

**2013 - 2016 CONTRACT**

**between the**

**NORTH HAVEN BOARD OF EDUCATION**

**and the**

**NORTH HAVEN EDUCATION ASSOCIATION**

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**ARTICLE I  
GENERAL RIGHTS AND RESPONSIBILITIES**

- 1.0 It is acknowledged by both the North Haven Board of Education (the "Board") and the North Haven Education Association (the "Association") that the best interests of the system are served if candid and frequent communications are maintained between them on matters pertaining to the specific relationships of employment, and on general matters affecting the welfare and future direction of the system. To this end, without in any way limiting the effect of the specific provisions of this Agreement, and without in any way incurring obligations not otherwise set forth in this Agreement, the parties agree to meet and confer in good faith, at the request of either party, at such times as may be mutually convenient.
- 1.1 The Board hereby recognizes the Association as the exclusive representative and bargaining agent as defined in sections 10-153a through 10-153f of the Connecticut General Statutes, as amended, for the entire group of certified professional employees of the Board whose positions require certification, excluding administrative staff and temporary substitutes.
- 1.2 The Board recognizes the Association as the bargaining representative of all persons who possess a durational shortage area permit (DSAP). All provisions of this agreement apply to unit members who teach under a DSAP, except for the provisions of Section 3.4 and Article XXXV, given their status as employees at will.
- 1.3 The Board agrees not to negotiate at any time with any teacher or teachers' organization other than that designated as the representative pursuant to section 10-153b-f inclusive of the Connecticut General Statutes, as amended, in regard to changes in salaries or other conditions of employment

**ARTICLE II  
BOARD RIGHTS AND RESPONSIBILITIES**

- 2.0 Except as otherwise expressly provided for in this Agreement, the Board of Education retains the sole and exclusive right to direct the operations of the school system, including such powers as accorded by law.

**ARTICLE III  
TEACHER RIGHTS AND RESPONSIBILITIES**

- 3.0 Teachers in the North Haven school system are expected to maintain the highest standards of personal and professional behavior in the pursuit of the best public educational program for the students of the Town of North Haven.
- 3.1 Teachers will be entitled to full rights of citizenship, and no legal, religious or lawful political activities of any teacher undertaken outside of working hours shall be grounds for any disciplinary action or discrimination with respect to the professional employment

or advancement of such teacher; similarly, no teacher shall be required to engage in any political or religious affairs as a condition of employment or advancement.

- 3.2 The private and personal life of a teacher is not within the appropriate concern or attention of the Board except as it may interfere with the teacher's responsibilities to and relationship with students.
- 3.3 Board of Education policies, administrative rules and regulations shall be readily available to teachers on the school district's website and/or in the library in each building.
- 3.4 No teacher shall be reprimanded in writing, demoted or suspended except for just cause.

#### **ARTICLE IV PROTECTION OF TEACHERS**

- 4.0 The Board of Education recognizes its legal obligations under section 10-235 of the Connecticut General Statutes "to protect and save harmless teachers."
- 4.1 Teachers shall not be required to drive pupils in personal cars to activities away from school buildings.

#### **ARTICLE V EMPLOYMENT YEAR**

- 5.0 "Regular Term (Ten-Month Term). The scheduled employment year shall be as follows: one hundred eighty-five (185) days with up to two (2) non-instructional days before school and additional non-instructional days as scheduled by the Board, except such contracts as may be established pursuant to Article VI. Department head/program coordinators, team leaders or unit leaders may be required to attend pre-school orientation sessions. Non-tenured staff members new to the profession may be required to attend up to five (5) days of additional orientation and training as part of their scheduled employment year during the first two (2) years of their employment.

Guidance Counselors shall work ten additional days at the high school and receive a five percent stipend, and counselors shall work five (5) additional days at the middle school and receive a two and one-half percent stipend. High school counselors shall work four (4) days between the third and up to and including the seventh work day after the end of the school year (except in extraordinary circumstances due to weather), and five days prior to the next school year. The Board shall designate the necessary days of coverage during the summer recess prior to May 1 each year, which guidance counselors will cover the tenth day of work beyond the regular work year. Guidance counselors shall be permitted to volunteer for such assignments, and any conflicts will be resolved by district-wide seniority within the building. Should there not be sufficient volunteers for the designated days, assignment to such days shall be made on a rotating basis by reverse order of seniority.

