EMPLOYMENT AGREEMENT BY AND BETWEEN

THE MASCONOMET REGIONAL SCHOOL DISTRICT SCHOOL COMMITTEE AND

Heather Galante

March 2026

This Employment Agreement (hereinafter referred to as "this AGREEMENT") is made between the Masconomet Regional School District School Committee (hereinafter referred to as "the Committee") and Heather Galante (hereinafter referred to as "the Superintendent").

This AGREEMENT will be effective as of July 1, 2026 and SUPERINTENDENT employment with the Masconomet Regional School District ("District") shall begin on July 1, 2026. For mutual consideration expressed herein, the parties agree as follows:

1. EMPLOYMENT: The Committee hereby agrees to employ Heather Galante as Superintendent of the District, and Heather Galante accepts such employment on the terms and conditions contained in this AGREEMENT.

2. DURATION: The Superintendent shall be employed as the Superintendent of the District for three (3) years, from July 1, 2026 through June 30, 2029, except as this AGREEMENT may be otherwise extended by mutual agreement or terminated as provided herein. No later than November 1, 2028, the Committee shall notify the Superintendent in writing as to whether or not it desires to continue the Superintendent's employment beyond June 30, 2029. Should the Committee and the Superintendent mutually desire to continue the Superintendent's employment, they will make a good-faith effort to complete negotiations for a successor employment agreement on or before January 30, 2029. If they are unable to agree upon an extension of the period for good-faith negotiations, a new employment agreement or an extension of this AGREEMENT, then this AGREEMENT will expire, and the Superintendent's employment will end on June 30, 2029.

   For purposes of this Agreement, a Contract Year runs from July 1 through the following June 30.

3. COMPENSATION: Salary: The Superintendent will be paid in accordance with the following schedule:

Contract Year	Base Salary

July 1, 2026-June 30, 2027	$196,000
July 1, 2027-June 30, 2028	$201,000
July 1, 2028-June 30, 2029	$206,000

The Superintendent's base salary shall be subject to withholdings for state and federal taxes and other withholdings required by law or authorized by the Superintendent. The Superintendent's base salary shall be earned ratably in each of the Contract Years and shall be prorated for work of less than a full Contract Year.

The Superintendent's base salary shall be paid in equal installments in accordance with the procedures governing payment of other professional staff in the District. The Superintendent's base salary shall not be reduced during the term of this Agreement.

4. 403B: The Committee will match up to $2500 per year contribution to a 403B plan of the Superintendent's choosing.

5. WORK YEAR, AND WORK HOURS:
   a. Work Year and Work Hours: The work year for the Superintendent is twelve (12) months commencing July 1st of each Contract Year and ending the following June 30th. The Superintendent shall devote their full professional time, skill, labor, and attention to the discharge of their duties as Superintendent for the District. The Superintendent understands that their work hours include all hours when school is in session for students, hours when educators are at work, evening hours for events and meetings, and occasional hours on weekends and holidays for events and/or emergency situations. Such work hours are referred to as "business time" herein.

   b. In recognition of the numerous long days and weekend hours the position requires, the Superintendent shall have reasonable flexibility to adjust their normal working hours.

   c. In addition, during the summer break when teachers and/or students are not in session, the Superintendent may work a 4-day work week by extending the length of each day so long as the total number of hours worked each week equates to a full-time schedule. The week may not be shortened to less than 4 days per work week without the use of vacation time. Adequate building coverage must be ensured when using the provisions of this paragraph.

