

Kingsport City Schools

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1 The superintendent of schools shall determine the administrative needs of the school system and issue
2 employment contracts to each administrator. Each principal shall have a performance contract.
3 Contracts may vary with respect to the number of working months per year and the term in years.

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5 Work days and holidays may vary and are based on the number of working months per year. These
6 days shall be established by the Board.

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8 Within the contract, the superintendent shall determine administrative leave (vacation) days. Unused
9 administrative leave (maximum of one year allotment) shall be carried forward from year to year.

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11 Kingsport City Schools shall be represented on the Employee Benefits Committee of the City of
12 Kingsport, comprised of members from the City of Kingsport and Kingsport City Schools, to review
13 and make recommendations on the employee benefits to the respective Boards.

14 **Non-Licensed or Classified Positions**

15 *Contracts*

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19 All persons who are employed in a position for which no teaching license is required shall be hired on
20 an at-will basis by the superintendent of schools¹ and shall have no expectation of continued
21 employment with the school system. Accordingly, the superintendent may transfer, suspend, or dismiss
22 any such employee at any time and for any reason that in the sole discretion of the superintendent is
23 consistent with the efficient operations of the schools;² provided, however, that before dismissing any
24 such employee for an offense that would preclude reemployment in the school system or misconduct
25 that would disqualify such employee from receiving unemployment benefits, the superintendent shall
26 provide the employee with written notice of the reasons that the superintendent is considering dismissal
27 and provide the employee up to three (3) business days to request a meeting with the superintendent to
28 respond to and discuss the proposed action. The decision of the superintendent shall be final. Except
29 as may otherwise be required by federal law, if the superintendent suspends such employee, it shall be
30 without pay. If the employee is retained the employee may be paid consistent with what would have
31 been the employee's regular work hours (no overtime shall be included) for the period of suspension,
32 unless suspension without pay is deemed to be an appropriate penalty.

33 *Compensation*

34 Within the restrictions of the sources of income available to the Board of Education, Kingsport City

1 Schools shall maintain a plan to compensate non-licensed/classified employees at levels commensurate
2 with those established for similar positions in surrounding and comparable school systems. The
3 compensation plan shall also be commensurate to the levels of responsibility, special training and
4 educational requirements for each position. The Board shall annually review and authorize any “step”
5 (incremental increase for service) and/or cost-of-living adjustments.
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7 **TEACHERS**

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9 *Contracts*

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11 Public school teachers are contracted with the Superintendent of Schools in accordance with State law,
12 as determined by system needs.

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14 *Compensation*

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16 Public school teachers shall be compensated under a separate plan administered by the Board under
17 Tennessee public law.

Legal References

1. TCA 49-2-301(b)(1)(FF)
2. TCA 49-2-301(b)(1)(EE)