

**CANTON PUBLIC SCHOOLS  
CANTON, MASSACHUSETTS**

**PRINCIPAL  
JOHN F. KENNEDY ELEMENTARY SCHOOL**

**CONTRACT OF EMPLOYMENT**

This **AGREEMENT** is made by and between the Canton Public Schools ("Canton"), acting through its Superintendent ("Superintendent") and Christine McMahon hereinafter referred to as the ("Principal"). In consideration of the promises herein contained, the parties hereto mutually agree as follows:

1. **EMPLOYMENT:** Canton hereby employs Christine McMahon as Principal of the John F. Kennedy Elementary School and the Principal hereby accepts employment on the following terms and conditions:
2. **TERM:** The Principal shall be employed for the period of two years, three months and twenty-five days commencing March 7, 2016 and ending June 30, 2018, unless this contract is terminated earlier in accordance with Paragraph 19 below.
3. **COMPENSATION:** Beginning March 7, 2016, the Principal shall be paid an annual salary of One Hundred, Three Thousand (\$103,000.00) dollars in biweekly installments beginning March 7, 2016 through June 30, 2017. The principal will receive this amount on a prorated basis for the period of March 7, 2016 to June 30, 2016 and the full amount beginning July 1, 2016 through June 30, 2017. The Superintendent and the Principal shall meet at least ninety (90) days prior to July 1 of each subsequent year of the contract for the purpose of reviewing and establishing the Principal's salary to take effect as of that date.
4. **DUTIES:** The Principal shall faithfully carry out the duties of her position in accordance with the provisions of the existing job description. The Principal recognizes that her responsibilities and conduct are not determined by prescribed hours and conditions and will perform the directed and implied duties of her position as determined by the Superintendent and will expend the time and effort necessary to effectively achieve the goals and purposes of the Canton Public Schools.
5. **WORK YEAR:** The Principal's work year will consist of 210 days, which, unless otherwise approved by the Superintendent, will include the 183 days that teachers are required to be in school, the ten days immediately following the close of school in the spring, and the ten days immediately preceding the opening of school in the fall unless otherwise approved by the Superintendent. The Principal, in consultation with the Superintendent will schedule the remaining days when school is not in session. Per diem rate shall be 1/210.
6. **LICENSURE:** The Principal shall furnish and maintain throughout the term of this contract a valid and appropriate certificate/license as required by Massachusetts General Laws Chapter 71, Section 38G.

7. **RETIREMENT:** The Principal shall be a member of the Massachusetts Teacher's Retirement System as required by Massachusetts General Laws Chapter 32, Section 2.
  
8. **EVALUATION/PERFORMANCE:** The Principal shall fulfill all aspects of this contract. She shall be evaluated annually in writing by the Superintendent of Schools. Evaluation will be based on progress made in relationship to goals that are established each fall by the principal in conjunction with the Superintendent. Performance evaluation will also be determined in relationship to indicators of effective instructional, organizational and administrative leadership. (These will be outlined in more detail as we develop a common understanding of these parameters.) The key qualities/evidence that the superintendent will expect to find through the evaluation process are:
  - **An unwavering commitment to highly effective teaching through skillful supervision and evaluation**
  - **Accurate assessment of student achievement, programs, and needs in order to ensure that the system's resources and priorities are focused on enhancing student learning.**
  - **A vibrant and supportive school culture that values collegiality, diverse people and perspectives, and constant improvement**
  - **The promotion of collaborative relationships with parents and staff**

Assessments will be based upon direct observation of the Principal's work, feedback received from parents, faculty, and other staff members, as well as review of written material from the principal's office and the school. Additionally, the Principal will receive informal feedback from the superintendent throughout the year as part of her ongoing supervision and support.

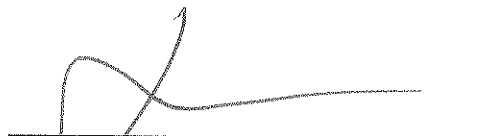
9. **HEALTH AND LIFE INSURANCE:** The Principal shall be entitled to all insurance (medical, hospital, dental, and life) benefits currently available to town employees generally.
  
