



# FOREST LAKE AREA SCHOOLS FOREST LAKE, MN 55025

**August 4, 2011**

## **AGENDA ITEM: 9.6**

### **TOPIC: Superintendent Contract for 2012 - 2015**

**BACKGROUND:** The current superintendent's contract ends June 30, 2012. The contract specifies that the superintendent request, by 9/1/2011, that the School Board notify the superintendent if they do not plan to offer another contract.

The details of the timeline for contract notification are spelled out in Article III. Section 2, Subd. 1 – 6 of the contract which is included below.

#### Superintendent's Contract, 2009-2012:

##### ARTICLE III. DURATION, EXPIRATION, TERMINATION, AND MUTUAL CONSENT

###### Section 1. Duration:

This Contract is for a term of three (3) years commencing on July 1, 2009 and ending on June 30, 2012. The Contract shall remain in full force and effect unless modified by mutual consent of the School Board and the Superintendent, or unless terminated as provided in this Contract.

###### Section 2. Subsequent Contract:

Subd. 1. Notice by Superintendent: The notice provisions of this Contract shall obligate the School Board only if, no later than September 1 immediately prior to the expiration of this Contract, the Superintendent provides written notice to each member of the School Board calling to his/her attention the notice requirements as contained in this section; provided that, if the Superintendent provides this notice after September 1, the deadlines in Subd. 2. and Subd. 5. below shall be extended by the same number of days that the Superintendent's notice is delayed beyond September 1.

Subd. 2. Preliminary Notice – School Board: In the event the School Board is contemplating not offering the Superintendent a subsequent Contract, the School Board shall give the Superintendent preliminary, written notice of such intent not to offer a subsequent Contract within sixty (60) days of receipt of the Superintendent's written notice regarding a subsequent contract.

**(Over)**

Subd. 3. Request for Meeting: Within ten (10) calendar days after receipt of an intent not to offer a subsequent Contract as provided in Subd. 1. above, the Superintendent may request, in writing, a meeting with the School Board to discuss its intentions, the reasons therefor, and ways in which concerns of the School Board might be addressed.

Subd. 4. Meeting Between the Parties: Upon receipt of the request noted in Subd. 3. above, the School Board shall, within fifteen (15) calendar days, hold a meeting with the Superintendent.

Subd. 5. Final Action – School Board: The School Board shall delay taking final action on a subsequent Contract for at least seven (7) calendar days after the meeting between the parties. However, the School Board shall take final action on a subsequent Contract no later than December 31 and shall notify the Superintendent of such action in writing.

Subd. 6. Effect: The time line provided in this article may be extended by written agreement between the School Board Chair and the Superintendent. In such event, the School Board Chair shall confer with and notify School Board members in writing of such extension.

**PROCESS:** Written notification has been received from the superintendent requesting whether or not the School Board intends to offer a contract from July 2012 – June 2015.

**RECOMMENDATION:** Discussion and action by the School Board.