

Tahquamenon Area Schools
School Administrator Contract of Employment

It is hereby agreed by and between the Board of Education of the **Tahquamenon Area School District** (hereinafter "Board") and **Stacy Price** (hereinafter "Administrator") that pursuant to Section 1229(2) of the Revised School Code of the State of Michigan, the Board in accordance with its action found in the minutes of its meeting held on the 1st day of July, 2017, has and does hereby employ the said Administrator for a five (5) year period commencing on July 1, 2020 and ending on June 30, 2025, according to the terms and conditions as described and set forth herein as follows:

1. Administrator shall perform the duties of **Superintendent/Secondary Principal/Title I Coordinator** as prescribed by the Board and as may be established, modified and/or amended from time to time by the Board and under the supervision and direction of the Superintendent/Secondary Principal. Administrator acknowledges the ultimate authority of the Board with respect to their responsibilities and directions related thereto.

2. Administrator represents that they possess, hold and will maintain all certificates, credentials and qualifications required by law, including the provisions of Sections 1246 and 1536 of the Revised School Code, the regulations of the Michigan Department of Education, and those required by the Board to serve in the position assigned. Administrator agrees, as a condition of their continued employment, to meet and maintain all certification and continuing education requirements for the position assigned, as are and may be required by law and/or by the State Board of Education. If at any time Administrator fails to maintain all certificates, credentials, continuing education requirements and/or qualifications for the position of assigned as required herein, this Contract shall automatically terminate and the Board shall have no further obligation hereunder.

3. Administrator agrees to devote their talents, skills, efforts and abilities toward competently and proficiently fulfilling all duties and responsibilities of the position assigned. Administrator agrees to faithfully perform those duties assigned by the Board and to comply with the directives of the Board with respect thereto. Further, Administrator agrees to comply with and fulfill all responsibilities and tasks required by state and federal law and regulations and by the Board to carry out the educational programs and policies of the School District during the entire term of this Contract. Administrator agrees that they will diligently and competently discharge their duties on behalf of the School District to enhance the operation of the School District and will use their best efforts to maintain and improve the quality of the programs and services of the School District.

4. Administrator shall be paid at an annual (twelve month) salary rate of not less than **Ninety – Five Eight Hundred Twenty-Eight Thousand Dollars and forty-one cents (\$95,828.41)** in consideration of their performance of the duties and responsibilities of the position assigned in conformance with the requirements and expectations of the Board.

The annual salary shall be paid in twenty-six (26) equal bi-weekly installments beginning with the commencement of the fiscal/contract year (July 1-June 30).

The Board hereby retains the right to increase the annual salary of Administrator during the term of this Contract. Consistent with the provisions of Section 1250 of the Revised School Code, Administrator's job performance and job accomplishments will be significant factors in determining any adjustment to Administrator's compensation. Any increase in salary made during the term of this Contract shall be in the form of a written amendment and, when executed by Administrator and the Board, shall become part of this Contract. The Administrator will be entitled to step and salary adjustments that are aligned with the teacher's settled contract agreement.

5. Administrator is employed for 260 days of work per contract/fiscal year (July 1 through June 30) as scheduled by the Superintendent. Any changes in work schedule will be subject to the approval of the Board. It is understood and agreed that as a salaried administrator, the administrator is required to attend to necessary business on days which are not scheduled work days as may be required throughout the contract year.

6. Administrator's performance shall be evaluated by the Board at least annually using multiple rating categories that take into account data on student growth to the extent required by Section 1249 of the Revised School Code (or its successor provision).

7. The Board shall be entitled to terminate the Administrator's employment at any time during the term of this Contract when it determines that Administrator has engaged in acts of moral turpitude, misconduct, dishonesty, fraud, insubordination, incompetency, inefficiency, if Administrator materially breaches the terms and conditions of this Contract, or for other causes that are not arbitrary or capricious.

The foregoing standards for termination of this Contract during its term shall not be applicable to non-renewal of this Contract at the expiration of its term, which decision is discretionary with the Board.

In the event that the Board undertakes to dismiss Administrator during the term of this Contract, they shall be entitled to written notice of charges and an opportunity for a hearing before the Board. In the event of termination of employment during the term of this Contract, this Contract shall automatically terminate and the Board shall have no further obligation hereunder.

