

AGREEMENT BETWEEN

REGIONAL SCHOOL DISTRICT #10
AND

REGIONAL SCHOOL DISTRICT #10 SUPPORT STAFF EMPLOYEES
CSEA/SEIU, LOCAL 2001

JULY 1, 2023 – JUNE 30, 2026

TABLE OF CONTENTS

| <u>ARTICLE</u> | <u>PAGE</u> |
|--|-------------|
| Article I – Recognition Agreement | 1 |
| Article II – Management Rights | 1 |
| Article III – Association Bulletin Boards | 1 |
| Article IV – Association Meetings | 1 |
| Article V – Probationary Period | 2 |
| Article VI – Vacancies and New Positions | 2 |
| Article VII – Seniority | 2 |
| Article VIII – Layoff and Recall | 3 |
| Article IX – Vacations | 3 |
| Article X – Holidays | 4 |
| Article XI – Leave Provisions | 5 |
| Article XII – Pregnancy Disability Leave | 7 |
| Article XIII – Jury Duty | 8 |
| Article XIV – Leaves Without Pay | 8 |
| Article XV – Worker’s Compensation | 8 |
| Article XVI – Grievance Procedure | 8 |
| Article XVII – Union Security | 10 |
| Article XVIII – Insurance | 11 |
| Article XIX – Hours of Work/Working Conditions | 13 |
| Article XX – Longevity Payments | 13 |
| Article XXI – Pension | 14 |
| Article XXII – Dismissal | 14 |
| Article XXIII – Mileage | 14 |
| Article XXIV – No Strike/No Lockout | 14 |
| Article XXV – Savings Clause | 14 |
| Article XXVI – Duration and Signature | 15 |
| Appendix A – Salary Scale | 16 |

ARTICLE I

RECOGNITION AGREEMENT

Regional School District No. 10 (The Board) hereby recognized CSEA/SEIU, Local 2001, (the Union) as the exclusive representative for purposes of collective bargaining on matters of wages, hours, and other conditions of employment for all secretaries, and bookkeepers working twenty hours or more per week for Regional School District No. 10, excluding the secretary to the Superintendent as per Conn. State Board of Labor Relations Case No. ME 12, 783.

ARTICLE II

MANAGEMENT RIGHTS

It is recognized that the Board has and will continue to retain, whether exercised or not, the sole and unquestioned right, responsibility and prerogative to direct the operation of the Region No. 10 schools in all its aspects, including but not limited to the following: to determine the type of work to be performed by bargaining unit members; to assign all work to unit members; to decide the methods, procedures, and means of conducting the work; to select, hire, and demote unit members; to promote, hire, and lay-off unit members; to decide the need for facilities; to establish or continue policies, practices, and procedures for the conduct of business and the management of operations and from time to time to change or abolish such policies, practices, or procedures. These rights, responsibilities and prerogatives are not subject to delegation in whole or in part, except the same shall not be exercised in a manner inconsistent with or in violation of the specific terms and provision of this Agreement.

ARTICLE III

ASSOCIATION BULLETIN BOARDS

Bulletin Boards shall be made available in each school and the Central Office buildings for the purpose of displaying Union material.

ARTICLE IV

ASSOCIATION MEETINGS

Upon approval from the Superintendent or his/her designee, the Association may call meetings on school property. These meetings are to take place outside the normal workday or during lunch breaks, and shall not interfere with the employees work schedule or any other scheduled school activity.

ARTICLE V

PROBATIONARY PERIOD

All newly hired employees shall be required to complete a probationary period of six (6) months and during such period shall have no recourse to the grievance procedure. The Board, at its sole discretion, may terminate an employee during this period.

Upon successful completion of the probationary period, seniority shall revert back to the original date of hire.

Upon completion of probation the Board shall notify the Union president.

