

ATTLEBORO PUBLIC SCHOOLS
Attleboro, Massachusetts
EMPLOYMENT AGREEMENT FOR
[REDACTED] Principal
Attleboro High School

This Employment Agreement made between the Attleboro Public Schools, (the “Employer”) and [REDACTED] (Principal).

Whereas the Employer desires to secure and maintain the services of the Employee and the Principal desires to enter into an agreement of employment with the Employer upon the terms and conditions hereinafter set forth.

1. DURATION

The **principal** shall be employed under this contract for the period of three (3) years (July 1, 2022, through June 30, 2025) consistent with all applicable provisions of law including but not limited to Massachusetts General Laws Chapter 71, Section 41 as amended by Section 43 of the Acts of 1993 and Section 59B as amended by Section 53 of the Acts of 1993.

Anything contained herein to the contrary notwithstanding, this contract will automatically terminate on June 30, 2025, unless otherwise agreed upon in writing by the parties herein.

2. CERTIFICATION

The principal shall furnish to the Superintendent, and maintain throughout the term of this Agreement, a valid and appropriate certificate qualifying Ms. Campbell to act as Principal in the Commonwealth.

3. DUTIES AND RESPONSIBILITIES

The **principal** shall be the educational administrator and manager of her school and shall supervise the operation and management of her school and school property, subject to the supervision and direction of the Superintendent.

The principal shall perform the duties and responsibilities imposed upon or required of a Principal under:

- a. The statues of the Commonwealth including, without limitations, Massachusetts General Laws Chapter 71 as amended by the Education Reform Act.
- b. The job description for Principal – High School.
- c. The policies of the School Committee.
- d. The School District’s and the School’s annual improvement goals.
- e. The School District’s strategic plan.
- f. Regulation of state agencies.
- g. Directives of the Superintendent of Schools or his/her designee.
- h. Provisions of this agreement.

4. COMPENSATION

The principal’s base salary for FY23 shall be \$150,900.

For FY24, the Principal will receive an increase of 1.5% over what she was paid in FY23, plus any market/internal adjustments that are awarded in FY24. For FY25, the Principal will receive and increase 1.5% over what he was paid in FY24, plus any market/internal adjustments that are awarded for FY25. Effective the second and third year of the contract, respectively, the principal may receive a market/internal adjustment increase of up to four percent (4%) of his base salary, subject to the appropriation by the School Committee. The Superintendent shall consider and determine if market/internal adjustment is warranted. If market/internal adjustment is awarded for the second year of this contract, the dollar amount of the merit pay will be added to the initial base salary for FY23 that is noted above (i.e., \$150,900), thereby creating a new base salary for that year.

5. PERFORMANCE REVIEW/ EVALUATION

The principal's performance as a Principal in the Attleboro Public School System shall be subject to an annual performance evaluation. Continued employment under this contract shall be subject to said performance evaluation. Inadequate performance consistent with the good cause standard shall be grounds for termination of this agreement.

As used herein, "good cause" shall mean any grounds put forward by the Superintendent, which is not arbitrary, irrational, unreasonable, in bad faith, or irrelevant to the sound operation of the school system. No arbitrator may apply a definition of the words "good cause" other than the definition appearing immediately above, and arbitral review shall be limited to the question whether such grounds were put forth in good faith.

"Part V: Implementation Guide for Principal Evaluation of The Massachusetts Model System for Educator Evaluation" (attached as Appendix X), will be used as the formal evaluation process. Under normal circumstances steps 1 and 2 will be completed before the start of the school year. Step 3 begins with the completion of the Educator plan and concludes with the End-of-Cycle Progress Review. Step 4, the Mid-Cycle Goals Review will take place before March 1.

All material related to the principal's performance that is to be placed in the personnel file shall be signed by the Principal and the Principal will have the opportunity to place a written rebuttal in the file. The Superintendent will provide the principal with the signed copy of the End-of-Cycle Summative Evaluation Report for the Principal's signature within 14 days of the End-of-Cycle Progress Report Review. The principal may respond in writing within 14 days. This response shall be attached to the Superintendent's evaluation.

6. SICK LEAVE

The principal shall accrue sick time at the rate of 1.5 days a month for a total of 18 days per year. Sick time that is not used, shall accumulate up to 220 days and be available for use in succeeding years of the term.

7. PERSONAL LEAVE

The principal may be granted up to three (3) personal days, with pay, per contract year to conduct urgent personal business that cannot be conducted outside of school time. Such leave requests, except under emergency circumstances, must be presented ahead of time and will be subject to the approval of the Superintendent, who may inquire as to the basis for the request. Such leave will not be unreasonably denied. At the end of each fiscal year, any unused personal day will be converted to accumulated sick time.

8. VACATION TIME

The principal will work a 220-day year. Vacation shall be taken in accordance with School Committee Policy

9. LONGEVITY

This benefit is based upon completion of credible years of service. Longevity schedule will align with the longevity language in the Administrators' Association Collective Bargaining Agreement.