8. Additionally, this Contract 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 prior to the effective date of layoff. In the event of layoff, the Board shall have no further obligation under this Contract.

9. In the event of Administrator's mental and/or physical incapacity to perform the duties of their office, they shall be granted an initial leave of ninety (90) work days for purpose of recovery. The Administrator shall first exhaust any accumulated sick leave and accrued vacation time, with the balance of the ninety (90) work day period to be unpaid. Upon utilizing leave under this provision, Administrator shall furnish medical certification to the Board (or its designee) respecting the necessity for the leave.

If the Board (or designee) has reason to doubt the validity of the medical certification supplied by Administrator, it may require a second opinion, at Board expense.

Administrator may request a ninety (90) work day unpaid leave extension in the event of their physical and/or mental inability to return to work at the expiration of the initial leave interval, as described above, provided that there is a verified prognosis that Administrator will be able to perform the essential job functions of their assignment at the conclusion of the extended leave interval. Medical certification shall be supplied by Administrator as a condition to any leave extension. Any extensions of leave for this purpose shall be at the discretion of the Board.

If the Administrator is unable to or does not resume work at the conclusion of a leave taken under this paragraph (or any extension thereof), their employment and this Contract may be terminated at the option of the Board. However, no such termination shall occur where restoration after leave is required by the Family and Medical Leave Act.

Prior to resumption of duty after an unpaid leave of absence for a serious health condition, Administrator shall provide to the Board a fitness for duty certification from Administrator's health care provider. A second opinion may be required by the Board, at its expense, unless the securing of the second opinion in this context is precluded by the Family and Medical Leave Act.

10. Administrator agrees that they shall not be deemed to be granted continuing tenure in the position initially assigned or to which they may be assigned or transferred or in any capacity other than that of a classroom teacher, should the probationary period required for tenure as a teacher be fulfilled, by virtue of this Contract or any employment assignment (requiring certification) with the School District. Nor shall the decision of the Board not to continue or renew the employment of Administrator for any subsequent period in any capacity, other than as a classroom teacher, as may be required by the Teachers' Tenure Act, be deemed a breach of this Contract or a discharge or demotion within the provisions of the Michigan Teachers' Tenure Act.

11. Administrator shall submit to such medical examinations, supply such information and execute such documents as may be required by any underwriter, policyholder or third party administrator providing insurance programs specified under this Contract. Additionally, upon request of the Board, Administrator shall authorize the release of medical information necessary to determine if Administrator is capable of performing the essential job functions required by their assignment, with or without job accommodation(s). Any physical or mental examination or disclosure of such information required of Administrator by the Board shall be job related and consistent with business necessity. Any medical or psychological examination under this section shall be at Board expense. Any information obtained from medical or psychological examinations or inquiries shall be considered and treated as confidential.

12. Upon proper application and acceptance for enrollment by the appropriate insurance underwriter, policyholder and/or third party administrator, the Board shall make

benefit cost payments, as specified below, on behalf of Administrator and their eligible dependents for enrollment in the following insurance programs:

Administrator shall choose full health, dental and vision or just dental and vision. Administrators choosing **NO** health insurance shall receive \$6,000 in cash -in-lieu of health insurance.

Administrator agrees that the Board has the right to allocate to Administrator responsibility for a portion of the benefit plan costs for the insurance coverages specified above, as may be determined by the Board, in its discretion. However, this contribution shall not be less than the amount determined by the Board to be necessary to comply with the Publicly Funded Health Insurance Contribution Act, 2011 PA 152. The Board will notify Administrator of the amount for which they are responsible in excess of the Board paid benefit plan costs contributions. Administrator agrees that the amount of benefit plan costs contributions designated by the Board as Administrator's responsibility shall be payroll deducted from Administrator's compensation.

13. The Board reserves the right to change the identity of the insurance carrier, policyholder or third party administrator for any of the above coverages, provided that comparable coverage, as determined by the Board, is maintained during the term of this Contract.

Additionally, the Board reserves the right to self-fund any of the above benefits.

