

PROFESSIONAL AGREEMENT

Between the

**SHEPAUG VALLEY REGIONAL SCHOOL
DISTRICT NO. 12
BOARD OF EDUCATION**

and the

SHIEPAUG VALLEY EDUCATION ASSOCIATION

July 1, 2020 to June 30, 2023

TABLE OF CONTENTS

ARTICLE 1 - RECOGNITION	1
ARTICLE 2 - GENERAL PROVISIONS	2
ARTICLE 3 - DURATION.....	2
ARTICLE 4 - AMENDMENT.....	2
ARTICLE 5 - SEVERABILITY	2
ARTICLE 6 - GRIEVANCE PROCEDURE.....	2-6
ARTICLE 7 - PROTECTION OF TEACHERS	6-7
ARTICLE 8 - EMPLOYMENT YEAR.....	7-8
ARTICLE 9 - HOLIDAY AND VACATION SCHEDULE.....	8
ARTICLE 10 - WORK DAY.....	8
ARTICLE 11 - TEACHING ASSIGNMENTS	8-9
ARTICLE 12 - ASSIGNED TIME	9
ARTICLE 13 - PREPARATION TIME.....	10
ARTICLE 14 - FACULTY MEETINGS.....	11
ARTICLE 15 - CLASS SIZE.....	11
ARTICLE 16 - BUS DUTY.....	11-12
ARTICLE 17 - TEXTBOOKS.....	12
ARTICLE 18 - ORIGINAL LEARNING MATERIALS.....	12
ARTICLE 19 - CURRICULUM DEVELOPMENT, REVISION, EVALUATION AND PILOT PROGRAM STUDIES	12-13
ARTICLE 20 - EVALUATION REPORTS.....	13
ARTICLE 21 - PROMOTIONS AND VACANCIES.....	14
ARTICLE 22 - TEACHER TRANSFERS	14-16
ARTICLE 23 - SICK LEAVE	16
ARTICLE 24 - LEAVE OF ABSENCE.....	16-17
ARTICLE 25 - PERSONAL DAYS AND FAMILY ILLNESS	17
ARTICLE 26 - PROFESSIONAL ENRICHMENT	18
ARTICLE 27 - PEACE CORPS AND TEACHER CORPS LEAVE.....	18
ARTICLE 28 - MILITARY LEAVE	18
ARTICLE 29 - ASSOCIATION LEAVE.....	18-19
ARTICLE 30 - CONFERENCE LEAVE.....	19
ARTICLE 31 - JURY DUTY	19
ARTICLE 32 - MATERNITY LEAVE.....	20
ARTICLE 33 - CHILD-REARING LEAVE	20-21
ARTICLE 34 - CONTRACTS.....	21
ARTICLE 35 - DEGREE DEFINITIONS.....	21-22
ARTICLE 36 - - PLACEMENT ON SALARY SCHEDULE.....	22-23
ARTICLE 37 - PAYROLL DEDUCTIONS	23
ARTICLE 38 ANNUITY PLAN	23
ARTICLE 39 - STAFF SALARIES.....	23-24
ARTICLE 40 - LONGEVITY.....	24
ARTICLE 41 - INSURANCE BENEFITS.....	24-26
ARTICLE 42 - EXTRA PAY FOR EXTRA DUTY	26
ARTICLE 43 - - REDUCTION IN THE PROFESSIONAL STAFF	26-27

ARTICLE 44 - MANAGEMENT RIGHTS AND POLICIES	27-28
ARTICLE 45 - FACILITIES	28
ARTICLE 46 - BOARD POLICIES	28
ARTICLE 47 - VIRTUAL LEARNING	28-29
APPENDIX A-1 - TEACHERS INITIAL CONTRACT	30
APPENDIX A-2 - TEACHERS ANNUAL SALARY AGREEMENT	31
APPENDIX A-3 - TEACHERS LONG TERM CONTRACT	32
APPENDIX B-1 - 2020-2021 SALARY SCHEDULE	33
APPENDIX B-2 - 2021-2022 SALARY SCHEDULE	34
APPENDIX B-3 - 2022-2023 SALARY SCHEDULE	35
APPENDIX C - EXTRA PAY FOR EXTRA DUTY	36-39
APPENDIX D-1 - GRIEVANCE FORM A	40
APPENDIX D-2 - GRIEVANCE FORM B	41
APPENDIX D-3 - GRIEVANCE FORM C	42
APPENDIX D-4 - GRIEVANCE FORM D	43
APPENDIX D-5 - GRIEVANCE FORM E	44
APPENDIX D-6 - GRIEVANCE FORM F	45
APPENDIX E - LONGEVITY	46
APPENDIX F - HEALTH INSURANCE SUMMARY	47-52
APPENDIX G - LONG TERM DISABILITY COVERAGE SUMMARY	53-54
SIDE LETTER OF AGREEMENT	56
SIGNATURE PAGE	57

ARTICLE 1 RECOGNITION

A. The Board recognizes the Shepaug Valley Education Association as the exclusive certified bargaining representative pursuant to the Teacher Negotiation Act (C.G.S. 10-153a, et seq.) as amended from time to time for the purpose of negotiating over salaries and all other conditions of employment for all certified professional employees of the Board not included in the administrators' bargaining unit as defined in Conn. Gen. Stat. § 10-153b(a) or excluded by virtue of Conn. Gen. Stat. § 10-153b(b).

B. The Board agrees to deduct from the salary of each teacher who so authorizes in writing an amount equal to the Association's membership dues by means of payroll deductions. The amount of the membership dues shall be certified by the Association to the Superintendent of Schools (or his/her designee) prior to August first of each school year.

The Association agrees to indemnify and hold the Board of Education harmless against any and all claims, demands, suits, or other forms of liability including attorneys' fees and the costs of administrative hearings that shall or may arise out of, or by reason of, action taken by the Board of Education for the purpose of complying with the provisions of this Article. The Association shall provide defense counsel for the Board of Education.

C. The Board agrees to forward to the Association each payroll period a check for the amount of money deducted during that payroll period. The Board shall also include a list of teachers from whom each deduction was made along with each check.

D. The singular reference to the "Association" herein shall be interpreted as referring to the Shepaug Valley Education Association.

E. The singular reference to the "Board" herein shall be interpreted as referring to the Board of Education of the Shepaug Valley Regional School District Number 12 (covering the towns of Bridgewater, Roxbury and Washington, Connecticut), and the Board may act through the Superintendent or a committee of the Board.

F. Durational Shortage Area Permit (DSAP) holders shall be members of the bargaining unit as required by law, provided that DSAP holders shall not be subject to the provisions of the state teacher tenure law and shall not acquire seniority benefits under this Agreement. Further, DSAP holders shall not be covered by the provisions of Article 21 (Promotions and Vacancies); Article 35 and Appendices A1-3 (Contracts of Employment) and shall not be eligible for any leave granted under this Agreement that extends beyond the school year in which the leave was begun.

ARTICLE 2 GENERAL PROVISIONS

All provisions of the Agreement shall apply to all teachers without discrimination in regard to any applicable unlawful discriminatory standard. Given that claims of discrimination are subject to administrative and judicial processes, grievances under this Article shall terminate at the Board level.

ARTICLE 3 DURATION

This Agreement shall take effect July 1, 2020 and will remain in full force and effect through June 30, 2023. This Agreement contains the full and complete agreement of the parties on all bargainable issues, and neither party shall be required to negotiate over any subject whether or not included herein during the life of this Agreement. All prior agreements and understandings are void and of no force and effect unless specifically incorporated herein.

ARTICLE 4 AMENDMENT

This agreement shall not be altered, amended, or changed except in writing, signed by both the Board and the Association, which amendment shall be appended hereto and become a part hereof.

ARTICLE 5 SEVERABILITY

In the event that any provision or portion of this Agreement is ultimately ruled invalid for any reason by an authority of established and competent legal jurisdiction, the balance and remainder of this Agreement shall remain in full force and effect.

ARTICLE 6 GRIEVANCE PROCEDURE

A. Purpose

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems which may arise under this Agreement affecting the welfare or working conditions of teachers. These proceedings shall be kept confidential. Termination or nonrenewal of contract, covered under the Teacher Tenure Act, Conn. Gen. Stat 10-151 as amended from time to time, is not considered grievable under this Agreement.

B. Definitions

1. "Grievance" shall be defined as a claim by a teacher that there exists for him or her a personal loss or injury based upon a violation, misinterpretation or inequitable application of a specific term of this Agreement.

2. "Teacher" shall mean any certificated professional employee covered by this Agreement.

While grievances are usually of an individual nature, nothing in this Grievance Procedure shall preclude the right of individuals similarly affected by an alleged breach to file a grievance separately or jointly.

3. "Party of interest" shall mean the person or persons making the claim, including their designated representatives as provided herein, and any person or persons who might be required to take action or against whom action might be taken in order to resolve the problem.

4. "Days" shall mean days when school is in session during the school year and legal business days during the summer recess.

C. Time Limits

1. Since it is important that grievances be processed as fairly and as rapidly as possible, the number of days indicated in each step shall be considered as a maximum. The time limits specified may, however, be extended by written agreement of both parties in interest.

2. If a teacher does not file a grievance in writing within twenty (20) days after he or she knew of the act or conditions on which the grievance is based, then the grievance shall be considered to have been waived.

3. Failure by the aggrieved teacher at any level to appeal a grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision rendered at that level.

4. Failure by the administration/board to render a decision on a teacher's grievance within the time limits specified in the Formal Procedure below shall be deemed to be a denial of the grievance, and the grievance shall proceed to the next level.

D. Informal Procedures

If a teacher feels that he or she may have a grievance, he or she shall first discuss the matter with the principal or immediate superior in an effort to resolve the problem informally.

E. Formal Procedure

1. Level One - School Principal

(a) If an aggrieved teacher is not satisfied with the outcome of the informal procedures, he or she may present the claim as a written grievance to the principal, or to the individual assigned to act in his or her stead, with a copy to the Superintendent. This written grievance shall be delivered personally or by certified mail.

(b) The principal shall, within five (5) days after receipt of the written grievance, render a decision and the reasons therefore in writing to the aggrieved teacher with a copy to the Superintendent. The answer shall be delivered personally or by certified mail.

(c) Since some grievances are out of the purview of level one administrators, in the interest of fostering speedy settlements of such grievances with a minimum of paperwork and effort, a form will be provided to permit level one administrators to immediately pass such grievances on to level two. Such grievances will be continued under all the conditions described below for level two grievances.

2. Level Two - Superintendent of Schools

(a) If the aggrieved teacher is not satisfied with the disposition of the grievance at Level One, he or she may, within five (5) days after notification of the decision, file the written grievance with the Superintendent of Schools and the Association. The teacher or teachers may request the assistance of the Association.

(b) The Superintendent or designated administrator who shall be other than the principal involved in Level One shall, within ten (10) days after receipt of the referral, meet with the aggrieved teacher or teachers and designated representatives from the Association for the purpose of resolving the grievance. A full and accurate record of such hearings shall be kept by the Superintendent and made available to the party in interest upon written request.

(c) The Superintendent or designated administrator who shall be other than the principal involved in Level One shall, within five (5) days after the hearing, render a decision and the reasons therefore in writing to the aggrieved teacher or teachers and the Association.

3. Level Three - Board of Education

(a) If the aggrieved teacher is not satisfied with the disposition of the grievance at Level Two, he or she may, within five (5) days after the decision, file the grievance with the Association for appeal to the Board of Education.

(b) The Association shall, within five (5) days after receipt, refer the appeal to the Board of Education.

(c) The Board of Education or its designated subcommittee, if approved by the aggrieved teacher or teachers, shall, within not more than twenty (20) days, unless mutually agreed to by the aggrieved teacher or teachers and the Board, meet with the aggrieved teacher or teachers and with the representatives of the Association in executive session for the purpose of resolving the grievance. A full and accurate record of such hearing shall be kept by the Superintendent and made available to the party of interest upon written request.

(d) The Board shall within five (5) days after such meeting render its decision, and the reasons therefore in writing to the aggrieved teacher or teachers, with a copy to the Association.

4. Level Four - Arbitration

(a) If the aggrieved teacher is not satisfied with the disposition of his/her grievance at Level Three, he or she may within five (5) days after the decision, or within eleven (11) days after the Board meeting request in writing to the president of the Association that the grievance be submitted to arbitration.

(b) The Association may, within five (5) days after receipt of such request, submit the grievance to arbitration by so notifying the Board in writing.

(c) If the Association elects arbitration:

(1) The chairman of the Board and the president of the Association shall within five (5) days after such written notice, jointly select a single arbitrator who is an experienced and impartial person of recognized competence. If the parties are unable to agree upon an arbitrator within five (5) days, the American Arbitration Association shall immediately be called upon to select the single arbitrator. The parties will be bound by the rules and procedures of the American Arbitration Association in the selection of the arbitrator(s).

(a) The function and duty of the arbitrator(s) shall be to interpret this Agreement and to pass judgment on alleged violations thereof. In no case shall said arbitrator(s) add to, subtract from, or modify the wording of this Agreement. The decision of the arbitrator(s) which shall be an interpretation of the section or sections grieved will be considered as a precedent for future interpretation of those sections involved.

(2) The arbitrator(s) so selected will hear the matter promptly and will issue a decision not later than fifteen (15) days from the date of the close of the hearings or if oral hearings have been waived then from the date the final statements and proofs are submitted. This decision will be in writing and will set forth findings of fact, reasons and conclusions on the issues submitted.

(3) The decision of the arbitrator(s) shall be submitted to the Board and the Association and subject to law shall be final and binding upon all parties of interest provided the decision does not require the commission of an act prohibited by law or that is in violation of other sections of this agreement. Nothing herein shall be construed to preclude judicial review of an arbitration award as provided by law.

(4) The costs for the services of the arbitrator shall be borne equally by the Board and the Association.

