Derby Public Schools

Employment Agreement
Director of Teaching & Learning

EMPLOYMENT:

The Derby Board of Education (the Board) does hereby agree to employ Michael Rafferty as the Director of Teaching & Learning for the Derby Public Schools and does hereby agree to serve in such capacity, all in accordance with the provisions of this Agreement.

DUTIES:

The Director of Teaching & Learning agrees is responsible for leading and supporting the district leadership team in developing Derby's vision for High-Quality Instruction. The job duties and responsibilities for this position include, but are not limited to:

- Creates a multi-year curriculum revision calendar for all content areas, to include a cycle of review/research, revision, recommendation, and implementation
- Creates a common curriculum map template which identifies unit titles, pacing guide, standards, critical content, key skills, assessments and teacher resources
- Creates multi-year common curriculum implementation guides to articulate teaching points, learning progression, and student engagement
- Creates a website to digitally organize teacher implementation guides/resources, and promote easy access of district curriculum documents for faculty
- Creates a multi-level, comprehensive professional development plan for convocation, district early release days, weekly extended learning time, curriculum pull-out days, etc
- Creates and supports the use of district-wide coaching protocols using a formalized coaching cycle plan
- Creates and supports the use of a district-wide coaching observation and feedback protocol with an adult teaching/learning focus, action plan, artifact review and next steps
- Creates an assessment system that monitors curriculum and learning using district rubrics, rating scales or checklists
- Develops rubrics that outline requirements for successful response on curriculum-aligned assessments in support of teaching and learning
- Develops strategies to ensure equitable and increased access to rigorous curriculum at the secondary level
- Defines and oversees guaranteed instructional practices by subject area, for example: close reading, guided reading, engagement protocols, etc.
- Oversees vetting of curriculum units used across the district
- Assists principals in overseeing the school-based SRBI/Intervention programs
- Develops and delivers content for new teacher orientation and newly hired teachers throughout the year

- Coordinate professional development and trainings both during Early Release Professional Learning Community time and other opportunities as necessary. Assist individual building principals in addressing their needs in these areas

TERM:

This Agreement shall commence on July 1, 2020 and expire on June 30, 2023. *This Agreement includes 200 workdays for each year of the contract.

Effective upon signing, this document shall supersede any and all prior contracts and/or agreements between the Board and the Director of Teaching & Learning, and all of such prior contracts and/or agreements shall be rendered null and void effective on such date.

The parties agree that in the event that either the Director of Teaching & Learning or the Board do not agree to either extend this Agreement beyond June 30, 2023, or do not negotiate a successor agreement, the Director of Teaching & Learning's employment with the Board shall terminate effective on June 30, 2023.

EVALUATION

The Director of Teaching & Learning shall be evaluated, in writing, at least annually by the Superintendent; the evaluation will be conducted with respect to how he performs the duties set forth above and also with respect to any other legitimate purpose or standard determined by the Superintendent. The Director of Teaching & Learning will be entitled to receive a copy of the written evaluation and to meet with the Superintendent to review the evaluation. The Director of Teaching & Learning will be entitled to attach a response to such written evaluation which will be included in his personnel file. The evaluation will be provided to the Board before the Board notifies the Director of Teaching & Learning of its intention to re-elect the Director of Teaching & Learning or permit the employment relation to end upon the expiration of this agreement.

TERMINATION FOR CAUSE:

The Board may terminate this Agreement for cause. "Cause" shall be defined as: (i) any act or omission that constitutes a breach by the Director of Teaching & Learning of his duties and responsibilities as the Director of Teaching & Learning for the Board; (ii) incompetence; (iii) insubordination against the reasonable rules of the Board; (iv) the continued and repeated failure or refusal of the Director of Teaching & Learning to perform the duties required of his as an employee of the Board; (v) any violation by the Director of Teaching & Learning of any law or regulation or the Director of Teaching & Learning's conviction of a felony, or any perpetration by the Director of Teaching & Learning of a common law fraud; or (vi) any other misconduct by the Director of Teaching & Learning which is injurious to the financial condition or reputation of, or is otherwise injurious to the Board. The Board shall provide the Director of Teaching & Learning with the opportunity to be heard on this matter. Such meeting shall be held in executive session (unless the Director of Teaching & Learning requests that the meeting be held in public session) and shall be held within fifteen days of receipt of the Director of Teaching & Learning's request for such a meeting.

TERMINATION WITHOUT CAUSE:

Either party may terminate this Agreement for any reason. If this Agreement is terminated by the Board, the Board shall provide sixty (60) days advance written notice to the Director of Teaching & Learning. If this Agreement is terminated by the Director of Teaching & Learning, the Director of Teaching & Learning shall provide sixty (60) days advance written notice to the Board.

COMPENSATION:

For all services rendered by under this Agreement, for the period from July 1, 2020 through June 30, 2023, the Director of Teaching & Learning shall be paid the following:

a. For the period from July 1, 2020 through June 30, 2021, a base annual salary of ($126,903.00).
b. If additional work beyond the work year of 200 days the compensated amount will be paid at the per diem rate.
c. The Superintendent shall recommend a salary for the subsequent twelve-month periods from July 1, 2021 through June 30, 2023. Any salary adjustments shall be discussed by the parties prior to the commencement of the period to which the adjustment is applicable, provided, however, that if no salary adjustment is agreed upon, then the current salary shall remain in place.

BENEFITS:

The Director of Teaching & Learning shall receive the following employment benefits:

1. Paid Time Off:
    a. All holidays designated on the district calendar when the Central Office is closed.

2. Health and medical insurance benefits as set forth in the applicable contract year to be the same as the Non-Affiliated staff.

3. Term life insurance coverage in the amount of $100,000.

4. Accidental Death & Dismemberment insurance coverage in the amount of $100,000.

5. This is a twelve (12) month position.

SIGNED:

Dr. Matthew J. Conway, Jr. Superintendent — Date 3/31/2021

James Gildea, Board of Education, Chairman — Date 4/6/21

Michael Rafferty, Director of Teaching & Learning — Date 4.20.21