

NORWICH FREE ACADEMY



Agreement Between the Trustees & The Education Association

July 1, 2026 - June 30, 2029

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ARTICLE I

PREAMBLE

This Agreement is entered into this 1st day of July, 2026 by and between the Trustees of The Norwich Free Academy, Norwich, Connecticut, and the Education Association, Norwich Free Academy, Norwich, Connecticut.

ARTICLE II

RECOGNITION

Section 1. The Academy recognizes the Association as the exclusive representative of the teachers as defined in Section 10-153b of the Connecticut General Statutes, as amended.

Section 2. The Association shall, not later than September 15th of each year, furnish the Academy with a list of its officers and shall notify the Academy as soon as possible of any changes. Such notification shall be sent to the Head of School/Superintendent.

Section 3. The Academy shall annually, on October 1st, furnish the Association with a list of all certified employees recognized in Article II, Section 1, and shall notify the Association of any changes. Such notification shall be sent to the President of the Association.

ARTICLE III

ACADEMY PREROGATIVES

It is recognized that the Academy has, and will continue to retain, whether exercised or not, the sole and unquestioned right, responsibility and prerogative to direct the operation of The Norwich Free Academy in all its respects. These rights, responsibilities and prerogatives are not subject to delegation in whole or in part. No action taken by the Academy with respect to such rights, responsibilities and prerogatives shall be subject to the grievance provisions of this Agreement unless specifically provided for in this Agreement.

ARTICLE IV

GRIEVANCE PROCEDURE

Section 1. Purpose

The purpose of this grievance procedure shall be to maintain cooperation and understanding between the Association and the Academy and to secure, at the lowest possible administrative level, equitable solutions to problems, which may arise affecting the interpretation of this Agreement. Nothing in this Agreement shall be construed as limiting the right of any employee having a problem to discuss the matter informally with the Head of School/Superintendent.

Section 2. Definitions

- a. A grievance shall be defined as a claimed misapplication or misinterpretation of a specific provision of this Agreement. All grievances shall be in writing, giving a short statement which identifies the article and section of the contract which is misapplied or misinterpreted, a short statement of the facts supporting the grievance and the relief requested, and must be filed with the aggrieved teacher's Administrative Supervisor or designee, as determined by the Head of School/Superintendent, within thirty (30) calendar days of the act or omission upon which the grievance is based.
- b. "Aggrieved teacher" shall be defined as a bargaining unit member, as set forth in Article II, Recognition, Section 1, or a group of bargaining unit members similarly affected by a grievance.

Section 3. Time Limits

Time is of the essence in the grievance procedure as well as throughout the contract. Since it is important that grievances be processed as promptly as possible, the number of days indicated at each step shall be construed as a maximum. The time limits specified may, however, be extended by written agreement between an officer of the Association and the Head of School/Superintendent.

Section 4. Informal Procedures

If a teacher feels that he/she may have a grievance, he/she will first discuss the matter with his/her Administrative Supervisor or designee, as determined by the Head of School/Superintendent, in an effort to resolve the problem informally. All teachers will be notified by September 10th, or within ten (10) days of being hired, as to their Administrative Supervisor or designee.

Section 5. Formal Procedures

a. Level One

1. If the aggrieved teacher is not satisfied with the informal disposition of the grievance at the informal procedure level, he/she may proceed to file a formal written grievance with his/her Administrative Supervisor or designee, as determined by the Head of School/Superintendent.
2. The Administrative Supervisor or designee, as determined by the Head of School/Superintendent, shall, within five (5) days of the formal written grievance, meet with the aggrieved teacher and with representatives of the Association for the purpose of resolving the grievance.

b. Level Two

1. If the aggrieved teacher is not satisfied with the disposition of his/her grievance at Level One, within five (5) days of the meeting with his/her Administrative Supervisor or designee, as determined by the Head of School/Superintendent, he/she may appeal the decision, or absence of a decision, to the Head of School/Superintendent.
2. The Head of School/Superintendent shall, within ten (10) days after the receipt of the appeal, schedule a meeting with the aggrieved teacher. The Head of School/Superintendent shall, within five (5) days after said meeting, render a decision upon the grievance to the aggrieved teacher.

c. Level Three

1. If the aggrieved teacher is not satisfied with the disposition of his/her grievance at Level Two, he/she may, within five (5) days of the decision of the Head of Schools/Superintendent file the grievance with a designated subcommittee of the Board of Trustees.
2. The designated subcommittee of the Board of Trustees shall within twenty (20) days of the date of submission of the grievance meet with the grievant and his/her Association representative.
3. The designated subcommittee of the Board of Trustees shall render its written decision to the grievance within ten (10) days of the conclusion of the meeting with the grievant.

d. Level Four

1. If the aggrieved teacher is not satisfied with the disposition of his/her grievance at Level Three, he/she may request that the Association shall submit the grievance to arbitration with the American Arbitration Association (hereinafter referred to as the "AAA"). All valid claims for arbitration must be submitted to the Boston AAA office, with a copy sent by certified mail to the Head of School/Superintendent within ten (10) days of the written decision rendered at Three of the grievance procedure.
2. The parties shall agree upon a mutually acceptable arbitrator from a list of arbitrators submitted by the AAA.
3. Once selected, the arbitrator shall schedule a hearing after school hours at which the teacher and his/her representative and the Academy and its representatives may be heard. The arbitrator shall have no authority to add to, subtract from or modify in any way the terms of this Agreement.

4. The cost of arbitration shall be borne equally by the parties. Such arbitration shall be binding upon either party.
5. The arbitrator shall be without power or authority to make any decision, which requires the commission of an act prohibited by law or which violates, modifies, alters or changes the terms of this Agreement.

Section 6. Rights of Teachers

- a. No reprisals of any kind shall be taken by either party or by any member of the administration against any participant in the grievance procedure by reason of such participation.
- b. Any aggrieved teacher may be represented at Levels One through Three of the formal grievance procedure by a person of his/her own choosing except that he/she may not be represented by a representative of or by an officer of any teacher organization other than the Association, The Connecticut Education Association or National Education Association.

Section 7. Miscellaneous

- a. All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.
- b. When a meeting or hearing is scheduled during a school day by the Head of School/Superintendent pursuant to Level Two of the grievance procedure, persons whose attendance at such meeting or hearing is necessary, including witnesses, if any, shall be released without loss of pay in order that they may attend.
- c. If a grievance arises from a claimed misapplication or misinterpretation of a specific provision of the collective bargaining agreement by someone other than the aggrieved teachers' Administrative Supervisor or designee, the aggrieved teacher may initiate the grievance at the next level.
- d. No material originating after a teacher's commencement of employment shall be placed in a teacher's personnel file unless the teacher has been notified of the filing.

ARTICLE V **COMPENSATION, BENEFITS, LEAVE PROVISIONS** **AND MISCELLANEOUS CONDITIONS OF WORK**

Section 1. Salary and Method of Payment

- a. Effective with the first payroll period in September of each contract year, each teacher shall be paid a salary pursuant to the salary schedules attached hereto as Schedule A.

