

Jefferson Academy Charter School  
9955 Yarrow Street  
Broomfield, CO 80021

### AT-WILL AGREEMENT FOR PRINCIPAL

THIS AGREEMENT is entered into as of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_ between Jefferson Academy, a Colorado nonprofit corporation and charter school (hereinafter the “School”) and \_\_\_\_\_ (hereinafter the “Principal”).

1. Duties. The Principal shall perform the duties of the Principal of the \_\_\_\_\_ (elementary, junior high or senior high) as prescribed by the Charter, the job description and the laws of the state of Colorado. The Principal shall have such powers and duties as are delegated to him by the School Superintendent and/or the Board. The Principal shall execute all powers and duties in accordance with the policies adopted by the Board and the Charter.
2. Principal Responsibilities. The Principal shall report to the School Superintendent. The Principal shall have primary responsibility for executing Board policy in the \_\_\_\_\_ school. The Principal shall fulfill responsibilities assigned by the School Superintendent.
3. Evaluation. The School Superintendent will evaluate the Principal at least twice yearly. The Board will evaluate the Principal in the spring of the year. Board evaluations of the Principal may occur more often as is deemed necessary. The Principal will be evaluated on objectives established by the Principal in conjunction with the School Superintendent. The Board may from time-to-time have input on Principal performance objectives. No right of continued employment is created by the provision of regular or periodic evaluation of performance.
4. Performance Objectives/Job Targets. On or before August 1 of each year under this agreement, the Principal and the School Superintendent shall establish performance objectives and submit those performance objectives to the Board for review at the August Board meeting.
5. Work Year. The Principal is required to render 210 working days per year. The Principal will be entitled to 5 sick days and 2 personal days during that time period.
6. Outside Employment. Principal shall not engage in any other employment or in any private business during the hours required to fulfill assigned duties. A Principal must have the School Superintendent’s prior, written permission before he can engage in any employment outside of such time.

7. Renewal or Agreement. The board will review on at least an annual basis whether it wishes to continue the employment relationship with the Principal. Such annual review shall not be interpreted as creating an at-will agreement for a specified term and the employee relationship shall remain at will.
8. Termination of At-Will Agreement. Should the Principal voluntarily seek employment elsewhere during the term of this at-will agreement, he shall inform the School of his intentions to do so.
9. At Will Employment. Principal and School agree that this employment agreement is not an agreement for employment for any minimum term. All employees at the School are at will employees. This means that either the Principal or the School may terminate the employment relationship at any time for any reason or no reason. Principal acknowledges and agrees that no representative or agent of the School has any authority to modify the at will status of the employment relationship unless such modification is in writing and specifically approved by the Jefferson Academy Board of Directors.

\_\_\_\_\_ initials of Principal regarding paragraph 9

\_\_\_\_\_ initials of School representative regarding paragraph 9

This agreement shall be in effect commencing \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
JA Board President

\_\_\_\_\_  
Principal