

**AGREEMENT**  
**BETWEEN THE**  
**BOARD OF EDUCATION OF REGIONAL SCHOOL DISTRICT #10**  
**AND THE**  
**REGIONAL EDUCATION ASSOCIATION DISTRICT #10**

**July 1, 2022 – June 30, 2025**

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## **ARTICLE I**

### **RECOGNITION**

The Board recognizes the Regional Education Association District No. 10 as the exclusive bargaining representative for the group of certified professional employees and employees holding a Durational Shortage Area Permit employed by the Board of Education in positions requiring a teaching or other certificate, including any substitute who is hired to fill a specific position for more than forty (40) consecutive days, other than temporary substitutes, and who are not included in the administrators' unit or excluded from the purview of SS10-153a to 10-153n, inclusive.

## **ARTICLE II**

### **NEGOTIATIONS**

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

## **ARTICLE III**

### **GRIEVANCE PROCEDURE**

#### **A. PURPOSE**

The purpose of this procedure is to resolve grievances (as defined herein) at the lowest possible administrative level.

#### **B. DEFINITIONS**

1. A "grievance" shall mean a complaint by a teacher, a group of teachers or the Association that there has been an alleged violation of a specific provision or provisions of this Agreement to the detriment of the teacher or teachers involved.
2. The term "teacher" as used in this grievance procedure, except as otherwise indicated, shall mean any certificated employee within the bargaining unit covered by this Agreement.
3. An "aggrieved person" is an individual, group or the Association making a complaint.
4. The term "days" shall mean school days. During the summer recess, "days" shall mean business days.



C. TIME LIMITS

1. The time limits stated in this procedure shall be considered a maximum and every effort should be made to expedite the process. The stated time limits may be extended only upon mutual agreement.
2. Any complaint not filed within twenty-one (21) days of the occurrence giving rise to the complaint or within twenty-one (21) days of the time the teacher or teachers knew or should have known of the occurrence giving rise to the complaint shall not be deemed a grievance under this Agreement.

D. LEVEL ONE - PRINCIPAL OR IMMEDIATE SUPERVISOR

1. If a teacher or group of teachers feels that he/she/they has/have a grievance, he/she/they will first discuss the matter informally with the building principal or immediate supervisor.
2. If the teacher or group of teachers filing a complaint is/are not satisfied with the outcome of the informal procedure, he/she/they may present to the Association a written grievance citing the specific provision or provisions of this Agreement allegedly violated. If the Association deems the grievance to be meritorious, it will, within five (5) days, forward the written grievance to the appropriate principal or immediate supervisor. Said written grievance shall be answered by the principal or immediate supervisor in writing within seven (7) days of receipt of grievance.

E. LEVEL TWO - SUPERINTENDENT

If the aggrieved party or parties is/are not satisfied with the disposition of the grievance at Level One, he/she/they may, within five (5) days of receipt of the response at Level One, request that the Association advance the grievance to Level Two. The Association may, within five (5) days of the receipt of the written request from the grievant, submit the written grievance to the Superintendent of Schools. Said grievance shall specifically set forth the provision or provisions of the Agreement which have been allegedly violated. The Superintendent shall, within ten (10) days render a written decision.

F. LEVEL THREE - BOARD OF EDUCATION

In the event an aggrieved person or persons is/are not satisfied with the disposition of the grievance by the Superintendent of Schools, he/she/they may within five (5) days request that the Association advance the grievance to Level Three. The Association may, within five (5) days of the receipt of the written request from the grievant, submit the written grievance to the Board of Education.

The Board of Education shall then meet with the aggrieved person or persons and the Association. The Board of Education shall render its decision within thirty (30) days from the date of submission of the grievance to the Board at Level Three.

#### G. IMPARTIAL ARBITRATION

1. If the grievance is not settled at Level Three, and if the Association determines that the grievance merits submission to arbitration, the Association may request arbitration of the complaint in writing. Such request shall be filed with the American Arbitration Association no later than ten (10) days after receipt of the written decision of the Board of Education. The Board and the Association shall be bound by the Voluntary Labor Arbitration Rules of the American Arbitration Association in the designation of an arbitrator and in all other aspects of arbitration.
2. The arbitrator designated shall be bound by and must comply with all terms of this Agreement and shall have no power to add to, subtract from, or in any way, modify the provisions of this Agreement.
3. The decision of the arbitrator shall be final and binding upon all parties.
4. Fifty (50) percent of the arbitrator's fee shall be paid by the Association and fifty (50) percent shall be paid by the Board of Education.

#### H. MISCELLANEOUS

1. Failure at any level of this procedure to communicate a decision concerning a grievance within the specified time limits shall permit the Association to proceed to the next level.
2. Failure on the part of the Association to process a grievance to the next level of this procedure within the specified time limit shall be deemed an acceptance of the decision rendered.
3. The sole remedy available to any teacher who has alleged a violation of the provisions of this Agreement, shall be the grievance procedure provided for herein.
4. All documents pertaining to a grievance shall be filed elsewhere than the grievant's personnel file, except for documents pertaining to discipline of the teacher.
5. Both the Board and the Association shall be free to utilize outside consultants at any level of the grievance procedure.
6. Any grievance involving persons in more than one school building may be initially filed at Level Two.



## ARTICLE IV

### LEAVES OF ABSENCE

#### A. SICK LEAVE

1. Teachers will be granted fifteen (15) days sick leave per year for personal sickness, personal injury or sickness in the immediate family or household, cumulative to a maximum of the equivalent of one hundred eighty five (185) full work days.
2. The Board shall notify each teacher prior to October 1<sup>st</sup>, of the number of accumulated sick leave days to the benefit of the employee as of September 1<sup>st</sup> of that year.
3. The Superintendent may, at his/her discretion, require a physician's certificate regarding the teacher's illness as often as is necessary, not to exceed once a week. In the event this would require an examination by a physician, the teacher may use his/her own physician or the Region 10 School District physician.
4. Teachers will be granted pregnancy-related disability leave in accordance with General Statute S46A-60 (A)7.
5. The following guidelines for a Sick Day Bank apply for certified teaching staff in Region 10:
  - a. A teacher 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 teachers.
  - b. 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.
  - c. 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.
  - d. Each request will be addressed on a case-by-case basis and the teacher's prior attendance record will be taken into account before decision is made.
  - e. The superintendent's decision is final and the teacher has no right of appeal.
  - f. If such request for sick bank day is granted by the Superintendent, all tenured teachers will be invited to donate one day of accumulated sick time. Under all circumstances, the name of the requester will remain confidential. Teachers' 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.



- g. Each tenured teacher may donate one (1) day per request. Such donation, if it is applied to a recipient, will be permanently deducted from their sick day accumulation and will not be replaced.
- h. Tenured teachers can apply to be recipients of the sick bank.
- i. Each teacher may apply for use of sick bank in Region 10 one time during career.
- j. Any teacher receiving donated days from the bank will not have to replace them.

B. EXTENDED MATERNITY & FAMILY RELATED LEAVE

- 1. Unpaid leave may continue for the balance of the school year during which the child was born or adopted, at the request of the employee and the approval of the superintendent. Upon approval of the Superintendent or designee, the teacher may choose to continue the child-rearing leave through the next school year.
- 2. Teachers on extended maternity and family-related leave shall notify the Superintendent in writing on or before April 1 as to whether they intend to return to teaching duties at the beginning of the next school year following such leave. When such a leave commences after April 1, the teacher shall notify the Superintendent at the time of the commencement of the leave whether he or she intends to return to teaching duties at the beginning of the next school year following such leave.

C. ASSOCIATION LEAVE

- 1. If negotiation, mediation or arbitration meetings between the Board and the Association are scheduled during normal working hours of a school day, not more than three 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.
- 2. When it is necessary, pursuant to the Grievance Procedure in Article III of this Agreement for a school representative, member of the Committee on P.R. & R. or other representative designated by the Association to attend a grievance meeting or hearing during a school day, the teacher shall upon notice to the supervisor and/or principal and to the Superintendent by the President of the Association, be released without loss of pay, as necessary, in order to permit participation in the foregoing activities, but this privilege shall be limited to one Association member per grievance per day.
  - a. Any teacher whose appearance in such meetings or hearings as a witness is necessary shall be accorded the same right.
  - b. The Superintendent may, after consultation with the President of the Association, restrict the time allotted to investigate a grievance.
- 1. The Association President is entitled to one (1) personal day each school year and may request one (1) additional day for professional matters outside of Regional School District 10. The Superintendent must approve in advance which days will be taken.

