

**BRISTOL BOARD OF EDUCATION  
EMPLOYMENT CONTRACT FOR SUPERINTENDENT OF SCHOOLS**

It is hereby agreed by and between the Board of Education of Bristol (hereinafter called the "Board") and Ms. Iris White, (hereinafter called the "Superintendent") that the said Board in accordance with its action on May 7, 2025, by election pursuant to section 10-157 of the Connecticut General Statutes, has and does hereby employ the said Ms. Iris White as Superintendent of Schools and that the said Ms. Iris White hereby accepts employment as Superintendent of Schools upon the terms and conditions hereinafter set forth.

**1. CERTIFICATION:**

As a condition precedent to this Agreement taking full force and effect, the Superintendent shall hold and present to the Board a valid certificate issued by the State of Connecticut enabling her to serve as Superintendent. Failure to provide said certificate shall make this Agreement null and void. Should any such certification terminate and the Superintendent not otherwise hold valid certification or be otherwise permitted by law to serve as Superintendent of Schools, this Agreement shall terminate immediately by its terms.

**2. DUTIES:**

- A. The Superintendent is the chief executive officer of the board. In harmony with the policies of the Board and state law, the Superintendent has executive authority over the school system and the responsibility for its supervision. The Superintendent will be bound by the Board policies, regulations, motions and directives and shall be responsible for their maintenance, administration and enforcement. She has the general authority to act at her discretion, subject to later approval by the Board of Education, 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 she takes the initiative in presenting to the Board policy and planning issues for such consideration.
  
- B. The Superintendent will be responsible for establishing annual goals for her administrative team that align with and advance the goals of the Board. The Superintendent shall also be responsible for providing suggestions and leadership to assist the Board in the development of the annual budget, long-range strategic plans, and the capital plan. Each of these shall be presented to the Board annually or as otherwise appropriate for approval in accordance with a schedule established by the Board after consultation with the Superintendent.

- C. The Superintendent or her designee as approved by the Board of Education shall attend all meetings of the Board of Education and shall participate in all Board deliberations, except by Board invitation only when matters relating to her own employment are under consideration. The Superintendent shall receive notice of all Board Committee meetings.

**3. TERM:**

The term of said employment is from July 1, 2025 through June 30, 2028. The Superintendent and the Board of Education agree they shall adhere to the following procedures to extend the Superintendent's employment under this contract for an additional period not to exceed three (3) years at any time.

- A. Prior to the end of the first year of a three-year agreement, the Board of Education, at the request of the Superintendent, may vote for a new agreement.
- B. Prior to the end of the second year of a three-year agreement (or prior to the last year of this Agreement), the Board of Education shall vote on a new agreement. At least three months prior to that time, the Superintendent shall notify the Board that her contract is about to expire and shall provide the Board this contract clause.
- C. Anything in this paragraph to the contrary notwithstanding, the provisions of Section 8 shall take precedence and the Superintendent's employment may be terminated under the provisions of said section.

**4. BASE SALARY**

- A. The annual base salary of the Superintendent shall be Two Hundred Twenty Thousand Dollars (\$220,000.00) and shall be paid in periodic payments in accordance with the established pay dates for the school district for certified staff. Effective July 1, 2026, the annual base salary shall increase by 2.5%. Effective July 1, 2027, the annual base salary shall increase by 2.5%.

**5. FRINGE BENEFITS:**

- A. The Board of Education shall provide the Superintendent with twenty (20) sick days annually, cumulative to a maximum of two hundred forty (240) days. When the Superintendent commences employment under this contract, she will be credited with the sick days she has accumulated as of June 30, 2025, in addition to the annual allotment. Unused sick days shall not be compensated when employment terminates. A medical certificate may be requested for sick leave if the absence recurs frequently or, if in the judgment of the Chairperson, there is reasonable cause for requiring such a certificate. The Board

recognizes that there are times when prolonged illness or accident that incapacitates for an extended period of time will cause the Superintendent to exhaust all accumulated sick leave. The Board, at its sole discretion, may review the circumstances for consideration and grant additional sick days with or without pay. Should the Board elect to provide short-term disability insurance, the accumulated sick leave may be adjusted to reflect the additional coverage.

- B. The Board of Education shall provide the Superintendent with twenty-five (25) vacation days annually. Such days shall be taken during the year in which they are earned. Vacation for any partial year of service shall be pro-rated. The Superintendent shall be paid for any unused days at the close of each fiscal year, up to a maximum of twenty-five (25) days.
- C. The Superintendent shall have the holidays on which the Board offices are closed.
- D. The Board of Education shall provide the Superintendent annually with up to five (5) personal absence days to be used at her discretion for pressing personal business that cannot be conducted outside of school hours.
- E. The Board shall provide the Superintendent and her dependents with the same health insurance coverage, with the same premium cost share, as is provided to district administrators under the collective bargaining agreement between the Board and the Bristol Association of Principals & Supervisors at the time this Agreement is signed. Should such health insurance coverage change, this provision is subject to revision.
- F. The Board shall provide the Superintendent with Two Hundred Fifty Thousand Dollars (\$250,000) of term life insurance during the term of this Agreement. The Superintendent is responsible for payment of taxes resulting from the payment of this benefit. Such coverage is subject to requirements of the insurance carrier, which may include a physical examination as defined by insurance provider.
- G. The Board shall provide the Superintendent with a long-term disability insurance policy to compensate the Superintendent for sixty percent (60%) of the Superintendent's base salary under this Agreement in case of qualifying disability after a suitable qualifying period as may be provided for and in accordance with the policy on file in the Board offices. Such disability insurance coverage shall be the same as is provided to a majority of school district administrators at the time this contract is signed, and the Superintendent shall pay the same premium cost share as such other

administrators. Such disability insurance coverage and/or provider may change from time to time or certain features may be discontinued.

