AGREEMENT BETWEEN

SHERMAN BOARD OF EDUCATION

and

SHERMAN EDUCATION ASSOCIATION

COVERING THE PERIOD

SEPTEMBER 1, 2025

to

JUNE 30, 2028

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ARTICLE I
INTRODUCTION

A. This Agreement is made and entered into by and between the Sherman Board of Education ("Board") and the Sherman Education Association ("SEA").

B. This Agreement contains the full and complete agreement between the Board and the SEA on all negotiable issues, and neither party shall be required during the term hereof to negotiate upon any issue, whether it is covered or not covered in this Agreement.

C. The Board and the SEA recognize the importance of reasonable participation by the entire professional staff in the education process, development, and growth. To this end they agree to maintain communication, to inform about programs, to guide in development, and to assist in planning and growth, either by committee, individual consultation, or designated representatives.

ARTICLE II
BOARD PREROGATIVES

A. It is recognized that the Board has and will continue to retain, whether exercised or not, the sole right, responsibility and prerogative to direct the operation of the public schools in the town of Sherman in all its aspects, including but not limited to the following: to employ, assign and transfer teachers; to exercise those powers specified in Sections 10-220, 10-221, and 10-222 of the Connecticut General Statutes; to suspend or to dismiss the employees of the schools in the manner provided by statutes; to prepare and submit budgets to the Board of Selectmen, and in its sole discretion, expend monies appropriated by the Town; to make such transfers of funds within the appropriated budget as it shall deem desirable; to establish or continue policies, practices, and procedures for the conduct of school business; to discontinue processes or operations or discontinue their performance by employees; to select and determine the number and types of employees required to perform the school's operations; to establish contracts or subcontracts for school operations; and to determine the care, maintenance and operation of equipment and property used for and on behalf of the purposes of the school district.

Any of the rights, powers, functions, and authority which the Board had prior to the signing of this Agreement, or any agreement with the SEA, are retained by the Board, except as those rights, powers, functions or authority are specifically abridged and modified by the express provisions of this Agreement.

ARTICLE III
RECOGNITION

A. The Board recognizes the SEA as the exclusive bargaining representative for the group of professional employees, hereinafter referred to as "teachers" or

"professional employees", other than temporary substitutes, below the rank of principal employed by the Board of Education in positions requiring a teaching or other certificate and who are not included in the administrator's unit or excluded from the purview of Sections 10-153a through 10-153g, inclusive, of the Connecticut General Statutes.

B. The Board agrees to treat all teachers equally and without regard to membership in, participation in, or association with, the activities of the SEA.

C. This Agreement shall constitute the binding, collective bargaining agreement between the Sherman Board of Education and the Sherman Education Association in the subject areas covered by the Agreement for the duration of the Agreement unless changed by mutual consent of the parties of this Agreement. Such mutually consented changes shall be in writing and signed by both parties. Nothing in this Agreement which changes preexisting Board of Education Policy will have retroactive application or operation.

ARTICLE IV
TEACHERS' SALARY

A. The salary schedules for this Agreement shall be those as set forth in the Appendices attached hereto.

B. This salary plan is intended to recognize the need for every teacher to engage in continual professional improvement and is drawn with the express purpose of rewarding, through commensurate salaries, the teacher who puts forth superior efforts toward professional self-improvement in addition to that which may accrue through in-service programs.

C. Placement on the Salary Schedule is performed by coding. The placement code consists of a combination of Roman and Arabic numerals. The Roman numeral indicates the status of professional improvement. The Arabic numeral indicates the step of progression; it usually signifies the number of years' experience within the local school or the number of years of experience allowed in the placement of teachers, experienced elsewhere, prior to joining the local staff.

D. The terms of the salary schedule shall be interpreted and applied in accordance with the following definitions:

1. **Bachelors**: A teacher possessing a baccalaureate degree earned at an accredited college or university who has successfully met the preparation and eligibility requirements specified by the State Board of Education for entrance into a beginning education program.
2. **Bachelors Plus 30**: A teacher who holds a baccalaureate degree earned at an accredited college or university and has successfully completed not fewer than 30 teaching-related semester hours of credit beyond that degree at an accredited college or university approved in advance by the

Superintendent or his/her designee.

3. **Masters**: A teacher holding a master's degree earned at an accredited college or university.
4. **Masters Plus 15**: A teacher who has earned 15 credits beyond a master's degree in an approved program at an accredited college or university approved in advance by the Superintendent or his/her designee.
5. **Masters Plus 30**: A teacher who has earned 30 credits beyond a master's degree in an approved program at an accredited college or university approved in advance by the Superintendent or his/her designee.
6. **Sixth Year**: A teacher holding a second master's degree in a discipline other than the discipline in which the initial master's was obtained, a Sixth Year Certificate, or a doctorate from an accredited college or university.
7. Any teacher who was previously placed on the BA, MA, or Sixth Year track of a previous Sherman Teachers' Salary Schedule shall be entitled to placement on the corresponding Bachelors, Bachelors Plus 30, Masters, Masters Plus 15, Masters Plus 30, or Sixth Year track under the above definitions.

E. Teachers joining the staff shall be entered in the salary plan at the discretion of the Superintendent or his/her designee, taking into consideration the following:

1. Degree status and credit status.
2. Previous state certified teaching experience either public or private, provided that such experience shall have been continuous service of more than one-half of any school year. Intermittent or short-term substitute service will not be credited as previous teaching experience.
3. Honorable service in the Peace Corps or in the United States Armed Forces or other United States government agency of a similar nature (two years maximum recognition - one year of service time for one year of recognition). Such members of the teaching staff shall be entitled to the appropriate increment, provided (1) that they are not already at maximum and (2) that they have put in such satisfactory service (*i.e.*, 12 to 21 months continuous service would equal 1 increment; over 21 months, a total of 2 increments).
4. Teachers presently in the Sherman School system or hired during the school year shall be given their annual increment for that year, provided that the term of service is one-half school year or more.

F. It is the responsibility of the individual teacher to have and to provide the Superintendent or his/her designee with proof of the completion of requirements for placement on, or advancement within, the Salary Schedule and to have received prior approval of the Superintendent or his/her designee for the program of studies prior to enrollment. Teachers who complete the necessary requirements of a higher schedule, and who gave written notice of the anticipated completion of such requirements to the Superintendent prior to January 1 of the school year proceeding the salary change, shall be paid according to the higher

schedule beginning September 1 following the recording of proof of completion with the Superintendent or his/her designee. A thirty-day grace period will be allowed for presentation of credits following the completion of the summer term.

G. Longevity of service in Sherman* will be recognized at all levels of the salary scale by an addition to the annual salary as follows:

commencing with the 21st year of teaching experience $1,000
commencing with the 26th year of teaching experience $1,500
commencing with the 31st year of teaching experience $2,000

Note: The $1,500 addition at the 26th year includes the $1,000 gained in the 21st year. The $2,000 addition at the 31st year includes the $1,500 gained in the 26th year.

* Any teacher who received longevity payments on or before June 30, 2025 based on length of teaching service both in and outside of Sherman shall continue to receive longevity payments.

H. Teachers newly hired to the system are effectively employed and entitled to salary after attendance at the first scheduled meeting or exercise of the current school year calendar.

I. Each teacher shall have the option at the beginning of each school year (*i.e.*, on the teacher orientation day) as to the schedule for being paid. He/She may choose:

1. 22 checks - 10 month basis.
2. 26 checks - 12 months basis.
3. 26 checks - payment divided over 12 months basis, but July and August checks being paid in June.

Once the teacher has so chosen, he/she shall not alter this decision for the remainder of said school year. If the teacher does not so designate, he/she shall be paid on a 10 month basis. Teachers shall be paid biweekly by direct deposit.

