

<b>POLAND SCHOOL COMMITTEE</b>	<b>CODE: CBDA</b> Page: 1
<b>SUBJECT: SUPERINTENDENT’S CONTRACT—ALLOCATION OF SERVICES</b>	
<b>DATE OF ORIGINAL POLICY:</b> November 2004 <b>DATE OF NEXT REVIEW:</b> November 2009 <b>CANCELS POLICY CODE:</b> <b>REVISION DATE:</b>	
<b>JURISDICTION:</b> Poland, Mechanic Falls, Minot	

For the purpose of providing administrative services, School Union #29 is comprised of the following administrative units:

Mechanic Falls  
Minot  
Poland

The Union #29 School Committee shall determine at its annual December meeting the amount of service to be performed by the Superintendent in each administrative unit for the ensuing fiscal year. The Union #29 School Committee shall also determine the minimum number of visits to be made by the Superintendent to each of the schools within the Union during the school year.

In addition, the Union #29 School Committee shall determine annually the percentage of costs to be paid by each unit, including costs for the Superintendent’s services and for Central Office support, including office assistants, supplies, utilities, and other office expenses.

The allocation of the Superintendent’s services and costs shall be reflected in the Written Plan of Cost Sharing form submitted annually to the Commissioner with the Superintendent’s Certificate of Employment.

Legal References: 20-A M.R.S.A. §§ 1053, 1054, 1901, 1902, 1903

Cross Reference: CBD - Superintendent’s Contract

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**SIGNATURE BLOCK:**  
Poland School Committee

_____ Ike Levine	_____ DATE
_____ Peter Bolduc	_____ DATE
_____ Jack Conway	_____ DATE
_____ Norman Davis	_____ DATE
_____ Laurie Levine	_____ DATE