- b. All teachers, except as provided in Section c. below, shall be paid on a bi-weekly basis in twenty-six (26) installments.
- c. Teachers may elect to receive their summer (July and August) pay installments along with their last paycheck in June provided that written notice is given to the Academy by April 1st.
- d. For the purpose of placement on the salary schedule, teachers may be given full credit for previous experience provided that no new hiree be placed on the salary schedule at a higher level than a teacher originally employed at the Academy with the same years of experience. Such credit may be given for previous experience in accredited secondary private schools, public schools, colleges approved for certification purposes by the Connecticut State Department of Education and military dependency schools, provided that such experience for any one (1) year shall have been continuous service for at least one-half ($\frac{1}{2}$) of that school year and provided the experience is in the specific area that the teacher will be teaching at the Academy.
- e. Each employee shall complete necessary documentation in order for the Academy to implement direct deposit for such employee. Exceptions to direct deposit may be granted by the Head of School/Superintendent or his/her designee on a case-by-case basis. A denial of an exception shall not be subject to the grievance procedure, as set forth in Article IV herein.
- f. To be eligible for a degree change on the salary schedule, a teacher must notify the Head of School/Superintendent by January 15th of the year prior to the anticipated change in degree status. Failure to make the required notification will preclude the degree change until such notification requirements have been met. Additionally, any degree change on the salary schedule shall be prospective (not retroactive) and shall not be effective until the first payroll period after the teacher provides the administration with an official copy of his/her transcript. The administration agrees to notify teachers at least thirty (30) days prior to January 15th that such notice is needed for a degree change.

Section 2. Insurances

- a. The Academy agrees to make the following insurances or substantial equivalent coverage available to all teachers. Descriptions of insurance coverage and benefits in this Article are illustrative only, do not change the actual provisions of any insurance plan, and neither the Board nor the Association shall be held responsible for any error in description. Teachers with questions about insurance coverage are urged to refer to copies of the master policies or to contact an administrative or Association representative with insurance experience.
- b. All eligible NFA teachers and their eligible dependents shall be subject to health insurance coverage provided through the Anthem Blue Cross/Blue Shield of

Connecticut Century Preferred PPO plan (the PPO PLAN), with the coverage set forth in Article V, Section 2, subsection d., 1 or a substantially equivalent plan.

- c. A PPO High Deductible Health Plan (“HDHP”) with the coverage set forth in Article V, Section 2, subsection d, 2. or a substantially equivalent plan shall be available to eligible employees as an alternative option to coverage under the PPO PLAN.
- d. 1. The PPO PLAN shall provide medical, dental, mental health, prescription drug, hospital, surgical, x-ray and office visit coverage. The PPO PLAN shall be the standard Century Preferred PPO Plan written by Anthem Blue Cross/Blue Shield of Connecticut, with the following exceptions only:
 - Primary care physician office visit co-pay per visit of \$30.00 (\$40.00 specialists);
 - outpatient physical therapy, occupational therapy, speech therapy and chiropractic services (maximum fifty (50) combined visits per year) \$40.00;
 - outpatient mental health/substance abuse \$30.00;
 - in-patient hospital co-pay of \$500.00 per day (maximum of \$1,500.00 per year);
 - inpatient mental health/substance abuse \$500.00 per day (maximum of \$1,500.00 per year);
 - rehabilitative services \$500.00 per day (maximum of \$1,500.00 per year);
 - skilled nursing facility \$500.00 per day (maximum of \$1,500.00 per year);
 - emergency room \$150.00;
 - urgent care \$25.00;
 - high cost diagnostic lab and x-rays \$50.00 (maximum of \$375.00);
 - out-patient surgery \$250.00;
 - prescription drug coverage with a co-pay of \$15.00 for generic drugs, \$30.00 for brand name formulary, \$45.00 for brand name non-formulary and mail order at one co-pay per three-month supply, a prescription deductible of \$500.00 (single), \$1,000.00 (single + 1 and family), must first be met, then three tier formulary to a maximum of \$1,200.00);
 - out-of-network deductible \$400.00/\$800.00/\$1,200.00;

- Co-ins. Max (80/20) \$600.00/\$1,200.00/\$1,300.00;
- Out of Pocket Max: \$1,000.00/\$2,000.00/\$2,500.00.

The PPO:

- Does not cover bariatric procedures
- Infertility benefits are subject to the state mandate limits

d. 2. **High Deductible Health Plan**

Summary of Plan Design:

The HDHP shall have a \$2,250.00 single and \$4,500.00 family deductible for in network services. Prescription drugs are covered as part of the program and are subject to the deductible. Once the deductible is met there shall be no coinsurance in network for covered medical services, with the exception of prescription drug copayments. Upon satisfaction of the (HDHP) deductible, prescriptions are subject to the following copayments: \$10 Generic/ \$25 Listed Brand Name/ \$40 Non-Listed Brand Name (unlimited maximum) (1x retail co-payment for 90-day supply).

The HDHP:

- Does not cover bariatric procedures
- Infertility benefits are subject to the state mandate limits

Out of network medical services will be subject to an 80% plan/20% member coinsurance after the combined in and out-of-network deductible of \$2,250.00 for individual and \$4,500.00 for family is satisfied. In network out-of-pocket maximum of \$2,750.00 for single and \$5,500.00 for family. The out-of-network out-of-pocket maximum for these services is \$5,000.00 for the individual and \$10,000.00 for the family.

In year one of the contract (July 1, 2026 through June 30, 2027), the Academy will contribute fifty percent (50%) of the applicable deductible amount into the employee's established Health Savings Account ("HSA").

In year two of the contract (July 1, 2027 through June 30, 2028), the Academy will contribute fifty percent (50%) of the applicable deductible amount into the employee's established HSA.

In year three of the contract July 1, 2028 through June 30, 2029), the Academy will contribute fifty percent (50%) of the applicable deductible amount into the employee's established HSA.

The Academy's contribution toward the deductible will be deposited into the HSA accounts on or about July 1st (twenty-five percent (25%) of the Academy's contribution toward the deductible), on or about September 1st (fifty percent (50%) of the Academy's contribution toward the deductible), and on or about January 1st (twenty-five percent (25%) of the Academy's contribution toward the deductible) in each contract year.

The parties acknowledge that the Academy's contribution toward the funding of the HDHP is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for actively employed teachers. The Academy shall have no obligation to fund any portion of the HDHP deductible for retirees or other individuals upon their separation from employment.

Additionally, an employee shall receive a prorated contribution toward his/her HSA, if the employee: (a) is hired by the Academy after the commencement of the applicable plan year; or (b) he/she elects health insurance after the commencement of the plan year due to a change in status. The prorated amount of the contribution shall be based on the first day that the employee is covered under the plan through June 30th of the applicable contract year.

