

Addendum to Contract Between
Kristyn A. Watkins
and the
Board of School Trustees
Hamilton Community School Corporation

903 S Wayne Street Hamilton, Indiana 46742

This addendum to the contract, made and entered into at Hamilton, Indiana, this seventeenth day of February, 2020, by and between the Board of School Trustees of the Hamilton Community School Corporation, hereinafter referred to as the BOARD, and Kristyn A. Watkins, hereinafter referred to as the ELEMENTARY PRINCIPAL.

WHEREAS, the Board desires to provide the Elementary Principal with a written employment contract in order to enhance administrative stability and continuity within the school, which the Board believes improves the quality of its overall educational program; and

WHEREAS, the Board and the Elementary Principal believe that a written employment contract is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the educational programs of the schools;

Now, therefore, the Elementary Principal, for the consideration herein specified, agree as follows:

I. TERM

The Board, in consideration of the promises, herein contained, hereby accepts the employment of Kristyn A. Watkins as Elementary Principal for a term commencing July 1, 2020, and ending, June 30, 2022. The school year shall consist of 215 working days.

Provided that the Elementary Principal achieves the rating of highly effective or effective, or an equivalent rating on his annual evaluation, this addendum shall also extend for an additional one (1) school year term, provided, however, that the addendum shall not be so extended for more than an additional three (3) annual terms.

II. PROFESSIONAL CERTIFICATION AND RESPONSIBILITIES

A. **CERTIFICATION.** The Elementary Principal shall hold a valid administrative certificate issued by the State of Indiana.

B. **DUTIES.** The Elementary Principal, in consideration of her employment and the salary and other sums and benefits to be provided to her by the Board, hereby accepts said employment on the terms and conditions herein contained and promises and agrees she will act as Elementary Principal for the school district. She will faithfully perform all the duties imposed upon her applicable to this school district by the laws of the State of Indiana, and the rules, regulations and directives promulgated by any Board, Commission, or other agency of the State of Indiana, and all proper directives of the Superintendent of Schools, his designee, and the Board of School Trustees. She shall perform all duties incident to the office of Elementary Principal for the District.

All duties assigned to the Elementary Principal by the Superintendent and the Board should be appropriate to and consistent with the professional role and responsibility of the position of Elementary Principal.

C. **OUTSIDE ACTIVITIES.** The Elementary Principal shall devote her time, attention and energy to the business of the school district. However, she may serve as a consultant to other districts or educational agencies, lecture, engage in writing activities and speaking engagements, and engage in other activities that are of a short-term duration with approval of the Superintendent. She may choose to use non-contracted days or personal days to perform outside activities. Honoraria paid the Elementary Principal in connection with these activities shall be retained by her.

III. **COMPENSATION**

The Board shall pay the Elementary Principal at an annual salary as listed in her Regular Teacher's Contract, effective upon employment. This annual salary rate shall be paid to the Elementary Principal in installments in accordance with other administrative employees. The Superintendent shall recommend to the Board annually a salary for the Elementary Principal. Following approval by the Board, the Superintendent shall review the salary and term of the contract with the Elementary Principal.

IV. **PROFESSIONAL/BUSINESS EXPENSES OF HIGH SCHOOL CO- PRINCIPAL**

The Board encourages the continuing professional growth of the Elementary Principal through his participation, in light of responsibilities as Elementary Principal in:

- A. the operations, programs, and other activities conducted or sponsored by local, state, and national educational, school administration, and other educational organizations. The Board shall pay the Elementary Principal's membership fees to the appropriate state organization (Indiana Association of School Principals) relating to his duties in the school corporation and which will help him to maintain his skills and will benefit the school district.
- B. seminars/courses offered by public/private educational institutions;
- C. informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the Elementary Principal's ability to perform his professional responsibilities for the school district; and
- D. visits to other institutions.

With approval of the Superintendent, the Elementary Principal shall be paid expenses, as submitted by claim, in conducting the business of the school district, and shall be reimbursed for all approved expenses, as submitted by claim, for trips and professional growth activities in light of his responsibilities as Elementary Principal. All claims for expenses will be in compliance with rules and regulations prescribed by the State Board of Accounts.

V. OTHER BENEFITS

A. PERSONAL/FAMILY ILLNESS. Twelve (12) days per school year accumulating to a maximum of ninety (90) days.

B. PERSONAL BUSINESS. Four (4) days per school year. Unused personal business days shall be transferred to accumulated personal illness days at the end of each school year.