F. Rights of Teachers to Representation

1. No reprisals of any kind shall be taken by either party or by any member of the administration against any participant in the grievance procedure by reason of such

participation.

2. Any party of interest may be represented at Level Two and all subsequent levels of the formal grievance procedure by a person of his or her own choosing. When the teacher or teachers is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the procedure.

3. The Association may, if it so desires, call upon the professional services of the Connecticut Education Association for consultation and assistance at any stage of the procedure.

G. Miscellaneous

1. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

2. Forms for filing and processing grievances, and other necessary documents, shall be prepared by the Superintendent and made available in each building to teachers.

3. Board shall not discriminate against any teacher for resorting to the grievance procedure.

ARTICLE 7 PROTECTION OF TEACHERS

A. Teachers shall report immediately in writing to their principal and to the Superintendent all cases of assault suffered by them in connection with their employment.

B. Such report shall be forwarded through the Superintendent to the Board which shall comply with any reasonable request from the teacher for information in its possession not privileged under law (or Board procedures or policies) which relates to the incident or the persons involved.

C. The Board agrees to indemnify and hold teachers harmless from financial loss and expense, including legal fees and costs, if any, arising out of any claim, demand, suit, or judgment by reason of alleged negligence providing such teacher, at the time of the accident resulting in such injury, damage, or destruction, was acting in the discharge of his or her duties within the scope of his or her employment or under the direction of the Board in accordance with and subject to the limitations of Conn. Gen. Stat. § 10-235.

D. Whenever a teacher is absent from school as a result of personal injury compensable under the Connecticut Workers' Compensation Act caused by an assault arising out of and in the course of employment, he or she shall be paid his or her full salary for the period of absence for the duration of the temporary total disability without having such absence charged to annual or accumulated sick leave or personal time in accordance with and subject to the limitations of Conn. Gen. Stat. § 10-236a. Any amount of salary payable pursuant to this section

shall be reduced by the amount of any workers' compensation award for temporary total disability benefits due to the said assault injury for the period for which such salary is paid. The Board shall have the right to have the teacher examined by a physician designated by the Board for the purpose of establishing the length of time during which the teacher is temporarily totally disabled from performing duties. And in the event that there is no adjudication in the appropriate workers' compensation proceedings for the period of temporary total disability, the opinion of said physician as to the said period shall control.

E. No teacher shall be required to operate a motor vehicle for the purpose(s) of transporting students, faculty, or other persons before, during or after any school activity.

F. For teachers involved in supervising students for school-sponsored activities off school property, the Board shall provide general liability insurance coverage.

G. Nothing in this article shall deny to the Board the legal right to sue for recovery of reasonable legal fees should the ultimate resolution, legal appeals, etc., go against the teacher.

ARTICLE 8 EMPLOYMENT YEAR

A. The work year shall consist of one hundred and eighty-eight (188) days, including between one hundred eighty-two (182) and one hundred and eighty-four (184) full school sessions as defined in the Connecticut General Statutes as amended from time to time and the remaining days, which shall be teacher workshop days.

B. New personnel, head teachers, instructional leaders, guidance directors and specialists who provide special educational services may be required to attend orientation sessions prior to the commencement of the academic year.

C. Agriscience teachers shall have a full teaching load and shall work thirty-seven (37) days annually beyond the regular work year as set forth in Article 8(A), and they shall be compensated proportionately at a 1.2 FTE based on their salary scale position. The additional days will be scheduled on non-workdays in consultation with the building administrator. Any such additional workdays, with the exception of emergencies, that are scheduled on weekends and/or holidays will be subject to the prior approval of the building administrator.

ARTICLE 9 HOLIDAY AND VACATION SCHEDULE

A. Holidays and Vacation

Teachers shall have all holidays and school vacations as provided for in the school calendar.

ARTICLE 10 WORK DAY

A. Each member of the professional staff shall be required to be at his or her assigned station one-half hour before and fifteen minutes after the designated hours for which school is scheduled to be in session. Each member of the professional staff employed at Shepaug Middle School/High School shall be required to be at his/her assigned station twenty-five (25) minutes before and fifteen (15) minutes after the designated hours for which is scheduled to be in session. Exceptions may be granted at the discretion of the principal. On faculty meeting days, Article 14 shall prevail.

B. Each teacher shall be guaranteed a minimum of thirty (30) consecutive minutes for lunch, which is duty-free.

C. If the Board of Education or the legislature increases the length of the student school day, the Board of Education agrees to negotiate with the Association over the impact of such increase on salaries

D. Part-time teachers shall be required to attend faculty meetings, professional development days and other mandatory meetings scheduled by the Superintendent of Schools or designee, that are contiguous to their work day, unless previously excused by the Superintendent or designee. Additionally, part-time teachers who are scheduled to work during in-service days shall be required to attend such in-service for a period equal to the teacher's part-time assignment, unless previously excused by the Superintendent or designee.

E. High School guidance counselors who are required to attend evening meetings that other teachers are not required to attend will receive up to ten (10) hours of flex time in exchange for the evening hours worked. Middle School guidance counselors will receive up to five (5) hours of flex time for attended required evening meetings that other teachers are not require to attend. This flex time will be mutually agreed upon between the building administrator and counselor.

ARTICLE 11 TEACHING ASSIGNMENTS

A. Teachers initially employed by the Board shall receive their building, grade and/or subject assignments from the Superintendent's office.

B. In the determination of assignments made before June for the ensuing school year, the conveniences and wishes of the teacher shall be honored to the extent that in the opinion of the Superintendent these considerations do not conflict with the instructional requirements and best interests of the school system and the pupils. Requests must be made in writing and received by the Superintendent prior to May 1st of each year.

C. In arranging schedules for teachers who are assigned to more than one school, every effort shall be made to limit the amount of interschool travel. Each teacher assigned to

more than one school shall be provided travel and necessary class preparation time. The necessary travel time shall not be considered as part of the teacher's preparation or duty-free time. The principal(s) shall consult with the teacher in determining the amount of time required. If a teacher is required to travel between schools during a school day, he/she will be reimbursed at the rate allowed by the U.S. Internal Revenue Service for "business travel per mile deduction" on the most recent Form 1040 Instructions.

D. Teachers shall be notified in writing by June 1st of any changes in their programs and/or schedules for the ensuing school year. This shall include the school to which they will be assigned, the grades and/or subjects that they will teach, and any special or unusual assignments of classes that they will have. In the event of a change in circumstances after June 1st (resignations, death, promotions, leaves of absence, budgetary considerations, etc.) changes in assignment shall be discussed with the teacher and Superintendent at the earliest possible date and the teacher shall be notified in writing of such change. The administration shall consider voluntary transfers first.

ARTICLE 12 ASSIGNED TIME

A. In secondary schools that do not have block schedules:

1. Each teacher shall be assigned to no more than five (5) class periods of teaching assignments, not including preparation time under Article 13, during each work day. Any teacher who is assigned an additional teaching period beyond five (5) class periods will be compensated by their base salary divided by the number of periods in a day and by the number of contractual days. Instructional Leaders shall be assigned to no more than four (4) class periods of teaching assignments, not including preparation time under Article 13, during each work day. In addition to the above, each teacher shall be assigned to no more than one (1) class period of supervision which may include guidance of students, academic assistance to students and skills reinforcement, team meetings, and/or Professional Learning Communities meetings. Additional time as provided by Article 14 may also be assigned.

2. No teacher shall be required to teach in more than two (2) fields unless fully qualified in an additional field and he (she) has the written recommendation of his (her) principal(s) and the Superintendent.

3. No high school teacher will be assigned more than an average of three (3) different academic course preparations per day.

B. In secondary schools that have block schedules:

1. No teacher will be assigned more than three (3) periods per day.

2. Each teacher shall have one preparation period per day equal to the length of an instructional period and a duty-free lunch, as defined in Article 10.

3. Teachers will not have a duty assignment with the following exceptions:

break duty; bus duty; lunch duty for shared staff; and the E-period responsibilities. It is anticipated that there will be approximately 48 E period sessions.

4. Instructional Leaders for two or more departments will, over the course of the academic year, teach four courses, on average; the teacher will teach 2 out of 4 courses per semester. However, the course split per semester may be $1\frac{1}{2}$ - $2\frac{1}{2}$ to total 4 courses over the year. Instructional Leaders who are responsible for one department shall teach 5 courses over the academic year, split 3 in one semester and 2 in the other semester.

5. No teacher will be assigned more than an average of three (3) different academic course preparations per day.

ARTICLE 13 PREPARATION TIME

A. An instructor from a departmental or modified departmental program shall have a minimum of one (1) class period each day set aside for professional planning, in addition to course periods of assigned time as defined in Article 12. The length of the professional planning period shall not be reduced below the length of a 2013-14 standard classroom period during the term of this agreement.

B. The one-half hour before and fifteen (15) minutes after the designated hours for which school is scheduled will be considered teacher consultation time. Such time may be used for parent and/or student conferences, administrative conferences, student supervision or preparation. Preparation before and after the designated hours for which school is scheduled may be administratively preempted in order to fulfill the other duties, no more than three times a week. The pre-and post-school time shall not be considered as formal teacher preparation time described in Section A.

C. To provide planning time, classroom teachers shall not be required to supervise art, music, world language, or physical education activities while a special art, music, world language, or physical education teacher is responsible for the students. At least two hundred (200) minutes of duty-free time each five day school week shall be provided for professional planning, (to be prorated during shortened school weeks) with a minimum of thirty (30) continuous minutes duty free per day (to be prorated during unplanned shortened school days). Limited exception may be necessary with certain itinerant teachers.

D. From time to time, the district may require staff, attendance at parent/teacher conferences, region-wide professional staff planning sessions, staff coordination and in-service workshops at times in which school is not in session and up to four evening events annually as the Superintendent may specify, such as parent-teacher conferences, open house and academic nights.

ARTICLE 14 FACULTY MEETINGS

The Board recognizes that faculty members have personal responsibilities outside the normal workday and therefore shall require as little of that time as possible.

A. All teachers must attend faculty, emergency, region-wide, and other meetings called by the Superintendent, the administration, principals, and others with the approval of the school principal. When meetings extend more than an hour beyond the work day, any teacher with commitments made prior to the notification of said meeting is free to leave unless such notice was given at least two (2) weeks prior to the meeting, and specified that the meeting would conclude at a time after the hour limitation. Staff members may be excused from attendance at emergency meetings extending beyond the work day if a previous commitment that cannot be conveniently adjusted requires them to leave at that hour. With the exception of emergencies, no staff member shall be required to attend more than one meeting for more than ninety (90) minutes per month and one shorter meeting, for more than sixty (60) minutes regardless of notice.

B. At least three (3) region wide meetings may, at the discretion of the Superintendent, be held during the work year, on days when students have been sent home early or when students are not in school, said meetings to be planned by a joint faculty-administration committee. Tentative programs and/or agendas for each of these meetings shall be distributed to all teachers involved at least three (3) days in advance of the meeting.

C. All regularly scheduled meetings called by principals, instructional leaders, or head teachers must be designated on a copy of the principal's building calendar for the year. The principal's building calendar will be distributed to each professional staff member not later than the first day of the academic year. Each school administrator shall select one (1) day of the week on which the regular faculty meeting normally will be held.

D. Staff members shall be provided at least four (4) weeks' notice for after school or evening parent conference schedules or other program for which their attendance is required.

ARTICLE 15 CLASS SIZE

The Board and the Association recognize that education at the primary level is extremely important in developing learning skills and attitudes. It is the policy of the Board to keep primary classes at twenty-five (25) pupils or less, and the Board will make reasonable efforts to maintain class size in the self-contained classrooms at no more than twenty-five (25) students.

ARTICLE 16 BUS DUTY

The Board considers this to be a responsibility of the teachers.

The Board will make every effort to assure on time performance of the bus contractor(s) to minimize the necessity for this duty.

The Board is willing to direct the administration to explore with the teachers directly involved ways of providing protection for the students, using the time of teachers and pupils more productively and eliminating as many of the negative aspects of the problem as possible.

ARTICLE 17 TEXTBOOKS

A. The Board of Education will maintain open lines of communication regarding the adoption of textbooks. The Superintendent of Schools shall act as the Board's agent through the offices of the schools' principals. The Superintendent of the region shall be responsible for establishing Textbook Committees. The majority of members of each committee shall be teachers. The recommendations of such committees will be considered by the Superintendent prior to the recommendation to the Board for adoption of a new textbook.

B. It is expressly understood that in instances where the Association requests the desire to participate in the selection of a textbook, the Board of Education in no way waives its right to maintain the final decision in regard to these matters. And a failure to agree with the Association does not make the proposal under discussion subject to fact finding and/or arbitration.

ARTICLE 18 ORIGINAL LEARNING MATERIALS

All original learning materials developed by any staff member of the region, if time spent in developing said materials does not interfere with the contractual responsibilities of the member or members of the district, shall become the sole property of the author or authors. Use by student members of the region shall be permitted without cost to the school district, as long as the basic materials composing the packet or unit are from the school supply room. If the material packet or unit has been printed by the Graphics Arts Department of the school, and school supplies are used, use by student members of the region shall be permitted without charge. However, if the original learning material has been professionally published, use by the school district will be contingent upon purchase of said material from the publishing house as in the case of any other item obtained from a bona fide publisher.

ARTICLE 19 CURRICULUM DEVELOPMENT, REVISION, EVALUATION AND PILOT PROGRAM STUDIES

A. Teachers shall play an active role in the preparation, implementation, and evaluation of all curriculum revisions and pilot program studies, including programs and projects involving use of state and federal funds. Curriculum revision and Pilot Program studies shall be

available to primary school teachers, middle school teachers and high school teachers.

