

## RESOLUTION NO. 592

Individual Employment Contracts  
for  
Deputy Superintendent, Team Leaders,  
Directors, Principals, Coordinators, and Supervisors

### REVISED

WHEREAS, the Board of Directors of Everett School District No. 2 has a statutory obligation to employ regular certificated personnel by written contract, and

WHEREAS, it is essential to the success of the District's educational program that personnel vacancies for the ensuing school year be identified well in advance so that well-qualified replacements may be employed;

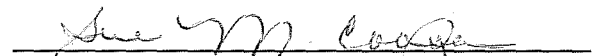
NOW, THEREFORE, BE IT RESOLVED as follows:

1. Individual employment contracts shall be issued forthwith to all administrators entitled to an offer of employment for the 1996-97 school year (see list attached hereto):
2. The Board hereby adopts the attached administrators salary schedules for application for the 1996-97 school year;
3. The Superintendent is hereby directed to cause to be delivered forthwith to all administrators to be offered employment for the 1996-97 school year a completed contract in the form attached hereto and consistent with the attached 1996-97 salary schedule as it applies to each contract recipient.

ADOPTED BY THE Board of Directors at a regular meeting thereof held June 17, 1996.

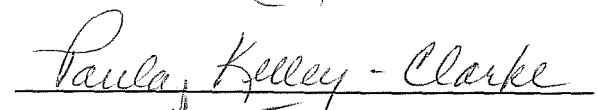
  
\_\_\_\_\_  
Superintendent

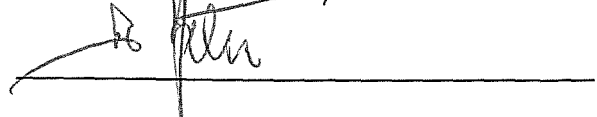
EVERETT SCHOOL DISTRICT NO. 2

  
\_\_\_\_\_  
President, Board of Directors

  
\_\_\_\_\_

  
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\_\_\_\_\_

  
\_\_\_\_\_

## CONTRACT

### DEPUTY SUPERINTENDENT

It is hereby agreed by and between the Board of Directors (the "Board") of the Everett School District No. 2 (the "District") and Jeffrey S. Riddle (the "Deputy Superintendent") that the Board, in accordance with its action at its regular meeting on the 17th day of June, 1996, has and does hereby employ Mr. Riddle as Deputy Superintendent. Said employment is for a period of one (1) year commencing July 1, 1996 and ending June 30, 1997.

The parties agree that Mr. Riddle will perform faithfully the duties of Deputy Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

#### WITNESSETH:

1. In consideration of an annual salary of \$89,530 (Step B of Administrative Salary Schedule), Mr. Riddle agrees to perform faithfully the duties of the Deputy Superintendent. This annual salary is subject to revision for the 1996-97 period enumerated above to ensure that it is adjusted by the percentage increase applicable to non-supervisory certificated personnel for 1996-97. Any such revision will be effectuated by a salary adjustment retroactive to the beginning of this contract.
2. It is mutually agreed that Mr. Riddle's job performance will be evaluated yearly by the Superintendent in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to Mr. Riddle. Mr. Riddle will be subject to discharge for sufficient cause as provided by law.
3. Mr. Riddle may undertake consultative work, speaking engagements, writing, lecturing or other professional duties and obligations which do not conflict with his duties as Deputy Superintendent.
4. Mr. Riddle may, with the consent of the Superintendent, attend appropriate professional and other official meetings at the local, state and national level, the actual expenses of said attendance to be paid by the District. The District shall pay Mr. Riddle's dues in the Washington Association of School Administrators, the American Association of School Administrators and the Association of School Business Officials.

5. In addition to annual salary, Mr. Riddle shall receive the following in consideration for the faithful performance of his duties:
- a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy.
  - b. Holidays recognized by the District.
  - c. The same medical, dental, and other insurance benefits provided other administrators.
  - d. In lieu of other expense reimbursement for in-District travel, Mr. Riddle shall receive \$339.04 per month to defray costs incurred using his automobile for official travel. (Pursuant to RCW 42.24.090, it is the determination of the Board that this means of reimbursement is less costly than providing an automobile to the Deputy Superintendent.) Mr. Riddle will also be entitled to out-of-District mileage, use of District vehicles, if available, for out-of District travel, and other expense reimbursement for official business as provided by law and District policy for administrators.
  - e. Twenty-five (25) vacation days per year. Up to twenty (20) unused vacation days can be accumulated annually to a maximum of forty (40) days. Such accumulated vacation may be taken in a subsequent year, provided that no more than six (6) weeks of continuous vacation may be permitted regardless of accumulations. Unused vacation shall be compensable upon termination of employment to a maximum of thirty (30) days. Up to nine (9) days of unused vacation shall be compensable on the anniversary date of this contract; provided that the total number of vacation days for which compensation is received shall not exceed thirty (30) days during any two (2) year period.
  - f. It is further understood that leave entitlements will be no less than those provided other administrators.
-

