COLLECTIVE BARGAINING AGREEMENT

By and Between

East Haddam Board of Education

and the

UNITED PUBLIC SERVICE EMPLOYEES UNION
Local 424 - Unit 9

July 1, 2026 to June 30, 2029

95784

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THE EAST HADDAM BOARD OF EDUCATION, hereinafter called "The Board" or "The Employer" and the United Public Service Employees Union, Local 424–Unit 9, hereinafter called "The Union" or "The Employee."

WHEREAS, the parties of this Agreement desire to establish a state of amicable understanding, cooperation and harmony; and

WHEREAS, the parties of this Agreement consider themselves mutually responsible to improve public education in the Town of East Haddam through increased efficiency, and productivity,

NOW THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

ARTICLE I
RECOGNITION

A. The Board herein recognizes the United Public Service Employees Union (UPSEU) Local 424, as the exclusive representative of the Support Staff as certified in Connecticut State Board of Labor Relations Case Decision No. ME3830 L Decision #1519-A and Decision No. 4030, including LPN and RN nurses.

B. This Agreement shall pertain only to those employees whose job titles fall within those certifications above cited and shall not apply to non-permanent employees who are appointed on a temporary basis. Regarding less than twenty hours per week employees, not including employees working in two separate positions and whose working hours combined total twenty hours or more, unless expressly stated that such employees are entitled to specific contract benefits, they are not entitled to such benefits as insurance, the minimum work year, leaves, etc. Such employees are, however, entitled, by virtue of becoming part of the bargaining unit in 1994-95, to utilize the grievance procedure and to be eligible for salary increases, as negotiated for the rest of the unit.

C. Except as otherwise limited by an express provision of this Agreement, the Board reserves and retains, whether exercised or not, all the lawful and customary rights, powers and prerogatives of public school management. Such rights include but are not limited to establishing standards of productivity and performance of its employees determining the mission of the Board and the methods and means necessary to fulfill that mission, including the contracting out of or the discontinuation of services, positions, or programs in whole or in part; the determination of the content of job classification; the appointment, promotion, assignment, direction and transfer of personnel; the suspension, demotion, discharge or any other appropriate action against its employees; the relief from duty of its employees because of lack of work or for other legitimate reasons; the establishment of reasonable work rules; and the taking of all necessary actions to carry out its mission in emergencies.

Those inherent management rights not restricted by a specific provision of this agreement are not in any way directly or indirectly, subject to any grievance procedure.

ARTICLE II
DURATION

A. This Agreement shall be effective on July 1, 2026 and shall expire June 30, 2029.

B. The Board shall make available on the District's website a copy of this Agreement within thirty (30) days after the signing of this Agreement. New employees will be provided with a copy of this Agreement at the time of hire. A written notification will be sent to the Union President(s) and the UPSEU Labor Relations Representative of any new employee's hiring in accordance with Public Act 21-25.

C. This Agreement, upon ratification, supersedes and cancels all prior practices and agreement, whether written or oral, unless expressly stated to the contrary herein, and constitutes the complete and entire agreement between the parties and concluded collective bargaining for its term.

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

ARTICLE III
GRIEVANCE PROCEDURE

A. Definition

A "grievance" shall be defined as a complaint by an employee, a group of employees, or the Union, that there has been a violation, misinterpretation or misapplication of a specific provision or provisions of this Agreement.

B. Time Limits

The parties agree that it is in their mutual agreement to resolve all grievances as quickly as possible. In this regard, the following time limits apply:

1. A grievance must be brought within ten (10) calendar days after the employee knew or should have known of the nature of their complaint. Failure to bring a grievance within this time period shall constitute a waiver of the grievance.

2. Any modification of any time limits must be done in writing and signed by both parties.

C. Scope of Review

In the event an arbitrator is called upon to decide a grievance, the arbitrator must base their decision upon the express language of this contract and is not permitted to delete from, add to, or modify such language.

D. Informal Procedure

If an employee feels that the employee may have a grievance, the employee shall first discuss the matter with their immediate supervisor in an effort to resolve the problem informally.

E. Formal Procedure

1. LEVEL ONE - Immediate Supervisor

(a) If an aggrieved person is not satisfied with the disposition of their problem through informal procedures, they may submit their claim as a formal grievance in writing to their principal or immediate supervisor.

(b) The supervisor shall within ten (10) days render their decision and the reasons therefore in writing to the aggrieved person.

2. LEVEL TWO - Superintendent of Schools

(a) In the event that such aggrieved member of the unit is not satisfied with the disposition of their grievance at Level One, or in the event that no decision has been rendered within ten (10) days after presentation of the grievance, they may file a written grievance with the President of the Union within five (5) days after the decision of Level One or fifteen (15) days after the grievance was presented, whichever is sooner. Within five (5) days after receiving the written grievance, the President of the Union shall refer it to the Superintendent.

(b) The Superintendent of Schools shall represent the administrative management at this level of the grievance procedure. Within fifteen (15) days after receipt of the written grievance by the Superintendent, the Superintendent shall meet with the aggrieved person in an effort to resolve it. The aggrieved person may be accompanied by a representative of the Union

(c) The Superintendent shall render a decision within ten (10) days after the meeting with the aggrieved person.

3. LEVEL THREE - Board of Education

(a) If the aggrieved person is not satisfied with the disposition of their grievance at Level Two, or if no decision has been rendered within ten (10) days after they first met with the Superintendent the individual may file the grievance again with the Chairman of the Union Grievance Committee within five (5) days after a decision by the Superintendent or fifteen (15) days after the aggrieved first met with the Superintendent, whichever is sooner.

