

# WEST IRON COUNTY PUBLIC SCHOOLS

## Administrative Employment Contract

THIS CONTRACT, between the WEST IRON COUNTY PUBLIC SCHOOL BOARD OF EDUCATION (“Board”) and **Christopher Thomson** (“Administrator”), is made with respect to the following provisions:

1. Contract Period: The Contract covers Administrator’s employment with the Board during the contract term beginning: **July 1, 2015** and ending **June 30, 2018**; provided, however, that Administrator is subject to layoff (or reduction to part-time status) during the contract term in the event economic conditions so warrant in the Board’s discretion.
2. Qualifications/Assignment: Administrator represents that he/she holds all certification and qualifications required by law or policy for the administrative staff assignment of: **Superintendent**. This Contract shall terminate if any such certification or qualifications are allowed to lapse or expire or if they are suspended or revoked. Administrator is subject to administrative transfer at the discretion of the Board or its authorized administrators.
3. Employment Duties: Administrator shall comply with all applicable requirements and provisions of The Revised School Code (“School Code”), of any other law, rule or regulation, and of all rules, regulations, policies or directives of the Board (whether issued by the Board or its authorized administrators); and Administrator shall conscientiously perform all duties and responsibilities of his/her assignment(s), whether prescribed by law, by the Board, or by its authorized administrators.
4. Non-Tenure: Administrator shall not gain tenure in any administrative position or capacity.
5. Compensation: The Board shall compensate Administrator, for services performed pursuant to this Contract, as follows:
  - a. Base Annual Salary: \$94,500 for 2015-2016  
\$96,500 for 2016-2017  
T.B.D. for 2017-18\*
    - \*Minimum of \$96,500 with the consideration of salary and/or benefit adjustments to be determined.
    - Payable in 26 installments
    - If less than full time, fractional employment is: N/A
  - b. Administrator’s base annual salary includes:
    - Paid Vacation Days: 30 per fiscal year (pro-rated for partial year).
      - Future increases (if any) as follows: None
      - 10 days of unused vacation time may be reimbursed at daily wage.
    - Paid Personal Days: 3 per fiscal year (pro-rated for partial year). Paid personal days to be used or lost (i.e. no carryover or accumulation), and to be taken at mutually agreeable times.
    - Paid holidays: 12 per fiscal year, including July 4<sup>th</sup>, Labor Day, Hunting Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year’s Eve Day, New Year’s Day, Good Friday, and Memorial Day.
      - Designated holidays may be changed by the Board from time to time.
      - If prevented from taking a designated holiday, a mutually acceptable alternate day will be provided.
  - c. Other Compensation: (if any, specify on Exhibit A): See Attached.
6. Other Benefits or Provisions: In addition to the foregoing, Administrator shall receive and/or be subject to the following:

- a. Group Health Insurance: Administrator and his/her eligible dependents shall be entitled to such group health insurance (e.g. health, dental and vision) as is uniformly made available by the Board to its full-time administrative staff.
    - For the medical benefit plan (i.e. health only) portion of such insurance coverage, the Board shall pay such portion of the premium or cost as is allowed by the “hard cap” limits of Act 152 of 2011 (MCL 15.561-15.569, as amended), with the balance of any premium or cost being paid by Administrator.
    - All insurance premium or cost co-payments required of Administrator shall be paid by payroll deduction if possible, or otherwise by Administrator’s timely payment to the District.
    - Pursuant to the District’s §125 Plan (i.e. § of the IRC), Administrator may elect (in writing) to waive such group health insurance (e.g. due to the availability of coverage through a spouse, etc.) and, in such event, Administrator shall receive cash-in-lieu of insurance in the amount of \$0 per month.
  - b. Group Life: Administrator shall be entitled to such group term life insurance as is uniformly made available by the Board to its full-time administrative staff. Unless a different level of coverage is prescribed by the Board for its administrative staff, Administrator’s group term life insurance shall be in the amount of \$35,000 with AD&D. The Board shall pay 80% of the premium or cost for such insurance, with the remaining 20% being paid by Administrator by payroll deduction.
  - c. Paid Sick Leave: Administrator shall be granted twelve (12) paid sick days (i.e. without loss of compensation) per fiscal year (pro-rated for partial year) for illness. Unused paid sick days may be accumulated up to (but not exceeding) three-hundred (300) days. Upon retirement (i.e. eligible for MPSEERS’ benefits) after fifteen or more years of full-time employment with the District, Administrator shall be paid for one-half (1/2) of his/her remaining sick day accumulation at the rate of Fifty-Five Dollars (\$55.00) per day.
  - d. Transportation Allowance: will follow the IRS Rate and submit a mileage form
  - e. Paid Professional Membership(s): As approved by the Board or noted on attached Exhibit A.
  - f. Other Benefits: (if any specified on Exhibit A).
  - g. Eligibility for and provision of any and all benefits shall be subject to such terms and conditions as the Board and/or any insurance program/carrier/provider may prescribe.
7. Void/Termination: Administrator is expressly prohibited from engaging in any conduct involving moral turpitude; and the Board may void this Contract in the event of such conduct. Furthermore, this Contract is subject to termination by the Board at any time for reasons which are not arbitrary or capricious.
  8. Renewal/Non-Renewal: The Board may (but need not), in its sole discretion, renew (reissue) this Contract on an annual basis. This contract shall, however, be subject to renewal and/or non-renewal in accordance with the terms and conditions prescribed in Section 1229 of the Revised School Code.
  9. Entire Agreement: Except for any supplemental provisions (if any) expressly set forth in the attached Exhibit A (which is incorporated in and made a part of this Contract by reference), this Contract represents the entire agreement between the parties and supersedes any and all previous agreements between them.

IN WITNESS WHEREOF, Administrator  
has executed this Contract this \_\_\_\_\_  
day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Telephone Number

IN WITNESS WHEREOF, Board  
has executed this Contract this \_\_\_\_\_  
day of \_\_\_\_\_, \_\_\_\_\_.

WEST IRON COUNTY PUBLIC  
SCHOOLS BOARD OF EDUCATION

\_\_\_\_\_  
Its President (Signature)

\_\_\_\_\_  
Its Secretary (Signature)

## **EXHIBIT A**

### Supplement to Administrative Contract

5 c. Other Compensation Provision:

- Tax-Deferred Annuity: As further compensation for services rendered, the Board shall, during each year of this contract (i.e. July 1-June 30), pay directly into a tax-deferred annuity (of Administrator's choosing) on Administrator's behalf and for Administrator's benefit the sum of 10% of salary. The employee may choose a post-tax option, such as the Roth or 529 Plan. The employee understands that state and federal taxes are their responsibility and the district will have the added FICA responsibility.
- Cell Phone Reimbursement: \$75.00/month

6 f. Other Benefit Provisions:

- MASA membership paid by the Board.

9. Other Miscellaneous Provisions:

- Administrator shall be "on call" (i.e. work if needed) for five (5) of his/her vacation days per year.