



## Glenn Public School Employment Contract

THIS AGREEMENT, between the Glenn Public School (the “Employer”) and **Jamie E Walle** (the “Employee”) is made with respect to the following provisions:

1. **Contract Period:** This Agreement covers the prorated employment during the following specified period:  
***Length of Contract: 7/1/2025 – 6/30/2028 (260 days/year)***  
Should the Superintendent receive a successful evaluation (highly effective or effective), this Agreement will automatically extend for an additional year. The board reserves the right to amend items in this contract at any time.
2. **Employment and Duties:** The Employee shall perform all duties and responsibilities required by the Revised School Code, as amended and/or by any other applicable law, rule, or regulation. The Employee shall comply with all applicable rules, regulations, policies, and directives of the Employer (whether issued by the Board or by its authorized administrators); and shall perform all other duties and responsibilities of his/her assignment(s). The Employee is subject to assignment and/or transfer at the discretion of the Employer or its authorized administrators. Pursuant to MCLA 380.634(7).
3. **Qualifications:** The Employee represents that he/she holds all certifications and qualifications required by law or policy for the staff assignment of **Superintendent/Principal**. This agreement shall terminate if any such certification or qualifications are allowed to lapse or expire or if they are suspended or revoked by proper authority. Additionally, the Employee agrees, as a condition of his/her continued employment, to meet all continuing education requirements for the position assigned, as are and may be required by law and/or by the State Board of Education.
4. **Compensation:** The Employer agrees to pay the Employee a basic annual salary, in installments, in the amount and number of payments as designated below. The Employer is authorized to make such payroll deductions as shall be required by law and as are authorized by the Employee. Should the Employee be assigned or transferred to another position, the salary paid shall be as established by the Board for that position. For all services rendered pursuant to this Agreement, Employee shall receive in 2025-26 an annual salary of **\$76,793.60** payable in **26** payments and, for such services.

The Employee’s compensation shall be based in part on job accomplishments and job performance. Effective the 2025-2026 school year and each subsequent school year, consistent with Section 1250 of the Revised School Code, the Superintendent will receive a tax-deferred annuity contribution equaling 2% of the total base salary for earning an effective rating on the annual evaluation.

The district is authorized to make such payroll deductions as may be required by law or authorized by the Employee and such sums as have not been earned due to absence from employment. The annual salary shall be prorated to reflect (a) services actually rendered (except when time away from work is consistent with Board policies) and (b) Agreement start or termination date.

The Board hereby retains the right to increase the annual salary of Administrator during the term of this Contract. Any such increase shall be reflected in a written amendment to this Contract.

The Board's evaluation of the Administrator's job performance and job accomplishments will be significant factors in determining any adjustment to the Administrator's compensation.

5. Other Benefits or Provisions: the Employee shall receive and/or be subject to the following:

Benefits: ***Single Subscriber Health Insurance paid by the district or Cash in Lieu***

Vacation: **20 Days.** (No more than half of the yearly allotted vacation days may be carried over into the next fiscal year and no more than half the annual allotment of vacation days may be paid to the Employee upon leaving the district in the event of having unused vacation time at the per diem rate in effect at separation of employment.) Any unused vacation other than the half allotted to rollover, may be put into an emergency item on the budget, to be used as a short term disability payment in case of emergency (once all vacation and paid time off have been used up), and do not get paid out upon resignation/termination.

Paid time off: Twelve days will be granted each fiscal year. Upon the Superintendent's resignation or retirement unused personal days shall be paid out at a rate of \$100 per day.

Family Sick Leave definition is sick leave days for immediate family: spouse, mother, mother-in-law, father, father-in-law, brother, sister, child, grandchild and grandparents. This applies to sick time, bereavement and personal time.

PTO Days: **3 days,** The Employee shall be granted 3 days per year. Days not used will be reimbursed upon leaving the school district at a rate of \$100.00 per day.

Sick Days: **9 days,** The Employee shall be entitled to 9 days per year.

All employees including full-time and part-time are eligible to accrue paid sick time. Employees will accrue one (1) hour of paid sick time for every 30 hours worked. Paid time off hours for holidays, vacation, personal, PTO, sick time, etc. do not count as 'hours worked' for the purposes of this policy. Sick time will begin accruing on an employee's first day of employment and is available for immediate use. Glenn Public School will front-load sick banks for full-time employees with the maximum annual benefit amount of 72 hours on July 1 of each year. The employee will then have the remaining 12 months to use their sick time. Employees who become eligible for sick time benefits after the start of the benefit year will have their maximum annual sick hours prorated based on date of hire/eligibility. A maximum of 72 hours of accrued sick time can be used in a year. For the purposes of this policy, a year is defined as a FISCAL YEAR. Sick time will be granted in 1-hour increments and paid at the employee's normal hourly rate/base wage. A maximum of 72 hours of unused sick time can be carried over from one benefit year to the next. All unused, accrued sick time will be rolled into your PTO bank.

Holidays: The Superintendent shall be paid but not required to work on New Year's Eve, New Year's Day, Good Friday, Memorial Day, July 4", the Friday before Labor Day, Labor Day, Thanksgiving and the Wednesday preceding Thanksgiving, Christmas Eve and Christmas Day.

