

# EMPLOYMENT AGREEMENT

Between

and the

**Tri-County Regional Vocational Technical School District Committee**

This Employment Agreement is made and entered into September 1, 2022, by the Tri-County Regional Vocational Technical School District Committee, hereinafter referred to as the Committee, and [REDACTED] hereinafter referred to as the Director of Vocational Programs.

Now, therefore, the Committee and the Director of Vocational Programs, for the consideration herein specified, agree as follows:

## 1. TERM

- A. The Committee, in consideration of the promises herein contained, hereby employs and the Director of Vocational Programs hereby accepts employment as the Director of Vocational Programs for a term commencing September 1, 2022 and ending August 31, 2023.
- B. The Committee may by specific action and with the consent of the Director of Vocational Programs, extend the termination date of the existing agreement to the full extent permitted by state law.
- C. If the Committee does not notify the Director of Vocational Programs in writing before April 2 that this employment agreement will not be renewed, it shall be deemed that the Committee has renewed the employment agreement for one (1) year, extending from the termination date set forth in Paragraph 1-A above.
- D. In the event that said Director of Vocational Programs desires to terminate this Agreement before the term of service shall have expired, they may do so by giving the Committee at least ninety (90) days' notice of their intention to terminate this Agreement.
- E. The Director of Vocational Programs shall have a work year consisting of two hundred six (206) days, which includes eleven (11) holidays. A timesheet should be prepared and signed by the Principal for any days worked beyond the one-hundred ninety-five (195) contractual work days, not to exceed ten (10) days. Additional work days will be paid at the per diem rate of five hundred seventy-seven dollars (\$577).

## 2. COMPENSATION

The Committee shall pay the Director of Vocational Programs at an annual salary rate of \$118,884. The annual salary rate shall be paid to the Director of Vocational Programs in twenty-six (26) equal payments on a bi-weekly basis.

Any adjustment in salary made during the life of this agreement shall be in the form of an amendment and become part of this agreement, but it shall not be deemed that the Committee and the Director of Vocational Programs entered into a new agreement or that the termination date of the existing agreement has been extended.

### 3. OTHER BENEFITS

- A. The Director of Vocational Programs will be entitled to the following holidays: New Year's Day, Martin Luther King Day, Memorial Day, Columbus Day, Veterans Day, Thanksgiving Day, day after Thanksgiving (provided school is not in session), Christmas Day, Labor Day. The Director of Vocational Programs will be entitled to paid leave of absence for the observance of Good Friday and Juneteenth.
- B. The Director of Vocational Programs shall be granted twelve (12) days of leave per year for personal or family illness. Said days may be accumulated up to a total of 205 days. If at any time there is a need for the Director of Vocational Programs to use more than three (3) consecutive sick days, the Superintendent-Director may request certification from a physician as to the need for the Director of Vocational Programs to be absent from work.  
  
The Committee agrees to buy back unused sick leave at the time of retirement from employment for those accumulated days in excess of sixty (60) days at a rate of one hundred dollars (\$100) per day.
- C. The Director of Vocational Programs will be entitled to two days of absence with pay each school year to conduct legal, business, household, or family matters which require absence during school hours. Applications for personal leave will be made at least forty-eight (48) hours before taking such leave (except in the case of emergencies). Personal leave days cannot be used to extend a holiday or vacation except at the discretion of the Superintendent-Director whose decision shall be final.
- D. The Director of Vocational Programs is authorized to establish a tax deferred annuity program at her own expense.
- E. The Committee agrees to pay the premium of a \$50,000 term life insurance policy through the existing group plan.
- F. The Committee agrees to pay 65% of the cost of individual or family health insurance coverage for plans adopted by the District. Retirees are allowed to participate in these plans as outlined in M.G.L. Section 9A, 9B and 9D of Chapter 32B.
- G. The Committee shall provide 50% payments of the cost of a premium for a \$5,000.00 Life Insurance Policy. In addition, the Director of Vocational Programs may purchase at her own expense insurance up to the amount of her annual salary or to the insurance carrier's limit, whichever is lower.
- H. The Committee will provide a dental plan for the Director of Vocational Programs and further agrees to contribute 65% toward the premium of such plan.
- I. The Director of Vocational Programs will be eligible to participate in a Section 125 Program and contribute to Flexible Spending Accounts. Under a Section 125 Program the Director of Vocational Programs may choose to pay qualified benefit premiums before any taxes are deducted for her paycheck. Flexible Spending Accounts allow the Director of Vocational Programs to set aside a portion of their paycheck tax free to pay for certain health and dependent care benefits.
- J. The Committee shall reimburse the Director of Vocational Programs, subject to the prior approval of the Superintendent-Director, for all expenses reasonably incurred in the

performance of their duties under this agreement. Such expenses shall include, but not be limited to, costs of transportation and attendance at appropriate professional association, local, state, and national meetings and conferences, and dues resulting from membership in appropriate local, state and national associations subject to prior approval of the Superintendent-Director.