4. Association Officer - The principal will make every reasonable effort to free two hours weekly from non-instructional time and free two hours weekly when children have left the building, for the President of the Association for association business. The Union President shall not utilize this time to visit teachers in other buildings when students are receiving instruction in those buildings, except for purposes of preparation of grievances and/or prohibited practice presentations.

#### D. CONFERENCE LEAVE

1. When it is evident to the Superintendent, or his/her designee, that convention or conference attendance or the observation of an activity in another building or school system will contribute to the effectiveness of the instructional program, the Superintendent or his/her designee may permit such attendance to teachers without loss of pay.
  - a. A written request for approval to attend a conference must be filed with the Superintendent or his/her designee no less than three weeks prior to the conference.
  - b. Approval of any request will, among other factors, depend upon the number of teachers expected to be absent from the building and/or school district on the same day because of other conference leave requests, personal leave requests, etc., and the availability of substitutes.
2. Reimbursement for expenses incurred in attending the convention or conference, or observing activities in another school as approved by the Superintendent or his/her designee, shall be agreed upon by the attendant and the administration before the teacher leaves.

#### E. PERSONAL LEAVE DAYS

1. Each employee shall be permitted two (2) personal leave days per year, cumulative to three (3), 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. Personal business which requires the attendance of the teacher and which cannot be scheduled outside of school hours subject to approval of the Superintendent of Schools or Designee and not to be unreasonably withheld. Such leave may not be taken on the day before or day after a school holiday or vacation unless a request for extraordinary leave is approved by the Superintendent or Designee.
  - b. Other emergency situations where absence from service is necessary and unavoidable.
2. The Superintendent may at his/her discretion, grant additional personal leave days under unusual and extenuating circumstances.



3. Notice of all leaves will be on forms provided by the Superintendent and must be submitted to the principal at least forty-eight (48) hours in advance. When notice to the principal cannot be made forty-eight (48) hours in advance, the teacher will submit a written explanation to the Superintendent for approval within forty-eight (48) hours of returning to work. Approval will not be unreasonably withheld.

#### G. 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 a school year or travel, the Superintendent or Designee may grant additional paid time.

#### H. RELIGIOUS HOLIDAYS

A maximum of three (3) days will be granted for religious holidays which require absence from work. Written notice must be given at least forty-eight (48) hours in advance.

#### I. JURY DUTY

A teacher required to perform jury duty shall be granted a leave of absence for the duration of said jury duty. During the period of jury duty, a teacher shall suffer no loss of pay, but in no event shall total compensation, including jury duty pay, exceed the teacher's regular salary. Leave for jury duty shall not be deducted from sick or personal leave.

#### J. SABBATICAL LEAVE

To foster professional competence and enthusiasm, the Board of Education may, if it chooses, grant sabbatical leave for up to one full year at up to full pay and including all benefits to any teacher applying for such leave who fulfills the following requirements:

1. By January 1<sup>st</sup> of the year prior to the proposed absence, a notice will be given to the administration that plans are under way. By April 1<sup>st</sup> the teacher must present to the Superintendent for approval, a plan which clearly shows that the teacher's use of leave will increase his/her competence.
2. The teacher must agree in writing to return to the faculty for a minimum of twice the length of time agreed upon for leave subsequent to the sabbatical leave. In the event the teacher shall not so return, the teacher shall reimburse the Board fully for all sabbatical payments. If extenuating circumstances prevent the teacher from serving the full term, the Board may, at its discretion, waive or reduce the obligation to reimburse the Board for sabbatical leave payments.
3. No teacher shall receive this leave who has not been on the faculty of any of the schools in Regional School District 10 for seven (7) consecutive years.
4. The teacher returning from sabbatical leave shall be placed on the appropriate step on the salary schedule as though he/she had been in active service in the system for the year of



the sabbatical leave. The sabbatical shall not affect continuity of service nor accrual of seniority toward longevity benefits.

5. The Superintendent will determine whether or not to recommend the matter to the Board for approval.

#### K. LEAVE OF ABSENCE

1. The Board of Education may, in its sole discretion, grant requested leave time in addition to that provided by this collective bargaining agreement (e.g. health or child rearing leave), with or without pay and/or benefits.
  - a. If the Board of Education decides to grant additional leave time, the terms and duration of such leave will be at the Board's discretion and will be designated by the Board in writing, at the time approval is granted.
  - b. Such leave shall be based on what is in the best interest of the students, taking into consideration the Board's ability to find a replacement who is qualified, in the opinion of the Superintendent.
2. Upon return, a teacher shall be assigned to his/her former position or a position for which the teacher is certified.

#### I. PAY DEDUCTION

For leaves of absence granted by the Board, other than those covered by any portion of this agreement, the rate of deduction shall be one (1) divided by the number of required work days that year times the annual basic salary for each day absent.

For Example:  $(1 \text{ divided by } 185 \times \text{annual basic salary} \times \text{each day absent.})$

### ARTICLE V

#### EXTRA CURRICULAR, DISTRICT COORDINATOR AND "OTHER ASSIGNMENT" VACANCIES

1. Advance notice of any extracurricular, district coordinator, and "other assignment" vacancies will be clearly publicized within the school system, including a notice in every building (by posting or otherwise) as far in advance of the date of filling such vacancy as reasonable.
  - a. Notice of vacancy of position shall clearly set forth the qualifications for the position.
  - b. Teachers who desire to apply for such vacancies of position shall file their applications in writing or online, depending on posting directions, with the Superintendent or Designee within the time limit specified in the notice.

2. Such vacant positions shall be filled on the basis of qualification for the position. When qualifications between the candidates are equal, as determined by the Superintendent: a) The teacher within the Region 10 system shall be given the position, b) When qualifications between the candidates are equal and the candidates for the position are all from within the system, the candidate with the greatest length of service shall be given the position.
3. The stipend paid to people filling positions addressed in this article shall be prorated in the event the employee, for any reason, works less than the full season or other term applicable to the position. Stipends will be paid in December and June.

## **ARTICLE VI**

### SALARIES

#### **A. PAYROLL**

1. Teachers shall have the following options for payment of salary:

##### Option A

Teacher shall be paid 1/22<sup>nd</sup> of their salary every two weeks for twenty-two (22) payments.

##### Option B

Teacher shall be paid 1/26<sup>th</sup> of their salary every two weeks for twenty-one (21) payments. The 22<sup>nd</sup> payment shall be for 5/26<sup>th</sup> of their salary.

2. Teachers shall be paid under the same option as the previous year unless they notify the business office prior to July 1 of a change. New teachers must choose either Plan A or B.
3. If requested in writing at the time of appointment teachers may receive activity/administrative pay in one lump sum, paid at the end of the school year, instead of two equal payments.
4. Teachers shall be paid via direct deposit.

#### **B. PAYROLL DEDUCTIONS**

1. 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.
2. The list of approved deductions is as follows:
  - a. Regional Education Association District 10
  - b. Connecticut Education Association



- c. National Education Association
  - d. Financial Institutions for purposes of direct deposit
  - e. United Way
  - f. Board-approved vendors of 403(b) tax sheltered annuity plans.
3. The Board will maintain a "Section 125" Salary Reduction Agreement which shall be designed to permit exclusion from taxable income of the employees' share of health and life insurance premiums, allowable medical expenses, and dependent care pursuant to IRS regulations for those teachers who complete and sign the appropriate salary deduction form as provided by the Board. The Board makes no representations or guarantees as to the initial or continued viability of such a Salary Reduction Agreement, and 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 employee insurance premium contributions. So long as the Board makes a good faith effort to comply with this paragraph, neither the Association nor any teacher covered by this Agreement shall make any claim or demand, nor maintain any action against the Board or any of its members or agents for taxes, penalties, interest or other cost or loss arising from a flaw or deficit in the Salary Reduction Agreement, or from a change in law which may reduce or eliminate the employee tax benefits to be derived therefrom.
  4. The Board will maintain a flexible spending account with minimum and maximum annual contribution amounts as established by law for health reimbursement and dependent care.

