

**EMPLOYMENT AGREEMENT
BETWEEN
THE CHAPLIN BOARD OF EDUCATION
AND
KEVIN CHAVEZ, PRINCIPAL
CHAPLIN ELEMENTARY SCHOOL**

THIS AGREEMENT is made and entered into on this 6th day of January, 2019 by and between the Chaplin Board of Education (the "Board") and the Principal of the Chaplin Elementary School (the "Principal"). The Board agrees to employ Kevin Chavez and Kevin Chavez agrees to accept such employment as Principal of Chaplin Elementary School under the terms set forth herein.

Section 1 - Terms of Agreement

This agreement shall be in force and effect from on or about January 17, 2019 through June 30, 2022, unless earlier terminated or non-renewed by the Board in accordance with Connecticut General Statutes Section 10-151. Prior to April 15, 2022, the Board shall vote on a new agreement. At least four (4) months prior to the end of this new agreement, the Principal shall notify the Board that her contract is about to expire and of any intent not to continue employment with the Board under this agreement. "Notwithstanding, the Board may terminate or non-renew this Contract at any time in accordance with Connecticut General Statutes Section 10-151."

Section 2 - Right to Manage

Subject to the provisions of this Agreement, the Board and the Superintendent of Schools reserve and retain the full right, authority and discretion in the proper discharge of their duties and responsibilities to control, supervise, and manage the public school system for the Town of Chaplin under all applicable governing laws, rules, ordinances and regulations. This agreement is subject to section 10-151 of the Connecticut General Statutes.

Section 3-Duties

The Principal shall perform all duties normally and routinely expected of a Principal of an elementary school in the State of Connecticut, including but not limited to running the day to day affairs of the school, along with such other duties as may be required by the Superintendent of Schools.

Section 3 - Work Year

The Principal's work year shall be 221 days. The Principal shall be entitled to twenty (20) vacation days annually. Vacation days may not be taken on school days without the prior approval of the Superintendent. The Principal is entitled to the following holidays:

Independence Day

Day After Christmas

Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day After Thanksgiving
Day Before Christmas
Christmas Day

Day before New Year's Day
New Year's Day
Martin Luther King Day
President's Day
Good Friday
Memorial Day

The above holidays shall be taken on the date declared by the State or Federal Government, or in lieu thereof by the Board of Education, as the official day of celebration, and only when school is not in session. The Principal can be required by the Superintendent or his or her designee to work additional days beyond his or her work year on necessary job-related duties. When the Principal is required to work beyond his or her work year, he or she shall be paid a pro-rated per diem based on his or her annual salary. The per diem rate of pay shall be based on 221 work days per year. The Principal shall be allowed to carry over up to three (3) vacation days to the next year if there are vacation days unused.

Section 4 - Leaves

A. Sick Leave

Sick leave shall be granted to the Principal in the amount of fifteen (15) days per year cumulative to 221 days. There shall be no payout of unused sick days upon the Principal's separation of employment with the Board.

B. Personal Leave

The Principal shall be eligible for three (3) personal leave days per year during the term of the Agreement with full pay. Personal days may be used for important matters that cannot be completed during the normal school day. Unless there are extenuating circumstances, personal days must be requested at least three days in advance. Additional personal leave days may be granted at the discretion of the Superintendent of Schools. Personal days may not be carried over from year to year and there shall be no payout of unused personal days upon the Principal's separation of employment with the Board.

C. Conference Leave

At the discretion of the Superintendent of Schools and subject to budgetary limitation, the Principal may be granted an unspecified number of days with full pay and reimbursement for expenses for such purposes as visiting days, organization meetings, conferences, and community relations activities. After attending any of the above, the Principal shall make a full and complete report to the Board on the educational value attained for the Chaplin Elementary School.

D. Bereavement

The Principal shall be eligible for five (5) days with pay for each death of an immediate family member. The immediate family shall be defined to include the Principal's children, parents, grandparents, spouse, siblings, and domestic partner.

Section 5 – Maternity/Paternity Provisions

The Principal shall be eligible for a parental leave for the birth of a child in accordance with all applicable State and/or Federal Laws.

Section 6 – Retirement

The Principal shall be eligible for the following retirement benefits provided he or she is immediately eligible to receive retirement benefits under Section 10-183b et seq., of the Connecticut General Statutes and provides the Board a one year written notice in advance of his/her retirement:

- A. A retirement allowance of forty (40) school days based upon the last annual salary received after twenty-five (25) years of service in education, ten years (10) of which must be in Chaplin; or a retirement allowance of thirty (30) school days based upon the last annual salary received after twenty (20) years of service in education, seven years (7) of which must be in Chaplin.

Section 7 – Professional Dues

The Principal shall be reimbursed for payment of dues to professional organizations relating to his or her area of assignment as approved by the Superintendent, subject to budgetary limitations.

Section 8 – Staff Development

A. Tuition Payment

At the discretion of the Superintendent and subject to budgetary limitations, the Board will pay the cost of tuition for courses of other training workshops which have direct benefit to the students or the school and which are successfully completed by the Principal. Courses must have advance approval of the Superintendent.

B. Management Training and Conference Attendance

The Principal may request to attend management training activities and conferences. The Superintendent of Schools may grant such request at his discretion in light of the district's needs and budgetary constraints.

Section 9- Transportation Allowance

The Principal, when using his or her own vehicle for school-related business, shall be reimbursed at the IRS rate per mile. Request for compensation for school-related travel, other than daily commute, will be subject to authorization and approval of the Superintendent

Section 10 - Insurance Benefits

The Board of Education will provide medical and dental insurance coverage to the Principal, which is the same insurance plan design and premium cost share as the coverage provided to the members of the Chaplin Education Association, as such insurance may be amended from time to time.

The Principal will have the option of single, two-person or family coverage. In addition, the Board will provide the Principal life insurance in the amount of \$200,000 at Board expense.

Section 11 - Salary

The annual salary for the Principal for the first year of this agreement shall be \$116,891 (prorated based on start date).

Section 12 - Savings Clause

If any portion of this Agreement is ruled invalid for any reason, the remainder of this Agreement shall remain in full force and effect. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

1/4/19
Date

Jaclyn M. Chancey
Jaclyn Chancey
Chairperson, Chaplin Elementary School

Jan 3, 2019
Date

Kevin Chavez
Kevin Chavez, Principal, Chaplin Elementary
School

1/3/19
Date

Kenneth V. Henrici
Kenneth V. Henrici, Superintendent, Chaplin District