The Board shall not be required to remit premiums for any insurance coverages for Administrator and their eligible dependents if enrollment or coverage is denied by the insurance underwriter, policyholder or third-party administrator. The terms of any contract or policy issued by any insurance company or third-party administrator shall be controlling as to all matters concerning benefits, eligibility, coverage, termination of coverage, and other related matters. Administrator is responsible for assuring completion of all forms and documents needed to receive the above-described insurance coverage. The Board, by remitting the premium payments required to provide the above-described insurance coverage(s), shall be relieved from all liability with respect to insurance benefits.

14. Administrator is entitled to the following holidays for which no service to the School District is required: (Thanksgiving, Day after Thanksgiving, Christmas Eve, Christmas, New Year's Eve, New Year, Good Friday (unless school is in session), Memorial Day, Fourth of July, and Labor day).

15. Administrator shall receive a personal cell phone stipend of \$50 per month (\$600 annually).

16. Leave Days.
A. Sick Days.

If Administrator is absent from duty on account of personal illness or disability, they shall be allowed full pay for a total of thirteen (13) days per contract year. Unused paid leave days hereunder shall be cumulative for absence due to personal illness or disability of Administrator.

B. Personal Business Days.

The Administrator is entitled to use four (4) days per year for personal business. These days are not cumulative and shall not be deducted from any other paid leave. However, if Administrator does not use their personal leave will have any unused personal leave time credited towards their sick leave accumulation.

C. Vacation Days

The Administrator is entitled to twenty-five (25) days of vacation time annually. Any vacation leave over five (5) days, except during scheduled in school breaks, must be approved by the Board. Upon retirement or separation from service to Tahquamenon Area Schools, up to fifty (50) days will be compensated at then current daily rate of pay.

D. Court Appearance.

Other leaves with pay not deductible from sick leave are absences for court appearances as a witness in any case connected with the Administrator's employment under the Board. Paid leave of absence will be granted for jury duty. Any compensation, excluding expense reimbursement, received by the Administrator in the form of witness fees or jury pay will be given to the Board to offset wages paid.

E. Funeral Leave.

The Administrator may use in any one school year, up to five (5) days for death in the immediate family without deduction from sick leave, thereafter up to five (5) days may be used for death in the immediate family, which shall be deductible from sick leave. The foregoing days shall be non-accumulative. Notification for leaves for a funeral is expected as soon as practicable to the Board President.

17. Retirement.

A. Accrued Sick Leave

Upon retirement from the School District under the Michigan Public School Employees Retirement System, the Superintendent accumulated sick days, accrued from the District, will be paid out by the following formula in accordance with the TAEA contract : up to the maximum of two hundred {200} days will be paid at one-half (1/2) of the base daily salary rate. The maximum amount of sick pay benefits to be paid shall not exceed thirty-five thousand dollars (\$35,000). An employee having an accumulation of at least two hundred (200} days at date of retirement shall be compensated at the rate of ten dollars (\$10.00) per day for each unused sick day earned and unused in excess of the two hundred (200) days.

B. Retirement Incentive

Administrator is eligible for and must adhere to the guidelines of the retirement incentive as outlined in the Master Agreement Article XIV Section B.

18. Administrator shall be eligible to be reimbursed for travel, meals and lodging in accordance with per diem expense and reimbursement standards and procedures established by the Board. Administrator shall be required to present an itemized account of his reasonable and necessary expenses for reimbursement.

19. Subject to express approval by the Board, the fees or dues for membership in appropriate professional organizations shall be paid by the Board. Subject to prior approval by the Board, the Administrator may attend appropriate professional meetings at the local, state and national levels and shall be reimbursed for any registration fees, tuition, travel, lodging and/or reasonable meal expenses for himself in relation thereto [not prepaid by the Board.]

20. The Board agrees to pay the premium amount for errors and omissions insurance coverage for Administrator while engaged in the performance of a governmental function and while the Administrator is acting within the scope of their authority. The policy limits for this coverage shall be not less than \$2,000,000. The terms of the errors and omissions insurance policy shall be controlling respecting defense and indemnity of Administrator. The sole obligation undertaken by the Board shall be limited to the payment of premium amounts for the above errors and omissions coverage. In the event that such insurance coverage cannot be purchased in the above amounts and/or at a reasonable premium rate, the Board shall have the right to discontinue said coverage and shall so notify Administrator. In that event, the Board agrees on a case-by-case basis to consider providing legal defense and/or indemnification to Administrator as is authorized under MCL 691.1408 and MCL 380.11a(3)(d).