Dues: The Board will pay for the Superintendent's membership in professional organizations and community clubs up to \$1,500.00 per year. The Superintendent may attend such professional meetings and conferences as she may reasonably deem appropriate and shall be reimbursed for her expenses provided that advance notice to the Board President is given.

Travel: ***Current IRS rate***

Evaluation: The Board shall evaluate the Superintendent in writing, during November of the upcoming year. The Board will evaluate the Superintendent using the MASB Evaluation tool. The Board of Education shall evaluate the Superintendent annually or biennially in alignment with MCL 380.1249b(lj) using the MASB tool. If the Superintendent receives an effective evaluation for three years in a row, she will receive a biennial evaluation in alignment with state law.

Appeal: The Superintendent shall be evaluated in accordance with the Revised School Code, Act 451 of 1976, as amended. The Superintendent may appeal the evaluation process and rating received to the Board of Education. The appeal must be submitted in writing to the Board President within 30 calendar days after the Superintendent is informed of the rating. Within 15 days after the appeal is submitted, the Board of Education shall provide the Superintendent with written notice that a hearing shall be scheduled, in closed or open session at the election of the Superintendent, to consider the appeal and for the Superintendent to present witnesses, information, and evidence. The hearing shall be scheduled for a date mutually acceptable to the Board and Superintendent within 45 days after the appeal is submitted, unless extended by mutual agreement. The Superintendent may be represented by counsel at the hearing at their own expense. If the hearing does not resolve the matter, the Superintendent may request binding arbitration by filing a demand for arbitration with the American Arbitration Association within 30 calendar days after the hearing, or within 45 days after the appeal if no hearing is held. The arbitration is subject to the Michigan Uniform Arbitration Act, MCL 691.1681, et seq., as amended. The arbitrator shall be selected through the procedures of the American Arbitration Association, Employment Arbitration Rules. The arbitrator shall have authority to issue any appropriate remedy, and the decision of the arbitrator shall be enforceable by any court of competent jurisdiction.

Non- Renewal: The decision whether or not to renew or extend this contract is solely within the discretion of the Board of Education. The Superintendent acknowledges that they have no expectation of employment beyond the expiration date established in this contract. However, in the event the Board of Education shall decide not to renew the Superintendent contract it should be for “good and just cause reasons” but not for “not arbitrary and capricious reasons.” Prior written notice shall be given to the Superintendent. In the absence of notice for non renewal and provided that the Superintendent receives an “effective” or “highly effective” rating, or if the Board of Education fails to evaluate the Superintendent within the contract time frame, the contract is automatically extended by one year as to maintain a continuous three year agreement. During years when the Superintendent is not evaluated in alignment with state law MCL 380.1249b(lj) the automatic renewal provision would occur as described above unless the Board of Education provided proper written notification that the contract would not be extended by one year.

Buy Out: If the contract is terminated prematurely, the Superintendent shall be paid their entire total compensation for the remaining days/years of the contract, up to a maximum of three years, unless the termination was for just cause.

Cell Phone: The Superintendent shall be paid a cell phone per diem of \$70 per month.

6. Tenure: The Employee shall not gain tenure in any Administration or non-classroom position or capacity.
7. Layoff: This Agreement may be terminated during its term pursuant to a reduction in administrative personnel, as determined by the Board. The Administrator shall be given at least thirty (30) days’ notice of termination before the effective date of layoff. In the event of layoff, the Board has no further obligation under this Agreement and the parties agree that in the event of a layoff, this Agreement is not subject to Section 1229 of the Michigan Revised School Code.
8. Other Termination: This Agreement may be terminated at any time for good and just cause that is not

arbitrary or capricious, including, but not limited to, failure of the Administrator to meet any of its terms, all of which are material to continued employment. In the event of notice of termination, the Administrator may, upon written request made within ten (10) days of the notice of termination, meet with the Superintendent to discuss the reason(s) for termination. Further, upon written request to the Board made within ten (10) days of meeting with the Board, the Administrator may meet with the Board to discuss the reason(s) for termination. The Board may request the presence of others having knowledge of facts if it determines such to be appropriate. The Board is entitled to terminate the Superintendent's employment at any time for good and just cause during the term of the Contract.

9. Misconduct/Suspension: In the event the Administrator is charged with misconduct which reflects adversely upon the Board or, in the judgment of the Board, inhibits the full and complete performance of the Administrator's duties, the Administrator may be suspended from employment with or without pay, at the Board's discretion, until the merits of the charges have been decided. The Board may, but is not required to, rely upon the final decision of a court or other tribunal having jurisdiction to render a decision upon the charges. An Administrator suspended without pay that is found by the Board or its designee not to have engaged in the charged misconduct shall be paid for the period of suspension.
10. Entire Agreement: This Agreement represents the entire agreement between parties and supersedes any and all previous agreements between them.

IN WITNESS WHEREOF:

The Employer has IN WITNESS WHEREOF, the Employee has executed the Agreement this  
1st Day of July 2025.

Employer: Glenn Public School

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Employee: Jamie E. Walle

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Glenn Public School Board Representative