

# HAMPTON BOARD OF EDUCATION

## LESS THAN YEAR ROUND NON-UNION EMPLOYEE BENEFITS

### BEGINNING MARCH 1, 2015

Benefits for less than 1 Full Time Equivalent (FTE) employees will be prorated based on the employees' FTE.

Nurse	35.0 hours/week, 189 days/year=1FTE
Cafeteria Director	32.5 hours/week, 189 days/year=1 FTE
Paraprofessional	32.5 hours/week =1 FTE
Cafeteria Aide	32.5 hours/week =1 FTE
Custodian	40 hours/week=1 FTE
*Occupational Therapist/Physical Therapist	32.5 hours/week =1 FTE

*SICK DAYS	0-2 years = 7 days
	2-10 years = 10 days
	Accrue to 35 days
	10+ years = 12 days
	Accrue to 60 days

PERSONAL DAYS	New employees must work three months to be eligible for personal days
	0-2 years = 2 days
	2-10 years = 3 days
	10+ years = 4 days

BEREAVEMENT	3 days
	Additional non-paid bereavement days may be added at the discretion of the superintendent

HOLIDAYS	Independence Day, Labor, Columbus Day, Veterans' Day, Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Day, Presidents' Day, Good Friday, Memorial Day
	<i>Employees receive the holidays listed when they occur in a week during which the employee is scheduled to work.</i>

DELAYED OPENING/EARLY CLOSING	Full day's pay for employees on the school calendar schedule
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*MEDICAL INSURANCE	Minimum of 30 hours a week to enroll; BoE pays 98% single coverage, employee pays 2% premium share for single coverage; employee may pay full cost for difference between single and two person or family coverage; any savings in premium share realized by choosing less costly plan options are first applied to premium share then to Health Savings Account
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*DENTAL INSURANCE	Minimum of 30 hours a week to enroll; employee pays full premium; no BoE contribution
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*403(b)/457(b)	Employee contributions only; no BoE contribution
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*MEDICAL/DEPENDENT CARE FLEXIBLE SPENDING ACCOUNT	Minimum of 30 hours a week to enroll; employee contributions only; no BoE contributions
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*AFLAC – ACCIDENT/SHORT TERM DISABILITY/CANCER	Employee pays full premium of elected coverage, offered at no expense to the BoE beyond bookkeeping
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\*Occupational Therapist/Physical Therapist eligible for benefits marked with an asterisk.

APPROVED: 02/11/2015





TEACHER'S NAME/ACCOUNT PD FROM									2020-2021 CERTIFIED STAFF SALARIES					
	GRADE	HIRE DATE	FTE	PLACEMENT	STEPS/YRS COMPLETED	BASE SALARY	ADDITIONAL CREDITS	OTHER STIPENDS	LONGEVITY NONE HIRED AFTER 7/1/14	TOTAL SALARY				
STONE, CHRISTINE	READINESS	12/15/05	1	MA	12/15	\$84,764			\$500	\$85,264				
GARRISON, KYRA	PK	01/28/2016	0.05	BA	8/5	\$3,191			\$0	\$3,191				
1400.109						\$87,955	\$0	\$0	\$500	\$88,455				
SPEC ED SUMMER SCHOOL														
TOTAL 1400.109					\$40/HR X 3.5 hrs/day x15 days	9:00-12:00 plus before/after students arrive/leave				\$2,100				
1210.104	SPEC ED									\$2,100				
SHIFRIN, JAMES	SPEC ED K-6	03/01/2010	1	6th year	12/11	\$88,441			\$0	\$88,441				
SOREL, LAURA	SPEC ED COUNSELOR	10/11/16	0.35	MA	6/4	\$21,783			\$0	\$21,783				
TOTAL 1210.104						\$110,224	\$0	\$0	\$0	\$110,224				
2120.104														
SOREL, LAURA	SCHOOL COUNSELOR	10/11/16	0.45	MA	6/4	\$28,007			\$0	\$28,007				
2220.104						\$28,007	\$0	\$0	\$0	\$28,007				
NO LONGER HAVE LIB/MEDIA SPECIALIST see computer ed teacher in 1000														
1210.120														
Judy Benson-Clarke														
2320.101			0.17	44 days of 260 days per year 7.5 hrs/day @ \$420.750+2%=\$429.17/day						\$18,883				
OLAH, FRANK	SUP	7/1/16	0.4		1	\$61,817								
2400.102														
ROBERSON, SAM	PRINCIPAL	08/29/87 08/15/16	1	SIXTH YR	32 YRS	\$103,049				\$103,049				
4020.104	Title I Math Support									\$17,876				

[illegible]



**Chambers, Kevin** <Kevin.Chambers@ct.gov>  
To: Sally Lehoux <slehoux@hamptonschool.org>

Thu, Apr 9, 2020 at 8:36 AM

Here is Hampton's preliminary MBR calculation, please note the following:

1. This calculation is based on current law, if there is a change to the law then your MBR may change.
2. The previous year's Appropriation/Assessment is what was filed on your previous ED012 (MBR Compliance Form), if these figures change when your district and your Regional district file for the current year (2020-2021) then the MBR figure would need to be adjusted.
3. Resident Students have not gone through our Quality Control checks so the deduction is preliminary.
4. The Decrease in ECS is based on current law, if the formula were to change resulting in an increase/decrease in your 2020-2021 ECS entitlement then your MBR would need to be adjusted.

# HAMPTON BOARD OF EDUCATION

## 12 MONTH NON-UNION EMPLOYEE BENEFITS

### BEGINNING March 1, 2015

Benefits for less than 1 Full Time Equivalent (FTE) employees will be prorated based on the employees' FTE.

Executive Secretary	40 hours/week=1FTE
Business Coordinator	40 hours/week=1 FTE
Head Custodian	40 hours/week=1FTE
Custodian	40 hours/week=1 FTE

SICK DAYS	0-2 years = 7 days 2-10 years = 10 days Accrue to 35 days 10+ years = 12 days Accrue to 90 days
PERSONAL DAYS	New employees must work three months to be eligible for personal days 0-2 years = 2 days 2-10 years = 3 days 10+ years = 4 days
BEREAVEMENT	3 days Additional non-paid bereavement days may be added at the discretion of the superintendent
HOLIDAYS	Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Day, Presidents' Day, Good Friday, Memorial Day
VACATION	0-6 months = 0 days 6 months – 1 year = 1 week 1-5 years = 2 weeks 6-12 years – 3 weeks 12+ years = 4 weeks
MEDICAL INSURANCE	Minimum of 30 hours a week to enroll; BoE pays 98% single coverage, employee pays 2% premium share for single coverage; employee may pay full cost for difference between single and two person or family coverage; any savings in premium share realized by choosing less costly plan options are first applied to premium share then to Health Savings Account
DENTAL INSURANCE	Minimum of 30 hours a week to enroll; employee pays full premium; no BoE contribution
403(b)/457(b)	Employee contributions only; no BoE contribution
MEDICAL/DEPENDENT CARE FLEXIBLE SPENDING ACCOUNT	Minimum of 30 hours a week to enroll; employee contributions only; no BoE contributions
AFLAC – ACCIDENT/SHORT TERM DISABILITY/CANCER (offered at no expense to the BoE beyond bookkeeping)	Employee pays full premium of elected coverage

