

CONTRACT OF EMPLOYMENT

Sharon Moberg
Principal, Green Meadows School

HAMPDEN-WILBRAHAM REGIONAL SCHOOL DISTRICT

This agreement, made as of July 1, 2017 by and between the Superintendent of Schools, hereinafter referred to as the "Superintendent" and **Sharon Moberg**, hereinafter referred to as "Administrator."

Both parties agree that Administrator shall perform in good faith, the duties and obligations of Principal as provided by Massachusetts General Laws and the rules of the School Committee. Administrator will report to and work under the direction of the Superintendent as a member of the administrative team of the system.

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

1. EMPLOYMENT: The Superintendent hereby employs Administrator as Principal of Green Meadows School and she hereby accepts employment on the following terms and conditions:
2. TERMS: Administrator shall be employed commencing on July 1, 2017 up to and including June 30, 2020. Not later than February 1, 2018, the parties will discuss the terms of a new agreement.
3. COMPENSATION: Administrator shall be paid a salary of:
 - a. For the period of July 1, 2017 through June 30, 2018 at the annual rate of **\$95,325**.
 - b. That the annual salary will be reviewed by the Superintendent and Administrator not later than June 30th of each year that this contract is in effect.
 - c. The annual salary will be paid in twenty-six (26) installments.
 - d. The salary stated herein shall not be reduced below the amount received by Administrator in the previous contract year, provided, however, that an Administrator's salary may be adjusted upon demotion by the Superintendent, an administrative reorganization, or a transfer to another school position.
4. EVALUATION: Administrator shall be evaluated in writing by the Superintendent by June 30th of each year this contract is in effect. The evaluation will include a review of progress toward mutually established annual goals and an instrument to be

developed and approved by the School Committee. Administrator will be given an opportunity to respond to these evaluations and made recommendations thereto.

5. TERMINATION OF CONTRACT BY ADMINISTRATOR: In the event that Administrator desires to terminate this contract before the term of service shall have expired, she may do so by giving at least sixty (60) calendars days' notice of her intention to the Superintendent. Said notice shall be sent by registered mail, return receipt requested, to the residence of the Chairperson of the School Committee or the Superintendent. Notwithstanding the above, Administrator may request and the Superintendent may consider termination of this contract in fewer than sixty (60) calendar days.
6. TERMINATION OF CONTRACT BY SUPERINTENDENT: The Superintendent may terminate this contract, without further financial obligations, prior to the expiration date hereof for the reasons and in the procedural manner set forth in the Massachusetts General Laws.
7. CERTIFICATE: Administrator shall furnish and maintain throughout the term of this agreement a valid and appropriate certificate qualifying him/her to act as Principal as required by Massachusetts General Laws.
8. CONSULTATION: The Superintendent shall promptly refer to Administrator for her study and recommendation on all criticisms, complaints and suggestions brought to her attention.
9. REIMBURSEMENT FOR TRAVEL, EXPENSES, DUES AND ADVANCE STUDY:
 - a. Administrator will be reimbursed for all approved expenses reasonably incurred in the performance of her duties. Such expenses shall include, but shall not be limited to costs of transportation and attendance at appropriate state and national meetings and conferences. All spending shall be approved in advance by the Superintendent.
 - b. Administrator will be reimbursed or direct payment shall be made for dues to administrator's organizations appropriate to her position approved in advance by the Superintendent.
 - c. The Hampden-Wilbraham Regional School Committee agrees to pay up to \$350 per credit for no more than six (6) credits within a school year. Said amount will not exceed \$2,100.

10. ANNUAL VACATION:

- a. Administrator shall earn 25 working days' vacation for the fiscal year beginning July 1, 2017 through June 30, 2018. Administrator may take up to five (5) of those days during the school year beginning September 1st on days when school is in session. The remainder will be taken during the summer months of July and August or during school vacation, unless prior approval of another arrangement is made with the Superintendent. Unused vacation days in excess of forty (40) days must be used in the first ninety (90) days of the fiscal year following the fiscal year in which the vacation days were earned.
- b. Building Principals, Assistant Building Principals, Director of Student Services, Athletic Director and Central Office Administrators are eligible for up to five (5) days of earned vacation time on a per diem basis. The per diem rate will be calculated by dividing the employee's annual contracted salary by a base work year of 223 days. Stipends for additional duties are not inclusive in the annual salary. The buyback may be initiated by signing, dating and returning the attached addendum authorizing the reduction of earned vacation time by five (5) or fewer days for the 2017-2018 school year. The buyback may be initiated any time after July 1st of the contracted school year with reimbursement to be forwarded as noted on the addendum.

11. LEAVE DAYS: Administrator will receive eighteen (18) leave days a year, three (3) of which may be used for personal business, with accumulation limited to 270 days.

Upon retirement, Administrator will be entitled to receive an amount equal to one-sixth (1/6) of her accumulated unused leave days not to exceed forty five (45) days at the per diem rate described. Payments will be made to Administrator in the first pay period following departure from the District or the first pay period following the close of the fiscal year. Notification of intent to retire must be given to the Superintendent of Schools prior to budget preparation (October 1st) for the year of retirement.

12. STATE RETIREMENT ASSOCIATION: Administrator shall be a member of the Teacher's Retirement System as required by Massachusetts General Laws.

13. FRINGE BENEFITS:

- a. Except as specifically provided in this agreement, Administrator shall be entitled to all insurance benefits accorded Unit A professionals in the Hampden-Wilbraham Regional School District. Leave with pay for state holidays, personal and professional reasons will be in accordance with the policy of the Hampden-Wilbraham Regional School District.
- b. Retiree Health Benefits: Health and Group Life Insurance benefits are available to the administrator through the Scantic Valley Regional Health Trust, administered through the Hampden-Wilbraham Regional School District.

- c. Pension benefits are eligible to Administrator through the Massachusetts Teachers Retirement Board. Should the administrator resign and wish to defer pension benefits to a more advanced age, health benefits would not be available to him/her through the District until such time as she chooses to participate in the Massachusetts Teachers Retirement Board pension program.
14. PERFORMANCE: The Superintendent and Administrator shall fulfill all aspects of this contract. Any exceptions thereto shall be by mutual agreement between the Superintendent and Administrator.
 15. INDEMNIFICATION: The School District will indemnify and defend Administrator for personal financial loss and expense, including legal fees and costs, arising out of any claim, action, award, compromise, settlement or judgment attributable to any act or omission of Administrator while acting within the scope of her official duties of employment up to the limits provided in M.G.L. c. 258 and subject to the exclusions contained in M.G.L. c. 258, sections 9 and 10.
 16. ENTIRE AGREEMENT: This contract, as well as the rules and policies adopted by the School Committee, embodies the whole agreement between the Superintendent and Administrator 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 in writing signed by the party against whom enforcement thereof is sought.
 17. INVALIDITY: If any paragraph, part of, 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 counter parts, each which shall be deemed to be an original, and both of which taken together shall be deemed one and the same instrument.

IN WITNESS WHEREOF, the parties have hereunto signed and sealed this agreement and duplicate thereof as of the date noted below.

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| <div style="display: flex; justify-content: space-between;">  Date </div> | <div style="display: flex; justify-content: space-between;"> Superintendent Date </div> |
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