An employee who resigns, retires or no longer receives health insurance benefits from the Academy shall not be eligible for any Academy contribution toward the HSA upon the occurrence of such event. Under such circumstances, an employee shall be required to reimburse the Academy a prorated amount of the money contributed by the Academy toward the employee's deductible for such contract year.

e. 1. For teachers electing the PPO Plan, for each full-time teacher, and family or other eligible dependents, if applicable, who is employed for the school year, the Academy agrees to pay the full costs of the insurance as established by the plan administrator less the teacher's contribution rate which effective July 1, 2026, shall be twenty-five percent (25%); effective July 1, 2027, shall be twenty-five and one-half percent (25.5%); and effective July 1, 2028 shall be twenty-six percent (26%). Such insurance contributions shall be based upon the self-insured equivalent rate/allocation rate established by the plan administrator for each year of the contract and shall be made via payroll deductions.

e. 2. For teachers electing the PPO HDHP, for each full-time teacher, and family or other eligible dependents, if applicable, who is employed for the school year, the Academy agrees to pay the full costs of the insurance as established by the plan administrator less the teacher's contribution rate which effective July 1, 2026 shall be twenty percent (20%); effective July 1, 2027 shall be twenty and one-half percent (20.5%); and effective July 1, 2028 shall be twenty and one percent (21%). Such insurance

contributions shall be based upon the self-insured equivalent rate/allocation rate established by the plan administrator for each year of the contract and shall be made via payroll deductions.

f. Such contributions shall be made subject to section 125 of the Internal Revenue Code of 1986, as amended. The right of teachers to option back to the PPO PLAN from the PPO HDHP or vice versa shall be governed by the rules of the insurance companies.

g. When two (2) members of the same family receive full insurance coverage under this Agreement, the Academy may request one (1) such family member to voluntarily waive his/her coverage and said employee shall receive five hundred dollars (\$500.00) annually or a pro rata share per month for any month in which his/her coverage is waived.

h. When a teacher who is eligible for single coverage voluntarily waives the Academy's health insurance plan, he/she will be paid seven hundred fifty dollars (\$750.00). A teacher who is eligible for 2-person coverage will be paid a total of one thousand dollars (\$1,000.00) if coverage is waived for both persons and a person who is eligible for family coverage will be paid one thousand two hundred fifty dollars (\$1,250.00) if he/she waives family coverage. The waiver will be paid in two (2) increments - one-half ($\frac{1}{2}$) in October and one-half ($\frac{1}{2}$) in May. Such election to waive coverage may be made on an annual basis no later than June 1st for the Plan Year of July 1st through June 30th. The Academy reserves the right to limit the number of teachers who may voluntarily waive their health insurance coverage in order to preserve the integrity of the group plan. If more teachers elect to waive their coverage than can be accommodated, then the date of hire will be used as a determining criteria.

i. Eligible teachers shall receive a fifty thousand dollar (\$50,000.00) term life insurance policy.

Section 3. Severance Pay

Professional staff members who have attained fifty-five (55) years of age, who have taught continuously at the Academy for ten (10) consecutive years as a full-time, regular professional employee, who do not participate in the early retirement program, and who retire from the teaching profession by application to the Connecticut State Teachers' Retirement Fund, shall be entitled to a one (1) time severance payment of one hundred dollars (\$100.00) for each full year of service to the Academy. The payment shall be in a separate check and shall be paid with the last paycheck provided to the retiring staff member.

Section 4. Sick Leave

a. Full-time teachers shall be entitled to fifteen (15) days sick leave for each school year of employment. Sick leave may be accumulated from year to year to a maximum of

one hundred seventy (170). Part-time and/or job share teachers shall receive a pro-rated number of sick days per year.

Sick leave may be used in full day or one-half ($\frac{1}{2}$) day increments in accordance with the terms set forth herein.

- b. Sick leave donation is to aid teachers who are suffering a prolonged illness as attested to in writing by the physician treating the teacher for the illness and have exhausted his/her own leave days.

When a teacher has exhausted all leave days, he/she may apply for sick leave donation.

When a teacher applies for sick leave donation, the Association President or his/her designee and two (2) members of the bargaining unit and the Head of Schools/Superintendent or his/her designee and two (2) members of the Administration shall meet as a committee and decide whether to approve the teacher's request.

If approved by a majority of the committee, the teacher requesting the donation shall be consulted as to how notice goes out for the donation. If there is a tie vote, the Academy's medical center director will be provided with the information from the committee, and he/she will act as the tiebreaker regarding whether to approve or reject the teacher's request.

Individual teachers may donate up to five (5) days of sick leave per request. The teacher requesting donation may receive a total of up to sixty (60) sick leave days per contract year.

Donated days shall be distributed to the requesting teacher one (1) day at a time from the donating teacher(s) on a rotating basis.

Sick leave days shall be removed from a donors account only as they are used.

Donors may be anonymous or not, at their discretion.

The Association agrees to hold the Academy harmless for any and all claims, lawsuits, damages, attorney's fees and/or liability of any kind arising out of the operation of this provision of the Agreement.

Denial of requests for sick leave donation shall not be subject to the grievance or arbitration procedure set forth under Article IV of this Agreement.

- c. The Academy, in its sole discretion, may grant further extended sick leave with or without pay.

- d. Sick leave may not be used for any other purpose except accident, illness, or injury to the teacher. A note from the physician treating the teacher for his/her illness may be required upon return from an absence of three (3) or more consecutive days. A note from the physician treating the teacher for his/her illness may also be requested if a review of the teacher's record demonstrates a pattern of absenteeism during the current academic year. Sick leave taken in the event of a medical illness or injury or follow-up to surgery in accordance with a specific medical directive, as provided by the teachers' treating physician, shall not be considered a pattern of absenteeism for purposes of this Article. The teacher must notify the designated representative of the Head of School/Superintendent on or before the first day of the absence due to illness or injury and inform him/her as to the nature of the illness and as to when the teacher expects to return to work. The teacher is expected to keep the designated representative of the Head of School/Superintendent reasonably informed during such absence. Each teacher shall be entitled to utilize up to a maximum of four (4) days accumulated sick leave per year for absence required when a member of the teacher's immediate family is ill or injured so that the personal attendance of the teacher is necessary. For purposes of the language set forth herein, immediate family shall be defined as the teacher's spouse, children or parents.

Section 5. Personal Leave

- a. It is recognized by all that absences by teachers from the classroom interrupt the educational process and must, therefore, be held to an absolute minimum.
- b. In each school year, teachers shall be granted three (3) days of personal leave for imperative personal business or legal obligations, which cannot be conducted outside of school hours.

Use of personal leave must be recorded in the frontline program used by the Academy (or an alternative software program implemented by the Academy).

The use of any personal leave submitted to extend a holiday or vacation period will not be permitted, nor shall personal leave be used during the first two (2) weeks or the last two (2) weeks of the school year unless an extreme emergency arises, and the leave is approved by the Head of School or his/her designee. Except as set forth below, personal leave days are not cumulative.

If a teacher has any remaining personal days at the end of a contract year, the teacher may carry-over one (1) personal day to the subsequent contract year, provided, however, at no time may a teacher have more than four (4) personal days.

Personal leave may be used in full day or one-half ($\frac{1}{2}$) day increments in accordance with the terms set forth herein.

- c. Nothing in this section shall preclude the Head of School/Superintendent from granting additional personal leave with or without pay for reasons which he/she deems urgent.
- d. Temporary leaves may be granted for time necessary for appearances in any legal proceedings connected with the teacher's employment or with the operation of The Norwich Free Academy. Temporary leave granted under this section for Academy business will not be charged against a teacher's personal leave.

