

# **PROFESSIONAL AGREEMENT**

## **2024-2027**

### PREAMBLE

- A. THIS AGREEMENT IS MADE AND ENTERED INTO this 1<sup>st</sup> day of July 2024, by and between the Board of Education of the Town of Bozrah located within the State of Connecticut (hereinafter referred to as the "Board") and Ian Polun (hereinafter referred to as the "Principal").
- B. In accordance with the provisions of this Agreement, the Board does hereby employ Ian Polun as Principal for the Bozrah Public Schools, and Ian Polun does hereby accept employment as Principal for the Board under the terms and conditions hereinafter set forth in this Agreement.

### ARTICLE I

#### CERTIFICATION

- A. The Principal shall maintain certification as a Principal, in accordance with all applicable statutes and regulations, throughout the term of this Agreement.

### ARTICLE II

#### DUTIES

- A. The Principal shall serve as the Principal of Fields Memorial School and the Board. In harmony with the policies of the Board, State Laws, and State Board of Education regulations, the Principal has the authority over Fields Memorial School and the responsibility for its supervision, as directed by the Superintendent on behalf of the Board, consistent with any applicable job descriptions.
- B. The Board recognizes that the principal is charged with the responsibility of the administration of the program within the building to which he is assigned and must make decisions necessary to the proper operation and maintenance of the building, provided such decisions are in keeping with the policy of the Board of Education and the administrative regulations of the Superintendent.
- C. The Principal shall be consulted regarding special and federal programs so that such programs may be part of the overall school program in the building.
- D. The principal shall be in charge of all disciplinary problems of the school to which he is assigned, and shall handle same in the manner consistent with the Board policy and administrative regulations of the Superintendent.

- E. The Principal shall evaluate tenured and non-tenured teachers as required by the Superintendent of the Board.
- F. The Principal shall be involved in the selection and screening of personnel for Fields Memorial School.

### ARTICLE III

#### TERM

- A. This Agreement shall become effective upon execution and shall remain in effect through and including June 30, 2027, unless terminated under the provisions of Article VI.

### ARTICLE IV

#### COMPENSATION

- A. The Principal's annual salary shall be based on the salary of 23-24, \$128,000. For the next three years, the salary will increase as follows: Year 1 (24-25): net 0 increase in combined salary and insurance increases, Year 2 (25-26): net 2% increase in combined salary and insurance increases, Year 3 (26-27): net 1.5% increase in combined salary and insurance increases. The terms and conditions of employment, including salary and benefits, for the succeeding contract year shall be negotiated between the parties and agreed prior to the commencement of the new contract year. Any adjustment in terms and conditions of employment, including salary and benefits, made during the life of this contract shall be in the form of an amendment and shall become part of this Agreement.

2024-25 - \$128,000.00 + equivalent to any increase of insurance premium

2025-26 - \$130,560.00 + equivalent to any increase of insurance premium

2026-27 - \$132,518.40 + equivalent to any increase of insurance premium

- B. The Board of Education agrees to reimburse the principal for no more than six graduate credits within a fiscal year. The principal shall submit a request to the superintendent seeking approval of the course(s). Upon successful completion (B or better) and proof of transcripts, the superintendent shall approve payment.

### ARTICLE V

#### FRINGE BENEFITS AND WORKING CONDITIONS

A. SICK LEAVE

1. The Principal shall be entitled to sick leave with full pay up to fifteen working days in each year. Unused sick leave shall be accumulated from year to year, up to one hundred eighty-five days.

B. PERSONAL LEAVE

1. The Principal may request up to four personal days annually for matters of pressing personal concern that cannot be conducted outside of working hours
2. Personal leave shall not be used to extend or start a vacation period or holiday.
3. Except in cases of emergency, application for personal leave shall be made at least three days before the day is taken.
4. Up to five additional personal days may be used for the purpose of religious holidays

