

SUPERINTENDENT'S CONTRACT

THIS CONTRACT is made by and between the Cedar County School District 14-0054, Laurel-Concord-Concord School District, hereinafter referred to "District", and **Jeremy Christiansen**, a legally qualified school Superintendent, hereinafter referred to as "the Superintendent."

WHEREAS: District desires to employ the Superintendent to operate the schools of the District, and

WHEREAS: The Superintendent wishes to be employed by the District, and

WHEREAS: It is the intent of the parties to have this agreement to execute an agreement subject to the terms and conditions stated herein,

NOW, THEREFORE, the parties hereto agree to the following:

1. **Offer and Acceptance:** That the Board of Education of the District ("the Board"), on behalf of the District, offers to employ the Superintendent to be its chief administrative officer pursuant to the terms and conditions of this contract. The Superintendent accepts such offer of employment.
2. **Assignments:** The Superintendent's primary assignment is as Superintendent of Schools. For purposes of Neb. Rev. Stat. § 79-824, et. seq. the Superintendent shall be considered a probationary certificated employee.
3. **Term of the Contract:**
 - A. **Term:** This contract shall be for a period of **two (2) contract years, which shall begin July 1, 2021, and end June 30, 2023.** References to "contract year" shall mean the annual period from July 1st through June 30th and shall consist of all days except Saturdays, Sundays, and holidays as set by the Board. It is understood, however, that the Superintendent may, from time to time, be required to perform duties on Saturdays, Sundays, and holidays as set by the Board.
 - B. **Discharge.** The Contract of the Superintendent may be canceled or amended by a majority of the members of the School Board during the term of the Contract for any of the following reasons: (a) revocation or suspension of a certificate by the Nebraska State Board of Education; (b) breach of any of the material provisions of this Contract; (c) for any of the reasons set forth in this employment contract; (d) incompetency; (e) neglect of duty; (f) unprofessional conduct; (g) insubordination; (h) immorality; (i) physical or mental incapacity; (j) intemperance; or (k) conviction of a felony. The procedures for cancellation during the term of the contract shall be in accordance with applicable Nebraska statutes.
 - C. **Cancellation of Contract:** Upon cancellation of this contract for just cause, or upon the release of the Superintendent from this contract, the compensation paid or to be paid hereunder shall be prorated to the end of the current contract year.

- D. Resignation at Year End:** The Superintendent shall have the right to unilaterally resign from this contract effective June 30th of any given year if he or she submits his or her written resignation to the president of the Board on or before February 1st of that year. If the Superintendent desires to resign with an effective date other than June 30th or if his or her written resignation is received by the president of the Board after February 1st, the resignation must be agreed to by the Board.
- E. Renewal of Contract:** In the event that the Board President does not inform the Superintendent in writing on or before January 31, 2022, of the Board's intention to not renew his contract, then this contract shall automatically renew for a period of one contract year. For each year thereafter, the contract will automatically renew for a period of one contract year, unless the Board President informs the Superintendent in writing on or before January 31st of the Board's intention not to renew the contract. Notwithstanding anything to the contrary herein, nothing in this paragraph shall prevent the Board from cancelling this contract, as provided by law. The Superintendent shall remind the Board in writing of this provision on or before December 1st of each contract year. Such renewal shall be reduced to writing and executed by the parties hereto, pursuant to approval by the Board and to Neb. Rev. Stat. § 79-824, et. seq. and other applicable laws.
- F. Non-Renewal of Contract at the End of the Term:** In the event that the term of this contract is not extended by renewal, or if the Board determines to non-renew the Superintendent's contract effective at the end of its term, or any extensions thereof, the Board shall notify the Superintendent of its intent to consider the non-renewal of the contract on or before January 31st of the last year of the contract, and proceed according to the provisions of Neb. Rev. Stat. § 79-824, et. seq. and other applicable laws.
- G. No Penalty for Release from Contract:** There shall be no penalty for release or resignation by the Superintendent from this contract

4. Compensation:

- A. Salary:** The annual salary for the 2021-2022 contract year shall be at least one hundred thirty thousand, four hundred ninety dollars, and seventy cents (\$130,490.70). The annual salary for the second and any subsequent year of this contract will be set by the Board in or prior to the month of March preceding the second and any subsequent contract year. The annual salary shall not be less than the salary for the prior contract year in the absence of mutual agreement between the Board and the Superintendent. Increases in compensation shall be based upon evaluations satisfactory to the Board and satisfactory accomplishments of district goals and objectives, goals of the Superintendent, and compliance with the job description found in Board policy. The Board retains the right to adjust the Superintendent's annual salary upward during the term of this contract, as amendment hereto, without such adjustment constituting a new contract or extending the length of this contract.