Section 6. Teacher Hours and Load

- a. The parties agree that the Academy has the exclusive right to determine the scheduled employment year and for the duration of this Agreement the scheduled employment year shall not exceed one hundred eighty-five (185) days.
- b. When required, changes in the scheduling of the school day shall be made by the Head of School/Superintendent as he/she deems necessary in light of the current conditions. Except in emergencies, as determined by the Head of School/Superintendent, teachers will be consulted concerning any schedule changes in the school day.
- c. No teacher will be required to teach outside the area for which he/she is certified by experience and professional training or qualified by professional experience.
- d. All teachers will be at school before and after the school day long enough to discharge their professional responsibilities to the Norwich Free Academy. It is understood that the following schedules represent the minimum basic requirements, and that it may be necessary for teachers to arrive earlier or stay later to discharge their responsibilities.

Basic Schedules:

Teacher Workday Starting Time: 7:15 a.m.
(teachers must be in classroom)

Student School Day Starting Time: 7:25 a.m.

Teacher Workday Ending Time: thirty (30) minutes after the student school day ends (except on Wednesdays when the teacher workday ends at 3:00 p.m.)

Basic Student School Day Ends: 2:10 p.m.
(student release time)

It shall be the duty and professional responsibility of each NFA teacher to schedule and conduct after-school help sessions for students of at least thirty (30) minutes' duration a minimum of two (2) times each week. Should no students attend a particular help session,

the teacher shall use the time for the discharge of other professional responsibilities. Teachers shall not schedule help sessions on days set aside for faculty, house, and department meetings. On occasion, student help sessions may be cancelled by the administration to permit the teacher to attend other school-related meetings.

- e. Incorporated within the student school day, from the hours of 7:25 a.m. – 2:10 p.m., will be the student teaching day consisting of, except as set forth below and in Article V, Section 6. f., up to five (5) teaching classes, one (1) duty, one (1) preparation period, one (1) duty free lunch (minimum thirty (30) minutes) and student passing time. A duty shall be defined as study hall, hall monitoring, or other responsibilities mutually agreed to, in writing, by the Academy and the Association. Teachers shall not be required to prepare materials for or teach during their duty.

The NFA community meetings will be scheduled for a maximum of once per week per school year at a maximum of thirty (30) minutes per session, except for during the first week of each school year. During the first week of a school year, the Academy may schedule two (2) community meetings for no greater than thirty (30) minutes each. Teachers shall not be required to prepare materials for community meetings.

Ninth grade unit teachers will be assigned one (1) channel per week for the following. One-half ($\frac{1}{2}$) of the channel will be used for a duty and the other one-half ($\frac{1}{2}$) of the channel will be used for unit activities including, but not limited to PPT's, SST's, collaboration with other unit teachers and offering help to students in their units.

- f. All teachers who are assigned to teach six (6) classes per day as part of their regular assignment (including Technology Education, Family and Consumer Science, Physical Education/Health and Art) and teachers who agree to teach additional classes in lieu of study hall duty beyond the normal workload will be compensated at an annual rate of ten percent (10%) of the 1st step of the BA salary schedule. If a sixth class is discontinued during a school year or a teacher no longer teaches a sixth class, the additional remuneration set forth herein shall be discontinued for the remainder of the school year on a prorated basis.

If more teachers agree to teach a sixth class than is needed by the Academy during a school year, interested teachers who were not provided with the opportunity to teach a sixth class will be given the first opportunity to teach a sixth class during the subsequent school year, provided, the teacher is certified to teach the class and remains interested in teaching the class.

In the event that a teacher is needed for coverage, the Academy will fill the need in accordance with the following order:

- The Academy will first attempt to fill the need for coverage by use of a substitute who is unassigned during the period that he/she is needed for coverage.

- If a substitute is unavailable, the Academy will attempt to fill the coverage with an available teacher from the list of teachers who have submitted their names for voluntary coverage.
- If the above steps do not result in sufficient coverage, teachers assigned to Hall Duty will be used for coverage.
- If the above steps do not result in sufficient coverage, students will be sent to the library for self-study.
- If the above steps do not result in sufficient coverage, the Academy will fill the coverage with a teacher not assigned to either a classroom or a duty.

Teachers who are assigned coverage in accordance with the language set forth above for hall monitoring, cafeteria duty or for each class coverage will be compensated at the rate of forty dollars (\$40.00).

- g. Teachers shall receive a continuous uninterrupted duty-free lunch period of at least thirty (30) minutes per day.
- h. The Association and the Academy recognize that participation and attendance at school-oriented programs and/or meetings outside of normal teaching hours are part of the duties of the professional teacher. Therefore, teachers may be required to attend monthly meetings after school. Normally, agendas will be posted at least five (5) school days in advance of the meeting. However, the parties recognize that attendance at all evening functions may not be possible; therefore, active participation to the fullest extent is encouraged and attendance at evening meetings other than the three (3) parent-teacher nights and one (1) graduation duty per school year, as may be requested by the Head of School/Superintendent, shall be on a voluntary basis. The above mentioned three (3) parent-teacher nights will be followed by three (3) early release days to be scheduled in consultation with the Association. In the event that the Academy adds one (1) additional parent-teacher night, it will be followed by one (1) additional early release day to be scheduled in consultation with the Association.
- i. During the term of this Agreement, the Academy may, at its' discretion, implement a morning homeroom period that will meet one (1) day per week for no greater than ten (10) minutes in duration.

Teachers who are assigned to teach six (6) classes per day as part of their regular assignment in Technology Education, Family Consumer Life Science, Physical Education/Health and Art may be assigned a homeroom duty by the Academy.

If the Academy determines that it needs additional teachers for homeroom duty beyond the enumerated assignments set forth above, the Academy will request volunteers prior

to assigning any other teacher a homeroom duty. If the Academy requires additional teachers for homeroom duty after seeking volunteers, the Academy will determine which teachers shall be assigned such duties. Special education teachers will not be assigned a homeroom.

For the performance of such duties, teachers assigned a homeroom duty shall receive the following stipends:

- one hundred forty dollars (\$140.00).

The stipend will be paid as part of the final pay period in the applicable contract year.

Section 7. Notification of Teaching Assignment and Teaching Schedule

- a. All teachers will be assigned to positions by the Head of School/Superintendent, whose responsibility it will be to place teachers where their contributions will be of greatest benefit to the educational program. Tentative assignments and teaching schedules for the coming year and notification thereof will be made by the close of school in June.
- b. In the event of a change in circumstances or conditions during the months of July and August, such assignments may be changed only as required thereby, with immediate notice in writing to the teacher affected.

Section 8. Posting of Professional Positions

- a. Whenever any vacancy in a teacher position which the Academy intends to fill occurs during the school year, it will be adequately publicized by the Head of School/Superintendent by means of the Academy portal to all bargaining unit members and an email regarding such vacancy will be forwarded to the Association's Presidents via the Presidents' Academy email address. Adequate publication shall mean the notice of vacancy shall be posted on the Academy portal at least ten (10) days prior to the filling of the position.
- b. During the months of July and August, notice of vacancies will be posted on the Academy's portal.
- c. In notices for job vacancies, the notice shall set forth the qualifications for the position and its duties.