BOE APPROVED:  
04/27/2016



CONNECTICUT STATE DEPARTMENT OF EDUCATION  
BUREAU OF FISCAL SERVICES  
2020-2021 MINIMUM BUDGET REQUIREMENT (MBR)  
MEMBERS OF A SECONDARY HIGH SCHOOL SYSTEM

DISTRICT CODE 63  
DISTRICT NAME HAMPTON  
ITEM #

1. 2019-2020 FINAL BUDGETED APPROPRIATION(ED012)*:	2,104,318
2. 2019-2020 NET ASSESSMENT(Regional ED012)*:	1,487,544
3. 2019-2020 APPROPRIATION/ASSESSMENT (Item 1 + Item 2):	3,591,862
4. MAXIMUM EFFICIENCY CAP (Item 3 x .5%):	17,959
5. RESIDENT STUDENT DEDUCTION** (See Below):	136,414
6. 2020-2021 BUDGETED APPROPRIATION(ED012):	0
7. 2020-2021 NET ASSESSMENT(Regional ED012)*:	0
8. 2020-2021 APPROPRIATION/ASSESSMENT (Item 6 + Item 7):	0
9. 2020-2021 NON-ALLIANCE DISTRICT INCREASE/DECREASE:	-55,596
10. SAVINGS REALIZED THROUGH EFFICIENCIES; (Supplied by the district and approved by the commissioner)	0
11. PRELIMINARY EFFICIENCY DEDUCTION (Item 10 x 50%):	0
12. EFFICIENCY DEDUCTION (Lessor of Item 4 or Item 11):	0
13. CLOSED SCHOOL DEDUCTION: (Supplied by the district and approved by the commissioner)	0
14. CATASTROPHIC EVENT LOSS DEDUCTION: (Supplied by the district and approved by the commissioner)	0
15. 2020-2021 TOTAL K-12 MBR: (Item 3 - Item 5 + Item 9 - Item 10 - Item 12- Item 13 - Item 14)	3,399,852

** A. DECREASE IN RESIDENT STUDENTS	-10.52
B. 2018-19 NET CURRENT EXPENDITURES	3,599,153
C. 10/2018 RESIDENT STUDENTS	138.78
D. RESIDENT STUDENT DEDUCTION	136,414
((Item B / Item C) x 50% x Item A)	

2020-2021  
NON-UNION STAFF 3.99% DRAFT

STEPS FOR PARAS AND 2% NO STEP SCALE	RATE	HRS/DAY	183 DAYS/YR +10 HOLIDAYS	ANNUAL WAGES
<b>Paraprofessionals</b>				
ASKEW, SUSAN	\$19.75	6.75	193	\$25,729
BUGBEE, REBECCA	\$21.50	6.75	193	\$28,009
EVANS, MYRA	\$14.75	6.5	193	\$18,504
FAYNE, LEE	\$15.75	6.5	193	\$19,758
KING, TAMMY	\$14.25	6.75	193	\$18,564
PENROD, CHERYL	\$18.00	6.75	193	\$23,450
POONJA, INDU	\$16.00	7	193	\$21,616
SARAH CASTLEBERRY	\$20.75	6.75	193	\$27,032
SOREL, AMANDA	\$17.00	6.5	193	\$21,327
IDEA				-\$13,353
<b>TOTAL</b>				<b>\$190,636</b>
<b>2130.116 HEALTH</b>				
DANIELSON, BEVERLY				\$42,054
<b>2150.107 RELATED SERVICES</b>				
JONES, EDIE	\$79.22	21		\$11,713
YAWORSKI, THERESA	\$42.27	51		\$15,187
<b>TOTAL</b>				<b>\$26,900</b>
<b>2310.112 RECORDING SECRETARY</b>				
LINKKILA, RACHEL	\$16.45	76		\$1,250
<b>2400.106 SCHOOL OFFICE</b>				
FLORENCE, MICHAYLA	\$ 17.76	8	260	\$ 36,941
<b>2400.111 SCHOOL OFFICE</b>				
SUB CALLING				\$1,298
<b>2510.103 BUS OFFICE</b>				
LEHOUX, SALLY	rate	hrs/wk	wks/yr	
	\$26.00	29.75	52	\$40,216
<b>2600 BUILDINGS &amp; GROUNDS</b>				
NICHOLS, ANDREW		\$17.63	40.00	52
				\$36,670
<b>SUBS</b>				
1000.11				\$13,146
1001.11				\$5,531
1210.11				\$13,274
2130.11				\$1,733
2400.11				\$1,560
2510.11				\$300
2600.11				\$1,560
<b>TOTAL</b>				<b>\$37,104</b>



**CONTRACT FOR TRANSPORTATION SERVICES  
2019-2022 AND/OR 2019-2024**

**A. CONTRACT FOR TRANSPORTATION SERVICES**

This CONTRACT FOR TRANSPORTATION SERVICES ("Contract") is made this 24<sup>th</sup> day of April, 2019, by and between the HAMPTON BOARD OF EDUCATION, hereinafter called the "Board," and EASTCONN, hereinafter called the "Contractor."

**B. WITNESSETH**

WHEREAS, the Board wishes to provide transportation services for students for whom the Board provides transportation services for a period of 5 years; and

WHEREAS, the Board accepted proposals for the provision of transportation services and awarded the Contract to Contractor on April 24, 2019; and

WHEREAS, the Contractor is ready, willing and able to provide the required transportation services sought by the Board and has accepted the award of the Contract.

NOW, THEREFORE, in consideration of the mutual promises and covenants of the parties hereto, the Board and the Contractor mutually agree as follows:

**I. TERM**

- A. The term of this Contract shall be for a period of 5 years beginning on July 1, 2019 and terminating on June 30, 2024 (the "Term").

**II. SCOPE OF WORK**

- A. The Contractor agrees that it will transport to and from Hampton Public Schools and other institutions as designated by the Board, including the schools of Regional School District No. 11, such persons as may be designated by the Board ("Students"), and at such days, times and hours as designated by the Board, and will make such stops and travel along such routes as are designated by the Board (pursuant to Article II, Section D below).
- B. The Contractor shall furnish transportation services including personnel, supervision, Vehicles (as hereinafter defined), Vehicle Operators (as hereinafter defined), equipment, and other services required to transport all Students to and from Hampton Public Schools and other designated institutions.
- C. The Contractor shall furnish a sufficient number of Vehicles to ensure seats for all passengers at all times. Standees or overloading of the Vehicles shall not be permitted at any time.
- D. The Contractor shall use the routes and stops used by the Board as of the date of this Contract. The Contractor will maintain a computerized transportation routing system, to be approved by the Board, at Contractor's expense. Should the Board require a modification of routes and stops, the establishment of such routes and stops is the responsibility of the Contractor, in accordance with the following:
1. The Board shall deliver updated student information to the Contractor by June 15<sup>th</sup> of each year. Student information not available by June 15<sup>th</sup> (including, but not limited to, late student registration) will be promptly delivered to the Contractor as soon as such information becomes available. After conferring with the Board or its authorized agent,

the Contractor shall review, prepare the routes and stops and submit its proposed routes, stops and schedules to the Board by August 1<sup>st</sup> of each year.

