



# HEBRON PUBLIC SCHOOLS

## HIGH EXPECTATIONS, BRIGHT FUTURES

### Administration Office

580 Gilead Street, Hebron, CT 06248 ▪ Tel: (860) 228-2577 ▪ Fax: (860) 228-2235 ▪ [www.hebron.k12.ct.us](http://www.hebron.k12.ct.us)

Thomas J. Baird, EdD  
Superintendent of Schools

Kaitlyn D. Shelar  
Business Manager

Donald E. Briere, PhD  
Director of Educational Services

KELSEY MARSALISI,

Below are your Conditions of Employment for 2023 – 2024. Any conditions which are inconsistent with negotiated agreements or Board of Education policies will be changed and a revised statement will be issued.


#### 1. Positions

- a. Assignment: Nurse
- b. Location: Gilead Hill School
- c. Position Start Date: 8/28/2023
- d. Position End Date: 6/30/2024
- e. Date of Hire: 8/30/2022
- f. Hourly Rate: \$42.77
- g. Hours per Day: 7.5
- h. Total Paid Days: 192
- i. Annualized Salary: \$61,588.80
- j. Additional Pay:  
Nurse - 65 Additional Hours

#### 2. Leave Time & Benefits

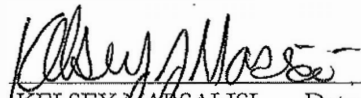
- a. Insurance:
  - i. Medical Insurance @ 17.5% premium share
  - ii. Dental Insurance @ 17.5%
  - iii. Life Insurance Policy: \$20,000
  - iv. Town Pension Plan (eligible after vesting period)
- b. Sick Days: 12
- c. Personal Days: 3
- d. Holidays: 10
  - Labor Day (9/4)
  - Columbus Day (10/9)
  - Thanksgiving Day (11/23)
  - The day after Thanksgiving (11/24)
  - Christmas Day Observed (12/25)
  - New Year's Day (1/1)
  - Martin Luther King Jr. Day (1/15)
  - Presidents' Day (2/19)
  - Good Friday (3/29)
  - Memorial Day (5/27)

Bi-weekly pay will be the Annual earnings divided by 22 pays. Nurses work the same days that students attend school as outlined in the district calendar. In addition, there will be two required full days of professional development for nurses on August 28<sup>th</sup> and August 29<sup>th</sup>. Nurses will work a full day on the following student early release days to participate in professional development or other activities assigned by their supervisor after students are dismissed: 9/22, 10/27, 12/6, 1/12, 2/16, 3/1, & 4/5. Please sign, retain a copy for your records and return the original to the Superintendent's Office. Any inquiries should be directed to the Superintendent's office at the above number.

  
Thomas J. Baird, Ed.D.  
Superintendent

Date:

5/26/23

  
KELSEY MARSALISI  
Employee ID: 90859

Date:

6/1/23

Nurse