

NORTH WEST HENDRICKS SCHOOL CORPORATION  
**BUSINESS MANAGER/ASSISTANT SUPERINTENDENT'S CONTRACT OF EMPLOYMENT**

This Business Manager/Assistant Superintendent's Contract of Employment (hereafter "Addendum") supplements the basic teaching contract of David J. Hobaugh as Business Manager/Assistant Superintendent by the Board of Trustees of the North West Hendricks School Corporation by consent of the parties.

**Parties to this Contract and Definition of Terms**

The parties to this Contract are the: "Business Manager/Assistant Superintendent" meaning David J. Hobaugh; and "Board", meaning the Board of School Trustees acting as the governing body of the North West Hendricks School Corporation.

**Employment of Business Manager/Assistant Superintendent & Terms of Employment**

The term "school year" as used in this Addendum means a period beginning on July 1 of one calendar year and concluding on June 30 of the following calendar year. The Board employs the Business Manager/Assistant Superintendent of the North West Hendricks School Corporation for an initial period beginning on July 1, 2019, and concluding on June 30, 2021, subject to the terms of this Addendum.

The parties agree that the Business Manager/Assistant Superintendent shall provide services on two hundred sixty (260) days during each school year.

**Duties of the Business Manager/ Assistant Superintendent**

The Business Manager/Assistant Superintendent is responsible for and shall perform those functions as specified in the job description for the position for which the Business Manager/Assistant Superintendent is hereby employed, as such may be amended from time to time by the Superintendent.

**Salary & Benefits**

The Business Manager/Assistant Superintendent shall be paid the sum of one hundred and eighteen thousand dollars (\$118,000.00) for the annual period of July 1st through June 30. The Business Manager/Assistant Superintendent shall be paid in twenty-six (26) equal bi-weekly installments on a schedule fixed for all employees of the Corporation.

**Paid Sick and Personal Leave**

The Business Manager/Assistant Superintendent shall have available ten (10) paid days for personal illness and five (5) paid days for personal business each school year. The total unused portion of the annual sick and personal leave allowance shall be added to prior accumulated sick leave days up to 200 days.

**Family Illness Leave**

The Business Manager/Assistant Superintendent shall have available three (3) paid days for family illness each school year accumulative to seven days. The total unused portion of family illness above the maximum accumulative seven days shall be added to prior accumulated sick leave days up to 200 days.

**Vacation Days and Paid Holidays**

The Business Manager/Assistant Superintendent shall be entitled to twenty (20) paid vacation days each school year. The Business Manager/Assistant Superintendent shall also be entitled to twelve (12) paid holidays provided to twelve month administrators in the North West Hendricks Community School Corporation. Those holidays are New Year's Eve, New Year's Day, Martin Luther King Jr. Day, Winter Break (1 day), Memorial Day, Independence Day, Labor Day, Fall Break (1 day), Thanksgiving Break (2 days), Christmas Eve, Christmas Day.

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**Bereavement Leave**

The Business Manager/Assistant Superintendent shall have available five (5) paid days for bereavement leave each school year.

**Health, Dental and Vision Insurance**

The Business Manager/Assistant Superintendent's annual health insurance premium will be 100% paid by the North West Hendricks School Corporation for individual or family plan minus one dollar (\$1.00) per year. If a high deductible health plan is chosen, the North West Hendricks School Corporation will pay \$500 monthly to the Business Manager/Assistant Superintendent to be deposited into his Health Savings Account (HSA).

The Business Manager/Assistant Superintendent's annual vision insurance premium will be 100% paid by the North West Hendricks School Corporation for individual coverage. Family coverage will be paid at 65% of the cost of coverage.

The Business Manager/Assistant Superintendent's annual dental insurance premium will be 80% paid by the North West Hendricks School Corporation for individual coverage. All other coverages will be paid at 60% of the cost of coverage.

**Term Life Insurance**

The Board agrees to provide the Business Manager/Assistant Superintendent a term life insurance policy with a face value equal to one hundred fifty thousand (\$150,000). The Business Manager/Assistant Superintendent shall contribute \$1.00 annually toward the cost of the premium for such term life insurance.

**Long Term Disability**

The Business Manager/Assistant Superintendent's long term disability insurance premium will be 100% paid by the North West Hendricks School Corporation at 66 ⅔% of salary until age 65.

**Investment Contribution**

The Board shall credit or pay the Business Manager/Assistant Superintendent \$8,000.00 plus 1.5% of the base salary which the Business Manager/Assistant Superintendent may elect to be contributed to an Internal Revenue Code Section 401(a) or 403(b) plan for each calendar year of employment for the Business Manager/Assistant Superintendent.

