



# REGIONAL SCHOOL DISTRICT 13

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**Agreement Between  
Board of Education, Regional School District 13  
and  
Director of Infrastructure and Security Technology**

## **PREAMBLE**

- A. THIS AGREEMENT IS MADE AND ENTERED INTO this 13th day of June, 2024 by and between the Regional School District 13 Board of Education (hereinafter referred to as the "Board") and Ken Pietrasko (hereinafter referred to as the "Director of Infrastructure and Security Technology").
- B. In accordance with the provisions of this Agreement, the Board does hereby employ Ken Pietrasko as Director of Infrastructure and Security Technology for the Regional School District 13 Public Schools, and Ken Pietrasko does hereby accept employment as Director of Infrastructure and Security Technology under the terms and conditions hereinafter set forth in this Agreement.

## **I. DUTIES**

- A. The Director of Infrastructure and Security Technology shall serve as the Director of Infrastructure and Security Technology for the Board. In harmony with the policies of the Board, State Laws, and State Board of Education regulations, the Director of Infrastructure and Security Technology has the responsibility for the maintenance, operation, and security of the information technology infrastructure, as well as associated, hardware, software, of the Regional School District 13 Public Schools and other duties within his areas of responsibility, as directed by the Superintendent or his designee on behalf of the Board, consistent with any applicable job description.

## **II. TERM**

- A. This Agreement shall become effective July 1, 2024 and shall remain in effect through and including June 30, 2027. Effective upon signing, this Agreement shall supersede any and all prior contracts and/or other agreements between the Board and the Director of Infrastructure and Security Technology, and all of such prior contracts and/or agreements shall be rendered null and void effective on such date.

## **III. COMPENSATION**

- A. The base salary for the Director of Infrastructure and Security Technology for the 2024-25 fiscal year shall be \$119,258. The base salary for the Director of Infrastructure and Security Technology for the 2025-26 fiscal year shall be \$124,028. The base salary for the Director of Infrastructure and Security Technology for the 2026-27 fiscal year shall be \$128,989. Salary payments as set forth in this Agreement shall be prorated for partial years of service as the Director of Infrastructure and Security Technology and shall be payable in biweekly equal installments. Said compensation is subject to 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.

## **V. INSURANCE BENEFITS AND WORKING CONDITIONS**

### **A. SICK LEAVE**

1. The Director of Infrastructure and Security Technology shall be entitled to sick leave with full pay up to fifteen (15) working days in each year. Unused sick leave shall be accumulated from year to year, so long as the Director of Infrastructure and Security Technology remains continuously in the service of the Board, up to 235 days.
2. The Director of Infrastructure and Security Technology shall receive an accounting of the accumulated sick days credited to him with the first paycheck of the fiscal year.

### **B. PERSONAL LEAVE**

1. The Director of Infrastructure and Security Technology may request up to five (5) personal days annually for the following reasons:
  - a. illness or death in the immediate family,
  - b. weddings in the immediate family,
  - c. birth of child by spouse,
  - d. graduation ceremonies of immediate family members,
  - e. a court appearance, or
  - f. other personal matters that cannot be conducted outside of the work day.

Immediate Family is defined as spouse, mother, father, wife, husband, son, daughter, brother, sister, grandchildren, or grandparents.

2. Personal leave shall not be used to extend or start a vacation period or holiday.
3. Except in cases of emergency, application for personal leave shall be made to the Superintendent at least three (3) days before the day is taken.

### **C. VACATION LEAVE**

1. The Director of Infrastructure and Security Technology is entitled to 20 vacation days each fiscal year. The Director of Infrastructure and Security Technology must obtain prior approval from the Superintendent or his designee for any vacation leave taken. A maximum of ten (10) vacation days may be rolled over into the next year with prior approval of the Superintendent. The Director of Infrastructure and Security Technology will be paid for unused vacation days at the time of termination, at the daily rate of 1/235<sup>th</sup> of the stated annual salary times the number of accumulated days, up to a total of ten (10) days. In the event of death, unused and accrued vacation will be paid to the Director of Infrastructure and Security Technology's estate.
2. While vacation days shall be credited to the Director of Infrastructure and Security Technology's account on July 1st of each year, vacation days shall be considered to be earned pro-rata on a month to month basis over the contract year. In the event the Director of Infrastructure and Security Technology retires or resigns from employment during a contract year, the Director of Infrastructure and Security Technology agrees to reimburse the Board for any vacation days or portion thereof with have been taken but not yet earned and agrees to authorize the Board to withhold from salary such amounts as are necessary to reimburse the Board for the use of such unearned vacation days.

D. **BEREAVEMENT LEAVE**

1. The Board will provide The Director of Infrastructure and Security Technology with five (5) bereavement days annually for death in the immediate family (immediate family is defined as parent, sibling, spouse, child, grandparent, grandchild or any person, who preceding death, has been a member of the same household as the staff member). One of these days may be used for the death of an extended family member (extended family is defined as parent-in-law, brother/sister-in-law, niece, nephew, aunt, or uncle.)