#### C. DETERMINATION OF SALARY

1. In the initial placement on one of the salary schedules, the Superintendent shall, at his/her discretion, put the teacher on the step to which he/she is entitled by previous record of education, teaching service, and other relevant experience as evaluated by the Superintendent and his/her recruitment officers. Teachers may receive full credit for all of their previous teaching experience providing such experience is recent and is relevant to the subject area and/or grade level to which he/she is to be assigned.
2. Extra duty positions shall be compensated according to the schedules contained in Article XII C, D and E, herein.
3. For satisfactory performance, as determined through evaluations, a teacher shall advance annually one step on the salary schedule. The Board of Education, upon recommendation of the Superintendent, may withhold step advancement on the salary schedule or an amount equal to the last increment from a teacher on maximum, when performance is determined to be unsatisfactory. The Superintendent will discuss with the teacher the withholding of an increment for the following school year prior to written notification and before the end of the school year.



4. Off-step hiring will be limited to four (4) steps on the salary schedule. For shortage area positions as determined by the State Department of Education off-step hiring will be limited to six (6) steps on the salary schedule. The Association President will be notified about all hiring including a copy of the signed hiring memorandum.
5. Teachers whose work requires additional time beyond the regular work year will be compensated at a per diem rate calculated by dividing one (1) by the number of regular work days that year times the teacher's annual basic salary.
  - a. Up to six (6) additional days per diem will be allowed for District Coordinators, High School Athletic Director, Dean of Students, and School Counselors to complete the position requirements as determined by the Superintendent. Because of the job description, the 5-12 Guidance Coordinator position will be allowed up to a total of twelve (12) per diem days as determined by the Superintendent.
  - b. Such work will normally occur immediately following the end of the school year or immediately preceding the beginning of the school year.
  - c. The administration in its sole discretion, will schedule and assign the time.
6. Teachers shall be paid \$43 per hour for curriculum work. Hours are to be established at the outset of each project. Teachers would follow guidelines established by the administration and completed work would be approved by the Director of Teaching and Learning prior to payment for the project. The administration, in its sole discretion, will schedule and assign the time.
7. Part time teachers will be paid on a pro-rated basis based upon the following:
  - a. At the middle school and high school, part-time shall be determined by reference to instructional periods. Each year-long five-day-per-week course instructional period is equal to .2
  - b. At the elementary school, part-time shall be determined by reference to instructional sections. Full time teachers teach thirty (30) sections per week. Each section is equal to the following:
 

6 = .2	18 = .6
9 = .3	21 = .7
12 = .4	24 = .8
15 = .5	27 = .9
  - c. Part-time staff (e.g. guidance counselors, social workers, psychologists, and speech and language pathologists) shall be paid for hours worked, utilizing 7 hours per day to establish an hourly rate.
  - d. Part-time teachers who do not receive planning time shall be paid a stipend based upon their course load per year. In all other respects, only periods during which a

teacher instructs a class will be counted towards a part-time teacher's prorated compensation annually paid in June.

Each stipend is equal to the following:	.2 - .3	\$250
	.4 - .5	\$300
	.6 - .7	\$350
	.8 - .9	\$400

#### D. CHANGES IN SALARY CLASSIFICATION

1. By January 3<sup>rd</sup> in any year, the teacher shall notify the superintendent or his/her designee in writing that he/she expects to complete the requirements for moving from one salary classification to another by the following August 31<sup>st</sup>.
  - a. Prior to enrolling in a graduate program, the program must be approved by the superintendent or his/her designee by submitting an application for approval of Graduate Degree Program along with a description of the program issued by the accredited\* college. Forms are available in the superintendent's office or on the Human Resources Platform.
  - b. By September 15<sup>th</sup>, the teacher shall provide the superintendent or his/her designee with the necessary documented evidence including Board of Education approval, if necessary, that all requirements for salary classification transfer have been completed by August 31<sup>st</sup>.

#### E. SALARY SCHEDULE DEFINITIONS

Terms used in the schedule shall be interpreted and applied in accordance with the following definitions:

<u>Bachelor</u>	A Baccalaureate degree earned at an accredited* college or university.
<u>Bachelor + 15</u>	The completion of fifteen (15) credits beyond the Baccalaureate Degree in his/her certified field at an accredited* college or university or in a program previously approved by the Superintendent.
<u>Master/ Bachelor + 30</u>	A Master's degree earned at an accredited* college or university or the completion of thirty (30) credits beyond the baccalaureate degree in an approved program in his/her certified field at an accredited* college or university.
<u>Master +15</u>	The completion of fifteen (15) credits beyond the Master's Degree in his/her certified field at an accredited* college or university or in a program previously approved by the Superintendent.
<u>Sixth Year/ Master +30</u>	(1) The Sixth Year can be earned by receiving a Professional Diploma or Certificate awarded by an accredited* college or university upon



completion of at least 30 credits beyond the Master's degree. This program must be specifically set up by the preparing institution in his/her certified field or related educational field (minimum 30 credits) and must be preapproved by the Superintendent or his/her designee.

- (2) The Sixth Year may be earned by a year's study (as the preparing institution defines the equivalent of a full year of study) taken within a preapproved Doctoral program at an accredited\* college or university in which an individual who has completed the Master's Degree is fully matriculated.
- (3) The Sixth Year Lane may be earned by either earning 30 graduate credits beyond a Master's degree, a second Master's Degree or by a Master's degree of at least 60 credits. All must be approved in advance by the Superintendent.

Placement on the salary schedule may be adjusted by the Superintendent to take into consideration planned Master's Degree programs that require more than thirty (30) graduate hours.

\* One of the six (6) Nationally Accredited Agencies  
Middle State Association of Colleges and Schools  
New England Association of Schools and Colleges  
North Central Association of Colleges and Schools  
Northwest Association of Schools and Colleges  
Southern Association of Colleges and Schools  
Western Association of Schools and Colleges

#### F. LONGEVITY

After twenty (20) or more years of credited experience with the last eleven (11) years of service in Regional School District #10, a teacher shall receive an annual longevity stipend to be divided equally among the total number of paychecks according to the following schedule:

Years of Service	Stipend
20-24	\$ 600
25-29	800
30 & beyond	1,000

No teachers currently eligible for a longevity stipend shall have their stipend reduced. Only teachers who worked as teachers for the Board of Education for Regional School District No. 10 on or before June 30, 2007 shall be eligible to receive longevity stipends.

#### G. DOCTORATE DEGREE

Teachers who hold a doctorate degree will receive an additional \$1,500 over base salary per year beginning in the school year following receipt of the degree.



## ARTICLE VII

### TUITION REIMBURSEMENT

1. For the implementation of the provision of this Article, the Board will budget \$20,000 for each year of the contract. If requests exceed this limit, the amount each approved applicant receives will be reduced proportionally.
2. The primary responsibility for professional improvement rests with the individual. However, in order to encourage staff members to improve their classroom effectiveness and their contributions to the school system, the Board will provide partial reimbursement for tuition costs incurred in approved college and university graduate courses; the reimbursement is subject to the following regulations and limitations:
  - a. Application for course reimbursement must be filed in duplicate on the prescribed form with the Superintendent of Schools as soon as possible, but no later than December 15<sup>th</sup>.
  - b. Applications submitted after the deadline may be approved at the sole discretion of the Superintendent.
  - c. Within the limitations of the budget, the Board agrees to provide up to fifty percent (50%) of the tuition (not including fees). During the contract year, the tuition reimbursement will be determined by the lower of the tuition cost of the staff member's graduate school or the University of Connecticut graduate school in-state rate for a three credit course.
  - d. Within the limitations of the budget, reimbursement will be restricted to approved study within the teaching specialty of the individual and to areas that will directly improve the teacher's competence and performance in meeting his/her classroom responsibilities. Study should be content and student centered and the course experience, where feasible, should be shaped to relate as much as possible to the teacher's school assignment.
  - e. Reimbursement will be restricted to approved graduate courses that are offered by accredited institutions. Courses taken in order to achieve basic certification or to renew certification will not be subsidized. Courses taken in a field substantially different from the one in which the staff member is employed will not be subsidized, except when in the Superintendent's judgment, circumstances warrant approval, e.g. related to a teacher's probable future assignment in Region 10.
  - f. Requests for reimbursement for graduate study from teachers in their first year of employment in Region 10 will be granted at the sole discretion of the Superintendent.
  - g. Staff members are discouraged from taking more than three semester hours of course work per term during the school year. Reimbursement will only be made for two courses per contract year.

