	Huron School District #2-2	Code: GCB -1
	Policies and Regulations	Professional Staff Contracts and Compensation Plans/ Administration

Professional Staff Contracts and Compensation Plans/Administration

A. Contract Period and Vacation Time:

All administrative contracts will be from July 1 to June 30 of the following year.

B. The following administrators will serve on a 260-day contract:

1. Superintendent
2. Business Manager
3. High School Principal
4. High School Assistant Principal
5. Middle School Principal
6. Directors including, but not limited to the following responsibilities:
 - a. Accreditation
 - b. Activities Director
 - c. Alternative Education
 - d. Arena Manager
 - e. Assessment
 - f. Buildings and Grounds
 - g. Career and Technical Education
 - h. Curriculum and Instruction
 - i. English Second Language Programs
 - j. Federal Programs
 - k. Food and Nutrition
 - l. Juvenile Detention Center Education
 - m. Our Home Educational Programs
 - n. Special Education Services
 - o. Technology
 - p. Transportation

2. Administrators will participate in the activity supervision schedule and will earn the same short-term leave provisions as the teachers.

3. Vacation period for those administrators hired on a 260-day contract before July 1, 2008 is as follows:


1. 1 through 17 years ... 20 days of vacation
2. 18 through 25 years ... 22 days of vacation
3. Over 25 years ... 25 days of vacation

NOTE

The vacation periods for those administrators hired on a 260-day contract before July 1, 2008 were as follows:

1. 1 through 5 years ...15 days of vacation
2. 6 through 10 years ...18 days of vacation
3. 11 through 17 years ...20 days of vacation
4. 18 through 25 years ...22 days of vacation
5. Over 25 years ...25 days of vacation

Vacation period for those administrators hired on a 260-day contract after July 1, 2008 is 20 days.

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4. The following provisions will govern contract period and vacation time for those persons employed on a 260-Day contract:
- a. The effective date for the positions listed above will be July 1 of any given year.
 - b. All vacation dates will be determined after consultation with the superintendent. The time of the year the vacation will be taken will depend upon the best interests of the school and the person involved. Vacation must be taken prior to July 1 of the following year. Provisions will be made to keep a written record of vacation time.
 - c. Vacation days for administrators hired after July 1 will be pro-rated as per Section B.
 - d. In the event that employment is terminated at the time called for on the contract, the employee will remain on the job until July 1 and all accrued vacation will be granted after July 1 and paid for at the existing rate of pay.
5. Elementary Principals and the Middle School Assistant Principal may serve on a 210-work day contract:
- a. 181 days will directly match the teacher contract days.
 - b. The remaining 29 days will be assigned/approved by the superintendent.
 - c. The principals are “under contract” from July 1 to June 30 of the following year.
 - d. Elementary Principals will participate in the activity supervision schedule and will earn the same short-term leave provisions as the teachers.
 - e. There are neither vacation days nor paid holidays in a 210-work day contract.
 - f. All non-work dates will be determined after consultation with the superintendent. The time of the year the non-working days will be taken will depend upon the best interests of the school and the person involved. Provisions will be made to keep a written record of work days each year.
 - g. The elementary offices will be open three weeks prior to the opening of school and one week after the closing of school.