- H. The Superintendent shall receive a transportation allowance of Two Thousand Five Hundred (\$2,500) annually to defray the expenses of the maintenance and operation of an automobile and for other transportation costs while performing obligations pursuant to this Agreement, which shall be reported to the Superintendent as additional taxable income in accordance with the applicable IRS requirements. Travel outside of the district for school business will continue to be fully reimbursable in accordance with Board policy.
- I. The Board shall provide the Superintendent with appropriate technology to facilitate the performance of his responsibilities, *i.e.*, a laptop, a tablet, and a cell phone for use in her capacity as Superintendent. The Board shall pay the monthly charges for such cell phone.

**6. OUTSIDE ACTIVITIES:**

- A. It is understood that the Superintendent may be active in local, state, regional, and national educational and professional activities as the leader and representative of the Bristol Public Schools. Out-of-pocket expenses for such activities, are subject to Board approval and will be borne by the Board. The Board will expect periodic reports on these activities, including how such activities benefit Bristol.
- B. The Board shall pay the full cost of the Superintendent's professional association memberships in the Connecticut Association of Public-School Superintendents, the American Association of School Administrators and the Hartford Area Superintendents' Association.

**7. EVALUATION:**

- A. The Superintendent will submit to the Board a recommended format for said evaluation and assessment of her performance (hereinafter "evaluation format"). The evaluation format will be reasonably objective and will contain evaluation guidelines for at least the following areas: board-superintendent relations, community relations, personnel relations (evaluations and development of administrators and staff), educational program, business matters, professional leadership and personal qualities. The Board will meet and discuss the evaluation format with the Superintendent in accordance with Connecticut General Statute 10-157 and agree on the development and adoption of evaluation guidelines and criteria. The Board shall adopt an evaluation format within ninety (90) days of the commencement of each year of this Agreement.

- B. The Board shall evaluate the Superintendent prior to the expiration of each fiscal year during the term of this Agreement. Prior to preparing a written evaluation (should the Board choose to do so), the Board shall discuss the Superintendent's performance with her in executive session unless the Superintendent requires that such discussion be held in open session. A copy of any written evaluation shall be delivered to the Superintendent within ten (10) days of its completion, and the Superintendent shall have the right to submit a written response to the evaluation, which shall become a permanent attachment to the Superintendent's personnel file.
- C. In the event that the Board determines that the performance of the Superintendent is deficient in any respect, it may describe any performance concerns in writing in reasonable detail, indicating specific instances where appropriate. In addition, the Chairperson of the Board may appoint a committee of not fewer 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. Said committee may report in executive session to the full Board on its activities and the results thereof, either verbally or in writing, and a copy of any written report shall be provided to the Superintendent.

**8. TERMINATION:**

- A. The parties may, by mutual consent, terminate the contract at any time.
- B. The Superintendent shall be entitled to terminate the contract voluntarily upon written notice of ninety (90) days, except that the ninety-day notice is not required if termination is part of an action to implement a new contract in which case verbal notice by the Superintendent, duly witnessed and recorded in the minutes, is acceptable.
- C. The Board may terminate the contract of employment during its term for one or more of the following reasons:
  - (1) Inefficiency or incompetence;
  - (2) Insubordination against reasonable rules of the Board of Education;
  - (3) Moral misconduct;
  - (4) Disability as shown by competent medical evidence;
  - (5) Other due and sufficient cause.
- D. Prior to initiating any termination proceedings as set forth below, the Board may offer to engage a mediator to assist the parties in resolving any dispute

over the Superintendent's employment, upon such terms as the parties may agree or otherwise as the Board may offer.

- E. In the event the Board seeks to terminate the contract for one of the above reasons, it shall serve on the Superintendent written notice that termination of her contract 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 that contract 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 thirty (30) days after receipt of such request. The Board shall render its decision within fifteen (15) days of such hearing and shall send a copy of its decision setting forth the reasons and evidence relied on to the Superintendent. 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 her own counsel, at her own expense. Any time limits established herein may be waived by mutual agreement of the parties.
- F. Nothing herein contained shall deprive the Board of the power to suspend the Superintendent from duty immediately when serious misconduct is alleged without prejudice to the rights of the Superintendent as otherwise provided in this Agreement.
- G. If the Superintendent is terminated on account of disability as shown by competent medical evidence, the Board shall pay the accumulated sick leave and accrued vacation benefits provided in this Agreement.

9. APPLICABLE LAW AND SEVERABILITY:

- A. If any part of this Agreement is invalid, it shall not affect the remainder of said agreement, but said remainder shall be binding and effective against all parties.
- B. This Agreement contains the entire agreement between the parties. It may not be amended orally but may be amended only by an agreement in writing signed by both parties. Upon signing, it supersedes all prior agreements between the parties.
- C. This Agreement shall be governed and construed in accordance with the laws of the State of Connecticut, and the parties' consent to the exclusive jurisdiction of the appropriate state or federal court in Connecticut.

In witness whereof, the parties have set their hands this 12 day of May, 2025.

BRISTOL BOARD OF EDUCATION

SUPERINTENDENT

By Shelby R. Pons  
Shelby Pons Date  
Its Chairwoman

Iris White 5/12/2025  
Iris White Date