Section 9. Personal Development and Educational Improvement

- a. Teachers who have been employed by the Academy for one (1) or more full calendar years shall be eligible to receive fifty percent (50%) reimbursement of tuition costs up to a maximum amount equal to fifty percent (50%) of the prevailing UCONN-Storrs cost for a three (3) credit course. As a condition of such tuition assistance, the teacher

who commences work for the Academy on or after July 1, 2017 must agree to remain employed by the Academy for two (2) years or repay the Academy the amount of reimbursement paid by the Academy. In the event that the employee leaves the Academy's employment within two (2) years of receiving tuition assistance, the employee shall reimburse the Academy for the tuition paid by the Academy. Accordingly, at the time the teacher is provided with the tuition assistance, he/she shall be required to execute an Academy Tuition Assistance Form wherein he/she agrees to the terms set forth above. Repayment can be waived by the Academy under certain circumstances.

In order to be eligible for reimbursement, the following criteria must be met:

1. such courses are part of a course of study for one (1) Graduate Degree submitted to and approved by the Head of School/Superintendent or a designee prior to the beginning of any such course. An 092 certificate that is not a part of a graduate degree program (a 6th year program) shall not be considered a "degree";
2. such courses are taken at an accredited college or university or a recognized professional training school;
3. such courses be for either (a) a certification requirement, as determined by the Academy; or (b) in order to enhance the skills of the teacher as a secondary school teacher; and
4. the request for reimbursement is submitted within thirty (30) calendar days from the date the course is completed. Proper paperwork from the college or university must be submitted within such time frame. A failure to timely submit a request for reimbursement within thirty (30) calendar days from the date the course is completed shall be considered a waiver of the request for reimbursement unless extenuating circumstances precluded the teacher from submitting the request for reimbursement within the thirty (30) day timeframe set forth herein. In order for the extenuating circumstance exception to be considered by the Academy, the teacher must advise the Head of School/Superintendent, in writing, of the extenuating circumstances within the thirty (30) day timeframe. If the Head of School/Superintendent determines that no extenuating circumstances existed, his/her decision shall not be subject to the grievance or arbitration procedure set forth under Article IV of this Agreement.

Any current bargaining unit member enrolled in a course of study toward a specific degree approved by the Academy as of June 30, 2014 shall remain eligible for reimbursement for such course of study for the specific degree in accordance with Section 9. a. 1-4 regardless of the degree.

In addition, teachers who meet the criteria set forth above for reimbursement for tuition costs shall receive up to one hundred dollars (\$100.00) annually towards fees charged by the accredited college or university with written proof of the fees charged by the accredited college or university.

- b. Teachers shall be entitled to one (1) professional day per year subject to the approval of the Head of School/Superintendent. Teachers attending conferences, workshops, seminars or other professional improvement sessions with the prior approval of the Head of School/Superintendent shall receive one hundred percent (100%) of the reasonable cost incurred thereby, including fees, lodging and/or transportation costs, provided, however, that they may be required to substantiate such cost by appropriate documentation.

Section 10. Educational Development Committee

The Association shall appoint an educational development committee which will consider the future of the curriculum, teaching loads, teaching materials, teaching facilities and all aspects of educational methodology intended to encourage improvement of the educational program. This committee will cooperate with the administration in the implementation of educational revision and will periodically meet with the administration and make recommendations to the Head of School/Superintendent. These recommendations will be submitted to the Academy on a mutually agreed-upon agenda.

Section 11. Leaves of Absence

For good cause and with the specific recommendation of the Head of School/Superintendent, a teacher may be granted a leave of absence. The duration of the leave shall be established at the time it is granted. Said leave shall be without pay. The teacher may continue his/her fringe benefits during such leave at his/her own expense at the Academy's COBRA rate. Said leave shall not normally exceed one (1) year. However, additional time may be granted if the Academy deems it to be in the interest of the Academy. Upon expiration of the leave, the teacher shall be reinstated in the former or equivalent position unless the former position has been eliminated or there is no equivalent position.

Section 12. Family and Medical Leave

- a. Teachers who qualify for leave under the federal family and medical leave act ("FMLA") shall be provided with leave in accordance with the FMLA.
- b. Requests for leave under the FMLA must be submitted to the Head of School/Superintendent at least thirty (30) calendar days in advance of a foreseeable event (or as soon as practicable under the facts and circumstances for unforeseeable events).
- c. Any teacher eligible to take FMLA leave shall be required to use any accrued sick leave

and personal days concurrently with the FMLA leave before taking any unpaid medical leave.

- d. Failure to return to work following the period of approved leave shall constitute a resignation from employment, provided, however, if the leave was for a duration of less than twelve (12) weeks, the leave may be extended up to the maximum of twelve (12) weeks under the FMLA upon submission and approval of the necessary paperwork from the teacher and his/her treating physician. Under such circumstances, failure to return to work following the expiration of the twelve (12) week period shall constitute a resignation from employment. Failure to return in the above circumstances shall not constitute resignation if the teacher is entitled, pursuant to law or contract, to further leave beyond the twelve (12) weeks of FMLA leave (e.g. - remaining sick leave for the teacher's own illness).

Section 13. Sabbatical Leave

Sabbatical leave for two (2) teachers will be available with the approval of the Academy and the recommendation of the Head of School/Superintendent. To be eligible for sabbatical leave, the teacher must have taught at the Academy for seven (7) years and must agree to return to the Academy for an additional two (2) years. Teachers who are granted sabbatical leave will receive fifty percent (50%) of their salary and all benefits which full-time teachers receive. The sabbatical year will be considered a teaching year for the purposes of step placement on the salary schedule. If the teacher receives other grants or fellowships during the period of the sabbatical year, that fact must be reported to the Head of School/Superintendent. In no case may the combined income of such grants and amount received from the Academy exceed the teacher's base salary for the corresponding year.

Sabbatical leave for a shorter duration may be approved by the Academy if, in the judgment of the Head of School/Superintendent, such leave is in the best interests of the Academy.

Section 14. Extra Pay for Extra Services

- a. Extra services for which extra compensation shall be paid will be in the amount as set forth in this Agreement in Appendix B. Teachers shall not receive extra compensation for assisting with graduation ceremonies or for standardized testing. The EANFA shall be allowed input into the establishment of non-volunteer schedules for Graduation Assignment and input into the selection of staff for standardized testing supervision and monitors.
- b. All extra services for which compensation is provided will be on separate contract forms and will be set up on an annual basis.
- c. All such appointments are subject to review and approval by the Academy on an annual basis.

- d. A mutually agreed to summer schedule will be developed between the Academy and each school counselor once the last day of the school year is finalized by the Academy (but no later than the regularly scheduled April Trustees meeting). Should additional work be required beyond the agreed-upon schedule, payment will be made according to the schedule as defined in Article V, section 14, subparagraph f of this Agreement.
- e. School counselors will be scheduled for nine (9) days during the summer recess. The additional nine (9) days will be scheduled immediately following or prior to the regular school year unless a different schedule is agreed to by a school counselor and the Head of School or his/her designee. School counselors will be paid at their per diem rates based on a seven (7) hour workday for the nine (9) days worked. If a school counselor is unable to work any of the additional nine (9) days immediately following/prior to the regular school year, or on the agreed upon schedule, the school counselor and the Head of School or his/her designee will meet to discuss an alternative schedule to address rescheduling the days the school counselor is unable to work.

