

Administration

Series 300

Policy Title: Administrator Contract and Contract Renewal-

Code No. 303.3

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Contracts with administrators shall be in writing and shall state the number of contract days, the annual compensation to be paid, the compensation per month of four consecutive weeks, and any other matters as may be mutually agreed upon.

The first three years of a contract issued to a newly employed administrator will be considered a probationary period. The probationary period may be extended for an additional year upon the consent of the administrator. In the event of termination of a probationary or non-probationary contract, the board will afford the administrator appropriate due process as required by law., including notice by May 15. The administrator and board may mutually agree to terminate the administrator's contract.

Such contracts shall be approved by the Board of Directors, signed by the Board President, and filed with the Board Secretary.

It is the responsibility of the superintendent to create a contract for each administrative position. The board may issue temporary and nonrenewable contracts in accordance with law.

Administrators who wish to resign, to be released from a contract, or to retire, must comply with applicable law and board policies.

Legal Reference: (Code of Iowa)

Martin v. Waterloo Community School District, 518 N.W. 2d 381 (Iowa 1994).

Cook v Plainfield Community School District, 301 N.W. 2d 771 (Iowa App. 1980).

Board of Education of Fort Madison Community School District v Youel, 282 N.W. 2d 677 (Iowa 1979).

Briggs v Board of Education of Hinton Community School District, 282 N.W. 2d 740 (Iowa 1979).

Iowa Code § 279.

281 I.A.C. 12.4(4), 4(7)

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Cross Reference: 303 Administrative Employees