



CONTRACT OF EMPLOYMENT FOR SUPERINTENDENT OF SCHOOLS, BLOOMFIELD, CONNECTICUT

It is hereby agreed by and between the Board of Education of the Town of Bloomfield (hereinafter called the "Board") and Tracy A. Youngberg, Ed.D (hereinafter called the "Superintendent" or "Employee") that said Board has and does hereby employ Dr. Tracy A. Youngberg as Superintendent of Schools of the Town of Bloomfield, subject to and in accordance with, the provisions of CT. Gen. Stat. 10-157, and that Dr. Tracy A. Youngberg hereby accepts employment as Superintendent of Schools of the Town of Bloomfield upon the terms and conditions hereinafter set forth.

1. CERTIFICATION:

As a condition precedent to this Agreement, the Superintendent shall hold and present to the Board a valid certificate issued by the State of Connecticut, Department of Education, enabling her to serve as Superintendent. Failure to provide said certificate shall make this Agreement null and void. Should any such certification terminate, rendering the Superintendent unable to serve as Superintendent of Schools, this Agreement shall terminate immediately.

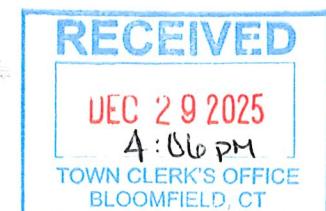
2. DUTIES:

The Superintendent is the Chief Executive Officer of the Board of Education. In harmony with the policies of the Board of Education, and state law, the Superintendent has executive authority over the school system and the responsibility for its supervision; 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 into consideration; and she takes the initiative in presenting to the Board, policy and planning issues the Board's should be aware of.

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 and have the right to attend, either personally or by designee, all Board Committee meetings.

3. TERM

The employment term shall be from December 12, 2024, until December 12, 2027, or until such time as this agreement may be terminated pursuant to Paragraph Seven (7) below.





The Superintendent and the Board of Education agree that they shall make all reasonable attempts to adhere to the following procedures to extend the Superintendent's employment under this Agreement for an additional period not to exceed three (3) years at any one time:

- A. Prior to the end of the first school year of the Superintendent's tenure, (June 2025), the Board of Education, may vote for a new Agreement to align the dates of the Superintendent's Agreement with the school year.
- B. Prior to the end of the second year of a three-year Agreement (or prior to the last school year of this Agreement), the Board of Education shall use its best efforts to vote for a new Agreement. At least three months prior to that time, the Superintendent shall notify the Board that her contract will soon expire and shall reference this clause.
- C. Anything in this paragraph to the contrary notwithstanding, the provisions in Paragraph seven (7) below, concerning "Termination", shall take precedence and the Superintendent's employment may be terminated under the provisions of said section.

4. BASE SALARY

The Base Salary of the Superintendent during the first year of the contract period shall be Two Hundred Thirty Thousand (\$230,000.00), paid out in periodic payments in accordance with the established pay dates for the Bloomfield School District.

The annual base salary for any subsequent year of this Agreement shall be negotiated between the parties and agreed upon prior to the commencement of the new contract term. If no agreement concerning annual base salary is reached, the Superintendent's salary shall continue at the rate of the preceding year. Any adjustment in salary made during the life of this contract shall be in the form of an amendment and shall become part of this Agreement, but any such amendment shall not be considered a new contract with the Superintendent or an extension of the termination date of the existing contract.

5. FRINGE BENEFITS

- a. The Board of Education shall provide the Superintendent with twenty (20) sick days annually cumulative to 220 days. The Board agrees that the Superintendent begins the initial contract year with twenty (20) accumulated sick days. The Superintendent shall not receive compensation for unused sick days upon separation.
- b. The Board of Education shall provide the Superintendent with 25 vacation days annually, with such days to be taken during the year in which they are earned.



