

ADDITIONAL CONTRACT PROVISIONS

1. **ASSISTANT PRINCIPAL RESPONSIBILITIES AND OBLIGATIONS:** Assistant Principal is the primary administrator, parish leader and minister responsible for facilitating and maintaining a Catholic school environment conducive to quality teaching, learning and educating students in the Catholic faith so that the faith is both learned and lived. In this capacity, Assistant Principal shall:
 - A. Be considered part of the parish administrative team, working closely with the superintendent of the Office of Catholic Schools, pastor, and the parish education commission/school board, to implement policies as well as administer and supervise all educational processes.
 - B. Perform the duties and responsibilities commensurate with the office of Assistant Principal, including, but not limited to: (i) selecting and implementing the school curriculum; (ii) developing and implementing the parish's educational philosophy, goals and objectives with an emphasis on how those items relate to and incorporate the Catholic faith; (iii) evaluating teaching techniques and effectiveness; (iv) providing recommendations for employment of school personnel and full supervision and evaluation of the faculty and other staff; (v) maintaining effective relationships among students, teachers, parents and other staff; (vi) developing and maintaining a public information program; (vii) preparing the school budget; (viii) general supervision of the school facilities; and (ix) such other duties as set forth in the Assistant Principal's job description, or assigned by the pastor or parish education commission/school board.
 - C. Serve the parish in a professional manner, provide Catholic leadership to the parish community, and uphold the highest standards and ecclesiastical teachings of the Catholic Church and the laws of the State of Wisconsin and act accordingly at all times. Assistant Principals shall attend weekly Mass and adhere to the precepts of the Catholic Church.
 - D. Attend and participate in meetings and activities during or outside of regular school hours and such other professional meetings and activities as might be called for improving and/or coordinating the work of the Assistant Principal and teachers. These include, but are not limited to meetings of: parish staff, education commission/school board, faculty meetings, meetings called by the Office of Catholic Schools and Assistant Principal or staff retreats.
 - E. Comply with the requirements of the Office of Catholic Schools, Diocese of Madison, and the State of Wisconsin requiring the educational preparation of Assistant Principals now in force and as may be hereinafter enacted by said bodies.
2. **DISCHARGE OF PROBATIONARY ASSISTANT PRINCIPAL.** Assistant Principal shall be on probationary status for the first two years of employment with the parish. During said period this contract may be terminated and Assistant Principal discharged at the parish's sole discretion, and the protections provided by paragraphs 9 and 12 shall not apply.
3. **DISCHARGE OF NONPROBATIONARY ASSISTANT PRINCIPAL.** Assistant Principal, if he or she has more than two years of teaching experience with the parish, may not be discharged during the term of this contract for arbitrary and capricious reasons. Unsatisfactory performance or conduct shall be considered justifiable grounds for discharge. By way of illustration and not limitation, the following shall constitute unsatisfactory performance or conduct: inability to teach; inability to control or discipline the class or classes taught or supervised; general incompetence; absenteeism; unexcused tardiness; unprofessional or uncooperative attitude; inability to deal amicably with students, parents, Assistant Principal, pastor, parish education commission/school board, or parish trustees; engaging in conduct not in keeping with the ecclesiastical teaching of the Catholic Church; or failing to comply with other provisions of this contract.
4. **ELIMINATION OF POSITION.** Notwithstanding any other paragraph, if parish eliminates Assistant Principal's position due to declining enrollment, school closure, or other reasons unrelated to Assistant Principal's performance, parish reserves the right to terminate this contract; provided that parish shall give Assistant Principal 30 days advance written notice, by personal delivery or mail, of any such termination and further provided that parish may, depending on the circumstances and in its sole discretion, grant Assistant Principal up to 30 days severance pay.
5. **PARISH GOVERNANCE.** All decisions regarding the interpretation and implementation of this contract shall be made and implemented by the pastor and trustees.
6. **DISPUTE RESOLUTION.** Disputes pertaining to the interpretation and application of the provisions of this contract shall first be discussed and a solution sought at the local parish level. If further recourse is needed, the matter shall be referred by either party to the superintendent of the Office of Catholic Schools, Diocese of Madison, for review.
7. **ENTIRE AGREEMENT AND SEVERABILITY.** This contract consisting of two sides and the attached addendum, if any, contains and embodies the full employment agreement between the parties and no provisions, representations or promises, either express or implied, other than those set forth herein are binding on any party. This contract may be modified, amended, or terminated by mutual agreement of parish and Assistant Principal. Any modifications, omissions or additions to this contract shall only be binding if reduced to writing and signed by the parties hereto. If any provisions or part of a provision of this contract is held to be invalid by operation of law or by any court, or if compliance with or enforcement of any provisions or part thereof should be restrained by any court, the remaining provisions of this contract shall not in any way be affected thereby.