E. **INSURANCE BENEFITS**

1. **Health and Vision:** On behalf of himself and any eligible dependents, the Director of Infrastructure and Security Technology may elect to participate in the RSD 13 insurance plan. If such coverage is elected, the Director of Infrastructure and Security Technology shall pay 22.5% of the premium costs for such coverage, and the Board shall pay any remaining costs for such coverage.
2. **Dental:**
  - a. Option 1: standard full service Dental Plan with Rider A.
  - b. Option 2: Flex Dental and Orthodontics
  - c. The Board will pay one hundred percent (100%) of the employee's premium at Option 1 rates.
  - d. The Board will pay sixty per cent (60%) of the employee's spousal and/or dependent coverage at Option 1 rates.
3. **Life Insurance and Accidental Death and Dismemberment Insurance:** The Board shall provide for the Director of Infrastructure and Security Technology, term life insurance coverage in the amount of his annual salary, subject to the Director of Infrastructure and Security Technology insurability. The Board shall provide for the Director of Infrastructure and Security Technology Accidental Death and Dismemberment insurance coverage in the amount of Five Thousand Dollars (\$5,000), subject to the Director of Infrastructure and Security Technology insurability. If either of such coverages is elected by the Director of Infrastructure and Security Technology, the Board shall pay ninety-five percent (95%) of the premium costs for such coverage, and the Director of Infrastructure and Security Technology shall pay any remaining costs for such coverage. Any portion of premiums for such insurance for which the Director of Infrastructure and Security Technology is responsible shall be paid by the Director of Infrastructure and Security Technology through payroll deduction.
4. **Group Disability Insurance:** The Board shall provide for the Director of Infrastructure and Security Technology, at its expense, group disability insurance.

F. **PENSION**

1. The Director of Infrastructure and Security Technology, if eligible, shall have the right to enroll in the Board's pension plan subject to the terms, conditions and requirements of such plan, including but not limited to applicable waiting periods, as such terms, conditions and requirements may be amended from time to time.

G. **EXPENSES**

1. The Board agrees to reimburse the Director of Infrastructure and Security Technology for use of his own automobile for authorized business of the District that is outside the member towns. The

Director of Infrastructure and Security Technology shall be reimbursed by the Board at the IRS reimbursement rate to be submitted in accordance with District procedures.

**H. PROFESSIONAL GROWTH**

1. In an effort to encourage professional growth, the Board agrees to reimburse the Director of Infrastructure and Security Technology up to six semester hours per year at the tuition rate charged by the University of Connecticut or the equivalent value for professional training and/or certifications directly related to infrastructure or security technology. To qualify for reimbursement under this section, courses must have received prior approval of the Superintendent. Reimbursement will be made upon submission of completion of B or better or equivalent certification of completed professional training. In the event that the Director of Infrastructure and Security Technology separates from employment by the Board prior to the expiration of a three (3) year period following the payment of such reimbursement (other than involuntary separation initiated by the Board), the the Director of Infrastructure and Security Technology shall be required to repay the Board a pro-rated amount of any such reimbursement paid by the Board, at the time of separation. For example, if the Director of Infrastructure and Security Technology completes only one (1) full year, the Director of Infrastructure and Security Technology shall be required to repay 67% of the total reimbursement amount.

**V. TERMINATION OF AGREEMENT**

- A. The parties may, by mutual consent, terminate this Agreement at any time.
- B. The Director of Infrastructure and Security 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 this Agreement 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.
- D. In the event the Board seeks to terminate this Agreement for one of the above reasons, it shall serve on the Director of Infrastructure and Security Technology written notice that termination of his contract is under consideration. Within fifteen (15) days after receipt from the Board of written notice that contract termination is under consideration, the Director of Infrastructure and Security Technology may file with the Board, a written request for a hearing before the Board which shall be held within twenty (20) 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 for the reasons to the Director of Infrastructure and Security Technology.
- E. Such hearing may be in executive or public session, at the option of the Director of Infrastructure and Security Technology. Director of Infrastructure and Security Technology shall have the right to his own counsel, at his own expense. In the event of termination as a result of a hearing as described above in Sections C & D, the Board shall pay the Director of Infrastructure and Security Technology his salary, as set forth in this Agreement, through and including the last date on which the Board

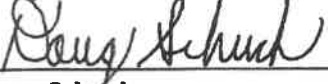
votes to terminate this Agreement; and he shall receive no other compensation and/or benefits thereafter.


- F. Any time limits established herein may be waived by mutual written agreement of the Parties.
- G. The Board retains the power to place the Director of Infrastructure and Security Technology on administrative leave with pay and benefits immediately when serious misconduct is charged. Such placement on administrative leave shall be without prejudice to the rights of the Director of Infrastructure and Security Technology as otherwise provided. The Board also retains the discretion to impose discipline on the Director of Infrastructure and Security Technology, including the issuance of written disciplinary memoranda, and the imposition of periods of suspension without pay.

## VI. 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 Infrastructure and Security Technology shall be sent to him at his home address.

The parties hereto set their signatures in agreement.

  
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Doug Schuch  
Superintendent of Schools  
6/13/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Ken Pietrasko  
Director of Infrastructure and Security Technology  
6/13/24  
\_\_\_\_\_  
Date