

Two Rivers Supervisory Union  
2019-2020

**CONTRACT FOR SUPERINTENDENT OF SCHOOLS**

Document: Powden\_FY20

Powden, Meg Alison  
7 North College Street  
Montpelier, VT 05602

This Employment Contract (hereinafter referred to as the "Contract") is made and executed between the Two Rivers Board of the Two Rivers Supervisory Union (hereinafter called the "Board"), and Meg Alison Powden (hereinafter referred to as "Superintendent"):

The following is hereby agreed to between the parties:



- The parties agree that the Board shall employ Meg Alison Powden as the Superintendent of Schools for the Two Rivers Supervisory Union.
- The terms of this Contract shall extend for a period of two years, July 1, 2019 through June 30, 2021. Each Contracted year will be for 260 Day.
- **For all services rendered from July 1, 2019 through June 30, 2020 the Board will pay the Superintendent a salary of \$134,194.78 in equal installments in accordance with the policy of the Board. The salary for FY21 will be no less than the contracted salary for FY20.**
- At all times, the Superintendent shall possess a valid license to act as Superintendent of Schools in the State of Vermont as issued by the Vermont Agency of Education, and shall furnish a copy of said license to the Board prior to executing this Contract. The Superintendent's full professional energies and efforts shall be directed toward performing the duties associated with her position. The Superintendent shall be governed by and shall implement and enforce the Laws of the State of Vermont and the policies, rules and regulations of the Board.
- The Superintendent shall have, subject to the approval of the Board, the right and duty of organization and supervision of an administrative and supervisory staff which, in her judgment, best serves the Supervisory Union and the entities within it.

In addition to the salary noted above, the Superintendent shall be entitled to the following benefits, the details of which are provided by and administered according to the Board's policies; these benefits may be modified at any time by the Board:

- **TRANSPORTATION** - The Board shall reimburse the Superintendent on a monthly basis at the current IRS mileage rate for actual travel expenses incurred during the performance of her official duties as Superintendent.
- **EXPENSES** - The Board shall reimburse the Superintendent for reasonable expenses approved by the Board and incurred by the Superintendent during the performance of her official duties; including, but not limited to, attendance at appropriate professional meetings at the local and state level and for dues for membership in the Vermont Superintendents' Association.
- **SICK LEAVE** - The Superintendent shall be entitled to 15 days of personal sick leave annually, cumulative to no more than 90 days.
- **PERSONAL LEAVE** - The Superintendent shall be entitled to 5 days of personal leave annually.
- **BEREAVEMENT LEAVE** - In the event of the death of the Superintendent's spouse/significant other, child, or parent, or other family member, the Superintendent is entitled to 5 days per occurrence of paid bereavement leave with board chair approval.

- VACATION DAYS - 20 paid vacation days per year.
- INSURANCE - The Superintendent shall be entitled to coverage pursuant to the medical, and life insurance plans selected by the Board: The Superintendent shall pay 20 percent of the premium cost for medical coverage, the district will pay 80% of the monthly premium for the VEHI Gold CDHP Plan with an annual matching deposit into a Health Savings Account of up to \$1,250 for Single Plan or \$2,500 for a 2 person or family plan. \$250. will initially be deposited into Health Savings Account by the District for a Single Plan, \$500. will initially be deposited into a Health Savings Account by the District for a 2 person or family plan.
- District will pay 100% of Dental Plan.
- LIFE INSURANCE - The Board shall pay for a Term life insurance policy with a face value of \$200,000.
- LONG-TERM DISABILITY - The board shall pay for a long-term disability Insurance policy in accordance with TRSU policy.
- PROFESSIONAL DEVELOPMENT - Budget permitting, the Superintendent shall be entitled to up to three credits of professional development offered through an accredited institution.
- The Contract shall be terminated as provided below:
  - The Contract shall terminate on June 30, 2021, and the Board shall have no obligation to offer the Superintendent a successor to this Contract. The Board shall notify the Superintendent on or before April 15, 2021 if the Board does not intend to renew the Contract.
  - The Superintendent may opt out of the 2<sup>nd</sup> year of this contract by notifying the board by January 31, 2020 of the intention to terminate the contract.
  - The Board may terminate this contract at any time without advance notice or pay, for just and sufficient cause. "Cause" shall include, but not be limited to, the Superintendent's failure or refusal to carry out the directions of the Board, negligent or incompetent performance of duties, and otherwise unfitness to act as Superintendent.
  - If the Board terminates this Contract for a reason other than for "cause", it shall continue to provide the Superintendent with the salary and benefits set forth in this Contract for the duration of the Contract.
  - The Contract may be terminated by mutual agreement by the Superintendent and the Board.
  - Once notice has been given by either party for any reason, the Employee and the Employer agree to execute their duties and obligations under this Agreement diligently and in good faith through the end of the notice period.
- This Contract shall be governed by, construed and enforced in accordance with the laws of the State of Vermont and all Board policies.
- This Contract sets forth the entire agreement and understanding of the parties and supersedes all prior agreements, arrangements and understandings, written or oral, between the parties.
- This Contract may not be changed or terminated orally, and no change, termination or attempted waiver of any of the provisions hereof shall be binding unless made in writing and signed by the parties

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 Employee Signature	5.28.19 Date	 Paul Orzechowski TRSU Board Chair	5/15/19 Date
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