Employees who are transferred, promoted or reassigned either voluntarily or involuntarily shall serve a sixty (60) day probationary period. Upon completion of such probation the employee will either have successfully completed probation or revert back to the position previously held with no loss in benefits or wages at the position previously held.

ARTICLE VI

VACANCIES AND NEW POSITIONS

In the event of any permanent vacancies within the bargaining unit, notice thereof shall be sent to each bargaining unit member. Present bargaining unit members may request in writing a transfer to the vacancy within five working days of receiving the notice. In deciding whether to grant a request for a transfer under this section, consideration shall be given for experience, qualifications, seniority and job performance. In the event that there are no transfer requests received or if the Superintendent or his/her designee determines that bargaining unit members who applied for transfer do not qualify for the position, the union will be notified in writing that the position has been opened to non-bargaining union members. Notice of such vacancy will be posted in each building and posted outside the system. Notice of the filling of a vacancy and the salary given shall be sent to the Association within five (5) working days after the vacancy is filled. During the period of June, July and August when school is not in session, members of the bargaining unit shall be notified of vacancies via electronic mail. Salary will be at the discretion of the superintendent or his/her designee.

ARTICLE VII

SENIORITY

Seniority shall be defined as an employee's continuous length of service with the Board.

The Board shall prepare a list of all employees and their length of service and present it to the Union President every October 1. A separate list of all employees and their length of service within classification will be prepared by the Board. This list will serve in determining credit for prior service as it relates to benefits prior to this Agreement.

ARTICLE VIII

LAYOFF AND RECALL

Whenever it becomes necessary to reduce staff, the employee with the least seniority within the classification system shall be laid off first.

An employee scheduled for layoff may bump an employee in the same or lower classification, as noted below under classification, if he/she has greater seniority than the employee he/she will bump, and if, in the sole discretion of the Superintendent or his or her designee, the employee is qualified to perform the work of the employee he/she will bump.

Laid off employees shall be recalled in inverse order of lay-off. Recall rights will be for a period of one year from the date of layoff.

Notice of recall by the Board shall be by certified mail, sent to the individual's last known address. It shall be the laid off individual's responsibility to notify the Superintendent of Schools of his or her current address.

Notice of acceptance or rejection of recall by the employee shall be made by certified mail, within five (5) working days after the mailing of the notice. A failure to respond within this time frame will be deemed a refusal to accept re-employment. Returning individuals must return to work within fourteen (14) calendar days from the date of the mailing of the notification or the date the position becomes open, whichever occurs later.

Seniority shall not diminish during lay-off.

There shall be seven (7) classifications (ascending order):

1. Assistant Secretary
2. Secretary
3. Administrative Assistant
4. Senior Secretary
5. Bookkeeper
6. Payroll and Benefit Coordinator
7. H.R. Coordinator

ARTICLE IX

VACATIONS

Annual vacation leave with pay shall be earned and taken based on a fiscal year (July 1 thru June 30). All full time twelve-month employees will earn vacation in one fiscal year and take earned leave in the subsequent fiscal year.

| <u>UPON COMPLETION OF</u> | <u>VACATION TIME</u> |
|---------------------------|----------------------|
| 1 thru 4 years | 2 weeks |
| 5 thru 9 years | 3 weeks |
| 10 years through 19 years | 4 weeks |
| 20 years and over | 5 weeks |

During an employee's first year of employment ONLY, vacation time shall be prorated at $\frac{3}{4}$ days per month. If an employee terminates employment prior to completing a full fiscal year, vacation shall be prorated for current year and added to the balance of days not taken. The total balance shall be paid in cash upon said termination. If an employee's date of hire is between July 1 and December 31st, then he/she shall be given credit for one full fiscal year on the subsequent July 1st.

Effective July 1, 2020, if a 10-month employee becomes a 12-month employee, the amount of years they have been working as a 10-month employee will count towards the amount of vacation time they qualify for.

