

Harmony Union School District

ADMINISTRATIVE EMPLOYMENT CONTRACT  
**K-8 Assistant Principal**

This agreement is made this 26th day of June 2024, by and between the Governing Board of the Harmony Union School District (“District”) and Stefanie Coe (“Assistant Principal”).

**TERM:**

The District hereby employs the Assistant Principal for a period of one (1) year, beginning July 1, 2024, and terminating on June 30, 2025, subject to the terms and conditions set forth below.

**SALARY:**

For the period of this agreement the Assistant Principal’s salary shall be \$131,698 plus an annual stipend for a Master’s or PhD as per adopted Certificated salary schedule. Salary will be payable in twelve (12) monthly payments.

Upon a satisfactory job evaluation, the Board reserves the right to increase the salary for any year of this contract. A change in salary shall not constitute the creation of a new contract, nor extend the termination date of this agreement.

**FRINGE BENEFITS:**

The Assistant Principal shall be entitled to receive District paid health, dental, and vision benefits. The Assistant Principal will contribute according to district formula for certificated staff towards medical benefits at the employee, employee plus 1, or employee plus family rates. All other fringe benefits offered will be provided according to the current certificated teacher contract.

**SICK LEAVE:**

The Assistant Principal shall be allocated twelve (10) days of sick leave annually. It is understood that the Assistant Principal may transfer accumulated sick leave from their former certificated employment as authorized by Education Code 44982.

**WORK YEAR:**

The Assistant Principal shall be required to render 210 days of full and regular service to the District during each annual period covered by this agreement. These days are exclusive of all federal, state or local holidays.

**DUTIES:**

The Assistant Principal is employed as a district Elementary TK-8 Assistant Principal and shall perform the duties of the Assistant Principal at the site assigned by the Board as prescribed by the laws of the State of California. The Assistant Principal is directly responsible to the Superintendent.

**EVALUATION:**

The Superintendent may evaluate and discuss the performance with the Assistant Principal and/or Board at any time during the term of this agreement. If the Superintendent determines that the performance of the Assistant Principal is unsatisfactory, the Superintendent shall communicate their evaluation to the Assistant Principal. A copy of the evaluation shall be placed in the Assistant Principal’s personnel file. The Assistant Principal shall have ten (10) days from receipt of the evaluation to respond in writing to the evaluation.

**GENERAL PROVISIONS**

**1. GOVERNING LAW AND VENUE:**

This agreement, and the rights and obligations of the parties, shall be governed by and construed in accordance with the laws of the State of California. The parties also agree that, in the event of litigation, venue shall be the proper State or Federal court located in Sonoma County, California.

**2. ENTIRE AGREEMENT:**

This agreement contains the entire agreement and understandings between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, expressed or implied, not contained in this agreement.

**3. NO ASSIGNMENT:**

The Assistant Principal may not assign or transfer any rights granted or obligations assumed under this agreement.

**4. MODIFICATION:**

This agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both of the parties.

**5. SEVERABILITY:**

If any provisions of this agreement are held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the agreement shall continue in full force and effect.

**6. TERMINATION PRIOR TO END OF CONTRACT TERM:**

If the Board elects to terminate the Employment Agreement without cause, the District will compensate the Assistant Principal for the salary which otherwise would have been due to the Assistant Principal through the end of the contract, and will continue District payment of 50% of the health and welfare benefits through the period lasting two (2) months beyond the end of the contract year.

**7. TERMINATION UPON BREACH OF CONTRACT:**


If, during the term of this contract, the Assistant Principal commits a material breach of contract or engages in any conduct set forth in Education Code Section 44932, the District may terminate the contract. Prior to termination, the District shall give written notice of the grounds for termination and an opportunity to be heard before the Governing Board in closed session.

**8. TERMINATION BY NON REELECTION:**


The Board may elect to non-reelect the Assistant Principal by notice given prior March 15 of the final year of this contract.

**9. RETREAT RIGHTS:**

In the event of termination of the administrative assignment as Assistant Principal, any retreat rights to a classroom assignment shall be made available, pursuant to Education Code Sections 44893, 44894, 44895, 44897 and 44956.5 as applicable.

  
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Signature of Assistant Principal

Date 6/26/24

  
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Signature of Superintendent

Date 6/26/24