2. Before routes and stops suggested by the Contractor become effective, they must be approved by the Board.

The Contractor will provide the Board access, at Contractor's expense, to the computerized transportation routing system (i.e., a copy of the licensed transportation routing software and current data used to produce routes) that the Contractor is obligated to utilize under this Contract. In addition, Contractor will make hard copies of routes, schedules, etc. immediately available to the Board upon request. The Board reserves the right at any time to reschedule the times, routes, and/or stops to be made by the Contractor. The Contractor cannot reschedule the time, routes and/or stops without the prior consent of the Board.

- E. SUBJECT ONLY TO THE REQUIREMENT THAT SAFETY OF CHILDREN AND OTHERS MUST BE OF PARAMOUNT IMPORTANCE, TIME IS OF THE ESSENCE IN THE PERFORMANCE OF THIS AGREEMENT.
- F. The Contractor shall provide a contact person who will handle the day-to-day administration of transportation services to the Board. Such contact person shall be in a managerial position at Contractor's office, and is subject to the approval of the Board.
- G. The Contractor shall provide the following runs in addition to the regular runs, at no additional cost: midafternoon runs for half day Pre-K students each day, orientation runs at the start of school for the Pre-K/Kindergarten and 7<sup>th</sup> grade students and up to thirty-six (36) days of use of a HES late bus, such days to be determined by the Board during the course of the school year.
- H. The school year is 183 days. The Contractor agrees to provide transportation to the Board on all days that the schools listed in Section II.A. are in session (for example, on a day in which the Hampton Elementary School is in session, but on a day in which Regional School District No. 11 is not in session), which may be more than the 183 days.

### III. PAYMENT AND COMPENSATION

- A. The Board agrees to make payments to the Contractor in ten (10) equal monthly installments to be paid within thirty (30) days after receipt of an invoice for the prior month for regular transportation. The Contractor and the Board shall make any necessary adjustments on the last invoice. The Board agrees to make payments to the Contractor in ten (10) monthly installments to be paid within thirty (30) days after receipt of an invoice for services provided in the prior month for other trips.
- B. The parties agree that no other payments shall be made to the Contractor who shall furnish all of the Vehicles, Vehicle Operators, labor, materials, equipment, permits and licenses and other facilities necessary to provide the transportation and service required, including the staff and other services necessary for the proper performance of the Contractor's duties. The parties agree that mileage for all Vehicles is included in the Contract price.
- C. The Contract price payable for each Vehicle used in providing services under this Contract is detailed in Exhibit A, which is attached hereto and incorporated herein. The number of Vehicles needed under this Contract will vary. The cost of each Vehicle will be determined by the type, year of the Contract and the cost per day specified for that type of Vehicle as listed in Exhibit A. Under



**no circumstances is Contractor authorized to charge overtime to the Board.**

In the event that the Board requests transportation for any day over the 183 school days, and on such day, either the Hampton Elementary School or the Regional School District #11 school is not in session, then the price per day per bus for transportation to the school that is in session on that day shall be \$100.00 per bus per day, for up to three (3) days.

- D. The Board may withhold payments for services when the Board determines, in its sole discretion, that such services do not meet the requirements of this Contract. Payments for such services shall not be made until the Contractor has made corrections which are acceptable to the Board. The Contractor shall remove, or the Board may deduct, from the monthly installment a sum equal to the payment due for the service upon:

1. Each failure to provide a Vehicle on time or each failure to deliver or pick up students on time.
2. Each failure to provide a spare Vehicle within fifteen (15) minutes after a Vehicle has been reported to have a mechanical failure with Students on board.

This provision shall not apply in times of inclement weather or other times when hazardous conditions exist or the safety of the Students is involved.

#### IV. VEHICLES

The Contractor agrees to the following conditions regarding buses, vans, wagons and other vehicles used to perform the Scope of Work of this Contract (collectively, "Vehicles") under the terms of this Contract.

- A. Vehicles will be furnished in such number as deemed necessary by the Board for the transportation of Students.
- B. There shall be no additional charge for mileage of any Vehicles unless otherwise provided for in this Contract.
- C. All Vehicles and other equipment shall be in compliance with all laws, rules, regulations and policies of federal, state, and local governments pertaining to school transportation vehicles. It shall be the responsibility of the Contractor to ensure that all personnel employed are familiar with all of the aforesaid laws, rules, regulations and policies.
- D. Where the term "buses" is used in this Contract, a "bus" is deemed to refer to a bus that can hold the required number of students for daily transportation as defined in this contract unless authorization is specifically given in writing by the Board to the contrary.
- E. The Contractor shall provide the Board at least one week prior to the start of each school year, and updated as necessary, with a list that contains descriptions of each of the Vehicles to be used by the Contractor in the performance of its duties under this Contract, including: the year of manufacture, make of the chassis, make of body, seating capacity, and V.I.N. number. All Vehicles are to be numbered by the Contractor as designated by the Board, and such numbers are to be clearly visible. No Vehicles older than six (6) years old shall be used to perform services at any time under this Contract. In the event that any Vehicle needs to be permanently replaced in the course of the school year, upon prior written notice to the Board, it shall be replaced with a newer or equivalent-in-age Vehicle. Such replacements are subject to Board approval.
- F. All Vehicles must be maintained so as to insure proper starting, good visibility and safe operation during all types of weather.

- A. The Contractor shall take the highest degree of care in recruiting and selecting Vehicle Operators. Subject to any applicable confidentiality requirements, the Board reserves the right to review all personnel records and personnel used in the performance of the Contract. All Vehicle Operators shall be properly licensed and qualified by the State of Connecticut, and no other Vehicle Operators may be used. All Vehicle Operators shall be in compliance with all local, state and federal laws, rules and regulations. The Contractor shall furnish a list of certified Vehicle Operators, including standby or substitute Vehicle Operators, and their Connecticut Driver's License numbers to the Board prior to the opening of school each year, and no other Vehicle Operators may be used without notice to the Board.
- B. The Contractor shall provide an ongoing program of classroom and road training at its expense in accordance with federal, state and local laws, rules and regulations to assure continued state certification of all Vehicle Operators. The Contractor shall hold "Safety Seminars" for its Vehicle Operators at least once a month.
- C. The Board or its authorized agents may approve or disapprove prior to and during employment any or all Vehicle Operators for the operation of Vehicles. Notification shall be made by the Board to the Contractor of such Vehicle Operators considered to be unsatisfactory by the Board. Such Vehicle Operators shall not be allowed to operate Vehicles under this Contract and shall be replaced within twenty-four (24) hours of notification from the Board.
- D. The Contractor shall, at the request of the Board, perform criminal record checks on Vehicle Operators, as described in the Connecticut General Statutes, and the results of all such criminal records checks shall be reported to the Board.
- E. The Contractor shall comply with all federal, state and local laws, rules and regulations regarding drug and alcohol testing. Proof of compliance shall be available to the Board upon request.
- F. The Contractor shall have its Vehicle Operators perform at least one practice run prior to the first day of school.
- G. All buses and operators must be available on a forty-five (45) minute notice for early closing of school in emergencies and upon a thirty (30) minute notice for a full day's closing of school due to emergencies.
- H. The Contractor shall provide standby Vehicle Operators in such numbers as are necessary to ensure no lapse in service. Such standby Vehicle Operators shall meet all of the requirements of this Contract.
- I. The Contractor assumes all responsibility and/or liability that may arise in connection with any and all labor agreements.
- J. The contract shall offer all current drivers the right of first refusal for employment.