Unused vacation time shall not be carried over from year to year. Should an unusual situation arise, an employee may request carry over from the Superintendent or his or her designee. The decision shall be at his/her sole discretion.

Additional remuneration shall not be given in lieu of unused vacation time.

ARTICLE X

HOLIDAYS

The following holidays shall be observed as days off with pay:

TWELVE-MONTH EMPLOYEES:

| | |
|---------------------------|-----------------|
| Independence Day (2) | New Year's Day |
| Labor Day | Presidents' Day |
| Veteran's Day | Good Friday |
| Thanksgiving (2) | Memorial Day |
| Christmas Day (2) | Columbus Day |
| Martin L. King's Birthday | |

ELEVEN-MONTH EMPLOYEES:

| | |
|-------------------|---------------------------|
| Labor Day* | Martin L. King's Birthday |
| Columbus Day | Presidents' Day |
| Thanksgiving (2) | Good Friday |
| Christmas Day (2) | Memorial Day |
| New Year's Day | Independence Day |

TEN-MONTH EMPLOYEES:

| | |
|-------------------|---------------------------|
| Labor Day* | Martin L. King's Birthday |
| Columbus Day | Presidents' Day |
| Thanksgiving (2) | Good Friday |
| Christmas Day (2) | Memorial Day |
| New Year's Day | |

Holidays shall be celebrated on the day designated under state or federal law. In the absence of such state or federal law, holidays falling on a Saturday shall be celebrated on the preceding day and holidays falling on a Sunday shall be celebrated on Monday.

When a holiday occurs during regular vacation, said holiday shall not be charged against the employee earned vacation time. The employee shall be granted an additional day off.

Should school be in session on any designated holiday, the Superintendent will substitute an alternative holiday and employees will report to work on what was previously designated a holiday, as a regular workday.

These days may be altered in order to coincide with the school calendar.

| | | |
|-----------|---|---------------|
| 12 months | = | 260 days |
| 11 months | = | 200-over days |
| 10 months | = | 180-199 days |

Within 30 days after approval of Board Approved Region #10 Calendar for the coming year, all 12 month employee members of the bargaining unit will be notified in writing of July 4th and Christmas two day holiday dates.

*Labor Day will be a paid holiday if the employees schedule begins prior to the Labor Day holiday.

ARTICLE XI

LEAVE PROVISIONS

Sick Leave

Beginning July 1 of each year, all bargaining unit employees shall be entitled to the following sick time.

Twelve-Month Full Time Employees:

Fifteen (15) per year, cumulative to one hundred eighty (180).

Eleven Month (Two Hundred or More Day Employees):

Fifteen (15) per year, cumulative to one hundred thirty (130).

Ten-Month (in Excess of One Hundred Eighty Days) Employees:

Ten (10) per year, cumulative to one hundred fifteen (115).

Five (5) days of sick time may be used for illness in the immediate family.

Effective July 1, 2014, all employee shall accrue sick leave at the rate of 1.25 days per month until they reach their annual allotment as described above.

Any employee hired before July 1, 2017 who has completed ten (10) years of continuous service of 25 hours per week or more, and terminates employment with the Board in good standing for any reason, shall be paid for all unused sick leave at the rate of \$32.50 per day for the length of this agreement. In the event of an employee's death, payment of all unused sick leave shall be paid to his/her estate.

SICK LEAVE BANK:

The following guidelines for a Sick Day Bank apply for members of the bargaining unit:

- I. A bargaining unit member may make a written request to the superintendent requesting additional sick days after exhausting all individual accumulated sick days, personal days and workers' compensation, if applicable. Superintendent will have discretion to grant 1- 2 weeks of additional sick time. Such requests beyond the two extra weeks may include a request for sick days including donations from fellow support staff employees.
2. Such requests can only be made for prolonged catastrophic or chronic illness or injury of the individual up to a maximum of thirty (30) workdays.
3. Medical documentation will be required and must include written statement by the doctor as to person's ability to handle job responsibilities and expected date of return.
4. Each request will be addressed on a case-by-case basis and the support staff employee's prior attendance record will be taken into account before decision is made.
5. The superintendent's decision is final and the support staff employee has no right of appeal.
6. If such request for sick bank day is granted by the Superintendent, all support staff employees will be invited to donate one day of accumulated sick time. Under all circumstances, the name of the requester will remain confidential. Support staff employees' donations will be submitted to the Superintendent's office where a list will be maintained. Days needed will be randomly selected from the donor list to meet the request. Unused days will remain on the list for future requests. In the event there are not enough days in the bank to meet request(s), a second solicitation will be made.
7. Each support staff employee may donate up to three (3) days. Such donation, if it is applied to a recipient, will be permanently deducted from their sick day accumulation and will not be replaced.
8. Support staff employees can apply to be recipients of the sick bank. If a recipient of the sick bank has not previously donated to it, he/she will donate the maximum allowed amount the next time the opportunity arises.
9. Each support staff employee may apply for use of sick bank in Region 10 one time during career.
10. Any support staff employee receiving donated days from the bank will not have to replace them.

PERSONAL LEAVE:

Each bargaining unit employee shall be permitted up to three (3) days per year with pay, and without deduction from sick leave accumulation, for any of the following circumstances in which absence from service is necessary and unavoidable:

- a. Leave (maximum of one day) for death of a friend or non-listed relative. Documentation or verification may be required.
- b. Legal requirements. Attendance in court under subpoena or summons or participation in a legal proceeding which cannot be scheduled outside of regular work hours. Documentation or verification may be required.
- c. Religious holidays when the tenets of religion requires one to abstain from work or to attend religious services.
- d. One day leave may be used for personal business which requires the attendance of the employee and which cannot be scheduled outside of regular work hour, subject to the approval of the site administrator. Such leave may not be taken on the day before or day after a school holiday or vacation.

These days may not be used to extend holidays or vacations. Request for leave must be made in writing to and approved by the Superintendent or his/her designee forty-eight (48) hours in advance except in extenuating circumstances. These days shall be non-cumulative from year to year. The Superintendent or designee may at his/her discretion grant additional personal leave days under unusual and extenuating circumstances.

BEREAVEMENT LEAVE:

Bargaining Unit members shall have up to five (5) days of paid leave for the death of a family member. Under extenuating circumstances (such as, but not limited to more than one death during the school year or travel) the Superintendent or his/her desinee may grant additional paid leave.

ARTICLE XII

PREGNANCY DISABILITY LEAVE

A copy of Connecticut General Statutes 46a-60(a)(7) is attached hereto for informational purposes only.

Extended Maternity and Family Related Leave:

1. The Regional Board of Education's policy concerning the Family Medical Leave Act is on file in the superintendent's office.

ARTICLE XIII

JURY DUTY

When an employee is required to serve jury duty such leave shall not be deducted from any other paid leave provisions covered by this Agreement. The employee shall receive a rate of pay equal to the difference between her salary and the jury fee for a period not to exceed twenty-five (25) working days per call.

ARTICLE XIV

LEAVES WITHOUT PAY

The Superintendent or his or her designee may grant a leave of absence without pay for a period not to exceed six (6) months. All paid leave must be used before any unpaid leave is granted. Unpaid days cannot be used to extend a holiday.

Application for leave must be made in writing stating the reason for such leave and the length of time desired.

A leave of absence expires automatically at the date of expiration approved for the leave. Failure by an employee to return by such date shall be considered as voluntary termination.

Insurance benefits for the employee shall be paid by the employee at group rates.

ARTICLE XV

WORKER'S COMPENSATION

Employees are covered according to State Law by Worker's Compensation.

ARTICLE XVI

GRIEVANCE PROCEDURE

Purpose:

The purpose of the procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may arise affecting the welfare or working conditions of the members of the bargaining unit.