(b) The Grievance Committee through its Chairman, shall refer the grievance to the Board of Education at its next regularly scheduled meeting.

(c) Within fifteen (15) days, or the next regularly scheduled Board meeting, whichever is sooner after receiving the written grievance the Board shall meet in executive session with the aggrieved person and with representatives of the Grievance Committee for the purpose of resolving the grievance. The decision of the Board shall be rendered in writing within five (5) days.

4. LEVEL FOUR - Impartial Mediation and Arbitration

In the event that an aggrieved member of the unit is not satisfied with the disposition of their grievance at Level Three, or in the event no decision has been rendered within twenty (20) days after the aggrieved first met with the Board Committee or the Board as a whole, the aggrieved may, within five (5) days after a decision by the Board of twenty (20) days after the aggrieved first met with the Board Committee, or the Board as a whole, whichever is sooner, present a request in writing to the President of the Union to submit the grievance to arbitration under the Voluntary Rules of the American Arbitration Association (AAA) within fifteen (15) days after receipt of a request by the aggrieved person. The decision of the arbitrator shall be final and binding. The cost of arbitration shall be borne equally by the Board and the Union.

ARTICLE IV
UNION RIGHTS

A. 1. During the life of this agreement, an employee retains the freedom of choice whether or not to become or remain a member of the Union.

2. Union dues shall be deducted by the Board of Education, from the paycheck of each employee who signs and remits to the Board an authorization form. Such deduction shall be discontinued upon written request of an employee thirty (30) days in advance.

3. The amount of dues deducted under this Article, together with a list of employees shall be remitted to United Public Service Employees Union, 3555 Veterans Highway, Suite H, Ronkonkoma, NY 11779, within a week after the payroll period in which such deduction is made together with a list of employees and their addresses for whom any such deduction is made. The Union agrees to indemnify and to hold the Board harmless against any and all claims, demands, suits or other forms of liability including reasonable attorneys' fees that shall, or may arise out of, or by reason of, action taken by the Board for the purpose of complying with the provisions of this Article regarding wage deduction.

B. Union staff representatives shall be permitted to enter the facilities at any reasonable time for the purpose of discussing, processing or investigating filed grievances or fulfilling its role as collective bargaining agent, provided that they give notice prior to arrival, or if that is not possible, provided that they give notice of their presence, immediately to the supervisor in charge and do not interfere with the performance of duties.

C. The Board will furnish bulletin board space in each building which the union may provide for its announcements. Bulletin board space shall not be used to display material that is of a partisan political nature or is inflammatory or derogatory to the employer or any of its administrators or employees. The union shall limit the posting of its notices and bulletins to such bulletin board space.

D. The Board agrees to provide the union, upon request and adequate notice, access to materials and information necessary for the union to fulfill its statutory responsibility to administer this Agreement or otherwise in accordance with Public Act 21-25. The union shall reimburse the Board for the expense and time spent for photocopying extensive information and otherwise as permitted under the State Freedom of Information Law. The union shall not have access to privileged or confidential information.

E. Union Leave
A bargaining unit total of four (4) days per year shall be available with pay to attend union trainings and/or seminars. Requests must be made at least one (1) week in advance.

F. A building or UPSEU staff representative may meet with a new hire in accordance with Public Act 21-25.

ARTICLE V
NOTICE OF VACANCIES AND VOLUNTARY TRANSFERS

A. President of the Union shall be notified of any vacancies and/or new position, stating the job classification, rate of pay, and nature of job requirements, prior to the posting.

B. Notice of vacancies and/or new positions shall be posted on all Union bulletin boards for five (5) working days. Any person interested in the position must apply, in writing, to the Superintendent of Schools, by the date specified on the posting.

C. If any employee wishes to apply for the transfer, or the new position the employee may do so by notifying the Superintendent of Schools, in writing by the date specified on the posting. All current employees who apply for the position who meet the minimum qualifications of the position or have qualifying experience shall be given an interview. Seniority is a factor. If an employee is hired from outside of the bargaining unit the Board will notify the Union at the time of the appointment of the new employee.

D. Public announcements of the vacancy and/or new position may be made three days after the in-house posting.

E. At the time of appointment, a newly hired employee shall be paid at the starting rate. A temporarily transferred employee shall be paid at the lowest rate in the higher classification which also produces an increase in pay if the transfer is to a higher class.

ARTICLE VI
SENIORITY

A. (1) The employer shall prepare a list of all employees covered under this Agreement showing their seniority in length of service with the employer and deliver the same to the Union on September 20th of each year.

(2) The seniority list shall be posted. The Union shall review the seniority list and provide the employer with any correction(s) by October 20th of each year.

B. New employees shall have no seniority rights for one hundred eighty (180) calendar days from their date of hire but shall be otherwise protected by this Agreement except that they may be disciplined or dismissed at the discretion of the Board. Employees who complete this one hundred eighty (180) day period shall have seniority rights retroactive to their date of hire.

C. The seniority shall be reviewed annually.

D. Seniority shall continue for any employee upon promotion or transfer to a new position, within UPSEU.

E. Employee accruals (sick, vacation and personal leave) shall be available to employees on Red Rover, Frontline, or other timekeeping system maintained by the Board.

ARTICLE VII
LAYOFF AND SENIORITY

A. In the event that layoffs become necessary, the employee with the least seniority in the classification where work must be curtailed shall be laid off first. When employees are to be recalled, the first to be recalled shall be those last laid off. If the Board intends to lay off an employee, a fourteen (14) calendar days' notice of termination shall be given to said employee. Classification is defined as the positions listed on the wage schedule in Appendix A. Part-time employees shall be laid off before full-time in each job classification. An employee may bump someone with less seniority in a lower classification as long as the employee is qualified to perform the duties in the lower classification.