- c. With prior written notification to the Board Chairperson, the Superintendent may carry over up to 12 days, provided that the Superintendent may not accumulate more than 35 vacation days at any one time. Vacation days for a partial year of service shall be prorated. Subject to limitations above, upon termination of employment, the Superintendent shall be paid for unused vacation days up to 15 days at the daily rate of 1/228 of the then annual salary multiplied by the number of accumulated days. In the event of death, unused and accrued vacation pay shall be paid to the Superintendent's estate.
- d. The Superintendent shall be entitled to the standard holidays (12) on which the Board offices are closed.
- e. The Board of Education shall provide the Superintendent annually with six (6) Personal Absence Days to be used at her discretion for pressing personal issues that cannot be conducted outside of school hours and six (6) Bereavement Days to be used consecutively in connection with the death of an immediate family member.
- f. The Board of Education shall provide the Superintendent and her dependents with the same health insurance coverage as is provided to Bloomfield school Administrators at the time this contract is executed. The Superintendent shall pay the same premium cost-share as other Bloomfield school Administrators.
- g. The Board shall pay the premium for a long-term disability insurance policy for the Superintendent, which policy shall be the same as that which is provided to other Bloomfield school Administrators employed by the Board. The terms of the policy shall be as set forth in the policy documents on file and available for inspection in the Board offices.
- h. The Board shall provide the Superintendent with group term life insurance in the amount of two times her annual salary. The Board shall pay eighty-five (85%) percent of the premium amount, and the Superintendent shall pay fifteen (15%) percent of the premium amount.
- i. The Board shall pay the Superintendent an annual doctoral stipend of \$2,000 above her Base Pay to be paid in July. Upon separation, if the Superintendent works less than 9 months in the year in which she separates, the stipend shall not be due to the Superintendent.
- j. The Board shall provide the Superintendent with all business supplies necessary to perform the functions of her position, including a cell phone, an organizer, and a computer. All expenses related to the maintenance of such devices shall be administered by the Business Manager's office.



6. OUTSIDE ACTIVITIES

- a. It is understood that the Superintendent will be active in local, state, regional, and national educational and professional activities as the leader and representative of the Bloomfield Public Schools. Out-of-pocket expenses, as provided for in the district budget for such activities shall be reimbursed to the Superintendent. Prior Board approval shall be necessary for such activity and reimbursement. The Superintendent shall be compensated for mileage at the federal rate for any trips made outside of the District.
- 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 Superintendent's Association. In addition, the Board shall pay for other professional and civic group memberships which the Superintendent and Board, jointly, in advance, feel is appropriate to maintain and improve professional skills and community obligations.
- c. The Superintendent may undertake speaking engagements, writing, lecturing or other professional duties and obligations provided such activities do not interfere with her responsibilities as Superintendent, and that the Superintendent does not at any time utilize any resource of the district for business that is outside the scope of Superintendent's responsibilities within the district. When such activities provide remuneration to the Superintendent, she shall provide the Board Chair with written notice of such activities in advance.

7. 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 to the Board.
- c. The Board may terminate the contract of employment during its term for one or more of the following reasons:
 - i. Inefficiency or incompetence;
 - ii. Insubordination against reasonable rules of the Board of Education;
 - iii. Moral misconduct;
 - iv. Disability as shown by competent medical evidence;



v. 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 upon 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.
- f. 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. Said 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.
- g. 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.
- h. If the Superintendent is terminated on account of disability as shown by competent medical evidence, the Board shall pay the Superintendent for her accumulated vacation time as provided in this Agreement.

8. EVALUATION

- A. The Board shall evaluate and assess in writing the performance of the Superintendent at least annually during the term of this Agreement in accordance with guidelines and criteria as may be mutually agreed upon by the Board and the Superintendent. Said evaluation and assessment shall be reasonably related to the goals and objectives of the Board for the year in question and the general functions of the Superintendent. The Superintendent shall submit to the Board for its approval a recommended format for said written evaluation and assessment of her performance. The evaluation format shall be reasonably objective and shall contain at least the following criteria: educational leadership, organizational management, community and board of education relations, and personal and professional qualities and relationships. The Board shall meet and discuss the evaluation format with the Superintendent and attempt in good faith to agree on the development and adoption of a mutually agreeable evaluation format. The Board



B. The Board shall evaluate the Superintendent prior to the expiration of each year during the term of this Agreement. Prior to preparing a written evaluation, 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 the 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. If 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 Board Chair 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 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.

