

# ***LISBON PUBLIC SCHOOLS***

## **Food Service Director**

**2023 - 2024**

This agreement is entered into by and between Michael Rossi and the Lisbon Board of Education. Both parties hereby agree as follows:

### **1. EMPLOYMENT**

The Lisbon Board of Education hereby employs Michael Rossi as Food Service Director for the Lisbon School District.

### **2. DUTIES**

The duties are set forth in the Food Service Director's job description.

### **3. TERM**

- a) This contract shall be in effect from: July 1, 2023 until June 30, 2024, unless sooner terminated by either party in accordance with applicable provisions herein contained. This contract shall be reviewed prior to completion.
- b) The Food Service Director shall be employed under a 10-month contract.

### **4. TERMINATION**

Termination of this contract may be accomplished by:

- (a) Mutual consent of the parties at any time.
- (b) Written notification to the Board, by the Food Service Director, at least 60 days in advance of the date.
- (c) Just cause – in the event Employee is discharged for "Cause" (defined below), the term of this contract shall terminate immediately upon giving written notice of termination to Employee. In such event, the liability of the Board for the payment of compensation and all other amounts due under any provision hereof shall cease and be terminated as of the date of notice of termination, except for amounts accrued and owed to Employee as of such date. "Cause" shall mean (i) the refusal, neglect or inability of Employee to perform his/her duties and services hereunder, or (ii) Employee's dishonesty or moral turpitude, or (iii) failure to abide by Board policies and procedures, or (iv) conduct which injures the Board's reputation.
- (d) Reduction in administration caused by budgeting constraints.

### **5. COMPENSATION**

The salary and compensation of the Food Service Director shall be paid through the Lisbon Hot Lunch Program. The Food Service Director's salary for the period commencing July 1, 2023 and ending June 30, 2024 is set at \$66,050 and the Director shall receive longevity pay: \$500.00 after 2 years, \$1,000 after 5 years and \$2,500 after 10

years. The Food Service Director shall receive \$75.00 per week to be paid to a retirement fund of his choice.

**6. FRINGE BENEFITS**

- (a) The Food Service Director shall be entitled to observe all holidays/school breaks observed by 10 month employees.
- (b) The Food Service Director shall be entitled to sick leave with full pay up to fifteen (15) days in each year. Unused sick leave shall be accumulated to a total of 190 sick leave days. One-half of such accumulation shall be paid (per diem rate) as severance upon termination following five (5) years of employment in the Lisbon School System, or to a designated beneficiary in the event of death.
- (c) The Food Service Director shall be entitled to six (6) personal days. Two (2) days may be used at the employee's discretion.
- (d) The Food Service Director shall be entitled to the fringe benefits provided to the teachers under Article VI Section I of the contract between the Board and the Teacher's Union.
- (e) Professional membership not to exceed \$500.00.
- (f) The Food Service Director shall have a \$50,000 life insurance policy paid for by the Lisbon Board of Education, the expense of which shall be borne by the Board.
- (g) The Food Service Director shall be entitled to twelve (12) vacation days annually which shall be with the approval of the Superintendent of Schools. Up to ten (10) days may be accumulated and taken as vacation days at the discretion of the Superintendent of Schools.

**7. EVALUATION**

The Superintendent shall annually conduct an evaluation regarding the Food Service Director's performance in accordance with Board of Education procedures.

**8. PROFESSIONAL MEETINGS**

Subject to budget appropriations, the Food Service Director may attend any educationally or professionally related meetings at his own discretion or at the Superintendent's direction, the expense of which shall be borne by the Board.

**9. REIMBURSEMENT FOR EXPENSES**

- (a) The Food Service Director, with the approval of the Board and upon presentation of vouchers attesting to such expenses, shall be reimbursed for "out of pocket" expenses incurred in the course of carrying out his official duties and

responsibilities. Such vouchers shall be presented in the month following that in which the expenses were incurred.

- (b) The Food Service Director shall be reimbursed at a rate equivalent to that allowed federal employees using their personal vehicles for official travel when done incidental to carrying out the duties and responsibilities under this contract. Travel to and from work on days when regularly scheduled to be in the office is excluded from this provision. Reimbursement under this provision shall not exceed budgeted amount except as the Board grants advance approval.

#### 10. GENERAL PROVISION

If any part of the contract is invalid, it shall not affect the remainder of said contract, but said remainder shall be binding and effective against all parties. This contract contains the entire agreement between the parties. It may not be amended orally, but may be amended only by an agreement in writing signed by both parties.

#### 11. OUTSIDE EMPLOYMENT/ACTIVITIES


The Food Service Director, with approval of the Superintendent or designee, may undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations provided such activities do not interfere with his overall administrative responsibilities.

IN WITNESS WHEREOF, the undersigned have executed this contract the day and year aforesaid.

  
Food Service Director

Date

4/20/23

  
Superintendent

Date

4/20/23