**ARTICLE VI  
EXTENDED EMPLOYMENT**

- 6.0 Remuneration for services performed beyond or in addition to the regular employment year shall be determined by the placement within one of the following categories:

Category A - Per Diem Pay

Service provided is the same as that which is performed during the regular school year, i.e., teaching in a program sponsored or sanctioned by the Board of Education.

When salary must be adjusted because of additional teaching days outside the regular school year or because of unpaid leave, employment after the beginning of the school year or termination before the end of the school year, such salary adjustment shall be based on a per diem of 1/185 of annual salary.

Category B - Compensation

Payment for these services shall be \$30.00 per hour. Services provided include but are not limited to, group or individual work on curriculum, special projects, updating or developing media, research projects in selected areas, compilation of data from previous studies or special assignments on selected projects, adult education and home bound instruction.

Category C - In-Service Programs

These are made available by the Board on a voluntary basis for any interested staff members, All fees, textbooks and/or supplies shall be provided by the Board of Education for all in-service course work. No stipend is provided; however, credit for salary advancement may be granted. The criteria for such programs will be mutually developed by the Board and the N.H.E.A.

Category D - Professional Development Presentations

A teacher who provides professional development or teachers in-service programs shall be compensated at the rate of \$75.00 per hour. For each hour of professional development or in-service presentation time, a teacher shall be compensated at the same rate for up to an hour of initial preparation time for each hour of presentation time.

- 6.1 The Board of Education and the North Haven Education Association agree that, if the Superintendent wishes to add a new position to Appendix B, C or D of the collective bargaining agreement or to modify an existing position, the Superintendent shall give notice to the Association.

The Board of Education and the Association agree to bargain the impact (if any) of all such modifications.

All newly created or modified positions approved by the Board shall become part of the collective bargaining agreement.

The determination as to whether any position is filled shall be at the sole discretion of the Board of Education.

## **ARTICLE VII SCHOOL YEAR**

- 7.0 The Board agrees to confer, but not negotiate, with the Association in establishing the school calendar and with regard to any changes to be made in the established school calendar.

## **ARTICLE VIII SCHOOL DAY**

- 8.0 The school day, with respect to student attendance, is understood to be a matter of educational policy reserved to the discretion of the Board of Education. The Board will confer with the Association with regard to changes from the presently established student school day.
- 8.1 The basic workday for all teachers shall begin twenty (20) minutes before the opening of school to provide for the general supervision and assistance of students.
- 8.2 The basic workday for all teachers shall end twenty (20) minutes following the close of the school day to allow for the general supervision and assistance of students upon the completion of the regular class schedule.
- 8.3 Teachers will attend two (2) hour workshops on the seven (7) staff development days scheduled by the Board. These workshops will end thirty (30) minutes after the close of the regular school day.
- 8.4 In addition to the requirements of the basic workday as described above, it is understood that the professional obligations of a teacher include reasonable availability for the purpose of student assistance, general staff meetings, committee work, parent conferences, curriculum evaluations and revision, and student extra-curricular activities. Compensation for curriculum revision is set forth in Article VI. Teachers are expected to assume responsibility for extra-curricular activities in accordance with existing Board policy.
- 8.5 Teachers shall have an uninterrupted duty-free period of not less than thirty (30) minutes duration daily.
- 8.6 The parties recognize that after-school faculty meetings may be a necessary part of normal teaching duties. The administration will observe the following criteria in calling after-school faculty meetings:
- a. the entire faculty will not be involved where smaller groups will suffice; and
  - b. the duration will be kept within one (1) hour as a normal standard.