Definition:

A grievance shall mean a claim in writing that there has been an alleged violation of a specific provision(s) of this Agreement. A valid grievance must be in writing and filed at the first step of the grievance procedure within ten (10) working days of the occurrence which gives rise to the grievance. If said grievance is not filed within ten working days after the grievant knew, or should have known the act or conditions on which the grievance is based, then the grievance shall be considered to be invalid.

Any such grievance shall be settled in accordance with the following grievance procedure:

Step One – Responsible Administrator

If a member of the bargaining unit feels that he/she may have a grievance, he/she may first discuss the matter with his/her responsible administrator in an effort to resolve the problem informally. If resolution is not found, then within ten (10) working days of the occurrence giving rise to the grievance, the written grievance shall be submitted to the responsible Administrator by the bargaining unit President. The Administrator shall give his/her answer within five (5) working days of receipt of the written grievance.

Step Two - Superintendent of Schools

If the grievance is not resolved by the answer received at Step One, then the grievance may be forwarded by the bargaining unit President to the Superintendent or his/her designee within five (5) working days of the receipt of the answer at Step One.

Within five (5) working days of the receipt of the grievance by the Superintendent or his/her designee, he/she will conduct a meeting with the grievant, the Unit President or designee and the responsible administrator to consider the grievance. The Superintendent or designee must render a decision within five (5) working days of said meeting.

Step Three – Board of Education

If the grievance is not resolved by the answer received at Step Two, then the grievance may be forwarded by the bargaining unit President to the Chairman of the Board of Education within five (5) working days of the receipt of the answer at Step Two. The Board of Education or designated subcommittee shall conduct a meeting on the matter within twenty (20) working days of receipt of the grievance, at which time the moving party may present his/her grievance and the other party may respond. The Board of Education or designated subcommittee shall render its decision within ten (10) working days of said meeting.

Step Four – Binding Arbitration

If the grievance is not resolved by the answer received at Step Three, the Union may submit the grievance to arbitration providing it adheres strictly to the following procedures:

By the end of the tenth (10th) work day immediately following receipt of the Board of Education's or designated subcommittee's response to the grievance, the Union shall, by certified mail, mail a copy of the demand for arbitration to the Board of Education and submit the grievance to the State Board of Mediation and Arbitration and thereafter the Parties shall proceed under the rules of procedure and

grievance arbitration of the Connecticut State Board of Mediation and Arbitration. The cost of arbitration is to be shared equally by the Board and the Union.

The Board shall have the right to have any grievance filed by the Union to arbitration heard by the American Arbitration Association (“AAA”) at the Board’s expense. The Board shall notify the Union within ten (10) days of the Union’s filing of any grievance to arbitration that the Board is electing to exercise its rights under this provision.

Section 16.1

Grievances will be heard at times mutually agreeable to the parties.

Section 16.2

Time limits in the grievance procedure or arbitration may be extended by mutual agreement. Failure by the bargaining unit President to appeal a grievance to the next level within the specified time limit shall be deemed to be acceptance of the decision rendered at that level.

Section 16.3

Both parties agree that proceedings shall be kept confidential. All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel file of the participants.

Section 16.4

In the event of a grievance of a serious nature, i.e. termination, the grievance may be submitted to the American Arbitration Association and conducted according to its rules and regulations.

ARTICLE XVII

UNION SECURITY

- A. The provisions of this Section shall be in effect only so long as CSEA/SEIU, Local 2001 is the sole and exclusive bargaining representative for the employees covered by this Agreement.
- B. Dues Check-off: Upon receipt of individual written authorization from bargaining unit members, the Board agrees to deduct union dues monthly from earned wages and provide a list of employees and the names and addresses of any new employees and remit promptly to CSEA/SEIU, Local 2001 at its current address no later than the last day of each month. The organization agrees to indemnify and to hold the Board harmless against any and all claims, demands, suits or other forms of liability that shall, or may arise out of, or by reason of, action taken by the Union for the purpose of complying with the provision of this Article.

