



EMPLOYMENT AGREEMENT
FOR THE INTERIM SUPERINTENDENT
OF THE SUDBURY PUBLIC SCHOOLS
BY AND BETWEEN
THE SUDBURY SCHOOL COMMITTEE
AND
ANNETTE DOYLE
May 2026

This Employment Agreement (hereinafter referred to as "this Agreement") is made between the Sudbury School Committee (hereinafter referred to as "the Committee") and Annette Doyle (hereinafter referred to as "the Interim Superintendent" or "Employee"). As of the effective date of this Agreement, this Agreement shall supersede all prior agreements between the Sudbury Public Schools and the Employee, except that it shall amend the Assistant Superintendent Agreement, in accordance with Section 7, below. This Agreement will be effective as of July 1, 2026. For mutual consideration expressed herein, the parties agree as follows:

1. EMPLOYMENT: The Committee hereby agrees to employ Annette Doyle as the Interim Superintendent of Schools for the Sudbury Public Schools and Annette Doyle accepts such employment on the terms and conditions contained in this Agreement.
2. TERM: The Interim Superintendent shall be employed by the Committee from July 1, 2026 through June 30, 2027, unless the Committee and the Interim Superintendent agree to extend this Agreement.
3. COMPENSATION AND RETIREMENT SYSTEM:

3.1. Compensation

- A. Salary: The Interim Superintendent shall be paid two hundred and twenty-eight thousand dollars (\$228,000.00) for the Contract Period of July 1, 2026, through June 30, 2027. The Interim Superintendent's salary shall be prorated for work of less than the full Contract Period and shall be subject to withholdings for state and federal taxes and other withholdings required by law or authorized by the Interim Superintendent. The Interim Superintendent's salary shall be paid in equal installments in accordance with the procedures governing payment of other professional staff in the Sudbury Public Schools.

- B. 403(b) Benefit: The Committee agrees to make employee authorized payroll deductions to an annuity contract selected by the Interim Superintendent subject to and consistent with Massachusetts General Laws Chapter 71, section 37B and 26 U.S.C. section 403(b) of the Internal Revenue code each Fiscal Year (July 1 to the following June 30). The Sudbury Public Schools will forward such deductions to the 403(b) plan administrator designated by the Interim Superintendent. The Interim Superintendent's authorized deductions for the Interim Superintendent's 403(b) contributions shall be in equal amounts using payroll deductions. The Committee will match up to five hundred dollars (\$500.00) per Fiscal Year payable by the Committee at the end of each Fiscal Year.

3.2. State Retirement System

The Interim Superintendent shall be a member of the Massachusetts Teachers' Retirement System (MTRS) as required by law.

4. DUTIES AND RESPONSIBILITIES:

- 4.1. The work period for the Interim Superintendent shall commence July 1, 2026, and shall end June 30, 2027 unless terminated earlier in accordance with the provisions of this Agreement. For purposes of this Agreement, a contract year shall run from July 1 until the following June 30. The Interim Superintendent recognizes that the proper performance of the Interim Superintendent's duties and responsibilities will require the Interim Superintendent to work longer than the school day and that the Interim Superintendent's duties and responsibilities are not confined to prescribed hours and conditions. The Interim Superintendent shall devote her full time, skill, labor, and attention to the discharge of her duties as Interim Superintendent for the Sudbury Public Schools, except as herein provided.
- 4.2. The Interim Superintendent shall faithfully, diligently and competently perform the duties and responsibilities of Superintendent as provided by law. The Superintendent shall serve as the chief executive officer of the School Department and have charge of the administration of the Sudbury Public Schools consistent with law and Committee policies and directives. The Superintendent shall fulfill obligations imposed by law and regulation and all of the terms and conditions of this Agreement. She shall recommend regulations, rules, policies, and procedures deemed necessary for the good order of the school departments, and, in general, perform all duties incident to the office of the Superintendent, as provided by applicable laws and in accordance with the policies of the Committee, as they may be promulgated or modified from time to time.
- 4.3. Any criticisms or complaints about the Interim Superintendent that are called to the attention of the Committee shall be promptly shared with the Interim Superintendent and investigated as the Committee deems appropriate.

5. LEAVE BENEFITS AND HEALTH INSURANCE:

5.1. Vacation Leave: The Interim Superintendent shall retain and carry over up to ten vacation days that she has earned in the District and not used as of close of business on June 30, 2026.

During the term of this Agreement, the Interim Superintendent shall continue to accrue vacation time at the rate of 2.083 vacation days per month worked. The Interim Superintendent may borrow against future accrual of vacation days within the same Fiscal Year. If the Interim Superintendent separates from employment having borrowed vacation time that the Interim Superintendent has yet to accrue, the Interim Superintendent agrees that the Committee will adjust the Interim Superintendent's final pay by deducting pay for borrowed but not yet accrued vacation time.