B. Teachers involved in curriculum revision or pilot program study will be selected by the Superintendent or designated representative from those teaching within that subject area, and will be representative of all grade levels for which the curriculum is designed. The Board and the Association recognize the need to have as broad a base as possible in curriculum development; and, therefore, urge individual teachers to submit their suggestions for improving the curriculum to the Superintendent or designated representative. Teachers will be chosen from those who volunteer and selection will be based upon experience in the area of the study. This does not preclude the involvement of consultants from outside the system.

C. The teachers involved in a curriculum revision or pilot program study shall serve as resource teachers for the implementation of the program and for the presentation of the program to the Board, the community, and the faculty, insofar as necessary.

D. Teachers involved in curriculum studies will be compensated for time devoted to such studies other than that which falls on a regular working day of a teacher work year at the rate of \$.000672/hour (rate 7/1/2020). Payment will be received two (2) weeks after the electronic submission of approved time sheets.

E. When the district requests a teacher to attend training beyond the work day or work year, the district will pay for preapproved tuition, meals, housing and transportation expenses.

ARTICLE 20 EVALUATION REPORTS

A. Each professional employee shall be entitled to knowledge of and access to supervisory records and reports of competence, personal character, and efficiency maintained in his or her personnel file with reference to evaluation of his or her performance, as required by Conn. Gen. Stat. 10-151b and other relevant statutes.

B. The teacher shall be advised of any written criticism which is placed in the individual teacher's personnel or other file and will have a personal conference with the administrator involved. Five days shall be provided for the teacher to comment or reply to the report before inclusion in a personnel file; after which the teacher and the administrator shall sign the file copy.

C. No teacher shall be disciplined, reprimanded, denied an increment or negotiated pay raise, or suspended without just cause or without due process, which shall include prior written notice. This section shall not apply to dismissal which is subject to the procedures of Connecticut General Statutes Section 10-151 as amended from time to time. Teachers who are denied an increment or have a negotiated pay raise withheld shall, effective the following year, be returned to the salary they would have occupied absent the denial or withholding.

ARTICLE 21 PROMOTIONS AND VACANCIES

A. Opportunities for vacancies of positions which are caused by death, retirement, discharge, resignation, or by the creation of a new position shall be filled pursuant to the following procedures:

1. The existence of vacancies of positions shall be adequately publicized within the system, including a notice in every school by posting or otherwise as far in advance of the date of filling such vacancy is possible, and simultaneously publicized outside the system.
2. Said notice of vacancy of position shall clearly set forth the qualifications for the positions.
3. Teachers who desire to seek a promotion or fill a vacancy during the summer months shall file a written statement of such desire with the Superintendent of Schools. Such statement of desire shall be considered as an application should an opening occur.
4. Where need to fill a vacancy of position arises during the summer months, the Superintendent shall notify the designated Association representative by mail as soon as possible after the vacancy/vacancies occurs. He or she shall also notify Head Teachers regarding primary vacancies and Instructional Leaders, Lead Teachers and Content Coaches of the area(s) where the secondary vacancy occurs.
5. Teachers who desire to apply for such vacancies of position shall file their applications in writing with the Superintendent within one week (five school days when school is in session or five normal business days during the summer vacation period) of the posting of the notice, except those applying under the provisions of A-3 above.
6. The educational needs of the students and the school system, coupled with the qualification of the applicants from within or outside of the school system, as determined by the Board of Education, shall be the guiding factors in filling any and all such vacancies.

ARTICLE 22 TEACHER TRANSFERS

The most effective means of improving the level of instruction as well as providing a well-balanced instructional program throughout the Region is to utilize the competency of individual teachers where the impact of their abilities would be most significant. It is the responsibility of the Superintendent to assign teachers so as to provide the highest level of instruction for all students within the Region.

In any transfer where two or more teachers are determined by the administration to be substantially equally qualified, the teacher with the greater length of service as recognized by the Region shall be awarded the position.

- A. Changes in building assignments based on teaching competencies will be subject

to the following considerations:

1. Teacher competencies will be the most significant factor regarding the reassignment to another building.
2. The teacher being reassigned must be certified for the position to be filled.
3. When two or more teachers have qualifications that are similar, a volunteer will be sought. If a volunteer is not forthcoming, the teacher with the greatest length of service as recognized by the Region shall be given consideration for any inconvenience that might arise as a result of the change in assignment.
4. Such change in assignment shall be made only after a meeting between the teacher selected and the Superintendent or designee.
5. A notice of such change in building shall be in writing to the teacher no later than June 1st of the current school year. Such notice shall include the building, grade and/or subject(s) to which the teacher is being assigned.

B. A transfer for logistical purposes would be due to such cause as a reduction in the number of teachers required for a particular school, changes in the administrative organization of the schools, the closing of a particular school building or the use of classroom space other than one of the Region's facilities. Consideration for transfers of this type shall be subject to the following rules:

1. Volunteers shall be transferred first.
2. If no volunteers are forthcoming, such a transfer shall be made only after a meeting between the teacher selected and the Superintendent or designee.
3. A notice of such a change in building assignment shall be in writing to the teacher no later than June 1 of the current school year. Such notice shall include the building, grade and/or subject(s) to which the teacher is being assigned.

C. A voluntary transfer is a request for a change in a building assignment or position as expressed by an individual teacher in writing to the Superintendent of Schools. Consideration for such a transfer shall be subject to the following rules:

1. A list of open positions in schools in the Region shall be made available to all teachers no later than June 1. Qualifications and experience necessary for filling the individual positions shall be contained in the notice.
2. Teachers who desire to transfer to another building or position shall file a written statement of such desire with the Superintendent of Schools.

D. Notice of transfer shall be given to the teacher as soon as practicable and under normal circumstances no later than June 1 of the current school year. Should some previously unforeseen need to transfer a teacher arise after June 1, the teacher and the Superintendent or

designated representative shall discuss this change at the earliest possible date. In the case of a transfer made after June 1 the teacher shall be given all books, supplies, desks, etc. which are at least equally comparable to those used in the previous assignment and/or which are needed (in the opinion of the teacher and the Superintendent) to operate a successful educational program at this level. The SVEA and the Board agree that in no case shall this transfer provision be abused.

E. When a vacancy occurs during the school year, a notice shall be posted in all schools in the Region within three (3) business days after official notification has been received by the Superintendent of Schools. No permanent appointment shall be made within the three (3) business days immediately following the posting.

F. A teacher who applies for a transfer and does not receive it will receive a written notification within ten (10) days after the position has been filled.

ARTICLE 23 SICK LEAVE

A. Each teacher shall be granted fifteen (15) sick days with full pay each school year. Unused sick leave shall be accumulated from year to year to a maximum of two hundred (200) days. Teachers who have accumulated more than two hundred (200) days prior to June 30, 1999 shall be permitted to maintain their sick leave accrual.

B. A medical certificate may be requested for sick leave if the teacher's absence from duty recurs frequently or, if in the judgment of the Superintendent, evidence indicates reasonable cause for requiring such a certificate.

C. The Board of Education recognizes that there are times when a serious or prolonged illness, or an accident which incapacitates for an extended period of time, will cause a staff member to exhaust all accumulated sick leave. Individual hardship may ensue. In such instances, when requested, the Superintendent of Schools, together with representatives of the Association, will review the circumstances of the case and submit a recommendation to the Board of Education for its consideration and action.

D. Upon normal retirement or death, the Board shall compensate the teacher or his/her estate for all unused sick leave at the rate of ten dollars (\$10.00) for each unused day (\$10.00 x Unused Sick Leave Days).

E. Long Term Disability Coverage - See Appendix G.

ARTICLE 24 LEAVE OF ABSENCE

A. A leave of absence without pay will be granted up to one (1) calendar year for temporary disability due to illness or injury, when it can reasonably be expected that the teacher will be able to resume full duties at the end of the leave period. A physician's statement of disability and its expected duration must accompany the request for such leave. Periodic

physician's statements may be required. Leave will be terminated when the disability either ceases to exist or can reasonably be expected to extend beyond one calendar year. Failure to return to work at the expiration of leave or within thirty (30) school days of termination of leave will be considered as a resignation from the Region and will be treated as such.

While on such leave, a teacher who chooses to continue participation in the health insurance plans provided for in Article 42 of this Agreement shall make payment to the Board for the full cost of such participation by the first of each month for the period of such leave. If such payment is not made by the first of each month, policy coverage will be discontinued.

B. The Board of Education may, upon recommendation of the Superintendent, grant up to a one (1) year leave of absence to a teacher who has completed four (4) years of service. Such leave shall be without pay and subject to the same provisions regarding continuation of health insurance as in paragraph A of this article.

ARTICLE 25 PERSONAL DAYS AND FAMILY ILLNESS

A. A maximum of three (3) days leave per year, noncumulative, will be granted by the Superintendent by prior arrangement for personal matters which cannot be arranged for a time when school is not in session or during off duty hours. Whenever possible the teacher shall notify the Superintendent five (5) days or more in advance of the personal leave days. Any personal days off immediately prior to or after a scheduled holiday or vacation shall be allowed at the sole discretion of the Superintendent. Payment for such days shall also be at the discretion of the Superintendent. If not allowed, the teacher's pay shall be reduced by a per diem amount prorated on the basis of Article 8, Employment Year.

B. Family illness or death in the immediate family. A maximum of six (6) days per year, non-cumulative, will be granted by the Superintendent by prior arrangement for the following purposes:

1. Illness of a spouse or dependent living in the teacher's household when the teacher's presence is required; or

2. Death in the immediate family, for this purpose defined as husband, wife, children, parents, parents-in-law, grandparents, grandchildren, or siblings no matter the place of residence. In addition, for this purpose immediate family includes other relatives or dependents living within the teacher's household. The Superintendent may in his/her discretion grant additional paid or unpaid leave under this paragraph for good cause.

C. In case of emergencies where the three (3) allotted personal days are used for religious observance not provided for in the school calendar, up to three (3) additional personal days may be granted, at the discretion of the Superintendent.

ARTICLE 26

PROFESSIONAL ENRICHMENT

In an effort to reward professional performance and encourage independent research and achievement, the Board will provide for the following programs:

A. The Board will reimburse any teacher for the tuition of course(s) which it requires in order to improve the school program. Such courses and credits will be counted in calculating the teacher's placement on the salary schedule.

B. Should a teacher(s) propose a special plan for the betterment of the educational program of Region No. 12, which involves taking specific course(s) beyond certification requirements, the Superintendent shall consider the proposal. If he or she approves the plan he or she may authorize payment of the tuition of such course(s).

ARTICLE 27

PEACE CORPS AND TEACHER CORPS LEAVE

A. Leave of absence of up to two (2) years may be granted to teachers with at least three (3) years of service to the Region who join the Peace Corps in a teaching capacity or the Teachers Corps as full time participants in such programs. If such leave is granted, the applicant shall be advised in writing whether or not, upon his or her return, credit on salary schedule will be granted for the service performed while on leave. Upon the teacher's return from such leave, the Board of Education shall employ such teacher in his or her former position and duties, provided such employment is available, and if not, shall employ such teacher in an equivalent position, if available; and if not, shall offer such teacher employment in any available position for which he or she is qualified.

B. No compensation shall be paid for such service.

ARTICLE 28

MILITARY LEAVE

Any teacher employed by the Shepaug Valley Regional School District No. 12 who leaves such employment for the purpose of entering the armed forces of the United States shall be entitled to reemployment rights as set forth in State and Federal law, as the same may be amended from time to time.

ARTICLE 29

ASSOCIATION LEAVE

A. If negotiation meetings between the Board and the Association are scheduled during normal working hours of a school day, representatives of the Association shall be relieved from all regular duties, without loss of pay, as necessary, in order to permit their attendance at

such meetings.

B. Association business, including investigations and processing of grievances, which interferes in any way with the performance of duties of members or disturb the orderly process of the school shall not be conducted during the work hours of a school day. However, the Administration may, upon request of the Association president to the Superintendent and/or principal, permit an Association member such necessary time as schedules permit, without loss of pay, for Association business.

1. The Association President shall be entitled to up to a maximum of three (3) school days of leave per year to attend to Association business upon five (5) days prior notification to the Superintendent of Schools.

2. The Association agrees that the rights conferred by this section shall not be abused.

C. State or national representatives of the Teachers' Association or organization will report to the Superintendent and/or principal to secure permission before visiting a school or conferring with individual teachers or their representatives during school hours.

ARTICLE 30 CONFERENCE LEAVE

A. When it is evident that convention or conference attendance or the observation of an activity in another school building or school system will contribute to the effectiveness of the instructional program, the Superintendent may at his/her discretion grant convention or conference leaves, or permission to observe an activity in another school building or school system to teachers without loss of pay.

B. The Board agrees to reimburse all teachers attending a convention or conference, or observing activities in another school system, provided that the teacher receives prior written approval from the Superintendent of Schools or his designee.

The costs related to such event, with all approved receipts, will be submitted to the Superintendent or designee on a completed form. Reimbursement will be provided to the teacher within fifteen (15) calendar days of submission of the completed form and approved receipts to the Superintendent or designee.

ARTICLE 31 JURY DUTY

Any teacher who is called for jury duty shall notify the Superintendent immediately upon receipt of notice and receive the necessary leave to fulfill this obligation if he/she is not released from such jury duty. During such absence, the teacher shall receive his/her daily rate of pay less the amount the teacher received as jury fee.