6. INSURANCE AND LEAVE BENEFITS:
   a. The Superintendent shall be entitled to all insurance benefits made available to other District employees on the same terms and conditions as such insurance is generally available to the District's administrative leadership team, and the Superintendent recognizes that the School Committee may change such terms and conditions and such insurance from time to time. If the Superintendent declines to obtain such health insurance, the Superintendent shall provide proof of health insurance coverage through another source and shall complete any required documentation including the Massachusetts Health Insurance Responsibility Disclosure ("HIRD") form.
   b. Other benefits, e.g., paid holidays, bereavement leave, personal days, sick days, shall be provided as are generally provided to other members of the District's administrative leadership team as outlined in this section:
      i. Vacation Leave: The Superintendent shall be entitled to twenty-six (26) days of vacation each Contract Year (July 1, 2026-June 30, 2029) earned at the rate of 2.083 days per month worked. The Superintendent may borrow up to ten (10) vacation days against future accrual within the same Contract Year. Up to five (5) vacation days earned and unused in one Contract Year may be carried over to the next succeeding Contract Year. Vacation days carried over and not used by the Superintendent in the succeeding Contract Year shall be lost, without compensation to the Superintendent. If the Superintendent separates from employment after July 1 and before June 30, their vacation will be pro-rated at the rate of 2.083 days per month worked to the date of departure . Except in the case of extenuating circumstances, the Superintendent will provide prior email notice to the Committee Chair with a copy to the Committee's executive secretary when they are taking vacation time. In the event of extenuating circumstances, such notice shall be provided as soon as reasonably possible, and typically within 24 hours.
      ii. Per Diem Rate: For the purposes of determining the Superintendent's per diem rate under this AGREEMENT, the Superintendent's base salary shall be divided by 261 days.
      iii. Sick Leave: The Superintendent shall be entitled to sick leave benefits of eighteen (18) days per Contract Year. Unused sick leave days from one Contract Year will carry over to the following Contract Year up to a maximum of one hundred eight (108) days under this Agreement. Accrued unused sick leave shall not be paid out and shall be forfeited upon separation from employment.
      iv. Holidays: The Superintendent shall be entitled to all holidays recognized by the Committee in the school calendar and Independence Day.

v. Personal Leave: The Superintendent shall be entitled to take up to four (4) personal leave days with pay per Contract Year to transact important legal or personal business which cannot be conducted outside of the Superintendent's workday or for emergencies. Except in extenuating circumstances, the Superintendent shall provide the Committee Chair with prior email notice when they are taking a personal day. In the event of extenuating circumstances, such notice shall be provided as soon as reasonably possible, and typically within 24 hours. Unused personal leave days shall not carry over into a subsequent Contract Year. There is no compensation for unused personal leave.

vi. Jury Duty: In the event that the Superintendent is called for Jury Duty, they shall be permitted to be absent from work with full pay, and the Superintendent shall provide the Committee with all remuneration they receive for jury duty service net of any income tax obligation related to such jury service remuneration.

vii. Long-term Disability: The Superintendent shall be entitled to Long Term Disability (LTD) insurance as follows: The District will pay 100% of the premium for LTD insurance with an "own occupation" definition of disability and a 90 calendar day waiting period with benefits paying 60% of salary up to age 67.

viii. Bereavement Leave:

a. The Superintendent shall be granted up to five (5) days leave with pay on account of death in the Superintendent's immediate family. Immediate family is defined as the Superintendent's spouse, child, parent, sibling, or member of the household in which the Superintendent is living.

b. The Superintendent shall be granted up to three (3) days with pay on account of death and for the purpose of the Superintendent attending the funeral of the Superintendent's grandchild, grandparent, sibling of the Superintendent's parent, child of the Superintendent's sibling, parent-in law, child-in-law, or sibling-in-law.

The Superintendent shall be covered by a District Errors and Omissions policy as such policy may be changed from time to time by the Committee.

7. REIMBURSEMENT FOR EXPENSES AND ALLOCATION FOR PROFESSIONAL DEVELOPMENT: The Superintendent will be reimbursed for documented travel expenses incurred in the performance of their duties under this Agreement not to exceed ten thousand dollars ($10,000.00) per Contract Year without the approval of the Committee. Such expenses may include the following:

7.1 In District Travel: The District shall reimburse the Superintendent $75.00 per month for expenses and travel within the School District excluding commuting costs to and from the Superintendent's residence; and

7.2 Out of District Travel: Documented out of district travel expenses by personal automobile shall be reimbursed to the Superintendent at the rate set by the District.

7.3 Professional Development: The reasonable expenses incurred by the Superintendent in connection with their attendance at professional development conferences shall be reimbursed by the District subject to the maximum in the first paragraph of this Section 7.