- C. The amount of dues deducted under this Article, together with a list of all employees whom such deductions were made, and a list of all employees in the bargaining unit, shall be remitted to the Union's designee within one (1) week after the payroll period in which such deduction is made. Such lists shall be in an editable digital file format and include the following information: full name, job title, department, work location, work telephone number, home telephone number, mobile telephone number, home email address, work email address, date of hire, rate of pay, dues paid during reporting period, employment status (active, leave of absence, etc.) and the home address.
- D. The Employer shall honor employee authorizations created or adopted by the Union for deductions in electronic form, and, by voice authorization. Additionally, the Employer shall honor authorizations in any form that satisfies the requirement of sections 1-266 to 1-286, inclusive, of the Connecticut General Statutes. The revocability of an authorization shall be determined by the terms of authorization.
- E. The Employer shall deduct contributions to the CSEA PAC, or any other service, program, or committee provided or sponsored by the Union, from the wages of those employees who have authorized such a deduction. All such contributions shall be remitted to the Union along with a list, in editable electronic format, of each contributor showing the amount deducted. Deductions and remittances shall be on the same schedule as dues deductions.
- F. The Employer shall provide, in an editable digital file format, the following information if on file with the employer: Name, job title, department, work location, home email address, work email address, home telephone number, work telephone number, personal mobile number, employee ID, and the home address of any newly hired employee. The Employer shall provide such information with real-time electronic transmission of new hire date whenever possible but in no event later than ten (10) days after such employee is hired or the first pay period of the month following the hiring of such employee, whichever is earlier. The Employer agrees that if the Union provides a template and/or a site to which such data may be submitted the Employer shall use the format and submission method provided by the Union.

ARTICLE XVIII

INSURANCE

Medical Insurance:

- 1. The District will provide insurance benefits to eligible employees (i.e. work more than 30 hours per week) and their eligible dependents, on a Board-Member premium share basis.
 - a. In order to participate in coverage, the eligible employee shall execute a payroll deduction form.
 - b. The Business Office shall provide an open enrollment period for adjustment annually prior to June 30. This open enrollment period will meet IRS requirements.

- c. Information on the specific terms and conditions for either of the plans listed below can be found in the certificates offered by each respective carrier.
2. Employees will be offered the following group health plan:
Health Savings Account Qualified High Deductible Health Insurance Plan (“HDHP”)
 - 1) Employees selecting this plan shall pay sixteen percent (16%) of the Board’s actual premium cost of the \$2,500/\$5,000 Deductible plan for the 2023-2024 school year, seventeen percent (17%) for the 2024-2025 school year, and eighteen percent (18%) for the 2025-2026 school year.
 - 2) The plan shall have an annual deductible of \$2,500/individual and \$5,000/2-person or family. Employees selecting this plan shall pay, in addition to the premium cost share set forth above, the full cost of covered procedures, visits, prescriptions and/or items until the applicable deductibles have been met. Certain preventative care visits are excluded from deductible requirements.
 - 3) The Board shall establish a Health Savings Account for Employees who elect the HDHP. The Board shall contribute \$625 for individuals and \$1,250 for two-person or family toward the applicable deductible.
 - 4) The Board’s contribution to the HSA will be deposited in July.
 - 5) The plan includes a Copay on Rx after the annual deductible is met (\$5/\$25/\$40).

The High Deductible plan contains cost containment requirements. Employees who fail to follow the cost containment procedures will be subject to out-of-pocket expenses.

Employees may elect to have their medical insurance deduction made in accordance with guidelines of section 125 of the IRS code.

The annual maximum on the dental benefit is \$2,000. The Board and the employee will co-pay dental insurance for dependents as is currently provided at fifty percent by each.

