

ACTING SUPERINTENDENT'S CONTRACT

2019

HARTLAND BOARD OF EDUCATION

It is hereby agreed by and between the Board of Education and the Town of Hartland, Connecticut (herein called the "Board") and Imma A. Canelli that the Board, in accordance with its action by election pursuant to Connecticut General Statutes #10-157 hereby employs Imma A. Canelli as Acting Superintendent of Schools and that Imma A. Canelli (hereinafter the "Acting Superintendent") hereby accepts employment as Acting Superintendent of Schools of the Town of Hartland, Connecticut upon the term hereinafter set forth. The Acting Superintendent will assume the duties of the Superintendent of Schools.

1. DUTIES

The Superintendent is the chief executive officer of the Board. In harmony with the policies of the Board and state laws, the Superintendent has executive authority over the school system and responsibility for its supervision. She has the general authority to act at her discretion, subject to later approval by the Board, upon all emergency matters and those as to which her powers and duties are not expressly limited or are not particularly set forth. She advises the Board on policies and plans that the Board takes under consideration and takes the initiative in presenting to the Board policy and planning issues for the Board's attention.

The Superintendent or her designee as approved by the Board shall attend all meetings of the Board and shall participate in all Board deliberations except when matters relating to her own employment are under consideration. The Superintendent attend all town Board of Finance meetings and any town meetings required to support the annual budget process. The Superintendent shall receive notice of Board Committee meetings and she or her designee may attend.

2. OUTSIDE PROFESSIONAL ACTIVITIES

By agreement with the Board, the Superintendent may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations.

3. TERM

The term of employment under this Agreement is January 17, 2019 to January 17, 2020.

4. COMPENSATION

The total compensation shall of a salary of \$70,000 (pro-rated) based on an average of two days per week (104 days, annually). The Superintendent may work an additional 5 paid days, as necessary, without Board approval. The compensation package will be reassessed annually. Additionally, the Superintendent shall receive one stipend of \$500 to be paid at the end of the school year, to help cover mileage to and from work for the Superintendent.

5. TRAVEL REIMBURSEMENT

For the use of her automobile on school business, the Superintendent shall be reimbursed at the IRS mileage rate for all business-related travel outside the district.

6. EVALUATION FORMAT

The Board shall evaluate and assess the performance of the Superintendent at least annually during the term of this agreement. Said evaluation and assessment shall be reasonably related to the goals and objectives of the school district for the year in question and may be exercised orally or in written format, depending on the desire of the Board. The Superintendent shall submit to the Board written goals which will serve as the basis for her evaluation (hereinafter "evaluation format"). The evaluation format shall be objective and based on a review of the district goals. The evaluation of the superintendent may also contain a review of the following criteria: Board-Superintendent relations, community relations, personnel relations, educational programs, business matters, professional leadership, and personal qualities, as well as a review of district goals.

7. EVALUATION

The Board shall evaluate the Superintendent in executive session pursuant to the evaluation format no later than May 31 (unless otherwise mutually agree to delay to June). In the event that the Board determines under the evaluation format that the performance of the Superintendent is deficient in any respect, it shall describe in writing in reasonable detail, indicating specific instances where appropriate said deficient performance. The evaluation shall include recommendations as to ways to improve the Superintendent's performance in all instances where the Board deems performance to be deficient and in all other instances where the Board deems such to be necessary or appropriate. A copy of the written evaluation shall be delivered to the Superintendent within thirty (30) days of its completion and the Superintendent shall have the right to make a written reaction or response to the evaluation which shall become a permanent attachment to the Superintendent's personnel file. Within thirty (30) days of delivery of the written evaluation to the Superintendent, the Board shall meet in executive session with the Superintendent to discuss the evaluation.

Whenever the Board has evaluated the Superintendent's performance to be deficient in whole or in part or has made recommendations as to areas of improvement, the Chairperson of the Board shall appoint a committee of not less than two (2) members of the Board to meet in executive session with the Superintendent and endeavor to assist the Superintendent in improving her performance as to such matters. Such committee shall report in writing to the Board, with a copy to the Superintendent, its activities and the results thereof, within ninety (90) days after its meeting with the Superintendent. Thereafter the Board may continue the committee and require additional reports where necessary.

8. TERMINATION

- A. This Agreement may be terminated by either party upon sixty (60) days' notice to the other party.
- B. 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.
 3. Moral misconduct.
 4. Disability 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 the Superintendent written notice that termination of her agreement 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 of 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 twenty (20) days after receipt of such request. The Board shall render its decision within fifteen (15) days of such hearing, and if the decision is to terminate this Agreement, the Board shall inform the Superintendent in writing of the reasons for its decision and the evidence relied on. 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 legal counsel at her own expense.

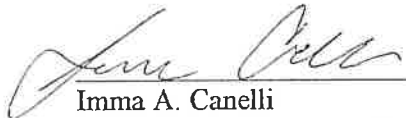
Any time limits established herein may be waived by mutual agreement of the parties.

9. GENERAL PROVISIONS

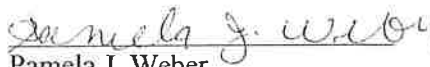
- A. This Agreement contains the entire Agreement between the parties. It may not be amended orally, but may be amended by written agreement of the parties. If any part of this Agreement is invalid such invalidity shall not affect the remainder of this Agreement which shall be binding and affective against all parties.

In witness whereof, the undersigned have executed this Agreement on the day and year set forth below.

1/14/19
Date


Imma A. Canelli
Acting Superintendent of Schools

1/14/19
Date


Pamela J. Weber
Board of Education, Chair