

## **MIDDLE/SENIOR HIGH SCHOOL PRINCIPAL CONTRACT OF EMPLOYMENT**

This Contract (hereafter "this Contract") supplements and is in addition to the basic teacher contract for the employment of Michael Hammons as Middle/Senior High School Principal by the Board of Education of the Rossville Consolidated School District by consent of the parties in the manner permitted by Indiana Code 20-28-8.

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

*"Middle/Senior High School Principal"* means Michael Hammons, and the *"Board"* means 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 the Middle/Senior High School Principal and Terms of Employment.**

The Board employs the Middle/Senior High School Principal, and the Principal agrees to be employed by the Board as the Principal for Rossville Middle/Senior High School for the period beginning on July 1, 2024, and concluding on June 30, 2026, subject to the terms of this Contract.

The parties agree that the Middle/Senior High School Principal shall provide services for two-hundred twenty (220) days during each school year. These work days shall be provided in accordance with a schedule established by the Superintendent to ensure the full and competent performance of the duties specified in paragraph 3 of this Contract. Proposed use of personal leave during the school year shall be submitted in advance to the Superintendent in writing, and approval or disapproval of such leave shall be within the discretion of the Superintendent.

The Middle/Senior High School Principal's two hundred twenty (220) scheduled work days shall include sick leave days pursuant to paragraph 4.2 of this Contract, personal leave days in accordance with paragraph 4.3, and any other paid leave pursuant to paragraph 4.4 of this Contract. For the 2024-2025 school year two hundred, twenty (220) days consist of 185 teacher contract days (the reduction of one day for the teacher's 186 contract is the elimination of the day provided for parent/teacher conferences), fifteen (15) days from July 1 until the first staff day (including registration), ten (10) days following the last staff day including graduation day, and ten (10) additional days during the fiscal year. Contract days for subsequent years will be scheduled with the Superintendent.

The Superintendent shall annually review the Principal's performance.

**3. Duties of Middle/Senior High School Principal.**

The parties agree that the duties of the position of Middle/Senior High School Principal to be performed pursuant to this Contract are outlined in Board policy in a job description for the position, which is incorporated into this Contract by reference as a material term. Therefore, reviewing the Middle/Senior High School Principal's job performance in this Contract shall be based on the duties outlined in the job description.

The Middle/Senior High School Principal agrees that at all times while employed pursuant to this Contract, they will fully meet the minimum qualifications for the position, including maintaining the proper licensure from the State of Indiana.

**4. Salary & Benefits.**

As consideration for the performance of the duties and meeting the qualifications established by this Contract, the Board agrees that the Middle/Senior High School Principal shall receive the following:

**4.1. Salary.**

The Middle/Senior High School Principal will be paid one-hundred six thousand dollars (\$106,000.00) ("Base Salary") for the 2024-2025 school year. In addition, beginning July 1, 2024, and each school year thereafter through the terms of this Contract, the Board agrees if the Principal is evaluated as either effective or highly effective using the corporation's evaluation criteria for the previous school year, he shall receive a base salary of one hundred ten thousand dollars (\$110,000.00) for the 2025-2026 school year. The Principal shall be paid in equal installments on a schedule fixed for all employees of the Board.

**4.2. Sick Leave.**

The Middle/Senior High School Principal shall have ten (10) days of personal illness leave or illness of a family member for the 2024-2025 school year and seven (7) paid days for personal illness or illness of a family member for each subsequent year of the contract, plus the transfer of three (3) days from the previous place of employment beginning the second year of employment and each year thereafter until those from the previous employer are all transferred. The Principal shall notify his office staff of an absence due to sickness and shall, upon return to work, provide written documentation 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 Middle/Senior High School Principal shall be granted three (3) days of paid leave to conduct personal business for each year of the Contract. Unused personal leave days shall accumulate to 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 Principal shall provide written notice to the Superintendent's Office before using personal days. Personal leave shall not be taken immediately before or after a school vacation identified in the school's 180-day district calendar without the Superintendent's written approval.

#### **4.4. Other Leave.**

The Middle/Senior High School 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 a Principal resigns during the school year, insurance will be dropped at the end of the month when employment was severed.

##### **4.5.1. Health Insurance**

The Board's contribution to the cost of the Principal's health insurance premiums shall be 1.182 times the Board's contribution to teacher health insurance, rounded to the next highest whole dollar for either a single or family plan. The Principal shall pay no less than one (1) dollar annually for the health insurance coverage elected.

#### **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 Principal. Therefore, the Board's share of the cost of this policy will be 100% less than one dollar (\$1.00).

#### **4.5.3. Group Income Protection Plan**

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

#### **4.6 ISTRF Employee Contribution.**

In addition to the other considerations provided to the Middle/Senior High School 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 available. In addition, the school district will pay any start-up cost and annual fee (if charged), and the monthly administrative fee will be paid by the participating Principal.

#### **4.8. 403(b) Plan**

The Board shall allow the Principal 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 Middle/Senior High School 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 Middle/Senior High School 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 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 this Contract's terms. The parties further agree that to the extent that this Contract is inconsistent with the Middle/Senior High School Principal's basic teacher contract, this Contract supplements what this Contract's terms 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 4<sup>TH</sup> DAY OF JUNE, 2024**

**MIDDLE/ SENIOR HIGH  
SCHOOL PRINCIPAL**

**BOARD OF SCHOOL TRUSTEES**

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

*President*

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