**Vesting**

The Board contributions (Employer contributions) made to the Business Manager/Assistant Superintendent's account with the 401(a) and 403(b) plans established by North West Hendricks School Corporation shall vest in accordance with the vesting requirements for administrators in the North West Hendricks School Corporation.

**ISTRF Employee Contribution**

In addition to the other considerations provided to the Business Manager/Assistant Superintendent by this paragraph of this Addendum, the Board shall make any contribution to the Indiana State Teachers' Retirement Fund that would otherwise be required to be paid by the Business Manager/Assistant Superintendent in accordance with his date of hire. If the date of hire is prior to July 1, 1995 the contribution will be three percent (3%). If the date of hire is on or after July 1, 1995 the contribution will be ten and one-half percent (10.5%). The date of hire is when the Business Manager/Assistant Superintendent was assigned a TRF retirement number.

All payments to the Business Manager/Assistant Superintendent are subject to federal income tax and the Business Manager/Assistant Superintendent's contribution to the Indiana

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State Teachers Retirement Fund shall be included in the Business Manager/Assistant Superintendent's salary for purposes of the Indiana State Teachers' Retirement Fund.

**Cellular Phone and Internet Device**

The Business Manager/Assistant Superintendent is required and it is essential for the performance of the Business Manager/Assistant Superintendent's duties to have a cell phone and cell phone service with both voicemail and email capacity and an internet data device. The Board will pay a \$900 technology stipend toward the cost of these devices for the Business Manager/Assistant Superintendent.

**Mileage Reimbursement**

The Board agrees to reimburse the Business Manager/Assistant Superintendent for mileage associated with corporation business at the standard rate approved by the Internal Revenue Service.

**Dues/Membership Fees for Professional Organizations**

The Board agrees to pay annually for the Business Manager/Assistant Superintendent membership in Indiana Association of School Business Professionals and Indiana Association of Public School Superintendents. The Board agrees to additionally pay not more than one thousand dollars (\$1,000.00) per school year toward the cost of memberships in any other state or national professional association(s) selected by the Business Manager/Assistant Superintendent.

**Other Benefits**

The Business Manager/Assistant Superintendent shall be entitled to all other benefits established by the Board for all management employees of the Board in the North West Hendricks School Corporation. To the extent benefits for other management employees duplicate a benefit specifically provided pursuant to this Addendum, the benefit provided by this Addendum shall be the benefit provided to the Business Manager/Assistant Superintendent. This Addendum is further supplemented by the teachers' negotiated agreement between the Board and the North West Hendricks Classroom Teachers Association. If any benefit specifically provided by the teachers' negotiated agreement duplicates a benefit provided by this Addendum, the benefit provided by this Addendum shall be provided to the Business Manager/Assistant Superintendent.

**Extension and Non-Renewal of this Addendum**

The parties agree that this Contract shall automatically be extended one school year on each June 30 effective the next day, i.e. July 1, unless a party gives the other written notice on or before the preceding January 1 that the party does not agree to the extension of this Contract. The parties agree that this shall result in a continuous two (2) year rolling Contract unless one party provides the timely written notice of the other pursuant to Indiana Code.

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**Entire Contract of Parties**

This Addendum contains all the agreed terms of employment of the Business Manager/Assistant Superintendent by the Board and will not be modified except in a written document making specific reference to this Addendum and the specific provision to be modified. Modifications to this Addendum shall be approved by both parties in the same manner that this Addendum was approved.

If required for purposes of compliance with a standard or request of the State Board of Accounts of the State of Indiana, the parties agree that they will execute one or more one year or multi-year standard teacher contracts to implement the terms of this Addendum. The parties further agree that to the extent this Addendum is inconsistent with the Business Manager/Assistant Superintendent's basic teacher contract it replaces, the terms of this Addendum shall control.

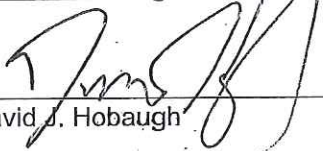
**Contract as a Public Record**

The parties agree that this Addendum is a public record under the Indiana Public Records Law, Indiana Code 5-14-3, and Indiana Code 20-28-6-2 pertaining to teacher contracts generally.


Agreed this day of November 12, 2019.

IN WITNESS WHEREOF, we hereunto set our hands and seals this day of November 12, 2019.

Business Manager/Assistant Superintendent

  
\_\_\_\_\_  
David J. Hobaugh

Board of School Trustees

  
\_\_\_\_\_  
James Diagostino, President

  
\_\_\_\_\_  
Brad Williams, Vice President

  
\_\_\_\_\_  
Cindy Griffith, Secretary

  
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Craig Peoples, Member

  
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Craig Brelage, Member