ADDENDUM TO ADMINISTRATORS' CONTRACTS

This addendum made & formalized July 1, 2026, between the **New Prairie United School Corporation (Employer)** and **Heidi West (New Prairie Middle School Principal)**

The Employer and the Administrator hereby mutually agree to the following term which shall supplement the terms set forth in the Regular Teachers Contract executed this 1st day of July, 2026, by the Employer and the Administrator.

I. INSURANCE

The employer shall provide the Administrator the following insurance benefits:

A. Coverage

1. Term Life ($100,000)
2. Hospital & Medical Insurance - Group Plan
3. Long-Term Disability Insurance

B. Costs

Employer will pay all premium costs except One Dollar ($1.00) for purchase of the insurance coverage set forth in Item "A" above for High Deductible Health Insurance Plans only. Administrators electing to stay on PPO 1 must pay the difference in total premium costs between high deductible and PPO 1 plans for the calendar year. Administrators that are High Deductible plan participants will receive $1500 annually into a health savings account for an individual single plan, $4000 annually into a health savings account for a family plan, or $6000 into a health savings account for joint spouse NPUSC admin employee situations on a family high deductible plan.

II. VACATION/LEAVE DAYS

A. Personal Leave

Four (4) personal leave days per year. Unused days will accumulate and be added to sick leave.

B. Vacation/Holidays Days

Administrators are eligible for the following holidays:

July 4		
Labor Day	Christmas Eve	Good Friday
Thanksgiving Day	Christmas Day	Memorial Day
Day after Thanksgiving	New Year's Eve	New Year's Day
Martin Luther King Day		

When schools are closed to students and teachers for traditional observances of holidays and vacations as mentioned in the contract, administrative personnel are not expected to be in attendance.

C. Sick Leave

1. Ten (10) sick days each succeeding year after the administrator receives ten the first year.

2. Unused sick leave days shall accumulate to a maximum of 186 days.

D. Sick Bank

A sick bank has been established to enable administrators to draw from the bank for additional days when they are in need.

1. All personal and sick days must be used first;

2. The administrator shall provide a physician's statement verifying the need for additional sick days;

3. The bank days requested shall apply to days prior to the date when the administrator's long-term disability insurance could or would commence;

4. The sick bank days shall take effect immediately following the exhaustion of the administrator's personal and sick days providing the above conditions have been met.

5. Administrators may contribute only their sick days to the bank fifteen (15) days prior to the end of the second semester. A contribution form will be sent to each administrator by the Central Office.

III. TEACHER'S RETIREMENT FUND CONTRIBUTIONS:

The Employer shall pay to the Teacher's Retirement Fund, on behalf of the Administrator, three percent (3%) of the Administrator's compensation for his/her member's share of required Teacher's Retirement Fund contributions.

IV. The Administrator is eligible for all benefits equal or better than those afforded to teachers.

V. AUTOMOBILE

Mileage will be reimbursed at the current IRS rate.

VI. CONFERENCES

Administrators may attend conferences upon approval of the Superintendent.

VII. Nothing in this Addendum is intended to modify or in any way effect the provisions for the termination of an administrator's contract.

VIII. SEVERABILITY

If any item in this Addendum is held invalid by any court or other tribunal of competent jurisdiction, such invalidity shall not affect the remaining provisions of this Addendum which are and shall remain severable.

This Addendum is so attested to by the parties whose non-salary signatures appear below.

SCHOOL BOARD OF THE NEW PRAIRIE UNITED SCHOOL CORPORATION

_____	_____
President	Superintendent
_____	_____
Secretary	Administrator
_____	_____
Date	Date