- h. There will be no reimbursement for courses which are subsidized by other funds such a scholarship, fellowship, CEA funding, etc.
- i. No reimbursement will be made without submission of official documentation showing successful completion (grade of B or better) of the course and the individual is still a member of the Region 10 staff. All documentation regarding successful completion must be received on or before June 15<sup>th</sup> of each contract year.

## ARTICLE VIII

### WORKING CONDITIONS

#### A. CLASS SIZE

1. Class sizes will have a maximum as follows:
 

Pre-K	20
*Pre-K classes shall have a one to 10 adult to student ratio	
Elementary (K-4)	25
Middle (Grade 5) (elementary model)	25
Middle (Grade 5) (middle school "team" model)	28
Middle (Grade 6-8)	28
High School (9-12)	28

  - a. The Board shall not begin a school year with class sizes beyond these numbers. An exception would be made for one student over at the beginning of the year. However, any such case will be resolved in accordance with #1 above no later than the second week of school.
  - b. Exceptions to the above maximums will be made for singleton classes at the high school which may begin the school year with no more than 30 students.
2. If maximums in 1. above are exceeded at the elementary or middle school level, the teacher or class will be provided with an aide. At the high school level, the class will be limited to the maximum or an additional section will be added.
3. The Board will hire an additional teacher if class size exceeds 30 at the middle school level or 27 at the elementary level, including grade 5.
4. The District and the Administration will be sensitive to case load and testing issues involving special education teachers. It will work to provide equity among the staff in regard to assignment of students. Efforts will be made during peak time to reduce excessive testing requirements.
5. Excluded from the provisions of 1 through 3 above are chorus and band which may exceed these numbers.



6. Individual teachers at the high school level will have a maximum class load of 125 students. Individual teachers at the middle school level will have a maximum class load of 130 students. At the middle school level, when administration is unable to move students or make other adjustments to bring class load under the contractual maximum the teacher will be compensated at a per student daily rate (per diem rate divided by 130 multiplied by the number of students over the limit). Excluded from this limit are band, chorus, and physical education/wellness classes.

## B. LUNCH

All teachers shall have an uninterrupted duty-free lunch period daily which will not count as prep period time.

## C. TEACHING PERIODS

1. It is the intent of the Board of Education to assign grade six through twelve teachers to five teaching periods (with 10 or more students) per day.
  - a. Special subject area teachers (e.g. Art, Music, technology education, family and consumer science, and physical education) may be assigned six teaching periods.
  - b. If unique circumstances require assigning a sixth period to teachers other than those named in 1.a., the teacher shall be compensated at the rate of seventeen percent (17%) of the teacher's per diem salary for the full length of time the additional class is carried. Compensation for lab classes beyond the normal assignment for such teachers will be prorated by the number of extra lab meetings.
2. In addition to a normal teaching program, teachers may be required to teach one "limited enrollment course" provided they are relieved from study hall obligations. A "limited enrollment course" shall be defined as a course with an enrollment of ten (10) or less.
3. Teachers in grades six through twelve shall not be required to teach more than two subject areas and shall not have more than three teaching preparations.
  - a. It is recognized that the responsibilities and workload of teachers differ and that limited department enrollments create unique situations. An example of a unique situation would be the combining of classes with small numbers (e.g. French 4/5, Drawing & Advanced Drawing). Although the combined classes might meet during one period, consideration shall be given to the fact that multiple preparations are still necessary in order to adequately teach the class. Consequently, it may become necessary to adjust the number of preparations and/or teaching period assignments.
    - 1) Adjustments in an assignment will be discussed with the teacher by the close of the prior school year. The convenience and wishes of the teacher will be considered as well as all requirements and best interests of the school system and the students.

- 2) Whenever class registration increases such that each level of a combined class had ten (10) or more students, separate sections will be scheduled.
  - 3) Departments with two (2) teachers or less may also have more than three (3) preparations.
- b. The administration shall annually review teaching assignments with the Association leadership concerning contract compliance.
  - c. The above provisions shall not prohibit any teacher from agreeing to teach more than three preparations. The Association shall be notified of all such requests, prior to the assignment beginning.

#### D. PLANNING PERIODS

1. Teachers shall have one planning/preparation period per day. Preparation time shall mean time free from all student instruction and supervision within the scheduled school day.
  - a. In grades 5 to 12, such period shall be equal in length to a teaching period.
  - b. In grades Pre-K to 4, such period shall be equal in length to the specials period.
  - c. Teachers are expected to utilize preparation periods for professional purposes which include, among other things: grading, lesson planning, individual student planning, and teacher-initiated parent contacts. The administration will consult with the teacher and make every reasonable effort to schedule meetings and conferences in a time other than the teacher's preparation period. However, the parties recognize that when no other time is available, preparation periods shall be utilized for meetings and conferences.
2. In a six-day rotation, all middle school teachers will be provided with three (3) cooperative planning periods during each six day rotation cycle. The provisions of this section shall apply to all Grade 5 teachers who teach in a middle school "team" model.
  - a. The "team" and "cooperative" periods are times reserved for discussing student problems, joint activities, curricular-based and/or department initiatives identified by the administration, planning interdisciplinary units, working with guidance, meeting with administration, etc.
  - b. These periods are in addition to subject planning time.
  - c. The Board will make a good faith effort to schedule team planning periods such that all team members can meet at the same time.
  - d. A good faith effort will also be made to incorporate the concepts in Article VIII, Section D.2 for all teachers assigned to the "teaming concept" at any other school.



Teachers will strive to meet as often as necessary to complete the job in a professional manner.

3. Contractual provisions regarding teacher planning periods and duty free time shall be maintained. Teachers who lose planning time because of being requested or assigned by administrators to cover other classes or duties or educational responsibilities (e.g., PPT's or 504 meetings) shall be granted twenty-six dollars (\$26) for each lost preparation period.

#### E. DUTIES/SUPERVISION

1. Duties will be assigned to all bargaining unit members in an equitable manner and the assignment roster made available to all teachers.
  - a. Teachers who teach six classes or have more than three (3) preparations shall receive duty assignments taking their load into consideration.
  - b. Duties shall not be assigned to K-12 Coordinators with the exception of assigned duties during midterms and finals to help relieve teachers.
  - c. Guidance counselors at the high school shall be assigned hall duty in the morning and/or shall cover classes for other teachers when coverage is needed and substitutes are not available.

#### F. SPLIT TEACHER

1. Any teacher who travels on assignment between buildings is entitled to regular reimbursement for automobile expenses at the accepted federal income tax rate. Monthly submissions are expected.
2. Teachers in split assignments shall attend all regular teacher-parent conferences, and will be required to attend each open house for their assigned schools.
  - a. Teachers shall be compensated \$60 for attending each open house beyond one.
  - b. Staff meetings shall be attended at the school of the majority assignment.
  - c. If conflicts occur, the teacher shall be expected to honor those of the majority assignment.

#### G. SPECIAL SCHOOL PROGRAMS

These provisions apply to such programs as summer school and homebound students.

1. In filling such positions, consideration shall be given to a teacher's area of competence, major and/or minor field of study, quality of teaching performance, attendance records, length of service in the system, and prior experience in these programs, if any.

2. Positions in these programs shall be filled first from qualified teachers regularly employed in the school system.
3. All openings for these positions shall be listed as early as reasonable so interested teachers may apply.

#### H. NOTIFICATION OF ASSIGNMENT CHANGE/TRANSFER

Teachers shall be notified in writing of any changes in their program and schedules for the ensuing year; including the schools to which they will be assigned, the grades and/or subjects that they will teach, and any special or unusual classes or assignments that they will have.