B. Laid off employees shall have recall rights within their professional capabilities for a period of twelve (12) months from the date of layoff. An employee who refuses recall shall lose all further recall rights.

ARTICLE VIII
INVOLUNTARY TRANSFER

A. Any member of the unit who is transferred involuntarily will be transferred to a position compatible to their skills.

B. Whenever a member of the unit is transferred to a State or Federally funded position, her/his status as a regular Board employee shall not be jeopardized.

C. No involuntary transfer shall be made without prior written notice of ten (10) calendar days, and discussion with the member affected, but such prior notice shall not be required where an emergency circumstance and/or immediate student need exists.

ARTICLE IX
LEAVES WITHOUT PAY

A. Leaves of absence without pay may be granted by the Board for a limited, definite period not to exceed one year, for the following reasons:

1. For health reasons, upon advice of a physician

2. For other personal reasons subject to the review and recommendation of the Superintendent and approval of the Board of Education.

B. Application for such leave of absence must be made in writing, stating the reason for the request and the length of time desired. A leave of absence expires automatically at the date of expiration approved for the leave. If an extension is requested, it must be approved by the Board.

C. It is expected that as far as possible, leave will be so arranged as to begin or end at the close of a school year.

ARTICLE X
RESIGNATIONS

A. Written notice of resignation should be filed with the Central Office two (2) weeks in advance of separation.

B. An employee who resigns in good standing shall be entitled to pay up to and including the last day of work.

C. In addition, the employee shall be paid for unused vacation time which is due, but has not been taken.

ARTICLE XI
PERSONAL DAYS

A. Up to five (5) days absence with pay may be allowed to full time, full year secretarial, custodial and bookkeeper employees. Up to three (3) days absence with pay may be allowed to Nurses, Paraeducators, Hall Monitors, less than full year and part-time employees under the following categories:

1. Legal reason;
2. Marriage (self, children, parents, siblings, and siblings of spouse);
3. Illness in the immediate family (as defined below in Section E);
4. Deaths in family and attendance at funerals;
5. Religious holidays;

6. Attendance at graduation exercises (self, children, spouse);
7. Birth of child by wife;
8. Personal business that cannot be transacted outside of work hours (in accordance with Section C below);
9. Confidential reason – 2 days per year

B. For purposes of this Article full time, full year employees shall be those identified above whose assignments are at least thirty-five (35) hours per week.

C. Eligible employees are not entitled to receive any personal days until after they have been employed for four (4) continuous months. All employees must state in writing the reason for their requested personal day. The personal leave time will be granted if the reason requested falls within the categories listed above. With respect to category 8, the nature of the personal business and the reason why it cannot be transacted outside of working hours must be stated in writing in any request under that category. It is understood that all such requests must be requested and approved prior to taking the requested leave, except in cases of unforeseen circumstances where the employee had no reason to know of the need for leave.

D. Twelve month secretarial and clerical employees may, if conditions are hazardous, elect to take a personal day or a vacation day on a day school is closed due to inclement weather.

E. For purposes of this Article, "immediate family" shall include the following: parents, spouse, children, siblings, aunts, uncles, grandchildren, grandparents, mother and fathers-in-laws, son and daughters-in-law, and persons domiciled in the employee's household.

F. Personal days cannot normally be used on the day before and/or after a holiday or school vacation period. Employees may petition the Superintendent in writing to request permission for such usage, which shall be at the Superintendent's total discretion.

ARTICLE XII
SICK LEAVE

A. Two hundred and sixty (260) days a year employee as follows:
   a. Thirty-five (35) hours or more a week employee shall receive seventeen (17) sick days on July 1 of each year, cumulative to two hundred (200) days.
   b. Less than thirty-five (35) hours a week employees shall receive fourteen (14) sick days on July 1 of each year, cumulative to two hundred (200) days. The length of the employee's sick day shall equal the length of the employee's workday.
   c. Hours for the current year shall be prorated upon the employee's retirement, resignation, or termination.

B. One hundred eighty (180) and one hundred ninety (190) days a year employee as follows:
   a. Thirty (30) hours or more a week employee shall receive twelve (12) sick days on July 1 of each year, cumulative to one hundred (100) days.
   b. Less than thirty (30) hours a week employees shall receive twelve (12) sick days on July 1 of each year, cumulative to one hundred (100) days. The length of the employee's sick day shall equal the length of the employee's workday.
   c. Hours for the current year shall be prorated upon the employee's retirement, resignation, or termination.

C. All sick leave time shall be prorated on an annual basis.

D. Employees working less than twenty (20) hours per week shall also be entitled to receive prorated sick leave benefits as set forth in paragraphs A and B of this Article.

E. Sick leave may be taken in thirty (30) minute increments.

F. Sick leave can be used for absences related to the employee's personal illness, the illness of an immediate family member and to attend medical/dental appointments and procedures provided the employee provides a note demonstrating attendance at the appointment/procedure.

G. In the event that employees are covered by Connecticut's Paid Sick Leave Law, Conn. Gen. Stat. Sec. 31-57r et seq., as it may be amended from time to time, the Board shall permit employees to use their first forty (40) hours of contractual paid leave in each fiscal year for the same purpose and under the same conditions as the conditions described in Connecticut's Paid Sick Leave Law, notwithstanding any provisions in this collective bargaining agreement to contrary (the "statutory sick leave"). Any contractual paid leave used in excess of the statutory sick leave shall be subject to the requirements of the collective bargaining agreement and applicable Board policy requirements.

