EMPLOYMENT.** The Superintendent agrees to perform the duties of his position for a period of fifty-two (52) weeks in each one-year period of this contract.
- VI. **EVALUATION.** By March 31 of each year, the Superintendent shall be evaluated and a copy of said evaluation shall be given to the Superintendent. If any part of the evaluation is less than satisfactory, the Superintendent shall be given full opportunity to correct and improve in the designated deficiencies. Should the Superintendent not be evaluated as required, the Superintendent shall be deemed to have performed his duties in a satisfactory manner.
- VII. **CONTRACT EXTENSION.** Unless written notice on non-renewal is given to the Superintendent by March 31 of each year, the terms and conditions of this contract shall be a new two (2) year period, commencing on the following July 1. In each instance, a new two (2) year contract shall be prepared with the terms and conditions identical to the provisions of this contract except with respect to the dates describing the contract period and the amount the Superintendent shall be paid during the next contract year.
- VIII. **TERMINATION OF CONTRACT.** If at any time, the Board determines that they do not wish to continue to employ the Superintendent in his position as Superintendent, then written notice of that fact shall be given to the Superintendent. Said notice shall include the reason(s) for this determination and the Superintendent shall be given an opportunity to present his position to the Board in regard to those reasons.

BOARD OF EDUCATION
Dollar Bay-Tamarack City Area Schools

SUPERINTENDENT

Date

Date