

Contract of Employment
Superintendent of Schools, ██████████ Massachusetts

THIS AGREEMENT, made as of July 1, 2025 by and between the ██████████ School Committee, hereinafter referred to as the "Committee," and ██████████ hereinafter referred to as the "Superintendent."

WHEREFORE, in consideration of the promises herein contained, the parties hereto mutually agree as follows:

1. **EMPLOYMENT:** The Committee hereby agrees to continue to employ ██████████ as Superintendent of the ██████████ Public Schools, and the Superintendent hereby accepts continued employment on the terms and conditions set forth herein.
2. **TERM:** This Agreement shall be effective July 1, 2025 and shall remain in full force and effect for a period of three (3) years expiring on June 30, 2028.
3. **COMPENSATION:** The Superintendent shall be paid in accordance with the following salary schedule, subject to applicable taxes and withholdings:

| Contract Year | Contract Year Salary |
|------------------------------|----------------------|
| July 1, 2025 – June 30, 2026 | \$245,600 |
| July 1, 2026 – June 30, 2027 | \$252,950 |
| July 1, 2027 – June 30, 2028 | \$260,532 |

ONE TIME PAYMENTS: The Committee also agrees to make the following one-time payments on or before June 30 of the applicable year, in addition to the Superintendent's regular salary. Each one-time payment "buys back" 1/3 of the earned but unused sick days the Superintendent accumulated through June 30, 2025 (referred to as the "carried-over sick days") as well as 1/3 of the vacation payout in Section 12.b of the Superintendent's 2020-2025 Contract of Employment and 1/3 of the retirement bonus in Section 14.b of the Superintendent's 2020-2025 Contract of Employment. The Superintendent shall continue to have access to the carried over sick days until they are bought back. By way of illustration, if the Superintendent has 390 accrued but unused sick days as of June 30, 2025, she shall carry them over. After the first one-time payment in June 2026 and assuming she has not used any of these carried over sick days, she will have 260 sick days remaining (2/3 of 390). After the second payment in June 2027 and assuming she has not used any of these carried-over sick days, she will have 130 days remaining, and the June 2028 payment shall be for the remaining 130 carried over sick days provided that she has not used any of the remaining 130 sick days.

The one-time payments below assume that the Superintendent has 390 sick days and will not use any of her carried-over sick leave days remaining as of June 30, 2025. However, because the Superintendent shall continue to have access to these sick days, the amount of the one-time payments below shall be reduced by four hundred ninety-five dollars (\$495) for each carried-over sick day used by the Superintendent. The Parties agrees that in any Contract Year the first sick days used shall be those accrued in accordance with paragraph 13, below before accessing any of the carried-over sick days.

The Parties agree that by making these one-time payments in accordance with this paragraph 3, the Committee will satisfy all obligations to pay the Superintendent pursuant to Sections 12.b, 13.b, and 14.b of the Superintendent's 2020-2025 Contract of Employment.

The one-time payments are not regular compensation but shall be subject to withholdings for state and federal taxes and any other withholdings required by law.

| Effective Date | One-Time Payment |
|----------------|------------------|
| June 2026 | \$112,920.15 |
| June 2027 | \$112,920.15 |
| June 2028 | \$112,920.15 |

4. **TERMINATION:** In the event that said Superintendent desires to terminate this contract before the term of service shall have expired, she may do so by giving at least one hundred and twenty (120) days' notice of her intention to the Committee. Written notice must be given by the Committee at least nine (9) months prior to the expiration of this Agreement, or any extension of this Agreement, if it intends not to renew this Agreement.

The Committee may terminate this Agreement at any time, after a hearing, for gross misconduct by the Superintendent. In such case the Superintendent shall be provided with at least thirty (30) days' written notice of the scheduled hearing. Such notice shall specify the reasons for her proposed termination.

5. **DUTIES:** The Superintendent shall perform faithfully, to the best of her ability, the duties of the Superintendent of Schools, and shall manage the school system in a fashion consistent with state law and the policy determinations of the Committee. She shall hold principals, administrators, teachers and staff members accountable for continuous improvement and increased student performance. She shall encourage innovative approaches to teaching and learning while building a true learning community.
6. **CERTIFICATE:** The Superintendent shall furnish and maintain throughout the term of her contract a valid and appropriate certificate qualifying her to act as a Superintendent in the Commonwealth, as required by M.G.L., c. 71, §38G. The Superintendent agrees to notify the Committee within 24 hours of the Superintendent being notified or otherwise becoming aware of her certificate/license being revoked, rescinded, suspended, or lapsed.
7. **PROFESSIONAL ACTIVITIES:** The Superintendent may accept speaking, writing, lecturing or other engagements of a professional nature as she sees fit, provided they do not derogate from her duties as Superintendent.
8. **ADMINISTRATION AND SUPERVISION OF THE SCHOOL DISTRICT:** The Superintendent shall have complete freedom, subject to law and any legally binding contracts of the School District, to organize, reorganize, and arrange the administrative and supervisory staff in such away as in her best judgment best serves the School District. The administration of instruction and all business affairs shall include the responsibility for selection, placement and transfer of personnel, and shall be vested in

the Superintendent and her staff.