H. <u>Family and Medical Leave, Childbirth, Adoption, Paternity and Childrearing</u>

   1. Absences related to disability of a spouse or domestic partner living with the employee due to pregnancy, childbirth, and related conditions, shall be treated as any other physical disability and shall be administered in accordance with the Federal Family and Medical Leave Act ("FMLA"). Such absences shall be with pay to the extent an employee has a sufficient amount of accrued sick leave and personal leave, and such paid leave shall run concurrent with FMLA leave, will count against the twelve (12) weeks of FMLA with any remaining leave being unpaid. Any paid or unpaid leave under this provision shall be counted against any FMLA leave entitlement. Employees may continue to participate in Board group health insurance plans at the level of premium contribution required in the contract as if the employee were not on such leave for the duration of any paid leave or unpaid FMLA leave.

2. Childrearing leave following the birth or adoption of a child is also available and will be administered in accordance with the FMLA under the same conditions as those described above.

3. An employee on FMLA shall receive credit towards placement on the salary schedule and toward accumulated seniority for the period of such leave. Any employee who takes leave under the FMLA because of the employee's own serious health condition must substitute any accumulated paid sick leave for unpaid FMLA leave and such paid leave shall run concurrent with the FMLA leave. Any leave that qualifies as FMLA leave, whether paid or unpaid, will count against the twelve (12) weeks of FMLA leave. If sick leave is used for a medical condition which is not a serious health condition under the FMLA, that leave does not count against the twelve (12) weeks of FMLA leave entitlement.

4. Any employee who takes FMLA in order to care for /address a serious illness for a spouse, domestic partner living with the employee, a child, or parent must substitute any accumulated sick leave for such leave and such paid sick leave shall run concurrent with and count against the twelve (12) weeks of FMLA leave to which the employee is entitled.

I. Sick Leave Bank

During such time as non-certified employees are eligible for coverage for wage replacement under the Connecticut Paid Family and Medical Leave Act, the contractual provisions below concerning the unit's Sick Leave Bank shall be suspended.

1. A sick leave bank provides additional coverage after exhaustion of individual annual and/or accumulated sick leave, only in the event of serious illness as evidenced by medical certification.

   a. Participation by all employees covered by this agreement shall be mandatory. Employees shall contribute one (1) day of accumulated sick leave each year to the bank, except for an employee who would start a school year with fewer than 12 sick days.

   b. The bank shall be administered by a committee of two representatives selected by the Superintendent and two selected by the Union. This committee shall consider the eligibility of employees to draw from the bank and shall come to a unanimous decision. Should the committee decide additional medical certification is needed to provide further documentation and explanation of the need for leave, the District shall pay for the additional certification/documentation.

c. The following criteria shall be used by the Sick Leave Bank Committee in determining the eligibility of an employee to draw from the Bank and determining the amount of leave:

1. A employee must have completed two continuous years' service in the District.

2. An employee must have used up all accumulated full pay sick leave.

3. An employee must submit competent and timely evidence that a request is necessary due to serious and lengthy illness via a health care provider as defined by the FMLA.

4. Employee's prior utilization of sick leave.

d. Upon compliance with section c. above, the Sick Leave Bank Committee may issue a grant of days from the Sick Leave Bank of no more than 30 days.

e. The Sick Leave Bank shall have a minimum of 60 days in reserve. If the number of days falls below 60, then section a. shall be reapplied.

f. The decisions of the Sick Leave Bank Committee shall be final and binding and not be subject to the grievance procedure or arbitration.

ARTICLE XIII
HOLIDAYS

A. 260 days a year employees will receive the following paid holidays:

New Year's Day	Martin Luther King Day
Presidents' Day	Columbus Day
Good Friday	Thanksgiving Day and the
Memorial Day	Day after Thanksgiving
Christmas Day	Day after Thanksgiving
Independence Day	Christmas Eve
Labor Day	New Year's Eve

In the event that the Board recognizes Juneteenth as a holiday during the duration of this contract (either in general or for another bargaining unit), the parties agree to reopen the contract for bargaining on this issue.

B. 180 days a year employees will receive all of the above holidays excluding Independence Day and Labor Day.

C. 190 days a year employees will receive all of the above holidays excluding Independence Day.

D. If school begins before Labor Day it will be a paid holiday for all employees.

E. 260, 180 or 190 days a year employees working less than twenty hours per week shall receive a total of three (3) paid holidays - Christmas Eve, Christmas Day, and Thanksgiving Day.

F. When a holiday occurs during regular vacation or while an employee is out on sick leave, said holiday shall not be charged against the employee's earned vacation time/sick time.

G. For holidays that fall on Saturday or Sunday, the Superintendent shall determine whether such will be observed on the preceding Friday or following Monday, and this shall be placed on the school calendar.

ARTICLE XIV
VACATIONS

A. 260 days a year employees working 30 hours per week or more will receive the following paid vacation time on July 1st each year, expressed below by number of Vacation Days:

NEW Hire Month	Next July	2nd July after hire	3rd July after hire	4th July after hire	5th July after hire	10th July after hire
August	4.5	5	10	10	15	20
September	4	5	10	10	15	20
October	3.5	5	10	10	15	20
November	3.5	5	10	10	15	20
December	3	5	10	10	15	20
January	2.5	5	10	10	15	20
February	2	5	10	10	15	20
March	1.5	5	10	10	15	20
April	1.5	5	10	10	15	20
May	1	5	10	10	15	20
June	0.5	5	10	10	15	20

After 10 years employment for employees hired prior to July 1, 2026 – one (1) additional day for each year of employment, not to exceed five (5) weeks paid.

B. In alignment to the chart in A, part-time custodians will receive one (1) week of paid vacation time, equivalent to one (1) week of their actual work time, to be used during the summer or a school break, provided they have completed one year of service.