7.4 The District shall pay for the Superintendent's membership in the following organizations: Massachusetts Association of School Superintendents (M.A.S.S.), New England Association of School Superintendents, School Superintendent Association (AASA), North Shore Superintendent's Roundtable, Phi Delta Kappa (subscription), Education Week (subscription), American School Board Journal subscription and two (2) other professional organizations of the Superintendent's choosing.

The District shall reimburse the Superintendent for dues and other reasonable costs associated with such membership, including but not limited to attendance at in-state meetings and conferences, subject to the maximum in the first paragraph of this Section 7.

7.5 The District shall provide the Superintendent with a laptop computer and the option of a District provided cell phone or reimbursement up to $50 monthly in order to perform school district work. The Committee shall pay any monthly fees associated with such equipment. At such time as the Superintendent leaves the school district for any reason, the Superintendent shall return all equipment.

8. NSIP: The Superintendent shall participate in the M.A.S.S. New Superintendent Induction Program (NSIP) for each of the Contract Years under this Agreement. The District shall pay the actual cost for the NSIP program attended by the Superintendent subject to the maximum in the first paragraph of Section 7.

9. DUTIES: The duties performed by the Superintendent shall be those set forth in the job description for Superintendent, which may be amended from time to time by the Committee.

a. The Superintendent shall have charge of the administration of the District consistent with law and Committee policies and directives.
b. They shall be the chief executive officer of the School District and shall employ, assign, direct, evaluate, discipline, and terminate all employees of the District consistent with law and Committee policy.
c. They shall organize, reorganize, and arrange the administrative and supervisory staff, including instruction and business affairs.
d. They shall be responsible for the operation and management of the school district including the utilization of and accounting for funds appropriated for the school district as well as all other funds coming under the control of the school district.
e. They shall construct Committee meeting agendas in consultation with and at the direction of the Committee Chair.
f. The Superintendent shall attend all meetings of the School Committee, unless excused, and may participate in all school committee deliberations except when matters relating to their own employment and/or this AGREEMENT are under consideration.
g. They shall recommend regulations, rules, policies, and procedures deemed necessary for the good order of the school district and, in general, perform the duties incident to the office of the Superintendent, as provided by applicable laws and in accordance with the policies and directives of the Committee, as they may be promulgated or modified from time to time including, without limitation, working collaboratively with the Committee with respect to communications and communications strategies, identifying best practices, making recommendations to the Committee, and complying with obligations established by Committee policy or through collective bargaining agreements with respect to work with other stakeholders in the District including parents, students, educators, and employee unions.
h. The Superintendent may serve as the liaison to various Town Departments and committees.
i. A copy of the current job description will be included for reference.

10. PERFORMANCE EVALUATION: The Committee shall devote at least a portion of one meeting before June 30th of each Contract Year to an evaluation of the Superintendent's performance and working relationship with the Committee, using an instrument consistent with the Massachusetts Model System for Superintendent Evaluation as prescribed by the Department of Elementary and Secondary Education ("DESE"). Each Contract Year, the Superintendent shall collaborate with the Committee in setting goals and objectives for the Superintendent. The Committee shall evaluate the Superintendent at a meeting held

in open session in accordance with the provisions of Massachusetts General Laws and DESE regulations, standards, and indicators regarding evaluation of the superintendent.

11. LICENSE: The Superintendent hereby represents to the Committee that they are currently licensed to serve as Superintendent of Schools pursuant to the laws of the Commonwealth of Massachusetts and the Rules and Regulations of the Commissioner of Elementary and Secondary Education and the Massachusetts Department of Elementary and Secondary Education. As a condition of employment and continued employment, the Superintendent shall maintain, throughout the term of this AGREEMENT, a valid and appropriate license qualifying them to serve as a Superintendent of Schools in a school district in the Commonwealth of Massachusetts, as required by Massachusetts General Laws, as such may be amended from time to time. The Superintendent agrees to notify the Committee within twenty-four (24) hours of receiving written/email notice of their license being revoked, rescinded, suspended, or lapsed.