C. ANNUAL ADMINISTRATIVE WORK SCHEDULE

1. The Principal shall work a twelve month schedule, from July 1<sup>st</sup> through June 30<sup>th</sup>, and his working days will total two hundred and sixty (260) days. It is expected that the Principal shall work each day that school is in session for the school district which he serves, except as provided by the terms of this Agreement. During winter and spring breaks, when school is closed, the principal is not expected to be in the building.
2. The Board will provide the Principal with twenty-five days vacation annually, exclusive of legal holidays. The Principal must obtain prior approval from the Superintendent for any vacation leave taken. The Principal may carry-over up to five unused vacation days from the previous contract year (July 1 to June 30). The use of carry-over days must be approved by the Superintendent of Schools and can only be used when all other vacation days allotted for the contract year have been utilized. In the event that the Principal leaves employment prior to the completion of a full fiscal year of employment, and the Principal agrees to reimburse the Board for any vacation days that have been taken in excess of his pro-rated vacation leave entitlement, and agrees to authorize the Board to withhold from salary such amounts as are necessary to reimburse the Board for the use of such unearned vacation days.



D. INSURANCE BENEFITS

1. Health/ Vision and Dental Insurance: On behalf of himself and any eligible dependents, the Principal may elect to participate in any of the health/vision or dental insurance plans provided for employees of the Board. If such coverage is elected by the Principal, the Board shall pay a percentage of premium costs for such coverage (Year 1: 81.5%, Year 2: 81%, Year 3: 80.5%), and the Principal shall pay any remaining costs for such coverage. Any portion of premiums for such insurance for which the Principal is responsible shall be paid by the Principal through payroll deduction.
  2. The Principal may elect to waive, in writing, the insurance coverages provided above in paragraph 1 of this Article, and in lieu thereof may receive an annual payment of \$2,000. In order to receive such payment, the Principal must complete and submit a form provided by the Board indicating his intent not to participate in the Board's insurance coverages, no later than ten (10) days after receiving the form. The Principal may elect to resume Board provided insurance coverages upon written notice to the Board. Upon receipt of such notice, insurance coverage shall be reinstated as soon as possible, including waiting periods, which may be prescribed by the applicable insurance carrier. In such event, the Principal shall only receive a pro-rated portion of the waiver stipend provided under this section.
  3. The Board shall provide for the Principal at its expense, term life insurance with Accidental Death and Dismemberment, coverage in the amount of one hundred thousand dollars (\$100,000), subject to the Principal's insurability.
- E. The Board shall provide the Principal reimbursement of up to \$1500.00 per fiscal year for actual expenses incurred by the Principal for approved professional development activities and/or relevant learning experiences and professional meetings, as approved in writing in advance by the Superintendent of Schools and provided for in the District budget.

ARTICLE VI

TERMINATION OF AGREEMENT

- A. The parties may, by mutual consent, terminate this Agreement at any time.
- B. The Principal may unilaterally terminate this Agreement at any time for any reason during its term upon ninety days written notice, except that the ninety days notice is not required if termination is part of an action to implement a new contract between



the parties hereto, in which case the execution of the new agreement shall serve to terminate the prior agreement between the parties.

- C. The Board may terminate the Principal's assignment in his capacity as Principal of Fields Memorial School by reassigning the Principal to another certified position. In the event the Board seeks to terminate the Principal's assignment as Principal of Fields Memorial School, it shall serve on the Principal written notice that termination of his assignment is under consideration. Such notice shall be accompanied by a written statement of reasons. Within fifteen (15) days after receipt from the Board of written notice that his reassignment is under consideration, the Principal may file with the Board a written request for a hearing before the Board which shall be held within thirty (30) days after receipt of such request. The Board shall render its decision within fifteen (15) days of such hearing and shall send a copy of its decision to the Principal. Such hearing may be in executive or public session, at the option of the Principal. The Principal shall have the right to his own counsel, at his own expense. Any time limits established herein may be waived by mutual agreement of the parties.

## ARTICLE VII

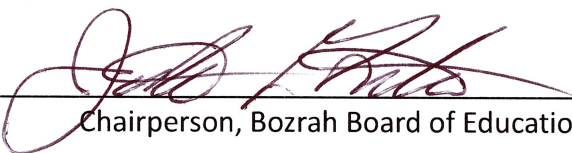
### GENERAL PROVISIONS

- 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. Notices to the Board, as required herein, shall be sent to the Secretary of the Board and notices to the Principal shall be sent to his home address.

IN WITNESS WHEREOF, the Parties have caused this contract to be executed by their proper officers, hereunto duly authorized.

BY:   
Principal

DATE: 10/25/23

BY:   
Chairperson, Bozrah Board of Education

DATE: 10/25/23

BY:   
Witness

DATE: 10/25/23