

BOZRAH BOARD OF EDUCATION

Coordinator of Technology Contract

PREAMBLE

A. THIS AGREEMENT IS MADE AND ENTERED INTO this **4th day of March 2022** 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 **Connor Provost**, (hereinafter referred to as the “Coordinator of Technology” or “Coordinator”).

B. In accordance with the provisions of this Agreement, the Board does hereby employ **Connor Provost** as Coordinator of Technology for the Bozrah Public Schools, and **Connor Provost** does hereby accept employment as Coordinator of Technology for the Board under the terms and conditions hereinafter set forth in this Agreement.

ARTICLE I

DUTIES

A. The Coordinator of Technology is responsible for the operation of the school’s technology infrastructure in accordance with the policies and regulations prescribed by the Board of Education and the Superintendent. This individual is to develop, implement, operate, monitor and evaluate the technology needs of the school system. General responsibilities include development of the budget as it pertains to technology that is used for state and district assessments, remote learning, functional operation of the technology infrastructure, and effective communication with parents and the school community.

The employee works collaboratively with other members of the school system’s leadership team, school building staff to use technology and include technology applications as an integral part of the instructional program and daily work task. Also, the employee may coordinate and deliver, staff development on technology usage across the district.

ARTICLE II

TERM

A. This Agreement shall become effective **July 1, 2022** and shall remain in effect through and including **June 30, 2025**. Anything in this paragraph to the contrary notwithstanding, the provisions of the section of this Agreement entitled "Termination of Agreement" shall take precedence and the Coordinator of Technology's employment may be terminated at any time during the term of this Agreement under the provisions of such section.

ARTICLE III

COMPENSATION

A. The Coordinator of Technology's annual salary from **July 1, 2022 to June 30, 2023** shall be **\$60,479**, and from **July 1, 2023 to June 30, 2024** shall be **\$62,689** and from **July 1, 2024 to June 30, 2025** shall be **negotiated per the bargaining unit**, and shall be payable in biweekly equal installments. Salary payments as set forth in this Agreement shall be pro-rated for partial years of service as Coordinator of Technology and subject to required deductions for applicable United States Withholding Tax, applicable State of Connecticut Withholding Tax and other applicable deductions mandated by state or federal law and employee contributions toward the cost of fringe benefits.

ARTICLE IV

TERMINATION OF AGREEMENT

A. The parties may, by mutual consent, terminate this Agreement at any time.

B. The Coordinator of Technology may unilaterally terminate this Agreement at any time for any reason during its term upon ninety (90) days written notice, except that the ninety (90) 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 Coordinator of Technology for cause.

ARTICLE V

WORK YEAR

The Coordinator of Technology shall be employed under a twelve (12) month contract with time off as follows:

A. Vacation

Vacation shall accrue to the Coordinator of Technology in accordance with the following schedule:

Completion of one (1) year of continuous service (this includes one year's service as technology assistant), ten (10) vacation days annually.

Completion of five (5) years of continuous service, fifteen (15) vacation days annually.

Completion of ten (10) years of continuous service, twenty (20) vacation days annually.

All vacation must be scheduled by mutual agreement with the Superintendent.

The Coordinator of Technology may carry-over up to five (5) 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.

B. Legal Holidays

The Coordinator of Technology shall be entitled to the following paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veterans' Day
Presidents' Day	Columbus Day
Good Friday	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Eve

Christmas Day	
---------------	--

ARTICLE VI

SICK LEAVE

During full-time employment, sick leave shall accumulate at the rate of one and two-thirds (1 & 2/3) days per month worked up to the maximum annual accumulation of twenty (20) days sick leave. The Coordinator of Technology may use these days for personal illness or injury. Unused sick leave shall be accumulated from year to year, so long as the Coordinator of Technology remains continuously in the service of the Board, up to a maximum of one hundred sixty (160) days.

ARTICLE VII

PERSONAL LEAVE

A. The Coordinator of Technology may request up to four (4) personal days annually, non-cumulative and without loss of pay, for the following matters of pressing personal concern which cannot be conducted outside of working hours:

- a. required attendance at a judicial or administrative hearing;
- b. graduation of a member of the immediate family;
- c. house closing;
- d. illness of a member of the immediate family or household;
- e. religious holidays;

B. Emergency leave absence will be used solely for circumstances in which absence from service is necessary and unavoidable.

C. The Superintendent may request, and the Coordinator of Technology must provide, a written explanation for the leave request.

D. Personal leave shall not be used to extend or start a vacation period or holiday.

E. Except in cases of emergency, application for personal leave shall be made at least three (3) days before the day is taken.