By signing the foregoing contract, Mr. Riddle and the Board agree to its terms.

ACCEPTED this 17 day of June, 1996.

James S. Riddle  
Deputy Superintendent

Joe M. Carson  
Board President

Paul Baldwin  
Board Vice President

Will Nisse  
Member

Paula Kelley-Clarke  
Member

R. J. J. J.  
Member

Jane Hammond  
Board Secretary

Approved and Registered  
Jane Hammond, Superintendent

Nancy J. Bushaw  
Registrar

6/21/96  
Date

**EVERETT SCHOOL DISTRICT NO. 2**  
**CERTIFICATED ADMINISTRATIVE EMPLOYEE CONTRACT**

Employee:

Date:

Position: Team Leader

Salary: \$

Step:

FTE:

Commencing: July 1, 1996

Ending: June 30, 1997

Days: 224

It is hereby agreed by and between Everett School District No. 2, Snohomish County, Washington, hereinafter called the District, and the above-named Employee that said Employee shall perform faithfully the duties of the above position and such other duties as assigned by the Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

**WITNESSETH:**

1. The above annual salary shall be prorated on a monthly basis and is subject to remain in accordance with Board adopted salary provisions. This annual salary is subject to revisions for 1996-97 period enumerated above to ensure that it is adjusted by the percentage increase applicable to non-supervisory certificated personnel for 1996-97. Any such revision will be effectuated by a salary adjustment retroactive to the beginning of this contract.

2. It is mutually agreed that the Employee's job performance shall be evaluated yearly by the Superintendent or his/her designee in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to the Employee. The Employee will be subject to discharge for sufficient cause as provided by law.

3. The District shall pay the Employee's dues in either the Washington Association of School Administrators or the Association of Washington School Principals.

4. In addition to annual salary, the Employee shall receive the following in consideration for the faithful performance of his/her duties:

a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy;

b. Holidays recognized by the District;

c. The contribution to the Everett School Employees Benefit Trust and the Health Benefits provided or offered through the Trust (medical, dental, LTD, life, voluntary short-term salary insurance) on behalf of the Employee shall be no less than that provided non-supervisory certificated staff.

d. Twenty-five (25) vacation days per year. Up to twenty (20) unused vacation days can be accumulated annually to a maximum of forty (40) days. Such accumulated vacation may be taken in a subsequent year, provided that no more than six (6) weeks of continuous vacation may be permitted regardless of accumulations. Unused vacation shall be compensable upon termination of employment to a maximum of thirty (30) days. Up to nine (9) days of unused vacation shall be compensable on the anniversary date of this contract; provided that the total number of vacation days for which compensation is received shall not exceed thirty (30) days during any two year (2) year period.

e. Leave entitlements will be no less than those provided other administrative personnel.

f. In lieu of other expense reimbursement for in-District travel, the Employee shall receive \$339.04 per month to defray costs incurred using his/her automobile for official travel. (Pursuant to RCW 42.24.090, it is the determination of the Board that this means of reimbursement is less costly than providing an automobile to the Team Leader.) The Employee will also be entitled to out-of-District mileage, use of District vehicles, if available, for out-of District travel, and other expense reimbursement for official business as provided by law and District policy for administrators.

It is further agreed that during the employment under this contract, the Employee shall be subject to the statutes governing the public schools of the State of Washington including the following specific provision: a valid State of Washington administrator's certificate for the entire period of the contract shall be registered in the District's administrative office.

The Employee and the Board of Directors of the District agree to the terms of this contract.

IN WITNESS WHEREOF, we have hereunto subscribed our names.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
Employee Dated Jane Hammond, Secretary  
Board of Directors

By: \_\_\_\_\_ Dated: \_\_\_\_\_  
Registrar Dated

The original and one copy of this contract should be signed and returned. Upon approval one copy will be returned to the Employee.