The Board will pay one hundred percent of the following insurance:

- | | | |
|----|----------------|----------|
| a) | Life Insurance | \$50,000 |
| b) | AD&D | \$50,000 |

Employees may elect to waive insurance coverage in lieu of the following compensation:

- | | |
|-------------|------------|
| Single: | \$ 250.00 |
| Married (2) | \$ 500.00 |
| Family (3+) | \$1,000.00 |

Where there is a change in employee status such as, but not limited to, change in spouse’s employment or changes in the spouse’s benefit program, the waiver may, by written notice to the Board of Education,

be revoked. Upon receipt of revocation of waiver, coverage by the carrier shall be subject to regulations or policy restrictions, including waiting periods, which may then be in effect. Depending on the effective date of coverage, appropriate financial adjustments shall be made between employee and the Board so as to insure the pro-rated basis in the above paragraph was accurate.

Employees who retire from the Board with ten years of service may choose to continue insurance benefits for themselves and their spouse. These benefits will be paid by the employee at group rates.

The coverage for employees who retire early or under a disability shall be the same coverage as that afforded under the contract. The employee will pay the group rate cost for these benefits.

Normal retirement coverage will be the supplemental coverage to Medicare offered by Anthem. The employee will pay the group rate cost for these benefits.

The Board reserves the right to change carriers or self-insure provided that the benefits remain substantially equivalent to or better than those presently being offered. The substantially equivalent to or better than standard shall be applied on a program wide analysis, including network, and shall not be benefit specific.

ARTICLE XIX

HOURS OF WORK/WORKING CONDITIONS

The summer hours of all bargaining unit employees shall be reduced by one-half hour daily. This reduction shall be based on those hours normally worked during the school year. Summer hours will begin the first day after the last day of school and end the day before the opening day of school.

All bargaining unit employees shall have one fifteen minute coffee break each morning. If the supervisor of a bargaining unit member approves or directs work that causes the bargaining unit member to miss their daily fifteen minute break, they can have that time added to their lunch break.

All bargaining unit employees shall have one-half hour duty free lunch break. This lunch break will not be counted as hours worked.

Twelve (12) month employees will receive a ½ hour paid lunch on non-school days.

ARTICLE XX

LONGEVITY PAYMENTS

All employees hired before July 1, 2017 shall receive the following longevity payments annually on his/her anniversary date of hire:

Upon completion of 5 years \$550
10 years \$650
15 years \$700
20 years \$750

ARTICLE XXI
PENSION

All eligible employees who desire to participate in the Region 10's Employee Defined Contribution Pension Plan shall have the opportunity to do so. Region 10 contributes 2% of base pay for all eligible employees regardless of an employee contributes or not. If an employee contributes to the plan, the district will match 50% of employee contributions up to an employee's 6% contribution, a maximum of an additional 3%.

ARTICLE XXII

DISMISSAL

The Board agrees to act in good faith and for just cause only in the dismissal, suspension or reprimand of any employee covered by this Agreement.

ARTICLE XXIII

MILEAGE

Employees who are required to use their private vehicles to conduct Board business shall be reimbursed for all miles driven at the published I.R.S. rates or have the use of a school vehicle to conduct such business.

ARTICLE XXIV

NO STRIKE/NO LOCKOUT

Pursuant to Connecticut General Statute 7-475 of the Municipal Employees Act, all employees included in the Agreement shall not hinder the Board's operation by strike or work stoppage. The Board agrees not to pursue lockout tactics in any part of its operations.

ARTICLE XXV

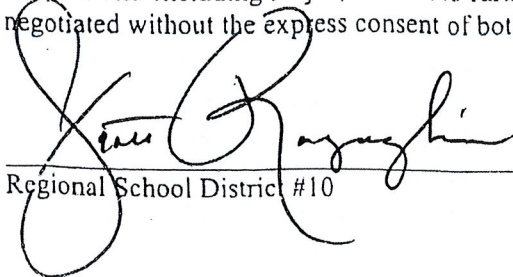
SAVINGS CLAUSE

In the event that any Article, Section or Portion of this Agreement is declared invalid by agreement, statute or legal process, then such Article, Section or Portion specified to be invalid shall be deleted, except that the remainder of this Agreement shall remaining effect. Upon a determination of invalidity, either party shall have the right to initiate the negotiation of that Article, Section or Portion.