ARTICLE 32 MATERNITY LEAVE

Teachers in the Shepaug Valley Regional School District No. 12 may request and shall receive leave for maternity. Such leave shall be subject to the following provisions and conditions:

1. Such leave shall be requested in writing from the Superintendent or designee two (2) months prior to the anticipated start of the leave.
2. Disabilities caused or contributed to by pregnancy, such as miscarriage, abortion, or childbirth, and recovery therefrom, shall be treated as temporary disabilities (shall be interpreted as being within the meaning of the term "sick" as used in Connecticut General Statutes Section 10-156) for all job-related purposes. Accumulated sick leave shall be available for use during periods of such disability to the limit of accumulated sick leave.
3. Disability leave beyond any accumulated sick leave shall be available without compensation and other benefits and privileges except for life and medical insurance benefits, for such reasonable further period of time as a female employee is determined by her physician to be disabled or conditions attendant thereto.
4. Leave for maternity purposes shall be for the balance of the school year in which the leave occurs unless the teacher requests a shorter period of leave. Such leave may be extended for up to an additional school year.
5. While on such leave, a teacher who chooses to continue participation in the health insurance plans provided for in Article 41 of this agreement shall make payment to the Board for the full cost of such participation by the first of the month for each month starting July 1 and running through the following June 1. Placement on the salary schedule upon return to teaching duties shall conform with the provisions of Article 37, Section A-4 of this Agreement.
6. Pregnancy, childbirth, or disability resulting from either shall not be the basis for termination of employment or compulsory resignation.

ARTICLE 33 CHILD-REARING LEAVE

Any teacher in the Shepaug Valley Regional School District No. 12 who is expecting a child, or whose spouse is expecting a child, or who is adopting a child, may request and shall receive leave for child-rearing purposes. Such leave shall be subject to the following provisions and conditions:

1. Such leave shall be requested in writing from the Superintendent or designee two (2) months prior to the beginning of the leave. Such leave shall commence at the end of the teacher's period of disability when such leave is preceded by disability leave for purposes of maternity.

2. Child-rearing leave shall be available without compensation and other benefits and privileges, except for life and medical insurance benefits. However, placement on the salary schedule shall conform with Article 36, Section A-3.

3. While on such leave, a teacher who chooses to continue participation in the health insurance plans provided for in Article 41 of this Agreement shall make payment to the Board for the full cost of such participation by the first of the month for each month starting July 1 and running through the following June 1.

4. Leave for child-rearing purposes shall be for the balance of the school year in which the leave occurs unless the teacher requests a shorter period of leave. Teachers shall provide at least sixty (60) days written notice of the date on which they will return. Such leave may be extended for up to an additional school year.

ARTICLE 34 CONTRACTS

A. The Board agrees to use as the forms for the written contract of employment of each individual certificated professional employee the Teachers' Initial Contract (A-1), the Teachers' Annual Salary Agreement (A-2) and the Teachers' Long Term Contract (A-3) attached hereto as Appendix A.

B. Contracts, including Annual Salary Agreements, must be properly completed, signed and returned to the Office of the Superintendent within ten (10) days of the date of issue or within such period as specified. Special consideration for additional time may be granted by the Superintendent.

C. Individual Supplementary Contracts shall be issued for special, extra assignments such as coaching, yearbooks, etc.

ARTICLE 35 DEGREE DEFINITIONS

The Salary Schedule listed in Appendix B of the Agreement shall be interpreted and applied in accordance with the following definitions:

1. Bachelor A baccalaureate degree earned at an accredited college or university.
2. Master A Master's degree earned at an accredited college or university.
3. Sixth Year A professional Diploma or Certificate awarded by an approved institution upon completion of a full year's study beyond the Master's degree within a program specifically set up by the preparing institution. Qualifications for this lane may be met with evidence of having earned a second master's degree.

4. When the Board encourages a staff member to take work beyond that needed to qualify for the Sixth Year lane and prior to the receipt of an earned Doctorate Degree, the Board will give consideration to additional compensation on the recommendation of the Superintendent.

5. Doctorate A doctoral degree earned at an accredited college or university.

ARTICLE 36 PLACEMENT ON SALARY SCHEDULE

A. All teachers shall be placed on the appropriate step in the salary schedule taking into consideration the following:

1. Degree status as defined under Article 35, Degree Definitions.
2. Full credit may be given for teaching experience in the public schools of the United States. Credit for additional teaching experience will be at the discretion of the Superintendent. The Superintendent shall consider work experience that should improve teaching competency in the area of employment in placing a certified teacher on salary schedule.
3. Upon return to full duty, for periods of leave not specifically covered elsewhere in this article, a full year's credit for placement on the salary scale shall be given for each school year in which the teacher has taught in the Region for at least ninety (90) school days.

B. As of July 1, 2014, all teachers, including new hires, will not be allowed to advance to step classifications BA 12, BA 24, or BA 30. Teachers in these step classifications as of July 1, 2014 may remain in them. As of June 30, 2017, step classifications BA 12 and BA 24 will no longer be part of a successor agreement. Teachers in step classification BA 30, as of July 1, 2017, will be allowed to continue in that step classification. As of July 1, 2020, step classifications will be as follows: BA, MA, MA+12, MA+30, 6th Year, MA+60 and PhD. Teachers in step classifications BA+30 and MA+24, as of July 1, 2020, will be allowed to continue in that step classification. Teachers who notify the Superintendent, in writing by June 30, 2020, that they are within 6 credits of MA+24 shall have one year to complete the credits to be advanced to the MA+24 step classification.

C. Reclassification on the salary schedule:

1. For all advanced degree programs of study commenced after July 1, 2008: All advanced degrees for which higher compensation on the professional salary schedule is sought must be earned in accordance with a program of study in the teacher's area of assignment or concentration at an accredited college or university which program must be presented to the Superintendent and approved by the Superintendent in advance. This provision will not be applicable to current employees who, as of June 30, 2008, are enrolled in an advanced degree program of studies begun under the terms of the old contract

2. For budgetary purposes, a teacher shall submit a written report to the

Superintendent by February 1, stating the number of credits he or she contemplates earning prior to September 1. Within two (2) weeks after receiving this notice, the Superintendent will acknowledge receipt of this correspondence.

3. Credit on salary schedule will not be allowed for the current school year unless work is completed prior to September 1.

ARTICLE 37 PAYROLL DEDUCTIONS

A. In addition to those payroll deductions required by law, the following agencies are eligible for payroll deductions. All requests for deductions must be in writing on approved authorization forms.

B. A list of approved deductions is as follows:

1. Professional Dues
2. Tax Sheltered Annuities and Section 457 Plans
3. Credit Unions

C. In emergency situations where deductions must be made other than regular deductions, the Board will make every effort to notify the individual teacher(s) involved in advance, and whenever possible to consult with the individual teacher in order to consider the pay period(s) and amounts which will be deducted.

ARTICLE 38 ANNUITY PLAN

Teachers shall be eligible to participate in a tax sheltered Annuity Plan established pursuant to United State Public Law No. 87-370

ARTICLE 39 STAFF SALARIES

A. The salaries for all teachers covered by this Agreement are set forth in Appendix B, which is attached hereto and made a part of this Agreement.

B. Pay checks will be issued regularly every other Friday beginning the first regular scheduled bi-weekly Friday payday after the opening of school and continuing to the completion of the teacher's selected plan of payment or until termination of service, whatever comes first.

C. All teachers will receive their pay through direct deposit. Methods of payment of salary are as follows:

1. Plan #1. Yearly salary will be paid on a twenty-six (26) equal payments basis with payment every two (2) weeks during the school year and the remaining amount due payable in one check the last day of school.

2. Plan #2. Yearly salary will be paid on a twenty-two (22) equal payments basis with payment every two (2) weeks.

If the form for salary payment is not filled out and returned with the contract, Plan #1 shall prevail.

ARTICLE 40 LONGEVITY

Each year the Board will pay longevity in addition to the appropriate regular salary to teachers according to the following conditions and terms:

A. Longevity will be calculated pursuant to the past practice of the parties and in the manner outlined in Appendix E.

B. Longevity, as provided in Article 40, shall not apply to any teacher hired after June 30, 1996.

C. As of July 1, 1996, longevity payments will be calculated based on service to Region 12 exclusively, however those teachers who receive longevity payments as of June 30, 1996 will continue to receive such payments based upon the calculation method used as of June 30, 1996.

D. Teachers who receive longevity will have the longevity added to the yearly salary and payment will be according to the payment plan selected under Article 39 - Staff Salaries.

E. For teachers hired prior to June 30, 1996, not currently receiving longevity pay, they will become eligible for longevity pay when:

They have completed nineteen (19) years of service to Region #12; and have completed one year on the maximum salary step.

ARTICLE 41 INSURANCE BENEFITS

The Board shall provide the High Deductible Health Plan as described in Appendix F, attached hereto, for each unit member and eligible dependent eligible to receive such coverage under the terms of each insurance contract, with the following general description:

a. The High Deductible Health Plan (HDHP) with a \$2,000/\$4,000 deductible excess of deductible 100% in network, 80% out of network, \$3,000/\$6,000 in network out-of-pocket maximum \$4,000/\$8,000 out of network out-of-pocket maximum. The Board will fund \$1,000/\$2,000 of the deductible in a Health Savings Account (HSA) in two equal installments of \$500/\$1000 in the first payroll in September and the first payroll in February. When the deductible is satisfied, teachers shall pay co-pays on prescription drugs of \$5/25/40 for generic/brand preferred/brand non-preferred drugs respectively.

b. Vision Care endorsement;

c. Full Service Dental Plan with riders A & C;

d. Group life insurance coverage equal to double annual base salary rounded up to the next \$1,000 (note: Differentials reported to the TRB as part of annual base salary shall be considered part of base salary).

The health insurance provided by the Board shall be subject to an employee contribution equal to 17.5% of the total cost of the employee's health insurance coverage, including any dependent coverage. The employee contribution shall increase to 18.0% effective July 1, 2021, and increase to 18.5% effective July 1, 2022.

Employees who elect dental coverage, shall be subject to an employee contribution equal to 21.0% of the total cost of the employee's dental insurance coverage.

e. Shepaug Valley Regional School District No 12 shall implement and maintain a Section 125 pre-tax wage deduction plan in accordance with applicable provisions of Section 125 of the Internal Revenue code (and in accordance with any amendments to said provisions) so long as said provisions allow for such a plan. Said plan will be designed to permit exclusion from taxable income of the employees' share of health insurance premiums, allowable medical expenses and dependent care pursuant to IRS regulations for those employees who complete and sign the appropriate wage deduction form. The Shepaug Valley Regional School District No. 12 shall incur no obligation to engage in any form of impact bargaining in the event that a change in law reduces or eliminates the tax-exempt status of the employee insurance premium contributions, allowable medical expenses and dependent care. Neither the Union nor any employee covered by this Agreement shall make any claim or demands nor maintain any action against the school district or any of its members or agents for taxes, penalties, interests or other costs or loss arising from the use of the wage deduction form or from a change in law that may reduce or eliminate the employee tax benefits to be derived from this plan. Further, the parties agree that the health insurance benefits and the administration of those benefits shall continue to be governed by the collective bargaining agreement and the carriers' insurance plan.

f. Eligible dependents include the covered person's spouse and children as required by State or Federal law.

g. The Board may change or substitute insurance carriers or managed care organizations for the above-referenced health benefit program as long as the level of benefits are substantially equivalent to or better than the existing program. The "substantially equivalent to or better than" standard shall be applied on program-wide analysis, including the network, and shall not be benefit specific.

The Board shall notify the SVEA of its intention to change prior to changing. In the event the Association rejects the proposed change in insurance carriers, the issue will be submitted to the American Arbitration Association as described in Article 6 Section E.4 (c). The Board will not change to the new insurance carrier until the Arbitrator's decision has been issued in writing.

This and all future language contained within this section shall conform with all applicable State and Federal COBRA laws.

h. If an employee is precluded from participating in the HSA because he or she does not meet the minimum requirements of federal tax laws and/or regulations, the Board shall provide the employee with access to a Health Reimbursement Account (HRA). The Board's annual contribution to the HRA shall not exceed its annual contribution to the HSA, based on the employee's coverage level.

i. The Patient Protection and Affordable Care Act ("PPACA"; Public Law 111-148) has set forth and codified under the Internal Revenue Code (IRC) §4980I the imposition of an excise tax related to employer provided health insurance plans that exceed certain value thresholds. The impact of the excise tax is scheduled to take effect in 2020. Should any Federal statute or regulation pertaining to IRC §4980I be mandated to take effect during the term of this Agreement, potentially triggering the imposition of an excise tax with respect to any of the contractually agreed upon insurance plans offered herein, or should there be any other change in the Affordable Care Act that would cause a substantial increase or decrease in the cost of the health benefits set forth above, either party may initiate mid-term negotiations in accordance with the Teacher Negotiation Act. During such mid-term negotiations, the parties will reopen the insurance provisions of the contract for the purpose of addressing the impact of such changes. No other provision of the contract shall be reopened during such mid-term negotiations.

ARTICLE 42 EXTRA PAY FOR EXTRA DUTY

Extra duty for which extra compensation shall be paid and the amounts of such compensation are set forth in Appendix C which is attached hereto and made part of this Agreement. Teachers fulfilling such extra duty assignments shall not meet with different student groups simultaneously unless the Superintendent has provided written permission to combine activities. If new extra pay positions are created by the Board, the compensation for these positions will be negotiated by the Board and the Association. Stipend checks shall be written as a separate payment with the exception of Appendix C, Section J.

ARTICLE 43 REDUCTION IN THE PROFESSIONAL STAFF

A. It is understood that a layoff is a termination of employment subject to administrative and/or judicial review in the manner set forth in the subsections of Section 10-151 of the Connecticut General Statutes as amended, and in no other manner. In the case of judicial

review under those statutory provisions, the parties agree that the provisions of this article can and should be submitted to the court.

B. The name of any employee who has been laid off shall be placed on a reappointment list and remain on such-list for two years provided such teacher does not refuse a reappointment and provided such teacher applies in writing by certified or registered mail for retention of his or her name on said list on or before June 1 of each year subsequent to termination.

C. No new employee shall be hired to fill a position for which an employee on the reappointment list is certified or immediately certifiable. In cases where more than one employee on the reappointment list is certified or immediately certifiable for a particular position to be filled, seniority shall be the determining factor pursuant to the provisions of paragraph F below.

