## EMPLOYMENT OF ADMINISTRATIVE PERSONNEL

Administrative contracts will be issued annually and approved by the Board of Education. Individual contracts will be offered to the superintendent, deputy superintendent, associate or assistant superintendent, and the school district attorney. Compensation for administrators employed under their individual contracts shall include those provisions negotiated by the Board and the administrator. All other administrators will be offered standard form contracts. The standard form contract shall incorporate, by reference, the provisions of the Administrators' Handbook containing various generally applicable terms, conditions of employment, which shall be approved by the Board of Education.

## Compensation for administrators shall include:

A base salary, to be determined by the superintendent within the appropriate range set out in the <u>Administrators' Handbook</u>, and agreed to at the time of the administrative employee's initial employment;

Fringe benefits approved by the Board of Education; and

A transportation allowance, to be determined by the superintendent within the appropriate range set out in the <u>Administrators' Handbook</u>, for those administrative employees not assigned a district-owned vehicle for official use.

06/18/80

Revisions: 04/06/00; 08/22/03;03/01/12; 09/07/23 Topeka Public Schools