12. PROFESSIONAL ACTIVITIES: The Superintendent shall devote their full business time, attention, and energy to the business of the District. However, the Committee encourages the continuing professional growth of the Superintendent through their participation, as they might decide in light of their responsibilities as Superintendent, in:
    a. the operations, programs, conferences, and other activities conducted or sponsored by local, state, and national school administrator and/or school committee associations (The Superintendent shall provide the Committee Chair with prior email notice of their participation in operations, conferences, and activities that are out of state.);
    b. local, and state conferences, seminars, and courses offered by private institutions, commissions, or committees related to education and;
    c. informational meetings with persons whose particular skills or backgrounds would serve to improve the capacity of the Superintendent to perform their professional responsibilities for the School District.

The Superintendent may accept local speaking, writing, teaching, lecturing or other engagements of a professional nature as they see fit, provided they do not interfere with or derogate from their duties. In any case, when such activities may interfere with or derogate from their duties as Superintendent, they must obtain the advance approval of the School Committee. The Superintendent may participate in charitable and volunteer activities as they sees fit, provided that they do not interfere with or derogate from their duties and such participation does not violate Massachusetts General Laws chapter 268A.

13. INDEMNIFICATION:

a. In accordance with and to the extent provided by applicable Massachusetts General Laws, the Committee agrees to provide indemnification to the Superintendent against all uninsured financial losses arising out of any proceeding, claim, demand, suit or judgment by the reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while the Superintendent is acting within the scope of their employment or under direction of the Committee. The parties understand and agree that this indemnification provision shall not apply to actions by the Committee to suspend and/or terminate the Superintendent.

b. The Superintendent shall, within four (4) calendar days of the time they are served with any summons, complaint, process, notice, demand or pleading, deliver a copy of the same to the Committee.

c. This Section 13 shall survive the termination of this AGREEMENT.

14. TERMINATION OF EMPLOYMENT AGREEMENT:

14.1 By the Committee with Good Cause: During the term of this AGREEMENT, the Committee may suspend the Superintendent from their position as superintendent and/or may terminate their employment and this Employment AGREEMENT for incompetency, neglect of duty, conduct unbecoming a superintendent, or other Good Cause. "Good Cause" herein shall be defined as any ground put forth by the Committee that is not arbitrary, irrational, unreasonable or irrelevant to the task of building and maintaining an efficient school system. If the Superintendent is given an overall "needs improvement" performance rating on their evaluation, in accordance with the evaluation outlined in Section 10, they will be placed on a Performance Improvement Plan (PIP). If corrective actions outlined in the PIP are not accomplished within ninety (90) school days or a longer timeframe as determined by the School Committee in the PIP, it shall constitute "good cause" under the contract.

Prior to any termination for Good Cause, the Committee shall provide the Superintendent with written notice of the reason, reasons, charge or charges against them, and the grounds on which such reason(s) or charge(s) is based. Such written notice shall provide sufficient detail to place the Superintendent on notice of the basis for such intended action, along with copies of any documents or other evidence on which the Committee may rely in deciding whether terminate the Superintendent.

Prior to any termination, the Committee shall provide the Superintendent with a hearing upon said reason(s) or charge(s). Such hearing shall be scheduled no fewer than ten (10) days from the Superintendent's receipt of the termination notice, except as otherwise agreed by the Parties. Such hearing shall be conducted in accordance with the provisions of the Open

Meeting Law, Massachusetts General Laws, Chapter 30A. The Superintendent shall be entitled to have their legal counsel present to advise them. The Superintendent shall be responsible for paying all fees and costs associated with such legal counsel.

The decision of the Committee, after such hearing, if any, shall be final and binding, subject to such judicial review as may be provided under applicable law. In the event of termination pursuant to this paragraph, the Committee shall not be required to pay, and the Superintendent shall not be entitled to receive salary payments and benefits payable after the effective date of termination. The Superintendent may request to use their accrued vacation days prior to their separation from employment subject to Committee approval and provided that such use does not interfere with the orderly transition of duties.

