

CONNETQUOT CENTRAL SCHOOL DISTRICT OF ISLIP  
780 OCEAN AVENUE, BOHEMIA, NEW YORK 11716

2023 - 2025 TERMS AND CONDITIONS AGREEMENT  
FOR DIRECTOR OF PURCHASING

AGREEMENT made this <sup>13<sup>th</sup></sup> day of <sup>June</sup>, 2023, by and between the Board of Education of the Connetquot Central School District of Islip having its principal place of business at 780 Ocean Avenue, Bohemia, New York 11716 (hereinafter Board) and Carolyn Biondi, an employee of the Connetquot Central School District of Islip in the position entitled Director of Purchasing, residing at 215 Springdale Drive, Ronkonkoma, NY 11779 (hereinafter Employee).

WHEREAS, the Board and the Employee are desirous of setting forth the terms and conditions of employment of the Employee in the Connetquot Central School District,

NOW, THEREFORE, it is understood and agreed:

**I. TITLE AND DUTIES**

The Employee shall be employed by the Board as an administrative employee in the named position, and shall perform such duties consistent with this position, as may be assigned to her by the Superintendent of Schools in accordance with law and any applicable duty statement.

**II. WORK YEAR**

The Employee shall work full time as a twelve-month employee.

**III. FRINGE BENEFITS**

**A. Sick/Personal Leave**

Twenty (20) sick days per school year for illness and valid personal business as approved by the Superintendent of Schools. Employee may keep the accumulated sick days currently in the employee's bank of days. Unused sick days are cumulative each year to the maximum of 200 days. Necessary absences for jury duty, approved conference days, and professional visitation days shall be in addition to and not be deducted from the Employee's sick leave.

**B. Vacation Leave**

1. Thirty (30) vacation days per school year which may not be accumulated.
2. If the Employee due to the amount of work required of him is unable to either schedule or use his total vacation allotment within the school year, she shall first attempt to arrange with the Superintendent suitable time. If such unused vacation days are unable to be scheduled prior to the end of the school year, the Superintendent and Board of Education may approve payment of up to five (5) days representing the Employee's unused vacation days at her regular rate of pay for the year in which she was unable to use said vacation days.

**C. Holidays**

The Employee shall be entitled to the following paid holidays per school year:

|                               |                        |                             |
|-------------------------------|------------------------|-----------------------------|
| Independence Day              | Veterans' Day          | New Year's Day              |
| Labor Day                     | Thanksgiving Day       | Martin Luther King, Jr. Day |
| Rosh Hashanah (if applicable) | Day after Thanksgiving | Presidents' Day             |
| Yom Kippur (if applicable)    | Christmas Eve          | Good Friday                 |
| Columbus Day                  | Christmas Day          | Memorial Day                |
|                               | New Year's Eve         | Juneteenth                  |

**D. Health Insurance**

Effective for the 2023/24 School year and thereafter, except as referred to below, the Employee shall be required to contribute to the cost of individual/family coverage premium as follows:

- a. Beginning July 1, 2023 - 16%
- b. Beginning July 1, 2024 - 17%
- c. Beginning July 1, 2025 - 18%

**E. Waiver of Health Insurance**

If the Employee elects to waive coverage at any time, she shall be entitled to \$5,000 for waiver of family coverage and \$2,500 for waiver of individual coverage.

**F. Unused Accumulated Sick Leave Compensation**

1. Upon retirement from the Connetquot Central School District of Islip so as to qualify for retirement payments from a State retirement system, the Employee shall be reimbursed for unused accumulated sick days, i.e. two (2) days for every three (3) accumulated, and as granted to all members of the CPDA.

2. The maximum benefit for which the Employee may be paid pursuant to this subparagraph shall be \$62,436.

**G. Death Benefit**

In case of the Employee's demise, the Board shall pay a death benefit based upon personal/sick leave days computed on a ratio of one (1) day's payment for four (4) days of accumulated personal/sick leave, up to a maximum of 200 accumulated personal/sick leave days.

**H. Life and other Insurance**

The Board shall provide fully paid individual life, accident and dismemberment insurance for the Employee to a limit of \$250,000.

**I. Professional Dues and Membership Fees**

The Board will pay for the Employee's professional dues and membership fees in the following professional organizations, including State Association of Municipal Purchasing Officials and the National Institute of Governmental Purchasing provided that the Board determines that said professional organizations serve a school district purpose or contribute to the Employee's professional development in her position in the District.

**IV. SALARY**

- A. The salary for 2022-2023 school year shall be \$95,000 (prorated) plus longevity based on years in the District and in an amount equal to the longevity payments in the CPDA contract. The Employee's salary in a future year shall not be less than the prior year's salary.
- B. The salary for the 2023-2024 school year shall be \$95,000 plus longevity based on years in the District and in an amount equal to the longevity payments in the CPDA contract.
- C. The salary for the 2024-2025 school year shall be improved by the same annual percentage as the CPDA contract.

**VI. LEGAL PROTECTION**

The Employee shall be entitled to defense and indemnification in accordance with Education Law §3811 and Public Officers Law §18 in the event of legal action or proceeding, provided, however, that the Employee must have acted within the scope of his employment and that said action or proceeding has not been initiated against the Employee by the Board.

**VII. EXPENSE REIMBURSEMENT**

The Employee shall be reimbursed for actual and necessary expenses for conference and travel expenses including entrance fees, meals, tolls, mileage and other expenses pursuant to Board policy and regulation.

**VIII. EVALUATION**

The Employee shall be provided with an annual written evaluation of his/her performance by the Superintendent or the Superintendent's designee. Once per year, the Employee shall be provided the opportunity to discuss his/her performance privately with the Board and/or Superintendent of Schools.

**IX. EFFECTIVE DATE**

The terms and conditions of this agreement shall take effect upon the adoption of a resolution by the Board of Education and the signature of each party, unless otherwise specified herein.



Carolyn Biondi  
Director of Purchasing

5/11/23

Date



Jaclyn Napolitano-Farno  
President, Board of Education  
Connetquot Central School District

6/19/23

Date



Lynda G. Adams, Ed.D.  
Superintendent of Schools  
Connetquot Central School District

4/19/23

Date