F. The Superintendent may grant additional paid leave days in his/her discretion.

E. Personal days shall not accumulate from year to year.

ARTICLE VIII

FUNERAL LEAVE

A. The Coordinator of Technology shall be entitled to four (4) funeral leave days per year, non-cumulative with no pay deduction for the following reasons:

a. Immediate family consists of wife, husband, father, mother, grandparents, grandchildren, brother, sister, father-in-law, mother-in-law, son, daughter, spouse's son and daughter, son-in law and daughter-in-law.

ARTICLE IX

OTHER LEAVE

A. Professional Leave:

The Coordinator of Technology shall be allowed to attend local, state and national meetings, workshops, and conferences that are designed for professional purposes, subject to the prior written approval of the Superintendent of Schools.

B. Jury Duty:

The Coordinator of Technology, if called for jury duty, shall receive the necessary leave to fulfill this legal obligation. This leave shall not be deducted from sick leave or personal leave. The Coordinator of Technology shall receive a rate of pay equal to the difference between the Coordinator of Technology's salary and the Jury fee.

C. Military:

The Board shall provide military leave as provided by law.

D. General Leave:

Extended leaves, with or without salary, may be granted at the discretion of the Board. If the Board has already paid all or a part of the cost of any insurance or other benefits covering the period of such leave, it must be repaid prior to the commencement of such leave.

ARTICLE X

PAYMENT FOR UNUSED SICK DAYS

Upon retirement from the Bozrah Public Schools, the Coordinator of Technology shall receive a payment of ten dollars (\$10) per day of unused sick leave, up to a maximum of one hundred and sixty (160) days.

ARTICLE XI

INSURANCE BENEFITS

The Board shall provide the Coordinator of Technology the following insurance benefits or substantially equivalent benefits:

1. Health/Vision and Dental Insurance: On behalf of himself and any eligible dependents, the Coordinator of Technology 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 Coordinator of Technology, the Board shall pay eighty-three percent (83%) for the 2022-2023, 2023-2024 contract years. The third year, 2024-2025, will be negotiated per the non-certified bargaining unit. The Coordinator of Technology shall pay any remaining costs for such coverage. Any portion of premiums for such insurance for which the Coordinator of Technology is responsible shall be paid by the Coordinator of Technology through payroll deduction.
2. The Coordinator of Technology 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. Such payment will be issued with the payroll issued at the beginning of the school year or at the time of initial employment. In order to receive such payment, the Coordinator of Technology must complete and submit a form provided by the Board indicating her intent not to participate in the Board's insurance coverages, no later than ten (10) days after receiving the form. The Coordinator of Technology 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 Coordinator of Technology shall only receive a pro-rated portion of the waiver stipend provided under this section.
3. The Board shall provide for the Coordinator of Technology at its expense, term life insurance coverage in the amount of thirty thousand dollars (\$30,000), subject to the Coordinator of Technology's insurability.

ARTICLE XII

RETIREMENT BENEFITS

The Coordinator of Technology may be eligible for participation in the Town of Bozrah Retirement Plan, as it may be amended from time to time by the Town, and subject to the provisions of that plan.

ARTICLE XIII

TUITION REIMBURSEMENT

The Board will reimburse the Coordinator of Technology for tuition costs of up to eight hundred dollars (\$800) towards the tuition cost of one course per year (up to three credits). The Coordinator of Technology must make a written request to the Superintendent for course approval prior to registration for the course in order to receive reimbursement. The Superintendent may approve or deny such requests in his/her discretion.

ARTICLE XIV

LONGEVITY

If the Coordinator of Technology serves the Board as Coordinator of Technology for at least ten (10) years of continuous service, the Board shall pay the Coordinator of Technology Services a longevity stipend, in addition to her base salary as follows:

ten (10) years and over of continuous service: one hundred dollars (\$100)

fifteen (15) years and over of continuous service: three hundred dollars (\$300)

twenty (20) years and over of continuous service: five hundred dollars (\$500)

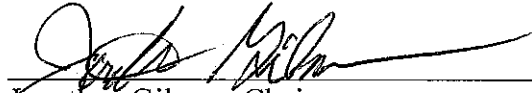
ARTICLE XV

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.

D. This agreement is being executed on behalf of the Board by Jonathan Gilman, Board of Education Chairperson, pursuant to a vote taken by the Board of Education, at a meeting duly held on **March 1, 2022** authorizing Jonathan Gilman, Board of Education Chair, to execute this agreement on behalf of the Board.


Jonathan Gilman, Chairperson
Bozrah Board of Education

3/4/22
Date


Connor Provost
Coordinator of Technology

3/3/2022
Date


Dr. Portia S. Bonner, Interim Superintendent of Schools

3/3/2022
Date