

**2025-2028
Contract of Employment
Superintendent of Schools
Mansfield Public Schools**

It is hereby agreed by and between the Board of Education for the Town of Mansfield, Connecticut (hereinafter referred to as the "Board") and Candace Morell (hereinafter referred to as the "Superintendent"), that the Board does hereby employ Candace Morell as Superintendent of Schools, subject to and in accordance with the provisions of Conn. Gen. Stat. § 10-157, and that Candace Morell hereby accepts such employment, upon the terms and conditions hereinafter set forth.

1. Certification

Prior to commencing work under this Agreement, and at all times during the term of this Agreement, the Superintendent shall possess and maintain appropriate certification from the Connecticut State Department of Education to serve as Superintendent of Schools.

2. Duties

The Superintendent shall serve as the chief executive officer of the Board. The Superintendent is to ensure that Board policies and federal and state laws and regulations are adhered to throughout the district. In harmony with the policies of the Board of Education, and federal and state laws and regulations, the Superintendent has executive authority over the school system and the responsibility for its supervision. The Superintendent has the general authority to act at her discretion, subject to later approval by the Board of Education, upon all emergency matters and those as to which her powers and duties are not expressly limited or are not particularly set forth. The Superintendent advises the Board on policies and plans that the Board takes under

consideration, and she takes the initiative in presenting to the Board policy and planning issues for the Board's attention.

The Superintendent shall attend all meetings of the Board of Education and shall participate in all Board deliberations, except when matters relating to her own employment are under consideration and/or executive sessions wherein attendance at such would be inconsistent with the Freedom of Information Act. The Superintendent or her designee, as authorized by the Board, shall attend all Board Committee meetings.

3. Term

The term of the Superintendent's employment under this contract is for a period of three (3) years, from July 1, 2025 to June 30, 2028.

The Superintendent and the Board agree that they shall adhere to the following procedures to extend the Superintendent's employment under this contract:

- A. Prior to the end of the first year of each three-year contract, the Board, at the request of the Superintendent, may vote on a new three-year contract.
- B. Prior to the end of the second year of each three-year contract, the Board of Education shall vote as to whether it wishes to enter into a new contract with the Superintendent. At least three (3) months prior to the end of the second year of this contract, the Superintendent shall notify the Board that the second year of her contract is about to expire, and shall provide the Board this contract clause.

Anything in this paragraph to the contrary notwithstanding, the provisions of Section 11 shall take precedence and the Superintendent's employment may be terminated under said section.

4. Work Year

The work year for the Superintendent shall be twelve months. As used in this Agreement, the terms "year" and "contract year" shall be defined as the fiscal year, which begins on July 1 and ends on June 30.

5. Salary

The Superintendent's base annual salary for first contract year of this Agreement, from July 1, 2025 through June 30, 2026, shall consist of the sum of the following components:

- A. A base salary in the amount of One Hundred Ninety-Two Thousand Dollars (\$192,000.00).
- B. An additional sum of Eight Thousand Dollars (\$8,000.00) over the base salary amount shall be contributed annually to the Superintendent's existing 403(b) annuity, as to which amount the Superintendent will arrange to have an elective deferral deducted from her salary on a pre-tax basis as permitted under Internal Revenue Code Section 403(b), as amended, and then contributed toward the purchase of a 403(b) annuity with a tax sheltered annuity company she has selected from the list of choices under the 403(b) plan available to the Board employees in accordance with Section 403(b) of the Internal Revenue Code.

The salary of the Superintendent for the 2025-26 contract year, as set forth in Section (A) and (B) above, shall be payable in installments every two weeks.

The base salary for subsequent years of this contract is negotiable between the parties within the thirty (30) day period preceding the expiration of the contractual year.

Such negotiations shall not reduce the annual base salary below the base salary for the prior year. Any adjustment in the amount of the base salary made during the life of this contract shall be in the form of an amendment and shall become part of this contract. It is provided, however, that by so doing it shall not be considered that the Board of Education has entered into a new contract with the Superintendent, nor that the termination date of the existing contract has been extended.

The salary payable to the Superintendent hereunder shall be reduced by the amount of all deductions there from which the Board is required by law to make, including, but not limited to, Federal withholding tax and payroll taxes, as well as by those deductions which the Board agrees with the Superintendent to make voluntarily, such as, but not limited to, amounts contributed by the Superintendent as a tax deferred annuity and contributions for medical and other insurance benefits.