14.2 By the Committee For Disability: The Superintendent is a key employee as defined by the federal Family Medical Leave Act. Subject to applicable law, if the Superintendent is absent from work on account of a disability for more than one hundred twenty (120) calendar days, the Committee shall have the option of terminating their employment and this AGREEMENT. If the Committee exercises its option to terminate the Superintendent's employment and this AGREEMENT, the Superintendent shall not be entitled to receive salary payments and benefits payable after the effective date of such termination, unless such payments and benefits were earned prior to the effective date of resignation. Prior to such termination, the Superintendent shall be entitled to the due process, including notice and a hearing, as set forth above with respect to a termination for good cause.

14.3 By the Superintendent: The Superintendent may terminate their employment by submitting their written resignation to the Committee with as much advance notice as possible but no less than one hundred twenty (120) calendar days advance notice, except as otherwise agreed by the parties. In the event of termination pursuant to this paragraph, the Committee shall not be required to pay, and the Superintendent shall not be entitled to receive salary payments and benefits payable after the effective date of the Superintendent's resignation, unless such payments and benefits were earned prior to the effective date of resignation.

14.4 Non-Renewal:

a. In the event that the Committee does not desire to renew the Superintendent's employment with the District at the expiration of this Agreement, the Committee shall provide the Superintendent with written notice of such intention no later than October 15, 2028, unless otherwise agreed upon.

b. If the School Committee fails to give such written notice by said date, this Agreement shall remain in full force and effect for a renewal term of one (1) year at a compensation level to be negotiated by the parties.
c. In the event the Committee provides notice of renewal and the parties do not negotiate a successor Agreement by March 1, 2029, this Agreement shall remain in full force and effect for a renewal term of one (1) year at the same compensation level as the most recently completed year.
d. The non-renewal of this Agreement shall not constitute a dismissal of the Superintendent. The expiration or termination of this Agreement shall result in the cessation of the employment relationship.
e. All obligations under this Agreement shall cease upon the earlier of its expiration or its termination in accordance with this Section.

15. CRITICISMS AND COMPLAINTS: Criticisms and complaints brought to the attention of the Committee shall be promptly shared with the Superintendent. The Superintendent shall not be evaluated or disciplined based on any criticism or complaint that had been brought to the attention of the Committee and not shared with the Superintendent in a timely manner. Likewise, the Superintendent shall not be evaluated or disciplined based on anonymous complaints unless separately verified.

16. NOTICES: All notices required or desired to be given under this AGREEMENT will be deemed to be served if in writing and delivered by in-hand delivery to the Superintendent or sent by email to the Superintendent's District email address in the case of the Superintendent, or served if in writing and delivered by in-hand delivery to the Committee Chair or sent by email to the Chair's District email address with a copy sent by email to the executive secretary to the Committee.

17. ENTIRE AGREEMENT: This AGREEMENT and the attached Superintendent's job description and any addendum outlining additional benefits is the whole agreement between the Committee and the Superintendent. There have been no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those set forth herein. No modification of or addition to this AGREEMENT shall be effective unless and until set forth in writing and signed by the parties.

18. SEVERABILITY: If any term(s) or provision(s) of this AGREEMENT are held to be invalid or unenforceable for any reason by a court of competent jurisdiction, the validity and enforceability of the remaining terms and provisions shall not be affected, and such

invalid and/or unenforceable term(s) and/or provision(s) shall be modified to the extent necessary to make it or them enforceable.

19. GOVERNING LAW: This AGREEMENT shall be interpreted, enforced, governed, and construed under and in accordance with the laws of the Commonwealth of Massachusetts.

20. COUNTERPARTS: This AGREEMENT shall be executed in two (2) counterparts, each of which shall be deemed to be an original and both of which taken together will be deemed one and the same instrument.

IN WITNESS WHEREOF the Parties have caused this AGREEMENT to be subscribed in duplicate on this 25th day of March 2026.

3/24/26

Heather Galante, Superintendent

ON BEHALF OF THE SCHOOL COMMITTEE BY:

3/25/26

Matthew Alexander, Chair