9. **REIMBURSEMENT FOR EXPENSES:** The Committee shall reimburse the Superintendent for all expenses reasonably incurred in the performance of her duties under this contract. Such expenses shall include, but shall not be limited to, costs of transportation and attendance at appropriate local, state, and national meetings and conferences, dues resulting from memberships in professional associations related to her employment, and legal fees incurred as a result of any action brought against her which arises out of her employment.
11. **FRINGE BENEFITS:** The Superintendent shall be entitled to all insurance (medical, dental, and life) benefits and all other fringe benefits currently available to other professional personnel, such benefits not to reduce benefits expressly provided for in this Agreement or to be agreed upon in the future as part of this Agreement. The School Committee shall pay the premium cost of \$100,000.00 of term life insurance for the Superintendent. Upon the Superintendent's separation from the [REDACTED] Public Schools the life insurance policy and the school district's obligation to pay the premium shall terminate. Nothing herein shall diminish any rights the Superintendent may have to pick up the policy in her personal capacity and to pay any applicable premium from her own funds thereafter. The School Committee shall also provide the Superintendent with a policy of disability insurance that would, upon the Superintendent's disability during her employment hereunder, pay her sixty percent (60%) of the weekly compensation (from Paragraph 3) that she was earning at the time that she became disabled.
12. **ANNUAL VACATION:**
The Superintendent will receive twenty-five (25) working days as annual vacation. The Superintendent will not accumulate vacation time from year to year. Instead, she will lose any annual vacation time that she does not use by June 30 of a contract year.
13. **SICK LEAVE:**
The Superintendent shall be entitled to fifteen (15) sick days per year, accrued at the rate of one and one-half (1½) days for each of the months of September through June inclusive. Unused sick leave days will accumulate from year to year up to a maximum of forty-five (45) days. There shall be no "buy back" of sick leave accrued and unused in accordance with this paragraph 13.

(The Superintendent's accumulated unused sick leave as of June 30, 2025 shall be carried over and bought-out in accordance with paragraph 3, above.)

14. **LONGEVITY PAY:**

Commencing with the July 1, 2025 contract year, the Superintendent shall be entitled to a longevity payment per contract year (July 1st to the following June 30th) as follows:

| Years of Service as an Educator In the [REDACTED] Public Schools | Longevity Payment |
|---|-------------------|
| 30 years but less than 35 years | \$4,100. |
| 35 years but less than 40 years | \$5,100. |
| 40 years or more | \$5,300. |

15. **ARBITRATION:** Any and all controversies or claims arising out of or relating to any

term or condition of this agreement or the breach thereof, excluding claims based on state or federal anti-discrimination laws, statutes or regulations, shall be settled and determined by arbitration in accordance with the Labor Arbitration Rules of the American Arbitration Association. An award by an Arbitrator appointed pursuant to such rules shall be final and binding on the parties and may be entered into any court, tribunal or commission otherwise having jurisdiction thereof, for enforcement pursuant to the provisions of and standards of M.G.L. c. 150C or if G.L.150C is determined to be inapplicable, then pursuant to the provisions of c. 251 of the General Laws relative to arbitration of commercial disputes,

Either party may invoke the arbitration provisions hereunder by filing a demand for arbitration with the American Arbitration Association and the other party within six years of the date on which the claiming party knew or should have known of a controversy or claim subject to the arbitration clause. The right to file a demand for arbitration hereunder shall survive the expiration of the contract or the employment relationship.

The arbitrator may enter any and all appropriate relief including, but not limited to, compensatory damages due under the contract, costs and reasonable attorney's fees necessary to prosecute an action involving the Superintendent's termination if the termination was not effected in good faith, but in no case shall such award order or require the reinstatement of the Superintendent to his/her position.

16. **RELATIONSHIP BETWEEN COMMITTEE AND SUPERINTENDENT:** The Committee shall meet with the Superintendent at least once each year for the purpose of discussing with the Superintendent her job performance as well as the working relationship between the Committee and the Superintendent.
17. **PERFORMANCE:** The Superintendent shall fulfill all aspects of this contract. Any exceptions thereto shall be by mutual agreement between the Committee and the Superintendent.
18. **EVALUATION:** The Superintendent will be evaluated by the Committee on an annual basis. Evaluation will commence thirty days prior to the anniversary date of this contract and will result in the formulation of a written evaluation report distributed to all Committee members and the Superintendent. The Committee shall use the principles of evaluation established by the Department of Elementary and Secondary Education pursuant to 603 CMR 35.00.
19. **ENTIRE AGREEMENT:** This contract embodies the whole agreement between the Committee and the Superintendent and there are no inducements, promises, terms, conditions or obligations made or entered into by either party other than those contained herein. The contract may not be changed except by a writing signed by the party against whom enforcement thereof is sought.
20. **INVALIDITY:** If any paragraph, part or rider to this Agreement is invalid, it shall not affect the remainder of said Agreement, but said remainder shall be binding and effective against all parties.

THIS AGREEMENT shall be executed in two counterparts, each of which shall be deemed to be an original.

IN WITNESS WHEREOF, the parties have hereunto signed and sealed this Agreement and a duplicate thereof this 20th day of May in the year 2025.