

## Policy 3308

### Administrative: Contractual Agreement

- A. The contract year for administrators is 1 July through 30 June. Regardless of contract length, each building administrator has a twelve-month responsibility for the administrator's school or assigned responsibility. Administrators' working days are set annually by the Board of Education on the official District calendar.
- B. District administrators will be evaluated according to [Policy 3304 Administrative: Personnel Evaluation](#) and [Policy 3110 Educator Evaluation](#).
- C. Corrective action, discipline, and termination of Box Elder District Administrators will be handled as outlined in [Policy 3306 Administrative: Personnel Termination](#) and [Policy 3110](#) and the [BESD Employee Corrective Discipline Handbook](#).
- D. Box Elder School District teachers who are employed as administrators will retain accrued leave.
- E. Salary will be paid according to the negotiated Administrator's Salary Schedule.
- F. For placement on the administrative salary schedule the following will apply:

Unit	Administrator	Contract Length
1	<del>Middle/Intermediate</del> Assistant Principals	213 days
2	<del>High School Assistant</del> Elementary/Interm/Middle Principals	218 days
3	<del>Elementary High School Principals/</del> Specialists	<del>22318</del> days
4	<del>Middle/Intermediate Principals-Directors</del>	<del>24023</del> days
5	<del>High School Principals-Executive</del> Directors	<del>24028</del> days
<del>6</del>	<del>District Directors</del>	<del>242 days</del>
67	Asst. Superintendents	2402 days