

AMITY REGIONAL SCHOOL DISTRICT NO. 5
Bethany Orange Woodbridge
25 Newton Road, Woodbridge, Connecticut 06525



Dr. Jennifer P. Byars
Superintendent of Schools

jennifer.byars@amityregion5.org
203.392.2106

March 19, 2019

Ms. Kathleen Kovalik
298 Park Street
Stratford, Ct. 06614

RE: Letter of Employment – 12 month employee

Dear Ms. Kovalik:

Congratulations and Welcome to Amity!

This Letter of Employment will serve as confirmation that Amity Regional School District No. 5 will employ you beginning on May 1, 2019 in the position of Assistant Director of Finance and Administration. Your annual salary, on a pro-rated basis, will be \$86,500 (per your start date) for the 2018-2019 fiscal year. This is a non-union position and your employment will be on an at-will basis. Therefore, this letter is not a contract of employment for any specified period of time.

Benefits:

Sick Days: 15 days per year, credited annually on July 1, accruable up to a total of 150.

Personal Days: 3 days per year, no carryover, permission of Superintendent required if adjacent to vacation or holiday.

Vacation Days: 20 days per year, maximum carryover of 5 days with permission of Superintendent.

Paid Holidays: As designated by the Board of Education, including Thanksgiving Day (2 days) and Christmas Day (2 days). In order to qualify for holiday leave (pay), an eligible employee shall have worked on the last regularly scheduled workday prior to and the next regularly scheduled workday following the holiday, unless the employee is out of work due to a previously approved vacation day, jury duty, or bereavement leave.

Retirement: 401(A) Plan, 5% district contribution plus up to 1% employee contribution match.

Life Insurance: 2.5x annual salary.

Disability Insurance: Non-rated disability insurance for 60% of salary to a maximum of \$5,000 per month payable to age sixty-five (65) after a 180 day waiting period.

Medical/Dental: The High Deductible Health Plan (HDHP) as defined in the Amity Administrator's Bargaining Agreement.

Jennifer P. Byars
Jennifer P. Byars, Ed.D.
Superintendent

3/19/19
Date

Kathleen Kovalik
Kathleen Kovalik

3/19/19
Date