

Lancaster Community School District

Administration

**ADMINISTRATOR CONTRACTS  
AND COMPENSATION PLANS**

No administrator may be employed or dismissed except by a majority vote of the full membership of the Board of Education. Nothing prevents the modification or termination of an employment contract by mutual agreement of the parties. Modification in a contract may be made as authorized by state law at the end of the first year of a contract.

Administrative personnel shall file required transcripts and professional certificates with the District Administrator.

District Administrator

The Board may employ a District Administrator for a contract period conforming to state law. His/her term of employment shall begin on July 1, or at such time, in case of a vacancy, as determined by the Board. The terms of his/her employment contract, including salary and other benefits, may be adjusted upon mutual agreement of the Board and the District Administrator.

Administrative Staff

The District Administrator shall develop a process for recruiting, interviewing, and recommending principals and supervisors for appointment to the District's schools. The Board and each administrator shall enter into a written contract establishing rate of pay and other conditions of employment. At the time of appointment, principals' and supervisors' salaries shall be established by the Board on the recommendation of the District Administrator. Thereafter, annual salaries shall be determined for the ensuing year at a regular or special February meeting of the Board, or later, by mutual consent.

The term of employment for building principals shall be for a period of 12 months. An administrator's contract shall run from July 1 to June 30. The re-appointment of administrators shall be considered by the Board in January. The District Administrator shall be responsible for recommending principals and supervisors for separation from the District's schools. All provisions of state law regarding non-renewal shall be followed.

LEGAL REF: Sections 118.24 Wisconsin Statutes  
118.245  
121.02(1)(a)

PI 8.01(2)(a), Wisconsin Administrative Code

CROSS REF.: 522.1, Staff Physical Examinations

APPROVED: January 9, 1991

REVISED: June 28, 1995  
December 8, 1999  
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