

CHIEF BUSINESS OFFICIAL'S CONTRACT

The Agreement is between the Petaluma City (Elementary) School District and the Petaluma Joint Union High School District ("District") and Chris Thomas ("Chief Business Official - CBO")

1. Term. The Board hereby employs the Chief Business Official for a period beginning on July 1, 2016 and terminating on the 30th day of June 2019. Every year, following evaluation, the Superintendent shall consider extending the Chief Business Official's contract to the full three-year term.

2. Salary. The base salary of the Chief Business Official shall be \$155,000 per year, during the term of the agreement. The Chief Business Official's base salary will be increased annually to \$157,325 in 2017-18 and \$159,684 in 2018-19. The Chief Business Official will also be paid the same advanced degree annual stipends as those received by other members of the Management Team.

3. Professional Associations. The Chief Business Official shall endeavor to maintain and improve her professional competence, including subscription to and reading of appropriate periodicals, and joining and participating in appropriate professional associations and their activities, the cost of such subscriptions, memberships and activities, including reasonable release time, to be borne by the District;

4. Participation and Support of Community Organizations. The Chief Business Official shall participate in and support community organizations, with the cost of such participation and support to be incorporated in the Chief Business Official's discretionary funds;

5. Work Year. The Chief Business Official's work year shall be 223 days. By July 15 of each school year during the term of her contract the Chief Business Official will submit to the Superintendent a tentative schedule showing duty and non-duty days during the school year. As needed, the schedule shall be updated and modified by the Chief Business Official.

6. Evaluation. The Superintendent shall meet annually with the Chief Business Official to discuss and evaluate the performance of the Chief Business Official. Her evaluation shall be based on the position description and the mutually agreed upon and specified District goals and objectives in accordance with the procedures outlined in District policies.

7. Fringe Benefits.

A. Health and Welfare. The Chief Business Official shall be entitled to receive all health, welfare, and fringe benefits of employment enjoyed by other management employees in the District. All statutes applicable to sick leave and disability leave shall apply. The Chief Business Official shall be credited with twelve (12) sick leave days per year.

B. Automobile. The Chief Business Official is authorized to charge up to \$200 per month, on a credit card issued by the District, for expenses related to mileage (including gasoline) and maintenance.

C. Expense Reimbursement. Actual and necessary expenses incurred by the Chief Business Official when on school district business and attendance at meetings and conferences shall be reimbursed.

D. Phone. The Chief Business Official is authorized to either receive a District Cell Phone or elect to take the \$50.00 per month phone allowance and use her private phone for business use.

8. General Provisions. The contract is subject to all applicable laws of the State of California, to the rules and regulations of the State Board of Education, and to the lawful rules and regulations of the Governing Board of the Petaluma City Schools. Said laws, rules, regulations, and policies are hereby made a part of the terms and conditions of their contract as though fully set forth herein.

9. Modification. Any modification of the Agreement shall be made only by written agreement between the parties.

10. No Other Employment. The Chief Business Official certifies that she has not entered into a valid contract of employment with the Governing Board of another school district which will in any way conflict with her employment (Code of Administrative Regulations, Title 5, Section 5500).



Chief Business Official

3/17/16

Date

BOARD OF EDUCATION OF
PETALUMA CITY SCHOOLS

By: 

Superintendent

3/17/16

Date