

Superintendent's Contract of Employment

It is hereby agreed by the Woodstock Board of Education (the "Board") and Christopher Roche, Superintendent of Schools (the "Superintendent"), that the said Board in accordance with its action on April 10, 2025 by election pursuant to section 10-157 of the Connecticut General Statutes, has and does hereby employ the said Christopher Roche as Superintendent of Schools and that Christopher Roche hereby accept employment as Superintendent of Schools upon the terms and condition hereinafter set forth:

1) CERTIFICATION:

As a condition precedent to this Agreement taking full force and effect the Superintendent shall hold and present to the Board a valid certificate issued by the State of Connecticut enabling him to serve as Superintendent. Failure to provide said certificate shall make this Agreement null and void. Should any such certification terminate, and the Superintendent not otherwise hold a valid certification to serve as Superintendent of Schools, this Agreement shall terminate immediately by its terms.

2) DUTIES:

- a. The Superintendent is the chief executive officer of the Board. In harmony with the policies of the Board and state law, the Superintendent has executive authority over the school system and the responsibility for its supervision. He has the general authority to act at his discretion, subject to later approval by the Board, upon all emergency matters and those as to which his powers and duties are not expressly limited or are not particularly set forth. He advises the Board on policies and plans that the Board takes under consideration, and he takes the initiative in presenting to the Board policy and planning issues for the Board's attention.
- b. The Superintendent or his designee as approved by the Board shall attend all meetings of the Board and shall participate in all Board deliberations, except by Board invitation only when matters relating to his own employment are under consideration. The Superintendent shall receive notice of all Board Committee meetings.

3) TERM:

The term of said employment is from July 1, 2025 to June 30, 2028. The Superintendent and the Board agree they shall adhere to the following procedures to extend the Superintendent's employment under this contract for an additional period not to exceed three (3) years at any time:

- a. Prior to the end of the first year of a three-year agreement, the Board, at the request of the Superintendent, may vote for a new agreement.
- b. Prior to the end of the second year of a three-year agreement (or prior to the last year of this Agreement), the Board shall vote for a new agreement. At least three months prior to that time, the Superintendent shall notify the Board that his contract is about to expire and shall provide the Board this contract clause.

- c. Anything in this paragraph to the contrary notwithstanding, the provisions of Section 8 shall take precedence and the Superintendent's employment may be terminated under the provisions of said section.

4) BASE SALARY:

- a. The annual base salary of the Superintendent shall be the sum of One Hundred Ninety Thousand Dollars (\$190,000.00) in periodic payments in accordance with the established pay dates for the school district. Base salary for a partial fiscal year of service shall be pro-rated. For purposes of reporting the Superintendent's salary to the Connecticut State Teachers Retirement System, and for calculating the amount of the Superintendent's mandatory employee contributions to be deducted from his salary and paid to the Connecticut State Teachers Retirement System, the Board shall include the full amount of the total base salary specified in this paragraph.
- b. The annual base salary for any subsequent year of this Agreement shall be negotiated between the parties and agreed prior to the commencement of the new contract term. If no agreement concerning annual base salary is reached, the Superintendent's salary shall continue at the rate of the preceding year. Any adjustment in salary made during the life of this contract shall be in the form of an amendment and shall become part of this Agreement, but any such amendment shall not be considered a new contract with the Superintendent or an extension of the termination date of the existing contract.

5) FRINGE BENEFITS:

- a. The Board shall provide the Superintendent with fifteen (15) sick days annually cumulative to one hundred fifty (150) days. The Board agrees that the Superintendent begins this contract with one hundred fifty (150) sick days accumulated. Sick leave for a partial fiscal year of service shall be prorated. Unused sick days shall not be compensated when employment terminates.
- b. The Board shall provide the Superintendent with twenty-five (25) vacation days annually, with such days to be taken during the year in which they are earned. With prior written notification to the Board, the Superintendent may carry over up to ten (10) days, provided that the Superintendent may not accumulate more than ten (10) days in addition to the annual vacation entitlement. Vacation for a partial year shall be prorated. Subject to limitations above, upon termination of employment the Superintendent will be paid for unused vacation days at the daily rate of 1/260 of annual salary times the number of accumulated days. In the event of death, unused and accrued vacation pay will be paid to the Superintendent's estate.
- c. The Superintendent shall have the holidays on which the Board offices are closed.
- d. The Board shall provide the Superintendent annually with four (4) personal absence days to be used at his discretion for pressing personal business that cannot be conducted outside of school hours.

- e. On behalf of himself, the Superintendent may elect to participate in the same health and dental insurance coverage as is provided to certified staff members on the same terms and conditions, at no cost to the Superintendent. Should said health insurance coverage for such certified employees change, the Board and the Superintendent shall negotiate over changes to this provision.
- f. The Board shall provide the Superintendent with term life insurance in the amount of one and one-half (1.5) times his annual salary during the term of this Agreement, subject to the Superintendent's insurability.
- g. The Superintendent shall be reimbursed for out-of-pocket expenses reasonably incurred in the performance of his professional duties. The Superintendent shall substantiate such costs in accordance with District procedures.

