

CONTRACT FOR EMPLOYMENT

This contract is made this 1st day of July, 2018 between the Little Compton School Committee, hereinafter referred to as the "Committee", and Carolyn Sedgwick, hereinafter referred to as "Sedgwick."

In consideration of the promises herein contained, the parties hereto mutually agree as follows:

EMPLOYMENT: The Committee hereby agrees to employ Sedgwick as Administrative Asst. to the Superintendent/Director of HR and Sedgwick hereby agrees to accept employment on the following terms and conditions:

1. COMPENSATION: In consideration of the duties to be performed by Sedgwick and in addition to further monetary or other benefits referred to in this Agreement, the Committee shall pay to or on behalf of Sedgwick an annual salary as follows:

July 1, 2018	\$60,000.00
July 1, 2019	Two percent (2%) increase
July 1, 2020	Two percent (2%) increase

Payment shall be made in twenty-six (26) equal installments. The Committee shall withhold from Sedgwick's salary all sums required by federal, state, and local laws and all other sums as Sedgwick and the Committee may agree upon.

2. TERM OF AGREEMENT: The term of this contract shall commence on July 1, 2018 and continue through June 30, 2021.

3. WORK YEAR: Sedgwick shall work a 12 month year with four (4) weeks annual vacation and shall observe such holidays as are recognized by the Committee for the collective bargaining Support Staff.

4. DUTIES: The Administrative Asst. to the Superintendent/Director of HR of Schools, Payroll Coordinator and Clerk of the School Committee shall faithfully perform the duties as are outlined in the job descriptions created for these positions and are part of this contract by reference. Sedgwick shall also attend all School Committee meetings and such meetings as required by the Superintendent, including meetings of Town Boards and Committees as needed.

5. FRINGE BENEFITS: The Committee agrees to provide medical and dental insurance to Sedgwick and, if received, Sedgwick shall pay 16% of the working rate for the plan for 2018-2019 school year and an amount to be determined for future years. In the alternative, Sedgwick shall be offered a buy-back in lieu of health care coverage at the rate of \$2,000 for each year of this agreement payable on or about the last payroll each June.

a. SICK LEAVE: Fifteen (15) days of sick leave per year will be granted to Sedgwick at the beginning of each fiscal year with a maximum accumulation of two hundred (200) days.

b. PERSONAL LEAVE: Sedgwick shall be granted annually two (2) days of personal leave. Such days shall not accrue from year to year.

c. FUNERAL LEAVE: Funeral leave shall be available to Sedgwick up to five (5) days of leave during each year of this contract in the event of the death of any member of her immediate family. One day funeral leave shall be available for all other family members of Sedgwick. Bereavement days shall not accumulate from year to year.

d. JURY DUTY: The Committee agrees to provide to Sedgwick the difference between the daily rate of pay and the amount received for jury service in the event Sedgwick is required to serve jury duty.

e. LIFE INSURANCE: The Committee will provide to Sedgwick a term life insurance policy for the term of her employment in the amount of fifty thousand dollars (\$50,000).

f. 403B PLAN: The Committee agrees to match any contribution made by the Sedgwick to the 403B Plan administered on behalf of the Committee in an amount not to exceed five thousand dollars (\$5,000).

g. CERTIFICATION: The Committee agrees to reimburse Sedgwick for the cost of any course work successfully completed by her in pursuit of her certification as a Business Administrator.

h. OTHER BENEFITS: Except as otherwise provided herein, Sedgwick shall be offered substantially the same benefits as are afforded other members of the certified staff.

7. OTHER DUTIES: In addition to the foregoing, the Committee agrees to pay Sedgwick five hundred dollars (\$500) per month retroactive to January 1, 2018, for each month wherein she serves as Clerk of the Committee regardless of the number of meetings held by the Committee, and the Committee agrees to pay Sedgwick four hundred sixteen dollars and sixty-seven cents (\$416.67) for each month that Sedgwick acts as the Payroll Coordinator for the District.

6. PROFESSIONAL DEVELOPMENT, MEETINGS & CONFERENCES: Sedgwick shall be reimbursed for out-of-pocket expenses incurred during the performance of her professional duties, to include meetings, conferences, professional dues, subscriptions and/or tuition costs, as directed or agreed to by the Committee and subject to budget considerations.

7. INDEMNIFICATION: The Committee shall defend and indemnify Sedgwick against all suits brought against her arising out of the exercise of her duties. Provided, however, that the Committee shall not defend or indemnify her for actions determined to be outside

the scope of her actual or apparent authority as Administrative Asst. to the Superintendent/Director of HR, Payroll Coordinator and Clerk of the School Committee or not in good faith.

8. TERMINATION:

a. Prior to the expiration of this contract, the Committee may terminate this contract for good cause, provided that such cause is expressed in writing to the Administrative Asst. to the Superintendent/Director of HR, Payroll Coordinator and Clerk of the School Committee and provided that she has been given an opportunity to meet with the Committee and to rebut such cause.

b. During this Agreement's term, Sedgwick may voluntarily leave the employment of the Committee, provided that Sedgwick serves the Committee with written notice at least one (1) month in advance. Said written notice shall be sent to the Superintendent of Schools by certified mail, return receipt requested at the time said notice is sent. The Committee is under no obligation to provide severance pay or to continue any other payments under this Agreement beyond the date of Sedgwick's departure.

9. ENTIRE AGREEMENT: This contract signed by the parties embodies the entire agreement between the Committee and Sedgwick, and there are no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those contained herein. The contract may not be changed except by a writing signed by the party against whom enforcement thereof is sought. A waiver by either party of a breach of any provision of this Agreement shall not operate or be construed to be a waiver of any subsequent breach.

10. INVALIDITY: If any portion of this Agreement is found to be invalid, it shall not affect the remainder of said Agreement, but said remainder shall be binding and effective against all parties.

C. Sedgwick
Carolyn Sedgwick

Date: 7/11/18

Witness: _____

LITTLE COMPTON SCHOOL COMMITTEE

By: [Signature]

Date: 7/11/18

Witness: [Signature]