C. Vacation time shall be requested at least thirty (30) days in advance, whenever possible.

D. Any employee who has been employed in a position with the East Haddam Board of Education and did not qualify for vacation, who transfers to a 260 day position for purposes of determining vacation eligibility, shall be given prorated credit for years served in their position and shall receive vacation in accordance with the table above. An employee will be credited and able to use the full amount of vacation as of their anniversary date of first employment with the District. However, an employee will receive prorated vacation days for the period between starting the 260 day position and their employment anniversary date, and shall be eligible to use that prorated amount of vacation after sixty (60) calendar days working in the 260 day position prior to their employment anniversary date.

E. When an employee becomes sick during a vacation and provides a doctor's note to the administration, said sick leave shall not be charged against the employee's earned vacation time, but shall be charged to the employee's sick leave account.

ARTICLE XV
INSURANCE

A. High Deductible Health Plan (HDHP). All 260, 190 and 180 days a year employees, working thirty (30) hours or more each week, shall participate in a High Deductible Health Plan (HDHP), a summary of which is attached hereto.

The plan shall have a $2,250 deductible for single person coverage and a $4,500 deductible for a two or more person family coverage for in network covered services and after meeting the deductible, members will pay an In-Network co-pay of $0 for generic drugs, $25 for listed brand name drugs and $40 for non-listed brand name drugs with an annual cap of $1,000 for single person coverage and $2,000 for two or more person family coverage.

1. The insurance plan details are maintained in the Superintendent's office.

2. Employees, electing to participate in this plan, shall be responsible for paying the following contribution percentages:

- July 1, 2026 – 15%
- July 1, 2027 – 16%
- July 1, 2028 – 16%

3. The Board will fund an amount equal to forty-nine percent (49%) of the annual deductible for eligible employees. The parties acknowledge that the Board's 49% contribution toward the funding of the HSA is not an element of the underlying plan but rather relates to the manner in which the deductible shall be funded for actively employed support staff. The Board shall have no obligation to fund any portion of the plan for retirees or other individuals upon their separation from employment.

   There shall be a wellness incentive program that shall consist of an annual calendar year physical examination for employees and their applicable covered spouses. If an employee or their spouse fail to have an annual calendar year physical, the next year's deductible contribution from the Board shall be 45% instead of the deductible contribution described above.

4. The employee will be responsible for opening the HSA and for any bank fees associated with maintaining the HSA account. The Board will make provisions for a before tax direct deposit payroll deduction for employees who choose to use this feature.

5. The Board will make its contributions into the employee's HSA account in two equal payments, the first on September 15 and the last on January 15.

6. If an employee separates from employment or otherwise ceases to participate in the plan, they will only be entitled to a pro-rated portion of the above defined Board contribution. In accordance with the provisions of the IRS, all contributions into the HSA account are the property of the account holder.

7. An HRA shall be made available for any employee who is precluded from participating in the HSA because the individual receives Medicare and/or veterans' benefits and the annual maximum reimbursement by the Board of Education shall not exceed the Board's annual deductible contribution for those in the HSA.

B. All bargaining unit members who work 260 days a year, forty (40) hours per week, shall receive group dental insurance. Those electing individual coverage shall have premiums split seventy-five (75%) percent Board, twenty-five (25%) percent. Those electing two-person and family coverage shall have the premiums for that additional coverage split ten percent (10%) Board and ninety percent (90%) employee.

C. The Board of Education retains the right to choose its own vendor.

D. At the time of retirement, employees have the option of buying health insurance benefits at the group rates and at their own expense.

E. For the purposes of this Article "Insurance" and for purposes of determining whether an employee is eligible to participate in the group insurance plans at the time of retirement,

"retirement" shall mean the following: The employee must be at least fifty-five (55) years of age and must have been employed by the East Haddam Board of Education for at least twenty (20) years, the last fifteen (15) of which must have been consecutive. It should be noted that the employee's right to buy insurance benefits at the group rate at the employee's own expense is limited to the individual employee and, if married, the employee's spouse, not family coverage.

F. Any employee employed by the Board of Education on or before July 1, 1993 who, at the beginning of the school year, elects in writing not to participate in the insurance benefits provided by the Board of Education, shall receive, in lieu thereof, payment equaling $2,243.69 for single coverage, $4,487.59 for two-person coverage, or $5,960.89 for family coverage for waiving the insurance benefit that would otherwise have been paid by the Board. Any employee hired after July 1, 1993 who, at the beginning of the school year, elects in writing not to participate in the insurance benefits provided by the Board of Education shall receive, in lieu thereof, payment equaling $747.90 for single coverage, $1,495.86 for two-person coverage, or $1,986.96 for family coverage. Payment is to be made in December and June of each school year. The Board reserves the right to limit the number of employees who may elect this option if the group would be reduced to a size that would be charged a higher premium because of the smaller size of the group. Also, it is understood that this benefit can only be implemented to the extent permitted by the Board's insurance carrier(s), without any additional cost to the Board. It is recognized that certain insurance plans are provided as a package and the decision to participate or not must be made with respect to the entire package and cannot be made on the basis of each component plan within the package.

Employees receiving this insurance waiver benefit in 2010-11 will continue to be eligible to receive this benefit, at the level at which they are eligible, so long as they remain continuously employed, at the appropriate capped dollar amount(s) set forth above. No other employees are eligible to participate.

G. All 260, 190, and 180 day a year employees working thirty (30) hours or more each week shall be entitled to life insurance in the amount of $40,000.