6. Benefits

A. Medical Insurance

The Board shall provide health insurance coverage for the Superintendent and her eligible dependents under the same plan as provided to the certified administrators employed by the Board. The Board shall contribute fifty percent (50%) of the applicable High Deductible Health Plan/Health Savings Account (HDHP/HSA) amount. The Board's contribution to the HDHP/HSA deductible will be deposited into the Superintendent's HSA account in accordance with the Board's contribution schedule. The premium cost-share contributions for the Superintendent will be the same as those set forth in the certified administrator's collective bargaining agreement. For the 2025-2026 contract year, the Board will

contribute 81% of the premium cost share, and the Superintendent will contribute 19% of the premium cost share. The premium cost share for subsequent years of this contract is negotiable between the parties within the thirty (30) day period preceding the expiration of the contractual year. The Superintendent's contribution shall be made by the Superintendent through payroll deduction. The Board reserves the right to change the specific insurance plan or carrier for health insurance coverage at any time during the term of this Agreement provided that the coverage and benefits are substantially equivalent to those currently offered, and that no such change shall result in any lapse of benefits. The Board shall provide the Superintendent with the Anthem Blue Cross Dental Complete Plan or its equivalent. The Superintendent may purchase dental coverage for her eligible dependents, provided that the additional cost for such dependent dental coverage (above the cost for individual coverage) shall be borne 50% by the Board and 50% by the Superintendent.

B. Pro-ration of Benefits for Partial Years of Service

The number of sick days, vacation days and other leave days shall be pro-rated for any partial years of service as Superintendent.

C. Sick Leave

The Board of Education shall provide the Superintendent with twenty (20) sick days per fiscal year for personal illness of the Superintendent. Up to five (5) days sick leave per year may be used to render care to an immediate family member. Sick days shall be credited to the Superintendent at the beginning of each contract year. Sick days shall be

cumulative to a maximum of two hundred sixty (260) days, exclusive of the current year's sick leave allotment of twenty (20) days. The parties acknowledge and agree that the Superintendent will carry forward the sick days that she accumulated during her prior service with the Board in positions requiring certification issued by the State Department of Education, subject to the maximum accumulation set forth in this section.

In case of catastrophic illness or injury, the Superintendent shall receive up to an additional sixty (60) days sick leave if she has exhausted her accumulated sick leave. However, such additional sixty (60) days shall not result in a total sick leave benefit which exceeds the maximum sick leave accumulation otherwise provided by this contract.

Extensions of such leave may be requested and approved by the Board of Education. The Superintendent is also entitled to any leave in accordance with the provisions of the Family and Medical Leave Act.

- D. Upon retirement under the State Teachers' Retirement System the Superintendent shall receive \$20 per day for each day of accumulated, unused sick leave, up to a maximum of 200 days.

E. Personal Days

The Superintendent shall receive three (3) days of absence without loss of pay for individual reasons, with notice provided to the Board Chairperson.

These individual reasons shall include: legal business, attendance at academic exercises and other pressing matters of an individual nature which cannot reasonably be attended to on non-school days.

F. Bereavement Leave

In the event of a death in the immediate family of the Superintendent, specifically spouse, parent, sibling or child, a maximum of five (5) days absence may be granted without loss of pay. In the event of a death of a grandparent, mother-in-law or father-in-law, a maximum of three (3) days absence may be granted without loss of pay. In the event of the death of a person with whom the Superintendent has a close personal relationship, a maximum of one day of absence may be granted without loss of pay.

G. Vacation

The Superintendent shall receive twenty-five (25) working days as annual vacation, exclusive of those legal holidays recognized by the State of Connecticut and the Board of Education. Vacation time is noncumulative and shall be taken, with the prior notice to the Board Chairperson, at such time or times as will least interfere with the performance of the duties of the Superintendent. Upon notification of the Board, the Superintendent may carry over ten (10) days of unused vacation from one fiscal year to the next fiscal year.

In the event of the resignation, retirement or death of the Superintendent during or at the end of the term of this Agreement, the Superintendent (or the Superintendent's estate, as applicable) shall be entitled to be paid for unused vacation credited during the fiscal year in which the Superintendent retires, resigns or dies, on a pro-rated basis, based on the number of months remaining in the contract year as of the effective date of the Superintendent's resignation, retirement or death. In

order to be eligible for any such payment for unused vacation days in the event of resignation or retirement, the Superintendent must provide the Board with written notice of such resignation or retirement at least ninety (90) days prior to the effective date of such resignation or retirement.

H. Life Insurance and Disability Insurance

The Board shall provide the Superintendent with term life insurance in the amount of two (2) times the cash portion of the Superintendent's base annual salary. The Board shall pay up to five hundred dollars (\$500) per year, directly to a disability insurance carrier, for the purchase of a disability insurance plan for the Superintendent. The excess costs for such plan, if any, shall be borne by the Superintendent.

Insurance Benefits: General Provisions:

Participation in the insurance plans described in this Agreement shall be subject to the eligibility requirements of the carrier(s). The Board reserves the right to change the specific insurance plan(s) or carrier(s) for insurance coverage at any time during the term of this Agreement.

