

**Employment**

**Certificated Contracts: Building Administrator**

**BUILDING ADMINISTRATOR  
EMPLOYMENT CONTRACT**

It is hereby agreed by and between the Board of Education of \_\_\_\_\_ School District, County of \_\_\_\_\_, State of Missouri (hereinafter "Board") and \_\_\_\_\_ (hereinafter "Principal") that the said Board has and does hereby employ for a period of \_\_\_\_\_ years, commencing July 1, \_\_\_\_\_. Both parties agree that said employee shall perform the duties of Principal of \_\_\_\_\_ School in and for the public schools of said District, as prescribed by the laws of the State of Missouri, and by the rules and regulations made thereunder by the Board of Education of said District.

**WITNESSETH:**

1. That in consideration of an annual salary of \_\_\_\_\_ (\$\_\_\_\_\_) for the \_\_\_\_\_ contract year; and annual salary of \_\_\_\_\_ (\$\_\_\_\_\_) for the \_\_\_\_\_ school year, and annual salary for the \_\_\_\_\_ school year to be paid annually in twelve equal monthly installments, the Principal agrees to perform faithfully the duties and obligations of the Principal of the \_\_\_\_\_ School required by the laws of the State of Missouri and rules, regulations, and policies of the Board of Education which are existing or which may hereafter be created by the \_\_\_\_\_ Board of Education.
2. The Principal agrees to devote his/her full time, skill, labor, and attention to his/her employment during the term of this contract, and will not engage in any pursuit which interferes with the proper discharge of his/her duties. However, subject to the foregoing, the Principal will be permitted to make presentations at educational conferences and to teach at local colleges and universities with prior notice to and consent of the Board.
3. The Board shall provide the Principal with personal and family medical and dental insurance and any other personal benefits accorded to other professional employees of the District. Any improvements in fringe benefits provided collectively to other professional employees will automatically apply to the Principal.
4. The Board shall provide the Principal with a personal life insurance policy in an amount not less than \_\_\_\_\_ Dollars (\$\_\_\_\_\_).

5. The Principal shall join national and state professional organizations related to his/her principalship and such other professional, educational organizations required by the Board. In addition, the principal shall attend appropriate professional meetings at the local, state, and national levels. The Board shall pay the cost of such memberships and shall pay for at least one national conference and one state conference every other year.

6. The Principal shall receive \_\_\_\_\_ (\_\_\_\_\_) days vacation annually, exclusive of legal holidays. Vacation shall be taken within the twelve months of the year in which it is earned and shall not be cumulative.

7. The Principal shall receive \_\_\_\_\_ (\_\_\_\_\_) days of sick leave per year, and said sick leave is cumulative, as provided by Board Policy.

8. The Principal will furnish a valid and appropriate certificate to act as a Principal in the State of Missouri.

9. The Board of Education shall defend, hold harmless and indemnify the Principal from any and all demands, claims, suits, actions, and legal proceedings brought against the Principal in his/her individual capacity, or in his/her official capacity as agent and employee of the Board of Education, provided the incident giving rise to such demands, claims, suits, actions, and legal proceedings arose while the Principal was acting within the scope of his/her employment.

10. Throughout the term of this contract, the Principal shall be subject to discharge for just cause, provided however, that the Board does not arbitrarily or capriciously call for his/her dismissal.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Secretary, Board of Education