

ERVING SCHOOL UNION #28
NEW SALEM/WENDELL UNION SCHOOL DISTRICT
PRINCIPAL'S CONTRACT OF EMPLOYMENT

1. **EMPLOYMENT:** Effective July 1, 2018, the District hereby employs [REDACTED] as Principal of the Swift River School, and the Principal hereby accepts employment on the terms and conditions as indicated.
2. **TERM:** The Principal shall be employed for the period commencing on July 1, 2018 and ending on June 30, 2021.
3. **COMPENSATION:** The Principal shall be paid an annual salary of \$93,000 for the period July 1, 2018 through June 30, 2019; the wage increases for the period July 1, 2019 through June 30, 2020 and for period July 1, 2020 through June 30, 2021 **will be Determined** via budget discussions for each of those fiscal years. Payment will be made in equal installments according to Town practice which is currently on Tuesdays on a biweekly basis.
4. **DUTIES AND RESPONSIBILITIES:** The Principal shall be the educational leader and shall supervise the operation and management of the Swift River School and associated school property, subject to the supervision and direction of the Superintendent and consistent with the policies of the School Committee. The Principal shall be responsible, consistent with personnel policies and budgetary restrictions, and subject to the approval of the Superintendent, for hiring all teachers and other personnel assigned to the school.
5. **HOURS OF WORK:** The Principal recognizes that his or her responsibilities and conduct is not determined by the prescribed hours of work and may require additional time without additional compensation. He or she agrees to perform the directed and implied duties of the position as determined by the Superintendent and will expend the time and effort necessary to effectively achieve the goals and purpose of the school district. This responsibility includes attendance at School Committee meetings, School Committee Sub-Committee meetings, various parent organization meetings, and such other meetings as may be required by the Superintendent of Schools.
6. **WORK YEAR:** The work year will be from July 1, 2018 through June 30, 2019, from July 1, 2019 through June 30, 2020, and from July 1, 2020 through June 30, 2021. During this period, the Principal will work at least 215 days of each school year, of which no less than 20 days and no more than 25 days will occur between July 1 through August 31 of each year.
7. **VACATION:** There will be no paid vacation.
8. **HOLIDAYS:** There will be no paid holidays.
9. **SNOW DAYS:** If the weather is severe, the Principal may choose not to come to school and the day would not count as one of the 215 contracted days of work. The principal will be responsible for ensuring the safety of the school building.
10. **SICK LEAVE:** The Principal is entitled to one and one-half days (1-1/2) of sick leave per month. Unused sick leave may accumulate indefinitely. The Superintendent may require a Doctor's certificate for each day missed.
11. **BEREAVEMENT LEAVE:** A Principal who suffers a death in his or her immediate family may have up to five (5) days leave in consequence of responsibilities associated with that death. Bereavement leave needs to be approved by the Superintendent. It may be extended upon application to and at the discretion of the Superintendent.

12. PERSONAL LEAVE: The Principal shall be entitled to three (3) personal days with pay which shall not have as its purpose the extension of either a vacation or holiday. Except in an emergency, twenty-four hour written notice shall be given of intent to take a personal day. The Superintendent may require explanation for the purpose of the personal day.

13. PARENTAL LEAVE: Parental Leave will be granted in a manner provided by M.G.L., C. 149, Sec. 105D and other applicable statutes, Federal and State.

14. LEAVE OF ABSENCE: An unpaid Leave of Absence may be granted for up to one (1) year with the approval of the Superintendent and the School Committee. Written notification of intent to return to the previous position held must be given to the Superintendent of Schools by January 31st of the preceding school year that the Principal is to return.

15. PRIOR EARNED BENEFITS: All benefits previously accumulated in service as a Principal at the Swift River School will be considered a property right earned by the Principal and brought forward to this and future terms of employment.

16. PROFESSIONAL ACTIVITIES: The Principal may accept and be compensated for speaking, writing, lecturing, or other engagements of a professional nature subject to the approval of the Superintendent, which approval will not be unreasonably denied.


17. SUPERVISION: The Superintendent shall evaluate the performance of the Principal annually based on 1) this contract; 2) the standards prescribed under the Massachusetts Educator Evaluation System, and in accordance with 603 CMR 35.04-35.11, including Standards and Indicators for Effective Administrative Leadership Practice; 3) as contained in the policies and directives of the Swift River School Committee; 4) as contained in the policies and directives as the Superintendent; and 5) the annual school improvement goals agreed upon by the Principal and the Superintendent. The Superintendent shall be the determiner of the weight to be given to any evaluation criteria.

18. VOLUNTARY TERMINATION: In the event that the Principal desires to terminate this contract before the term of service shall have expired, he or she may do so by giving at least 120 days notice of his or her intention to the Superintendent.

19. TERMINATION AND OTHER DISCIPLINE: In the event the Superintendent of Schools wishes to terminate the employment of the Principal before the term of service shall have expired or otherwise discipline the Principal, he or she may do so for good cause, i.e., a ground which is put forward in good faith, which is not arbitrary, irrational, unreasonable, or irrelevant to the successful performance of the Principal's duties. Termination or other major disciplinary act will result from a procedure which is consistent with fundamental fairness and is justified by the misconduct or shortcoming. In the case of contract termination, the Principal shall have the right to obtain non-binding mediation of the dispute within fourteen days of the implementation of the termination of employment; the cost of the mediation to be shared equally between the School District and the Principal.

In the event that Erving School Union #28 is dissolved or that Swift River School is no longer a member of Union #28, this contract will be terminated and a new contract with the governing body for Swift River School will need to be established.

20. INSURANCE: The Principal will be eligible to receive the same term life insurance and health insurance, paying the same portion of the cost, as teachers in the School District. The School District will include the Principal in Liability and School Committee Indemnification Insurance carried by the Town or District.



Principal

6/28/18

Date