9. GENERAL PROVISIONS:

A. If any part of this agreement is invalid, it shall not affect the remainder of the Agreement, and the remainder of the Agreement shall be binding and effective upon all parties.

B. This contract contains the entire Agreement between the parties. It may not be amended orally but may be amended only by agreement in writing signed by the parties hereto. Upon execution, this Agreement supersedes any 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 party's consent to the exclusive jurisdiction of the appropriate state or federal court in Connecticut.

D. Where "days" are referred to herein, the reference is to calendar days and not business days.

IN WITNESS WHEREOF, the undersigned have executed this agreement on the day and year set forth below.


Tracy A. Youngberg, Ed. D.


Lynette M. Easmon
Board of Education, Chair



**ADDENDUM TO THE
CONTRACT OF EMPLOYMENT
FOR SUPERINTENDENT OF
SCHOOLS, BLOOMFIELD,
CONNECTICUT**

Pursuant to a contract duly executed by the parties, the Board of Education of the Town of Bloomfield (hereinafter called the "Board") and Tracy A. Youngberg, Ed.D (hereinafter called the "Superintendent" or "Employee") does hereby amend certain provisions of the employment contract, namely the Term and Base Salary sections of the contract as follows:

1. TERM:

The employment term for the Superintendent's contract is hereby revised and shall be July 1, 2025, through June 30, 2028, or until such time as this agreement may be terminated pursuant to Paragraph Six (6) of the Superintendent's contract.

2. BASE SALARY:

In addition to the terms outlined in this section of the Superintendent's contract, the below additional language is hereby added:

"The Board of Education is authorized, by majority vote, to issue additional compensation to the Superintendent beyond the base salary outlined herein.

IN WITNESS WHEREOF, the undersigned have executed this agreement on the day and year set forth below.


Tracy A. Youngberg, Ed. D

Date: 9/24/2025


Lynette M. Easmon
Board of Education, Chair

Date: 9/30/2025



EMPLOYMENT AGREEMENT BETWEEN THE BLOOMFIELD BOARD OF EDUCATION AND LISA LAMENZO

It is hereby agreed by and between the Board of Education of the Town of Bloomfield (hereinafter called the "Board") and Lisa Lamenzo (hereinafter called the "Executive Director") (hereinafter collectively referred to as, "Parties") that said Board has and does hereby employ Lisa Lamenzo as the Executive Director of Teaching, Learning and Leadership for the Bloomfield Public Schools within the Town of Bloomfield and that Lisa Lamenzo accepts employment as the Executive Director of Teaching, Learning and Leadership upon the terms and conditions hereinafter set forth (hereinafter, the "Agreement").

1. TERM

The employment term shall be from February 24th, 2025 until June 30, 2028 or until such time as this agreement may be terminated pursuant to Paragraph Five (5) below.

2. COMPENSATION

The compensation of the Executive Director of Teaching, Learning and Leadership will be \$199,551 annually between February 24, 2025 and June 30, 2025. This amount will be prorated for the remainder of the 2024-2025 school year and paid retroactively.

For the period of July 1, 2025 through June 30, 2026, the compensation will be \$205,300. Compensation for the July 1, 2026 through June 30, 2028 will be negotiated at a later date.

3. DUTIES

The Executive Director of Teaching, Learning and Leadership will lead the district's efforts to provide each of Bloomfield's students, Pre-K-12, with a rigorous learning experience that prepares them for college, career and life. This role will oversee all facets of curriculum, instruction, assessment and professional learning, and will work closely with all department and school-based leadership to ensure student and staff success. This position will promote excellence in teaching and learning, innovative pedagogical practices and a process by which the district actively engages its staff in their own professional development. The Executive Director will serve as a key member of the Superintendent's Cabinet, contributing to high-level decision-making and strategic direction of the district. The Executive Director of Teaching, Learning and Leadership will report directly to the Superintendent and will be responsible for supervising multiple employees. This role will serve as the second in command within the leadership structure and may be asked to step in for the Superintendent in her absence. They will play an active role in our communication with the Board of Education, Connecticut State Department of Education and Town Leadership.

