



Human Resource Specialist AGREEMENT

1. Preamble

THIS AGREEMENT IS MADE AND ENTERED INTO this ____th day of June 2025 by and between the Regional School District 13 Board of Education (hereinafter referred to as the "Board") and Kevin Brough to employ Kevin Brough as Human Resources Specialist, and Kevin Brough does hereby accept employment as Human Resources Specialist, subject to the terms and conditions set forth in this Agreement.

2. Term of Agreement

The Board hereby employs Kevin Brough as Human Resources Specialist, effective July 1, 2025, and continuing through June 30, 2026 or such earlier time as the Board notifies Kevin Brough that the Board no longer needs a Human Resources Specialist, whichever occurs first. Notwithstanding the foregoing, the Board and the Human Resources Specialist may extend the term of the Human Resources Specialists' employment by mutual agreement. Notwithstanding anything in this section to the contrary, the provisions of this Agreement entitled "Termination of Contract" shall take precedence, and the Human Resource Specialist's employment may be terminated at any time under the provisions of that section.

3. Work Days

In carrying out his duties under this Agreement, the Human Resource Specialist shall be employed at 1.0 FTE for 12 months.

4. Duties

Under the direction and supervision of the Superintendent of Schools, and in accordance with the Board policies and regulations and with all applicable laws and regulations, the Human Resources Specialist shall assist the Superintendent in administering the human resources operations of the school district including but not limited to: matters related to hiring and orienting new employees, oversight of leave requests and requests for reasonable accommodations, collaboration with central office administration including the Superintendent, Director of Finance, Associate Directors of Learning, Innovation and Development and Accountability and Director of Special Education and Student Services, and building administrators on personnel matters, outreach to legal counsel on matters pertaining to personnel and human resources matters, compilation of reports, oversight of district partnerships with childcare providers, and all other matters as directed by the Superintendent.



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5. Compensation and Benefits

During the term of this Agreement, the Human Resources Specialist shall be compensated at an annual compensation of \$122,974 over 26 pay periods. Such payments shall be subject to all applicable deductions, including but not limited to deductions for state and federal income tax. The health and dental insurance benefits available to Regional School District 13 administrators shall be available to the Human Resources Specialist during his employment. The Human Resources Specialist shall receive 25 vacation days, 15 sick days, 5 personal days and 5 bereavement days. The Human Resources Specialist shall be allowed to carryover ten (10) vacation days into the following year.

6. Termination of Contract

- A. Either the Board or the Human Resources Specialist may terminate this Agreement upon thirty (30) calendar days' written notice to the other party. The parties may, by mutual consent, terminate this Agreement at any time during the term of the Agreement.
- B. General Provisions
 - a. If any part of this Agreement is determined by a court of final authority to be invalid, that portion shall be severed from the Agreement, and the remainder of the Agreement shall remain in full force and effect.
 - b. This Agreement contains the entire agreement of the parties. It may not be amended orally but may be amended only by an agreement in writing, signed by both parties.
 - c. This Agreement shall be construed under the laws of the State of Connecticut.

IN WITNESS WHEREOF, the undersigned have executed this Agreement.

Patricia Charles, Interim Superintendent
Regional School District 13

6-5-2025

Date

Kevin Brough

6/5/2025

Date