

## **ASSISTANT PRINCIPAL – ROSSVILLE ELEMENTARY SCHOOL CONTRACT OF EMPLOYMENT**

This Contract (hereafter "this Contract") supplements and is in addition to the basic teacher contract for the employment of Mike Feagans as an Assistant Principal for Rossville Elementary School by the Board of Education of the Rossville Consolidated School District by consent of the parties in the manner permitted by Indiana Law.

### **1. Parties to this Contract and Definition of Terms.**

The parties to this Contract are the:

*"Assistant Principal"* meaning Mike Feagans; and the

*"Board"* meaning the Board of School Trustees acting as the governing body of the Rossville Consolidated School District. The term *"Superintendent"* shall mean the Chief Executive Officer of the Rossville Consolidated School District.

The term *"school year"* as used in this Contract means a period beginning on July 1 of one calendar year and concluding on June 30 of the following calendar year.

### **2. Employment of Assistant Principal and Term of Employment.**

The Board employs an Assistant Principal, and the Assistant Principal agrees to be employed by the Board as the Assistant Principal for Rossville Elementary School for the period beginning on July 1, 2022, and concluding on June 30, 2023.

The parties agree that the Assistant Principal shall provide services for two hundred 200 days during the school year. These work days shall be provided in accordance with a schedule of work days established by the Superintendent to ensure the full and competent performance of the duties established in paragraph 3 of this Contract. Proposed use of personal leave during the school year shall be submitted in advance to the Superintendent or his designee in writing, and approval or disapproval of such leave shall be within the discretion of the Superintendent or his designee.

The Assistant Principal's scheduled work days shall include sick leave days pursuant to paragraph 4.2 of this Contract and personal leave days pursuant to paragraph 4.3, and any

other paid leave pursuant to paragraph 4.4 of this Contract. The two hundred (200) days consist of 185 teacher contract days (the reduction of one day for the teacher's 186 is the elimination of the day provided for parent/teacher conferences), eleven (11) days before the start of school, and four (4) days following the end of school.

The Rossville Elementary School Principal shall review the Assistant Principal's performance at least annually.

### **3. Duties of the Assistant Principal.**

The parties agree that the duties of the position of Assistant Principal to be performed pursuant to this Contract are set forth in Board policy in a job description for the position which is incorporated into this Contract by reference as a material term. The review of the Assistant Principal's job performance provided for in this Contract shall be based upon the duties in this job description.

The Assistant Principal agrees that at all times while he is employed pursuant to this Contract, he will fully meet the minimum qualifications for the position of the Assistant Principal, which includes maintaining a license from the State of Indiana required for a teacher.

### **4. Salary & Benefits.**

As consideration for the performance of the duties and meeting the qualifications established by the Contract, the Board agrees that the Assistant Principal shall receive the following:

#### **4.1. Salary.**

The Assistant Principal – Rossville Elementary School shall be paid eighty thousand dollars (\$80,000). The Assistant Principal shall be paid in equal installments on a schedule fixed for all employees of the Board.

**4.2. Sick Leave.**

The Assistant Principal shall have available seven (7) paid days for personal illness or illness of a family member for each subsequent year of the contract. The Assistant Principal shall notify his office staff of an absence due to illness and shall, upon return to work, provide written notice to the Superintendent's Office on the form provided. Sick leave days shall accumulate from year-to-year if unused but shall not accumulate to exceed ninety (90) sick leave days.

**4.3. Personal Leave.**

The Assistant Principal shall be entitled to three (3) days of leave to conduct personal business for each subsequent year of the contract. Unused personal leave days shall accumulate to a total of six (6) days. Personal leave days not used during the year and accumulated beyond the six (6) days shall be added to accumulated sick leave thereafter to the maximum allowed. The Assistant Principal shall provide written notice to the Superintendent's Office prior to using personal days. Personal leave shall not be taken immediately before or after a school vacation identified in the school 180-day district calendar period without the Superintendent's written approval.

**4.4. Other Leave.**

The Assistant Principal shall be entitled to paid or unpaid leave in a circumstance other than sick leave in which paid or unpaid leave is required by state or federal law or permitted by the Board for its certified employees.

**4.5. Health, Life, and Long Term Disability Insurance.**

New employees will be insured at the beginning of the first day of the month following employment. In cases wherein an Assistant Principal resigns during the school year, insurance will be dropped at the end of the month in which employment was severed.

**4.5.1. Health Insurance**

The Board's contribution to the cost of Assistant Principal's health insurance premiums shall be 1.087 times the board's contribution to teacher health insurance rounded to the next highest whole dollar for either a single or family plan. The Assistant Principal shall pay not less than one (1) dollar per year for the health insurance coverage he elects.

**4.5.2. Life Insurance**

The Board will provide a \$50,000.00 term life insurance policy with an additional \$50,000.00 accidental death and dismemberment provision for the Assistant Principal. The Board's share of the cost of this policy will be 100% less \$1.00.

**4.5.3. Group Income Protection Plan**

The Board will provide a group income protection plan for the Assistant Principal, in case of a qualifying disability. The group income protection plan requires a (90) ninety-day waiting period and a qualifying condition and shall provide no less than 66% of income. The Board's share of the cost of this policy will be 100% less \$1.00.

**4.6. ISTRF Employee Contribution.**

In addition to the other considerations provided to the Assistant Principal by this paragraph of this Contract, the Rossville Consolidated School District shall make the employee's and the District's contribution to the Indiana State Teachers Retirement Fund.

**4.7. Section 125**

The benefits provided to administrators by Section 125 of the Revenue Act of 1978, both Generation I and Generation II, shall be made available. Any start-up cost and annual fee (if charged) will be paid by the school district, and the monthly administrative fee will be paid by participating Assistant Principal.

**4.8. 403(b) Plan**

The Board shall provide the Assistant Principal the opportunity to participate in a voluntary tax-sheltered 403(b) program, subject to Internal Revenue Service regulations. Except for changes required by the IRS or other regulatory entity, changes to the plan document or the adoption agreement shall be made only upon the recommendation of a committee comprised of three (3) members appointed by the Board and three (3) teachers appointed by the association; all members of the committee must be current plan participants.

**4.9. Business and Professional Expenses.**

The Board shall reimburse the Assistant Principal for appropriate business and professional expenses approved in advance by the Superintendent.

**5. Entire Contract of Parties.**

The parties agree that each has had sufficient time to consider and understand the terms of this Contract and that this Contract, therefore, contains all the agreed terms of employment of the Assistant Principal by the Board and will not be modified except in a written document making specific reference to this Contract and the specific provision to be modified. Both parties shall approve modifications to this Contract in writing in the same manner that this Contract was approved.

If required for purposes of compliance with a standard or request of the State Board of Accounts of the State of Indiana, the parties agree that they will execute a standard teacher contract to implement the terms of this Contract. The parties further agree that to the extent that this Contract is inconsistent with the Assistant Principal's basic teacher contract this Contract supplements, the terms of this Contract shall control.

**6. Contract as a Public Record.**

The parties acknowledge that this Contract is a public record under the Indiana Public Records Law.

**AGREED THIS 11<sup>TH</sup> DAY OF OCTOBER, 2022.**

**ASSISTANT PRINCIPAL -  
ROSSVILLE ELEMENTARY SCHOOL**

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**BOARD OF SCHOOL TRUSTEES**

**By:** \_\_\_\_\_

*President*

**Attest:** \_\_\_\_\_