

## ADMINISTRATORS' CONTRACTUAL ADDENDUM

### 1. Terms

- a. The administrator hereby accepts continued employment for a term commencing July 1, 2022, and ending June 30, 2024.
- b. The workday for administrators shall be eight (8) hours. The building administrators shall have the option of adjusting the arrival and dismissal time.

### 2. Compensation

- a. If the administrator is evaluated as either effective or highly effective and Eastern Hancock teachers receive a base pay increase as part of annual bargaining, then the administrator shall also receive an increase equal to the lowest salary increase received by a teacher. The amount will be pro-rated based on days worked per year.
- b. If an Eastern Hancock teacher does not receive a salary increase but receives an annual stipend instead, then the administrator shall also receive a stipend equal to the lowest stipend amount received by a teacher, pro-rated based upon days worked per year.

### 3. Health Insurance

- a. The Board shall pay annually for each Administrator the cost of an appropriate health insurance plan (family or single) at the cost of \$1.
- b. If the administrator chooses to not take the \$1 insurance, the Board shall pay 45% of the total insurance cost of the plan that the individual would qualify for as a stipend to the employee (paid over 26 pays).
- c. Administrators hired prior to June 16, 2011, shall receive a \$2,600 medical stipend (paid over 26 pays).

### 4. Life Insurance- A \$200,000 life insurance policy will be paid by the corporation. Life Insurance coverage may be continued at retirement or to age 65, providing that the total premium is paid by the retiree.

### 5. Paid Time Off (PTO) Days- Each school year, each administrator shall receive leave days as outlined below, based on days worked per year.

- a. 240-260- 16 Leave Days
- b. 205-220- 15 Leave Days
- c. Any unused leave days shall transfer to sick leave at the end of each contractual year.
- d. Sick leave days may accumulate to the number of days in the administrator's contract.
- e. For new administrators, all accumulated sick leave days will be transferred to the Eastern Hancock Schools over a period of four (4) years. Twenty-five percent (25%) of the accumulated days will be transferred each of the four (4) years.

### 6. Vacation Days - All administrators with a 260-day contract will receive 20 vacation days per year. Vacation days from the prior work year must be used by July 31 of the following year.

**7. Paid Holidays**

- a. Twelve-month administrators shall receive the same paid holidays as full-time, year-round non-certified staff (as outlined in the non-certified staff handbook).
- b. If any of these paid holidays occur on a weekend or a day students are in session, the administrator shall be allowed to use those particular paid holidays on a workday of his/her choosing.

**8. Retirement Contribution (TRF/PERF)-** The Board will contribute both employee and employer contributions toward each administrator's retirement.


**9. Professional Organizations -** Membership fees for professional organizations shall be paid each year.

**10. Mileage for Work-Related Travel -** All administrators will be paid the current IRS mileage rate for work/business-related travel when using their personal vehicle.

**11. Contractual benefits included in the Master Agreement with the EH Teachers Association and in the Non-Certified Staff Handbook will be provided to administrators when not outlined in this contractual addendum.**

Contract Addendum Length: 7-01-2022 to 6-30-2024

Board Approved July 2022

  
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Jim Jackson, Board President

  
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Tammy Settergren, Board Member

  
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Scott Johnson, Board Member

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Administrator

  
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Steve Brock, Board Member

  
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Tammy Stunda, Board Member