#### VI. STUDENTS

- A. Contractor must have a procedure in place to insure no Student is left on any Vehicle at the end of a run and after drop-off. In no event shall a Vehicle Operator leave a Vehicle unattended while it is occupied by any Student.
- B. Only individuals specifically designated or authorized by the Board and/or the Contractor will be allowed to ride the Vehicles.
- C. The Board hereby delegates to the Contractor the necessary authority to supervise and control Students on the Vehicles pursuant to such rules as are from time to time adopted by the Board. If the Board supplies a rule book to the Contractor, the Contractor is responsible for knowing such



rules. Such authorization shall not, however, include the right to administer corporal punishment, nor the right to remove any Student from the Vehicle before it reaches its destination or otherwise under circumstances which may or are likely to result in injury or danger to any Student.

- D. The Contractor shall be fully responsible for the care and supervision of Students during their transportation. The transportation of a Student shall be deemed to have begun when such Student makes physical contact with the Vehicle and shall be deemed to have ended when the Student has departed the Vehicle at a reasonable, safe place.
- E. In the event of disciplinary infractions by Students on Vehicles which in any way imperil safe operations, the Contractor shall require that Vehicle Operators shall stop the Vehicle and not proceed until discipline is voluntarily restored. The Contractor's office is to be immediately alerted via radio. The Vehicle Operator shall report all such occurrences to the Contractor, and the Contractor shall notify the principal of the school concerned for action. However, under no condition shall a Student be "put off" a Vehicle while it is in transit and thereby exposed to the hazards of walking either on the way to school or on the way home as punishment by the Vehicle Operator. The Vehicle Operator shall be in full charge of the Vehicle and shall allow no misbehavior. The names of any Students who misbehave or who cannot be managed by the Vehicle Operator shall be reported to the appropriate school administrator.
- F. The Contractor agrees that in transporting Students, there will be no transferring of Students from Vehicles without the express permission of the Board.

#### VII. INDEMNIFICATION

The Contractor shall indemnify and hold the Board, the Town of Hampton and their respective officers, employees and agents harmless from any and all loss, liability, damage, penalty, expense or fee, including attorneys' fees, or other costs or obligations which result from, or arise out of any claim, lawsuit, demand, settlement or judgment brought against the Board, the Town or its officers, employees or agents in connection with the performance of Contractor, any employee, agent or personnel or breach of the obligations of Contractor, any employee, agent or personnel under this Contract.

#### VIII. LAWS AND BOARD POLICIES

- A. The Contractor shall comply with the laws, rules, regulations and policies of federal, state, and local governments. It shall be the responsibility of the Contractor to ensure that all personnel employed are familiar with all of the aforesaid laws, rules, regulations and policies as well as the contents of any transportation manual or other rules, regulations and policies which the Board might publish.
- B. The Contractor must be familiar with any Board policies or regulations which affect the services provided under this Contract and that have been or will be distributed to it during the term of this Contract. The Contractor shall also be familiar with the Board's bell schedule and tier system, as it may be modified by the Board, which will be provided to the Contractor by the Board.

#### IX. COMPLAINTS

The Contractor will investigate all complaints, keep a log of such complaints, and will report any action taken to the Board or any authorized agent within twenty-four (24) hours from such action.

#### X. ACCIDENTS

Any accident involving Student transportation shall be reported orally to the Board immediately. A detailed written report shall be submitted to the Board as soon thereafter as possible, and no later than twenty-four (24) hours after the accident.

XI. INSURANCE

- A. The Contractor has provided prior to the execution of this Contract, will provide during each year of this Contract, prior to July 1, and will replace twenty (20) days prior to the renewal date, at its own cost and expense, Certificates of Insurance written by sureties or insurers licensed in the State of Connecticut to the Board. All certificates shall be approved by the Board prior to commencement of the services under this Contract. The Contractor shall maintain insurance of the kinds, and in the amounts specified hereunder. Such Certificates of Insurance shall contain a provision that the Town of Hampton and the Board and their respective agents and employees are "Additional Insureds" on all policies. In addition, the Board shall be given thirty (30) calendar days' advance notice by certified mail, return receipt requested, or by hand delivery, of any change to or cancellation of any or all insurance policies required under this Contract.
- B. The policies required under this Contract shall be with an insurance company with an AM Best Rating of A-VII or better licensed to write such insurance in the State of Connecticut and acceptable to the Board.
- C. If, at any time, any of the insurance policies shall be or become unsatisfactory to the Board in form or substance, or if the surety or insurer issuing any such policies is unsatisfactory to the Board, the Contractor shall promptly obtain a new policy and submit a Certificate of Insurance to the Board for approval.
- D. The failure of the Contractor to maintain the required insurance or to furnish or deliver the insurance certificates shall give the Board the right, at its election, to terminate the Contract in accordance with Article XIV hereof.
- E. The policies of insurance shall include, but not be limited to, the following:
1. The Contractor shall provide and maintain in force for the full term of the Contract Workers' Compensation Insurance in accordance with the statutory requirements of the State of Connecticut.
  2. The Contractor shall maintain general liability insurance for bodily injury and property damage liability combined single limit of not less than \$1,000,000, with additional umbrella coverage of not less than \$5,000,000.
  3. The Contractor shall maintain automobile liability insurance for bodily injury and property damage liability combined single limit of not less than \$1,000,000.
- F. The Contractor and its insurers shall waive all rights of subrogation against the Board and Town and its officers, agents, servants and employees for losses arising from work performed under the Contract.

XII. FUEL

The Board will furnish the Contractor, without charge, with the diesel fuel necessary for the performance of the transportation required by Board's Transportation Program. The amount furnished will be limited to the amount actually used in the performance of the Contract. For the



purposes of the calculation of allowable miles for the allocation of fuel, the regular daily transportation Contract will be based upon actual route miles as determined by the Board. Actual route miles shall include travel to and from the Board-provided bus lot. The field and sports trips will be based upon the miles per gallon for the size vehicle utilized, from point of departure in the Board to point of return in the Board. To allow accurate fuel usage tracking, the Contractor must supply the Board with mileage for each trip. The Board will not pay for any trips where specific mileage is not provided. All fueling will be done at the old Town Garage located at 117 West Old Route 6 in Hampton. It is the responsibility of the Contractor to pump the fuel into the buses and to maintain an accounting control system for daily fuel usage. Said accounting control systems and related reports shall be in a format approved by the Board. The Board and the Contractor shall meet on an annual basis to discuss the reporting process. The Contractor is required to provide drivers with specific training on fuel economy techniques including, but not limited to, non-idling programs. The Contractor will train all personnel on the proper fueling procedures for operating the equipment and fueling the vehicles.

