

DIOCESE OF DAVENPORT

Principal Contract

This agreement is entered into between _____ (hereafter designated as the employer) and _____ (hereafter designated as the employee).

IT IS HEREBY AGREED AS FOLLOWS:

- 1. RESPONSIBILITY.** The employee represents that the employee is qualified to fulfill the professional services required in this contract, and that a copy of certificates, qualifications, transcripts, or other required documents are on file in the employer's administrative offices.
- 2. TERM.** The term of this contract shall begin on _____ and terminate on _____ and includes _____ days of service. Specifically, the agreement is for services rendered from _____ to _____ with payments from _____ to _____.
- 3. DUTIES.** The employee shall be engaged as the principal and promises to support and model the Catholic mission and philosophy of the school, shall oversee the general administration of the school in a proper professional and satisfactory manner, and shall perform all duties that are generally assigned to the principal and are reasonably associated with the general program of the school. Employee will observe the policies, regulations and directives of the Diocese, the local Board of Education, the State Department of Education (with the understanding that when applicable the Diocesan Educators' Handbook is overriding), and will know and abide by the policies and procedures specified in the Diocesan and local school/parish **Handbooks**.
- 4. COMPENSATION.** The employer shall pay the employee a salary of \$_____ a year, payable in equal (semi-monthly, monthly) installments, less the deductions which are either required by law or authorized under the terms of this contract. Compensation for less than a full year of service will be based on the percentage of days served less any allowed deductions.
- 5. BENEFITS.** The following benefits shall be provided by the employer: (If using an attachment note that here e.g. See Attachment A).
- 6. DISCHARGE FOR CAUSE.** The employer shall have the right to discharge, or temporarily suspend the employee during the term of this contract, for just cause as defined and provided for in the Diocesan Educators' Handbook and Local Handbook or policies of the employer. In the absence of such definition, "just cause" shall mean violations of the terms and conditions of this employment contract (which would include Diocesan and Local Handbooks and policies), or performance, conduct or behavior on the part of the employee which, in the opinion of the employer, adversely affects the desirability of continued employment in a Catholic School. The employee shall be entitled to earn salary to the termination date on a per diem basis.