21. This Contract contains the entire agreement and understanding by and between the Board and Administrator with respect to the employment of Administrator and no prior or concurrent representations, promises, contracts or understandings, written or oral, not contained herein, shall be of any force or effect. All prior contracts or other agreements (written or oral) pertaining to the terms of this contract are cancelled and are superseded by the terms of this contract. Provided, that this Contract is voidable pursuant to the provisions of the Revised School Code pertaining to criminal records and criminal history checks.

No amendment to or modification of this Contract shall be valid or binding unless it is in writing, approved by official action of the Board reflected in its minutes, and signed by Administrator and the President and Secretary of the Board. No valid waiver of any provision of this Contract, at any time, shall be deemed a waiver of any other provision of this Contract at such time or at any other time.

22. In the event of any dispute between the parties relating to discharge of Administrator during the term of this Contract, the parties hereby agree to submit such to binding arbitration. Selection of the arbitrator and the arbitration proceedings shall be conducted under the National Rules for the Resolution of Employment Disputes of, and administered by, the American Arbitration Association. Arbitration under this provision shall be conducted pursuant to the terms of the Michigan Arbitration Act, MCL 600.5001 *et seq.* and MCR 3.602.

The parties intend that this process of dispute resolution shall be inclusive of all contract and statutory claims advanced by Administrator arising from Administrator's discharge during the term of this Contract, including (but not limited to) claims of unlawful discrimination and all claims for damages or other relief. However, this agreement to arbitrate does not restrict Administrator from filing a claim or charge with any state or federal agency (such as the Equal Employment Opportunity Commission or the Michigan Department of Civil Rights), and does not apply to any claims for unemployment compensation or workers' compensation which may

be brought by Administrator. Instead, this agreement to arbitrate claims applies to those matters which would otherwise be subject to state or federal court proceedings.

This agreement to arbitrate means that Administrator is waiving their right to adjudicate discrimination claims in a judicial forum and is instead opting to arbitrate those claims. In any such arbitration proceeding, Administrator shall have the right to representation by counsel of his choice, the right to appointment of a neutral arbitrator, the right to reasonable discovery and the right to a fair hearing. However, Administrator, through this agreement to arbitrate such claims, does not waive any statutory rights or remedies in the context of such arbitration proceedings.

The arbitrator's fee and the costs imposed by the American Arbitration Association shall be shared equally by the Board and Administrator, subject to the right of Administrator to seek to tax such fees as costs against the Board.

Any claim for arbitration under this provision must be filed with the American Arbitration Association, in writing, and served on the Board within one hundred eighty (180) days of the effective date of Administrator's discharge during the term of this Contract. The Decision and Award of the arbitrator shall be final and binding and judgment thereon may be entered in the Circuit Court for the 11th Judicial Circuit of Michigan (Luce County), pursuant to MCL 600.501.

23. If any provision of this Contract becomes or is declared by a Court of competent jurisdiction to be illegal, unenforceable or void, this Contract shall continue in full force and effect without said provision(s).

24. Administrator agrees that any claim or suit for breach of this Contract or otherwise arising out of Administrator's employment with the Board must be filed no more than six (6) months after the date of the act or omission that is the subject of the claim or suit. Administrator understands that the statute of limitations for claims arising out of an employment action may be longer than six (6) months, but agrees to be bound by the six (6) month period of limitation set forth herein and waives any statute of limitations to the contrary. Should a court of competent jurisdiction determine that this provision allows an unreasonably short period of time to commence a law suit, it is the intent of the parties that the court enforce this provision to the extent possible and declare the law suit barred unless it was brought within the minimum reasonable time within which the suit should have been commenced.

25. This Contract is executed on behalf of the **Tahquamenon Area Schools** pursuant to the authority granted as contained in the resolution of the Board adopted on June 15, 2020, the same being incorporated herein by reference.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above written.

Date: _____

Stacy Price, Administrator

SCHOOL DISTRICT BOARD OF

EDUCATION

Date: June 16, 2020

By 
Brian Rahilly, President

By 
Michelle Zellar, Secretary