ARTICLE XXVI

DURATION AND SIGNATURE

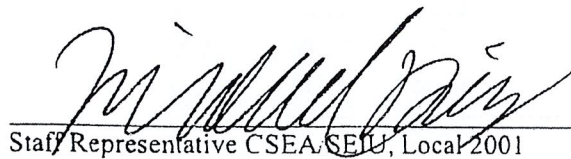
The provisions of this Agreement shall be effective as of July 1, 2023 and shall remain in full force and effect to and excluding July 1, 2026. No further conditions of employment or other matters shall be negotiated without the express consent of both parties.


Regional School District #10

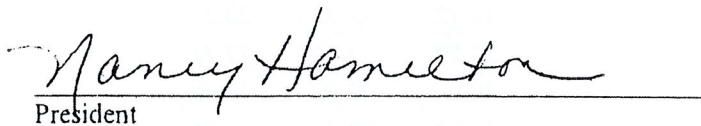
9/11/2023
Date


Superintendent of Schools

9/5/23
Date


Staff Representative CSEA/SEIU, Local 2001

8/30/23
Date


President

8/29/23
Date

APPENDIX A

SALARY SCALE

| | Step 1 | Step 2 | Step 3 |
|---------------------------------|--------|--------|--------|
| 2023-2024 (4.0%) | | | |
| Asst. Secretary | 20.51 | 21.01 | 21.52 |
| Secretary | 24.30 | 25.01 | 25.63 |
| Admin. Asst. | 27.51 | 28.25 | 29.01 |
| Senior Secretary* | 29.61 | 30.45 | 31.30 |
| Bookkeeper | 31.63 | 32.56 | 33.49 |
| Payroll and Benefit Coordinator | 33.59 | 34.36 | 35.16 |
| H.R. Coordinator | 33.59 | 34.36 | 35.16 |
| | | | |
| 2024-2025 (4.0%) | | | |
| Asst. Secretary | 21.33 | 21.85 | 22.38 |
| Secretary | 25.28 | 26.01 | 26.65 |
| Admin. Asst. | 28.61 | 29.38 | 30.17 |
| Senior Secretary* | 30.79 | 31.67 | 32.56 |
| Bookkeeper | 32.89 | 33.86 | 34.83 |
| Payroll and Benefit Coordinator | 34.94 | 35.74 | 36.57 |
| H.R. Coordinator | 34.94 | 35.74 | 36.57 |
| | | | |
| 2025-2026 (4.0%) | | | |
| Asst. Secretary | 22.18 | 22.72 | 23.27 |
| Secretary | 26.29 | 27.05 | 27.72 |
| Admin. Asst. | 29.75 | 30.55 | 31.37 |
| Senior Secretary* | 32.02 | 32.94 | 33.86 |
| Bookkeeper | 34.21 | 35.22 | 36.22 |
| Payroll and Benefit Coordinator | 36.33 | 37.17 | 38.03 |
| H.R. Coordinator | 36.33 | 37.17 | 38.03 |

* includes Principal, Head High School Guidance and Special Education Director Secretary positions.

New employees shall be assigned to a step on the salary schedule consistent with his/her past work experience, as determined by the Superintendent of Schools or his/her designee.

Employees not on max step will advance one step each year on the next July 1 until they reach max step. Current incumbents whose salaries are above the max step will receive the wage percentage increase as noted above by year. If any of these incumbents above the max step vacate their positions during the term of this contract, then their replacements will be hired in accordance with Appendix A salary scale.