On an annual basis, the Superintendent shall be responsible for taking all necessary steps to ensure that the District has complied with the Superintendent Pay Transparency Act.

B. Benefits: The District shall provide Administrator with fully paid family health and dental insurance, or benefit plan, which is equivalent to cost of full family health insurance. The Administrator will also be granted other fringe benefits accorded certified staff that are not specifically mentioned herein.

The Superintendent shall purchase long-term disability insurance from the school district's carrier at the Superintendent's own expense. The Board may increase the Superintendent's salary by the amount of the premium cost or by an otherwise reasonable amount to cover the premiums, as determined by the Board's sole and absolute discretion.

C. Equal Installments: The salary shall be paid in 12 equal installments with the first installment being payable on July 20th and the remaining installments shall be paid on the 20th day of each month thereafter.

D. Payroll Deductions: This contract shall conform to the regulations governing deductions from the above stated compensation with reference to withholding tax, Social Security, and retirement. Other deductions may be withheld as agreed to by the parties to this contract.

E. Not Subject to Reduction: The Superintendent's salary and benefits shall not be reduced during the term of this contract unless the Superintendent violates rules regarding leave set forth herein.

F. Professional Activities and Expenses:

i. **Professional Activities and Organizations:** The Superintendent shall attend appropriate professional meetings at the local, state and national (allowed attendance every other year) levels, provided that such attendance does not interfere with the proper performance of his duties under this Contract and be paid by the District. In lieu of attending the national conference, the Superintendent may elect to participate in another Superintendent Professional Development Program (i.e., tuition for doctoral program up to \$5,000.00). In the event that the District pays tuition for a doctoral program, the Superintendent shall provide evidence of course completion or progress not less often than every six months. The Superintendent shall be paid (in addition to wages, fringe benefits and other compensation as may be allowed herein) for dues and travel related expenses associated with performance of duties in local, state and national professional organizations and; such other organizations as may be assigned by the Board.

ii. **Reasonable Expenses and Mileage:** The Superintendent shall be reimbursed for all reasonable expenses incurred in the performance of his duties as Superintendent. The Superintendent shall be reimbursed for mileage within and outside the District, when using a personally owned vehicle and on district business. The Superintendent will use District owned vehicles when available and appropriate. The Superintendent will provide a log of the miles and the District will reimburse the miles at the current maximum IRS rate and in accordance with IRS rules.

5. Holidays, Duty Days, and Leaves:

- A. Holidays:** The Superintendent shall be granted the following holidays without loss of pay: New Year's Day; Good Friday; Memorial Day, July 4th; Labor Day; Thanksgiving Day; the Friday following Thanksgiving; Christmas Eve Day; and Christmas Day. For purposes of this section, the term week days shall not include any Saturday, Sunday or legal holiday.
- B. Duty Days and Inclement Weather:** The Superintendent shall be on duty during all student days and teacher contract days subject to leave provisions, vacation, and professional meetings. On days of inclement weather when classes are not conducted and teaching staff is not required to report to work, the Superintendent shall report to work, if able to safely report and return home.
- C. Vacation:** The Superintendent shall be allowed twenty (20) working days of vacation leave each contract year. Vacation shall not be taken at times that would interfere with the Superintendent's attendance at regularly scheduled Board meetings or at times when the Superintendent's duties require the Superintendent's attendance at school (e.g., beginning and end periods of the school year). Vacation is to be used during each contract year. Vacation days are to be used in the contract year in which it becomes available. There is no carry-over or accumulation of unused vacation leave from one contract year to another contract year. Any unused vacation days remaining from a prior contract year shall be subtracted from the number of vacation days the Superintendent has for the following contract year, such that the total vacation days at the beginning of each contract year be twenty (20) days. Upon ending employment, unused vacation days will not be paid except to the extent required by law. If payable, unused vacation will be paid at the effective daily rate of pay at the time each unused vacation day first became available. There shall be no pay for unused vacation days in the event the Board determines that the Superintendent has engaged in misconduct which provides just cause for termination or cancellation. Any vacation leave of more than two (2) consecutive days must be reported to the Board. Vacation time may be taken at any time of the year subject to the terms of this agreement.
- D. Sick Leave:** The Superintendent shall be granted ten (10) days of sick leave per year with a maximum accumulation of sick leave equal to the number allowed by contract to certified employees in the negotiated agreement between the District and the Laurel-Concord-Coleridge Education Association. The use of sick leave days shall be governed by the same terms and conditions as set forth in the applicable negotiated agreement or as otherwise agreed upon by the Board. Unused sick leave days may be carried over and accumulated in subsequent contract years. Unused sick leave shall not be paid at termination, expiration, cancellation, or other separation from the District.
- E. Leave Records:** The Superintendent shall report each day of leave to the business manager of the District as vacation leave or sick leave as described in this section. All such days must be accounted for and shall be reviewed by the Board. The Superintendent shall have the same bereavement leave benefits as provided for other certified employees. The Superintendent shall maintain a log of all leave days, paid or unpaid. The Board shall review such reports at its discretion when deemed appropriate or necessary. The business manager shall have no authority to approve or disapprove any leave. For purposes of this section only, an absence is defined as not present for work on District property on a day required by this contract. Attendance at seminars,

meetings, conferences, tournaments, and other similar or related activities done for the benefit of the District shall not be considered an absence.

