



Revised Model Superintendent Contract

The Minnesota School Boards Association and the Minnesota Association of School Administrators are happy to provide to member districts and administrators a **revised Model Superintendent Contract**.

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Links to the contract are housed on the password-protected members-only section of the MASA website for future access: www.mnasa.org/superintendent-contracts.

The Model Superintendent Contract has been in effect and used throughout the state for many decades. It is consistent with state statutes regarding Minnesota superintendent contracts and other employment law rights and obligations and also with what MSBA and MASA see as best practices in a fair and efficient contract between a district and its chief executive officer. It is the product of many years of experience and a balanced treatment.

As in previous versions, the revised Model Superintendent Contract consists of twelve articles setting forth the basic components of the employment relationship and from term to termination to benefits to indemnification and other key employment rights and obligations. The central contractual provisions are in regular font and notes about the reason for some key provisions and alternative language and obligations are in italicized font.

The revised contract incorporates all of the current contract with the following updates and revisions:

ARTICLE II APPLICABLE STATUTE

The revised contract adds a paragraph that would cover combined positions when a superintendent's employment is governed both by term contract statutes governing superintendent's contract and the continuing contract statutes for any continuing contract component of a combined position.

ARTICLE IV, Section 4

The revisions include a notice of intent provision to contractually obligate the parties to resolve contract negotiations before the end of a current contract. Current contract terms are carried over into the new contract if final details are still being negotiated.

**ARTICLE V
DUTIES**

The note provisions acknowledge the importance of administrative leave qualifying for TRA service benefits if possible.

ARTICLE VI

Here, there are certain revisions to the sick leave and medical leave provisions bringing some clarity to the definitions and procedures in these leaves. There is also added an earned sick and safe time (ESST) provision making sure the contract is in line with state's new ESST statute. These provisions are designed to be flexible with various district's needs and policies.

ARTICLE XI

Section 2. Indemnification and Provision of Counsel

Here, the revised contract adds provisions allowing for indemnification defense costs when a superintendent is involved in an investigation of a matter that does not result in disciplinary action or in which the superintendent is merely a witness to a complaint and incurs fees and costs.

Questions can be directed to MASA or MSBA for any clarifications.

Sincerely,
Deb Henton
MASA Executive Director

Gary Lee
MSBA Deputy Executive Director