J. Any teacher upon returning from a professional leave absence (including sabbatical) with or without pay shall be given credit on the salary schedule for the year of the leave as if it were a year of teaching. Adjustments in step and salary will only be made as necessary when the leave is concluded and the teacher is in physical attendance at scheduled exercises, classes or office.

K. Extracurricular: Stipend positions for extracurricular activities noted in Appendix B shall be posted each July 1st for the following school year and awarded by administration based on qualifications, skill and experience, as determined by

administration.

Special increments (See Appendix B for extracurricular activities) will be paid as follows:

1. Sports - lump sum basis paid upon completion of responsibility at the conclusion of the sports seasons.
2. Non-sports - lump sum basis to be paid upon completion of responsibility at the end of the activity.
3. TEAM Mentors and TEAM District Facilitator - lump sum basis to be paid half in December and half in June.
4. Music Department Members – lump sum basis to be paid half in December and half in June.
5. Team Module Reviewer – If both Team Module Reviewers request by September 1 to receive release time in lieu of the stipend, the stipend shall not be paid because they will be given release time.
6. When teachers share responsibility for conducting an extracurricular activity, the monies shown in Appendix B shall be equally divided among them.

L. Teachers shall, upon written request, be granted payroll deductions for the Waterbury Connecticut Teachers Federal Credit Union with the option to change deduction amounts no more than twice in a school year.

M. After a substitute who is certified for the work being done fills a particular vacant position for at least forty (40) days in the same school year, such substitute shall be placed at Bachelors' step one.

ARTICLE V
GRIEVANCE PROCEDURE

A. Purpose

1. The purpose of this procedure is to secure, at the administrative level, equitable solutions to problems which arise affecting the welfare or working conditions of teachers. Both parties agree that these proceedings shall be kept as informal and confidential as may be appropriate at any level of this procedure.

B. Definitions

1. "Grievance" shall mean (a) a claim that there has been a misinterpretation, misapplication, or a breach of a specific provision of this Agreement, or (b) a claim based upon an event or condition which affects the welfare or conditions of employment of a teacher or group of teachers, regarding the interpretation, meaning, or application of any of the provisions of applicable law, or of the rules, regulations, administrative directives,

policies and established practices of the Board of Education. Only grievances as defined in subparagraph (a) above may be submitted to arbitration under this Article. No grievance regarding matter in subparagraph (b) above may be submitted to arbitration under this Agreement.

2. "Grievant" shall mean any professional staff member covered by this Agreement, group of such professional staff members, or the SEA.
3. "Days" shall mean days when school is in session.
4. "Board of Education" shall mean the Board or the Personnel and Negotiations Committee.

C. Time Limits

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each step shall be considered as a maximum. The time limits specified may, however, be extended by written agreement of the Board or its designated representative and the SEA.
2. If a teacher does not file a grievance in writing with the Superintendent or his/her designee within twenty (20) days after he/she knows of the act or condition on which the grievance is based, then the grievance shall be considered to have been waived.
3. Failure at any level of this procedure to communicate the decision regarding an aggrieved teacher's grievance within the specified time limits shall permit the aggrieved teacher to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.

D. Informal Procedure

1. If a teacher feels that he/she may have a grievance, he/she may first discuss the matter with the teacher's immediate supervisor (Assistant Principal, Director of Special Education, or Director of Curriculum) in an effort to resolve the problem informally.
2. If the teacher is not satisfied with such disposition of the matter, he/she shall have the right to have the SEA assist him/her in future efforts to resolve the problem informally with the Superintendent or his/her designee. If an agreement is not reached during the informal procedure, the grievant may proceed to the formal procedure as if the informal hearing had not taken place.

E. Formal Procedure

1. Level One — Immediate Supervisor – Assistant Principal, Director of Special Education, or Director of Curriculum

a. If the grievant chooses to utilize the informal procedure and he/she is not satisfied with the disposition of his/her grievance at that level, he/she may within eight (8) days of receipt of decision at the informal level or eight (8) days from the date of the informal hearing (whichever comes first), present the claim as a written formal grievance to the immediate supervisor.

b. The immediate supervisor shall, within five (5) days after the receipt of the grievance, meet with the aggrieved teacher and with the representatives of the SEA for the purpose of resolving the grievance.

c. The immediate supervisor shall, within three (3) days after the hearing, render his decisions and the reasons therefore in writing to the aggrieved teacher, with a copy to the SEA.

2. Level Two — District Level Administrator - Superintendent or his/her Designee

a. If the grievant is not satisfied with the disposition of his/her grievance at Level One, he/she may within eight (8) days of receipt of decision at Level One or eight (8) days from the date of the Level One hearing (whichever comes first) present the claim as a written formal grievance to the Superintendent or his/her designee.

b. The Superintendent or his/her designee shall, within five (5) days after the receipt of the grievance, meet with the aggrieved teacher and with the representatives of the SEA for the purpose of resolving the grievance.

c. The Superintendent or his/her designee shall, within three (3) days after the hearing, render his decisions and the reasons therefore in writing to the aggrieved teacher, with a copy to the SEA.

3. Level Three — Board of Education

a. If the grievant is not satisfied with the disposition of his/her grievance at Level Two, the grievant may, within six (6) days after the receipt of the decision or within nine (9) days of the Level Two hearing (whichever occurs first) file the grievance with Board.

b. The Board of Education shall, within ten (10) days or no later than the next regularly scheduled Board of Education meeting, whichever comes later, after receipt of the grievance, meet with the grievant and with representatives of the SEA for the purpose of resolving the grievance.

c. The Board shall, within ten (10) days after such meeting, render its decision and the reasons therefore in writing to the grievant, with a copy to the SEA.

4. Level Four - Arbitration

a. If a grievance is not settled at Levels One, Two, or Three, the SEA may submit the grievance to arbitration by so notifying the Board in writing and by filing a demand for arbitration under the Voluntary Rules of Labor Arbitration of the American Arbitration Association, provided that such submission is made within eight (8) days after the decision was rendered or within eighteen (18) days after the Board of Education hearing (whichever occurs first). Such grievance may be arbitrated under the American Arbitration Association expedited rules if the parties mutually agree to do so.

b. The arbitrator shall be bound by the Voluntary Labor Arbitration Rules. He/She shall be bound by and must comply with all of the terms of this Agreement. He/She shall have no power to add to, delete from, or modify in any way any of the provisions of this Agreement. The decision of the arbitrator shall be final and binding upon the Board and the SEA.

c. Any fees charged by the AAA or any arbitrator shall be shared equally by the SEA and the Board.

F. Rights of Teachers to Representation

1. No reprisals of any kind shall be taken by either party or by any member of the administration against any participant in the grievance procedure by reason of such participation.
2. Any grievant at Step Two of the informal procedure or any level of the formal procedure may be represented by a person of his/her own choosing, except that he/she may not be represented by a representative or by an officer of any teacher organization other than the SEA, and the SEA shall have the right to be present and to state its views at all stages of the procedure.
3. The SEA and/or the Board of Education may, if it so desires, call upon professional services for consultation and assistance at any stage of the procedure.

G. Miscellaneous

1. Grievance forms shall be prepared by the Superintendent or his/her designee and made available through the SEA, so as to facilitate operation of the grievance procedure.
2. If, in the judgment of the SEA, a grievance affects an individual or a group or class of teachers, the SEA may submit such grievance in writing to the Superintendent or his/her designee directly and the processing of such grievance shall commence at the Informal Level.
3. All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the parties involved. All such documents, communications and records shall not be released without prior written notice to the teacher involved. In the

event of a class action suit, prior written notice will be given to the SEA president rather than to individual teachers.