### XIII. PERFORMANCE BOND

[IF THIS OPTION IS SELECTED BY THE BOARD]

The Contractor shall furnish to the Board a Surety Performance Bond ("Performance Bond") with an option to renew each succeeding year of the Contract in a form satisfactory to the Board assuring the faithful performance of the Contract. The Bond shall be equal to thirty percent (30%) of each year's estimated Contract price as reviewed and agreed upon by the Board, and shall be continued for the life of this Contract in amounts equal to thirty percent (30%) of each year's estimated Contract price as reviewed and agreed upon by the Board. The Contractor must send such Performance Bond to the Board prior to the commencement of each school year. Each such Performance Bond shall be furnished by a surety company acceptable to the Board and licensed or authorized to do business in Connecticut. Failure to deliver the bond shall be considered a default under the Contract, at the discretion of and upon notice by the Board in accordance with Article XIV hereof. Should the Contract price for any year increase during the year, the Board may require the Contractor to provide a Performance Bond for the increase in the Contract price for the remainder of the school year.

### XIV. DEFAULT AND TERMINATION OF CONTRACT

A. If, at any time during the term of the Contract, the Contractor, in the sole discretion of the Board; (a) has failed to provide the level of services required under the Contract; (b) has failed to fulfill services required in accordance with agreed schedules; (c) has become insolvent; (d) makes an assignment for the benefit of creditors; (e) files a voluntary petition in bankruptcy; (f) is subject to an involuntary petition in bankruptcy not discharged within thirty (30) days; (g) abandons the work; (h) subcontracts, assigns, transfers, conveys or otherwise disposes of its obligations under the Contract other than as provided herein; (i) fails to provide the insurance required under Article XI; (j) fails to provide the Performance Bond required under Article XIII; or (k) fails to comply with any other term or condition contained in the Contract, the Board shall have the right to terminate the Contract upon written notice to the Contractor.

B. The above remedies are in addition to any other remedies the Board may have.

C. In the event of Contract termination by the Board, the Board's payment obligation shall cease as of the final date on which transportation services in accordance with this Contract are last performed by the Contractor.

D. Upon termination of this Contract pursuant to this Article, the Contractor (and its surety) will be responsible for all of the Board's expenses, losses and damages incurred in replacing Contractor for the remainder of the term of the Contract.

E. In the event of cancellation of the Contract and the necessity to bid or otherwise negotiate a new contract for transportation service with another contractor, the Contractor will be responsible for indemnifying the Board for costs incurred in obtaining a new contract including any and all increase in costs for transportation service for the duration of the term of the original Contract, irrespective of the Performance Bond.

#### XV. INDEPENDENT CONTRACTOR

The Contractor shall not be held or deemed in any way to be the agent or employee of the Board. It is the intention of the parties that the Contractor shall be and is to be considered an independent contractor.

#### XVI. NO ASSIGNMENT

No part of this Contract shall be assigned or subcontracted without the prior written approval of the Board. For purposes of this paragraph, a transfer of more than twenty (20) percent of the capital stock of the Contractor shall be deemed to be an assignment.

#### XVII. INCORPORATION OF PROPOSAL DOCUMENTS

The proposal documents and all appendices dated April 24, 2019 and the response executed by Contractor, dated April 24, 2019 (the "Proposal Documents") are specifically incorporated into this Contract and attached as Exhibit B.

#### XVIII. CHANGE IN LOCATION OR TRANSPORTATION REQUIREMENTS

In the event the Board changes the location of a school or should its transportation requirements in its reasonable opinion materially change during the term of this Contract, as provided in a written notice to the Contractor, the Board and the Contractor shall in good faith renegotiate the provisions of this Contract to take effect upon the change in location or requirements. If the Board and the Contractor are unable to renegotiate the provisions of this Contract, then this Contract shall terminate at the end of the then current school year.

#### XIV. MISCELLANEOUS

A. If any provision of this Contract is subsequently found to be illegal or invalid, all unlawful provisions shall be deemed stricken from this Contract and shall be of no effect and the remaining provisions shall not be affected thereby and shall remain in full force and effect.

B. This Contract and all Exhibits attached hereto constitutes the full and complete agreement of the parties hereto and shall be binding upon their respective permitted successors and assigns.

C. This Contract shall be governed by, and construed and enforced in accordance with, the laws of the State of Connecticut without regard to its conflicts of laws principles.

D. Notices, requests, demands and documents required or desired to be given hereunder shall be in writing and delivered (i) personally (ii) by a nationally recognized overnight delivery service or (iii) by deposit into the United States mail, postage prepaid, certified or registered mail, addressed to the party at the following addresses or at such other address as notice thereof may have been given pursuant hereto:



To Board:

Hampton Board of Education  
380 Main Street  
Hampton, Connecticut 06247  
Attention: Superintendent

To Contractor:

Eastwin  
376 Hartford Turn  
Hampton CT 06247  
Attention: GARY Mala

E. No failure by Board to insist upon the strict performance of any agreement, term, covenant or condition hereof, or to exercise any right or remedy consequent upon a default thereof, shall constitute a waiver of such default and shall not be deemed to be a waiver of a subsequent default of such term, covenant or condition.

IN WITNESS WHEREOF, the parties hereto have set their hands by their duly authorized representatives at  
HAMPTON, CONNECTICUT, the 13<sup>th</sup> day of may, 2019 (CD)

CONTRACTOR

BOARD

Eastwin

HAMPTON BOARD OF EDUCATION

By Gary S. Mala  
EXECUTIVE DIRECTOR

By [Signature]  
Frankolah  
Superintendent

# Contract Exhibit A

## EXHIBIT A-2

### PROPOSAL FORM

The undersigned, having become thoroughly familiar with the terms and conditions affecting the performance and costs of the transportation services, hereby proposes and agrees to fully perform the transportation services within the time stated and in strict accordance with the Proposal Documents and the "Contract for Transportation Services," including furnishing any and all labor and materials, and to do all of the transportation services required to complete said transportation services in accordance with the Proposal Documents and the "Contract for Transportation Services," for the following sum of money:

TYPE OF SERVICE	YEAR 2019-2020	YEAR 2020-2021	YEAR 2021-2022	YEAR 2022-2023	YEAR 2023-2024
REGULAR DAILY RUNS:					
Bus					
Per day per vehicle price	\$300.00	\$300.00	\$300.00	\$320.00	\$325.00
FIELD OR ATHLETIC ACTIVITY TRIP:					
Flat hourly rate or	\$60.00	\$60.00	\$60.00	\$62.00	\$64.00
Per mile rate and	\$0	\$0	\$0	\$0	\$0
Per hour waiting time	\$0	\$0	\$0	\$0	\$0

Cost per year for performance bond (thirty percent (30%) of Contract price):

\$371 for 2019-2020

\$371 for 2020-2021

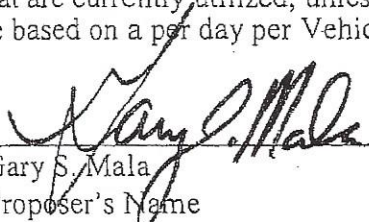
\$371 for 2021-2022

\$371 for 2022-2023

\$371 for 2023-2024

The Board reserves the right to change, delete, add, or otherwise modify such transportation services, and the Proposer must be prepared for, able to conform and agree that such described transportation services will be provided under the Contract with the same or lower number and type of Vehicles that are currently utilized, unless otherwise authorized by the Board. The above prices are based on a per day per Vehicle basis, unless noted otherwise.

