

Personnel

Provisions/Process of Administrative Negotiated Contracts

All articles in negotiated agreements/contracts with teachers and administrators shall have the effect of Board of Trustee policy. In cases of conflict between negotiated agreements/contracts and Board of Trustee policies or administrative regulations, agreements/contracts take precedence.

Administrative Contract Negotiation Process

The Head of School will engage the Executive Committee and discuss any overall strategy with administrative contracts. The Head of School will discuss their contract with each administrator separately.

Each administrator will meet individually with the Executive Committee concerning their contract. The Head of School may make some recommendations concerning each administrator contract to the Executive Committee for endorsement.

The Executive Committee will approve each administrator contract. The Head of School Contract will be endorsed by the Executive Committee and approved by the Board of Trustees.

If a specific administrator has a concern with their contract or changes made to his/her contract at any point the following procedure shall be followed:

1. The specific administrator should write a letter to the President of the Board of Trustees explaining his/her concerns.
2. The President of the Board will evaluate the validity of the issue.
3. If deemed valid, the President shall send the contract to the Executive committee.
4. The specific administrator shall have an opportunity to meet with the Executive committee to discuss the specific concerns.
5. The Executive committee can make any changes relevant to the issue.

The contract shall be endorsed by the Executive Committee and forwarded to the appropriate individuals for signatures.

Legal Reference: Connecticut General Statutes
 10-153a through 10-153j

Policy Adopted: May 17, 2016
Policy Updated: October 18, 2022

The Woodstock Academy
Woodstock, Connecticut