**EVERETT SCHOOL DISTRICT NO. 2  
CERTIFICATED ADMINISTRATIVE EMPLOYEE CONTRACT**

Employee:

Date:

Position:

Salary: \$

Step:

FTE:

Commencing: July 1, 1996

Ending: June 30, 1997

Days: 224

It is hereby agreed by and between Everett School District No. 2, Snohomish County, Washington, hereinafter called the District, and the above-named Employee that said Employee shall perform faithfully the duties of the above position and such other duties as assigned by the Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

**WITNESSETH:**

1. The above annual salary shall be prorated on a monthly basis and is subject to remain in accordance with Board adopted salary provisions.

2. It is mutually agreed that the Employee's job performance shall be evaluated yearly by the Superintendent or his/her designee in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to the Employee. The Employee will be subject to discharge for sufficient cause as provided by law.

3. The District shall pay the Employee's dues in either the Washington Association of School Administrators or the Association of Washington School Principals.

4. In addition to annual salary, the Employee shall receive the following in consideration for the faithful performance of his/her duties:

a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy;

b. Holidays recognized by the District;

c. The contribution to the Everett School Employees Benefit Trust and the Health Benefits provided or offered through the Trust (medical, dental, LTD, life, voluntary short-term salary insurance) on behalf of the Employee shall be no less than that provided non-supervisory certificated staff.

d. Twenty-five (25) vacation days per year. Up to twenty (20) unused vacation days can be accumulated annually to a maximum of forty (40) days. Such accumulated vacation may be taken in a subsequent year, provided that no more than six (6) weeks of continuous vacation may be permitted regardless of accumulations. Unused vacation shall be compensable upon termination of employment to a maximum of thirty (30) days. Up to nine (9) days of unused vacation shall be compensable on the anniversary date of this contract; provided that the total number of vacation days for which compensation is received shall not exceed thirty (30) days during any two (2) year period.

e. Leave entitlements will be no less than those provided other administrative personnel.

It is further agreed that during the employment under this contract, the Employee shall be subject to the statutes governing the public schools of the State of Washington including the following specific provision: a valid State of Washington administrator's certificate for the entire period of the contract shall be registered in the District's administrative office.

The Employee and the Board of Directors of the District agree to the terms of this contract.

IN WITNESS WHEREOF, we have hereunto subscribed our names.

Signed: _____	_____	Signed: _____
Employee	Dated	Jane Hammond, Secretary Board of Directors
By: _____	_____	Dated: _____
Registrar	Dated	

The original and one copy of this contract should be signed and returned. Upon approval one copy will be returned to the Employee.



**EVERETT SCHOOL DISTRICT NO. 2  
CERTIFICATED ADMINISTRATIVE EMPLOYEE CONTRACT**

Employee:		Date:
Position:		
Salary: \$	Step:	FTE:
Commencing: July 1, 1996	Ending: June 30, 1997	Days: 220

It is hereby agreed by and between Everett School District No. 2, Snohomish County, Washington, hereinafter called the District, and the above-named Employee that said Employee shall perform faithfully the duties of the above position and such other duties as assigned by the Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

**WITNESSETH:**

1. The above annual salary shall be prorated on a monthly basis and is subject to remain in accordance with Board adopted salary provisions.
  2. It is mutually agreed that the Employee's job performance shall be evaluated yearly by the Superintendent or his/her designee in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to the Employee. The Employee will be subject to discharge for sufficient cause as provided by law.
  3. The District shall pay the Employee's dues in either the Washington Association of School Administrators or the Association of Washington School Principals.
  4. In addition to annual salary, the Employee shall receive the following in consideration for the faithful performance of his/her duties:
    - a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy;
    - b. Holidays recognized by the District;
    - c. The contribution to the Everett School Employees Benefit Trust and the Health Benefits provided or offered through the Trust (medical, dental, LTD, life, voluntary short-term salary insurance) on behalf of the Employee shall be no less than that provided non-supervisory certificated staff.
-

d. Twenty-five (25) vacation days per year. Up to twenty (20) unused vacation days can be accumulated annually to a maximum of forty (40) days. Such accumulated vacation may be taken in a subsequent year, provided that no more than six (6) weeks of continuous vacation may be permitted regardless of accumulations. Unused vacation shall be compensable upon termination of employment to a maximum of thirty (30) days. Up to nine (9) days of unused vacation shall be compensable on the anniversary date of this contract; provided that the total number of vacation days for which compensation is received shall not exceed thirty (30) days during any two (2) year period.

e. Leave entitlements will be no less than those provided other administrative personnel.

f. Four (4) non-contract days shall be provided. Scheduling of these days shall be mutually determined by the Employee and his/her supervisor.

