

Johnston County Board of Education

CHIEF FINANCIAL OFFICER

1. **TERM OF APPOINTMENT:** The Johnston County Board of Education ("Board") hereby employs, and Stephen Britt ("Mr. Britt" or "Chief Financial Officer") hereby accepts employment as Chief Financial Officer for Johnston County Public Schools for a term commencing July 1, 2020, and ending on June 30, 2024.
2. **DUTIES/COMPENSATION:** In consideration of the compensation set out below, Mr. Britt agrees to perform faithfully the duties assigned by the Superintendent or Board and to comply with applicable laws, policies, regulations and procedures. The Superintendent may alter these duties at any time. The annual salary shall be as provided within the State salary schedule (School Administrator VII – State salary schedule), plus any applicable local supplement with a starting annual salary of \$125,000 effective July 1, 2020. This salary will automatically increase to the same extent that the General Assembly increases the State School Administrator VII salary range. The Chief Financial Officer is eligible for an annual retirement program contribution, not to exceed \$5,000 per year.
3. **CREDENTIALS:** The employee certifies that he holds, or is qualified to hold, the appropriate certification that will allow him to act as the Chief Financial Officer and will continue to maintain this certification through the term of this contract and maintain his CPA (Certified Public Accountant) license. In addition, he will obtain the required number of renewal credits the state requires for each year of his employment.
4. **HEALTH CERTIFICATION:** The Chief Financial Officer must comply with G.S. 115C-323 concerning the health certificate required for teachers and other school employees.
5. **REIMBURSEMENT OF EXPENSES:** The Board shall reimburse the Chief Financial Officer for travel required in the performance of official duties during employment under this contract. The Board will reimburse the Chief Financial Officer for all "out-of-pocket" professional expenses that are directly related to travel and subsistence, as well as other miscellaneous expenses which may be incurred in the performance of duties as Chief Financial Officer. The Board shall provide the Chief Financial Officer with transportation required in the performance of his official duties during his employment under this contract or shall provide him with mileage at the allowable State reimbursement rate.
6. **PROFESSIONAL ORGANIZATIONS:** Consistent with budgetary constraints, and with the approval of the Superintendent, the Board will pay the dues for the Chief Financial Officer to join at least one professional organization up to a maximum of \$300.00. The Board shall reimburse the Chief Financial Officer for reasonable expenses to attend professional conferences as needed for the Chief Financial Officer to fulfill the duties of the position. Additionally, to enhance the professionalism of the Chief Financial Officer, he shall receive membership to the NCASA/PAPA. For these and all other expenses, the Chief Financial Officer shall comply with Board policies and procedures for reimbursement.
7. **BENEFITS:** The Chief Financial Officer shall receive life and health insurance coverage and other personal benefits accorded to professional employees of the school administrative unit as provided by law.
8. **LEAVE ALLOWANCES:** The Chief Financial Officer shall receive annual leave, sick leave, and legal holidays as provided by State law and regulations. The Chief Financial Officer may accumulate vacation and sick leave to the extent permitted by regulations and law.
9. **MODIFICATIONS:** This contract may be modified or amended with the written consent of the Board and the Chief Financial Officer. All terms are subject to modification or amendment unless otherwise provided by law.
10. **RESIGNATION:** The Chief Financial Officer shall give 60 days prior written notice to the Superintendent of his intent to resign during the term of the contract or his intent not to seek renewal of this contract.
11. **BREACH CONSEQUENCES:** The Chief Financial Officer shall fulfill all aspects of this contract, with any exceptions being by mutual written consent of the Chief Financial Officer, Superintendent, and Board. Failure to fulfill the obligations of this contract is sufficient and just cause for discharge of the Chief Financial Officer.

12. **REASSIGNMENT**: This contract does not create a right on behalf of the Chief Financial Officer to any particular position, title, or job responsibilities. The Superintendent may reassign the Chief Financial Officer to another position provided that the Chief Financial Officer's salary amount is not reduced during the term of the contract.

13. **DISMISSAL**: Throughout the term of this contract, the Chief Financial Officer shall be subject to discharge for good and just cause as provided in G.S. 115C-278; provided however that the Chief Financial Officer shall have the right to written charges, notice of hearing, and a hearing before the Board. At any such hearing before the Board, the Chief Financial Officer shall have the right to be present and to be heard and to be represented by counsel. If the Chief Financial Officer chooses to be accompanied by legal counsel at the hearing before the Board, he will assume the cost of his legal expenses. The Chief Financial Officer agrees that the Board may reduce the salary set forth in this agreement or terminate the Chief Financial Officer's employment if the Superintendent and Board determine that a salary reduction or dismissal are warranted based on reduced funding available to the school district.

14. **SAVINGS CLAUSE**: If, during the term of this contract, it is found that a specific clause of this contract is illegal under federal or state law, the remainder of the contract, not affected by such a ruling, shall remain in force

Approved by the Board of Education, this the 18th day of June, 2020.

JOHNSTON COUNTY BOARD OF EDUCATION

_____(SEAL)
Todd Sutton, Chair

ATTEST:

Secretary (SEAL)

CHIEF FINANCIAL OFFICER

_____(SEAL)
Stephen Britt

This instrument has been pre-audited in the manner required by the School Budget and Fiscal Control Act.

Schools Finance Officer

Date