ARTICLE VI
CLASS SIZE

A. The Board and the SEA agree on the following class size guidelines:

1. Kindergarten class size shall ideally be fifteen (15) pupils and normally shall not exceed twenty (20).
2. Class size in Grades One through Eight shall ideally be twenty-five (25) pupils and normally shall not exceed thirty (30).
3. Teachers shall not normally be assigned a total class load of more than one hundred twenty-five (125); teachers of English shall not normally be assigned a total class load of more than one hundred (100) in English.

B. The foregoing guidelines are subject to modification by the Board for educational purposes such as specialized instruction (team teaching, music, physical education, etc.)

ARTICLE VII
EMPLOYMENT YEAR

A. The salaries provided in Appendix A are based upon an employment year of 185 workdays, including 180 full student days as defined in the Connecticut General Statutes 10-15 and 10-16. If there are additional full workdays added to the employment year defined above, the teachers will be compensated by an additional *per diem* salary prorated by dividing the salaries provided in Appendix A by 185 employment days. In the event that partial employment days are added to the employment year as defined above, the *per diem* salary defined above shall be prorated based upon hours assigned divided by the total hours in the regularly scheduled workday as defined by the Board.

B. New teachers will be required to work one additional day beyond the contractual 185 day teacher work year for the initial year of their employment for orientation purposes.

ARTICLE VIII
WORKDAY

A. The normal teacher workday shall be seven hours and forty minutes, including a combined total of fifty (50) minutes before and after the student school day scheduled each school year by the Administration in consultation with the SEA. If the Board extends the teacher workday, the parties shall negotiate the impact, if any, of such change.

B. All classroom teachers shall have, in addition to their lunch period, a preparation

period of at least forty (40) minutes per day. In the event that scheduling does not permit one preparation period per day, classroom teachers will be guaranteed five (5) preparation periods per normal five day week.

C. After-school Meetings

1. Teachers may be required to remain after school for up to sixty (60) minutes one day each month to attend a Superintendent or his/her designee's general staff meeting or other meetings called by the Superintendent or his/her designee, and for up to one hour one day each month to attend special group meetings.
2. The SEA agrees to encourage its members to attend special evening meetings.
3. The SEA shall encourage the voluntary participation of its members in occasional meetings, such as those for in-service training or curriculum development, which shall have as their purpose the improvement of the educational system of the Town of Sherman.
4. The Board/Administration may require attendance at two evening meetings each year. If the Board/Administration requests a teacher to attend, and the teacher agrees to attend, additional meetings, the teacher shall be compensated at a rate of $50 per hour and will be guaranteed a minimum of one (1) hour compensation and will not be required to remain longer than two (2) hours.

D. Teachers shall normally have a duty free lunch of at least forty (40) minutes per day, except that, once per week, they may be asked to supervise recess or lunch and their lunch shall be equal to the length of the student lunch on such days. Teachers shall be allowed to leave the building during their lunch.

E. Teacher participation in extra curricular activities for which no additional compensation is paid shall be strictly voluntary. At the same time, the teachers recognize that their responsibility to their students and their profession requires the performance of duties that involve the expenditure of time beyond that of the normal working day, and the SEA agrees to encourage its members to this end.

F. No teacher shall be called out of class to talk with a parent, salesman or other visitor except by an administrator.

ARTICLE IX
TEACHER DUTIES

A. The teacher shall be directly responsible to the Superintendent or his/her designee and shall comply with his rules, regulations or written directives. The teacher shall discharge his duties in accordance with the policies and rules and regulations of the Board as stated in the Board Policy Book and the Teachers' Handbook, subject to the provisions of this Agreement.

B. Teachers shall not normally perform substitute services. The Board, however, realizes that emergency situations do arise and, therefore, those teachers who lose one or part of their five (5) contractual planning periods shall be compensated as follows;

1. By time, if substituting for a teacher who needs to arrive late or leave school early for emergency or illness; or to cover until a substitute arrives in an unusual or extenuating situation;
2. By compensation of $30 dollars per planning period, if a substitute has not been obtained for a teacher's absence.
3. Teachers who accept homebound tutoring assignments will be paid at a rate of $60 per hour. Mileage payments are included in the per-hour fee for tutoring.

ARTICLE X
PROFESSIONAL DEVELOPMENT AND EDUCATION IMPROVEMENT

A. The Board shall pay reasonable expenses incurred by the teacher who, at the request or with the prior approval of the Superintendent or his/her designee, attends workshops, seminars, conferences, conventions, or other improvement sessions. Such expenses shall include fees and costs of meals, lodging and/or transportation. If an automobile is used, the teacher shall be reimbursed for mileage at a rate established by the Internal Revenue Service. These sessions shall not exceed one (1) week and the attendance must be approved at least one week in advance by the Superintendent or his/her designee. Prior to being reimbursed by the Board, said teacher must provide the Superintendent or his/her designee with both proof of attendance at such workshop, seminar, conference, convention or other improvement session and receipts representing reasonable expenses incurred. Said teacher shall not suffer any loss of pay for these days.

B. Compensation for professional development work involving days beyond the present employment year shall be negotiated and agreed upon in writing by the Board and the SEA, with consideration for days, hours, scope and depth of participation required.

C. With the approval of the Superintendent or his/her designee, a teacher who is teaching his first year in the Sherman School may be granted upon request and without loss of salary or any leave to which he/she is entitled five (5) days to observe other teachers teaching in the Sherman School or any other nearby schools selected or approved in advance by the Superintendent or his/her designee.

D. Substitute teachers shall be provided whenever a teacher is absent from a classroom to serve on committees or other assignments as directed by the administration, except in cases of emergency.

E. 1. Teachers taking graduate courses as part of a planned program, at an accredited university will be reimbursed up to 100% of the tuition cost provided the following criteria are met:

a. Teacher must be on the MA level or higher.
b. Courses must be mutually selected and approved by the Superintendent or his/her designee and the teacher by the deadlines set forth below.
c. Courses must aid and/or improve education in Sherman as determined by the Superintendent or his/her designee.
d. Course is successfully completed by teacher with a final grade of A or B, or a P in a pass/fail course.

2. Teachers may be granted tuition reimbursement for other types of courses, if such reimbursement is approved in advance by the Superintendent. Courses must aid and/or improve education in Sherman as determined by the Superintendent or his/her designee. Upon approval, notification shall be given to the Association President.

3. The Board will budget $15,000 per year for tuition reimbursement. The tuition reimbursement funds will be distributed in the following prioritized order: (i) Classes in the teacher's present assignment or related field; (ii) Credits toward a 6th Year degree in the teacher's present teaching assignment or a related field; (iii) Credits toward a second masters degree or a 6th Year degree resulting in an additional certification. No course reimbursement will be provided for Administrative degrees. Teachers who have not received previous course reimbursement will be given preference.

a. The $15,000 will be appropriated as follows:

$5,000 for summer semester
$5,000 for fall semester
$5,000 for spring semester

b. Money not reimbursed in the summer semester will roll over and be divided half for the fall and half of the spring semesters. Money not reimbursed in the fall semester will rollover into the spring semester. Money not reimbursed in the spring semester will be used to reimburse anyone who was not fully reimbursed earlier in the year during the summer or fall semesters.

c. Teachers must submit preliminary documentation regarding their specific course enrollment information, as well as the cost of the course(s) according to the following deadlines and only those courses submitted by the deadline will be eligible for a "proportionate share" of the available tuition reimbursement quota

for that semester.