At the discretion of the Head of Schools or his/her designee, special education teachers and school social workers may work one (1) additional day during summer recess. At the discretion of the Head of Schools or his/her designee, school psychologists may work two (2) additional days during summer recess. These days, beyond the normal work year of one hundred eighty-five (185) days, shall be scheduled by mutual agreement between the Head of Schools or his/her designee and the impacted teacher. Special education teachers, school social workers and school psychologists shall be paid their applicable per diem, rate for the additional day(s) of work.

- f. Heads of Department (HODs) shall act as “complementary observers” (in accordance with State guidelines). As Instructional Leaders, HOD’s will assist in giving feedback for the summative evaluations. Primary evaluators will be responsible for writing and assigning the final summative evaluations. HODs shall be released for three (3) channels and work a 190-day school year which shall be scheduled immediately prior to/after the teacher work year and will be compensated at ten percent (10%) of BA-2 plus seventy-five dollars (\$75.00) per teacher that he/she supervises in his/her role as a complementary observer. In addition to the above, HODs will be scheduled for an additional four (4) days during the summer recess and will be paid their per diem rate for each day. The scheduling of such days will be mutually agreed upon by the HOD and the Academy.
- g. Employees, with the approval of the Head of School/Superintendent, may job share. Job Sharing will be decided on a case-by-case basis by the Head of School/Superintendent and shall not be subject to the arbitration process set forth herein.

Section 15. Teacher Evaluations

- a. Evaluation of certified personnel shall be implemented in accordance with guidelines established by the Academy after consultation with the Professional Development and Evaluation Committee ("PDEC"). Said consultation with the PDEC shall occur on a yearly basis. Teacher evaluation shall be used to improve teaching performance, instruction by teachers and the assessment of a teacher's professional competence.
- b. All formal observation by any means for the purpose of evaluation of the professional performance of a teacher will be conducted openly with full knowledge of the teacher.
- c. A written evaluation report will be completed after each formal evaluation visit and a conference will be held with the teacher, who will sign the report to indicate the fact that a review has been completed, not that the teacher necessarily agrees with the report.
- d. A copy of any evaluation shall be given to the teacher within five (5) working days of the conference. The teacher shall review the evaluation and, within five (5) working days of the receipt of such evaluation, inform the evaluator in writing with a copy to the Head of School/Superintendent of affirmative action which will be taken to remedy deficiencies, if any, outlined in the evaluation.
- e. The teacher will have the right to submit a written answer to such material, and his/her answer will be reviewed by the Head of School/Superintendent and attached to the file copy of the evaluation.
- f. The contents of evaluation reports are not subject to the grievance and arbitration procedures.
- g. Evaluations will be carried out in a consistent manner in accordance with the State Department of Education approved evaluation plan.

Section 16. Protection

- a. Teachers shall receive the protection of Connecticut General Statutes Sections 10-235 and 10-236.
- b. Teachers shall immediately report all cases of assault suffered by them in connection with their employment to the Head of School/Superintendent in writing.

Section 17. Discipline

No teacher shall be disciplined without just cause.

Verbal warnings and written warnings shall not be subject to arbitration under Article IV.

Section 18. Funeral Leave

In the event of a death of a member of the teacher's immediate family, the teacher will be provided with up to three (3) consecutive days of paid leave for attendance at the immediate family members funeral and/or memorial service.

For purposes of this provision of the Agreement, "immediate family" shall be defined as the teacher's spouse, parent, stepparent, child, brother or sister.

For attendance at the funeral and/or memorial service of the teacher's grandparent, mother-in-law, father-in-law, sister-in-law or brother-in-law, the teacher will be provided with one (1) day of paid leave.

ARTICLE VI

NFA CULTURAL VOLUNTEERISM AND COMMUNITY SERVICE

The Norwich Free Academy has a tradition of commitment to a culture steeped in service, volunteerism and stewardship. Unquestionably, faculty and administration serve as role models in all we do, especially in these areas. Consequently, all certified staff will be involved in Academy activities additional to their basic teaching assignments. These activities may include, but are not limited to, paid positions such as "Schedule B" and Coaching, as well as unpaid contributions such as committee work, Teacher of the Year, Strategic Planning, Glad & Sorry, etc. Chaperoning school activities outside of the normal day, e.g., dances, plays, field trips, and other activities as appropriate are also appropriate. All additional activities that are to be considered paid positions must be approved, in writing, in advance, by the Director of Operations/Head Principal.

In the spirit of professionalism, all certified staff will participate in activities to help the school and its students. In those rare instances when someone may be physically incapacitated or otherwise unable to serve, provisions will be made.

In addition, each NFA teacher who is involved in a co-curricular activity must incorporate a community or public service component for the group, such service component to be approved by the Administration.

ARTICLE VII

LAYOFF AND RECALL

Section 1. Whenever a teaching position in a particular department or specialized area is eliminated, the determination of the teacher to be separated will be based on:

- a. seniority, except as non-tenured;
- b. teaching performance;
- c. area of certification; and
- d. professional training and education.

Section 2. Teachers laid off shall remain on a recall list until September 1 in the calendar year following their layoff. Teachers shall be removed from the recall list if offered reappointment to any position for which they are certified involving .5 time or more.

Section 3. Any teacher on the reappointment list shall be sent, through certified mail, a written offer of employment at least fifteen (15) days prior to the date of reappointment. Said teacher shall accept or reject the appointment in writing within ten (10) days of receipt of the offer.

ARTICLE VIII **CLASS SIZE**

Section 1. The parties recognize the size of classes is an important fact in the quality of education afforded students and the Academy will keep class size within reasonable limits.

Section 2. The parties recognize that a reasonable pupil-teacher ratio is vital to effective instruction and that the nature of the class dictates what is reasonable. The Academy and the Association will select an ad hoc committee consisting of two (2) members appointed by the Academy and two (2) members appointed by the Association to meet upon request for the purpose of discussing issues relating to class size. Meetings in accordance with this Section of the collective bargaining agreement shall be held no more than twice per contract year.

ARTICLE IX **PERSONAL INJURY BENEFITS**

Whenever a teacher is absent from school as a result of personal injury caused by an accident arising out of and in the course of his/her employment, he/she shall be paid workers' compensation for the period of such absence, and no part of such absence shall be charged to his/her annual or accumulated sick leave.

ARTICLE X **USE OF SCHOOL FACILITIES**

Section 1. The Association will have the right to use for local business purposes the library conference room, Slater Auditorium and Ensemble Room, without cost, at reasonable times for meetings; provided, however, that the Association will be required to pay for any additional custodial costs involved by reason of said meetings and the school buildings have not previously been engaged through the Head of School/Superintendent for school or community use. The Head of School/Superintendent shall be notified in advance of the time and place of all such meetings.

Section 2. There will be bulletin board space in each faculty lounge and the faculty cafeteria for the purposes of displaying appropriate notices, circulars and other Association material.

ARTICLE XI **TEACHER FACILITIES**

Section 1. The Academy agrees to supply a locking file cabinet in every classroom for teachers to store instructional materials and supplies.

Section 2. Teachers shall have the use of appropriate equipment and supplies to aid in the preparation of instructional materials.