Signed:

  
Gary S. Mala

Proposer's Name

By:

Gary S. Mala

Executive Director

376 Hartford Turnpike

Hampton, CT 06247

April 23, 2019



2020-2021 HEALTH INSURANCE COSTS AS OF 04/09/2020

<b>Certified Staff</b>	<b># of employees with coverage</b>
Single Medical	4
2 Person Medical	1
Family Medical	2
Single Dental	4
2 Person Dental	1
Family Dental	2
Stipend	5
Other health insurance cost per contract or HEA agreement	2

<b>Non Certified Staff</b>	
Single Medical	8
2 Person Medical	0
Family Medical	0
Single Dental	1
2 Person Dental	0
Family Dental	0
Stipend	1

BOE costs for listed benefits \$242,112

Information listed is as of 04 09 20. Open enrollment is in May and non-certified staff may change their  
 Information listed is as of 04 09 20 has changed since the 3.99% budget was created.

elections at that time.



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*HAMPTON BOARD OF EDUCATION*

*Paraprofessional Pay Rates*

*Effective July 1, 2020*

---

Step

1 \$12.00  
2 \$12.25  
3 \$12.75  
4 \$13.25  
5 \$13.75  
6 \$14.25  
7 \$14.75  
8 \$15.25  
9 \$15.50  
10 \$15.75  
11 \$16.00  
12 \$16.25  
13 \$16.50  
14 \$16.75  
15 \$17.00  
16 \$17.25  
17 \$17.50  
18 \$17.75  
19 \$18.00

Step

20 \$18.25  
21 \$18.50  
22 \$18.75  
23 \$19.00  
24 \$19.25  
25 \$19.50  
26 \$19.75  
27 \$20.00  
28 \$20.25  
29 \$20.50  
30 \$20.75  
31 \$21.00  
32 \$21.25  
33 \$21.50  
34 \$21.75  
35 \$22.00  
36 \$22.25  
37 \$22.50  
38 \$22.75

September 1, 2020 Minimum Wage \$12.00/hr

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*HAMPTON BOARD OF EDUCATION*

*Paraprofessional Pay Rates*  
*Effective September 25, 2019*

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Step

1 \$11.00  
2 \$11.25  
3 \$11.50  
4 \$12.25  
5 \$12.75  
6 \$13.25  
7 \$13.75  
8 \$14.25  
9 \$14.75  
10 \$15.25  
11 \$15.50  
12 \$15.75  
13 \$16.00  
14 \$16.25  
15 \$16.50  
16 \$16.75  
17 \$17.00  
18 \$17.25  
19 \$17.50  
20 \$17.75

Step

21 \$18.00  
22 \$18.25  
23 \$18.50  
24 \$18.75  
25 \$19.00  
26 \$19.25  
27 \$19.50  
28 \$19.75  
29 \$20.00  
30 \$20.25  
31 \$20.50  
32 \$20.75  
33 \$21.00  
34 \$21.25  
35 \$21.50  
36 \$21.75  
37 \$22.00  
38 \$22.25  
39 \$22.50  
40 \$22.75

October 1, 2019 Minimum Wage \$11.00/hr





# Public School Information System

Enrollment Analysis For Students Reported By Your District In Your Schools  
 Prior Collection v. Current Collection  
 R5 - Summary Report  
 October 2019

PK through Grade 12

This report is ENROLLMENT based and includes all students you have reported in your schools, regardless of resident town.  
 Includes students coded as homebound.

## Hampton School District

Grade	Previous Years Collection	October 2019 Students Reported	Same Grade Number Difference	Same Grade Percent Difference	Diagonal Number Difference	Diagonal Percent Difference
Prekindergarten	17	16	-1	-5.88	16	0.00 %
Kindergarten, Full Day	11	12	1	9.09	12	0.00 %
Grade 1	8	12	4	50.00	12	0.00 %
Grade 2	9	8	-1	-11.11	0	0.00 %
Grade 3	11	8	-3	-27.27	-1	-11.11 %
Grade 4	10	11	1	10.00	0	0.00 %
Grade 5	12	11	-1	-8.33	1	10.00 %
Grade 6	15	12	-3	-20.00	0	0.00 %
<b>TOTALS:</b>	<b>93</b>	<b>90</b>	<b>-3</b>	<b>-3.23</b>		

Name

---

Chrissy Stone  
Mel Kania  
Wendy Timberman  
Linda Sanchini  
Kristen Desrosiers  
Katie Douglas  
Chris Milton  
Kyra Garrison  
Rebecca Moran  
Lark Peck  
Jim Shifrin  
Laura Sorel  
Sam Roberson  
Frank Olah  
Susan Askew  
Rebecca Bugbee  
Sarah Castleberry  
Myra Evans  
Tammy King  
Cheryl Penrod  
Amanda Sorel  
Lee Fayne  
Indu Punja  
Beverly Danielson  
Kay Florence  
Sally Lehoux  
Edie Jones  
Terry Yaworski  
Rachel Linkkila  
Andrew Nichols



<u>Grade/Subject</u>	<u>FTE</u>	<u>Funding Source</u>
PK	1.00	SR Grant/SR Tuition
K	1.00	BOE
1-2	2.00	BOE
3-4	1.00	BOE
5-6	2.00	BOE
Gym/Health	0.82	BOE
Art	0.50	BOE
Music	0.40	BOE
Computer Education	0.60	BOE
Counselor – School	0.45	BOE
Special Education	1.00	BOE
Counselor – Special Ed	0.35	BOE
<b>TOTAL TEACHING</b>	<b>11.12 FTE</b>	
Principal	1.00	BOE
Superintendent	0.40	BOE
Special Ed Director	0.17	BOE
<b>TOTAL ADMINISTRATORS</b>	<b>1.57 FTE</b>	
<i>Special Education Paraprofessionals</i>		
Support	1.00	BOE
Support	1.00	BOE
One to One Gr 6	1.00	BOE/IDEA
One to One Gr 6	1.00	BOE
One to One Gr 5	1.00	BOE
One to One Gr 1	1.00	BOE
One to One Gr 1	1.00	BOE
<b>TOTAL SPECIAL EDUCATION PARAPROFESSIONALS</b>	<b>7.00 FTE</b>	
<i>Regular Education Paraprofessionals</i>		
Preschool	1.00	BOE
Grade 3-4	1.00	BOE
<b>TOTAL REGULAR EDUCATION PARAPROFESSIONALS</b>	<b>2.00</b>	
School Nurse	1.00	BOE
Executive Secretary	1.00	BOE
Business Coordinator	0.74	BOE
Physical Therapist	0.10	BOE
Occupational Therapy Asst	0.26	BOE
Recording Secretary	0.04	BOE
Head Custodian	1.00	BOE

## **EMPLOYMENT AGREEMENT FOR HAMPTON SUPERINTENDENT OF SCHOOLS**

It is hereby agreed by and between the Board of Education for the Town of Hampton, Connecticut (hereinafter referred to as the "Board") and Dr. Frank Olah (hereinafter referred to as the "Superintendent"), that the Board does hereby employ Dr. Frank Olah as Superintendent of Schools, subject to and in accordance with the provisions of Conn. Gen. Stat. §§10-157, and that Dr. Frank Olah hereby accepts such employment, upon the terms and conditions set forth below.