June 15th for the summer semester eligibility
August 15th for the fall semester eligibility
January 15th for spring semester eligibility

Then once the course is completed satisfactorily (see Contract provisions) the teacher needs to submit the follow-up documentation in order to trigger the payment of his/her share of the reimbursement funds for the semester.

d. In order to share the available tuition in a fair manner for a given semester among eligible recipients, the following formula will be applied[1]: First, the respective claims for tuition reimbursement will be totaled up and that amount becomes the denominator. Second, each individual's total cost claim will be the numerator and this fraction will produce a proportionate percentage of the total. Third, teacher's proportionate percentage of the total will be multiplied against the total amount of tuition reimbursement available for that semester and the product of that multiplication is the share of the tuition to be distributed to the respective teacher.

ARTICLE XI
NON-TEACHING DUTIES

A. The Board and the SEA acknowledge that a teacher's primary responsibility is to teach and that his/her energies should, to the extent possible, be utilized to this end. Therefore, they agree as follows:

1. To the extent possible, teachers shall be relieved of clerical assignments.
2. No teacher shall be requested or required to collect any money from students for non-educational purposes.
3. Teachers shall not be required or requested to administer health services (e.g., weighing and measuring pupils, recording information on health records, etc.).
4. Duties for teachers shall not exceed sixty (60) minutes per week, except that teachers may be assigned additional time if they have open periods in their schedule.
5. Machine scoring of standardized tests will be used whenever possible.
6. Teachers shall assume supervision of study halls and corridors.

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[1] Example: semester with a total of $5,700 of teacher reimbursement claims and $5,000 to share
Teacher A has $3000 of eligible tuition costs or 53% X $5,000 available to share = $2,650
Teacher B has $1200 of eligible tuition costs or 21% X $5,000 available to share = $ 1,050
Teacher C has $1500 of eligible tuition costs or 26% X $5,000 available to share = $1,300

7. The Board shall provide a public liability insurance policy covering teachers in Board-sanctioned extra-curricular programs, including approved trips.

ARTICLE XII
PROTECTION OF TEACHERS

A. The Board agrees that it shall maintain a public liability insurance policy providing protection from damage suits for all teachers acting within the scope of their employment.

B. Whenever a teacher is absent from school as a result of personal injury compensable under Connecticut Workers' Compensation Laws which is caused by an assault arising in and out of the course of his employment, he shall be paid his full salary for the period of such absence without having such absence charged to his annual sick leave or accumulated sick leave. Any amount of salary payable pursuant to this Section shall be reduced by the amount of any Workers' Compensation award for temporary, partial or permanent disability due to the said assault injury for the period for which salary is paid. The Board, the SEA, and the teacher each have the right to have the teacher examined by a physician of their own choosing for the purpose of establishing the length of time during which the teacher is temporarily disabled from performing his duties.

C. The Board will provide liability insurance for any damage to a teacher's personal effects while acting in the discharge of his duties or within the scope of his employment or under the direction of the Board.

D. No material originating after original employment shall be placed in a teacher's personnel file unless the teacher has been notified and has had an opportunity to review the material. The teacher may submit a written notation regarding any material, and the same shall be attached to the file copy of the material in question. If the teacher is asked to sign material placed in his file, such signature shall be understood to indicate his awareness of the material, but in no instance shall said signature be interpreted to mean agreement with the content of the material.

E. No teacher shall be disciplined, reprimanded, reduced in rank or compensation, denied an increment or salary increase, suspended or dismissed without just cause, and without due process. If a teacher is to be formally disciplined or reprimanded by the Board or its agents, she/he shall receive at least twenty-four (24) hours advance notice, except under emergency situations. He/she shall be entitled to receive a written statement of reasons and to have a representative of the Association present at a meeting with the Board or its agents. This section in no way restricts the Board from carrying out its statutory rights under Section 10-151 of the Connecticut General Statutes.

ARTICLE XIII

SICK LEAVE

A. Teachers shall be entitled to fifteen (15) sick leave days each school year. Unused sick leave days may be accumulated from year to year up to a maximum accumulation of one hundred eighty-seven (187) days, which shall be carried over and added to the current year's fifteen (15) days. Each teacher shall be allowed to utilize ten (10) days of accumulated sick leave each year without loss of pay for illness in the teacher's immediate family. For purposes of this provision, immediate family means spouse, parent, brother, sister, parent-in-law, child, grandchild, grandparent or any individual related to the teacher by blood or affinity whose close association to the teacher is equivalent to those family relationships.

B. During the last week of the school year the office of the Superintendent or his/her designee shall notify each continuing teacher in writing of the number of accumulated days of sick leave.

C. Pregnancy-related absences shall be granted in accordance with applicable state and federal statutes.

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

E. Upon leaving the Sherman School System due to retirement after at least 15 years of service in Sherman, reimbursement shall be made for one half accumulated sick days at the prevailing Sherman District substitute *per diem* pay schedule. In the event of death before retirement, such payment shall be made to the teacher's legal beneficiary. Teachers hired on or after July 1, 2019 shall not be eligible for this benefit.

F. Extended leaves of absence, with or without pay, may be granted by the Board in its discretion. Teachers will return from such leaves with full-restored benefits (seniority, accrued sick leave, *etc.*).

G. When a teacher has been absent because of personal illness for more than three (3) consecutive days, or when there is a pattern of sick day usage that is cause for suspicion of misuse, the Superintendent or designee may request the teacher to present a doctor's certificate explaining the absences.

H. On the rare occasion when an employee with four (4) years of completed service with the Board may have an extended period of disability due to catastrophic illness which extends beyond the amount of sick leave covered by his/her

accumulated sick leave and all other available leave time, that employee may request that the Board permit SEA to establish a Sick Leave Donation on his/her behalf. If the Board grants the request, teachers may donate up to five (5) days of their accumulated sick leave to be used by the applicant, if needed. The donated days may be used exclusively by the applicant, up to a maximum of 90 days. Any unused, donated days will be forfeited.

ARTICLE XIV
LEAVES OF ABSENCE (PERSONAL)

A. The Superintendent or his/her designee may grant up to four (4) days' personal leave of absence each year (non-cumulative) for personal business which cannot be conducted outside of working hours (including weddings, house closing, graduation ceremonies, family illness, etc.). Application for such leave shall be made to the Superintendent or his/her designee as far in advance as possible stating reasons, and at least forty-eight hours in advance (except in cases of bona fide emergency). Two of the days may be used without reasons being given when the reasons are of an extremely personal nature. Personal leave shall not normally be granted after May 7, unless leave is for a family wedding or graduation or an exception is granted by the Superintendent or designee and reasons must be stated for any such request.

B. If reported, absence of a staff member due to the death or serious illness of a member of his/her "immediate household" shall be permitted without loss of pay. In the case of death there shall be no deduction from sick leave or personal days. In the case of serious illness, absence shall be charged against the teacher's accumulated sick days. Such absence shall not exceed five (5) days for each such death or exceed a total of five (5) days per year for any such illness. Staff members shall also be granted one funeral day because of the death of any other relative or relative of spouse. Staff members may, at the discretion of the Superintendent or his/her designee, be granted additional funeral days.

1. "Immediate Household" means spouse, parent, brother, sister, parent-in law, child, grandchild, grandparent or other member of his/her immediate household.
2. "Serious illness" means a situation in which the family member is ill to the extent that physical or mental health is in peril.

C. A teacher who is a member of a state or national reserve component shall be entitled to up to fourteen (14) days' leave of absence with pay to serve with said reserve component, provided (a) such service is to be rendered during the school year and (b) the total pay (that received from the Town of Sherman and that received as a reservist) shall not exceed the teacher's full regular salary for the period. Proof from the branch of the service must be submitted to the Superintendent or his/her designee that such service cannot be rendered at any other time.

