

ARCHDIOCESE OF OMAHA
CATHOLIC SCHOOL TEACHER CONTRACT OF EMPLOYMENT

AGREEMENT: Dated _____, 20____, between _____ of _____, Nebraska, hereinafter called "Employer," and _____ hereinafter called "Employee."

1. **EMPLOYMENT:** The Employer hereby employs the Employee and the Employee accepts employment upon the terms and conditions set forth below.

2. **TERMS:** Subject to the provisions for termination as hereinafter provided, the terms of this agreement shall be for the _____ school year, with a calendar of hours/days which includes teacher in-service days, which is to be specified by the Employer, and may be listed in Attachment "A".

1. **COMPENSATION:** For all services rendered by the Employee under this agreement, the Employer shall pay the Employee a salary of \$_____ a year, payable in _____ equal monthly installments, less deductions required by law or permitted under the terms of this contract.

a) **ADDITIONAL COMPENSATION.** Whenever additional compensation is to be paid for duties other than those specified in paragraph 4, these responsibilities shall be listed in Attachment "A". This attachment shall describe the nature of the additional duties, additional compensation, and hours involved. If Attachment "A" is used, Employer and Employee shall sign the agreement.

b) **FRINGE BENEFITS.** Details of the fringe benefits available to the Employee as a part of the contract shall be listed in Attachment "A".

4. **DUTIES:** The Employee is engaged as a teacher and, in that capacity, shall provide quality instruction to all students assigned to his or her responsibility in a professional manner. In addition to teaching the classes assigned, the Employee shall:

- a) support the teachings of the Catholic Church;
- b) show respect for all students, staff and school community members;
- c) provide appropriate learning opportunities for all students;
- d) supervise assigned school activities;
- e) provide a safe, secure learning environment;
- f) teach the approved curriculum of the Archdiocese;
- g) assume school responsibility for care of classrooms and school property;
- h) maintain student discipline;
- i) participate in faculty, in-service, and grade curriculum meetings;
- j) attend teacher pre-service meetings, in-service meetings, parent-teacher conferences, and designated Home and School Association meetings; and
- k) perform all the regular duties, which are generally assigned to all faculty members and are reasonably associated with the implementation of the defined school program and school improvement process.

5. **HOURS:** The Employee shall report each day the school in is session no later than _____ A.M., and shall remain after dismissal of school until at least _____ P.M.; and/or:

- a) for such length of time required to give special assistance to students;
- b) until the Employee's students have left the school; and/or
- c) for the duration of any faculty or in-service meetings held.

6. **PERSONAL AND/OR SICK LEAVE:** The Employee shall be allowed _____ days with pay for personal leave, and _____ days with pay for sick leave. Employer shall pay the salary of a substitute teacher during this period of absence of the Employee. The Employee shall notify the Principal of any other absence, that is, critical illness, death, funeral in family, etc., as soon as possible, but no later than _____ A.M. on the day of the absence. Deductions shall be made from the Employee's salary for additional absences at the teacher's contracted per diem rate of pay \$ _____ for each day of absence. Request for remuneration for extended absences, due to unusual illness or other circumstances, may be presented to the Pastor/Administrator for consideration.

7. **FREEDOM TO CONTRACT:** The Employee warrants that she or he is not under contract with any school, school board, or board of education covering a part or all of the same period of time of performance as is contemplated by this contract.

8. **SAFE ENVIRONMENT TRAINING AND VALID TEACHER'S CERTIFICATE:** As conditions precedent to the validity of this contract, the Employee shall become certified under the Archdiocese of Omaha Safe Environment Program and warrants that she or he is presently in possession of a valid Nebraska State Teacher's Certificate and that such certificate will be valid for the term of this contract. The Employee shall furnish such valid certificate and an official copy of Employee's current transcript of credits.

9. **TERMINATION:** This contract may be terminated or altered by mutual agreement of the parties. Furthermore, this contract may be terminated immediately, without notice or hearing, in the event of conduct in violation of Catholic Church doctrine, marriage in violation of Catholic Church doctrine, failure to maintain certification under the Archdiocese of Omaha Safe Environment Program, or any other conduct which reflects grave discredit upon the school.

In the event the contract is terminated for cause other than the conduct described above, a written notice of such intent to terminate shall be delivered personally or mailed to the Employee not less than twenty (20) days before said contemplated termination date. Termination for cause includes, but is not necessarily limited to, any one or more of the following: immorality, intemperance, cruelty, neglect of duty, general neglect of the business or policies of the school, incompetence, unprofessional conduct or mental incapacity, any violation of the civil or criminal law involving moral turpitude, or conduct tending to seriously impair Employee's continued viability as a teacher. The Employee shall be apprised in writing of the cause or causes for discharge, and the Employee may request in writing a hearing before the Employer's Board of Education Hearing Committee to review the cause for discharge. Such request for a hearing must be made to the school Principal within ten (10) days of receipt of the termination notice.

If the Hearing Committee finds the employee was discharged for just cause, the termination shall stand and be final. If the Hearing Committee finds the Employee was discharged without just cause, the Employee shall be reinstated to his or her position.

10. **CONTRACT OFFER:** If the Employer intends to offer the Employee a teaching contract for the next school year, the Employer shall notify the Employee of the intent to offer on or before March 15 of the current school term. If intent to offer is accepted, the Employer and Employee shall execute a new agreement on or before April 15 of the current school term, to be effective for the ensuing school year term.

11. **AMENDMENT:** This contract can only be amended in a writing signed by both parties. Only the Principal or President is authorized to sign an amendment on behalf of Employer.

APPROVED BY:

President

Principal

SIGNED BY

Teacher

Date

TEACHER CONTRACT OF EMPLOYMENT
ATTACHMENT "A" For Year: 2014-2015

Authority of Corporation
2014-2015 Contract

AS SPECIFIED, BENEFITS (SUBJECT TO ANY ELIGIBILITY OR VESTING REQUIREMENTS) IN ADDITION TO SALARY:

CONTRACTED HOURS/ DAYS, INSERVICE DAYS (OPTIONAL):

OTHER DUTIES WITH ADDITIONAL COMPENSATION PROVIDED:

Employer

Employee

Date

Date

Nebraska Teaching Certificate: Type/Number:_____ Expiration Date_____

Endorsement(s):_____ Social Security Number _____

Degrees/Years:_____

Years of Teaching Experience: _____
Public SchoolsCatholic SchoolsPresent School