It is further agreed that during the employment under this contract, the Employee shall be subject to the statutes governing the public schools of the State of Washington including the following specific provision: a valid State of Washington administrator's certificate for the entire period of the contract shall be registered in the District's administrative office.

The Employee and the Board of Directors of the District agree to the terms of this contract.

IN WITNESS WHEREOF, we have hereunto subscribed our names.

Signed: _____	_____	Signed: _____
Employee	Dated	Jane Hammond, Secretary Board of Directors
By: _____	_____	Dated: _____
Registrar	Dated	

The original and one copy of this contract should be signed and returned. Upon approval one copy will be returned to the Employee.

**EVERETT SCHOOL DISTRICT NO. 2**  
**CLASSIFIED ADMINISTRATIVE EMPLOYEE CONTRACT**

Employee:

Date:

Position:

Salary: \$

Step:

FTE:

Commencing: July 1, 1996

Ending: June 30, 1997

Days: 224

It is hereby agreed by and between Everett School District No. 2, Snohomish County, Washington, hereinafter called the District, and the above-named Employee that said Employee shall perform faithfully the duties of the above position and such other duties as assigned by the Superintendent in and for the public schools in the District as prescribed by the laws of the State of Washington and by the rules and regulations made thereunder by the Board and under the direction of the Superintendent of Schools:

**WITNESSETH:**

1. The above annual salary shall be prorated on a monthly basis and is subject to remain in accordance with Board adopted salary provisions.

2. It is mutually agreed that the Employee's job performance shall be evaluated yearly by the Superintendent or his/her designee in accordance with the adopted District administrative evaluation policy, with the results of said evaluation to be made known to the Employee. The Employee will be subject to discharge for sufficient cause as provided by law.

3. The District shall pay the Employee's dues in either the Washington Association of School Administrators or the Association of Washington School Principals.

4. In addition to annual salary, the Employee shall receive the following in consideration for the faithful performance of his/her duties:

a. Twelve (12) days annual leave with compensation for illness, injury and emergencies, with unused leave to accumulate from year to year in accordance with law and District policy;

b. Holidays recognized by the District;

c. The contribution to the Everett School Employees Benefit Trust and the Health Benefits provided or offered through the Trust (medical, dental, LTD, life, voluntary short-term salary insurance) on behalf of the Employee shall be no less than that provided non-supervisory certificated staff.

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e. Leave entitlements will be no less than those provided other administrative personnel.

It is further agreed that during the employment under this contract, the Employee shall be subject to the statutes governing the public schools of the State of Washington.

The Employee and the Board of Directors of the District agree to the terms of this contract.

IN WITNESS WHEREOF, we have hereunto subscribed our names.

Signed: _____	_____	Signed: _____
Employee	Dated	Jane Hammond, Secretary Board of Directors
By: _____	_____	Dated: _____
Registrar	Dated	

The original and one copy of this contract should be signed and returned. Upon approval one copy will be returned to the Employee.

