

REGIONAL SCHOOL DISTRICT #14
Employment Contract
Director of Finance and Operations

THIS AGREEMENT made this 1st day of July 2018 by and between Wayne McAllister, hereinafter referred to as "Director of Finance and Operations" and Regional School District #14, herein referred to as "Board", for their mutual covenants and consideration hereby agree as follows:

1. **EMPLOYMENT:** The Board hereby employs Wayne McAllister and he hereby accepts employment as Director of Finance and Operations of Regional School District #14, upon the terms and conditions hereinafter set forth.
2. **TERM:** The term of said employment is from July 1, 2018 through June 30, 2021.
3. **COMPENSATION:** The salary of the Director of Finance and Operations for the period July 1, 2018 to June 30, 2021 shall be ONE HUNDRED SEVENTEEN THOUSAND, EIGHT HUNDRED SEVENTY-FIVE DOLLARS (\$117,875). The salary for the remaining two (2) years shall be negotiated.
4. **FRINGE BENEFITS:**
 - a. The Director of Finance and Operations shall have the option of enrolling in the health insurance plan as offered to the Central Office staff with the appropriate premium copay. The Board will compensate the Director of Finance and Operations the amount of TWO THOUSAND, SEVEN HUNDRED THREE DOLLARS (\$2,703) in lieu of the health insurance plan, payable in an annuity.
 - b. The Director of Finance and Operations is offered an annuity of SIX THOUSAND SIXTY DOLLARS (\$6,060) of salary for each year of this contract.
 - c. The Director of Finance and Operations is entitled to fifteen (15) days of sick leave per year with full pay, which leave shall accumulate without limitation. The Board reserves the right to request a physician's certificate for personal illness in excess of three (3) consecutive days off. Upon retirement or death in service, the Director of Finance and Operations, or his beneficiary, shall be paid one-half the accumulated sick leave; not to exceed ninety (90) days at the time of separation, at the per diem rate of 1/260 of the annual salary.
 - d. The Director of Finance and Operations shall receive a life insurance policy equal to two (2) times his annual salary.
 - e. The Director of Finance and Operations is eligible to participate in the Pension Plan adopted by the Board for non-certified staff.
 - f. The Director of Finance and Operations shall be entitled to the following time off:
 - i. A maximum of three (3) days per year for illness in the Immediate family, which will be deducted from sick leave allowance. Immediate family is defined as spouse, children, mother, father, sister or brother, and any other relative living with and depending upon the employee.

- ii. A maximum of five (5) days for each death in the immediate family and three days for relations as defined as grandmother, grandfather, mother-in-law and father-in-law.
- iii. If the school system is involved in a court action, and an employee is a party or witness to the action, no deduction from leave time will be made.
- iv. The Superintendent of Schools shall be notified immediately when the Director of Finance and Operations is assigned to jury duty. When exemption is refused, he will be granted as many days as necessary, and his jury pay shall be deducted from his regular pay.
- v. The Director of Finance and Operations shall be entitled to thirty days' vacation per year. Vacation leave can be accumulated up to forty (40) days. Upon resignation, retirement, death or termination, the Director of Finance and Operations, or his estate, shall be entitled to compensation in lump sum form for accumulated vacation days; at the per diem rate of 1/260 of annual salary, up to a maximum of fifteen (15) days.
- vi. In addition to vacation days, fifteen (15) paid holidays accrue to the Director of Finance and Operations each year of this contract. The days are delineated as follows:

Fourth of July	Christmas Day
Labor Day	New Year's Eve Day
Columbus Day	New Year's Day
Veteran's Day	Martin Luther King Day
Thanksgiving Day	Lincoln's Birthday
Day after Thanksgiving	Washington's Birthday
Christmas Eve	Good Friday
	Memorial Day
- vii. Absence with or without pay for special purposes will be granted at the sole discretion of the Superintendent of Schools. This category will include reasons such as bereavement, graduation of husband, wife, or children, taking of professional and civil service examinations, as well as legal, business, religious or other personal matters which can only be accomplished at times when he would normally be at work. It is expected that a mutual respect will prevail amongst the parties on implementation of this section, as the integrity of the Director of Finance and Operations and the confidence one has in the administration is involved.
- viii. Application for leave in accordance with the above provisions shall be made to the Superintendent of Schools.

5. **PAYMENT OF SALARY:** The Director of Finance and Operations shall be paid on Fridays in accordance with the Region #14 payroll schedule.

6. **TRAVEL ALLOWANCE:** The Board agrees to provide the Director of Finance and Operations a monthly travel stipend of \$100 for all in-state travel expenses incurred

in the performance of his duties. Any approved out-of-state travel will be paid at the current IRS mileage rate.

7. **OTHER EXPENSES:** The Director of Finance and Operations shall be reimbursed for out-of-pocket expenses incurred in the performance of his professional duties.
8. **CONFERENCE ATTENDANCE:** The Director of Finance and Operations will be encouraged to attend professional conferences related to the performance of his duties. Attendance at such conferences will be with the approval of the Superintendent. Reasonable expenses relating to approved conference attendance will be reimbursed with the approval of the Superintendent.
9. **TERMINATION:**
 - a. The Director of Finance and Operations may terminate his contract as of employment date in any year, provided he has given at least ninety (90) days' notice to the Board, or by mutual consent of both parties.
 - b. The Board may terminate the Contract of Employment during its term for one or more of the following reasons:
 - i. Incompetence
 - ii. Insubordination against reasonable rules of the Board of Education
 - iii. Moral misconduct
 - iv. Disability as shown by competent medical evidence
 - v. Other due and sufficient cause.
 - c. If the Board seeks to terminate the Contract for one of the above reasons, it shall serve the Director of Finance and Operations written notice that termination of his contract is under consideration. Such notice shall be accompanied by a written statement of reasons. Within fifteen (15) days after receipt from the Board that the contract termination is under consideration, the Director of Finance and Operations may file with the Board a written request for a hearing before the Board, which shall render its decision within twenty (20) days after receipt of such request. The Board shall render its decision within fifteen (15) days of such hearing and shall send a copy of the decision setting forth the reasons and evidence relied on to the Director of Finance and Operations. The Board's decision shall be based on the evidence presented at the hearing.
Such hearing may be in executive session or public session at the option of the Director of Finance and Operations or as the law requires. The Director of Finance and Operations shall have the right to his own counsel, at his own expense.
Any time lines established herein may be waived by mutual consent of the parties.

EXECUTION: In witness whereof, the undersigned have executed this contract the day and year aforesaid.

By: *Anna Cutalia*
Anna Cutalia, PhD
Superintendent of Schools

Date: *July 30, 2018*

By: *Wayne McAllister*
Wayne McAllister
Director of Finance and Operation

Date: *July 30, 2018*