In the event the Interim Superintendent returns to the position of Assistant Superintendent, she shall be permitted to carry over unused vacation days.

Upon separation from employment, the Interim Superintendent shall be paid for any earned but unused vacation. For purposes of this Agreement, the Interim Superintendent's per diem rate shall be calculated by dividing the Interim Superintendent's salary for the fiscal year by two hundred sixty-one (261).

The Interim Superintendent ordinarily should request to take vacation time when school is not in session, but the Interim Superintendent may request vacation days at other times with approval from the Committee Chair. The Interim Superintendent shall record all vacation days used in accordance with District procedures.

5.2. Sick Leave: The Interim Superintendent shall retain and carry over all sick leave that she earned in the District and did not use as of close of business on June 30, 2026, up to a maximum of 180 days.

During the term of this Agreement, the Interim Superintendent shall be entitled to twenty (20) days of sick leave per Contract Year to cover the Interim Superintendent's absences for personal illness or injury. Sick leave shall accrue at a rate of 1.667 days per month. Unused sick leave days will be cumulative from Contract Year to Contract Year and may accumulate up to a maximum of 180 days.

The Interim Superintendent may request that approval be granted by the School Committee for up to forty-five (45) additional sick leave days in the event that the Employee's accumulated sick leave is exhausted. The Interim Superintendent may use up to five (5) accrued sick leave days per Contract Year to care for the Interim Superintendent's child, parent or immediate family member living in Interim's Superintendent's household who has a serious illness requiring the bedside care for such individual by the Interim Superintendent. The Interim Superintendent may use additional sick days to care for a member of her immediate household with approval of the Committee Chair.

In the event the Interim Superintendent returns to the position of Assistant Superintendent she shall be permitted to carry over unused sick days.

5.3.

Personal Leave: The Interim Superintendent shall receive five (5) days of personal leave per Fiscal Year for the purpose of transacting or attending to imperative legal business or household or family matters which require the absence of the Interim Superintendent during work hours, and which cannot otherwise be scheduled outside of the Interim Superintendent’s work day. Personal leave shall not accumulate from contract year to contract year. Email notice of intention to take this leave shall be provided to the Committee Chair at least five (5) days in advance with the reason for taking such leave. Exceptions to the application of this provision may be made where the advance notice would be either a hardship or an impossibility. Unused personal leave is not paid out upon separation from employment and does not carry over from one Fiscal Year to the next.

5.4.

Bereavement Leave: The Interim Superintendent may be permitted to use up to five (5) days as bereavement leave with pay to make funeral arrangements and/or travel to attend the funeral/memorial service for the Superintendent’s family. Family is defined as the Interim Superintendent’s spouse, child, parent, sibling, parent-in-law.

5.5.

Holidays:

The following holidays are observed in the District:

Independence Day	Christmas Day
Labor Day	*1/2 Day New Year’s Eve
*Rosh Hashanah	New Year’s Day
*Yorn Kippur	Martin Luther King Day
Columbus Day	Presidents’ Day
*Veteran’s Day	Good Friday
Thanksgiving Day	Patriot’s Day
*Day after Thanksgiving	Memorial Day
*All Day Christmas Eve	Juneteenth

**Those noted are only considered holidays under this contract if they fall during the regular work week.*

5.6.

Health Insurance Benefits: The Interim Superintendent shall be eligible to subscribe to one of the health insurance plans generally available to other employees in the District at the same premium contribution rate(s) in effect for other non-unionized administrators in the District. The Interim Superintendent understands and agrees that such plans, coverage, co-payments, deductibles, and premium contribution rates may

change from time to time at the discretion of the Committee or the Town of Sudbury, and/or by the insurance provider.

6. REIMBURSEMENT FOR EXPENSES:

6.1.Travel Expenses: The District shall pay the Interim Superintendent a mileage allowance during the term of this Agreement of three hundred and thirty-three dollars (\$333) per month for travel expenses incurred by the Interim Superintendent in the performance of the Interim Superintendent's duties and responsibilities. This monthly mileage allowance is inclusive of both in-town and out-of-town travel. Commuting expenses from the Interim Superintendent's residence to the Sudbury Public Schools are not reimbursable.

