

## ADMINISTRATIVE CONTRACTS AND COMPENSATION POLICY

Administrators referred to in this policy shall be the school principals, superintendent and treasurer.

### Contracts

Contracts for administrators shall be issued upon initial employment and will include the number of work days and vacation days per calendar year.

Contract renewals by law may be renewed after January 1 in the year before the administrators contract expires. The Board of Education will discuss administrators' contracts in March of this year (16 months before the contract expiration) and will conference with the administrator concerning the renewal status of their contract. Administrators in good standing shall be offered a new contract in April (15 months before contract expiration).

### Salary

Administrator salary shall be set no later than the July regular board meeting each year and will be effective August 1 through July 31.

### Benefits

Unless otherwise stated in the administrative contract, benefits shall be provided as described in the Master Agreement with the certified staff.

The employee's share of Medicare (1.45%) will be paid by the board for the administrators.

### Severance Pay

Severance pay for a retiring administrator shall be computed in the same fashion as defined in the Master Agreement with the certified staff with one exception. For the purpose of computing "per diem" pay for the administrator, the highest annual salary shall be divided by 183 contract days.