ARTICLE XVI
SALARY SCHEDULE

A. The salaries for all employees are set forth in Appendix A. Effective July 1, 2026, a new step system replaces the current system, with incumbents placed in accordance with the terms outlined in Appendix A. Thereafter, the wage figures for all job classifications will increase by three percent (3%) on July 1, 2027 and also on July 1, 2028.

B. All employees will be paid biweekly by direct deposit based upon the hours of work indicated on their time cards. In the event an employee leaves employment before earning their entire paycheck, the employee will be responsible for reimbursing the Board for any overpayment, including the cost of reasonable attorney's fees which the Board may incur to recover such overpayment. School year employees (180-190 days) may elect to be paid in installments of 22 or 26 pay periods, to the extent permitted by law.

C. Special Medical Needs Paraeducator Stipend. At the end of each year any paraeducator designated by the Superintendent as a "special needs paraeducator" shall receive a $1,250 stipend for a full year of work.

D. Paraeducators will not be required to instruct a class in place of a teacher. If a person is used in place of a substitute teacher, the person shall receive a stipend of $11.50/hr.

E. Safety Care Stipend. At the end of the year, an employee with a safety care certification shall receive a $150 stipend for a full year of work.

ARTICLE XVII
REGULAR WORKING HOURS AND OVERTIME

A. Secretaries

The normal work week shall be Monday through Friday, five (5) days a week. A normal work week shall be forty (40) hours determined as follows: five 8-hour work days, including a ½ hour paid lunch. The normal work hours will fall between 7:00 a.m. and 5:30 p.m., and will be determined by the Superintendent. By mutual agreement between the Union and the Superintendent, the hours of work can vary from what is described.

B. Full Time Paraeducators

The normal hours of employment will coincide with the student school year. The work day will normally be six and one half (6 ½) hours. A short lunch break within that time period will be permitted, not to exceed twenty-five (25) minutes. At the Superintendent's discretion these hours may be modified to range between thirty (30) and thirty-five (35) hours in a week, and between 180 and 195 days a year, depending upon the needs of the school system.

Part Time Paraeducators

The normal days of employment will coincide with the student school year. The work day length will vary depending on the needs of the building. A short lunch break within that time period will be permitted, not to exceed twenty-five (25) minutes. At the Superintendent's discretion these hours may be scheduled to less than full-time and between 180 and 195 days a year, depending upon the needs of the school system.

C. Full Time Nurses

The normal hours of employment will coincide with the student school year. The work day will normally be between 6 ½ and 7 ¼ hours a day. A short lunch break within that

time period will be permitted, not to exceed twenty-five (25) minutes. At the Superintendent's discretion these hours may be modified to range between thirty two and one half (32 ½) and forty (40) in a week, and between 185 and 195 days a year, depending upon the needs of the school system.

Part Time Nurses

The normal days of employment will coincide with the student school year. The workday length will vary depending on the needs of the building. A short lunch break within that time period will be permitted, not to exceed twenty-five (25) minutes. At the Superintendent's discretion these hours may be scheduled to less than full time and between 180 and 195 days a year, depending upon the needs of the school system

D. Custodians

The normal work week shall be five (5) days per week, forty (40) hours per week. The normal workday shall be eight (8) hours per day, including a paid one-half hour lunch break. The normal work hours for each position will depend on the needs of the school system. By mutual agreement between the Union and the Superintendent, the hours of work can vary from what is described.

Part Time Custodian

The normal work week shall be five (5) days per week. The normal work day length and hours shall vary depending on the needs of the school system, and will include a paid meal break not to exceed twenty-five (25) minutes. By mutual agreement between the Union and the Superintendent, the hours of work can vary from what is described.

E. Building Supervisors

The normal work week shall be five (5) days per week, forty (40) hours per week. The normal workday shall be eight (8) hours per day, including a paid one-half hour lunch break. The normal work hours for each position will depend on the needs of the school system. By mutual agreement between the Union and the Superintendent, the hours of work can vary from what is described.

F. Maintenance Supervisor

The normal work week shall be five (5) days per week, forty (40) hours per week. The normal workday shall be eight (8) hours per day, including a paid one-half hour lunch break. The normal work hours will fall between either 6:00am and 2:00pm or 8:00 am to 4:00 pm.

G. Maintenance

The normal work week shall be five (5) days per week, forty (40) hours per week. The normal workday shall be eight (8) hours per day, including a paid one-half hour lunch break. The normal work hours will fall between 6:00am and 2:00pm, 7:00am and 3:00pm, or 8:00 am to 4:00 pm.

H. Grounds/Maintenance

The normal work week shall be five (5) days per week, forty (40) hours per week. The normal workday shall be eight (8) hours per day, including a paid one-half hour lunch break. The normal work hours will fall between 6:00am and 2:00pm, 7:00am and 3:00pm, or 8:00 am to 4:00 pm.

I. Financial Assistant

The normal work week shall be five (5) days per week, thirty-seven and one half (37 1/2) hours per week. The normal workday shall be seven and one half (7 1/2) hours per day, including a paid one-half hour lunch break. The normal work hours will fall between 8:30am and 4:00pm.

J. Full Time Hall Monitors

The normal hours of employment will coincide with the student school year. The workday will normally be six and one half (6 ½) hours. A short lunch break within that time period will be permitted, not to exceed fifteen (15) minutes. At the Superintendent's discretion these hours may be modified to range between thirty (30) and thirty-five (35) hours in a week, and between 180 and 195 days a year, depending upon the needs of the school system. The normal work hours will be determined by the needs of the school system.