C. BEREAVEMENT LEAVE. Five (5) consecutive school days per occurrence of death of an immediate family member. In the case of the death of others relatives, three (3) school days per occurrence without loss of compensation will be allowed. Any absence for a death not covered, the administrator will use their personal days for this purpose.

D. OTHER LEAVES. Requests for leaves of absences not listed above may be requested in writing for consideration by the Board.

E. INDIANA TEACHERS RETIREMENT FUND. The employee's contribution shall be paid by the school district, which is equal to three percent (3%) of the annual wage.

F. HEALTH INSURANCE. The corporation shall contribute an amount toward the premium of the corporation's health insurance plan of the Elementary Principal's choice that is equal to the contribution amounts established in the then current collective bargaining agreement.

G. LIFE INSURANCE. Life insurance in an amount of \$75,000 shall be provided by the school district minus three dollars and fifty cents (\$3.50) annual employee contribution.

H. LONG TERM DISABILITY INSURANCE. A long-term disability policy shall be provided by the school district minus one (\$1.00) dollar annual employee contribution.

I. **LIABILITY INSURANCE.** Professional liability Insurance covering the school administrator shall be provided by the school district. The school district shall defend and hold harmless and indemnify the administrator from any and all demands, claims, litigation, causes of action and/or other legal proceeding brought against him, either in his individual capacity or his official capacity as an agent or employee of the school corporation, provided the administrator was acting within the scope of employment for the Board. The term "scope of employment" excludes any and all criminal litigation or criminal liability.

J. **EMPLOYMENT BENEFITS.** As a matter of policy, the Board shall provide the Elementary Principal no less of a fringe benefit package than that provided to certified staff members employed by the school district

K. **ELECTRONIC COMMUNICATION.** Due to the nature of the professional duties of a school administrator with Hamilton Community Schools, the Board of School Trustees shall provide the Administrator a reimbursement of \$30.00 per month for their cell phone service plan. This payment will be made in monthly installments as an addition to their regular pay.

VI. **TRANSPORTATION**

The Board shall pay the Elementary Principal mileage (at school district rate) for use of his vehicle relating to school business and that has been approved by the Superintendent.

VII. **GOALS AND OBJECTIVES**

The Superintendent or his designee shall meet with the High School Co-Principal to establish job related goals and objectives for the ensuing school year. These goals and objectives shall be reduced to writing and be among the criteria by which the Elementary Principal is evaluated.

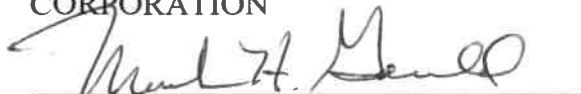
VIII. **EVALUATION**

The Superintendent or his designee shall evaluate and assess the performance of the Elementary Principal at least once a year during the term of this contract. This evaluation and assessment shall be reasonably related to the position of Elementary Principal and the job related goals and objectives for the year in question. The Superintendent shall share this evaluation with the Board. This evaluation shall be before June 30th of each school year and before the extension of the Elementary Principal's contract. If the Board desires not to extend the contract of the Elementary Principal, she will be notified in writing in accordance with Indiana law.

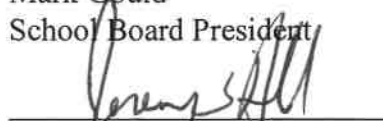
This agreement shall be construed to be an addendum to any regular teacher's contract executed between the parties as required by applicable law, except that any monetary consideration set forth in this agreement shall be deemed superseded by the monetary terms and conditions set forth in any Regular Teacher's Contract to the extent addressed by that contract. If, during the term of this contract, it is found that a specific clause or provision of the contract is lawfully unenforceable in federal or state law, the remainder of the contract shall remain in force.

In witness whereof, the Board has caused this Addendum to Contract to be approved in its behalf by signature of all Board members, attested by the Superintendent of said school corporation, and the Elementary Principal has approved this Addendum to Contract effective on the day and year specified on this Addendum to the Elementary Principal's Regular Teacher Contract.


BOARD OF SCHOOL TRUSTEES OF
HAMILTON COMMUNITY SCHOOL
CORPORATION



Mark Gould
School Board President



Jeremy Hill
School Board Vice President



Stacy Shull
School Board Secretary



Lee Stoy
School Board Member



Jany Merritt
School Board Member

ELEMENTARY PRINCIPAL



Kristyn A. Watkins

This Addendum to Contract was approved by vote of the Board of School Trustees at a public meeting duly held on February 17, 2020, and has been entered into the minutes. Said document is on file in the school district's Deputy Treasurer's Office.