**ARTICLE IX  
TRANSFER AND ASSIGNMENT**

- 9.0 The Board acknowledges that several factors must be taken into its consideration in making teacher assignments, including such matters as certification, the characteristics and experience of particular teachers, the preference to the extent practicable of particular teachers and, above all, the needs of the system with respect to a balanced and efficient professional staff. In implementing the matter of teaching assignments, the following guidelines shall apply:
- a. New teachers shall receive their building, grade, program and/or subject matter assignments (herein called collectively "assignments") from the Superintendent's office as soon as possible.
  - b. Teachers already in the system shall, to the extent possible, receive notification of their assignments for the following year at least fourteen calendar days prior to the close of the then current school year.
  - c. Assignments, once made, shall be changed only as the educational requirements of the system demand and such changes shall be discussed with the teacher in question before the decision is reached.
  - d. In arranging schedules for teachers who are assigned to more than one building, every effort shall be made to limit the amount of interbuilding travel. Teachers who are required to provide their own transportation for interbuilding assignments shall be paid at the maximum allowable IRS nonreportable per mile reimbursement allowance for business travel.
  - e. Any teacher who desires a change in assignment shall notify the principal and/or immediate supervisor in writing, except that requests for building changes shall be made directly to the Superintendent.
  - f. When a transfer (a reassignment from one building to another) is made, volunteers shall normally be considered first, provided that final responsibility for the transfer decision rests with the Superintendent.
  - g. Teachers being involuntarily transferred because of reduction in force will be transferred only to a comparable position, where available.
  - h. An involuntary transfer shall be made only after a meeting between the teacher involved and the Superintendent or his/her designee, at which time the teacher shall be notified of the reasons for the transfer. In the event that a teacher objects to the transfer at this meeting, the teacher will notify Superintendent or his/her designee, and the teacher, the Association and the Superintendent (or his/her designee) shall meet to discuss the transfer.
- 9.1 Teaching vacancies in the system shall be posted in each school. A copy of each posting shall be sent to the Association president, e-mailed to teachers and posted on the District web site.

**ARTICLE X  
PREPARATION PERIODS**



- 10.0 A "preparation period" shall be a period to be utilized by teachers for the purpose of implementing and ensuring the most effective education programs possible. Professional activities during such periods shall reflect a balance of individual, tutorial and team needs.
- 10.1 Teachers shall be scheduled for one (1) such period of forty-five (45) minutes duration per day, except that it is recognized that one (1) such period per week may be replaced by EIT, PPT or case conferences.

**ARTICLE XI  
NONCLASSROOM VACANCIES AND PROMOTION**

- 11.0 Vacancies of positions other than regular classroom teaching positions which are caused by the creation of a new position or otherwise shall be filled pursuant to the following procedures:
- a. The existence of vacancies of position shall be adequately publicized, both within and outside the system, including a notice in every school (by posting or otherwise) as well as being posted on the District web site as far in advance of the date of filling such vacancy as possible. At least fifteen (15) calendar days shall be allowed for applications. Where need to fill a vacancy of position arises during the summer months, notification shall be by mail to all eligible professional staff members who have placed their names on file with the Superintendent.
  - b. The notice of vacancy of position shall clearly set forth the qualifications for the position.
  - c. Teachers who desire to apply for such vacancies of position shall file their applications in writing with the Superintendent within the time limit specified in the notice.
  - d. Announcements of all summer employment opportunities will be posted in accordance with the procedures outlined above.
  - e. The positions of program coordinator, unit leader, extracurricular activity advisor, coach, team leader, and athletic director shall be posted annually.
  - f. The Board will seek applicants for positions listed in Appendix C (Unit Leaders, Team Leaders and Program Coordinators) and Appendix D (Extra Curricular) from qualified current members of the bargaining unit and outside candidates. If bargaining unit applicants possess equal qualifications in comparison to out-of-district candidates, as determined by the Superintendent, district applicants will be hired first.

**ARTICLE XII  
PERSONNEL FILE**

- 12.0 Teachers shall have reasonable access to their personnel files. Teachers may make written response to file materials, which shall be included in the personnel file.

- 12.1 Teachers shall be notified before material related to their performance (except evaluations) is included in their personnel file. "cc: Personnel File" shall be appropriate notification.