D. No employee who has been laid off shall be entitled to payment or accrual of any compensation or fringe benefits, whether or not he or she remains on the reappointment list. However, an employee who is reappointed from the list shall be entitled to reinstatement of any benefits earned or accrued at the time of layoff, and further accrual of salary increments and fringe benefits shall resume where they left off. No years of layoff will be credited as years of service for compensation or retirement purposes.

E. Seniority shall be the determining factor in layoffs, except that the Board may retain a teacher who would otherwise be laid off in any given school year if his or her certification, teaching level experience, and reliable evaluations by qualified evaluators shall convincingly demonstrate that such teacher possesses proficient professional value as a teacher and therefore should be retained in preference to the next more senior teacher. In the event of review by the Board of Education, the administration shall have the responsibility for demonstrating such proficient professional value. In the event of any other administrative or judicial review permitted by this Agreement or applicable law, the Board shall have such responsibility.

ARTICLE 45 MANAGEMENT RIGHTS AND POLICIES

Subject to the provisions of this Agreement, the Board of Education and the Superintendent of Schools reserve and retain all rights, authority and discretion, in the proper discharge of their duties and responsibilities, to control, supervise and manage the schools and its professional staff. Subject to the provisions of this Agreement, the Board has and will continue to retain, whether exercised or not, the sole right, responsibility and prerogative to direct the operation of the schools in all its aspects, including but not limited to the following: to determine educational policy and maintain such educational activities as in its judgment will best serve the interests of the students; to decide the need for school facilities; to determine the care, maintenance and operation of buildings, lands and other property used for school purposes; to employ, assign and transfer employees; to discipline, suspend or dismiss employees; to prescribe rules for the management, studies and discipline with the school; to determine the textbooks and

other instructional equipment to be used; to prepare budgets and, in its sole discretion, expend monies, appropriated by the legislature or derived from other sources for the operation of the school district; and to establish, change, and enforce reasonable rules, regulations and policies concerning, among other things, conditions of employment not in conflict with this Agreement.

ARTICLE 45 FACILITIES

The Board will provide in each school:

- A. A desk for each teacher equipped with locks.
- B. A faculty lounge/teachers' room comfortably furnished.
- C. Clean, well-lighted and lockable teachers'/staffs' lavatories.
- D. A communication system whereby teachers can effectively and expeditiously communicate with the main building office.

ARTICLE 46 BOARD POLICIES

A. Immediately subsequent to the signing of the Teacher's Initial Contract, the Board shall provide the teacher with access to an electronic copy of the Agreement then in effect covering the period of employment.

B. The Board will provide notice of all proposed Board policies which may impact mandatory subjects of bargaining to the President of the Shepaug Valley Education Association by mailing at the same time that such a policy is mailed to the Board of Education prior to the Board meeting at which it will be considered. The Board will provide notice of all proposed Board policies to each Instructional Leader and Head Teacher within five (5) teaching days of their initial public reading.

ARTICLE 47 VIRTUAL LEARNING

A. The intent and purpose of virtual learning is to provide a vehicle for the cooperative offering, exploration of, and sharing of educational opportunities among districts, along with the opportunity for students to take courses not offered in our School District in an interactive format.

B. It is not the purpose of virtual learning to reduce the total number of bargaining unit positions, members employed, or hours worked as a result of the implementation of a virtual learning environment. This does not preclude the use of virtual learning to provide an instructional program where limited enrollment precludes a course offering taught by a

bargaining unit member in a regular classroom setting or student scheduling conflict that cannot be resolved with bargaining unit members.

C. The Board of Education shall post all positions involved with virtual learning (i.e., Virtual High School Site Coordinator) as per contract.

D. In addition, the parties agree that if issues develop during the term of the contract not addressed herein, the parties agree to enter in mid-stream bargaining in accordance with the provision of C.G.S. 10-153 (e).

TEACHER'S INITIAL CONTRACT

APPENDIX A-1

The Board of Education of the SHEPAUG VALLEY REGIONAL SCHOOL DISTRICT NO. 12, Connecticut, hereby agrees to employ _____ and (to whom the term "teacher" hereinafter refers) hereby agrees to serve, under the direction of the Superintendent of Schools, as a teacher in the public schools of said Region for the school year beginning _____, and ending _____, subject to the conditions stated below.

In accordance with the provisions of the prevailing salary schedule of the Board of Education for said region, the Board has voted and hereby agrees to pay said teacher, and said teacher hereby agrees to accept, for service during the above stated period, an annual salary of \$ _____ payable in compliance with ARTICLE 39, STAFF SALARIES, of the Professional Agreement, beginning _____, and subject to required deductions for the State Teachers' Retirement Fund and the United States Withholding Tax, and other agreed-to-deductions which the teacher may in writing authorize.

This contract shall be renewed annually or non-renewed on or before May 1 or terminated in accordance with the terms of the Teacher Tenure Act, Conn. Gen. Stat. 10-151, as amended from time to time, including hearing procedures as set forth in that Act. For each year for which this contract is renewed, the annual salary of the teacher shall be in accordance with the provisions of the applicable collective bargaining agreement as provided in a teacher's annual salary agreement.

This contract may be terminated by mutual consent at any time. It may be terminated by the Board for cause as provided by statute. The teacher may resign for good reason by submitting at least thirty (30) days' written notice at any time except during the month of August, during which month, unless the contract has been terminated by mutual consent or Board action, the teacher will accept employment with no other Board of Education in Connecticut; provided that in the event no salary agreement for the ensuing year has been signed by August first, limitations on the teacher's resigning shall not be binding until such an agreement has been signed.

This contract is subject to the statutes of the State of Connecticut and the rules and regulations of the Board of Education.

IN ORDER TO VALIDATE THIS CONTRACT, A SIGNED COPY IS DUE IN THE SUPERINTENDENT'S OFFICE _____

SIGNED:

Date _____ Teacher _____

Board of Education of SHEPAUG VALLEY
REGIONAL SCHOOL DISTRICT NO. 12

Date _____ By: _____
Superintendent

TEACHER'S ANNUAL SALARY AGREEMENT

APPENDIX A-2

_____ (to whom the term "teacher" hereinafter refers), employed as a teacher in the public schools of the SHEPAUG VALLEY REGIONAL SCHOOL DISTRICT NO. 12, Connecticut, under a continuing contract dated _____, is hereby notified that the Board of Education of said Region has voted and hereby agrees, under the terms of said contract, and in accordance with the provisions of the prevailing salary schedule of the Board of Education for said Region to pay said teacher for the school year beginning _____, and ending _____, _____ an annual salary of \$ _____ payable in compliance with ARTICLE 39, STAFF SALARIES, of the Professional Agreement beginning _____, and subject to required deductions for the State Teachers' Retirement Fund and the United States Withholding Tax, and other agreed to deductions which the teacher may in writing authorize.

Said teacher, under the terms and conditions of the aforementioned continuing contract, hereby agrees to accept the above-stated salary in return for service during the above-stated period.

This salary agreement shall become operative when properly signed in duplicate and one copy returned by the teacher to the office of the Superintendent of Schools. If not signed and returned by the teacher on or before _____, a written statement of the reason must be submitted to the office of the Superintendent by this date.

SIGNED:

Date _____ Teacher _____

Board of Education of SHEPAUG VALLEY
REGIONAL SCHOOL DISTRICT NO. 12

Date _____ By: _____
Superintendent

TEACHER'S LONG TERM CONTRACT**APPENDIX A-3**

(Effective Beginning With and Subsequent to
the Fourth Year of Continuous Employment)

The Board of Education of the SHEPAUG VALLEY REGIONAL SCHOOL DISTRICT NO. 12, Connecticut, hereby agrees to employ _____, and _____ (to whom the term "teacher" hereinafter refers) hereby agrees to serve, under the direction of the Superintendent of Schools, as a teacher in the public schools of said Region on a continuing basis, subject to the conditions stated below, beginning _____. Said Board of Education agrees to pay said teacher an annual salary in accordance with the provisions of the prevailing salary schedule of the Board of Education for said Region and as determined through the signing of a teacher's annual salary agreement.

This contract of employment shall continue in force from year to year, subject to the following conditions:

- (a) It may be terminated by mutual consent at any time.
- (b) The teacher may resign for good reason by submitting at least thirty (30) days' written notice at any time except during the month of August, during which month, unless the contract has been terminated by mutual consent or Board action, the teacher will accept employment with no other Board of Education in Connecticut; provided that in the event no salary agreement for the ensuing year has been signed by August first, limitations on the teacher's resigning shall not be binding until such an agreement has been signed.
- (c) The Board may terminate this contract in accordance with the provisions of the Teacher Tenure Act, of Conn. Gen. Stat. 10-151 as it may be amended from time to time, including hearing procedures as set forth in that Act. Nothing herein contained shall deprive the Board of Education of the power to suspend a teacher from duty immediately when serious misconduct is charged, without prejudice to the rights of the teacher as otherwise provided herein.

This contract is subject to the statutes of the State of Connecticut and the rules and regulations of the Board of Education.

**IN ORDER TO VALIDATE THIS CONTRACT, A SIGNED COPY IS DUE IN
THE SUPERINTENDENT'S OFFICE ON OR BEFORE _____.**

SIGNED:

Date _____

Teacher _____

BOARD OF EDUCATION OF SHEPAUG VALLEY
REGIONAL SCHOOL DISTRICT NO. 12

Date _____

By: _____

Superintendent

APPENDIX B-1
SHEPAUG VALLEY REGIONAL SCHOOL DISTRICT NO. 12
TEACHER SALARY SCHEDULES
2020-2021

Yrs. Exp.	Step	BA	BA+30	MA	MA+12	MA+24	MA +30	6th Year	MA +60	PHD
0	1	49,630	51,609	55,444	56,559	57,561	58,059	59,963	60,980	61,978
1	2	51,008	53,028	56,862	57,978	58,982	59,482	61,384	62,401	63,398
2	3	52,342	54,862	58,857	60,019	61,085	61,616	63,651	64,907	65,959
3	4	54,257	58,194	62,516	63,791	64,960	65,565	67,850	69,593	70,758
4	5	56,926	60,392	65,132	66,473	67,716	68,352	70,797	72,836	74,072
5	6	58,961	62,644	67,800	69,208	70,516	71,194	73,794	76,134	77,436
6	7	61,000	64,895	70,468	71,941	73,318	74,040	76,791	79,428	80,798
7	8	63,035	67,147	73,136	74,676	76,120	76,879	79,791	82,724	84,161
8	9	65,071	69,396	75,801	77,408	78,922	79,724	82,788	86,020	87,524
9-10	10	67,106	71,648	78,469	80,143	81,724	82,570	85,786	89,317	90,888
11	11	69,139	73,897	81,137	82,876	84,527	85,412	88,785	92,610	94,254
12	12	71,178	76,149	83,806	85,611	87,329	88,255	91,782	95,906	97,616
13	13	75,320	80,663	88,944	90,877	92,722	93,718	97,512	102,007	103,844
14+	14	79,654	85,386	94,311	96,377	98,355	99,419	103,492	108,373	110,341

Effective July 1, 2020, all teachers not at the maximum step shall move up one (1) step on the salary schedule.

APPENDIX B-2
SHEPAUG VALLEY REGIONAL SCHOOL DISTRICT NO. 12
TEACHER SALARY SCHEDULES
2021-2022

Yrs. Exp.	Step	BA	BA+30	MA	MA+12	MA+24	MA +30	6th Year	MA +60	PHD
0	1	50,499	52,512	56,414	57,549	58,568	59,075	61,012	62,047	63,063
1	2	51,901	53,956	57,857	58,993	60,014	60,523	62,458	63,493	64,507
2	3	53,258	55,822	59,887	61,069	62,154	62,694	64,765	66,043	67,113
3	4	55,206	59,212	63,610	64,907	66,097	66,712	69,037	70,811	71,996
4	5	57,922	61,449	66,272	67,636	68,901	69,548	72,036	74,111	75,368
5	6	59,993	63,740	68,987	70,419	71,750	72,440	75,085	77,466	78,791
6	7	62,068	66,031	71,701	73,200	74,601	75,336	78,135	80,818	82,212
7	8	64,138	68,322	74,416	75,983	77,452	78,224	81,187	84,172	85,634
8	9	66,210	70,610	77,128	78,763	80,303	81,119	84,237	87,525	89,056
9	10	68,280	72,902	79,842	81,546	83,154	84,015	87,287	90,880	92,479
10- 11	11	70,349	75,190	82,557	84,326	86,006	86,907	90,339	94,231	95,903
12	12	72,424	77,482	85,273	87,109	88,857	89,799	93,388	97,584	99,324
13	13	76,638	82,075	90,501	92,467	94,345	95,358	99,218	103,792	105,661
14+	14	81,247	87,094	96,197	98,305	100,322	101,407	105,562	110,540	112,548

Effective July 1, 2021, all teachers not at the maximum step shall move up one (1) step on the salary schedule.