K. Part Time Hall Monitors

The normal days of employment will coincide with the student school year. The workday length will vary depending on the needs of the building. A short lunch break within that time period will be permitted, not to exceed fifteen (15) minutes. At the Superintendent's discretion these hours may be scheduled to be less than full-time and between 180 and 195 days a year, depending upon the needs of the school system.

L. Overtime

Overtime will be paid at one and one-half times the regular rate of pay for all full-time employees who work beyond their normal work day of seven (7) or more hours, except for overtime on holidays which shall be paid at two (2) times the regular rate of pay. Prior approval to work overtime must be obtained from the Superintendent of Schools.

Compensatory time can be used when mutually agreeable, in lieu of overtime pay, at the time and one-half rate.

Compensation for overtime work shall be payable for the pay period in which the overtime was incurred and paid on the same day as regular earnings for that period whenever possible.

It is understood by all parties involved that no overtime shall be compensated for unless there is prior acknowledgement of that fact by the Supervisor.

Members of this bargaining unit shall not receive any compensation for volunteering to serve as a chaperone, adult advisor or other volunteer helper regarding any student

activity, outing, or trip, including but not limited to, overnight field trips and student day trips. Employees may use vacation or personal time for such trips. From time to time an instructional paraeducator, special education paraeducator or nurse may be assigned to accompany a student or students to an activity or on an outing or trip. In such a case, the employee will be paid regular wages and be notified in writing of her/his assignment by the Superintendent or an administrator designated by the Superintendent. No teacher is authorized to assign any bargaining unit employee to attend any such function.

Overtime work shall be divided as equitably as possible among the employees with preference given to employees within the school where the work is to be performed. If an employee is scheduled for overtime work and refuses the work, the employee will be charged with the scheduled overtime as if the employee had worked.

M. The District shall notify all 10-month employees in writing on or before July 1st each year regarding their start date and to which school assigned. The Board retains its management rights to thereafter change school assignments based on operational needs.

ARTICLE XVIII
UNION MEETINGS ON SCHOOL PROPERTY

The Union may call meetings in each school before or after school, providing such meetings do not conflict with other scheduled school activities or programs.

Cost of the clean-up shall be borne by the Union.

ARTICLE XIX
IN-SERVICE BENEFITS

In the event the Board of Education requests an employee to further their education, the expense of such courses will be borne by the Board.

ARTICLE XX
MILEAGE

The prevailing Internal Revenue Service rate per mile will be paid for any employee performing Board duties with their own private vehicle.

Note: Mileage use is subject to prior approval by Principal and/or Superintendent of Schools.

ARTICLE XXI
LONGEVITY

A. All employees, after the completion of the following number of years will receive annual longevity payments.

10 years of service - $200
15 years of service - $300
20 years of service - $400
25 years of service - $500

B. Longevity payments shall be paid to the employees in one lump sum payable in the pay period immediately following the employee's 10, 15, 20, or 25 year anniversary date and on every intervening and subsequent years.

ARTICLE XXII
WEATHER CONDITIONS

A. When school children are dismissed early because of an emergency such as snow, ice or other hazardous conditions, employees will be excused at the discretion of the Superintendent of Schools without loss of pay.

B. On late opening school days, the employees are expected to make every effort to report to work and shall suffer no loss of pay or leave time, provided they had reported to work for that day before the revised start time of school.

C. The Facilities Director shall be responsible for snow removal activities. Snow removal crews utilized will receive a minimum of three (3) hours pay.

ARTICLE XXIII
REOPENER CLAUSE

This Agreement may be reopened on any provision provided that the Board and the Union agree in writing to such effect.

ARTICLE XXIV
SAVINGS CLAUSE

Should any provision of this Agreement be found unlawful by a court of competent jurisdiction, the remainder of the Agreement shall continue in force.

ARTICLE XXV
DISCIPLINE AND DISMISSAL

No employees shall be discharged or otherwise disciplined without just cause.

ARTICLE XXVI
HEALTH AND SAFETY

All custodians and maintenance personnel shall be entitled to hepatitis shots at the expense of the Board.

ARTICLE XXVII
LEAVES OF ABSENCE

A. Bereavement

An employee shall be granted three (3) days leave with pay for death in the employee's immediate family. Such immediate family shall be defined as employee's father, mother, spouse, brother, sister, child, and the mother, father, brother, sister of an employee's spouse, grandparents and grandchildren of any relative domiciled in the household of the employee. An additional two (2) days may be granted at the discretion of the Superintendent or their designee.

B. Jury Duty

An employee summoned for jury duty for up to thirty (30) working days shall receive their actual regular weekly earnings and be required to turn over to the Board any amounts received from the court. The employee has the responsibility to perform their regular duties when the employee is not actually required to be present at court.

ARTICLE XXVIII
UNIFORMS

The Board will continue to supply maintenance employees with a sufficient supply of various uniform items and shall supply custodial employees with a sufficient number of uniform work shirts, that shall be worn while on duty.

The Board shall provide maintenance and grounds employees with a maximum $250 annual reimbursement for the purchase of appropriate OSHA required boots and such reimbursement shall be made upon the presentation of receipts demonstrating such purchase. The BOE may also directly purchase the required boots selected by the employee.

ARTICLE XXIX
TUITION REIMBURSEMENT

A. The Board of Education shall provide tuition payment for continuing education according to the following limits and criteria:

1. Eligibility for reimbursement.

   a. An employee must have been employed by the East Haddam Board of Education for at least one (1) year.

   b. Reimbursement for courses taken during the summer is only available for an employee who works with the District through the end of that calendar year in which the course was taken.