### **1. CERTIFICATION**

As a condition precedent to this Agreement taking full force and effect, the Superintendent shall hold and present to the Board a valid certificate issued by the State of Connecticut enabling him to serve as superintendent. Failure to provide said certificate shall make this Agreement null and void. Should any such certification terminate and the Superintendent not otherwise hold valid certification to serve as superintendent of Schools, this agreement shall terminate immediately by its terms.

### **2. TERMS OF EMPLOYMENT**

The term of employment shall be from July 1, 2018 to June 30, 2020, on a part-time basis. For purposes of the Contract, part-time is defined as a .4 Full Time Equivalent (approximately sixteen (16) hours per week). The work year for the Superintendent shall be twelve months. It is intended that there shall be flexibility in the scheduling of the hours and it is agreed that the Superintendent and the Board Chair will work to establish a reasonable schedule.

Anything in this paragraph to the contrary notwithstanding, the provisions of the section entitled "Termination" shall take precedence and the Superintendent's employment may be terminated under the provisions of said section at any time during the term of this Agreement.

Prior to the end of the 2019-2020 contract year, the Board may vote, after completing the evaluation process as referenced in Section 5 of this Agreement, upon a new agreement to take effect after the expiration of the existing contract. Prior to the end of the 2019-2020 contract year, the Board of Education shall vote, after completing the evaluation process as referenced in Section 5 of this Agreement, upon a new agreement to take effect after the expiration of the existing contract. At least six months prior to the end of the 2019-2020 contract year, the Superintendent shall notify the Board regarding the provisions of this contract clause.

### **3. DUTIES**

- A. The Superintendent of Schools is the chief executive officer of the Board. In harmony with the policies of the Board of Education, state law and State Board of Education regulations, the Superintendent has executive authority to act at his discretion, subject to later approval by the Board of Education, upon all emergency matters and those as to which his powers and duties are not expressly limited or are not particularly set forth. He advises the Board on policies and plans that the Board takes under consideration, and takes the initiative in presenting to the Board policy and planning issues.

- B. The Superintendent or his designee as approved by the Board shall attend all appropriate meetings of the Board and shall participate in all Board deliberations, except by Board invitation only when matters relating to his employment are under consideration. The Superintendent shall receive notice of all Board Committee meetings.
- C. The superintendent agrees to devote his best efforts to develop, improve and promote the business and the best interests of the Hampton Public Schools, to abide by board policies and to carry out to the best of his abilities the reasonable duties and assignments appropriate to the position of Superintendent of Schools.

#### **4 SALARY/BENEFITS**

- A. The base annual salary for the position is **sixty-one thousand, five hundred eighty-five dollars (\$61,585)**. Said compensation shall be paid in periodic payments in accordance with the established pay dates of the school district. The Superintendent's base annual salary shall be pro-rated for partial years of service as Superintendent.
- B. The board shall reimburse monthly health insurance for Dr. Olah and his spouse at the current TRB monthly rates of \$259 each, unless these rates change in which case the newest rates will be applied.
- C. The annual base salary for any subsequent year of this Agreement shall be negotiated between the parties and agreed to prior to the commencement of the new contract term. If no agreement concerning annual base salary is reached, the Superintendent's salary shall continue at the rate of the preceding year. Any adjustment in salary made during the life of this contract shall be in the form of an amendment and shall become part of this Agreement, but any such amendment shall not be considered a new contract with the Superintendent or an extension of the termination date of the existing contract.

#### **5 PERFORMANCE EVALUATION**

- A. In accordance with the procedures set forth below, the Board shall evaluate and assess in writing the performance of the Superintendent at least annually during the term of this agreement. Such evaluation and assessment shall be reasonably related to the goals and objectives for the Superintendent for the year in question. Any deadline within this Section 5 of this Agreement may be extended by mutual agreement evidenced in writing.
- B. Goals and Objectives. It is the intention of the parties to work cooperatively to develop goals and objectives for the Superintendent, in accordance with the procedures set forth in this paragraph. For the 2019-2020 school year, such goals shall be developed by September 1, 2019. Should the Board and the Superintendent not agree on such goals and objectives, the Board will develop goals and objectives for the year, which shall be reasonably related to the educational interests of the school district.
- C. Evaluation Process. The Board shall meet with the Superintendent by January 15, 2020 to informally evaluate the goal and objective progress of the Superintendent. By May 21<sup>st</sup>, 2020, the Superintendent shall complete a self-evaluation of his performance for the Board and deliver same to the Board. Between seven (7) and fourteen (14) days of receipt of the Superintendent's self-evaluation, the Board shall deliver a written evaluation to the Superintendent.



The Superintendent shall have the right to make a written reaction or response to the evaluation, which shall become a permanent attachment to the Superintendent's personnel file. Within thirty (30) days of delivery of the written evaluation to the Superintendent, the Board shall meet with the superintendent to discuss the evaluation. During evaluation meetings between the Board and the Superintendent, the parties shall meet in executive session unless the Superintendent requires that such discussion be held in public session.

- D. The evaluation format, process and timeline will follow the CAFE/CAPSS Success Strategies for Leadership Team Evaluation: Board of Education and Superintendent of Schools. Copy attached.
- E. In the event that the Board determines that the performance of the Superintendent is deficient in any respect, it may describe any performance concerns in writing in reasonable detail, indicating specific instances where appropriate. In addition, the Chair of the Board may appoint a committee of not fewer than two (2) members of the Board to meet in executive session with the Superintendent and endeavor to assist the Superintendent in improving his performance as to such matters. Said committee may report to the full Board on its activities and the results thereof, either verbally or in writing, and a copy of any written report shall be provided to the Superintendent.

#### REIMBURSEMENT FOR EXPENSES

For use of his automobile on school business, the Superintendent shall be reimbursed at the IRS mileage rate on vouchers to be submitted by him. Subject to the availability of funds, the Superintendent shall be reimbursed for any reasonable expenses incurred in connection with Membership in professional organizations and attendance at professional meetings and/or conferences.

#### 6. TERMINATION

- A. Either party may voluntarily terminate this Agreement at any time upon written notice of ninety (90) days. If terminated by the Board, the Superintendent shall be entitled only to the accrued salary up to the date of leaving the position of Superintendent.
- B. The Board may terminate the contract of employment during its term for one or more of the following reasons:
  - (1) Inefficiency or incompetence;
  - (2) Insubordination against reasonable rules of the Board of Education;
  - (3) Moral misconduct;
  - (4) Disability as shown by competent medical evidence;
  - (5) Other due and sufficient cause.
- C. Prior to initiating any termination proceedings as set forth below, the Board may offer to engage a mediator to assist the parties in resolving any dispute over the Superintendent's employment, upon such terms as the parties may agree or otherwise as the Board may offer.