**ARTICLE XIII  
MINI-SABBATICAL PROGRAM**

- 13.0 All applicants must be tenured, and have taught in North Haven for four (4) years. A waiver of the latter requirement may be granted by the Superintendent.
- 13.1 Mini-sabbaticals are designed to supplement the staff development program and may not exceed a total of eight (8) weeks. Only one (1) mini-sabbatical per year will be granted to any one (1) teacher. Recipients of mini-sabbaticals will be expected to return to the North Haven school system for a minimum of one (1) year, following the year of the mini-sabbatical. The total number of mini-sabbatical projects for a school year will not exceed fourteen (14). All materials produced during a leave will become the property of the North Haven Public Schools, to be shared within the district, wherever appropriate, unless external use or dissemination is mutually agreed upon by the parties in writing.
- 13.2 Full pay and benefits of the teacher shall be maintained during the time of leave. Approved mini-sabbatical projects are subject to the availability of a suitable substitute teacher. In the event that such suitable substitute is not available such approved projects will retain priority status until a suitable substitute is available.
- 13.3 No action taken by any party will be precedent setting or give rise to claims of past practice.

**ARTICLE XIV  
POST-MASTER'S DEGREE STUDY**

- 14.0 The Board of Education agrees, during the term of this contract, to allocate not less than twenty-two thousand dollars (\$22,000) per year for the purpose of encouraging teachers to pursue courses on a post-master's degree level. This is separate and apart from course reimbursement provided under Article XIII. The criteria for eligibility and reimbursement are to be determined by the Superintendent of Schools. The rate of reimbursement will not exceed the cost per credit hour as established by the University of Connecticut Graduate School and will be based on the actual expenditure by the individual teacher. Reimbursement will be prorated on the total allocation and total participation.

**ARTICLE XV  
SICK LEAVE**

- 15.0 Teachers shall be entitled to sick leave with full pay up to fifteen (15) working days in each year. Unused sick leave shall be accumulated from year to year, up to a maximum

of one hundred eighty-five (185) days as long as the teacher remains continuous in the service of the Board.

The Superintendent may request, and the teachers will provide, medical verification from a physician selected by the Board for consecutive absences in excess of five (5) days or when there exists a pattern or history of absences that reasonably creates a suspicion of the misuse of sick leave. Such medical verification shall be at the Board's expense.

- 15.1 Any teacher may use for family illness five (5) of his/her annually awarded sick days. Family is defined as spouse, parents, children, step-children and/or individuals who are members of the teacher's immediate household. These days will not accrue as family illness days.
- 15.2 Disabilities caused or contributed to by pregnancy, childbirth and recovery therefrom shall be treated as temporary disabilities and shall be interpreted as being within the meaning of the term "sick" as used in section 10-156 of the Connecticut General Statutes. Accumulated sick leave shall be available for use during periods of such disability. See Article XVIII, Section 18.6 for further information.

#### **ARTICLE XVI WORKERS' COMPENSATION**

- 16.0 Employees injured on the job and eligible for workers' compensation shall be compensated, for a period not to exceed one (1) year, for the difference in pay between workers' compensation and their regular base pay as a teacher. This shall not be charged against their earned sick leave.

#### **ARTICLE XVII LEAVES OF ABSENCE**

- 17.0 Professional staff members who have obtained tenure status may apply to the Board of Education for a leave of absence to ensure continuation of certain benefits such as sick leave, retirement and tenure.
- 17.1 General Provisions
  - a. Written application shall be made through the Superintendent of Schools.
  - b. Ordinarily, leaves are granted for not more than one (1) year period. (Exceptions may be made for military service, Peace Corps and child rearing leave.)
  - c. Leaves for reasons other than those included in this article may be granted at the discretion of the Board of Education. The Board reserves the right to limit the number granted at any one time.
  - d. Leaves are without pay. Except as otherwise provided herein, credit is not granted on the salary schedule for time spent on leave. Salary credit of up to one (1) year is given for service in the Peace Corps and bona fide teaching assignments while on leave.
  - e. The total accumulated number of sick leave days shall be maintained by teachers

- on leave.
- f. Continuous enrollment in medical and group life insurance plans may be maintained provided the teacher makes appropriate monthly payment to cover costs of the plans desired, and provided such plans permit.
- 17.2 Teachers who are called to military service or who join the Peace Corps or other governmentally funded alternatives to military service and who apply for a leave of absence may, at the discretion of the Board, be granted leaves for more than one (1) year, subject to the general provisions set forth above.
- 17.3 Teachers called for and serving on jury duty shall receive the necessary leave to fulfill the legal obligation. This leave shall not be deducted from sick leave or personal days. The teacher shall be paid during such time an amount equal to the difference between his/her salary and the compensation received for such services.