10. **SICK LEAVE POLICY:** Commencing March 7, 2016 and on each July 1 anniversary date thereafter, the Principal may earn sick leave at the rate of fifteen (15) days per year and on a prorated basis for the period of March 7, 2016 to June 30, 2016. Sick leave may be accumulated on a year to year basis to a maximum of 180 days. Sick time accumulated in prior positions with Canton Public Schools can be included towards the 180 day maximum. In addition to personal injury or illness, the Principal may use a maximum of five (5) days of her accrued paid sick leave each year for illness in her immediate family (spouse, child, parent, or relative living within her household).
  
11. **BEREAVEMENT LEAVE:** The Principal shall be entitled to all bereavement leave benefits currently available to teachers in the Canton Public Schools.
  
12. **PERSONAL DAYS:** The Principal shall be entitled to three (3) personal days a year, and on a prorated basis for the period of March 7, 2016 to June 30, 2016,


without loss of pay subject to the advance approval of the Superintendent. No reason needs be given for the personal days. Any personal days not used will be added to the Principal's accumulated sick leave.

13. **SUBSTITUTION OF WORKDAY:** With the advanced approval of the Superintendent, the Principal may take up to three days off during the 183 days that teachers are in school, so long as she works a commensurate number of alternative days during the fiscal/contract year to be scheduled in consultation with the Superintendent.
14. **PROFESSIONAL DAYS:** With the advance approval of the Superintendent, the Principal may attend educational meetings, workshops and conferences held outside the school system without loss of pay. Again, with the advance approval of the Superintendent, the Principal may be reimbursed up to \$1,000 a year and on a prorated basis for the period of March 7, 2016 to June 30, 2016, for attendance at such meetings, workshops and conferences.
15. **PAYMENT OF MEMBERSHIP DUES:** Sentence to be amended to read:  
The Principal shall be reimbursed up to \$750 dollars a year and on a prorated basis for the period of March 7, 2016 to June 30, 2016, for dues paid to professional organizations.
16. **CELL PHONE AND COMPUTER:**
  - a. The Canton Public Schools shall provide the Principal and pay the monthly phone expenses of a cell phone/PDA for the purpose of conducting school business and occasional, incidental personal business. At the conclusion of her term as Principal, this equipment shall remain the property of the Canton Public Schools.
  - b. The Canton Public Schools shall provide the Principal a laptop computer for the purpose of conducting school business. At the conclusion of her term as Principal, the computer equipment shall remain the property of the Canton Public Schools.
17. **MILEAGE:** The Principal shall be reimbursed for pre-approved travel at the IRS rate.
18. **RESIGNATION AND DISMISSAL:**
  - A. In the event that the Principal desires to terminate this contract before the term of service shall have expired, the Principal may do so by giving at least 90 days written notice of such intention to the Superintendent, with a time for such termination to be jointly established between the Principal and the Superintendent.
  - B. The Superintendent may terminate this contract at any time during its term due to reduction in force or reorganization resulting from declining enrollment or other budgetary reasons.

- C. Notwithstanding any provision to the contrary, the Superintendent may dismiss or demote the Principal for good cause. As used herein, "good cause" shall mean any grounds put forth by the Superintendent which are not arbitrary, irrational, unreasonable, in bad faith or not relevant to the sound operation of the school system. In the event this contract is terminated for good cause, the Principal shall be so notified in writing. Upon request of the Principal, he/she may meet with the Superintendent to review the decision.
- D. In the event this contract is terminated, any and all financial and other obligations by either party shall cease.
19. **ENTIRE AGREEMENT:** The contract embodies the whole agreement between the Superintendent and the Principal, and there are no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those contained herein. No modification or addition to the Agreement shall have any effect unless set forth in writing and specifically referred to as a modification or addition to the Agreement and signed by both parties hereto.
20. **SEVERABILITY:** If any paragraph or part of the Agreement is invalid, it shall not affect the remainder of said Agreement, but said remainder shall be binding and effective against all parties.
21. The monetary provisions of the Agreement are subject to approval at the Annual Town Meeting.

In witness whereof the parties sign and seal the Agreement and a duplicate thereof this 7<sup>th</sup> day of March, 2016.

  
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Jennifer A. Henderson  
Interim Superintendent of Schools

  
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Christine McMahon Principal  
John F. Kennedy Elementary School