

# CONCORD PUBLIC SCHOOLS CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

120 MERIAM ROAD CONCORD, MA 01742 PHONE: 978.318.1500 FAX: 978.318.1537 [www.concordpublicschools.net](http://www.concordpublicschools.net)

## PRINCIPAL CONTRACT

**THIS AGREEMENT** made by the Superintendent of Schools, hereinafter referred to as *Superintendent* and xxxxxxxx, hereinafter referred to as the *Principal*.

In consideration of the promises herein contained, the parties hereto mutually agree as follows:

### I. TERMS

The superintendent agrees to employ xxxxxxxx as principal beginning July 1, 2016 through June 30, 2019, and annually thereafter unless notice of dismissal/demotion/non-renewal is given pursuant to the Massachusetts Education Reform Act of 1993.

It is recognized that the principal's responsibilities and conduct are not determined by prescribed hours and conditions. The principal will perform the directed and implied duties of her position as determined by the superintendent of schools and will invest the time and effort necessary to effectively achieve the goals and purposes of the Concord Public Schools.

### II. COMPENSATION

The principal shall be paid an annual salary rate, commencing as of the effective date of this Agreement, \$161,070 and payable in equal installments.

### III. TERMINATION

The superintendent may terminate this Agreement at any time during its term for *good cause* pursuant to Section 43 of Chapter 71 of the Acts of 1993. As used herein, *good cause* shall mean any grounds put forward by the superintendent which are not arbitrary, irrational, 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. If the principal decides to leave the employ of the school system, she shall give written notice of such intent at least 60 days in advance of the last date of employment.

### IV. DUTIES

The principal shall perform faithfully and competently, at a minimum within the standards of the school system, the duties set forth in the approved position description and such other duties as are assigned by the superintendent and annually thereafter. Unless the superintendent notifies the principal of the proposed non-renewal of this Agreement at least sixty (60) days prior to its expiration date, the Agreement shall automatically renew for an additional one-year period. A non-renewal of the Agreement shall not be subject to the *good cause* standard, but shall be made at the discretion of the superintendent.

### V. FRINGE BENEFITS

- A. The principal shall be entitled to all insurance benefits (medical, hospital, life, disability and dental) available to other principals.
- B. The sum of \$1,000 will be available to the principal annually for employment associated conferences and workshops.
- C. The school system shall reimburse the principal for the annual cost of membership dues in approved state and/or national administrative associations.
- D. The district will supply the principal with district approved technology (i.e.iphone, ipad, laptop) necessary to complete her job.

**VI. LEAVES AND VACATIONS**

It is understood that the principal is a professional administrator employed to be responsible for the performance of certain functions at a satisfactory level established by the superintendent. For the purpose of leave, it shall be noted that the principal shall work a twelve-month work year consisting of 220 working days.

- A. The principal is entitled to six weeks (30 days) annual vacation which shall not accrue from one year to the next. The principal is expected to be present for the days covered by the teachers' contract, the week before school opens and other times as requested by the superintendent.
- B. The principal shall be allowed 20 days' absence from school duties annually without loss of salary. These days shall be used for sick leave, personal days and bereavement leave. Unused leave time shall accumulate year to year to a maximum of 180 days and not be compensable at the end of employment.
- C. The superintendent at her discretion may approve requests for unpaid leaves in addition to the other stated leave provisions. A salary reduction of 5/220<sup>th</sup> of the total annual salary shall occur for each week of approved leave.
- D. The principal, upon terminating employment, shall be paid for unused vacation time up to six weeks for a termination date of June 30, and for a proportioned part of six weeks if the termination date is earlier than June 30. (Calculations will be based upon a 220-day work year.)

**VII. TAX SHELTERED ANNUITIES**

By request of the individual concerned and her authorization for salary deduction, tax sheltered annuities are authorized by the school committee to be purchased for a member of the administrative staff. Arrangements may be made with the business office prior to October 15.

**VIII. LICENSURE AND POLICIES**

As a condition of employment, each principal must maintain a current license as a principal, adhere to the policies and goals of the School Committee and the directives of the superintendent, and must annually before June 1<sup>st</sup> or other date as may be established by the superintendent submit with the school council the educational goals and school improvement plan for the school building(s) under his/her direction.

**IX. EVALUATION**

The principal will be evaluated annually by the superintendent. It is understood that the primary purpose of the evaluation is to promote professional growth to enhance and maintain the high standards of the Concord and Concord-Carlisle school systems. The superintendent will consider evaluations when making decisions related to salary and continued employment.

**X. INVALIDITY**

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 both parties.

This instrument constitutes the entire Agreement of the superintendent and the principal, such amendments hereto as shall have been reduced to writing and signed by the parties.

**IN WITNESS WHEREOF**, the superintendent thereunto duly authorized and the principal have hereunto signed and sealed this Agreement in duplicate thereof on the date indicated below in the year 2016.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date