

Agreement
Between
Heath J. Wagner
and the
Metropolitan School District
of Steuben County

400 South Martha Street
Angola, Indiana 46703

CC: HW, SB, BS, BM
06/21/18 wew

This agreement made and entered into at Angola, Indiana, this nineteenth day of June, 2018, by and between the Metropolitan School District of Steuben County and Heath J. Wagner.

I. TERM

The School District, in consideration of the promises, herein contained, of Heath J. Wagner, hereby grants employment as Facilities and Grounds Director for a term commencing July 1, 2018 and ending June 30, 2020.

The School District, with approval of the Board of School Trustees, may by specific action and with the recommendation of the Superintendent of Schools and consent of the Facilities and Grounds Director extend the termination date of the existing agreement.

II. PROFESSIONAL RESPONSIBILITIES

DUTIES. Facilities and Grounds Director in consideration of his employment and the salary and other sums and benefits to be provided to him by the School District hereby accepts said employment on the terms and conditions herein contained and promises and agrees he will act as Facilities and Grounds Director. He will faithfully perform all the duties imposed upon him applicable to this school district by School Board Policy; the laws of the State of Indiana; and the rules, regulations and directives promulgated by any Board Commission, or other agency of the State of Indiana; as well as all proper directives of the Superintendent of Schools, his designee, and the Board of School Trustees. He shall perform all duties incident to the position of Facilities and Grounds Director. All duties assigned to the Facilities and Grounds Director by the Superintendent, his designee, and the Board should be appropriate to and consistent with the professional role and responsibility of the position held.

III. COMPENSATION

The School District shall pay the Facilities and Grounds Director a prorated annual salary of \$65,858.14 for the period of July 1, 2018 through June 30, 2020, in installments in accordance with other 12-month employees.

The Superintendent, and/or his designee, shall recommend to the Board of School Trustees annually a salary for the Facilities and Grounds Director. Following approval by the Board, the Superintendent, and or his designee, shall review the salary and term of the agreement with the Facilities and Grounds Director.

IV. PROFESSIONAL/BUSINESS EXPENSES OF FACILITIES AND GROUNDS DIRECTOR

The school district encourages the continuing professional growth of the Facilities and Grounds Director through his participation, in light of his job duties and responsibilities, in:

- A. The operations, programs, and other activities conducted or sponsored by local, state, and national educational organizations directly relating to his position as Facilities and Grounds Director. The school district will pay the Facilities and Grounds Director's membership fees to the appropriate local, state, and national organizations relating to his duties in the school district and which will help him to maintain his skills and which will benefit the school district.
- B. seminars/courses offered by public/private educational institutions;
- C. informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the Facilities and Grounds Director's professional responsibilities for the school district; and
- D. visits to other institutions.

With approval of the Superintendent, and/or his designee, the Facilities and Grounds Director will be paid expenses, as submitted by claim, in conducting the business of the school district, and shall be reimbursed for all approved expenses, as submitted by claim, for trips and professional growth activities in light of his responsibilities as Facilities and Grounds Director. All claims for expenses will be in compliance with rules and regulations prescribed by the State Board of Accounts.

V. VACATION AND OTHER BENEFITS

- A. The Facilities and Grounds Director will be granted twenty (20) paid vacation days, each contract year (July 1 to June 30), plus normal holidays as provided for all other twelve (12) month school district employees. Any of the twenty (20) vacation days not used by the end of the contract year (June 30) may be carried past June 30, but must be used by December 31 of that year. Vacation days not used by December 31 shall be added to his accumulated sick leave up to two hundred and twenty (220) days.
- B. **PERSONAL and FAMILY ILLNESS.** Fifteen days per school year accumulating to a maximum of two hundred and twenty (220).
- C. **PERSONAL BUSINESS.** Three (3) days per school year. Unused personal business days shall be transferred to accumulated personal illness days at the end of each school year.