6) OUTSIDE ACTIVITIES:

- a. The Board recognizes the importance of attendance at professional conferences on the national, state, and local levels and course work applicable to advance degree or skills in school administration. The Board authorizes the expenditure of Four Thousand Dollars (\$4,000) annually for this purpose. If additional monies, over \$4,000, are deemed necessary by the Superintendent for purposes listed in this paragraph, a written request must be submitted and approved by the Finance Committee of the Board prior to the expenditure of the additional funds.
- b. The Board shall pay the full cost of the Superintendent's professional association memberships in the Connecticut Association of Public School Superintendents, the American Association of School Administrators and the Northeast Area Superintendent's Association. In addition, the District shall pay for other professional and civic group memberships which the Superintendent feels are appropriate to maintain and improve professional skills and community obligations, provided that these memberships are approved in writing in advance by the Chairperson of the Board.
- c. The Superintendent may undertake consultative work; speaking engagement, writing, lecturing or other professional duties and obligations provided such activities do not interfere with the meeting of his responsibilities as Superintendent. When such activities provide remuneration to the Superintendent, he shall provide the Chairperson written notice of such activities.

7) EVALUATION:

- a. The Board shall evaluate and assess in writing the performance of the Superintendent at least annually during the term of this agreement in accordance with guidelines and criteria as may be mutually agreed between the Board and the Superintendent. Said evaluation and assessment shall be reasonably related to the goals and objectives of the District for the year in question. The Superintendent shall submit to the Board a recommended format for said written evaluation and assessment of his performance. The evaluation format shall be

reasonably objective and shall contain at least the following criteria: educational leadership, organizational management, community and board of education relations, and evaluation format with the Superintendent and attempt in good faith to agree on the development and adoption of a mutually agreeable evaluation format. The Board shall adopt an evaluation format within ninety (90) days of the commencement of each year of this agreement.

- b. The Board shall evaluate the Superintendent prior to the expiration of each year during the term of this Agreement. Prior to preparing a written evaluation, the Board shall discuss the Superintendent's performance with him in executive session unless the Superintendent requires that such discussion be held in open session. A copy of the written evaluation shall be delivered to the Superintendent within ten (10) business days of its completion, and the Superintendent shall have the right to submit a written response to the evaluation which shall become a permanent attachment to the Superintendent's personnel file.
- c. In the event that the Board determines that the performance of the Superintendent is deficient in any respect, it may describe any performance concerns in writing in reasonable detail, indicating specific instances where appropriate. In addition, the Chairperson of the Board may appoint a committee of not fewer than two (2) members of the Board to meet in executive session with the Superintendent and endeavor to assist the Superintendent in improving his performance as to such matters. Said committee may report to the full Board on its activities and the results thereof, either verbally or in writing, and a copy of any written report shall be provided to the Superintendent.

8) TERMINATION:

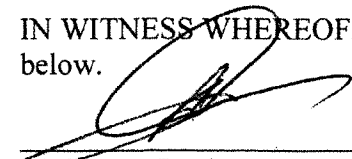
- a. The parties may, by mutual consent, terminate the contract at any time.
- b. The Superintendent shall be entitled to terminate the contract voluntarily upon written notice of ninety calendar (90) days, except that the ninety calendar (90) day notice is not required if termination is part of an action to implement a new contract in which case verbal notice by the Superintendent, duly witnessed and recorded in the minutes, is acceptable.
- c. The Board may terminate the contract of employment during its term for one or more of the following reasons:
 - a. Inefficiency, incompetence or ineffectiveness.
 - b. Insubordination against reasonable rules of the Board of Education.
 - c. Moral misconduct.
 - d. Disability as shown by competent medical evidence.
 - e. Other due and sufficient cause.
- d. Prior to initiating any termination proceedings as set forth below, the Board may offer to engage a mediator to assist the parties in resolving any dispute over the Superintendent's employment upon such terms as the parties may agree or otherwise as the Board may offer.

- e. In the event the Board seeks to terminate the contract for one of the above reasons, it shall serve on the Superintendent written notice that termination of his contract is under consideration. Such notice shall be accompanied by a written statement of reasons. Within fifteen (15) business 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) business days after receipt of such request. The Board shall render its decision within fifteen (15) business days of such hearing and shall send a copy of its decision setting forth the reasons and evidence relied on to the Superintendent. The Board's decision shall be based on the evidence presented at the hearing. Such hearing may be in executive or public session, at the option of the Superintendent. The Superintendent shall have the right to his own counsel, at his own expense. Any time limits established herein may be waived by mutual agreement of the parties.
- f. Nothing herein contained shall deprive the Board of the power to suspend the Superintendent from duty immediately when serious misconduct is alleged without prejudice to the right of the Superintendent as otherwise provided in the Agreement.
- g. If the Superintendent is terminated on account of disability as shown by competent medical evidence, the Board shall pay the accumulated sick leave, vacation and insurance benefits provided in this Agreement.

9) GENERAL PROVISIONS:

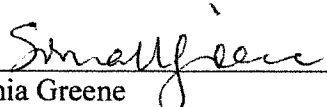
- a. If any part of this agreement is invalid, it shall not affect the remainder of said agreement, but said remainder shall be binding and effective against all parties.
- b. This contract contains the entire agreement between the parties. It may not be amended orally but may be amended only by an agreement in writing signed by both parties. Upon signing, it supersedes all prior agreements between the parties.
- c. The agreement is being executed on behalf of the Board by Sonia Greene, Woodstock Board of Education Chair, pursuant to a vote taken by the Board of Education, at a meeting duly held on April 10, 2025, authorizing Sonia Greene, Woodstock Board of Education Chair, to execute this agreement on behalf of the Board.
- d. This Agreement shall be governed and construed in accordance with the laws of the State of Connecticut, and the parties consent to the exclusive jurisdiction of the appropriate state or federal court in Connecticut.

IN WITNESS WHEREOF, the undersigned have executed this Agreement on the day and year set forth below.



Christopher Roche
Superintendent

4/15/25
Date



Sonia Greene
Chair, Woodstock Board of Education

4/15/25
Date