6. **Legal Requirements:** The Superintendent affirms that: (1) the Superintendent holds or will hold a valid and appropriate certificate to act as a Superintendent of Schools in the State of Nebraska throughout the term of this contract and any extensions of this contract; (2) the required certificate to act as a Superintendent of Schools in the State of Nebraska shall be registered as required by law; and (3) the Superintendent is not under contract with another board of education within the State of Nebraska covering any part of or all of the same time of performance as provided for in this contract. It is further agreed that there shall be no penalty for release or resignation by the Superintendent from this contract; provided no resignation shall become effective until expiration of the remaining contract year unless the Board fixes an earlier effective date.

7. **Performance of Duties:**

A. **Use of Time:** The Superintendent shall faithfully perform the duties of the Superintendent of Schools in and for the District as prescribed by the laws of the State of Nebraska and by the rules and regulations promulgated by the Board thereunder. The Superintendent agrees to devote the Superintendent's full time, skill, labor and attention to the performance of the duties of the Superintendent of Schools throughout the term of this contract; provided, however, the Superintendent, by consent of the Board, may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations so long as such other work is not inconsistent with the Superintendent's duties and obligations to the Board. Regular, dependable attendance is an essential function of the Superintendent's duties. Vacation leave must be used by the Superintendent for any days used for the activities described above, except for weekends and holidays, unless prior consent is given by the Board.

B. **Specification of Duties:** The duties of the Superintendent shall be as described in the Board of Education Job Description for Superintendent, which duties are incorporated by reference into this Contract as if set forth verbatim herein. The duties as described in the Board of Education Job Description for Superintendent shall not be substantially changed during this contract without the consent of the Superintendent by amendment to this contract. The Superintendent shall not be responsible for performance of duties assigned by individual members of the Board of Education, or duties assigned without official action of the Board of Education, except as specifically set forth in the Board of Education Job Description for Superintendent.

C. **Evaluation:** The Superintendent shall be subject to no less than one (1) evaluation in the each year of this agreement and two evaluations during the first year of employment. All evaluations will be based upon performance of job duties, meeting expectations as set forth in the Policy Manual, accomplishment of District goals and objectives and such other criteria as the Board may reasonably deem necessary to ensure the District is operated at the highest standards.

D. **Residency:** After a reasonable period to move to the District, the Superintendent shall reside within boundaries of the School District that holds the contract.

8. **Superintendent Indemnification:**

- A. **Superintendent as Named Insured:** The District shall include the Superintendent as a named insured in its liability and errors and omission insurance policies.
- B. **Indemnification of Superintendent:** The District shall, to the full extent permitted by law, defend, hold harmless, and indemnify the Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against him in his individual capacity or in his official capacity as an agent and/or employee of the District, provided that the incident arose while the Superintendent was acting on matters related to his employment with the District.
- C. **Conflict of Defenses:** If, in the good faith opinion of the Superintendent, conflict exists regarding legal defenses to a third party claim against the Superintendent and District (i.e., pressing the defense of one party would tend to injure the other party), the Superintendent may engage separate counsel, and the District shall indemnify the Superintendent for the reasonable costs of such counsel, subject to the same limitations, provisions and exceptions set forth above. The District shall not, however, be required to pay the costs of any legal proceeding in the event the District and the Superintendent have adverse interests in any litigation.

9. **Contract Enforceability:**

- A. **Applicable Law:** The parties shall be governed by all applicable state and federal laws, rules, and regulations in performance of their respective duties and obligations under this contract. The contract shall be interpreted under the laws of the State of Nebraska.
- B. **Amendments:** This contract may be modified or amended only by a writing duly authorized and executed by the Superintendent and the Board.
- C. **Severability:** If any portion of this contract shall be declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of this contract.

IN WITNESS WHEREOF, the parties have executed this contract on the dates indicated below.

EXECUTED BY THE BOARD this 9th day of February, 2021.

**CEDAR COUNTY SCHOOL DISTRICT
14-0054, LAUREL-CONCORD-COLERIDGE
SCHOOL**

By: Carol J. Erwin
President, Board of Education

By: [Signature]
Secretary, Board of Education

EXECUTED BY THE SUPERINTENDENT on this 9th day of February, 2021.

By: [Signature]
Jeremy Christiansen, Superintendent