4. FRINGE BENEFITS

- a. The Board shall provide the Executive Director with twenty (20) sick days annually cumulative to a maximum of 220 days. The Board agrees that the Executive Director begins the initial contract year with twenty (20) accumulated sick days. The



Executive Director shall not receive compensation for unused sick days upon separation or termination.

- b. The Board shall provide the Executive Director with twenty-five (25) vacation days annually, which such days to be taken during the year that they are earned. With prior written notification to the Superintendent, the Executive Director may carry over up to twelve (12) vacation days annually to a maximum of thirty-five (35) accumulated vacation days. Vacation days for a partial year of service shall be prorated.
- c. Subject to the limitations above, the Executive Director shall be paid for unused vacation days of up to thirty-seven (37) days at the daily rate of 1/228 of the then annual salary upon termination of employment. In the event of death of the Executive Director, unused and accrued vacation pay for up to fifteen (15) days at the daily rate of 1/228 of the then annual salary shall be paid to the Executive Director's estate.
- d. The Executive Director shall be entitled to the fourteen (14) standard holidays on which the Board offices are closed.
- e. The Board shall provide the Executive Director annually with six (6) Personal Absence Days to be used at her discretion for pressing personal issues that cannot be conducted outside of school hours. The Board shall also provide the Executive Director with six (6) Bereavement Days to be used consecutively in connection with the death of an immediate family member.
- f. The Board of Education shall provide the Executive Director and her dependents with the same health insurance coverage as is provided to Bloomfield School. Administrators at the time this contract is executed. The Executive Director shall pay the same premium cost-share as other Bloomfield School Administrators.
- g. The Board shall pay the premium for the long-term disability insurance policy, which policy shall be the same as that which is provided to other Bloomfield school Administrators employed by the Board, while the Executive Director is employed by the Board. The terms of the policy shall be as set forth in the policy documents on file and available for inspection in the Board offices.
- h. The Board shall provide the Executive Director with group term life insurance in the amount of two times her annual salary. The Board shall pay eighty-five (85%) percent of the premium amount, and the Executive Director shall pay fifteen (15%) percent of the premium amount.
- i. The Board shall provide the Executive Director with all business supplies necessary to perform the functions of her position, including a cell phone and a computer. All expenses related to the maintenance of such devices shall be administered by the Business Manager's office.
- j. The Board agrees to payment of the cost of tuition for up to 2 graduate courses per year, limited to \$1,000 per course or the actual cost of tuition, whichever is less.



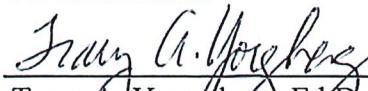
5. TERMINATION

- a. The Parties may terminate this Agreement at any time by mutual, written agreement.
- b. The Executive Director shall be entitled to terminate this Agreement voluntarily upon written notice of thirty (30) days to the Board.
- c. The Board shall be entitled to terminate the Agreement at any time with thirty (30) days' notice to the Executive Director for one or more of the following reasons:
 - i. Inefficiency or incompetence;
 - ii. Insubordination against reasonable rules of the Board of Education;
 - iii. Moral misconduct;
 - iv. Disability as shown by competent medical evidence; and
 - v. Other due and sufficient cause.

6. GENERAL PROVISIONS

- a. If any part of this Agreement is invalid, it shall not affect the remainder of the Agreement, and the remainder of the Agreement shall be binding and effective upon all parties.
- b. This Agreement contains the entire Agreement between the Parties. It may not be amended orally but it may be amended in writing signed by the Parties hereto. Upon execution, this Agreement supersedes any prior Agreement 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.
- d. Where "days" are referred to herein, the reference is to calendar days, and not business days.

IN WITNESS WHEREOF, the undersigned have executed this agreement on the day and year set forth below.


Tracy A. Youngberg, Ed.D. 5/13/25
Superintendent of Schools


Lisa Lamenza 5/13/25
Executive Director of Teaching, Learning
and Leadership

