

## PRINCIPAL CONTRACT

Parish \_\_\_\_\_ School \_\_\_\_\_  
Location \_\_\_\_\_ Position \_\_\_\_\_  
Name \_\_\_\_\_ Address \_\_\_\_\_  
Ks. Certification Expires \_\_\_\_\_  
Annual Compensation \$ \_\_\_\_\_ Paid  Monthly  Bi-Weekly  Weekly  
Start Date of Contract \_\_\_\_\_ End Date of Contract \_\_\_\_\_

**Employment:** The Parish employs the Principal for the term and compensation set forth above. Compensation will be paid in equal installments over the entire term of the Contract. The Principal's Duties shall be those as may be assigned to Principal for performance of the position of Principal of the above referenced school or as otherwise assigned by the Parish. The Principal accepts the employment and agrees to perform such duties as are required for the position for the entire term of this Contract.

The Principal agrees to serve the Parish as principal of \_\_\_\_\_ upon the following conditions:

- a. The Principal shall be qualified as a school administrator under Kansas law. He/she shall provide religious, administrative and educational leadership to all faculty, staff, students and parents within the school community.
- b. Principal agrees to abide by the Diocesan Administrative Guidelines and School Policies, and any policies and guidelines adopted by the School. Receipt of copies of the Diocesan and Local School Handbooks is acknowledged by the Principal. Principal agrees that conscientious observance of the same is an express duty in Principal's performance of this Contract.
- c. The Parish and Principal shall cooperate to determine by March 15<sup>th</sup> of each year whether Principal will be employed for the next school year. If a written contract has not been offered and returned with the Principal's signature by March 15, it shall be conclusively presumed that the parties will not contract beyond the term of this Contract. Principal acknowledges that he/she has no property interest in any employment beyond the scope and term of this Contract.

**Defaults:** The Principal shall be deemed to be in default under this contract in the event of any serious breach of a duty including, but not limited to, the following:

- a. Failure to be or remain qualified, under the laws of the state of Kansas, to perform the duties of this contract; or failure to have a currently valid Administrator's certificate.
- b. Failure or refusal to complete the term of employment or to perform the services and duties of a principal for all or any part of the term of this contract.
- c. Failure to abide by the requirements of this Contract or of the Handbooks, within five (5) days after written notice from the Parish.
- d. Involvement in the commission of any serious crime, public scandal, or conduct substantially impairing the Principal's professional effectiveness or the Principal's portrayal of an example for student emulation, or promulgating teachings inconsistent with established Catholic teachings or openly adopting a way of life inconsistent with Catholic moral standards.

- e. The Principal agrees that principals are considered “ministerial” employees subject to a morals clause requiring them to live in accordance with Catholic teachings, inside and outside the classroom, regardless of their own personal faith.

Upon any default, the Pastor, after consultation with the local school council, may suspend the Principal with pay for a period not to exceed seven (7) days with immediate notice thereof to the Diocesan Superintendent of Schools. In the Pastor’s discretion, this Contract may be terminated during the period of any such suspension. In such event, Principal may make written demand for a hearing to the Superintendent within three (3) days after notice of termination. After such hearing, the Superintendent shall determine whether this Contract should be terminated for cause based upon the Principal’s default. In such case, the Principal shall be liable for the cost of a replacement principal to the extent that such cost exceeds the compensation otherwise payable to the Principal over the remaining term of this Contract.

**Liability for Default:** Except when prevented by circumstances clearly beyond the Principal’s control, failure to perform this Contract shall subject the Principal to liability for any costs of employing a replacement to the extent that such costs exceed the compensation otherwise payable to the Principal over the remaining term of this Contract.

**Conflicting Provisions:** In the event of a conflict between this Contract and any provision of the Handbooks, this Contract shall control.

**Benefits:** In addition to any benefits described in the Handbooks, the Parish agrees to provide the following benefits to Principal: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Principal**

**Parish School Pastor**

\_\_\_\_\_

\_\_\_\_\_

**Diocesan Superintendent of Schools**

\_\_\_\_\_

**FOR THIS CONTRACT TO TAKE EFFECT, the following conditions *MUST* be met:**

- 1) *Secure the signatures of the Principal, Pastor (for parish schools) and Superintendent.*
- 2) *Send a copy of the signed contract to the Diocesan Catholic School Office.*
- 3) *The school is to make a copy of this contract for the Principal and the School.*