

Plainville Public Schools
Contract of School Principal

THIS AGREEMENT, made as of July 1, 2015 by and between the PLAINVILLE PUBLIC SCHOOLS, hereinafter referred to as Plainville, and **XXXXXXXXXXXXXXXXXX**, hereinafter referred to as the PRINCIPAL.

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

1. **EMPLOYMENT:** Plainville hereby employs **XXXXXXXXXXXXXXXXXX** as PRINCIPAL within the public schools of Plainville, and the PRINCIPAL hereby accepts employment on the following terms and conditions:

2. **TERM:** The PRINCIPAL shall be employed for a **Three-Year** period commencing July 1, 2015 through June 30, 2018.

3. **COMPENSATION:** The PRINCIPAL shall be paid a salary of **\$109,380.00** for Fiscal Year 2016 (July 1, 2015 to June 30, 2016).

The PRINCIPAL shall be paid a salary of **\$113,480.00** for fiscal year 2017 (July 1, 2016 to June 30, 2017) contingent upon receipt of an overall rating of proficient or exemplary on the Principal Evaluation Rubric. In the event that the Principal receives an overall rating of needs improvement her salary shall be reduced to \$112,800.00 and further, in the event that the Principal receives a needs improvement rating her salary shall remain at the fiscal year 2016 level of \$109,380.00.

The PRINCIPAL's salary for fiscal year 2018 (July 1, 2017 to June 30, 2018) shall be determined by May 1, 2017. The salary for fiscal year 2018 shall be no less than the salary for FY2017.

4. **CONTRACT RENEWAL:** The Superintendent shall meet and confer with the PRINCIPAL prior to December 30, 2017 to discuss any extension or changes of this agreement.

5. **DUTIES AND RESPONSIBILITIES:** The PRINCIPAL shall be the educational leader and manager of his/her department and shall supervise the operation and management of his/her department and school property, subject to the supervision and direction of the Superintendent. The PRINCIPAL shall be responsible, consistent with the Committee's personnel policies and budgetary restrictions and subject to the approval of the Superintendent, for hiring all teachers, instructional or administrative aides, and other personnel assigned to the department, and for terminating all such personnel, subject to review and prior approval by the Superintendent and subject to the provisions of M.G.L., Chapter 71 as amended by the Education Reform Act of 1993. The Superintendent shall also have final authority as to the assignments and transfers of the above-listed staff from school to school.

The PRINCIPAL shall also faithfully and effectively perform the duties contained in the job description of PRINCIPAL. This job description is subject to unilateral change by the Superintendent upon thirty (30) days' notice to the PRINCIPAL.

The PRINCIPAL recognizes that his/her responsibilities and conduct is not determined by prescribed hours and condition and will perform the directed and implied duties of his/her position as determined by the Superintendent of Schools and will expend the time and effort necessary to effectively achieve the goals and purposes of the Plainville Public Schools.

6. **CERTIFICATION:** The PRINCIPAL shall furnish and maintain throughout the term, and any extension of this agreement, a valid and appropriate certificate qualifying him/her as PRINCIPAL of a school district in the Commonwealth, as required by Chapter 71 of the Acts of 1993.

7. **PERFORMANCE:** The PRINCIPAL shall fulfill all aspects of this contract. Any exception hereto shall be by mutual agreement between the PRINCIPAL and the Superintendent of Schools in writing.

8. **ANNUAL WORK SCHEDULE:** The annual work year for the PRINCIPAL shall be as follows:

215 days

a. The PRINCIPAL shall work the teachers' school year (184 days) plus the two weeks before school opens (10 days) and the two weeks immediately following the close of school (10 days). An additional eleven (11) days are to be scheduled during the summer vacation or during vacation weeks with prior approval of the Superintendent.

9. **STATE RETIREMENT SYSTEM:** The PRINCIPAL shall be a member of the Teachers' Retirement System as required by Chapter 32, Section 2 of the Massachusetts General Laws.

10. **REIMBURSEMENT FOR EXPENSE:**

Mileage The School Committee shall reimburse the PRINCIPAL for travel monthly by voucher. It is understood and agreed that the PRINCIPAL shall not be reimbursed for mileage from the PRINCIPAL'S home to work. The per mile reimbursement will be reviewed and changed annually based on the federal reimbursement rate.

Dues Dues for the following professional organization shall be paid by the School Committee: M.E.S.P.A. and other memberships.

