

MEMORANDUM of AGREEMENT

This MEMORANDUM of AGREEMENT is made by and between the Town of Lexington, Massachusetts, a municipal corporation in Middlesex County, Massachusetts, acting by and through its School Committee, hereinafter referred to as the "Committee" and Mary Czajkowski, hereinafter referred to as the "Superintendent."

In consideration of the promises herein contained, the parties hereto mutually agree as follows:

The Agreement in effect between the Committee and the Superintendent dated July 1, 2015-June 30, 2018 is hereby amended as follows:

ARTICLE FOUR – COMPENSATION AND BENEFITS

Salary Considerations (add the following new sections)

- 4-2.1 For the period of time commencing July 1, 2016, the Superintendent shall receive a 2.5% increase (\$261,375.00 annual salary).
- 4-2.2 For the period of time commencing July 1, 2017, the Superintendent shall receive a 2.5% increase (\$267,909.38 annual salary).

ARTICLE FIVE – VACATION AND RELATED LEAVE CONSIDERATIONS

5-1. Vacation (amend the following sections as noted)

- 5-1.1. Effective July 1, 2016, the Superintendent shall be entitled to thirty (30) paid vacation days annually. For the 2015-2016 school year, the Superintendent shall carry-over 10 vacation days.

5-2. Sick Leave

- 5-2.1. On July 1, 2016, the Superintendent shall be credited eighteen (18) days of paid sick leave. The Superintendent may use sick leave on the same basis and for such purposes as such leave is available to employees of Lexington Public Schools.

5-3. Personal Leave

5-3.1. The Superintendent may be absent for reasons that are unusual, imperative or emergency in nature at which her attendance is required and for which no other arrangement can be made. This includes, but is not limited to the following examples: legal proceedings, religious observances, family matters, medical emergencies, special travel arrangements or attendance at funerals.

(All other sections of this article remain unchanged.)

ARTICLE SIX - EXPENSE ALLOWANCES

6-1. Professional Expenses

6-1.1. Reasonable reimbursement in compliance with School Committee policies will be made to the Superintendent for all expenses incurred at professional activities attended in fulfillment of her duties and responsibilities to the School Department. Said expenses will include registration fees, meals, and hotel costs. This reimbursement includes attendance at one (1) national conference and two (2) state conferences per year.

6-4. Transportation Allowance

6-4.1. The Committee shall provide the Superintendent with \$2400 a year for travel related expenses.

(All other sections of this article remain unchanged.)

IN WITNESS THEREOF, the parties having accepted these amendments they or their authorized representatives affix their hands and seals to three copies of this Memorandum of Agreement, each to be considered as an original.

**For the Town of Lexington;
By Its School Committee**




William Hurley, Chairperson

6/30/16

Date

Assented to:



Mary Czajkowski, Superintendent

6/30/16

Date