1. The administration shall make a good faith effort to provide that information by May 15. However, no later than June 10<sup>th</sup> teachers will be notified of their tentative assignments for the next school year.
2. In the event of a change in circumstances or conditions during the months of July and August, prompt notice in writing shall be given to the teacher.

#### I. POSITION TRANSFER FOR STAFFING PURPOSES

1. The term “transfer” means a change in assignment between school buildings only; it does not apply to internal assignment changes. Whenever a vacancy occurs, the principal will determine internal assignments for the following year before vacancies are declared for posting purposes.
2. A list of existing vacancies and new positions will be posted in the district office, website and individual buildings and emailed to all bargaining unit members.
  - a. Copies of the list will be sent to the Association’s building representatives at the time of posting.
  - b. Vacancies shall be posted for a minimum of five school (5) days except for the period August 1 through the first day of school.
3. All teachers shall have the right to seek a transfer to any open teaching position within the system provided that they are certified to fill the position.
  - a. In the event that two or more teachers apply to transfer to the same vacant position, the principal will choose an applicant after interviewing all applicants.
  - b. Final approval of any transfer is at the discretion of the Superintendent.
4. Any teacher who fails to receive a transfer for which he/she applied, will be notified in writing of the reasons by the Superintendent or his/her designee as soon as possible.



## J. INVOLUNTARY TRANSFERS

Any teacher who is involuntarily transferred shall be given written notice and an explanation of the reason(s).

## K. WORK YEAR

1. The work year shall be one hundred eighty-six (186) days, six (6) of which may be used for professional development.
2. If, during the term of this Contract, the Board intends to make a unilateral change in days/hours of employment such that the Association would be lawfully entitled to demand to negotiate over the impact of the change, the Board shall negotiate with the Association concerning the impact of such change, if such negotiation is required pursuant to Conn. Gen. Stat. Sec. 10-153f.
3. All staff are required to attend two (2) school-based meetings (faculty, department, district) per month for approximately one hour per meeting.

## ARTICLE IX

### REDUCTION IN FORCE AND RECALL PROCEDURES

The Board of Education shall have the sole and exclusive prerogative to eliminate staff positions consistent with the provisions of state statute. Elimination of staff positions may result from decrease in student enrollment, revisions in curricula, program modifications, consolidation of existing positions or any other circumstances determined by the Board of Education.

1. Prior to commencing action to terminate contracts, the Board of Education will consider its ability to effectuate position elimination and/or reduction on staff through:
  - Transfer of existing staff members
  - Voluntary Leaves
  - Voluntary Resignations
  - Voluntary Retirements
2. In the event that it becomes necessary to terminate professional staff members, the Board will use the following criteria to identify and select those employees under consideration for termination in the order listed.
  - a) Tenure
  - b) Certification
  - c) Length of service in Region #10
  - d) Qualifications and ability, as determined by an objective evaluation of the teacher's performance

Whenever two or more persons are determined by the Board to be equal according to the criteria of this section, the professional staff member with the least seniority shall be

terminated first. The Board may develop additional criteria to determine which one shall be terminated first. Those additional criteria shall be based upon the needs of the school system.

3. The Superintendent of Schools will notify the President of the Association of the Board of Education's decision to reduce staff. Information regarding the positions to be affected, the proposed time schedule, and the circumstances which lead to the decision will be given to the President.
4. If a contract is terminated because of elimination of position, the name of that person shall be placed on a reappointment list and remain on such list for a period of two years. If a position becomes vacant during such period and if the person on a reappointment list is certified and qualified, the Superintendent must select such a person on the recall list in the reverse order of termination. The individual will be notified at the telephone number and/or electronic mail address he or she supplies to the Superintendent or his or her designee at the end of the previous school year. The individual shall accept or reject the offer of appointment in writing within ten (10) calendar days after receipt of such notification. If the individual rejects the appointment offer or does not respond according to this procedure, his/her name will be removed from the recall list. The provisions of this article will not apply to any persons whose contract has been terminated because of elimination of position should he/she take a comparable position in any other school system during the two year period immediately following termination.
5. All accrued benefits to which a professional staff member was entitled at the time of layoff, including seniority rights, will be restored to the professional staff member upon his/her return.
6. This provision shall not apply to individuals initially employed with a Durational Shortage Area Permit.

## **ARTICLE X**

### DUES DEDUCTION

#### **A. DEDUCTIONS**

The Regional School District #10 Board of Education agrees to deduct from each teacher an amount equal to the Association membership dues or service fee by means of payroll deductions upon receipt of an individual written authorization.

##### **1. Membership Dues**

- a. The amount of Association membership dues shall be certified by the Association to the Board of Education not later than the 1<sup>st</sup> week of school.
- b. Member's annual dues shall be deducted evenly over the course of the school year beginning with the 2<sup>nd</sup> paycheck in September.

2. Teachers may pay association dues or service fee in one lump sum prior to October 1<sup>st</sup> each school year. Teachers electing this option shall notify the Association no later than the end of the first week of school each year.



B. SUBSEQUENT EMPLOYMENT

Those teachers whose employment commences after the start of the school year shall pay a pro-rated amount equal to the percentage of the remaining school year.

Part-time teachers shall pay a pro-rated amount of Association dues or service fee based on employment time.

C. FORWARDING OF MONIES

The Board of Education agrees to forward to the Association each pay period during the school year a check for the amount of money deducted. The Board shall include with such checks a list of teachers for whom such deductions were made.

D. LISTS

No later than the first paycheck in October of each school year, the Board of Education shall provide the Association with a list of all employees of the Board of Education and the positions held by said employees. The Board shall notify the Association monthly of any changes in said list.

E. REFERENCE TO ASSOCIATION

The singular reference to the "Association" herein shall be interpreted as referring to the Regional Education Association District #10, the Connecticut Education Association, and the National Education Association.

F. INDEMNITY CLAUSE

The Association agrees to indemnify and 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 Board for the purpose of complying with the provisions of this Article.

**ARTICLE XI**

**INSURANCE BENEFITS**

A. MEDICAL INSURANCE

1. The District will provide insurance benefits to teachers and their eligible dependents on a Board-teacher premium share basis.
  - a. In order to participate in coverage, a teacher shall execute a payroll deduction form.
  - b. The Business Office shall provide an open enrollment period for adjustment annually between May 15 and June 30. This open enrollment period will meet IRS requirements.

- c. Information on the specific terms and conditions for the plan listed below can be found in the certificate offered by the carrier.
- d. HSA/High Deductible Health Insurance Plan (“HDHP”)
  - 1) Teachers covered under this plan shall pay eighteen percent (18%) in 2022-23; nineteen percent (19%) in 2023-24; and twenty percent (20%) in 2024-25 of the premium cost of the HDHP plan.
  - 2) The HDHP plan shall have an annual deductible of \$2,500/individual and \$5,000/2-person or family. Teachers 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 teachers who elect the HDHP. The Board shall contribute \$625 for individuals and \$1,250 for two-person or family toward the applicable deductible. In September the Board will contribute one-half of its contribution. In November it will contribute one-quarter of its contribution and the remaining one-quarter of its contribution in January.
- e. The HDHP plan contains cost containment requirements. Teachers who fail to follow those procedures may be subject to additional out-of-pocket expenses.
- f. The plan includes a Copay on Rx after the annual deductible is met (\$5/\$25/\$40).
- g. Health Reimbursement Arrangement (“HRA”):

The Region 10 Board of Education will establish a Health Reimbursement Arrangement (“HRA”) for any employee, ineligible for the HSA. The employer’s obligation under the HRA will be equivalent to its obligation to fund the HSA i.e. single is \$625, two-person/family is \$1,250.

#### B. DENTAL-INDIVIDUAL

- 1. A full service dental plan plus Rider A (additional Basic Benefits) is provided. Premium cost shares for the dental plan will be the same as for the health plan.
- 2. An individual may also purchase family dental coverage. The additional cost of said family dental coverage shall be borne equally by the Board and the individual.
- 3. The District will provide a copy of the policy outlining specific terms and conditions upon entry into the program. The annual maximum benefit is \$2,000.