The total dues shall not exceed \$500.00.

Conferences The School Committee will pay the reasonable expenses (including fees, meals, lodging and/or transportation) incurred by the PRINCIPAL for attendance at seminars and conferences, or other professional sessions at the request and/or with the advance approval of the Superintendent. The sum of \$1,500 shall be available for this purpose or to be used towards other approved professional development.

Professional Development The sum of \$1,000 shall be available for courses, seminars, and/or professional development programs at the request and/or with the advance approval of the Superintendent. In addition, the district will pay for the PRINCIPAL to receive mentoring support in her first year.

Professional Materials The PRINCIPAL will have \$200 available to purchase professional materials. Such purchase shall have the prior approval of the Superintendent.

11. **SICK LEAVE:** The PRINCIPAL shall earn 15 days per year with maximum accumulation not to exceed 185 days. A Doctor's certificate may be required at the Superintendent's discretion.

12. **PERSONAL LEAVE:** The PRINCIPAL shall receive up to three (3) days leave of absence, without loss of pay, for personal business which cannot be reasonably conducted during non-school hours. The PRINCIPAL shall provide the Superintendent with as much advance notice as possible. Additional days may be granted at the discretion of the Superintendent. Personal Days shall not accrue from year to year.

13. **BEREAVEMENT LEAVE:** The PRINCIPAL will be granted a leave of absence without loss of pay for a period not in excess of five (5) days in the event of death in the PRINCIPAL'S immediate family for the purpose of bereavement and attendance at funeral services. Immediate family shall include the PRINCIPAL'S parent, spouse, child, grandchild, brother, sister, grandparent, parent-in-law, brother-in-law or sister-in-law.

In the event of the death of the PRINCIPAL'S aunt or uncle, the PRINCIPAL shall be granted a leave of absence without loss of pay for one (1) day for the purpose of attending funeral services. In extenuating circumstances, such leave may be extended at the discretion of the Superintendent.

14. **INSURANCE:** The PRINCIPAL shall be entitled to the same medical and life insurance benefits and options as are available to all other district employees.

15. **CAREER AWARD:** On a one-time basis only, the PRINCIPAL shall be entitled to a \$1,000 Career Award in recognition of dedicated service to the children of Plainville for having been employed for ten (10) consecutive years in the Plainville School System upon retiring from Plainville Public Schools. In order to receive this career award, the PRINCIPAL must notify the Superintendent by October 1st of the calendar year prior to the year which he/she intends to retire.

16. **TERMINATION, DEMOTION AND SUSPENSIONS:**

a. In the event that a PRINCIPAL desires to terminate his/her contract before the term of service shall have expired, he/she may do so by providing the Superintendent of Schools with at least ninety (90) days written notice of intent to terminate and provided that the Superintendent accepts said resignation or by mutual agreement.

b. The Superintendent may terminate this contract prior to its expiration only for good cause. "Good cause" shall mean any grounds put forth by the Superintendent which are not arbitrary, irrational, unreasonable, in bad faith or irrelevant to the sound operation of the school system.

17. **EVALUATION:** The Superintendent of Schools shall evaluate the performance of the PRINCIPAL annually based upon 1) the duties and responsibilities contained in the PRINCIPAL'S job description attached hereto; 2) as presented and called for under M.G.L., Chapter 71 as amended by the Education Reform Act of 1993; 3) as contained in the Policies of the Plainville School Committee; 4) as contained in the policies and directives of the Superintendent; 5) the goals set by the Superintendent in conjunction with the administrative evaluation instrument. Final evaluation may allocate among those items various weight as determined by the Superintendent of Schools.

18. **ENTIRE AGREEMENT:** This contract embodies the whole AGREEMENT between the Town of Plainville School Department and the PRINCIPAL and there are no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those contained herein. The contract may not be changed except by a writing, by the party against whom enforcement thereof is sought.

19. **SEVERABILITY:** It is understood and agreed by the parties that if any part, term or provision of this Agreement is held by the courts to be illegal or in conflict with any law of the Commonwealth of Massachusetts, the validity of the remaining portions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the particular part, term, or provisions held to be invalid.

IN WITNESS WHEREOF, the parties have hereunto signed and sealed this AGREEMENT and a duplicate.

PRINCIPAL

***FOR THE PLAINVILLE
PUBLIC SCHOOLS***

XXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXX

Superintendent of Schools

Date: _____

Date: _____