Section 3. The Academy will work with the Association in improving the facilities in the current faculty lounges.

Section 4. Telephones shall be available for teachers' confidential use for calls to parents, other teachers and school-related activities.

ARTICLE XII **DUES DEDUCTION**

Section 1. Deductions

The Norwich Free Academy agrees to deduct from each teacher who is a member of the Association an amount equal to the Association membership dues by means of payroll deduction. The amount of the deduction for each paycheck of Association members shall be equal to the total Association membership dues divided by the number of paychecks from and including the first paycheck in September and including the last paycheck in June. The amount of Association membership dues shall be certified by the Association to the Academy prior to September 1st. The only exception to these deductions would be those electing before September 1st to pay the Association in cash. A list of these employees will be submitted to the Academy by September 1st.

Section 2. Subsequent Employment

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

Section 3. Forwarding of Monies

The Academy agrees to forward to the Association each month a check for the amount of money deducted during the month. The Academy shall include with such check a list of teachers for whom such deductions were made.

Section 4. Lists

No later than the first paycheck in October of each school year, the Academy shall provide the Association with a list of all employees of the Academy the positions held by said employees

and their home address and telephone number. The Academy shall notify the Association not less than fifteen (15) calendar days of any changes in said list that the Academy is aware of.

Section 5. Reference to Association

The singular reference to the "Association" herein shall be interpreted as referring to the Education Association, Norwich Free Academy, the Connecticut Education Association and the National Education Association.

ARTICLE XIII **WAIVER OF RIGHT TO NEGOTIATE**

Section 1. The Association, in consideration of this Agreement and its terms and conditions, expressly waives the right to negotiate with the Academy with respect to any subject not specifically referred to or covered in this Agreement.

Section 2. If agreed to by the Academy and the Association, a negotiated contract article or any part of this Agreement may be reopened for negotiations prior to the end of this Agreement.

ARTICLE XIV **SEVERABILITY**

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

ARTICLE XV **HOLDOVER**

In the event that the Academy and the Association shall fail to secure a successor agreement prior to the termination of this Agreement, this Agreement shall remain in full force and effect.

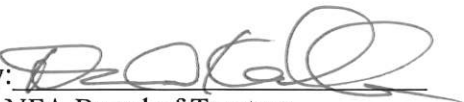
ARTICLE XVI **THE CONTRACT**

The Academy agrees, at its expense, to print and distribute the contract to all teachers by the date of the Association's annual meeting. In addition, the Academy shall furnish the Association with fifteen (15) copies for use at its discretion.

ARTICLE XVII
DURATION

The provisions of this Agreement shall be effective as of the 1st day of July, 2026 and shall continue and remain in force and effect until and including the 30th day of June, 2029.

NORWICH FREE ACADEMY

By: 
NFA Board of Trustees

**EDUCATION ASSOCIATION,
NORWICH FREE ACADEMY**

By: 
EANFA Association

DEFINITIONS

In the construction of the following individual articles of this Agreement, words and phrases shall be construed according to the commonly approved usage of the language.

As used in this Agreement, the following terms shall have the respective meaning as set forth below:

1. "Academy" - The Board of Trustees of The Norwich Free Academy.
2. "Head of School/Superintendent" - The Head of School/Superintendent of The Norwich Free Academy.
3. "Association" - Norwich Free Academy - The Education Association.
4. "Preparation period" - Preparation periods are those periods in which the teacher is involved in the preparation of classroom materials and plans.
5. "Bachelor" - A bachelor's degree earned at an accredited college or university.
6. "Master" - A master's degree earned at an accredited college or university. Also recognized is thirty (30) hours beyond the bachelor's degree in the specific field of education in an approved program leading to teacher's certification if currently being compensated at that level as a past practice.
7. "Sixth-Year" - A sixth-year certificate earned at an accredited college or university. Also recognized is thirty (30) hours beyond the master's degree in an approved program in the specific field of education earned at an accredited college or university or a master's degree that requires 54 or more credits limited to the following endorsements: Speech and Language Pathologists (#061), School Counselor (#068), School Psychologist (#070), and School Social Worker (#071).
8. "Master's + 45" - Forty-five (45) or more credits beyond a master's degree in an approved program in the specific field of education earned at an accredited college or university. Accumulated credits earned within the same master's degree program that exceed thirty (30) credits do not qualify for master's + 45. Under such circumstances, the teacher shall remain on the master's salary schedule. Placement on the Master's + 45 salary schedule shall only apply to teachers on the Master's + 45 schedule prior to June 30, 2026.
9. "Doctorate" - A Ph.D. earned at an accredited college or university in the specific field of education.

SCHEDULE A

NORWICH FREE ACADEMY SALARY SCHEDULES

2026-2027

STEP	BA	MA	MA+15	6TH	MA+45	PHD
3	\$57,034	\$61,240	\$61,758	\$64,307	\$64,825	\$68,684
4	\$58,948	\$63,538	\$64,056	\$66,604	\$67,118	\$71,164
5	\$61,240	\$65,983	\$66,629	\$69,282	\$69,795	\$74,060
6	\$63,159	\$68,130	\$68,645	\$71,575	\$72,091	\$76,530
7	\$65,068	\$71,021	\$71,326	\$73,872	\$74,395	\$79,017
8	\$66,988	\$73,104	\$73,621	\$76,167	\$76,683	\$81,488
9	\$69,661	\$75,788	\$76,302	\$78,846	\$79,364	\$84,389
10	\$73,489	\$79,606	\$80,124	\$82,672	\$83,191	\$88,520
11	\$78,217	\$84,724	\$85,253	\$88,165	\$88,682	\$94,223
12	\$84,071	\$90,731	\$91,268	\$94,256	\$94,785	\$100,751
13	\$87,841	\$94,641	\$95,186	\$98,242	\$98,780	\$105,020
14	\$92,513	\$99,522	\$100,080	\$103,235	\$103,788	\$110,366

Faculty hired after 7/1/95 are not eligible for MA + 15

In year one of the contract (2026-2027), employees eligible for step movement shall move up one (1) step from their 2025-2026 step placement.

SCHEDULE A
NORWICH FREE ACADEMY SALARY SCHEDULES

2027-2028

STEP	BA	MA	MA+15	6TH	MA+45	PHD
3	\$58,175	\$62,465	\$62,993	\$65,593	\$66,122	\$70,058
4	\$60,127	\$64,809	\$65,337	\$67,936	\$68,460	\$72,587
5	\$62,465	\$67,303	\$67,962	\$70,668	\$71,191	\$75,541
6	\$64,422	\$69,493	\$70,018	\$73,007	\$73,533	\$78,061
7	\$66,369	\$72,441	\$72,753	\$75,349	\$75,883	\$80,597
8	\$68,328	\$74,566	\$75,093	\$77,690	\$78,217	\$83,118
9	\$71,054	\$77,304	\$77,828	\$80,423	\$80,951	\$86,077
10	\$74,959	\$81,198	\$81,726	\$84,325	\$84,855	\$90,290
11	\$79,781	\$86,418	\$86,958	\$89,928	\$90,456	\$96,107
12	\$85,752	\$92,546	\$93,093	\$96,141	\$96,681	\$102,766
13	\$89,598	\$96,534	\$97,090	\$100,207	\$100,756	\$107,120
14	\$95,288	\$102,508	\$103,082	\$106,332	\$106,902	\$113,677

Faculty hired after 7/1/95 are not eligible for MA + 15

In year two of the contract (2027-2028), employees eligible for step movement shall move up one (1) step from their 2026-2027 step placement.