### **ARTICLE XVIII OTHER LEAVES**

- 18.0 Each teacher may be granted two (2) days leave annually for transacting business which could not be handled at any other time, and may be granted a third day which may only be used for legal obligations (appearances in court, legal matters pertaining to the purchase of a home). Requests for such days shall be made in writing with reason stated to the Superintendent one (1) week in advance whenever possible. Personal days shall not be taken on the workdays immediately before or immediately after a holiday, or school vacation, however, this shall not apply to a day used for legal obligations.
- 18.1 Teachers may use five (5) days leave for a death in the immediate family (immediate family shall be defined as spouse, parents, children, siblings, grandparents, step-parents, in-laws, grandchildren, step-children or step-grandchildren). This leave is applicable in each situation throughout the year. Teachers may use one (1) day for the death of a relative not in the immediate family.
- 18.2 Teachers may use five (5) days leave for obligations in connection with the hospitalization of an immediate member of the family (father, mother, brother, sister, wife, children or husband). Requests for such days shall be made in writing with reason stated to the Superintendent one (1) week in advance whenever possible.
- 18.3 The Board and the Association jointly recognize the possibility of unforeseen situations. A teacher may request consideration from the Superintendent of Schools.
- 18.4 Pregnancy Disability Leave
- a. Any member of the bargaining unit who becomes disabled due to pregnancy or medical complications related to pregnancy and is unable to perform her normally assigned duties, shall submit a written statement from her physician indicating her present physical condition, the expected date of child birth, the nature of the disability, the limitations which that disability imposes upon her ability to

continue with her normally assigned duties, and the probable duration of that disability.

- b. Any bargaining unit member so temporarily disabled shall be granted paid sick leave to the extent accrued, after which time the employee shall be placed on unpaid sick leave, provided that such leave shall be granted only for the duration of such pregnancy or pregnancy related disability. Such disability leave shall not affect seniority accrual.
- c. Any bargaining unit member disabled as a result of pregnancy or medical complications related to pregnancy shall return to the position she held prior to becoming disabled when she is medically able to resume her duties. The Board may require medical proof of any disability which it considers unduly long in duration.

#### 18.5 Child-Rearing Leave

- a. Bargaining unit members who have achieved tenure status shall be entitled, upon submission of a written request to the Superintendent of Schools, to an extended leave without pay or other benefits at Board expense, for child-rearing leave, such written notice must be tendered within three (3) weeks from the date of giving birth, adopting or otherwise fostering a child. The duration of the leave must be included in the leave request. Such teacher shall be entitled to leave for the remainder of any school year in which the child is born, adopted or fostered, and for up to one additional school year, if elected in the request for leave.
- b. Upon the granting of such leave by the Board, the bargaining unit member shall have the option to continue his/her insurance benefits. This option shall be at no cost to the Board and paid by the teacher at the prevailing group rate. Subject to the rules of the Teachers' Retirement System, teachers on leave may purchase retirement credit at their own expense.
- c. A teacher shall be entitled to return from a child-rearing leave on the first day of the next school year or the school year following, as designated in the request for leave. The Superintendent may at his/her discretion waive this return date limitation.
- d. Upon the expiration of such leave, and in the event the leave does not extend beyond the school year in which the leave began, the teacher shall return to the same position held prior to the commencement of the leave. In the event the leave is granted for an additional school year the teacher shall return to a position for which he/she is certified, subject to the same rights under Article XXXV, as any other teacher.
- e. Teachers returning from child-rearing leave shall be entitled to sick leave benefits which they accrued at the commencement of the leave. Further, teachers will return to the same step on the salary schedule as that which they occupied at the

commencement of such leave if the leave began prior to February 1 of the school year. If such leave began after February 1 of the school year, the teacher shall be advanced one step beyond the step they were on prior to the commencement of such leave, unless the teacher is already at the salary maximum step.

