

BOZRAH BOARD OF EDUCATION

Director of Student Services 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 **Laura Zurell**, (hereinafter referred to as the “Director of Student Services” or “Director”).

B. In accordance with the provisions of this Agreement, the Board does hereby employ **Laura Zurell** as Director of Student Services for the Bozrah Public Schools, and **Laura Zurell** does hereby accept employment as Director of Student Services for the Board under the terms and conditions hereinafter set forth in this Agreement.

ARTICLE I

CERTIFICATION

The Director of Student Services shall maintain certification as a Director, in accordance with all applicable statutes and regulations, throughout the term of the Agreement.

ARTICLE II

DUTIES

A. The Director of Student Services is responsible for implementing and maintaining age 3-21 Special Education programs and services in conformance to district, state, and federal objectives and laws; planning, designing, and implementing all phases of service provided by the Special Education staff; serving as a resource to patrons, school personnel, and the Board; and maintaining adequate staffing to ensure objectives of programs and services are achieved within budget.

B. The Director of Student Services will assist the Superintendent of Schools in developing budgets, implementing grants, and reviewing related legislation for compliance. Also analyze information obtained from needs assessments and research current trends in the field. Additional duties include supervising and providing professional development opportunities for special education teachers and support staff.

ARTICLE III

TERM

- A. This Agreement shall become effective upon execution, **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 Director of Student Services' employment may be terminated at any time during the term of this Agreement under the provisions of such section.

ARTICLE IV

COMPENSATION

- A. The Director of Student Services annual salary in year one of the contract from **July 1, 2022 to June 30, 2023** shall be: \$84,080 or \$571.97 per day at 147 days per fiscal year. This position is (.7) FTE.
- B. Year 2 and Year 3 of the contract salary shall increase by 2.15% and at minimum 147 days per fiscal year.
- C. Salary payments as set forth in this Agreement shall be pro-rated for partial years of service as Director of Student Services 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.
- D. Annually, the Superintendent of Schools shall evaluate the Director of Student Services and make recommendations to the Board by April 1st as to adjustments in the Director's terms and conditions of employment, including salary and benefits. If no agreement between the parties concerning Director's terms and conditions of employment is reached, Director's terms and conditions of employment shall continue on the terms and conditions of the preceding year until a new agreement is made, at which time the negotiated salary increases, if any, shall be retroactive to July 1st.
- E. Any adjustments 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.

ARTICLE V
BENEFITS AND WORKING CONDITIONS

A. WORK YEAR

1. The Director of Student Services shall be employed for 147 days (maximum 10 remote) within a fiscal year with time off as follows.

B. SICK & PERSONAL LEAVE

1. Director is entitled to (7) seven personal/sick days during the course of the school year to be for personal/family illness or injury and or business.
2. The Superintendent may request, and the Director of Student Services must provide, a written explanation for the leave request.
3. Personal leave shall not be used to extend or start a vacation period or holiday unless permission is given prior by the Superintendent.
4. Except in cases of emergency, application for personal leave shall be made at least three (3) days before the day is taken.
5. The Superintendent may grant additional paid leave days in his/her discretion.
6. Personal days shall not accumulate from year to year.

C. OTHER LEAVE

1. Professional Leave:

The Director of Student Services 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.

2. Jury Duty:

The Director of Student Services, 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 Director of Student Services shall receive a rate of pay equal to the difference between the Director of Student Services' salary and the Jury fee.

3. Military:

The Board shall provide military leave as provided by law.

4. 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.

D. INSURANCE BENEFITS

1. The Board shall provide the Director of Student Services the following insurance benefits or substantially equivalent benefits:
2. Health/Vision and Dental Insurance: On behalf of herself and any eligible dependents, the Director of Student Services 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 Director of Student Services, the Board shall pay eighty-two percent (82%) for the 2022-2024 contract years, and the Director of Student Services shall pay any remaining costs for such coverage. Year three of the contract, premium cost share to be negotiated/and or based upon the certified staff's rate. Any portion of premiums for such insurance for which the Director of Student Services is responsible shall be paid by the Director of Student Services through payroll deduction.
3. The Director of Student Services 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 Director of Student Services 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 Director of Student Services 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 Director of Student Services shall only receive a pro-rated portion of the waiver stipend provided under this section.
4. The Board shall provide for the Director of Student Services at its expense, term life insurance coverage in the amount of eighty thousand dollars (\$80,000), subject to the Director of Student Services' insurability.

E. RETIREMENT BENEFITS

1. The Director of Student Services is eligible for Teacher Retirement Benefits as or greater than .5 FTE.

F. TUITION REIMBURSEMENT

1. The Board agrees to reimburse the Director of Student Services for no more than 3 graduate credits within a fiscal year. The Director shall submit a written request to the Superintendent for course approval prior to registration for the course in order to receive reimbursement. Upon successful completion (B or better) and proof of transcripts the superintendent shall approve payment.

ARTICLE VI

TERMINATION OF AGREEMENT

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

B. The Director of Student Services 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 Director of Student Services for cause. In the event the Board seeks to terminate the Director, it shall serve the Director written notice that termination is under consideration before April 1st. Such notice shall be accompanied by a written statement of reasons. Within fifteen (15) days after receipt from the Board of written notice that her assignment is under consideration, the Director 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 Director. Such hearing may be in executive or public session, at the option of the Director. The Director shall have the right to her own counsel, at her own expense. Any time limits established herein may be waived by mutual agreement of the parties.

D. The Board may terminate the Director's employment in accordance with the provisions of Connecticut General Statutes Section 10-151 et seq prior to May 1st.

ARTICLE VII

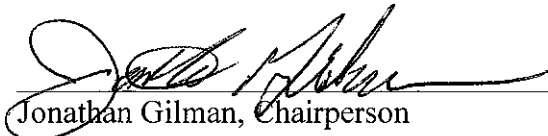
GENERAL PROVISIONS

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 Director of Student Services shall be sent to her at her home address.

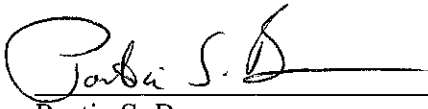
D. This agreement is being executed on behalf of the Board by Jonathan Gilman, Board of Education Chairperson, pursuant to a vote taken by the Board of Education, at a meeting duly held on **March 1, 2022** authorizing Jonathan Gilman, Board of Education Chair, to execute this agreement on behalf of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


Jonathan Gilman, Chairperson
Bozrah Board of Education

3/4/22
Date


Laura Zurell
Director of Student Services

3/8/22
Date


Portia S. Bonner
Interim Superintendent of Schools

3/8/22
Date