APPENDIX B-3
SHEPAUG VALLEY REGIONAL SCHOOL DISTRICT NO. 12
TEACHER SALARY SCHEDULES
2022-2023

Yrs. Exp.	Step	BA	BA+30	MA	MA+12	MA+24	MA +30	6th Year	MA +60	PHD
0	1	51,383	53,431	57,401	58,556	59,593	60,109	62,080	63,133	64,167
1	2	52,809	54,900	58,869	60,025	61,064	61,582	63,551	64,604	65,636
2	3	54,190	56,799	60,935	62,138	63,242	63,791	65,898	67,199	68,287
3	4	56,172	60,248	64,723	66,043	67,254	67,879	70,245	72,050	73,256
4	5	58,936	62,524	67,432	68,820	70,107	70,765	73,297	75,408	76,687
5	6	61,043	64,855	70,194	71,651	73,006	73,708	76,399	78,822	80,170
6	7	63,154	67,187	72,956	74,481	75,907	76,654	79,502	82,232	83,651
7	8	65,260	69,518	75,718	77,313	78,807	79,593	82,608	85,645	87,133
8	9	67,369	71,846	78,478	80,141	81,708	82,539	85,711	89,057	90,614
9	10	69,475	74,178	81,239	82,973	84,609	85,485	88,815	92,470	94,097
10	11	71,580	76,506	84,002	85,802	87,511	88,428	91,920	95,880	97,581
11-12	12	73,691	78,838	86,765	88,633	90,412	91,370	95,022	99,292	101,062
13	13	77,979	83,511	92,085	94,085	95,996	97,027	100,954	105,608	107,510
14+	14	82,872	88,836	98,121	100,271	102,328	103,435	107,673	112,751	114,799

Effective July 1, 2022, all teachers not at the maximum step shall move up one (1) step on the salary schedule.

APPENDIX C

EXTRA PAY FOR EXTRA DUTY

	<u>INDEX</u>	2020-2021 STIPEND	2021-2022 STIPEND	2022-2023 STIPEND
<u>ACADEMIC ACTIVITIES - A</u>				
Elementary Musical (Booth Free School)	0.010	\$724	\$736	\$749
Elementary Musical (Burnham School)	0.010	\$724	\$736	\$749
Elementary Musical (Washington Primary School)	0.010	\$724	\$736	\$749
Elementary Student Council Advisor (Booth Free School)	0.010	\$724	\$736	\$749
Elementary Student Council Advisor (Burnham School)	0.010	\$724	\$736	\$749
Elementary Student Council Advisor (Washington Primary School)	0.010	\$724	\$736	\$749
Elementary Yearbook Advisor (Booth Free School)	0.010	\$724	\$736	\$749
Elementary Yearbook Advisor (Burnham School)	0.010	\$724	\$736	\$749
Elementary Yearbook Advisor (Washington Primary School)	0.010	\$724	\$736	\$749
Fifth Grade Aloha Celebration (Booth Free School)	0.005	\$362	\$368	\$375
Fifth Grade Aloha Celebration (Burnham School)	0.005	\$362	\$368	\$375
Fifth Grade Aloha Celebration (Washington Primary School)	0.005	\$362	\$368	\$375
Science Invention Convention (each teacher)	0.005	\$362	\$368	\$375
MS Computer Lab Club	0.010	\$724	\$736	\$749
MS Helping Hands	0.030	\$2,171	\$2,209	\$2,247
MS STEM Enrichment	0.040	\$2,894	\$2,945	\$2,997
MS Student Council Advisor	0.040	\$2,894	\$2,945	\$2,997
MS Yearbook Advisor	0.025	\$1,809	\$1,841	\$1,873
Advisor: Freshman Class	0.036	\$2,605	\$2,651	\$2,697
Advisor: Junior Class #1	0.051	\$3,690	\$3,755	\$3,821
Advisor: Junior Class #2	0.051	\$3,690	\$3,755	\$3,821
Advisor: Senior Class #1	0.058	\$4,197	\$4,270	\$4,345
Advisor: Senior Class #2	0.058	\$4,197	\$4,270	\$4,345
Advisor: Sophomore Class	0.043	\$3,112	\$3,166	\$3,221
Advisory Program Coordinator	0.025	\$1,809	\$1,841	\$1,873
Alumni Coordinator	0.025	\$1,809	\$1,841	\$1,873
Art Honor Society Advisor	0.010	\$724	\$736	\$749
Capstone Coordinator	0.058	\$4,197	\$4,270	\$4,345
Debate Team Advisor	0.036	\$681	\$693	\$705
Drama: SVS Drama (Fall)	0.030	\$2,171	\$2,209	\$2,247
Drama: SVS Orchestra Director	0.030	\$2,171	\$2,209	\$2,247
Drama: SVS Theatre Assistant Director	0.055	\$3,980	\$4,050	\$4,120
Drama: SVS Theatre Director	0.085	\$6,151	\$6,258	\$6,368
Drama: Technical Stage Director	0.055	\$3,980	\$4,050	\$4,120
Future Business Leaders of America (FBLA)	0.010	\$724	\$736	\$749
Future Farmers of America Club	0.090	\$6,512	\$6,627	\$6,742
HS Ecology-Lions Club	0.010	\$724	\$736	\$749
HS Robotics Coach	0.010	\$724	\$736	\$749
HS Student Council Advisor	0.040	\$2,894	\$2,945	\$2,997
HS Yearbook Advisor	0.055	\$3,980	\$4,050	\$4,120
Makerspace	0.030	\$2,171	\$2,209	\$2,247
Marching Band Advisor	0.030	\$2,171	\$2,209	\$2,247

EXTRA PAY FOR EXTRA DUTY

	<u>INDEX</u>	2020-2021 STIPEND	2021-2022 STIPEND	2022-2023 STIPEND
Music: Brass Ensemble	0.010	\$724	\$736	\$749
Music: Jazz Band	0.010	\$724	\$736	\$749
Music: Pep Band	0.010	\$724	\$736	\$749
Music: Tri-M Advisor	0.015	\$1,085	\$1,104	\$1,124
Music: Valley Voices	0.010	\$724	\$736	\$749
National Honor Society Advisor	0.010	\$724	\$736	\$749
Newspaper Advisor (co-curricular)	0.030	\$2,171	\$2,209	\$2,247
Political Simulation Advisor (Model UN)	0.025	\$1,809	\$1,841	\$1,873
Senior Project (teachers)	0.013	\$941	\$957	\$974
Shepaug World Affairs	0.009	\$681	\$693	\$705
Special Education-Teaching Program (Per hour)	0.001	\$49	\$49	\$50
Team Mentor (per mentee)	0.010	\$724	\$736	\$749
VHS Coordinator	0.055	\$3,980	\$4,050	\$4,120
Video Production Club	0.010	\$724	\$736	\$749
<u>ATHLETIC ACTIVITIES (FALL & SPRING)-B</u>				
Baseball: Boys' Varsity	0.070	\$5,065	\$5,154	\$5,244
Baseball: Boys' Assistant Varsity	0.050	\$3,618	\$3,681	\$3,746
Baseball: Boys' Jr. Varsity	0.050	\$3,618	\$3,681	\$3,746
Baseball: Boys' Jr. Varsity Assistant	0.050	\$3,618	\$3,681	\$3,746
Baseball: MS Boys'	0.043	\$3,112	\$3,166	\$3,221
Cross Country: Boys' Varsity	0.055	\$3,980	\$4,050	\$4,120
Cross Country: Girls' Varsity	0.055	\$3,980	\$4,050	\$4,120
Cross Country: MS Boys'	0.025	\$1,809	\$1,841	\$1,873
Cross Country: MS Girls'	0.025	\$1,809	\$1,841	\$1,873
Field Hockey: Girls' Jr. Varsity	0.050	\$3,618	\$3,681	\$3,746
Field Hockey: Girls' Varsity	0.070	\$5,065	\$5,154	\$5,244
Field Hockey: MS Girls'	0.043	\$3,112	\$3,166	\$3,221
Game Day Field Hockey Asst. (per hr x 15 hrs)	0.004	\$259	\$264	\$268
Golf: Varsity	0.060	\$4,342	\$4,418	\$4,495
Soccer: Boys' Jr. Varsity	0.050	\$3,618	\$3,681	\$3,746
Soccer: Boys' Varsity	0.070	\$5,065	\$5,154	\$5,244
Soccer: Girls' Jr. Varsity	0.050	\$3,618	\$3,681	\$3,746
Soccer: Girls' Varsity	0.070	\$5,065	\$5,154	\$5,244
Soccer: MS Boys'	0.043	\$3,112	\$3,166	\$3,221
Soccer: MS Girls'	0.043	\$3,112	\$3,166	\$3,221
Softball: Girls' Jr. Varsity	0.050	\$3,618	\$3,681	\$3,746
Softball: Girls' Varsity	0.070	\$5,065	\$5,154	\$5,244
Softball: MS Girls'	0.043	\$3,112	\$3,166	\$3,221
Tennis: Boys' Varsity	0.060	\$4,342	\$4,418	\$4,495
Tennis: Girls' Varsity	0.060	\$4,342	\$4,418	\$4,495
Track: Boys' Assistant Varsity	0.050	\$3,618	\$3,681	\$3,746
Track: Boys' Varsity	0.070	\$5,065	\$5,154	\$5,244
Track: Girls' Assistant Varsity	0.050	\$3,618	\$3,681	\$3,746
Track: Girls' Varsity	0.070	\$5,065	\$5,154	\$5,244
Track: MS Boys'	0.035	\$2,533	\$2,577	\$2,622
Track: MS Girls'	0.035	\$2,533	\$2,577	\$2,622
Unified Sports Coach	0.025	\$1,809	\$1,841	\$1,873

EXTRA PAY FOR EXTRA DUTY

<u>INDEX</u>	2020-2021 STIPEND	2021-2022 STIPEND	2022-2023 STIPEND
--------------	------------------------------	------------------------------	------------------------------

Athletics (Winter)

Basketball: Boys' Freshmen	0.060	\$4,342	\$4,418	\$4,495
Basketball: Boys' Jr. Varsity	0.060	\$4,342	\$4,418	\$4,495
Basketball: Boys' Varsity	0.090	\$6,512	\$6,627	\$6,742
Basketball: Girls' Jr. Varsity	0.060	\$4,342	\$4,418	\$4,495
Basketball: Girls' Varsity	0.090	\$6,512	\$6,627	\$6,742
Basketball: MS Boys'	0.047	\$3,401	\$3,461	\$3,521
Basketball: MS Girls'	0.047	\$3,401	\$3,461	\$3,521
Cheerleading: HS	0.060	\$4,342	\$4,418	\$4,495
Ice Hockey	0.090	\$6,512	\$6,627	\$6,742
Ice Hockey Assistant	0.060	\$4,342	\$4,418	\$4,495
Indoor Track	0.035	\$2,533	\$2,577	\$2,622
Indoor Track Assistant	0.025	\$1,809	\$1,841	\$1,873
Swimming: Assistant Varsity	0.048	\$3,473	\$3,534	\$3,596
Swimming: Assistant Varsity (Diving)	0.048	\$3,473	\$3,534	\$3,596
Swimming: MS Assistant	0.025	\$1,809	\$1,841	\$1,873
Swimming: MS Head	0.047	\$3,401	\$3,461	\$3,521
Swimming: Varsity	0.090	\$6,512	\$6,627	\$6,742

Intramural Sports Advisor (Booth Free School)	0.024	\$1,737	\$1,767	\$1,798
Intramural Sports Advisor (Burnham School)	0.024	\$1,737	\$1,767	\$1,798
Intramural Sports Advisor(Washington Primary School)	0.024	\$1,737	\$1,767	\$1,798

LEADERSHIP - C

Head Teacher (Booth Free School)	0.080	\$5,789	\$5,890	\$5,993
Head Teacher (Burnham School)	0.080	\$5,789	\$5,890	\$5,993
Head Teacher (Washington Primary School)	0.080	\$5,789	\$5,890	\$5,993

MS Team Leader (Grade 6)	0.065	\$4,703	\$4,786	\$4,870
MS Team Leader (Grade 7)	0.065	\$4,703	\$4,786	\$4,870
MS Team Leader (Grade 8)	0.065	\$4,703	\$4,786	\$4,870

Athletic Director	0.146	\$10,565	\$10,750	\$10,938
Content Coach / Coordinator: Art	0.080	\$5,789	\$5,890	\$5,993
Content Coach / Coordinator: Career and Technological Education	0.080	\$5,789	\$5,890	\$5,993
Content Coach / Coordinator: Music	0.080	\$5,789	\$5,890	\$5,993
Content Coach / Coordinator: Physical Education/Health	0.080	\$5,789	\$5,890	\$5,993
Content Coach / Coordinator: School Counseling Services	0.080	\$5,789	\$5,890	\$5,993

EXTRA PAY FOR EXTRA DUTY

<u>INDEX</u>	2020-2021 STIPEND	2021-2022 STIPEND	2022-2023 STIPEND
--------------	------------------------------	------------------------------	------------------------------

Content Coach / Coordinator: Special Education	0.080	\$5,789	\$5,890	\$5,993
Content Coach / Instructional Leader: English	0.080	\$5,789	\$5,890	\$5,993
Content Coach / Instructional Leader: Math	0.080	\$5,789	\$5,890	\$5,993
Content Coach / Instructional Leader: Science	0.080	\$5,789	\$5,890	\$5,993

Content Coach / Instructional Leader: Social Studies	0.080	\$5,789	\$5,890	\$5,993
Content Coach / Instructional Leader: World Language	0.080	\$5,789	\$5,890	\$5,993
Dean of Students	0.080	\$5,789	\$5,890	\$5,993
Project Team Coordinator	0.080	\$5,789	\$5,890	\$5,993
Student Activities	0.055	\$3,980	\$4,050	\$4,120
TEAM Facilitator	0.040	\$2,894	\$2,945	\$2,997

HOMEBOUND INSTRUCTION-H

(Per Hour)	0.0008	\$56.31	\$57.29	\$58.30
------------	--------	---------	---------	---------

I. Payments of Academic Activities will be divided equally and paid in the second payroll in December and the first payroll in June.

J. Payment of Instructional Leaders, Head Teachers, Team Leaders and Directors will be divided equally and included in their regular payroll checks in accordance with their Salary Payment Plan.

K. Payment for Athletic Activities will be:

Fall Sport Coaches: First payroll in November

Winter Sport Coaches: Two equal installments, second payroll in December and first payroll in March.

Spring Sport Coaches: First payroll in June

Completion of a season is a condition of a coaching activity.