**ARTICLE XIX  
MILITARY LEAVE**

- 19.0 Teachers shall be entitled to leave for military service in accordance with state and federal law.

**ARTICLE XX  
ASSOCIATION LEAVE**

- 20.0 If negotiation meetings between the Board and the Association are scheduled during normal working hours of a school day, not more than seven (7) representatives of the Association shall be relieved from all regular duties without loss of pay, as necessary, in order to permit their attendance at such meetings.

**ARTICLE XXI  
CONFERENCE ATTENDANCE**

- 21.0 When it is evident that convention or conference attendance or the observation of an activity in another school building or school system will contribute to the effectiveness of the instructional program, the Superintendent may grant convention or conference leaves, or permission to observe an activity in another school building or school system, to teachers without loss of pay.
- 21.1 For those conventions, conferences or activities for which teachers are requested to attend by the administration, the Board agrees to reimburse all teachers' preapproved expenses. The Superintendent and/or his/her designee may approve reimbursement of expenses for conventions, conferences and activities requested by a teacher and approved by the Superintendent or his/her designee.
- 21.2 Mileage reimbursement for conference attendance shall be at the current IRS rate.

**ARTICLE XXII  
SALARY CONTRACTS**

- 22.0 The Board shall provide teachers written notification of their annual salary. In cases of conflict, the provisions of this Agreement shall prevail.
- 22.1 Individual yearly supplementary salary statements shall be issued for any assignments which provide remuneration beyond the regular teachers' contract.

**ARTICLE XXIII**

## DEGREE DEFINITIONS

23.0 The salary schedules listed in the appendices of this Agreement shall be interpreted and applied in accordance with the following definitions:

Bachelor A baccalaureate degree earned at any accredited college or university.

Master A master's degree earned at an accredited college or university. Employees placed on the master's schedule as of June 30, 2013 who do not have a master's degree shall remain on said schedule.

Sixth Year The purpose of the sixth year schedule is to encourage the professional growth of teachers. Those who have acquired thirty (30) semester hours of graduate study beyond an earned master's degree are eligible. However, the major area of study in either the master's degree program or the sixth year program must be directly related to the current position held by the teacher unless said teacher was involuntarily transferred during the course of his/her program of study. Teachers planning programs for sixth year salary schedule consideration should seek the approval of the Superintendent of Schools.

A teacher shall be placed on the sixth year schedule upon completion of the following:

- two (2) masters' degrees
- a sixth year professional diploma - thirty (30) semester hours beyond the master's degree
- a master's degree requiring sixty (60) credits and/or licensure

All credits in a planned program leading to certification must be graduate credits.

23.1 The term "college or university" as used in this contract shall mean an institution of higher learning accredited by the New England Association of Schools and Colleges ("NEASC") or other equivalent regional accrediting authority. Courses taken by an individual over the internet or through other electronic distance learning programs must be accredited by NEASC or another equivalent accrediting authority and have received prior approval of the Superintendent of Schools.

23.2 Teachers who complete the necessary requirements of a higher schedule shall be paid according to the higher schedule beginning with the first payday of the school year and/or the first payday in February following the recording of proof of completion with the Superintendent of Schools. Any teacher who anticipates said change in degree status during the school year shall notify the Superintendent at the close of school in June (for the fall placement) or at the beginning of the school year.