6.2.The District shall pay the cost for the Interim Superintendent's membership in the Massachusetts Association of School Superintendents ("M.A.S.S.") and the American Superintendents' Association ("AASA"). The Committee further agrees to pay the cost for the Interim Superintendent to attend the M.A.S.S. summer Executive Institute and the joint M.A.S.S./MASC conference in the fall of 2026, along with the reasonable cost of food and lodging. In addition, the Parties agree that the Interim Superintendent may participate in and the District will fund her participation in the New Superintendent Induction Program ("NSIP") offered by M.A.S.S. or such other mentoring as mutually agreed by the Superintendent and Committee

6.3.Other Expenses: The District shall reimburse the Interim Superintendent for other reasonable and necessary, documented, expenses incurred by the Interim Superintendent in the normal performance of her duties upon the submission by the Interim Superintendent of receipts of such expenses, including but not limited to professional development, memberships, conferences, books, publications, and any other work-related expenses not paid directly by the District.

7. RETURN TO ASSISTANT SUPERINTENDENT POSITION

In the event that the Interim Superintendent elects not to apply or is not selected during the 2026 – 2027 school year for the permanent Superintendent position, the Interim Superintendent shall confirm in writing to the Committee Chair whether she intends to return to her position as Assistant Superintendent.

Should the Interim Superintendent intend to return to her position as Assistant Superintendent and upon receipt of this confirmation, the Parties agree to promptly implement a contract for the Interim Superintendent to return to the Assistant Superintendent position for a period of a minimum of one year beginning in FY28. The contract shall have a base salary of \$190,962 for the period of July 1, 2027 through June 30, 2028. All other terms of the FY28 Assistant Superintendent shall be the same as the terms of the Assistant Superintendent contract for the period of July 1, 2024 through June 30, 2027, unless the Parties agree otherwise. The Parties' signatures on this Interim Superintendent Agreement signify their agreement on the Assistant Superintendent amendment described in this paragraph.

8. **LICENSE:** The Interim Superintendent hereby represents to the Committee that the Interim Superintendent is currently licensed or has satisfied the requirements to obtain a license to serve as an interim superintendent of schools pursuant to the laws of the Commonwealth of Massachusetts and the Rules and Regulations of the Commissioner of Elementary and Secondary Education and the Massachusetts Department of Elementary and Secondary Education (“DESE”). As a condition of employment and continued employment, the Interim Superintendent shall maintain, throughout the term of this Agreement, a valid and appropriate license qualifying the Interim Superintendent to serve as a superintendent of schools in a school district in the Commonwealth of Massachusetts, as required by Massachusetts General Laws, as such may be amended from time to time. The Interim Superintendent agrees to notify the Committee within 48 hours of receiving notice that the Interim Superintendent’s license being revoked, rescinded, suspended, or lapsed.
9. **PERFORMANCE EVALUATION:** The Committee shall devote at least a portion of one meeting before June 30th of the Fiscal Year to an evaluation of the Interim Superintendent’s performance and working relationship with the Committee in accordance with Massachusetts DESE regulations. This performance evaluation shall be based upon performance criteria developed by the Committee with input from the Interim Superintendent. The Committee shall evaluate the Interim Superintendent at a meeting held in open session in accordance with the provisions of Massachusetts General Laws.
10. **PROFESSIONAL ACTIVITIES:** Professional Activities: The Interim Superintendent may participate in:
 - A. the operations, programs, conferences, and other activities conducted or sponsored by local, state, and national school administrator and/or school committee associations;
 - B. local, state, and national conferences, seminars, courses, and other such professional development opportunities offered by private institutions, commissions, or committees related to education; and
 - C. informational meetings, mentorship, or coaching with persons whose particular skills, backgrounds, and expertise would serve to improve the capacity of the Interim Superintendent to perform the Interim Superintendent’s professional responsibilities for the District.

However, such participation cannot interfere with or detract from the Interim Superintendent’s work as Interim Superintendent for the Sudbury Public Schools. Reimbursement for professional activities defined in this Section shall be governed by Section 6 of this Agreement, no separate or additional funding shall be provided outside of such reimbursement process. All out-of-state travel, in order to be eligible for reimbursement, must be approved, in advance, by the Committee.

11. INDEMNIFICATION:

- A. Terms:

In accordance with and to the extent provided by applicable Massachusetts General Laws, the Committee agrees to provide indemnification to the Interim Superintendent against all uninsured financial losses arising out of any proceeding, claim, demand, suit or judgment by the reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while the Interim Superintendent is acting within the scope of the Interim Superintendent's employment or under direction of the Committee. The parties understand and agree that this indemnification provision shall not apply to actions by the Committee to suspend and/or terminate the Interim Superintendent.

B. Receipt of Process:

The Interim Superintendent shall, within four (4) calendar days of the time the Interim Superintendent is served with any summons, complaint, process, notice, demand or pleading, deliver a copy of the same to the Committee.

C. Survival of Indemnification Right

This Section 11 shall survive the termination of this Agreement regarding acts of the Interim Superintendent which are covered by Section 11(A) above.