2. Criteria for courses for which reimbursement will be paid.

   a. An employee may take a course within the employee's existing area of employment or another area that is covered by the collective bargaining agreement.

   c. All courses must be approved by the Superintendent prior to the employee enrolling in the course through an accredited institution. Such courses must be through an accredited college or university or a recognized continuing education provider. There may be unique circumstances when an employee wants to take a course that does not meet these criteria. In such case, the employee shall make a written request seeking pre-approval from the Superintendent and the Superintendent shall review the request and provide a written response within ten (10) school days of receiving the written request.

3. Allotted funds.

   a. There shall be a total of $2,000 available each fiscal year for tuition reimbursement. Any unused money will be forfeited at the end of the year.

   b. Each employee will receive in reimbursement a maximum of $500 for any course.

   c. No employee may be reimbursed for more than two (2) courses in a fiscal year.

4. Method of payment.

   a. Written requests for course approval and tuition reimbursement shall be provided at least thirty (30) calendar days prior to the scheduled course(s).

   b. Requests for reimbursement must be made in writing.

   c. Only successful graded course completions (final grade C or above) supported by a grade report will be eligible for reimbursement.

ARTICLE XXX
SIGNATURE BLOCK

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

EAST HADDAM BOARD OF EDUCATION

Date 6/18/2026

By _____
Chairperson

EAST HADDAM SCHOOL EMPLOYEES
UNITED PUBLIC SERVICE
EMPLOYEES UNION LOCAL 424-UNIT 9

Date 6/22/26

By _____
Kevin E. Boyle, Jr.
UPSEU President

EAST HADDAM SCHOOL EMPLOYEES
UNITED PUBLIC SERVICE
EMPLOYEES UNION LOCAL 424-UNIT 9

Date 6/18/2026

By _____
Local 424-Unit 9 President

APPENDIX A
HOURLY RATES

	2026/2027	2027/2028	2028/2029
Classification	Adjustment	3% GWI	3% GWI
Paraeducator	$21.69, $22.23, $22.79	$22.34, $22.90, $23.59	$23.01, $23.59, $24.30
ABA Paraeducator*	$22.94, $23.48, $24.04	$23.59, $24.15, $24.84	$24.26, $24.84, $25.55
Secretary	$25.78, $26.42, $27.08	$26.55, $27.21, $27.89	$27.35, $28.03, $28.73
Finance Office Secretary	$28.28, $28.99, $29.71	$29.13, $29.86, $30.60	$30.00, $30.76, $31.52
Financial Assistant	$34.75, $35.62, $36.51	$35.48, $36.69, $37.61	$36.54, $37.79, $38.74
RN	$40.47, $41.44, $42.44	$41.68, $42.68, $43.71	$42.93, $43.96, $45.02
LPN	$36.10, $36.97, $37.87	$37.15, $38.05, $38.97	$38.13, $39.16, $40.11
Maintenance	$33.02, $33.85, $34.70	$34.01, $34.87, $35.74	$35.03, $35.92, $36.81
Ground/Maintenance	$23.12, $23.70, $26.29	$23.81, $24.41, $27.08	$24.52, $25.14, $27.89
Maintenance Supervisor	$42.96, $44.03, $45.13	$44.25, $45.35, $46.48	$45.58, $46.71, $47.87
Custodian	$22.02, $22.57, $23.13	$22.68, $23.25, $23.82	$23.36, $23.95, $24.53
Night Custodian **	$23.23, $23.81, $24.40	$23.93, $24.53, $25.13	$24.64, $25.27, $25.88
Building Supervisor	$33.02, $33.85, $34.70	$34.01, $34.87, $35.74	$35.03, $35.92, $36.81
Hall Monitor	$21.69, $22.23, $22.79	$22.34, $22.90, $23.59	$23.01, $23.59, $24.30
Tutor for the Blind	$30.37, $31.13, $31.91	$31.28, $32.06, $32.87	$32.22, $33.02, $33.86

* ABA Paraeducator. Employees who are qualified as ABA paraeducators, and who are employed in that capacity shall be paid $1.25 per hour as part of their base pay while assigned during the school year as an ABA paraeducator.

** Custodial Night Shift Differential. Custodians who work a night shift shall be paid differential equivalent to five and one-half (5 ½%) percent of their hourly rate of pay. The term "night shift" shall mean those custodians who work after 2 p.m. at the building to which the custodian is assigned. This shift differential does not apply to any shift that starts before 10:00 a.m.. If a "night shift" custodian is asked to fill in for a building supervisor, the custodian shall continue to receive the differential, so long as the custodian is paid at the custodial rate.

Effective July 1, 2026, current and future employees will be placed in the step within their job classification based on their unbroken service in their current job classification as follows:

Employees will receive credit for a full year if they worked at all during the fiscal year, i.e. there is no differentiation, for example, between an employee hired in July of one year and June of the next calendar year. Employees in their first and second service years will be placed at Step 1. Employees will advance to Step 2 on July 1st of their third service year. Employees will advance to Step 3 on July 1st of their tenth service year. If an employee transfers to a different job

classification, the parties will negotiate the appropriate step placement/time in step on a case-by-case basis.

East Haddam Board of Education Savings and Retirement Plan. The East Haddam Board of Education (i.e., the "Employer") will make Employer Matching contributions in an amount equal to five percent (5%) of each Eligible Participants' Compensation (as that term is defined in the East Haddam Board of Education Savings and Retirement Plan) as long as the participant is contributing either pre-tax or after-tax dollars in an amount of at least 3% (three percent). This Employer Matching contribution shall be made in a manner consistent with all the provisions set forth in Section 3.1 of Article 3, Contributions and Allocations, of the East Haddam Board of Education Savings and Retirement Plan. In this regard, the Board of Education will amend Section 3.1 paragraph "a" to change the Employer Matching contribution to five percent (5%).