L. All vacancies in extra duty positions shall be posted for a period of five (5) days prior to an appointment.

M. Every effort should be made to nominate appointees to extra-duty positions by June 15 of each school year for the succeeding school year.

N. Any certified teacher who is hired to teach an adult education course shall be compensated at the rate of \$494.00 per course.

O. The index number must be multiplied by the BA Step 1 plus increase and by a multiplier consisting of 1.458. For the purpose of Appendix C calculation only the following BA Step 1 figures shall be used:

2020-21 \$49,630

2021-22 \$50,499

2022-23 \$51,383

P. Each class shall have two advisors whose compensation is listed above under Academic Activities.

Q. "Acting" Foreign Language Department Chair (Instruction leader) shall be paid 75% of stipend and no release time

TYPE OR PRINT

**APPENDIX D-1
GRIEVANCE FORM A**

FORMAL GRIEVANCE PRESENTATION

(Level One)

(To be completed by aggrieved person)

AGGRIEVED
PERSON _____

DATE OF FORMAL
PRESENTATION _____

HOME ADDRESS OF
AGGRIEVED
PERSON _____

SCHOOL _____ PRINCIPAL _____

YEARS IN SCHOOL SYSTEM _____ SUBJECT AREA (AND/OR
GRADE _____

NAME OF ASSOCIATION
SCHOOL REPRESENTATIVE _____

STATEMENT OF GRIEVANCE:

ACTION REQUESTED:

// IMMEDIATE REFERRAL TO LEVEL 2 (Grievance not under the purview of the
Principal).

// OTHER (Specify).

(signature of Aggrieved)

TYPE OR PRINT

**APPENDIX D-2
GRIEVANCE FORM B**

DECISION OF PRINCIPAL

(To be completed by Principal, or other appropriate administrator, within 5 days of formal grievance presentation.)

AGGRIEVED
PERSON _____

DATE OF FORMAL
GRIEVANCE PRESENTATION _____

SCHOOL _____

PRINCIPAL (OR OTHER
ADMINISTRATOR) _____

DECISION OF PRINCIPAL (OR OTHER ADMINISTRATOR) AND REASONS
THEREFORE:

DATE OF
DECISION _____

(signature of Principal)

AGGRIEVED PERSON'S RESPONSE: (To be completed by Aggrieved within 5 days of decision.)

- // I accept the above decision of the Principal (or other administrator).
- // I hereby refer the above decision to the Association's Professional Rights and Responsibilities Committee for appeal to the Superintendent of Schools.

DATE OF
RESPONSE _____

(signature of Aggrieved)

TYPE OR PRINT

**APPENDIX D-3
GRIEVANCE FORM C**

REFERRAL BY PR&R COMMITTEE

(To be completed by Association PR&R Committee Chairman within 5 days of referral.)

AGGRIEVED
PERSON _____

DATE OF FORMAL
GRIEVANCE PRESENTATION _____

CHAIRMAN OF
PR&R COMMITTEE _____

DATE REFERRAL
RECEIVED BY PR&R _____

OPINION OF ASSOCIATION PR&R COMMITTEE AND REASONS THEREFORE:
(OPTIONAL)

// The attached grievance is hereby referred to the Superintendent of Schools for a hearing.

DATE OF
REFERRAL _____

(signature of PR&R Chairman)

TYPE OR PRINT

**APPENDIX D-4
GRIEVANCE FORM D**

DECISION BY SUPERINTENDENT

(To be completed by Superintendent of Schools within 5 days after hearing with Aggrieved and Association PR&R Committee representatives; hearing to be held within 10 days after receipt of appeal.)

AGGRIEVED PERSON _____ DATE OF FORMAL GRIEVANCE PRESENTATION _____

DATE APPEAL RECEIVED BY SUPERINTENDENT _____ DATE HEARING HELD BY SUPERINTENDENT _____

DECISION OF SUPERINTENDENT AND REASONS THEREFORE:

DATE OF DECISION _____

(signature of Principal)

AGGRIEVED PERSON'S RESPONSE: (To be completed by Aggrieved within 5 days of decision.)

// I accept the above decision of the Superintendent of Schools.

// I hereby appeal through the Association PR&R Committee, to the Board of Education for a review of this grievance.

DATE OF RESPONSE _____

(signature of Aggrieved)

TYPE OR PRINT

**APPENDIX D-5
GRIEVANCE FORM E**

REVIEW BY BOARD OF EDUCATION

AGGRIEVED PERSON _____ DATE OF FORMAL GRIEVANCE PRESENTATION _____

PR&R COMMITTEE REFERRAL TO BOARD: (To be completed within 5 days of PR&R receipt of appeal from Aggrieved.)

// The attached grievance is hereby appealed to the Board of Education for review and hearing.

DATE OF REFERRAL TO BOARD _____
(signature of PR&R Chairman)

BOARD RESPONSE:
(To be completed by Board of Education Chairman within 5 days after board hearing with aggrieved and Association PR&R Committee representatives; board hearing to be held within 20 days after receipt of appeal.)

DATE APPEAL RECEIVED BY BOARD OF EDUCATION _____ DATE HEARING HELD BY BOARD OF EDUCATION _____

DECISION OF BOARD OF EDUCATION AND REASONS THEREFORE:

DATE OF DECISION _____
(signature of Board Chairman)

AGGRIEVED PERSON'S RESPONSE: (To be completed by Aggrieved within 5 days of decision.)

// I accept the above decision of the Board of Education.

// I hereby request that the Association submit this grievance to arbitration.

DATE OF RESPONSE _____
(signature of Aggrieved)

TYPE OR PRINT

APPENDIX D-6

GRIEVANCE FORM F

DETERMINATION REGARDING ARBITRATION

(To be completed by Association President and PR&R Committee Chairman within 5 days of receipt of request from aggrieved that grievance be submitted to arbitration.)

AGGRIEVED
PERSON _____

DATE OF FORMAL
GRIEVANCE PRESENTATION _____

ASSOCIATION
PRESIDENT _____

DATE REQUEST RECEIVED
FOR ARBITRATION _____

DETERMINATION BY ASSOCIATION:

// The Association, through its PR&R Committee, has determined that this grievance is not meritorious and/or that submitting it to arbitration is not in the best interests of the school system. The grievance therefore is closed.

// The Association, through its PR&R Committee, has determined that this grievance is meritorious and that submitting it to arbitration is in the best interests of the school system. The grievance therefore is hereby submitted to arbitration.

DATE OF
DETERMINATION _____

(signature of PR&R Chairman)

(signature of Association President)

DESIGNATION OF ARBITRATOR: (To be completed by Board Chairman and Association President within 5 days of Association's determination to submit grievance to arbitration.)

// The parties have agreed upon and selected _____
(name of arbitrator) as the arbitrator to whom the appended grievance is hereby submitted.

DATE OF
DESIGNATION _____

(signature of Association President)

(signature of Board Chairman)

LONGEVITY

APPENDIX E

Longevity has been paid pursuant to Article 40 in accordance with the following terms and conditions:

- A. Those teachers receiving longevity payments in the 1989-1990 school year will be “grandfathered in” and credited for all of the years credited up to and including 1989-1990, plus one year additional credit for each year of teaching subsequent to 1989-1990. For example, a teacher with five (5) years of longevity credit in the 1992-1993 school year will receive six (6) years of longevity credit in 1993-1994, seven (7) years of longevity credit in 1994-1995, and eight (8) years of longevity credit in 1995-1996.

The yearly longevity payment for those teachers will be calculated in the following manner:

(Number of credited longevity years) x (rate per year) = longevity pay for that year.

The rate per credited longevity year shall be: \$200.00

- B. Those teachers not receiving longevity during the 1992-1993 school year will become eligible for longevity pay after a year on maximum in the salary schedule. Thereafter, credited longevity years will accrue at the rate of one (1) per year. The first year of longevity will be worth \$300.

Each subsequent year will be worth \$200.

For example, a teacher on maximum during the 1992-1993 school year without longevity will start longevity in 1993-1994. This teacher will receive the following longevity payments during the life of this contract:

School Year	Longevity	Calculation Method
1993- 1994	\$300.00	(\$300 + 0 x \$200)
1994- 1995	\$500.00	(\$300 + 1 x \$200)
1995- 1996	\$700.00	(\$300 + 2 x \$200)

- C. Teachers who receive longevity will have the longevity added to the yearly salary and payment will be according to the payment plan selected under Article 39 - Staff Salaries.

HEALTH INSURANCE SUMMARY

APPENDIX F

Summary of Benefits and Coverage: What this Plan Covers & What You Pay For Covered Services

Anthem Blue Cross and Blue Shield : RSD # 12 Lumenos HSAXXXX Plan \$2000-4000 RX Copays

Coverage for: Individual + Family | Plan
Type: PPO



The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services. **NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary.** For more information about your coverage, or to get a copy of the complete terms of coverage, <https://eoc.anthem.com/eocdps/fi>. For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copayment, deductible, provider, or other underlined terms see the Glossary. You can view the Glossary at www.healthcare.gov/sbc-glossary/ or call (800) 922-6621 to request a copy.

Important Questions	Answers	Why This Matters:
What is the overall <u>deductible</u> ?	\$2,000/individual or \$4,000/family for In- <u>Network Providers</u> . \$2,000/individual or \$4,000/family for Out-of- <u>Network Providers</u> .	Generally, you must pay all of the costs from <u>providers</u> up to the <u>deductible</u> amount before this <u>plan</u> begins to pay. If you have other family members on the policy, the overall family <u>deductible</u> must be met before the <u>plan</u> begins to pay.
Are there services covered before you meet your <u>deductible</u> ?	Yes. <u>Preventive care</u> for In- <u>Network Providers</u> .	This <u>plan</u> covers some items and services even if you haven't yet met the <u>deductible</u> amount. But a <u>copayment</u> or <u>coinsurance</u> may apply. For example, this <u>plan</u> covers certain preventive services without <u>cost-sharing</u> and before you meet your <u>deductible</u> . See a list of covered preventive services at https://www.healthcare.gov/coverage/preventive-care-benefits/ .
Are there other <u>deductibles</u> for specific services?	No.	You don't have to meet <u>deductibles</u> for specific services.
What is the <u>out-of-pocket limit</u> for this <u>plan</u> ?	\$3,000/individual or \$6,000/family for In- <u>Network Providers</u> . 4,000/individual or \$8,000/family for Out-of- <u>Network Providers</u> .	The <u>out-of-pocket limit</u> is the most you could pay in a year for covered services. If you have other family members in this <u>plan</u> , the overall family <u>out-of-pocket limit</u> must be met.
What is not included in the <u>out-of-pocket limit</u> ?	Premiums, <u>Balance-Billing</u> charges, and Health Care this <u>plan</u> doesn't cover.	Even though you pay these expenses, they don't count toward the <u>out-of-pocket limit</u> .
Will you pay less if you use a <u>network provider</u> ?	Yes, Century Preferred. See www.anthem.com or call (800) 922-6621 for a list of <u>network providers</u> .	This <u>plan</u> uses a <u>provider network</u> . You will pay less if you use a <u>provider</u> in the <u>plan's network</u> . You will pay the most if you use an out-of- <u>network provider</u> , and you might receive a bill from a <u>provider</u> for the difference between the <u>provider's</u> charge and what your <u>plan</u> pays (<u>balance billing</u>). Be aware your <u>network provider</u> might use an out-of- <u>network provider</u> for some services (such as lab work). Check with your <u>provider</u> before you get services.
Do you need a <u>referral</u> to see a <u>specialist</u> ?	No.	You can see the <u>specialist</u> you choose without a <u>referral</u> .



All copayment and coinsurance costs shown in this chart are after your deductible has been met, if a deductible applies.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	0% <u>coinsurance</u>	20% <u>coinsurance</u>	-----none-----
	Specialist visit	0% <u>coinsurance</u>	20% <u>coinsurance</u>	-----none-----
	Preventive care/screening/immunization	No charge	20% <u>coinsurance</u>	You may have to pay for services that aren't preventive. Ask your <u>provider</u> if the services needed are preventive. Then check what your <u>plan</u> will pay for.
If you have a test	Diagnostic test (x-ray, blood work)	Lab – Office 0% <u>coinsurance</u> X-Ray – Office 0% <u>coinsurance</u>	Lab – Office 20% <u>coinsurance</u> X-Ray – Office 20% <u>coinsurance</u>	Lab – Office -----none----- X-Ray – Office -----none-----
	Imaging (CT/PET scans, MRIs)	0% <u>coinsurance</u>	20% <u>coinsurance</u>	-----none-----
If you need drugs to treat your illness or condition More information about <u>prescription drug coverage</u> is available at http://www.anthem.com/pharmacyinformation/ National	Tier 1 - Typically Generic	\$5/prescription (retail) and \$5/prescription (home delivery)	20% <u>coinsurance</u> (retail) and 20% <u>coinsurance</u> (home delivery)	Unlimited Annual Maximum Retail: 34 days Mail order: 100 days
	Tier 2 - Typically Preferred / Brand	\$25/prescription (retail) and \$50/prescription (home delivery)	20% <u>coinsurance</u> (retail) and 20% <u>coinsurance</u> (home delivery)	
	Tier 3 - Typically Non-Preferred / Specialty Drugs	\$40/prescription (retail) and \$80/prescription (home delivery)	20% <u>coinsurance</u> (retail) and 20% <u>coinsurance</u> (home delivery)	
	Tier 4 - Typically Specialty Drugs	\$40/prescription (retail) and \$80/prescription (home delivery)	20% <u>coinsurance</u> (retail) and 20% <u>coinsurance</u> (home delivery)	
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	0% <u>coinsurance</u>	20% <u>coinsurance</u>	-----none-----
	Physician/surgeon fees	0% <u>coinsurance</u>	20% <u>coinsurance</u>	-----none-----
	Emergency room care	0% <u>coinsurance</u>	Covered as In-Network	-----none-----

* For more information about limitations and exceptions, see plan or policy document at <https://eoc.anthem.com/eocdps/fi>.