# ADMINISTRATORS SALARY PLACEMENT INTERIM -- 1996-97

<u>NAME</u>	<u>TITLE</u>	<u>STEP</u>
Riddle, Jeff	Deputy Superintendent	B
Axtell, Gary	Team Leader	C
Churn, Peggy	Team Leader	C
Holladay, Royce	Team Leader	C
Cushing, Kay	Director	D
Gunn, Michael	Director	E
Patten, Chuck	Coordinator	E*
Viger, Byron	Director	E
Firn, Gregory	High School Principal	B
VanWinkle, Lee	High School Principal	E
Anderson, Rollynn	High School Principal	E
Hume, Graham	High School Principal	B**
McGean, John	Alternative School Principal	E
Evans, Carolyn	Middle School Principal	D**
Bowers, Carole	Middle School Principal	E
Butler, Linda	Middle School Principal	E
Marriott, Virginia	Middle School Principal	E
Schaefer, Gretchen	Middle School Principal	E
McNally, Jim	Elementary School Principal	E
Schultz, Gerard	Elementary School Principal	E
Cobbs, Betty	Elementary School Principal	E
Walthall, Shirley	Elementary School Principal	C
Fisher, Linda	Elementary School Principal	E
Fulton, Martha	Elementary School Principal	B
Lansdowne, Joy	Elementary School Principal	E
Mustell, Michele	Elementary School Principal	C
Koester, Karen	Elementary School Principal	E
Dedrick, Sue	Elementary School Principal	E
Martinis, Anne	Elementary School Principal	E
Benzel, Cindy	Elementary School Principal	E
Gardiner, Sheila	Elementary School Principal	E
Riley, Deborah	Elementary School Principal	E**
Evans, John	Elementary School Principal	E
Lattyak, Jim	Supervisor	E***
Bresko, John	Coordinator	E
Campbell, Gay	Coordinator	E
Jefferis, Gary	Coordinator	E
Louviere, Ron	Coordinator	E
Robbins, Gail	Coordinator	E
Timm, Anne	Coordinator	E
Torgerson, Leann	Coordinator	E

# ADMINISTRATORS SALARY PLACEMENT (CONT.)

INTERIM -- 1996-97

June 17, 1996

<u>NAME</u>	<u>TITLE</u>	<u>STEP</u>
Hume, Graham	Asst. High School Principal	E
Pringle, Jim	Asst. High School Principal	E
Smoke, Jane	Asst. High School Principal	E
Fraker, Deanna	Asst. High School Principal	E
Sullivan, Pat	Asst. High School Principal	E
Green, John	Asst. High School Principal	E
Lombardi, John	Asst. High School Principal	C
Stearns, Steve	Asst. High School Principal	B
Evans, Lynn	Asst. Alternative School Principal	E
Moon, Bob	Asst. Middle School Principal	E
Shoup, John	Asst. Middle School Principal	B
Bond, Mark	Asst. Middle School Principal	E
Caley, Ron	Asst. Middle School Principal	E
Johnsen, Heidi	Elementary School Asst. Principal	B
Snow, Denise	Elementary School Asst. Principal	B
Baker, Lauriston	Supervisor	C
Bessemer, Ron	Supervisor	E****
Beyer, Nancy	Supervisor	E
Comeau, Juanita	Supervisor	A
Durocher, Larry	Supervisor	E
Elsaesser, Leslie	Supervisor	E
Galli, Laurence	Supervisor	B
Gutierrez, Kathleen	Supervisor	B
Jakutis, Kay	Supervisor	E
Jenkins, Scott	Supervisor	A
Kraintz, Ken	Supervisor	E
Power, Michael	Supervisor	D
Thorleifson, George Jr.	Supervisor	C
Voorhees, Sydney	Supervisor	E

\* At Director Level

\*\* Per Addendum Memorandum approved by Board at 6/17/96, 7:00 p.m. Session.

\*\*\* At Elementary School Principal Level

\*\*\*\* At Coordinator Level

**EVERETT SCHOOL DISTRICT NO. 2**  
**ADMINISTRATIVE SALARY SCHEDULE**  
**1996 - 1997**  
**(Effective July 1, 1996)**

<b>POSITION</b>	<b>DAYS</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
DEPUTY SUPERINTENDENT	224	87775	89530	91321	93147	95010
TEAM LEADER	224	77689	80020	82421	84893	87440
DIRECTOR	224	71098	73228	75425	77687	80020
HIGH SCHOOL PRINCIPAL	224	71098	73228	75425	77687	80020
MIDDLE/ALTERNATIVE SCHOOL PRINCIPAL	224	65116	67069	69081	71152	73289
ELEMENTARY SCHOOL PRINCIPAL	224	62452	64329	66259	68249	70299
COORDINATOR	224	63784	65699	67672	69701	71788
HIGH SCHOOL ASSISTANT PRINCIPAL	220	61796	63650	65556	67526	69549
MIDDLE/ALTERNATIVE ASSISTANT PRINCIPAL	220	59805	61599	63448	65352	67309
ELEMENTARY SCHOOL ASSISTANT PRINCIPAL	220	56478	58168	59914	61715	63568
SUPERVISOR	220	56478	58168	59914	61715	63568