- K. The Director of Vocational Programs will be granted four (4) consecutive days at any one time commencing with the date of death of a spouse, child, parent, sibling, in-law, domestic partner living in the same household, or other relative living in the same household. The Director of Vocational Programs will be granted up to two (2) consecutive days at any time in the event of death of their grandfather, grandmother, uncle, aunt, niece or nephew unless said relative is a member of the immediate household in which event the Director of Vocational Programs will be entitled to the aforesaid four (4) days. Within seven (7) days of the date of death, the employee will submit in writing the arrangements of the deceased. Extenuating circumstances shall be considered and not unreasonably denied. The Superintendent-Director can use discretion to waive above mentioned requirements and his/her decision is final.
- L. The Committee agrees to reimburse the Director of Vocational Programs an amount not to exceed Fourteen Hundred Dollars (\$1,400) per annum for costs and expenses incurred in taking courses at accredited colleges or universities or a course or program in their area of expertise. The prior approval of the Superintendent-Director is required. The Director of Vocational Programs will receive payment for all required educational licensure.
- M. Upon completion of the tenth (10<sup>th</sup>) year, the Director of Vocational Programs will receive an annual longevity stipend in the sum payable on or before December 1<sup>st</sup> of seven hundred fifty dollars (\$750).

Upon completion of the fifteenth (15<sup>th</sup>) year, the Director of Vocational Programs will receive an annual longevity stipend in the sum payable on or before December 1<sup>st</sup> of one thousand two hundred fifty dollars (\$1,250).

Upon completion of the twentieth (20<sup>th</sup>) year, the Director of Vocational Programs will receive an annual longevity stipend in the sum payable on or before December 1<sup>st</sup> of one thousand seven hundred fifty dollars (\$1,750).

Upon completion of the twenty-fifth (25<sup>th</sup>) year, the Director of Vocational Programs will receive an annual longevity stipend in the sum payable on or before December 1<sup>st</sup> of two thousand two hundred fifty dollars (\$2,250).

For purposes of this article only, in computing years of service the Director of Vocational Programs must have commenced employment on or before December 1 of their first year in order to get longevity credit for that year; otherwise, that first year will not count as credit toward longevity.

#### 4. PROFESSIONAL ENGAGEMENTS AND CONSULTATIVE WORK

The Director of Vocational Programs may, subject to the prior approval of the Superintendent-Director, undertake and accept compensation for speaking, writing and lecturing engagements and any other engagements of a professional nature and consultative work outside the Tri-County Regional Vocational Technical School District, provided, however, that none of such engagements or consultative work shall

derogate from their duties as Director of Vocational Programs of the Tri-County Regional Vocational Technical School District.

5. DUTIES & RESPONSIBILITIES

The Director of Vocational Programs recognizes that their responsibilities and conduct are not determined by prescribed hours and conditions and will perform the directed and implied duties of their position as determined by the Superintendent-Director and will expend the time and effort necessary to effectively achieve the goals and purposes of the Tri-County Regional Vocational Technical School District. A job description of the Director of Vocational Programs is attached hereto.

6. LICENSURE

The Director of Vocational Programs shall furnish to the Superintendent-Director (and maintain throughout the term of this Agreement) a valid and appropriate license issued by the Commonwealth of Massachusetts as required by M.G.L.

7. STATE RETIREMENT ASSOCIATION

The Director of Vocational Programs shall be a member of the appropriate State Retirement System as required by M.G.L.

8. EVALUATION

The Principal shall evaluate and assess in writing the performance of the Director of Vocational Programs at least once a year during the term of this Agreement. This evaluation and assessment shall be conducted in accordance with the State's Educator Evaluation System.

9. SAVINGS CLAUSE

If, during the term of this agreement, it is found that a specific clause of the agreement is illegal in federal or state law, the remaining parts of the agreement not affected by such ruling shall remain in force.

In witness whereof, the Committee has caused this employment agreement to be approved on its behalf by a duly authorized officer and the Director of Vocational Programs has approved this employment agreement effective on the day and year specified in paragraph one above.

For purposes of this Agreement, the anniversary date of employment shall be considered to be September 1 of each year.

[Redacted Signature]

8/10/22  
Date

Director of Vocational Programs

[Redacted Signature]

8/10/22  
Date

Superintendent-Director

**ACKNOWLEDGMENT OF RECEIPT**

I, Pamela Olsen, an employee at Tri-County RVTs  
(first and last name) (name of municipal dept.)

hereby acknowledge that I received a copy of the summary of the conflict of interest law

for municipal employees, revised November 14, 2016, on 8/11/22.  
(date)

*Municipal employees should complete the acknowledgment of receipt and return it to the individual who provided them with a copy of the summary. Alternatively, municipal employees may send an email acknowledging receipt of the summary to the individual who provided them with a copy of it.*