Common Medical Event	Services You May Need	What You Will Pay		Limitations, Exceptions, & Other Important Information
		In-Network Provider (You will pay the least)	Out-of-Network Provider (You will pay the most)	
If you need immediate medical attention	<u>Emergency room care</u>	0% <u>coinsurance</u>	Covered as In-Network	-----none-----
	<u>Emergency medical transportation</u>	0% <u>coinsurance</u>	20% <u>coinsurance</u>	-----none-----
	<u>Urgent care</u>	0% <u>coinsurance</u>	20% <u>coinsurance</u>	There may be other levels of cost share that are contingent on how services are provided.
If you have a hospital stay	Facility fee (e.g., hospital room)	0% <u>coinsurance</u>	20% <u>coinsurance</u>	Failure to obtain pre-authorization may result in non-coverage or reduced benefits.
	Physician/surgeon fees	0% <u>coinsurance</u>	20% <u>coinsurance</u>	-----none-----
If you need mental health, behavioral health, or substance abuse services	Outpatient services	Office Visit 0% <u>coinsurance</u> Other Outpatient 0% <u>coinsurance</u>	Office Visit 20% <u>coinsurance</u> Other Outpatient 20% <u>coinsurance</u>	Office Visit -----none----- Other Outpatient -----none-----
	Inpatient services	0% <u>coinsurance</u>	20% <u>coinsurance</u>	Failure to obtain pre-authorization may result in non-coverage or reduced benefits.
If you are pregnant	Office visits	0% <u>coinsurance</u>	20% <u>coinsurance</u>	Failure to obtain pre-authorization may result in non-coverage or reduced benefits. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound.)
	Childbirth/delivery professional services	0% <u>coinsurance</u>	20% <u>coinsurance</u>	
	Childbirth/delivery facility services	0% <u>coinsurance</u>	20% <u>coinsurance</u>	
If you need help recovering or have other special health needs	<u>Home health care</u>	0% <u>coinsurance</u>	20% <u>coinsurance</u>	200 visits/benefit period.
	<u>Rehabilitation services</u>	0% <u>coinsurance</u>	20% <u>coinsurance</u>	*See Therapy Services section.
	<u>Habilitation services</u>	0% <u>coinsurance</u>	20% <u>coinsurance</u>	
	<u>Skilled nursing care</u>	0% <u>coinsurance</u>	20% <u>coinsurance</u>	120 visits/benefit period. Failure to obtain pre-authorization may result in non-coverage or reduced benefits.
	<u>Durable medical equipment</u>	0% <u>coinsurance</u>	20% <u>coinsurance</u>	-----none-----
	<u>Hospice services</u>	0% <u>coinsurance</u>	20% <u>coinsurance</u>	Failure to obtain pre-authorization may result in non-coverage or reduced benefits.
If your child needs dental or eye care	Children's eye exam	0% <u>coinsurance</u>	20% <u>coinsurance</u>	*See Vision Services section.
	Children's glasses	Not covered	Not covered	
	Children's dental check-up	Not covered	Not covered	*See Dental Services section.

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

- | | | |
|------------------|---|------------------------|
| • Abortion | • Cosmetic surgery | • Dental care (adult) |
| • Long-term care | • Routine foot care unless you have been diagnosed with diabetes. | • Weight loss programs |

Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)

- | | | |
|------------------------|----------------------------|---|
| • Acupuncture | • Bariatric surgery | • PT/OT/ST & Chiropractic care 50 visits/benefit period. Excess is covered as out-of-network. |
| • Hearing aids | • Infertility treatment | • Most coverage provided outside the United States www.bcbs.com/bluecardworldwide |
| • Private-duty nursing | • Routine eye care (adult) | |

Your Rights to Continue Coverage: There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or www.cciio.cms.gov. Other coverage options may be available to you too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Your Grievance and Appeals Rights: There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact:

ATTN: Grievances and Appeals, P.O. Box 1038, North Haven, CT 06473-4201

Connecticut Department of Insurance, 153 Market Street, 7th Floor, Hartford, CT 06103, (860) 297-3000, (800) 203-3447

Does this plan provide Minimum Essential Coverage? **Yes**

If you don't have Minimum Essential Coverage for a month, you'll have to make a payment when you file your tax return unless you qualify for an exemption from the requirement that you have health coverage for that month.

Does this plan meet the Minimum Value Standards? **Yes**

If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

—————To see examples of how this plan might cover costs for a sample medical situation, see the next section.—————

About these Coverage Examples:



This is not a cost estimator. Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copayments and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

Peg is Having a Baby (9 months of in-network pre-natal care and a hospital delivery)

■ The plan's overall <u>deductible</u>	\$2,000
■ <u>Specialist coinsurance</u>	0%
■ Hospital (facility) <u>coinsurance</u>	0%
■ Other <u>coinsurance</u>	0%

This EXAMPLE event includes services like:

Specialist office visits (*prenatal care*)
 Childbirth/Delivery Professional Services
 Childbirth/Delivery Facility Services
Diagnostic tests (*ultrasounds and blood work*)
Specialist visit (*anesthesia*)

Total Example Cost	\$12,738
--------------------	----------

In this example, Peg would pay:

<u>Cost Sharing</u>	
<u>Deductibles</u>	\$2,000
<u>Copayments</u>	\$0
<u>Coinsurance</u>	\$0
<i>What isn't covered</i>	
Limits or exclusions	\$60
The total Peg would pay is	\$2,060

Managing Joe's type 2 Diabetes (a year of routine in-network care of a well-controlled condition)

■ The plan's overall <u>deductible</u>	\$2,000
■ <u>Specialist coinsurance</u>	0%
■ Hospital (facility) <u>coinsurance</u>	0%
■ Other <u>coinsurance</u>	0%

This EXAMPLE event includes services like:

Primary care physician office visits (*including disease education*)
Diagnostic tests (*blood work*)
Prescription drugs
Durable medical equipment (*glucose meter*)

Total Example Cost	\$7,400
--------------------	---------

In this example, Joe would pay:

<u>Cost Sharing</u>	
<u>Deductibles</u>	\$2,000
<u>Copayments</u>	\$0
<u>Coinsurance</u>	\$0
<i>What isn't covered</i>	
Limits or exclusions	\$55
The total Joe would pay is	\$2,055

Mia's Simple Fracture (in-network emergency room visit and follow up care)

■ The plan's overall <u>deductible</u>	\$2,000
■ <u>Specialist coinsurance</u>	0%
■ Hospital (facility) <u>coinsurance</u>	0%
■ Other <u>coinsurance</u>	0%

This EXAMPLE event includes services like:

Emergency room care (*including medical supplies*)
Diagnostic test (*x-ray*)
Durable medical equipment (*crutches*)
Rehabilitation services (*physical therapy*)

Total Example Cost	\$1,925
--------------------	---------

In this example, Mia would pay:

<u>Cost Sharing</u>	
<u>Deductibles</u>	\$1,925
<u>Copayments</u>	\$0
<u>Coinsurance</u>	\$0
<i>What isn't covered</i>	
Limits or exclusions	\$0
The total Mia would pay is	\$1,925

It's important we treat you fairly

That's why we follow federal civil rights laws in our health programs and activities. We don't discriminate, exclude people, or treat them differently on the basis of race, color, national origin, sex, age or disability. For people with disabilities, we offer free aids and services. For people whose primary language isn't English, we offer free language assistance services through interpreters and other written languages. Interested in these services? Call the Member Services number on your ID card for help (TTY/TDD: 711). If you think we failed to offer these services or discriminated based on race, color, national origin, age, disability, or sex, you can file a complaint, also known as a grievance. You can file a complaint with our Compliance Coordinator in writing to Compliance Coordinator, P.O. Box 27401, Mail Drop VA2002-N160, Richmond, VA 23279. Or you can file a complaint with the U.S. Department of Health and Human Services, Office for Civil Rights at 200 Independence Avenue, SW; Room 509F, HHH Building; Washington, D.C. 20201 or by calling 1-800-368-1019 (TDD: 1- 800-537-7697) or online at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>. Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

**APPENDIX G
LONG TERM DISABILITY COVERAGE SUMMARY**

Schedule of Benefits

About this Schedule

This Schedule of Benefits shows highlights of the coverage available under the Group Policy. Final interpretation of all provisions and coverages will be governed by the Group Policy on file with Anthem Life Insurance Company at its Administrative Office.

Your amount of insurance is determined by this schedule.

Your Long Term Disability Benefits help to protect You from loss of income due to a Disability as defined under the Policy. Your Long Term Disability Benefits are subject to any limitations, maximums, exclusions and reductions under the Policy, including any reductions by Your Deductible Sources of Income. Refer to the Long Term Disability Insurance Benefits section for details about how Your Monthly Benefit Payment is calculated.

Long Term Disability Benefit

Benefit Percentage:	60%
Maximum Monthly Benefit:	\$6,000
Minimum Monthly Benefit:	The minimum Monthly Benefit Payment is the greater of: <ul style="list-style-type: none">• \$100; or 10% of Your Gross Monthly Benefit.

Proof of Insurability means evidence satisfactory to Us of a person's health and other information related to insurability that We use which enables Us to determine whether the person can become insured, or is eligible for an increase in coverage.

Proof of Insurability is required for any amount for which application is received more than 31 days after the employee is initially eligible to purchase the insurance.

Elimination Period: The *longer* of:

- 180 days; or
- until the expiration of any Employer sponsored short term disability benefits.

LTD Certificate

Anthem Life Insurance Company

Maximum Benefit Period: If you are eligible for Long Term Disability Benefits under the Policy, We will send You a Monthly Benefit Payment each month up to the Maximum Benefit Period. Your Maximum Benefit Period is based on Your age at Disability as follows:

Social Security Normal Retirement Age duration (SSNRA)

For a disability which begins before You reach age 60, the Maximum Benefit Period will be until the Social Security Normal Retirement Age (SSNRA) as shown in the following table:

Year of Birth	<u>*Social Security Normal Retirement Age</u>
Before 1938	65 years
1938	65 years and 2 months
1939	65 years and 4 months
1940	65 years and 6 months
1941	65 years and 8 months
1942	65 years and 10 months
1943-1954	66 years
1955	66 years and 2 months
1956	66 years and 4 months
1957	66 years and 6 months
1958	66 years and 8 months
1959	66 years and 10 months
1960 and after	67 years
* Age at which You are entitled to unreduced Social Security benefits based on the Social Security Amendments of 1983.	

For a disability which starts on or after You reach age 60, the Maximum Benefit Period will be determined according to the following table:

<u>Your Age When Disability Begins</u>	<u>Maximum Benefit Period</u>
Less than age 60	To Social Security Normal Retirement Age (SSNRA)*
Age 60	60 months or to SSNRA*, whichever is greater
Age 61	48 months or to SSNRA*, whichever is greater
Age 62	42 months or to SSNRA*, whichever is greater
Age 63	36 months or to SSNRA*, whichever is greater
Age 64	30 months or to SSNRA*, whichever is greater
Age 65	24 months
Age 66	21 months
Age 67	18 months
Age 68	15 months
Age 69 and over	12 months

Premium Contributions:

Your coverage is Non-Contributory. This means Your employer pays all of the premium for Your Long Term Disability Benefit coverage.

Additional Benefits:

Additional Benefit for Survivor (Lump Sum)

Additional Benefit for Vocational Rehabilitation with Additional Benefit for Work Incentive

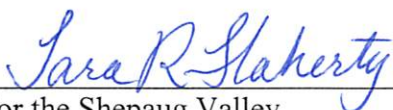
Additional Benefit for Workplace Modification Program

Specific information regarding the Policy and its terms may be obtained from the Plan Sponsor. The provisions, terms and conditions listed in any Policy document, including but not limited to this Certificate may be modified, amended, or changed at any time. Consent from any Insured or beneficiary is not required for such modification, amendment, or change.

DLS A 0205 C 1


SIDE LETTER AGREEMENT

The Shepaug Valley Regional School District No. 12 Board of Education ("Board") and the Shepaug Valley Education Association ("Association") hereby agree to create a standing study committee composed of an equal number of representatives of the Board and Association which will meet at least two (2) times per calendar year with the purpose of creating a dialogue regarding collective bargaining agreement between the parties. Each party shall appoint its own committee members. The duties of this study committee shall include, but not be limited to, reviewing the operations of the collective bargaining agreement and discussing possible cosmetic changes and ways to improve the language contained in the collective bargaining agreement. Participation in this study committee does not waive either the Board's or Association's right to request negotiations on particular contract provisions and issues. Further, the discussions which occur during study committee meetings shall in no way constitute bargaining history.



For the Shepaug Valley
Education Association

Date: 2/12/2020



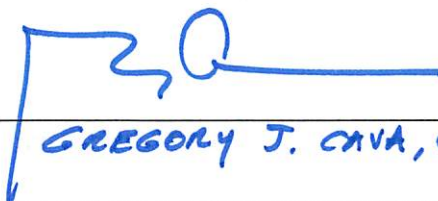
GREGORY J. CANE, CHAIRMAN
For the Board of Education

Date: 2/20/20

THIS AGREEMENT IS MADE AND ENTERED INTO on the 12 day of February, 2020 by and between the SHEPAUG VALLEY REGIONAL SCHOOL DISTRICT NO. 12 BOARD OF EDUCATION and the SHEPAUG VALLEY EDUCATION ASSOCIATION, affiliated with the Connecticut Education Association and the National Education Association.

BOARD OF EDUCATION, SHEPAUG VALLEY REGIONAL SCHOOL DISTRICT NO. 12

Towns of Bridgewater, Roxbury and Washington

By  GREGORY J. CAVA, CHAIRMAN

SHEPAUG VALLEY EDUCATION ASSOCIATION

By Lara R. Flaherty