### C. LIFE INSURANCE

1. Provided for teachers is a forty thousand dollar (\$40,000) term life insurance plan. Premium cost shares for the medical plan selected by the teacher also apply to the life insurance plan. Coverage for accidental death and dismemberment is also provided.
2. Maximum age limits may be established by the carrier.
3. An additional fifty thousand dollars (\$50,000) in coverage is available at the employee's own cost if the employee is deemed eligible by the life insurance carrier.
4. Specific terms and conditions may be found in the certificate issued by the carrier.

### D. LONG TERM DISABILITY BENEFITS

1. Provided for teachers is a long-term disability plan. The plan includes:
  - a. Monthly disability income equal to 60% of teacher's basic monthly earnings;
  - b. Coverage to begin after the later of six months disability or the day of exhaustion of sick leave;
2. Specific terms and conditions may be found in policy issued by carrier.

### E. RETIREMENT INSURANCE BENEFITS

The Board will provide the opportunity for staff retiring to continue participation in the health insurance (not disability or life insurance) group plans offered to its teaching staff, provided the following additional conditions are met:

1. The cost of participating in the group plans will be borne totally by the teacher and may include the cost of including any eligible dependents as well as the individual teacher. All costs must be prepaid to the Board by dates set by the Board;
2. Elective participation by eligible dependents continues after death of the teacher at the dependents expense;
3. Participation in any or all health plans, individual or other coverage, at any age, is at all times subject to the approval of the then current insurance carrier(s) of the Board. Should an additional fee be charged by any insurance carrier for retired employees and or their eligible dependents, this cost will also be borne totally by the retired teacher.
4. At no time will the Board be prevented from changing insurance carriers because a new carrier charges more for retired teachers to participate or provides less coverage for retired teachers or their dependents.

## F. CHANGE OF CARRIERS

1. The Board of Education reserves the right to change any insurance carrier at any time so long as it gives prior notice to the Association and so long as the insurance coverage under the substituted insurance carrier's policy is substantially equivalent to or better than the coverage under the policy then in effect. The substantially equivalent to or better than standard shall be applied on program-wide analysis, including network, and shall not be benefit specific. Once the Association is notified that the Board intends to change insurance carriers, the Association has fifteen (15) days to examine the new insurance carrier's policy.
  - a. If the Association feels that the coverage under the new policy is not essentially equivalent to the policy in effect, it must object to the change, in writing, during that fifteen (15) days.
  - b. If the parties are unable to informally resolve the matter within the following thirty (30) days, an arbitrator with expertise in the field of insurance shall be mutually selected forthwith or, if the parties cannot agree, shall be selected forthwith by the American Arbitration Association.
    - 1) The arbitrator will be asked to decide the following question: Is the insurance coverage under the substitute insurance carrier's policy essentially equivalent to the insurance coverage under the policy currently in effect?
    - 2) The arbitrator must render his decision within thirty (30) days. All references herein to days shall mean calendar days.
    - 3) The arbitrator will accept revisions to the initial draft of the substitute insurance carrier's policy up to and including the final day of any hearing held to compare the incumbent insurance carrier's policy with the substituted insurance carrier's policy.
  - c. In the situation where a complaint has been lodged by the Association, the Board will not change to the new insurance carrier until an agreement has been reached or until an arbitrator has decided that the insurance coverage under the substitute insurance carrier's policy is substantially equivalent to the insurance coverage under the policy currently in effect.

## G. ACA IMPACT

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 2022.

Should any Federal statute or regulation pertaining to IRC §4980I be mandated to take effect during any contract year triggering the imposition of an excise tax with respect to any of the contractually agreed upon insurance plans offered herein, the parties agree to commence mid-term negotiations.



During such mid-term negotiations, the parties will reopen this Article only of the contract for the purpose of addressing the impact of the excise tax. No other provision of the contract shall be reopened during such mid-term negotiations.

## ARTICLE XII

### A. COMPENSATION

#### FY 2022-23 SALARY SCHEDULE

	BA	BA+15	MA/BA+30	MA+15	6THYR/MA+30
Step					
1	46,240	47,681	50,738	51,838	53,268
2	47,752	49,240	52,965	54,119	55,637
3	49,315	50,850	55,291	56,500	58,112
4	50,645	52,200	56,641	57,850	59,462
5	52,165	53,700	57,941	59,150	60,762
6	53,715	55,529	59,491	60,700	62,312
7	55,465	57,279	61,580	62,974	64,900
8	58,784	60,569	64,246	65,707	66,750
9			67,123	68,675	70,842
10			70,137	71,942	74,033
11			73,387	75,070	77,506
12			78,497	80,287	82,907
13			90,689	92,721	95,727

Advance one step from previous year



## ARTICLE XII

### FY 2023-24 SALARY SCHEDULE

	BA	BA+15	MA/BA+30	MA+15	6THYR/MA+30
Step					
1	46,240	47,681	50,738	51,838	53,268
2	47,752	49,240	52,965	54,119	55,637
3	49,315	50,850	55,091	56,300	57,912
4	50,645	52,200	56,461	57,650	59,262
5	52,165	53,700	57,941	59,150	60,762
6	53,715	55,529	59,491	60,700	62,312
7	55,465	57,279	61,580	62,974	64,900
8	59,607	61,417	64,246	65,707	66,750
9			67,123	68,675	70,842
10			70,037	71,842	73,933
11			73,287	74,970	77,406
12			78,497	80,287	82,907
13			91,958	94,019	97,067

Advance one step from previous year

## ARTICLE XII

### FY 2024-25 SALARY SCHEDULE

	BA	BA+15	MA/BA+30	MA+15	6THYR/MA+30
Step					
1	47,701	49,188	52,341	53,476	54,951
2	49,261	50,796	54,639	55,829	57,395
3	50,873	52,457	56,832	58,079	59,742
4	52,245	53,850	58,245	59,472	61,135
5	53,813	55,397	59,772	61,019	62,682
6	55,412	57,284	61,371	62,618	64,281
7	57,218	59,089	63,526	64,964	66,951
8	61,335	63,198	66,276	67,783	68,859
9			69,244	70,845	73,081
10			72,285	74,148	76,306
11			75,639	77,376	79,890
12			82,423	84,301	87,052
13			94,716	96,839	99,988

Remain on step from previous year



## B. RETIREMENT

1. Any teacher hired on or before June 30, 2013 who retires and who has been employed continuously for the last twenty (20) years as a teacher in Region 10 shall be paid for each unused sick day up to a maximum of 185 (one hundred eighty-five) days at a rate equal to sixty-five percent (65%) of the per diem substitute pay rate prevailing at the time of retirement, capped at \$11,000.
2. Any teacher who retires or resigns (in good standing) at the end of the school year who has given written notice prior to February 1<sup>st</sup> of that year will receive a payment of five hundred dollars (\$500).

### C. EXTRA-CURRICULAR ACTIVITY PAY

HIGH SCHOOL	CATEGOR Y	2022-2023	2023-2024	2024-2025
Academic Bowl	2	\$ 924.80	\$ 924.80	\$ 924.80
After the Story's Over	2	\$ 924.80	\$ 924.80	\$ 924.80
Art Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Band / Color Guard	2	\$ 924.80	\$ 924.80	\$ 924.80
Band / Concert (Grades 9-12)	2	\$ 924.80	\$ 924.80	\$ 924.80
Band / Jazz (Grades 9-12)	2	\$ 924.80	\$ 924.80	\$ 924.80
Book Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Chorus (Grades 9-12)	2	\$ 924.80	\$ 924.80	\$ 924.80
Class Advisor (Grade 10)	2	\$ 924.80	\$ 924.80	\$ 924.80
Class Advisor (Grade 11)	2	\$ 924.80	\$ 924.80	\$ 924.80
Class Advisor (Grade 9)	2	\$ 924.80	\$ 924.80	\$ 924.80
Comic Book Club	2	\$ 924.80	\$ 924.80	\$ 924.80
CT Invention Convention	2	\$ 924.80	\$ 924.80	\$ 924.80
Dance Team	2	\$ 924.80	\$ 924.80	\$ 924.80
Debate Team	2	\$ 924.80	\$ 924.80	\$ 924.80
Diversity Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Drama Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Eco Action Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Family and Consumer Science Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Film Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Foreign Language National Honor Society (NFLHS)	2	\$ 924.80	\$ 924.80	\$ 924.80
History Day Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Humanitarian Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Improv Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Link Crew	2	\$ 924.80	\$ 924.80	\$ 924.80
Literary Magazine - Orpheus	2	\$ 924.80	\$ 924.80	\$ 924.80
M.I.L.L.S. Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Magic the Gathering Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Makerspace	2	\$ 924.80	\$ 924.80	\$ 924.80
Math Counts (7-8)	2	\$ 924.80	\$ 924.80	\$ 924.80
Math Olympiad	2	\$ 924.80	\$ 924.80	\$ 924.80
Math Team	2	\$ 924.80	\$ 924.80	\$ 924.80
McCall's Insight	2	\$ 924.80	\$ 924.80	\$ 924.80
Middle School Band	2	\$ 924.80	\$ 924.80	\$ 924.80
Middle School Chorus	2	\$ 924.80	\$ 924.80	\$ 924.80
Middle School Jazz	2	\$ 924.80	\$ 924.80	\$ 924.80
Middle School Switchers	2	\$ 924.80	\$ 924.80	\$ 924.80
Mr. Mills	2	\$ 924.80	\$ 924.80	\$ 924.80
National Honor Society (NHS)	2	\$ 924.80	\$ 924.80	\$ 924.80
News Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Newspaper - Spartan Scroll	2	\$ 924.80	\$ 924.80	\$ 924.80
Notable Notes	2	\$ 924.80	\$ 924.80	\$ 924.80
Photography Club	2	\$ 924.80	\$ 924.80	\$ 924.80

