



EMPLOYMENT AGREEMENT BETWEEN THE BLOOMFIELD BOARD OF EDUCATION AND GRACE MARTINEZ

It is hereby agreed by and between the Board of Education of the Town of Bloomfield (hereinafter called the "**Board**") and Ms. Grace M. Martinez (hereinafter called the "**Executive Director**") (hereinafter collectively referred to as, "**Parties**") that said Board has and does hereby employ Grace Martinez as the Executive Director of Talent Management and Community Partnerships for the Bloomfield Public Schools within the Town of Bloomfield and that Grace Martinez accepts employment as the Executive Director of Talent Management and Community Partnerships upon the terms and conditions hereinafter set forth (hereinafter, the "**Agreement**").

1. TERM

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

2. COMPENSATION

For the period of February 24, 2025 to June 30, 2026, the compensation of the Executive Director of Talent Management and Community Partnerships will be one hundred and eighty-one thousand and seven hundred dollars (\$182,700.00) annually. This amount will be prorated for the remainder of the 2024-2025 school year.

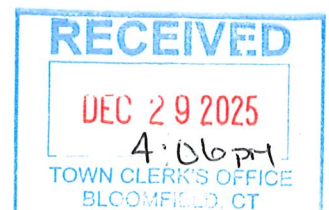
For the period of July 1, 2026 through June 30, 2027, the compensation of the Executive Director will be one hundred and eighty-five thousand and three hundred and thirty-four dollars (\$185,334.00).

3. DUTIES

The Executive Director of Talent Management & Community Partnerships will lead Bloomfield Public School's (hereinafter, the "**District**") efforts to attract, recruit, and retain exceptional staff, with a strong focus on talent development and increasing the diversity of District staff. This role will oversee recruitment strategies, employee retention initiatives, and employee engagement efforts, while building and maintaining relationships with universities and community organizations. Additionally, the Executive Director will manage labor and employee relations, as well as ensure the effective operation of core human resources functions. This position will serve as a key member of the Superintendent's Cabinet, contributing to high-level decision-making and strategic direction for the District. The Executive Director will report directly to the Superintendent and will be responsible for supervising multiple employees, managing a variety of improvement efforts and collaborating with District leaders and employees at all levels of the organization to build and sustain a strong, dedicated workforce focused on student outcomes.

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 fifteen (15) 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 twelve (12) 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.

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 2/24/25
Tracy A. Youngberg, Ed.D. Date
Superintendent of Schools

Grace M. Martinez 2/24/25
Grace M. Martinez Date
Executive Director of Talent Management
and Community Partnerships