

August 27, 2018

DONALD L. MILLS
109 CHISHOLM DRIVE
BOERNE, TX 78006

Dear DONALD L. MILLS,

It is with great pleasure that we extend an offer of employment to you to join **MEADOWLAND CHARTER DISTRICT** under the following terms:

- Title/Reporting: Your title will be **SUPERINTENDENT** reporting to the **MEADOWLAND CHARTER DISTRICT BOARD OF EDUCATION**. Your duties will include those described in the attachment to this letter, and such other duties consistent with your position as the **MEADOWLAND CHARTER DISTRICT BOARD OF EDUCATION** may assign to you from time to time.
- Dates of Employment: Beginning **JULY 23, 2018**, expected to continue through **JUNE 24, 2019**. Notwithstanding the foregoing, nothing herein is intended to alter the at-will status of your employment.
- Compensation: As compensation for your services to the School, you will receive a base salary at the rate of **\$149,952.60 per annum** (less applicable deductions and withholdings), payable in equal installments on a monthly basis in accordance with the School's regular payroll practices.
- Compliance with Policies and Procedures: You agree to comply fully with all of the School's policies and procedures, including but not limited to, all terms and conditions set forth in the School's Employee Handbook, as amended from time to time (the "Employee Handbook"), and any other memoranda and communications pertaining to the School's policies, procedures, rules and regulations. Failure to comply with all such policies, procedures, rules and regulations will be grounds for disciplinary action by the School, up to and including termination.
- Paid time off: You will receive paid personal leave and other paid leave in accordance with the Employee Handbook.
- Benefits: You will be eligible to participate in the employee benefits that are offered from time to time to staff, subject to the terms and conditions of those plans. Please see the Employee Handbook for further details concerning these benefit plans.

Nothing in this offer letter is intended to create a fixed term of employment at Meadowland Charter District. Your employment with the school district is on an *at-will* basis, meaning that Meadowland Charter District will be free to terminate your employment at any time, with or without cause, and with or without notice, and that you will be free to resign your employment with Meadowland Charter District at any time.



MEADOWLAND CHARTER DISTRICT

Administrative Offices: 216 E. Blanco Rd #101, Boerne, TX 78006
Oaks Academy ~ Lakes Academy ~ Stepping Stones Academy
Meadowlanddistrict.org ~ p: (830) 331-4094

This offer of employment (as well as continued employment) is subject to final reference checking and satisfactory completion of the School's pre-employment and random screening process. Prior to commencing employment with the School, you will be required to certify in writing that you have received the Employee Handbook and acknowledge the policies and procedures set forth therein.

If you accept this offer, please sign and date this letter in the space provided below, and return to the Director of Student & Staff Services to indicate your acceptance.

We look forward to you continuing on our team at Meadowland Charter District.

Sincerely yours,

Carolyn Alley
Board President

By signing below, I hereby acknowledge and accept the above offer of at-will employment to join MEADOWLAND CHARTER DISTRICT as SUPERINTENDENT for the 2018-2019 school year.

Donald L. Mills, Ed.D.

Name: Donald L. Mills, Ed.D

August 30, 2018

Date