10. BEREAVEMENT LEAVE

In the case of death in the immediate family, the principal may be absent for five (5) calendar days, commencing with the day after death. Immediate family shall include father, mother, sister, brother, wife, husband, children, in-laws, grandparents, relative or another person living in the same house as the employee. At the discretion of the Superintendent, additional leave may be allowed to attend the funeral or memorial services for any other member of the principal's family or for a close friend. Release time to attend funeral services for a co-worker will be provided at the discretion and with the approval of the Superintendent.

11. JURY DUTY

If required to perform jury duty, the principal shall receive leave with pay for the duration of such duty. Compensation shall be the difference between jury duty pay, exclusive of mileage and expenses, and the principals' regular salary. The employee must present evidence of the amount of compensation he/she received for jury duty.

12. LEAVE OF ABSENCE WITHOUT PAY

- A. The principal may be granted a leave of absence without pay for up to one year for the purpose of caring for a sick member of his family where the principal's personal attention is required.
- B. The principal may be granted a leave of absence without pay for up to one year for other purposes at the discretion of the Superintendent.

13. TELECOMMUTE

The principal shall be permitted to telecommute (work offsite) on days when school is not in session up to three (3) days per fiscal year.

14. GROUP HEALTH AND LIFE INSURANCE/ANNUITIES

The principal will be eligible to receive all benefits afforded administrators in Article 17: group health and the group life insurance and Article 18: Annuities of the Administrators' Association Contract (Copy attached).

15. TRAVEL EXPENSES

The principal shall receive an annual lump sum mileage payment of \$300 as reimbursement for travel within the district issued in January for each contract year.

16. ASSOCIATION MEMBERSHIP/PROFESSIONAL DEVELOPMENT

The sum of \$1200.00 per year, is available to underwrite the cost of individual professional development activities including: workshops, seminars, graduate level coursework, etc. Prior approval of the Superintendent will be required to qualify for reimbursement.

The principal will be reimbursed the cost of three (3) annual individual memberships in approved professional educators' associations, not to exceed a total cost amount of \$500.

17. TRANSFER AND ASSIGNMENT

The principal is hereby assigned to the Attleboro High School. The Superintendent of Schools may, after consultation with Ms. Campbell, transfer or assign her to another position within the School District, provided she is certified for such assignment

18. WORKDAY/WORK YEAR

The work year shall extend from July 1 to June 30.

The principal recognizes that the proper performances of her duties and responsibilities will require her to work longer than the school day and that her duties and responsibilities are not confined to prescribed hours.

The principal agrees that the workday on pupil-session days shall be seven and one-half (7.5) hours over an eight (8) hour day. The workday on non-pupil session days, except for curriculum days, shall be a minimum of six (6) hours. The Employee shall have a duty-free lunch period of at least thirty (30) minutes.

The principal agrees the length of the work year shall be 220 days, exclusive of legal holidays. Said workdays will be established for the year upon agreement between the Superintendent and the Principal.

19. NOTIFICATION FOR SUCCESSOR AGREEMENT

The principal shall notify the Superintendent, in writing, on or before March 1, 2025, as to her desires concerning a new agreement.

The Superintendent, on or before April 1, 2025, shall notify the Principal, in writing, as to whether or not the Superintendent wished to commence discussions for a successor agreement.

20. RESIGNATION

In the event the principal desires to terminate this contractual agreement in order to accept another position, retire, etc. the Principal is required to provide ninety (90) calendar days' notification before leaving the position.

21. ENTIRE AGREEMENT

This employment agreement between, [redacted] s Principal and the Attleboro Public Schools embodies the principal's terms of employment. There are no other inducements, promises, or obligations other than those contained herein. This SUPERSEDES all prior agreements between the parties. This employment agreement may not be changed except by agreement in writing signed by both parties.

22. CONFIDENTIAL INFORMATION

Employee shall not either during the period of her employment with the Employer or thereafter, reveal or disclose to any person outside the customer/client/student lists or any other information related to the Employer. The Employee shall not disclose, publish, or make use of the same without prior written consent of Employer, except when necessary to comply with applicable law.

23. TERMINATION OF EMPLOYMENT

Notwithstanding any other provision of this Agreement, the Principal's employment shall automatically terminate on the death of the principal or upon the cessation of funding by the appropriate funding source. Otherwise, the Employer, with cause, may terminate the principal's employment under this agreement, without further notice for cause. Cause shall include the following:

- a. Failure of Employee to adequately perform his/her duties as set forth in the agreement.
- b. Commission of any felony, theft, or act of dishonesty.

24. VALIDITY

If any paragraph or part of this agreement is invalid, it shall not affect the remainder of said Agreement, but said remainder shall be binding and effective against all parties.

IN WITNESS WHEREOF, the parties have here unto signed and sealed this agreement and a duplicate thereof on day and year noted below.

Approved by the Director of Human Resources _____ Date _____

Superintendent Date _____

Principal – Attleboro High School Date _____