D. Any certified professional employee shall be entitled, upon written request submitted to the Superintendent or his/her designee, to an extended leave without pay for the purposes of the rearing of a newborn child or the adoption of a child;

1. The teacher shall be entitled to such leave for any school year, or reasonably requested portion thereof, in which the child is born or adopted and for one additional school year if requested by the teacher. This leave benefit shall be limited to three separate requests or a total of thirty school months of absence during a teacher's employment with the Board, whichever occurs first. Request for such leave must be made at least thirty (30) days prior to its commencement.

2. All benefits to which the teacher is entitled at the time of a leave of absence, including but not limited to sick leave, accumulated sick leave, longevity rights, etc., shall be restored upon his return but shall not accrue while on leave. Upon reinstatement, the teacher shall be placed in the same position or an equivalent position. The teacher shall be placed at the next higher Salary Schedule step from the step on which he/she was placed when he/she began the leave, provided said teacher had completed one half of the employment year before being granted the leave.

3. During the leave period, the teacher shall continue to accrue such seniority and accompanying rights as if the employee had not taken the leave at all, except as noted above.

E. All benefits to which the teacher is entitled at the time of such leave of absence, including unused sick leave, longevity rights, etc., shall be restored upon his return, and he shall be returned to the position, if available, or one for which he is certified. The teacher shall only be eligible for step advancement, if the teacher actually worked for at least half of the school year (5 months).

F. Requests for such leave must be received no later than April 30 of the year preceding the school year for which the unpaid leave is requested. In case of emergency, the above date may be waived with the permission of the Superintendent or his/her designee and the Board.

G. Personal leave days shall not be used to extend normal recess or holiday time, unless approved by the Superintendent.

H. During any unpaid leave, any professional staff member will be allowed to continue his insurance coverage under the group plan at his own expense. Payment shall be made to the Board.

ARTICLE XV
SABBATICAL LEAVE

Desiring to reward professional performance and encourage independent research and achievement, the Board may grant sabbatical leave to teachers, upon recommendation by the Superintendent or his/her designee, for approved scholarly programs whether or not carried on by an academic institution, subject to the following conditions.

A. No more than one (1) teacher of the teaching staff shall be absent on sabbatical leave at any one time.

B. Request for sabbatical leave must be received by the Superintendent or his/her designee in writing, in such form as may be required by him/her, no later than November 30 of the school year preceding the school year for which the sabbatical leave is requested. In cases of emergency, the Superintendent or his/her designee may waive the above required date. A teacher receiving such leave shall retain all privileges and benefits that he/she would have received had he not been on such leave.

C. The teacher has completed at least seven (7) consecutive full school years of service in the Sherman School.

D. A teacher on sabbatical leave for a full academic year shall be paid two thirds of his basic rate of pay for the term of the leave, provided that the total compensation of any program grant, scholarship, assistantship, or other compensation and the sabbatical pay does not exceed the professional staff member's full annual salary rate. If such does occur, the sabbatical pay will be reduced by the amount necessary to effect the balance. Similar standards are to be applied and prorated for sabbatical leaves granted on a monthly basis. "Full annual salary rate" shall be defined here as that salary from which retirement is deducted.

E. The teacher shall agree to return to employment in the Sherman School for two (2) full and consecutive years. Upon such return the teacher shall be placed on the appropriate step in the Salary Schedule as though such teacher had not been on leave. The sabbatical shall not affect the continuity of service nor accrual of seniority toward longevity benefits or any other teacher benefits contingent upon continuity of service.

F. In the event the teacher fails to meet the conditions set forth above upon return from his sabbatical leave, he agrees to reimburse the Board fully for all sabbatical payments. It is further agreed that the SEA and/or its agents shall not be liable for any claims or counter claims evolving out of the breach of agreement as set forth above on the part on any teacher given sabbatical leave.

G. The final plans for the sabbatical year, including all financial commitments, must be approved by the Board.

ARTICLE XVI
PROFESSIONAL LEAVE

A. When it is necessary for the official representatives of the SEA to engage in activities directly related to the Association's duties as representative to the teachers, they shall be given such release time, without loss of pay or sick leave, as is necessary to engage in Association activities at the Sherman School directly related to the Association's duties as representatives of the Sherman teachers. The SEA and its officers recognize and agree that this privilege should not be abused.

B. Application for such leave shall be made in writing to the Superintendent or his/her designee as far in advance as possible and ordinarily at least forty-eight (48) hours in advance.

C. The Board reserves the right to withdraw this privilege when, in the opinion of the Superintendent or his/her designee, there is sufficient evidence of abuse. Such judgment will not be made arbitrarily, capriciously, and without rational basis in fact.

ARTICLE XVII
OTHER LEAVES

A. Teachers who are called for jury duty shall receive the necessary leave to fulfill their civic obligation. The teacher shall notify the Superintendent or his/her designee within five (5) days of notification of date of appearance. This leave shall not be deducted from sick leave or from personal days. The teacher shall receive a rate of pay equal to the difference between his/her professional salary and the jury fee upon submission of a statement from the court showing amounts received and time served.

B. A teacher shall be allowed leave by the Board without loss of salary for the observance of religious holidays of his/her own sect or group for a maximum of up to three (3) days each school year, with prior notification to the Superintendent or his/her designee.

C. A teacher shall be allowed leave by the Board without loss of pay to begin programs of study which result from foundation or scholarship grants and which necessitate personal presence in advance of the close of the school year.

D. Other extended leaves, with or without salary, may be granted at the discretion of the Board.

E. All leaves under this section shall be applied for as far in advance as possible. If unusual, the request must be submitted early enough for presentation at a regular meeting of the Board.

ARTICLE XVIII
INSURANCE BENEFITS

A. The Board shall provide the following health and life insurance benefits.

1. The Connecticut Partnership Plan 2.0 (CPP). The plan benefits shall be as set forth in the CPP including any subsequent amendments or modifications made to the CPP by the State and its employee representatives. The administration of the CPP, including open enrollment, beneficiary eligibility and changes, and other administration provisions shall be as established by the CPP.

   SEA members will pay a percentage of the cost of premiums as follows:

2025-2026:	22%
2026-2027:	22.5%
2027-2028:	22.5%

   The premium rates shall be set by the CPP. Based on such rates, the Board shall establish a blended rate to provide the same rate to active and retired teachers in accordance with statute.

   The CPP contains a Health Enhancement Plan (HEP) component. All employees participating in the CPP are subject to the terms and provisions of the HEP. In the event CPP administrators impose the HEP non-participation or noncompliance premium cost increase or the annual deductible, those sums shall be paid 100% in their entirety by the non-participating or non-compliant employee. No portion or percentage shall be paid by the Board. The premium cost increase shall be implemented through payroll deduction, and the annual deductible shall be implemented through claims administration.

2. In the event any of the following occur, the Board or the Association may reopen negotiations in accordance with Conn. Gen. Stat. Section 10-153f(e) as to the sole issue of medical benefits, including plan design and plan funding, premium cost share and/or introduction of a replacement medical benefits plan in whole or in part.

   i) If the CPP in its current form is no longer available; or if the benefit plan design of the CPP is modified as a result of a change in the State's collective bargaining agreement with SEBAC, if such modifications would substantially increase the cost of the medical benefits plan offered herein; and/or

   ii) If Conn. Gen. Stat. Section 3-123rrr et seq. is amended, or if there are any changes to the administration of the CPP, or if additional fees and/or charges for the CPP are imposed so as to affect the Board, any of which amendments, changes, fees or charges (individually or collectively) would substantially increase the cost of the medical benefits plan offered herein; and/or

iii) Should any Federal statute or regulation take effect triggering the imposition of an excise tax with respect to any of the contractually agreed upon insurance plans offered herein and/or if there is any material amendment to the ACA that would substantially increase the cost of the medical benefits plan offered herein.