7. Professional Improvement

The Board encourages the Superintendent to continue her professional improvement and expects her to participate in relevant learning experiences. Subject to budgeted appropriations and an annual maximum of no more than four thousand dollars (\$4,000) in expenses, and upon notification of the Board, the Superintendent may attend professional meetings, seminars and conferences related to the performance of her duties as Superintendent, and become a member of professional associations for Superintendents and other educational leaders, with the expenses for such activities to

be paid by the Board. The Board will also provide up to \$500 per year upon satisfactory completion (B or higher) of graduate courses approved in advance by the Board.

8. Outside Professional Activities

Upon notification of the Board, the Superintendent may undertake consultative work, speaking engagements, teaching university courses, writing, lecturing, or other professional duties and obligations provided such activities do not interfere with her responsibilities as Superintendent. If the activities occur during the district's regular business day, and if the Superintendent receives compensation for such activities, then she shall use vacation days to fulfill the requirements of the engagements.

9. Evaluation Format

The Board shall evaluate and assess the performance of the Superintendent at least annually during the term of this Agreement. This evaluation and assessment shall be reasonably related to the goals and objectives of the district for the year in question. The Board shall meet and discuss the evaluation format with the Superintendent and attempt in good faith to agree on the development and adoption of a mutually agreeable evaluation format. If the Board and the Superintendent are unable to reach agreement on an evaluation format, the Board will determine the evaluation format. The evaluation format shall be reasonably objective and shall contain at least the following criteria: Board-Superintendent relations, community relations, personnel relations, educational program, business matters, and professional leadership. The evaluation format shall provide for an evaluation system both as to overall performance and as to the specific criteria set forth in the evaluation format.

10. Evaluation

The Board in executive session shall evaluate the Superintendent annually. The evaluation shall include recommendations as to areas of improvement in areas where the Board deems such to be necessary or appropriate. No later than October 31st of each year of this Agreement, the Board in executive session shall meet upon request with the Superintendent to discuss the evaluation.

The Superintendent shall provide the Board with a copy of this contract clause, no later than April 15th of each year of this Agreement.

11. Termination of Agreement

- A. The parties may, by mutual consent, terminate this Agreement at any time.
- B. The Superintendent shall be entitled to terminate this Agreement upon written notice of ninety (90) days, except that the ninety (90) day notice is not required if termination is part of an action to implement a new contract between the parties hereto in which case verbal notice by the Superintendent, duly witnessed and recorded in the minutes, is acceptable.
- C. The Board may terminate this Agreement during its term for one or more of the following reasons:
 - (1) Inefficiency or incompetence;
 - (2) Insubordination against reasonable rules of the Board of Education;
 - (3) Moral misconduct;
 - (4) Disability which renders the Superintendent unable to carry out the essential functions of the Superintendent's position, as shown by competent medical evidence;

- (5) Other due and sufficient cause.

In the event the Board seeks to terminate this Agreement for one of the above reasons, it shall serve on the Superintendent written notice that termination of her contract is under consideration. Such notice shall be accompanied by a written statement of reasons. Within fifteen (15) days after receipt from the Board of written notice that contract termination is under consideration, the Superintendent may file with the Board a written request for a hearing before the Board which shall be held within thirty (30) days after receipt of such request. The Board shall render its decision within fifteen (15) days of the completion of such hearing and shall send a copy of its decision to the Superintendent, setting forth the reasons and evidence for its decision. Such hearing may be in executive or public session at the option of the Superintendent. The Superintendent shall have the right to her own counsel at her own expense in such proceedings. Any time limits established herein may be waived by mutual agreement of the parties.

If the Superintendent is terminated on account of disability as shown by competent medical evidence, the Board shall pay the accumulated sick leave and vacation, and shall provide insurance benefits for 6 (six) months following termination.

12. General Provisions

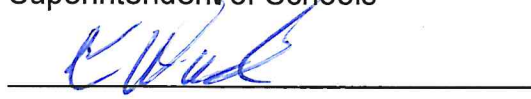
- A. If any of the provisions, terms or clauses of this Agreement are determined to be illegal, unenforceable or ineffective in a legal forum or by operation of law, those provisions, terms and clauses shall be deemed severable, such that all other provisions, terms and clauses of this Agreement shall remain valid and binding upon both parties.

- B. This Agreement contains the entire agreement between the parties. It may not be amended orally but may be amended only by an agreement in writing signed by both parties. Commencing upon the effective date, it supersedes any and all prior agreements between the parties.
- C. This Agreement shall be construed under the laws of the State of Connecticut.

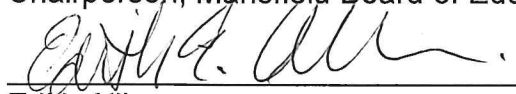
IN WITNESS WHEREOF, the undersigned have executed this Agreement.


Candace Morell
Superintendent of Schools

Date: 6/5/2025


Kathleen Ward
Chairperson, Mansfield Board of Education

Date: 6/5/25


Edith Allison
Board Member, Mansfield Board of Education

Date: 6/5/2025