12. TERMINATION OF EMPLOYMENT AGREEMENT:

- 12.1. Early Termination by Mutual Agreement: The Interim Superintendent and the Committee may agree to terminate this Agreement by mutual agreement in writing at any time during the term of this Agreement or any extension or renewal of this Agreement.
- 12.2. Early Termination by the Interim Superintendent: In the event the Interim Superintendent desires to terminate this Agreement before the term of this Agreement has expired, the Interim Superintendent may do so by providing at least ninety (90) calendar days' written notice of intent to the Committee. The Committee, in the Committee's sole discretion, may waive all or part of the ninety (90) calendar days' notice.
- 12.3. By the Committee with Good Cause: During the term of this Agreement, the Committee may suspend the Interim Superintendent from the position as Interim Superintendent and/or may terminate the Interim Superintendent's employment and this Agreement for good cause. "Good cause" herein shall be defined as any ground put forth by the Committee that is not arbitrary, irrational, unreasonable, or irrelevant to the task of building and maintaining an efficient school system.

Prior to any termination for good cause, the Committee shall provide the Interim Superintendent with written notice of the reason, reasons, charge or charges against her, and the grounds on which such reason(s) or charge(s) is based. Provided that the Interim Superintendent has made a request in writing to the Chairperson of the Committee within ten (10) calendar days of receipt of such written notice, the Committee shall provide the Interim Superintendent with a hearing upon said reason(s) or charge(s). Such hearing shall be conducted in accordance with the

provisions of the Open Meeting Law, G.L. c. 30A.

The Interim Superintendent shall be entitled to have legal counsel present to advise the Interim Superintendent. The Interim Superintendent shall be responsible for paying all fees and costs associated with such legal counsel. The decision of the Committee, after such hearing, if any, shall be final and binding, subject to such judicial review as may be provided under applicable law.

In the event of termination pursuant to this paragraph, the Committee shall not be required to pay, and the Interim Superintendent shall not be entitled to receive, salary payments and benefits payable after the effective date of termination.

12.4. For Disability: The Interim Superintendent is a key employee pursuant to the FMLA. Subject to applicable law, if the Interim Superintendent is absent from work on account of a disability for more than one hundred (100) calendar days, the Committee shall have the option of terminating the Interim Superintendent's employment and this Agreement.

12.5. If the Interim Superintendent's employment terminates for any reason at any time prior to the expiration of the term of this Agreement, the Interim Superintendent's remuneration, including but not limited to all salary and benefits provided by this Agreement not yet earned, shall cease as of the effective date of such termination, except as otherwise provided herein.

12.6. It is expressly understood and agreed that the nonrenewal or non-reappointment of the Interim Superintendent by the Committee upon the expiration of this Agreement, or any renewal or extension thereof, shall not be considered a dismissal. The dismissal requirements of M.G.L. c. 71, §41 shall not be applicable to the nonrenewal or failure to reappoint the Interim Superintendent.

13. NOTICES: All notices required or desired to be given under this Agreement will be deemed to be served if in writing and delivered by in-hand delivery to the Interim Superintendent or sent by certified mail to the Interim Superintendent's residence in the case of the Interim Superintendent, or delivered in-hand to the Chair of the Committee or sent by certified mail to its central office in the case of the Committee with a copy sent by certified mail to the residence of the Chairperson of the Committee.

14. ENTIRE AGREEMENT: This Agreement, which includes the amendment to the Assistant Superintendent Agreement, contains the whole agreement between the Committee and the Interim Superintendent. There have been no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those set forth herein and the Assistant Superintendent Agreement, as amended in accordance with Section 7 of this Agreement. No modification of or addition to this Agreement shall be effective unless and until set forth in writing and signed by the parties.

15. SEVERABILITY: If any term(s) or provision(s) of this Agreement are held to be invalid or unenforceable for any reason by a court of competent jurisdiction, the validity and

enforceability of the remaining terms and provisions shall not be affected, and such invalid and/or unenforceable term(s) and/or provision(s) shall be modified to the extent necessary to make it or them enforceable.

16. GOVERNING LAW: This Agreement shall be interpreted, enforced, governed, and construed under and in accordance with the laws of the Commonwealth of Massachusetts.

17. COUNTERPARTS: This Agreement shall be executed in two counterparts, each of which shall be deemed to be an original and both of which taken together will be deemed one and the same instrument.

IN WITNESS WHEREOF the parties have caused this Agreement to be subscribed in duplicate on this month of May 2026.

For the Sudbury School Committee:

Signed by:



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Karyn Jones

Chair

Sudbury School Committee

Dated: 5/15/2026

Signed by:



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Annette Doyle

Interim Superintendent of Schools

Dated: 5/16/2026