3. In any negotiations triggered under subparagraph 2 above as well as negotiations for a successor to the current collective bargaining agreement, the parties shall consider the High Deductible Health Plan with Health Savings Account in effect during the 2018-19 school year to be the baseline for such negotiations, and the parties shall consider the following additional factors:

   - Trends in medical insurance plan design outside of the CPP;
   - The costs of different plan designs, including a high deductible health plan structure and a PPO plan structure.

   Should such negotiations be submitted to arbitration for resolution, the arbitration panel shall consider the foregoing in applying the statutory criteria in making its ruling.

4. Life Insurance and accidental death and dismemberment equal to two times the annual salary.

5. Long-term disability insurance as implemented on September 1, 1982.

6. Dental Benefits – Cigna Dental Partnership Plan Option 2 or the equivalent.

7. Utilization Management Non-Compliance Benefit Reduction. SEA members will be responsible for any hospital deductible penalty and penalty for failure to obtain pre-certification for any non-emergency hospital admission at least one business day prior to the admission, or for failure to certify any emergency admission within 48 hours of admission.

8. Teachers shall have access to State of Connecticut Partnership Plan 2.0 Vision Plan at their own expense.

B. Part-time certified teaching personnel working one-half or more shall share in the fringe benefit plans on the same ratio as determines their teaching salary. Thus, a teacher working one-half time and receiving one-half salary on the Salary Schedule would be entitled to one-half of the fringe benefit insurance premiums paid by the Board.

C. Upon retirement from the Sherman School System, a teacher shall be allowed to purchase his medical benefits under the group policy.

D. Claims for the above programs shall be paid on a direct-pay basis if the carrier

will provide payment in such a manner.

E. The Board reserves the right to change insurance carriers as long as such change results in teachers retaining coverage and benefits at least substantially equivalent to the coverage in place prior to the move to the CT Partnership Plan (the HDHP/HSA plan). The Board will provide notice to the Association at least ninety (90) days prior to implementation of any such change. Any dispute regarding "substantially equal" shall be resolved through the grievance procedure beginning at the arbitration level, provided that such arbitration shall be conducted in accordance with the Expedited Labor Arbitration Rules of the American Arbitration Association if either party so requests.

F. Teachers who are covered under the Board's health policies may elect to cancel their coverage through the Board, as provided below, and to receive in lieu thereof a payment as described below.

The election provided for by this section may be made between June 1 and June 20 of each year and shall be effective during the succeeding July 1 and through June 30 period. In addition to the foregoing, teachers may elect to reinstate their Board-provided coverage upon the death of the teacher's spouse or in the event the teacher becomes divorced from his or her spouse. Teachers hired after June 20 of any year and eligible for health insurance coverage will not be eligible to elect this option until June 1 through June 20 period following their date of hire. A teacher who elects payment during one election period but who elects coverage during a subsequent election period shall not be required to offer proof of insurability in order to re-enter the Board's insurance program. Pre-existing conditions shall be covered to the extent provided for in the policy of insurance.

For teachers receiving the waiver as of June 30, 2025, the payment in lieu of coverage shall be equal to $2,440 for single coverage, $5,155 for two person coverage, and $6,365 for family coverage. For teachers who did not receive the waiver as of June 30, 2025, the payment in lieu of coverage shall be equal to $1,000 for any level of coverage. Teachers receiving the waiver as of June 30, 2025 who cease receiving the waiver thereafter shall no longer be eligible for the higher amounts if they elect the waiver in subsequent years. Teachers who elect payment in lieu of coverage must demonstrate coverage by an alternate insurer and proof of dependent coverage. This amount shall be paid to the teacher along with the first paycheck in June.

ARTICLE XIX
ANNUITY PLAN

A. Teachers shall be eligible to participate in a tax-sheltered annuity plan established pursuant to United States Public Law No. 87-370, Section 403(b) of the Internal Revenue Code, as amended.

B. The Board shall, at the individual teacher's written request, make appropriate

payroll deductions of annuity payments and disperse monthly to up to 10 companies as designated by the SEA.

C. Such disbursements will be made no more than 3 days following the end of the payroll period.

ARTICLE XX
TEACHER FACILITIES

A. The Board shall provide in each new school and to each new large addition to any existing school, and to the extent feasible and provided that no substantial capital investment is necessary in the presently existing school, the following:

1. Space in each classroom in which teachers may store instruction materials and supplies.
2. Desk and file cabinets, one of which is equipped with a lock.
3. An appropriately furnished room to be used as a faculty lounge.
4. Well-lighted and clean teachers' rest rooms.
5. A system whereby teachers can effectively and expeditiously communicate with the main building office in the event of an emergency.
6. Facilities with lock and key for teachers' personal equipment.

ARTICLE XXI
VACANCIES, EXTRA-CURRICULAR ACTIVITIES AND CHANGE OF ASSIGNMENTS

A. Teachers will normally be informed of their assignment for the next school year one (1) week before the last scheduled day of school. The Superintendent shall provide notice for any teacher whose assignment is changed after that date. If a teacher's assignment is changed to a position that requires implementation of a new curriculum for that teacher, professional support will be provided by the administration to such teacher. Any teacher who is required to change classrooms due to a change in assignment initiated by the Superintendent shall be paid for up to ten (10) hours at the curriculum rate of pay in order to pack and prepare the new classroom, as approved in advance at the discretion of the Superintendent.

B. Vacancies shall be defined as openings in existing or newly created teaching positions.

C. Vacancies in teaching positions shall be posted in the main office work room and via email by the Superintendent or his/her designee within twenty-one (21) days after the vacancy becomes known. During the summer months, notification will be made by email to the SEA President. Notification shall include qualifications required for the position. Teachers who desire to apply for such vacancies shall file applications in writing within the time limit specified in the notice. Assignment

to positions and transfer within the Sherman system shall be determined by the Superintendent or his/her designee.

D. An extra curricular assignment is any non-administrative assignment which pays a salary differential. When an extra curricular vacancy occurs, it shall be announced by posting a notice in the main office work room and via email. Teachers who desire to apply for the vacancy will apply within the time specified on the notice.

E. The Board realizes that from time to time teachers may desire a change in their teaching assignments. The Board urges teachers to discuss matters of this nature with the Superintendent or his/her designee. Whenever practical and whenever it is in the best interest of the school system, the Board will attempt to honor such requests.

ARTICLE XXII
REDUCTION IN STAFF

A. Recognizing that it may become necessary to reduce the number or type of staff positions under certain conditions, this Article will provide a fair and orderly process to govern the necessary reduction.

B. Prior to recommending termination of teachers' contracts under this procedure, the Superintendent or his/her designee shall attempt to resolve the problem through voluntary retirement, voluntary resignation, leaves of absence, or through transfer of existing staff members.

C. The Association shall be notified in writing of the elimination by the Board of specific positions before any determination shall be made as to the individual teachers who are to be terminated. Determination of those who are to be released shall be in the following order:

1. Teachers holding temporary emergency permits.
2. Certified, non-tenured teachers.
3. Certified tenured teachers.

D. In the event that tenure and certification status are met by two or more teachers, the following sequence shall be used by the Superintendent or his/her designee in the determination of those who are to be terminated:

1. Total teacher contractual experience in the Sherman system (starting with the most recent hiring date (not time) the contract was signed.) Administration shall provide to the SEA President by October 15 each year a list showing this information.
2. Qualifications and ability, as determined by an objective evaluation of the teacher's performance.
3. Total experience in the position in any system.

4. Total experience in any system.
5. Additional course credit.

E. In the event that the above criteria do not serve to reduce the staff and two or more persons are equal according to the above criteria, the Superintendent or his/her designee shall make the determination.