SCHEDULE A
NORWICH FREE ACADEMY SALARY SCHEDULES

2028-2029

STEP	BA	MA	MA+15	6TH	MA+45	PHD
3	\$59,339	\$63,714	\$64,253	\$66,905	\$67,444	\$71,459
4	\$61,330	\$66,105	\$66,644	\$69,295	\$69,829	\$74,039
5	\$63,714	\$68,649	\$69,321	\$72,081	\$72,615	\$77,052
6	\$65,710	\$70,883	\$71,418	\$74,467	\$75,004	\$79,622
7	\$67,696	\$73,890	\$74,208	\$76,856	\$77,401	\$82,209
8	\$69,695	\$76,057	\$76,595	\$79,244	\$79,781	\$84,780
9	\$72,475	\$78,850	\$79,385	\$82,031	\$82,570	\$87,799
10	\$76,458	\$82,822	\$83,361	\$86,012	\$86,552	\$92,096
11	\$81,377	\$88,146	\$88,697	\$91,727	\$92,265	\$98,029
12	\$87,467	\$94,397	\$94,955	\$98,064	\$98,615	\$104,821
13	\$91,390	\$98,465	\$99,032	\$102,211	\$102,771	\$109,262
14	\$98,147	\$105,583	\$106,174	\$109,522	\$110,109	\$117,087

Faculty hired after 7/1/95 are not eligible for MA + 15

In year three of the contract (2028-2029), employees eligible for step movement shall move up one (1) step from their 2027-2028 step placement.

SCHEDULE B
THE NORWICH FREE ACADEMY

	<u>POSITION</u>		<u>2026-27</u>	<u>2027-28</u>	<u>2028-29</u>
A	ANIMEE CLUB		482	482	482
A	ASIAN CULTURES CLUB		482	482	482
A	BLACK STUDENT UNION		482	482	482
A	BOOK CLUB		482	482	482
A	FUTURE BUSINESS LEADERS OF AMERICA		482	482	482
A	CAPE VERDEAN STUDENT GROUP		482	482	482
A	CHESS CLUB		482	482	482
A	CLASSIC MOVIE CLUB		482	482	482
A	DEBATE TEAM		482	482	482
A	CROCHET CLUB		482	482	482
A	EQUESTRIAN		482	482	482
A	FAMILY, CAREER AND COMMUNITY LEADERS		482	482	482
A	FASHION CLUB		482	482	482
A	F.E.M.A.L.E.S.		482	482	482
A	FISHING CLUB		482	482	482
A	GAMING CLUB		482	482	482
A	GSA		482	482	482
A	HAITIAN SUPPORT GROUP		482	482	482
A	AMATEUR RADIO ASTRONOMY AND ENGINEERING CLUB		482	482	482
A	HISTORY CLUB		482	482	482
A	LANGUAGE CLUB ADVISORS:FRENCH		482	482	482
A	LANGUAGE CLUB ADVISORS:ITALIAN		482	482	482
A	LANGUAGE CLUB ADVISORS:LATIN		482	482	482
A	LANGUAGE CLUB ADVISORS:SPANISH		482	482	482
A	LAW ENFORCEMENT CLUB		482	482	482
A	MARTIAL ARTS CLUB		482	482	482
A	MOUNTAIN BIKE CLUB		482	482	482
A	MUSLIM CULTURE CLUB		482	482	482
A	VARSITY "N" CLUB		482	482	482
A	NATIONAL HONOR SOCIETY SELECTION COMMITTEE CHAIRPERSON		482	482	482

A	NATIONAL SPANISH HONOR SOCIETY		482	482	482
A	NATIONAL ART HONOR SOCIETY		482	482	482
A	NEXUS		482	482	482
A	NFA CARES		482	482	482
A	NATIVE AMERICAN CLUB		482	482	482
A	NFA CHRISTIAN FELLOWSHIP		482	482	482
A	PHOTOGRAPHY CLUB		482	482	482
A	SHA		482	482	482
A	SKI CLUB		482	482	482
A	STUDENT ART ASSOCIATION		482	482	482
A	YOUNG EDUCATORS SOCIETY		482	482	482
A	NATIONAL CHINESE HONOR SOCIETY		482	482	482
A	NATIONAL SCIENCE HONOR SOCIETY		482	482	482
A	DUNGEON AND DRAGONS SOCIETY		482	482	482
B	UNIFIED DANCE TEAM		622	622	622
B	HIGH SCHOOL BOWL		622	622	622
B	MATHEMATICS CLUB		622	622	622
B	MUSICIAN CLUB		622	622	622
B	UNIFIED SOCIAL CLUB		622	622	622
B	WRITERS CLUB		622	622	622
B	YOUNG VOTERS' SOCIETY		622	622	622
C	CRANSTON HOUSE COUNCIL ADVISORS		760	760	760
C	OUTING CLUB ADVISOR		760	760	760
C	SCIENCE/ENVIRONMENTAL CLUB		760	760	760
D	SAB ASSISTANT		967	967	967
D	SAB ASSISTANT		967	967	967
D	SAB ASSISTANT		967	967	967
D	SAB DIRECTOR		1,379	1,379	1,379
E	CLASS ADVISOR LOWER CLASS		1,931	1,931	1,931
E	CLASS ADVISOR SENIOR CLASS		3,036	3,036	3,036
E	CLASS ADVISOR UPPER CLASS		2,483	2,483	2,483
F	ANNOUNCERS' CLUB		1,379	1,379	1,379
F	BAND DIRECTOR/PERCUSSION/ COLORGUARD		9,024	9,024	9,024
F	INTRAMURAL DIRECTOR		689	689	689
F	THEATER (THREE SHOWS)		8,351	8,351	8,351
F	VOCAL DIRECTOR (PER SHOW)		929	929	929
	CHOREOGRAPHER		929	929	929
F	YEARBOOK (MIRROR) ADVISOR		3,613	3,613	3,613
	BRICKVIEW INN CATERING		4,590	4,590	4,590

	CAMPUS STORE		6,887	6,887	6,887
	CHORUS DIRECTOR		3,950	3,950	3,950
	NIGHT SCHOOL TEACHER (PER HOUR)		65.72	65.72	65.72
	SUMMER CURRICULUM (PER HOUR)		28.15	28.15	28.15
	INTRAMURAL OFFICIALS (PER HOUR)		22.31	22.31	22.31
	<u>SUMMER SCHOOL RATE (PER HOUR)</u>		50.00	50.00	50.00
	<u>NEW CLUBS:</u> The Advisor for a new club, approved by the Administration, which meets at least eight (8) times in its first year, shall receive: \$114.77				
	<u>INACTIVE CLUBS:</u> If a club is inactive for two (2) years, then the club shall be removed from Schedule B. If the club starts again, it will follow the NEW CLUBS guidelines.				
	<u>ANNUAL REVIEW:</u> Annually, NFA AND EANFA will review the status of each club.				