- D. In the event the Board seeks to terminate the contract for one of the above reasons set forth in Section B, it shall serve on the Superintendent written notice that termination of his contract 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 contract termination is under consideration, the Superintendent 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 setting forth the reasons and evidence relied on to the Superintendent. The Board's decision shall be based on the evidence presented at the hearing. Such hearing may be in executive or public session, at the option of the Superintendent. The Superintendent 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.
- E. Nothing herein contained shall deprive the Board of the power to suspend the Superintendent, with pay, from duty immediately when serious misconduct is alleged without prejudice to the rights of the Superintendent as otherwise provided in this Agreement.

## **7. NOTICES**

Notices pursuant to this Agreement shall be in writing, either personally by hand delivery or by certified or registered mail, return receipt requested, and shall be deemed delivered upon such hand delivery or upon the date on the signed receipt from the US Postal Service. Any notice given to the Superintendent shall be sent to the Superintendent's address as it then appears on the employment records of the Board. Any notice to the Board shall be sent to:

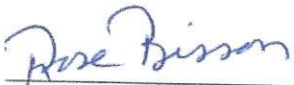
Hampton Board of Education  
Hampton Elementary School  
380 Main Street  
Hampton, CT 06247  
Attention: Chairman of the Board  
Private and Confidential

## **8. GENERAL PROVISIONS**


- A. If any of the provisions, terms or clauses of this Agreement are determined to be illegal, unenforceable or ineffective in a legal forum or by operation of law, those provisions, terms and clauses shall be deemed severable, such that all other provisions, terms and clauses of this Agreement shall remain valid and binding upon both parties.
- B. This Agreement 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. Commencing upon the effective date, it supersedes any and all prior agreements between the parties.
- C. This Agreement shall be construed under the laws of the State of Connecticut.

IN WITNESS WHEREOF, the Hampton Board of Education and the Superintendent have duly executed and delivered this Agreement.

Hampton Board of Education

  
\_\_\_\_\_  
Rose Bisson, Chair 7-24-19

Superintendent of Schools

  
\_\_\_\_\_  
Frank Olah 7/24/19



**EMPLOYMENT  
AGREEMENT BETWEEN  
THE HAMPTON BOARD OF  
EDUCATION AND  
Charmaine Campo  
aka: Sam Roberson  
PRINCIPAL OF HAMPTON ELEMENTARY SCHOOL**

This agreement is made and entered into on this 26th day of June, 2019 by and between the Hampton Board of Education ("the Board") and Charmaine Campo, Principal of Hampton Elementary School ("the Principal"). The Board agrees to employ Charmaine Campo, and Charmaine Campo agrees to accept such employment as Principal of Hampton Elementary School under the terms and conditions set forth herein.

**Section 1 - Terms of Agreement**

This agreement shall be in force and effect July 1, 2019 to June 30, 2020.

**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 Hampton under all applicable governing laws, rules, ordinances and regulations. This Agreement is subject to Section 10-151 of the Connecticut General Statutes.

**Section 3 - Work Year**

The Principal shall be entitled to twenty (20) vacation days annually to be taken at a time acceptable to the Superintendent of Schools, and the following holidays:

Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day,  
Christmas 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 shall be eligible to carry over one week of unused vacation into the next contract year, subject to the discretion of the superintendent.

#### 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 two hundred twenty-one (221) days. Total sick leave for a given year shall become available on July 1 of that year. The current teacher accumulated sick days shall become part of this contract.

##### **B. Personal Leave**

The Principal shall be eligible for five (5) personal leave days per year during the term of the Agreement with full pay. Additional personal leave days may be granted at the discretion of the Superintendent.

##### **C. Religious Holidays**

The Principal shall be entitled to three (3) school days per year without loss of pay during the term of this Agreement for the observance of religious holidays.

##### **D. Conference Leave**

At the discretion of the Superintendent and subject to budgetary limitations, the Principal may be granted an unspecified number of days with pay and reimbursement for expenses for such purposes as visiting days, organization meetings, conferences, and community relation activities.

##### **E. Bereavement**

The Principal shall be eligible for up to 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, spouse, or sibling, subject to approval of the Superintendent.

#### Section 5 - Sabbatical Leave

After the Principal has accumulated seven years of service in the Hampton Public Schools, she may apply for a sabbatical leave for period of up to one year for the purpose of engaging in educational activity consistent with the needs of the school system. After review of her application for a sabbatical leave, the Superintendent shall forward the application and his recommendations to the Board for its consideration. The leave, if approved, shall be in effect only for the time during which the Principal is engaged in educational activities. During the sabbatical leave, the Principal shall be paid at a rate to be negotiated with the Board.

#### Section 6 - Maternity/Parental Provisions

The Principal shall be eligible for a maternity or parental leave in accordance with all applicable State and Federal law.

### Section 7 - Professional Dues

The Principal shall be reimbursed for payment of dues to professional organizations relating to her area of assignment as approved by the Superintendent of Schools, 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 tuition for courses or other training workshops which have a direct benefit to the students or the school and which are successfully completed by the Principal. Courses need advance approval by 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 restraints.

### Section 9 - Transportation Allowance

The Principal when using her motor vehicle on school-related business, shall be reimbursed at the per mile IRS rate. Calculation of mileage will begin at Hampton Elementary School. Requests for compensation for school-related travel will be subject to authorization and approval of the Superintendent.

### Section 10- Insurance Benefits

The Principal is eligible for following insurance benefits:

- A. Preferred Provider Plan, Flex POS-30-30 (PPO) for the principal and eligible family members or High Deduction Health Plan Flex-POS-HSA (HDHP) with Health Savings Account (HSA). If the principal chooses the HDHP, the board will fund one half the deductible on July 1, 2019.
- B. Full dental for principal and eligible family members.

The premium cost share for this year (2019-2020) is 24% for the PPO and 19% for the HDHP with HSA. The premium cost share is 24% for the dental plan. The Board may change insurance carriers or self-insure provided the Principal's benefits remain substantially equal to benefits provided by the previous carrier.

Principal shall be eligible for coverage under a thirty-five thousand dollar (\$35,000) Term Life Insurance Policy paid for in full by the board.



### Section 11- Salary

The annual salary for the Principal for the 2019-2020 school year shall be \$101,028. Payment will be biweekly, beginning on July 10, 2019. Salaries for each subsequent school year shall be established by the Board.

### Section 12 - Tenure

Per Connecticut law Section 10-151, full current tenure carries into this position.


### Section 13 -Termination

The agreement and employment of the Principal may be terminated in accordance with the provisions of Section 10-151, et seq. of the General Statutes.

### Section 14 - Savings Clause

If any portion of this Agreement is ruled invalid for any reason, the remainder of the 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.

Signatures of agreement:

  
\_\_\_\_\_  
Frank Olah, Superintendent of Hampton Elementary

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Charmaine Campo, Principal of Hampton Elementary

  
\_\_\_\_\_  
Date