F. In termination matters, the provisions of Connecticut General Statute 10-151 will be followed.

G. Recall procedure shall be as follows:

1. The name of any teacher whose services have been terminated or reduced to a fractional position because of the elimination of a position or a reduction in staff shall be placed upon a reappointment list and remain on such list for a period of two (2) years.
2. Written offers of reappointment to vacant teaching positions consistent with (4) below shall be made as soon as practical after the establishment of the position by the Board.
3. The teacher shall accept or reject the comparable appointment in salary and certification within ten (10) days of notification by letter, return receipt requested. If he/she rejects the appointment, he/she shall be dropped from the reappointment list.
4. Recall shall be based on a reversal of the staff reduction criteria of C and a parallel sequence of D.
5. No new teacher shall be hired until all laid-off teachers who possess the necessary certification and qualifications have been recalled or have declined the opening.
6. A teacher who is rehired throughout the above procedures will be placed on the appropriate salary schedule at a level that is one higher than the level occupied at the time of lay-off, unless recall is in the same school year as the lay-off or the teacher worked less than one-half his/her normal work year in the work year in which lay-off occurred.
7. On recall, the teacher will have all of his/her pre-lay-off accumulated sick leave and sabbatical leave credit reinstated, but time spent on lay-off will not be counted toward years of service as applied to teachers' retirement.

H. Full time certified professional employees who have been reduced to fractional positions shall receive preferential treatment in filling full time or part time positions which become available and for which they are qualified.

I. It is recognized that a layoff as the result of a reduction in force is subject to the procedures set forth in Connecticut General Statute 10-151, and is reviewable in no other manner. Hence, claims of wrongful dismissal arising under this Article may not be subject to the grievance arbitration provisions of this Agreement. However, the parties recognize that the provisions of this Agreement concerning layoff (*i.e.*, wrongful dismissal) can and should be submitted to the Board,

impartial panel, or a court, as appropriate.

J. Except as provided in Section H, nothing in this Article shall be construed as requiring the Board to place a teacher in a position of higher rank, authority or compensation, though he/she may be qualified for the position.

ARTICLE XXIII
HANDBOOK

A teachers' handbook embracing general school rules, regulations, and procedures will be prepared by the administration and a committee of the SEA when deemed appropriate by the administration. A copy of the handbook shall be available online.

ARTICLE XXIV
SEA RIGHTS

A. Before and after the student school day on school days, the SEA shall have the right to use designated areas in the Sherman School building no more than twelve (12) times per year for meetings of teachers, provided that there is no interference with any scheduled school activities. The use of such designated areas shall be arranged with the Superintendent or his/her designee in advance using appropriate form. All requests for building use shall conform to Board rules and regulations, provided, however, that there shall be no cost to the SEA for such meetings so long as no over time custodial cost to the Board is involved.

B. The SEA may distribute to teachers within the school materials dealing with proper and legitimate business of the SEA, provided such materials are distributed before or after school hours.

C. The SEA shall have the right to bulletin board space in the school for the purpose of posting materials dealing with proper and legitimate business of the SEA. Such space will be of ample size and be located in the office or in the teachers' room.

D. Officers and representatives of the SEA may request of the Superintendent or his/her designee and may be granted professional leave to attend workshops and meetings held by their parent organization. Such leave shall not exceed an aggregate of fifteen (15) days for each school year and shall be subject to the approval of the Superintendent or his/her designee.

E. The Board shall comply with any reasonable request by the SEA for available information excluding confidential personnel records possessed by the Board, which is relevant to the processing of any grievance by the SEA or to the negotiation by the SEA and the Board of any condition of employment.

F. If negotiation meetings between the Board and the SEA are scheduled during the normal working hours of the school day, not more than two (2) representatives of

the SEA shall be relieved of all regular duties without loss of pay, as necessary, in order to permit their attendance at such meetings.

G. When it is necessary pursuant to the grievance procedure as outlined in Article V of this Agreement for the SEA school representative member to investigate a grievance or to attend a grievance meeting or hearing during the school day concerning activities within the Sherman School system only, he shall upon notice to the Superintendent or his/her designee be released without loss of pay, as necessary, in order to permit his participation in the foregoing activity. This privilege shall be limited to one (1) representative per grievance per day. Any teacher whose appearance is needed at such investigation, meeting or hearing as a witness shall be accorded the same rights. The SEA agrees that these rights shall not be abused.

H. If the Superintendent or his/her designee requests a meeting during school hours with members of the SEA, participating members of the SEA shall be released from school duties with no loss of pay.

ARTICLE XXV
EVALUATION REPORTS

A. Teachers will within seven (7) days of an evaluation be given a written copy thereof by the administrators and shall have the right to discuss such reports with the Superintendent or his/her designee.

B. Any such evaluation report shall be signed by the teacher to signify that the teacher has read said report before it is placed on file. Such signature shall indicate only that the teacher has read the evaluation report and not that the teacher agrees with such report.

ARTICLE XXVI
CONSULTATION PROCEDURE

A. It is recognized by the Board and the SEA that all situations and developments could not be anticipated at the time of the negotiation of this Agreement. To achieve rapport between the Board and the SEA, periodic informal meetings may be held between the negotiating groups of each organization as requested by either the SEA or the Board. Such meetings shall not be held, however, unless agreed upon by both parties.

B. In the event situations or developments indicate that the strict letter of this document cannot be adhered to, and change in the existing Agreement is deemed necessary by both the Board and the SEA, then in such event the Board and the SEA agree to the following procedure:

1. If a proposal is initiated by the SEA, it shall be submitted in writing with a request for a meeting to the Board, who shall acknowledge receipt within

five (5) days thereafter, and a committee designated by the Board shall meet with the SEA committee to discuss the proposal within fifteen (15) days thereafter. If, as a result of this meeting or subsequent meetings arranged to the mutual satisfaction of the SEA and the Board, agreement is reached on the proposal, it shall be presented to the Board and the SEA as a recommendation of the Board's committee and the SEA committee. If the Board rejects the joint recommendation of the committees, the SEA committee shall have the right to negotiate the proposal with the Board.

2. If the proposal is initiated by the Board, the Board shall submit the same in writing to the SEA, which shall acknowledge receipt within five (5) days thereafter and meet with a committee of the Board to discuss the proposal within fifteen (15) days thereafter. If, as a result of this meeting or subsequent meetings arranged to the mutual satisfaction of the committees of the Board and the SEA, agreement is reached on the proposal, it shall be presented to the Board and the SEA as a joint recommendation of the committees of the Board and the SEA. If the SEA rejects the joint recommendation of the committees, the Board shall have the right to negotiate the proposal with the SEA.
3. Should consultation as set forth in Paragraphs 1 and 2 above fail to effect the recommended change, the procedure shall be as follows:

    a. Any proposal initiated by the SEA shall be submitted in writing to the Board which shall acknowledge receipt in writing within five (5) days thereafter and meet with the SEA to negotiate the proposal within fifteen (15) days thereafter.
    b. Any proposal initiated by the Board shall be submitted in writing to the SEA which shall acknowledge receipt in writing within five (5) days thereafter and meet with the Board to negotiate the proposal within fifteen (15) days thereafter.

4. Any proposal approved by both the Board and the SEA shall be reduced to writing, signed by the Board and the SEA, and shall become an addendum or an amendment to the existing Agreement.

ARTICLE XXVII
HOLDOVER

In the event that the Board and the SEA fail to secure a successor agreement prior to the termination of this Agreement, the terms of this present Agreement will be extended and remain in effect until such time as a new Agreement is signed.

ARTICLE XXVIII
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, that provision shall be severed, and the balance and remainder of this Agreement shall

remain in full force and effect.