School Book Store	2	\$ 924.80	\$ 924.80	\$ 924.80
School Newspaper	2	\$ 924.80	\$ 924.80	\$ 924.80
School Newspaper (Video News)	2	\$ 924.80	\$ 924.80	\$ 924.80
Science Club	2	\$ 924.80	\$ 924.80	\$ 924.80
STEM Club	2	\$ 924.80	\$ 924.80	\$ 924.80
STEM/Makerspace Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Student Council	2	\$ 924.80	\$ 924.80	\$ 924.80
Student Council (Grade 5)	2	\$ 924.80	\$ 924.80	\$ 924.80
Student Council (Grade 6)	2	\$ 924.80	\$ 924.80	\$ 924.80
Student Council (Grades 7-8)	2	\$ 924.80	\$ 924.80	\$ 924.80
Tech Education Club	2	\$ 924.80	\$ 924.80	\$ 924.80
Vex Robotics Club	2	\$ 924.80	\$ 924.80	\$ 924.80
WEB (Where Everyone Belongs)	2	\$ 924.80	\$ 924.80	\$ 924.80
World Language Workshop	2	\$ 924.80	\$ 924.80	\$ 924.80
Yearbook	2	\$ 924.80	\$ 924.80	\$ 924.80
ZEN Advisor	2	\$ 924.80	\$ 924.80	\$ 924.80
Class Advisor Grade 12	3	\$ 2,312.00	\$ 2,312.00	\$ 2,312.00
Drama Club (2)	3	\$ 2,312.00	\$ 2,312.00	\$ 2,312.00
Future Business Leaders of America (FBLA)	3	\$ 2,312.00	\$ 2,312.00	\$ 2,312.00
Model U.N.	3	\$ 2,312.00	\$ 2,312.00	\$ 2,312.00
Student Council/Government	3	\$ 2,312.00	\$ 2,312.00	\$ 2,312.00
Band / Marching	3	\$ 2,312.00	\$ 2,312.00	\$ 2,312.00
Yearbook	3	\$ 2,312.00	\$ 2,312.00	\$ 2,312.00
<hr/>				
Athletic Director (H/S)	6	\$ 8,098.00	\$ 8,098.00	\$ 8,098.00
Athletic Director (M/S)	3	\$ 2,613.00	\$ 2,613.00	\$ 2,613.00
Team Coordinator		\$ 1,699.00	\$ 1,699.00	\$ 1,699.00
Music Performance within district >2		\$ 82.00	\$ 82.00	\$ 82.00
Music Performance out of district >2		\$ 174.00	\$ 174.00	\$ 174.00
Overnight Chaperone Rate School Day		\$ 110.00	\$ 110.00	\$ 110.00
Overnight Chaperone Rate Non-school Day		\$ 150.00	\$ 150.00	\$ 150.00

All music teachers are responsible for two evening concerts as part of their normal job responsibilities. All performances during the school day are also included in normal job responsibilities. There is no stipend for these activities. Band or chorus classes conducted entirely during the school day will not receive ATA stipend.

ATA stipend for middle and high school chorus or concert band to be paid for after-school activities in preparation for auditions or participation in regional and state competitions.



## C (2) - ATHLETIC COACHING SCHEDULE

		<b>Varsity</b>		<b>Assistant/JV/FR/MS</b>		
	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
<b>Class I</b>						
Basketball (HS)	\$6,450	\$6,450	\$6,450	\$5,115	\$5,115	\$5,115
Basketball (MS)	NA	NA	NA	\$3,770	\$3,770	\$3,770
Diving	\$2,334	\$2,334	\$2,334	NA	NA	NA
Football	\$6,799	\$6,799	\$6,799	\$3,226	\$3,226	\$3,226
Swimming	\$6,450	\$6,450	\$6,450	\$3,889	\$3,889	\$3,889
Unified Sports	\$3,337	\$3,337	\$3,337	NA	NA	NA
Cheerleading (HS)	\$3,337	\$3,337	\$3,337	NA	NA	NA
Cheerleading (MS)	NA	NA	NA	\$2,398	\$2,398	\$2,398
<b>Class II</b>						
Baseball	\$4,517	\$4,517	\$4,517	\$3,226	\$3,226	\$3,226
Crew	\$4,118	\$4,118	\$4,118	\$3,226	\$3,226	\$3,226
Crew-Novice	NA	NA	NA	\$1,104	\$1,104	\$1,104
Cross Country (Co-Ed)	\$4,118	\$4,118	\$4,118	\$3,226	\$3,226	\$3,226
Field Hockey	\$4,508	\$4,508	\$4,508	\$3,226	\$3,226	\$3,226
Golf	\$4,118	\$4,118	\$4,118	\$3,226	\$3,226	\$3,226
Lacrosse	\$4,508	\$4,508	\$4,508	\$3,226	\$3,226	\$3,226
Soccer	\$4,508	\$4,508	\$4,508	\$3,226	\$3,226	\$3,226
Softball	\$4,517	\$4,517	\$4,517	\$3,226	\$3,226	\$3,226
Tennis	\$4,118	\$4,118	\$4,118	\$3,226	\$3,226	\$3,226
Track	\$4,443	\$4,443	\$4,443	\$3,226	\$3,226	\$3,226
Volleyball	\$4,443	\$4,443	\$4,443	\$3,226	\$3,226	\$3,226

The above schedule considers the following:

- Length of season and number of games
- Level of play
- Coach/player ratio
- Responsibilities

D. OTHER ASSIGNMENTS: HOURLY

	Hourly		
<b>Supervision:</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
Bus/Traffic	\$ 35.00	\$ 35.00	\$ 35.00
Cafeteria	\$ 35.00	\$ 35.00	\$ 35.00
Dance Chaperone	\$ 35.00	\$ 35.00	\$ 35.00
Detention	\$ 35.00	\$ 35.00	\$ 35.00
Homework	\$ 35.00	\$ 35.00	\$ 35.00
Intramurals	\$ 35.00	\$ 35.00	\$ 35.00
Kids Marathon Advisor (new hourly at HCS)	\$ 35.00	\$ 35.00	\$ 35.00
Late Bus	\$ 35.00	\$ 35.00	\$ 35.00
Music Concert	\$ 35.00	\$ 35.00	\$ 35.00
Odyssey of the Mind	\$ 35.00	\$ 35.00	\$ 35.00
Parking Lot/Student Safety	\$ 35.00	\$ 35.00	\$ 35.00
Rhyme Celebrations	\$ 35.00	\$ 35.00	\$ 35.00
Rod Dixon Running Club (new hourly at LGS)	\$ 35.00	\$ 35.00	\$ 35.00
Socials	\$ 35.00	\$ 35.00	\$ 35.00
Unified Sports	\$ 35.00	\$ 35.00	\$ 35.00
Weight Room	\$ 35.00	\$ 35.00	\$ 35.00
Other Supervision Services	\$ 35.00	\$ 35.00	\$ 35.00
<b>Other:</b>			
Technical Stage Support	\$ 38.00	\$ 38.00	\$ 38.00
Professional Development and Evaluation (PDEC)	\$ 43.00	\$ 43.00	\$ 43.00
TEAM Facilitator	\$ 43.00	\$ 43.00	\$ 43.00
Web Design	\$ 43.00	\$ 43.00	\$ 43.00
Curriculum Work	\$ 43.00	\$ 43.00	\$ 43.00