- D. **BEREAVEMENT LEAVE.** Five (5) consecutive school days per occurrence of death of an immediate family member. In the case of the death of others, one day per occurrence shall be granted to attend a funeral outside of Steuben County, and one-half (1/2) day per occurrence shall be granted to attend a funeral inside Steuben County.
- E. **OTHER LEAVES.** Requests for leaves of absences not listed above, may be requested in writing to the Superintendent, and/or his designee for consideration by the Board.
- F. **PUBLIC EMPLOYEE RETIREMENT FUND.** The 3% individual employee contribution will be paid by the school district.
- G. **HEALTH INSURANCE.** The corporation shall contribute an amount toward the premium of the corporation's health insurance plan of the Facilities and Grounds Director's choice that is equal to the contribution amounts established in the current Master Contract.
- H. **DENTAL INSURANCE.** The corporation shall contribute an amount toward the premium of the corporation's dental plan of the Facilities and Grounds Director's choice that is equal to the contribution amounts established in the current Master Contract.
- I. **VISION INSURANCE.** The corporation shall contribute an amount toward the premium of the corporation's vision plan of the Facilities and Grounds Director's choice that is equal to the contribution amounts established in the current Master Contract.
- J. **LIFE INSURANCE.** Life insurance in an amount equal to twice (2X) the salary shall be provided by the school district minus one (1) cent per month employee contribution.
- K. **LONG TERM DISABILITY INSURANCE.** A long term disability policy shall be provided by the school district minus one (1) cent per month employee contribution.
- L. **LIABILITY INSURANCE.** Professional Liability Insurance covering the Facilities and Grounds Director shall be provided by the school district policy.
- M. **401(a) BENEFIT.**
The School Corporation will contribute an amount equal to 3% of salary to a 401(a) account sponsored by the Board approved vendor in the name of the Facilities and Grounds Director.

VI. TRANSPORTATION

The Board shall pay the Facilities and Grounds Director's mileage (at school district rate) for use of his vehicle relating to school business and that has been approved by the Superintendent of Schools.

VII. MEDICAL EXAMINATION

The Facilities and Grounds Director shall be required to submit to a complete physical examination not less than once every two years. Any report of the medical examination shall be given directly and exclusively by the examining physician to the Facilities and Grounds Director. The Superintendent of Schools shall be advised of the continued physical fitness of the Facilities and Grounds Director to perform his duties. The school district shall pay up to two thousand dollars (\$2000) for the cost of the medical examination of the Facilities and Grounds Director.

VIII. GOALS AND OBJECTIVES

Within sixty (60) days of the execution of this agreement, the Superintendent and/or his designee will meet with the Facilities and Grounds Director to establish job related and personal goals and objectives for the ensuing school year. Said goals and objectives shall be reduced to writing and be among the criteria by which the Facilities and Grounds Director is evaluated.

IX. EVALUATION

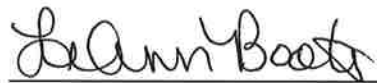
The Superintendent and/or his designee shall evaluate and assess the performance of Facilities and Grounds Director at least once a year during the term of this agreement. This evaluation and assessment shall be reasonably related to the position of Facilities and Grounds Director and the job related and personal goals and objectives for the year in question. The Superintendent and/or his designee shall share this evaluation with the Board. This evaluation shall be prior to June 30 of each school year and prior to the extension of the Facilities and Grounds Director's agreement.

If the Administration and/or Board desires not to extend the agreement of the Facilities and Grounds Director, he will be notified in writing in accordance with Indiana law.

If, during the term of this agreement, it is found that a specific clause of the agreement is illegal in federal or state law, the remainder of the agreement not affected by such a ruling shall remain in force.

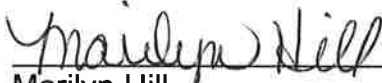
IN WITNESS THEREOF, the **SCHOOL BOARD** has caused this Agreement to be approved on its behalf by signature of all Board members, attested by the Superintendent of said school corporation. Heath J. Wagner has approved this Agreement effective on the day and year specified on this Agreement.

**BOARD OF SCHOOL TRUSTEES
OF THE METROPOLITAN SCHOOL
DISTRICT OF STEUBEN COUNTY**



LeAnn Boots
School Board President

Cory Archbold
School Board Vice President



Marilyn Hill
School Board Secretary




Kevin Beard
Board Member



Brad Gardner
Board Member

Case Gilbert
Board Member



Kimberly Hutchins
Board Member

**FACILITIES & GROUNDS
DIRECTOR**



Heath Wagner

SUPERINTENDENT



Brent A. Wilson

This Addendum to Contract was approved by vote of the Board of School Trustees at a public meeting duly held on June 19, 2018, and has been entered into the minutes. Said document is on file in the school district's Treasurer's Office.