ARTICLE XXIX
AVAILABILITY OF AGREEMENT

The Board, as employer, shall assume all cost of the printing of its Agreement with the SEA. A copy of the Agreement will be distributed to each teacher and to each Board member. Twenty (20) additional copies of the Agreement shall be given to the SEA President.

ARTICLE XXX
DUES DEDUCTION

A. **Members** - All teachers who wish to become members of the Association shall sign and deliver to the Board an authorization for the payroll deduction of membership dues of the SEA. Said authorization shall continue in effect from year to year unless such teacher shall notify the SEA in the month of August of any year of his/her desire to change deduction status. The current option of paying dues deduction in ten (10) equal installments continues in effect.

B. **Subsequent Employment** - Those teachers commencing employment after the date of this Contract, who sign and deliver to the Board an authorization card as described in Section A of this Article shall pay a prorated amount equal to the percentage of the remaining school year.

C. **Resignation, Retirements, Leaves** - If during the school year, a member resigns, retires, receives long-term unpaid leave, or has his/her employment terminated, the balance of the annual dues shall be deducted from his/her final paycheck.

D. **Forwarding of Monies** - The Board agrees to forward to the SEA each month all monies deducted during that month for dues.

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

F. The right to refund the employee's monies deducted from the salaries under such above authorization shall lie solely with the SEA. The SEA agrees to reimburse any employee for the amount of any dues deducted by the Board and paid to the SEA, which deduction is by error in excess of the proper deduction, and agrees to hold the Board harmless from any claims of excess deductions.

G. The SEA shall indemnify and save the Board harmless from any claim or lawsuit arising from the Board's fulfillment of its obligation under this Article.

ARTICLE XXXI
HEALTH AND SAFETY

Health and Safety Committee - The committee will be made up of individuals chosen by the Board and the SEA respectively and whose members shall determine the scope and parameters of the discussions. This Committee shall function for the duration of this contract.

ARTICLE XXXII
DURATION

The provisions of this Agreement shall be effective as of September 1, 2025 and shall continue and remain in full force and effect to and including June 30, 2028.

SHERMAN BOARD OF EDUCATION **SHERMAN EDUCATION ASSOCIATION**

By _____
Chairman

By _____, Supt.
Chairman, Negotiation Committee

Date

By _____
President

By _____
Co-Chair, Negotiating Committee

Date 2/4/2025

By _____
Co-Chair, Negotiating Committee

Date 2/4/2025

Appendix A
Teacher's Salary Schedule

2025-2026

Step	BA	BA+30	MA	MA+15	MA+30	6th Year
1	58,632	64,354	67,213	68,642	70,071	72,935
2	59,204	65,498	68,498	69,929	71,504	74,362
3	59,778	66,641	69,785	71,218	72,935	75,793
4	60,633	68,068	71,359	72,787	74,648	77,510
5	61,495	69,498	72,935	74,362	76,365	79,225
6	62,352	70,928	74,506	75,935	78,077	80,938
7	63,497	72,648	76,365	77,795	80,080	82,946
8	64,637	74,362	78,225	79,652	82,086	84,944
9	65,781	76,077	80,080	81,512	84,085	86,942
10	67,213	79,082	83,302	84,728	87,514	90,375
11	68,642	82,086	86,520	87,949	90,949	93,813
12	70,071	85,087	89,735	91,166	94,387	97,243
13	71,790	88,523	93,382	94,813	98,244	101,104
14	73,503	91,950	97,026	98,461	102,106	104,966
15	77,761	98,600	104,067	105,546	109,542	112,497

Teachers shall advance one step for the 2025-26 contract year.

Teacher's Salary Schedule

2026-2027

Step	BA	BA+30	MA	MA+15	MA+30	6th Year
1	60,391	66,285	69,229	70,702	72,173	75,123
2	60,981	67,463	70,553	72,027	73,649	76,593
3	61,571	68,640	71,878	73,355	75,123	78,066
4	62,452	70,110	73,500	74,971	76,888	79,835
5	63,340	71,583	75,123	76,593	78,656	81,601
6	64,223	73,056	76,741	78,213	80,419	83,367
7	65,402	74,827	78,656	80,129	82,483	85,434
8	66,576	76,593	80,572	82,042	84,548	87,492
9	67,754	78,359	82,483	83,958	86,608	89,551
10	69,229	81,455	85,801	87,270	90,139	93,087
11	70,702	84,548	89,116	90,587	93,677	96,628
12	72,173	87,640	92,427	93,901	97,219	100,161
13	73,944	91,179	96,183	97,657	101,192	104,137
14	75,708	94,709	99,937	101,415	105,169	108,115
15	80,094	101,558	107,189	108,713	112,828	115,871

Teachers shall advance one step for the 2026-27 contract year.

Teacher's Salary Schedule

2027-2028

Step	BA	BA+30	MA	MA+15	MA+30	6th Year
1	62,353	68,439	71,479	72,999	74,519	77,565
2	62,962	69,655	72,846	74,367	76,042	79,082
3	63,573	70,871	74,214	75,739	77,565	80,603
4	64,482	72,388	75,889	77,407	79,387	82,429
5	65,399	73,910	77,565	79,082	81,213	84,253
6	66,310	75,430	79,235	80,755	83,033	86,076
7	67,528	77,259	81,213	82,733	85,164	88,211
8	68,739	79,082	83,191	84,708	87,296	90,336
9	69,956	80,906	85,164	86,686	89,422	92,461
10	71,479	84,102	88,590	90,106	93,069	96,112
11	72,999	87,296	92,012	93,531	96,722	99,768
12	74,519	90,488	95,431	96,953	100,378	103,416
13	76,347	94,142	99,309	100,831	104,481	107,521
14	78,168	97,787	103,185	104,711	108,587	111,629
15	82,697	104,858	110,673	112,246	116,495	119,637

Teachers shall advance one step for the 2027-28 contract year.

Appendix B
Extra Curricular Pay Schedule

	2025-26	2026-27	2027-28
Athletic Director	$4,441	$4,574	$4,723
Athletic Coordinator	$3,411	$3,513	$3,627
Basketball	$3,074	$3,166	$3,269
Soccer	$3,074	$3,166	$3,269
Softball	$3,074	$3,166	$3,269
Baseball	$3,074	$3,166	$3,269
Track and Field	$3,074	$3,166	$3,269
Spirit Team Advisor	$3,074	$3,166	$3,269
Intramural (/hr)	$58	$60	$62
After School Enrichment Coordinator	$3,090	$3,183	$3,286
Drama Production Director	$2,865	$2,951	$3,047
Drama Production Assistant	$1,435	$1,478	$1,526
Student Council	$3,074	$3,166	$3,269
8th Grade Class Advisor	$3,411	$3,513	$3,627
After-School Academic Support Teacher (/hr)	$63	$65	$67
Director of Academic Support Program (/wk)	$153	$158	$163
Curriculum Writing (/hr)	$70	$72	$74
District Facilitator TEAM Program	$1,557	$1,604	$1,656
TEAM Mentor	$1,171	$1,206	$1,245
Summer School Director	$1,557	$1,604	$1,656
Art Show			
Coordinator	$2,865	$2,951	$3,047
Assistant	$1,436	$1,479	$1,527
Talent Show Coordinator	$2,048	$2,109	$2,178
Music Concerts			
Music Department Members	$2,060	$2,122	$2,191
Choral Director	$453	$467	$482
Band Director	$453	$467	$482
Overnight Field Trip (/day/teacher)	$87	$90	$93
Overnight Field Trip Coordinator (2)			
(/day/coordinator)	$173	$178	$184
Team Module Reviewer (2)	$750	$750	$750
Yearbook Stipend	$2,060	$2,122	$2,191