

CATHOLIC ELEMENTARY PRINCIPAL/ADMINISTRATOR AGREEMENT

THIS AGREEMENT is made this day \_\_\_\_\_ of \_\_\_\_\_, 200\_\_  
for the 200\_\_-200\_\_ school year commencing (*the first day of required attendance*)  
\_\_\_\_\_, 200\_\_ and concluding (*the last day of required attendance*)  
\_\_\_\_\_, 200\_\_, by and between the Pastor/Ecclesiastical Liaison of  
\_\_\_\_\_ Catholic Elementary School  
in the City of \_\_\_\_\_, Ohio and the Principal/Administrator,  
\_\_\_\_\_.

- (1) THE PASTOR/ECCLESIASTICAL LIAISON agrees to employ, and the Principal/Administrator, first having been officially certified/licensed, agrees to devote full time as a Principal/Administrator on the staff of \_\_\_\_\_ Catholic Elementary School for the 200\_\_-200\_\_ academic school year only. This Agreement is between the Principal/Administrator and the \_\_\_\_\_ Parish/School on behalf of the parish/school and not with the Roman Catholic Diocese of Cleveland nor the Bishop of the Roman Catholic Diocese of Cleveland or on behalf of the religious community to which the Pastor/Ecclesiastical Liaison may belong.
- (2) THE PRINCIPAL/ADMINISTRATOR agrees to perform administrative duties effectively and efficiently and in cooperation with the Pastor/Ecclesiastical Liaison and others in the school; to attend school functions and in-service training as required; to respect the Catholic and Christian spiritual values of the students and to aid in students' Catholic and Christian formation by exemplifying in the Principal's/Administrator's own actions the characteristics of Catholic and Christian living; to conduct himself/herself and live in accordance with Catholic principles and Catholic doctrine and be outstanding for his/her correct doctrine and integrity of life; to comply with applicable Canon Law of the Roman Catholic Church, and to abide by the established rules, regulations, and policies of the schools as contained in the School's Faculty Handbook. In the absence of such a Handbook, the Diocese of Cleveland Handbook for Elementary Schools will serve as the controlling document relative to established rules, regulations, and policies. The Principal/Administrator agrees and understands that upon execution of this Agreement, the Principal/Administrator is obligated to perform services during the entire period of the Agreement in accordance with and during the established days of the school calendar and schedule.
- (3) THE PASTOR/ECCLESIASTICAL LIAISON agrees to pay the Principal/Administrator the total sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ ) for the 200\_\_-200\_\_ school year, which sum will be paid over a period of 24 payments, the first of which is to be made on the first pay period after the opening of school in September.

- (4) This Agreement creates no right, or right of expectation, in either the Principal/Administrator or the Pastor/Ecclesiastical Liaison for employment in any academic years beyond the academic year indicated above. This Agreement contains the entire Agreement of employment between the parties, and no prior agreements, statements, representations, or promises shall be effective or binding on either the Principal/Administrator or the Pastor/Ecclesiastical Liaison. Any amendments to, or modifications of this Agreement will not be valid or enforceable unless in writing signed by both the Principal/Administrator and the Pastor/Ecclesiastical Liaison.
- (5) It is understood and agreed that a condition of this employment Agreement is prior full compliance with provisions of the Ohio Revised Code Section 3319.39 regarding the Bureau of Criminal Identification and Investigation (BCII) criminal records check for school personnel engaged in the care, custody, and control of children. The undersigned Principal/Administrator understands that he/she will be responsible for the payment in full of the administrative fee attached to the BCII record check. In addition, it is understood that should a BCII check reveal that the undersigned Principal/Administrator has been found guilty of the commission of any crime, as described in ORC 3319.39, the undersigned Principal's/Administrator's employment, as created by and through this Agreement, will be immediately terminated.
- (6) The Principal/Administrator hereby acknowledges that \_\_\_\_\_ Parish/School, in compliance with the provisions of ORC Section 3319.39 will forward his/her fingerprints to the BCII for a complete criminal record check. The Principal/Administrator hereby releases \_\_\_\_\_ Parish/School, the Pastor/Ecclesiastical Liaison from any and all liability of any type as a result of their providing the above-mentioned information to BCII or their authorized agents. Further, the Principal/Administrator hereby releases and discharges \_\_\_\_\_ Parish/School, its Pastor/Ecclesiastical Liaison, employees, the Roman Catholic Diocese of Cleveland, the Bishop of the Roman Catholic Diocese of Cleveland, the Office of Catholic Education, and all their agents, successors and assigns from any and all liability that may arise from this investigation of his/her background as set forth herein.
- (7) The Principal/Administrator shall perform all duties effectively and efficiently. This Agreement may be terminated by the Pastor/Ecclesiastical Liaison during its term for cause, including but not limited to: ineffective teaching, incompetence, inefficiency, violations of the rules and regulations of \_\_\_\_\_ Parish/School, violation of applicable Canon Law of the Roman Catholic Church, insubordination, neglect of duty, and/or for any other acts of misfeasance, malfeasance, and nonfeasance. The Pastor/Ecclesiastical Liaison may also suspend the Principal/Administrator during the term of this Agreement for cause.