#### E. DISTRICT COORDINATOR POSITIONS

1. The parties agreed to continue the practice of varying the course load of district coordinators. Coordinators whose curricula are subject to major revisions during the school year in question, as determined by the Superintendent of Schools, shall teach no more than two (2) courses per semester during that year.
2. The Superintendent will provide the READ 10 president annually with the schedules and responsibilities of the coordinators before district coordinator contracts are issued.
3. Coordinator Stipends

	2022-2023	2023-2024	2024-2025
CATE Coordinator	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Fine Arts Coordinator PreK-12	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Math Coordinator 5-12	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Reading and Language Arts Coordinator	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
School Counseling Coordinator	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Science Coordinator 5-12	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Social Studies Coordinator 5-12	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Social Studies Coordinator K-4	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Special Education Coordinator	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
STEM PreK-4	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Wellness Coordinator PreK-12	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
World Language Coordinator 3-12	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
Dean of Students	\$ 3,575.00	\$ 3,575.00	\$ 3,575.00
ELL Coordinator	\$ 2,224.00	\$ 2,224.00	\$ 2,224.00

### ARTICLE XIII

#### BOARD OF EDUCATION

- A. Except as specifically set forth in this agreement, the Board shall not be limited in its right to hire and promote employees, or to discipline, demote or discharge them when in its sole discretion it may deem it advisable to do so.
- B. Except as specifically set forth in this agreement, nothing in this Agreement shall be construed as limiting the right of the Board or its designees to regulate class size, assign teaching blocks, study halls, homeroom duties and changes in curriculum.
- C. No party to this transaction obligates itself, himself, or herself to perform any act which would or will violate any ordinance, regulation, or law of the Town of Harwinton, Town of Burlington, State of Connecticut, or government of the United States.



## ARTICLE XIV

### SAVINGS CLAUSE

In the event that any provision 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 XV

### JUST CAUSE

- A. No material derogatory to a teacher's conduct, service, character or personality will be placed in his/her personnel file unless the teacher has had an opportunity to review such material.
  - 1. The teacher must signify such review by affixing his/her signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof.
    - a. Such materials generated by the school district will include a signature and date line at the end, near the cc line, that is set below the phrase "My signature signifies that I have been given the opportunity to review this record and does not indicate agreement with the contents."
    - b. Said teacher will return such document bearing her/his signature and date within five (5) school days of receipt.
    - c. Should the teacher refuse or fail to return the document bearing her/his signature within five (5) school days of receipt, another signature line may be added for a witness' signature which will be set below the phrase "name of teacher was offered the opportunity to sign this letter but refused to or neglected to do so."
  - 2. The answer to such materials and his/her answer shall be reviewed by the Superintendent and attached to the file copy.
- B. In no case shall any unsubstantiated complaint be placed in any teacher's file.
- C. No teacher will be disciplined without just cause.
  - 1. For the purposes of this Article the lowest level of discipline for which just cause applies is a written reprimand.
  - 2. The withholding of a teacher's increment or salary increase as provided for under this Agreement's Article VI. Section C. is not subject to this provision.
  - 3. Termination and nonrenewal proceedings will not be subject to this provision or to the grievance and arbitration provisions of this Agreement.

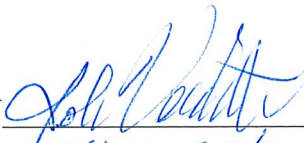
**ARTICLE XVI**

**DURATION**

The provisions of this Agreement shall be effective as of July 1, 2022 and shall continue and remain in full force and effect through and including June 30, 2025 or until a successor agreement is reached.

IN WITNESS WHEREOF, the parties hereunto have caused these present to be executed by their proper officers, hereunto duly authorized and their seals affixed hereto as of the date and year written below.

REGIONAL DISTRICT #10 BOARD OF EDUCATION

BY   
Feb. 7 2022

REGIONAL EDUCATION ASSOCIATION DISTRICT 10

BY   
DATE FEB. 7 2022

**Regional School District #10**  
Serving the Towns of Harwinton and Burlington

**HOWARD J. THIERY**  
Superintendent of Schools



**VONETTA ROMEO-RIVERS**  
Director of Teaching and Learning

MOU between R10READ and Administration

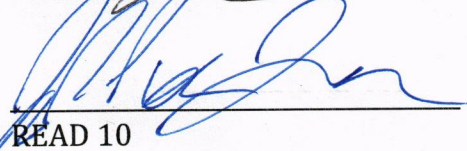
9/22/2023

Subject: Parental Leave Associated with the Birth of a Child

The District will continue the established past practice of granting 5 family sick days for the purposes of parental leave directly associated with the birth of a child. Should additional days be required for medical reasons additional sick days may be granted consistent with the family sick leave described in the current collective bargaining agreement.

  
Administration

5/22/2023  
Date

  
READ 10

9/22/2023  
Date



## 2024 Class Size MOU

### A. CLASS SIZE

1. Class sizes will have a maximum as follows:

#### Elementary

Pre-K, Kindergarten, Grade 1 20

\*Pre-K classes shall have a one to 10 adult to student ratio

Grade 2 21

Grade 3 23

Grade 4 24

Middle School (Grade 5-8) 25

High School (9-12) 25

a. The Board shall not begin a school year with class sizes beyond these numbers. An exception would be made for one student over at the beginning of the year. However, any such case will be resolved in accordance with #1 above no later than the second week of school.

b. Exceptions to the above maximums will be made for singleton classes at the high school which may begin the school year with no more than 27 students and will follow provisions of 2. below.

2. If maximums in 1. above are exceeded the teacher will be compensated at a per student daily rate (per diem rate divided by maximum number of students multiplied by the number of students over the limit). The maximum number of students for this calculation is the class size at the elementary level and 125 at the middle school and high school level.
3. The Board will hire an additional teacher if class size is exceeded by more than 2 students at the elementary or middle level. At the high school level an additional section will be added.
4. The District and the Administration will be sensitive to case load and testing issues involving special education teachers. It will work to provide equity among the staff in regard to assignment of students. Efforts will be made during peak time to reduce excessive testing requirements.
5. Excluded from the provisions of 1 through 3 above are chorus and band which may exceed these numbers.

### E. DUTIES/SUPERVISION

1. Duties will be assigned to all bargaining unit members in an equitable manner and the assignment roster made available to all teachers.
  - a. Teachers who teach six classes or have more than three (3) preparations shall be relieved from non-teaching duties.
  - b. Duties shall not be assigned to K-12 Coordinators with the exception of assigned duties during midterms and finals to help relieve teachers.

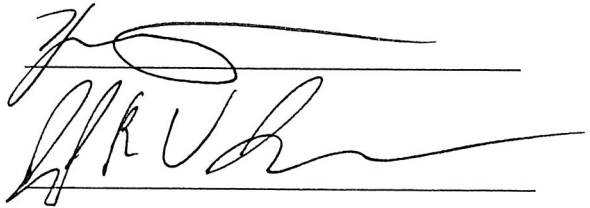
Memorandum of Agreement  
Between Regional School District 10  
And  
READ 10

Given the varying length of instructional periods on the Har-Bur Middle School schedule:

1. Teachers who teach between three and six classes will be considered full time provided that their daily instructional time equals 220 minutes plus or minus 5 minutes on a regular schedule.
2. In a regular schedule the minimum length of a daily planning/preparation period shall be no less than 45 minutes.

Superintendent

READ 10

Two handwritten signatures are present, each written over a horizontal line. The top signature is a cursive-style name, possibly 'J. [unclear]'. The bottom signature is also cursive, possibly 'D. R. [unclear]'. Both signatures are in dark ink.