

ASSISTANT PRINCIPAL – MIDDLE/SENIOR HIGH SCHOOL CONTRACT OF EMPLOYMENT

This Contract (hereafter "this Contract") supplements and is in addition to the basic teacher contract for the employment of Sierra Hall as an Assistant Principal – Middle/Senior High 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:

"Assistant Principal – Middle/Senior High School" means Sierra Hall, 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 conclude on June 30 of the following calendar year.

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

The Board employs the Assistant Principal – Middle/Senior High School, and the Assistant Principal – Middle/Senior High School agrees to be employed by the Board as the Assistant Principal for Rossville Middle/Senior High School for the period beginning on July 1, 2025, and concluding on June 30, 2026, subject to the terms of this Contract.

The parties agree that the Assistant Principal – Middle/Senior High School shall provide services for 200 days during this Contract for the 2025-2026 school year. These workdays shall be provided in accordance with a schedule of workdays established by the Superintendent to ensure the full and competent performance of the duties established in paragraph 3 of this Contract.

The Assistant Principal's scheduled workdays shall include sick leave days pursuant to paragraph 4.2, 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 for the 2025-2026 school year would 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), eight (9) days before the start of school, and six (6) days following the end of school.

The Middle/Senior High School Principal shall review the Assistant Principal's performance at least annually.

3. Duties of the Assistant Principal – Middle/Senior High School.

The parties agree that the duties of the position of Assistant Principal – Middle/Senior High School are to be performed pursuant to this Contract and 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 job performance review provided for in this Contract shall be based upon the duties in the job description.

The Assistant Principal—Middle/Senior High School agrees that at all times while employed pursuant to this Contract, will fully meet the minimum qualifications for the position, which include 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 this Contract, the Board agrees that the Assistant Principal – Middle/Senior High School shall receive the following:

4.1. Salary.

The Assistant Principal—Middle/Senior High School will be paid a base salary of eighty-four thousand dollars (\$84,000) for the 2025-2026 school year. The salary will be paid in twenty-six (26) equal installments on a schedule fixed for board employees.

4.2. Sick Leave.

The Assistant Principal – Middle/Senior High School shall have available (10) ten paid days for personal illness or for an illness of a member of the Assistant Principal's family for the first year of the Contract and seven (7) days for each subsequent year of this Contract. The Assistant Principal – Middle/Senior High School shall notify the 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 – Middle/Senior High School shall be entitled to three (3) days of leave to conduct personal business for each subsequent year of this 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 the accumulated sick leave thereafter to the maximum allowed. The Assistant Principal – Middle/Senior High School shall provide written notice to the Superintendent's Office prior to the use of personal days. Personal leave shall not be taken immediately before or after a school vacation identified in the school's 180-day district calendar period without the Superintendent's written approval.

4.4. Other Leave.

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

4.5.1. Health Insurance

The Board's contribution to the cost of the administrator's health insurance premiums shall equal the Board's contribution to teacher health insurance, rounded to the next highest whole dollar for either a single or family plan. The administrator shall pay not less than one (1) dollar per year 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 Assistant Principal – Middle/Senior High School. 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 – Middle/Senior High School, 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 – Middle/Senior High School 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. 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 Assistant Principal – Middle/ Senior High School.

4.8. 403(b) Plan

The Board shall allow the Assistant Principal – Middle/Senior High School 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 – Middle/Senior High School for approved 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 – Middle/Senior High School 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 21ST DAY OF OCTOBER 2025.

**ASSISTANT PRINCIPAL –
MIDDLE/SENIOR HIGH SCHOOL**

Sierra Hall

BOARD OF SCHOOL TRUSTEES

By: 

Attest: 