**ARTICLE XXIV  
PLACEMENT ON THE SALARY SCHEDULE**

- 24.0 All new teachers upon undertaking employment by the Board of Education shall be placed on the appropriate step in the appropriate degree salary schedule at the discretion of the Board, taking into consideration the following:
- a. Degree status as defined herein.
  - b. Newly hired teachers shall be given credit for previous teaching experience in an accredited public, private, or military dependency school. Credit for such experience shall be given on a year-for-year basis. Substitute, interrupted, or temporary service shall be credited or not credited at the discretion of the Board. A newly hired staff member shall be assigned a number position on the appropriate degree salary column.
  - c. Experience deemed by the Board to be analogous to previous teaching experience.
  - d. Military service or Peace Corps assignment.
  - e. Notwithstanding the above, the Board may in its discretion place teachers new to the system on steps greater than the accrual of experience would dictate in the appropriately earned degree column, in special needs areas as determined by the state or areas where legitimate and demonstrable hardships exist in attracting the most highly qualified candidates for vacancies. In all placements pursuant to this subsection, the Association shall be notified of the initial placement and, at its request, shall be furnished with information substantiating the special need and/or hardship which led to the accelerated initial placement. The Association shall be entitled to grieve in accordance with the grievance article of this contract should it feel that a particular accelerated placement pursuant to this subsection should not have been made or should have been made at a lower initial step.
- 24.1 All teachers in the bargaining unit regularly employed by the Board during a school year covered by the terms of this Agreement who return to a regular teaching assignment for the following school year shall be placed on the step in the appropriate degree salary schedule of this Agreement next higher than the step occupied by such teacher during the previous year; provided, however, that increments on a permanent basis may be withheld in a given year for unsatisfactory performance if a teacher has been observed on three (3) separate occasions during the school year by a member of the administration, given a written program of improvement and has failed to improve. Teachers on the maximum step of the appropriate degree salary schedule of this Agreement may have the salary increase which they would normally receive under this Agreement withheld on a permanent basis in a given year for unsatisfactory performance if such teacher has been observed on three (3) separate occasions during the school year by a member of the administration, given a written program of improvement and has failed to improve. Teachers who are denied increments under this section will be eligible for advancement to the next step on the appropriate degree salary schedule after one (1) year at the same step unless they are again judged not to merit an incremental raise in accordance with the procedures set forth above. Teachers at the maximum step of the appropriate degree salary schedule who are denied an increase in compensation pursuant to this section shall



be eligible to advance to the appropriate level on the applicable master salary schedule after one (1) year without an increase in compensation unless they are again deemed not to merit a compensation increase in accordance with the procedures set forth above.

- 24.2 Teachers will be placed on the appropriate degree salary schedule depending on their degree status on September 1 of each year and, in the event of a subsequent change in such status, on February 1 of each year.

**ARTICLE XXV  
SCHEDULE OF PAYMENTS AND DEDUCTIONS**

- 25.0 The salaries of all teachers covered by this Agreement are set forth in Appendix A which is attached hereto and made a part of this Agreement.

- 25.1 A teacher may elect to receive payment in twenty-two (22) or twenty-six (26) equal installments. A teacher electing twenty-six (26) paychecks shall receive five (5) checks on the last day of school in the form of a single check which will reflect no higher deductions than the sum total deductions of the five (5) separate checks. A teacher may also elect to receive twenty-six equal installments over a twelve month period - September 1 through August 31. Subject to the foregoing, paychecks will be directly deposited in the teacher's back account every other week.

- 25.2 The Board agrees, upon request of a teacher, to effect the following salary deductions:

- a. Payments to the Wepawaug Teachers Federal Credit Union. Deductions shall be forwarded to the credit union twenty-four (24) hours after they are effected.
- b. U.S. Savings Bonds and contributions to the United Fund of Greater New Haven.
- c. Payments to an NHEA selected and Board approved established tax-sheltered teachers' annuity plan and/or third-party administrator (TPA) properly qualified under applicable federal law. Elections on or after September 1, 1993 shall be from among the ten (10) plans designated by the Association.
- d. Payment to an insurance protection plan.

- 25.3 Conditions of Continued Employment

All teachers employed by the North Haven Board of Education shall, as a condition of continued employment, join the Association or pay a service fee to the Association. Said service fee shall be equal to the proportion of Association dues uniformly required of members to underwrite the costs of collective bargaining, contract administration and grievance adjustment.

- 25.4 Deductions

The North Haven Board of Education agrees to deduct from each teacher an amount equal to the Association membership dues or service fee by means of payroll deductions. The total dues for members shall be prorated over eighteen (18) consecutive paychecks, beginning with the first paycheck in October, and the amount of the deduction from each paycheck shall be equal to the total annual Association dues divided by eighteen (18).

For agency fee teachers, the total agency fee shall be deducted from ten (10) consecutive paychecks on a prorated basis starting with the first paycheck in January. The amount of Association membership dues and service fee shall be certified by the Association to the Board of Education and affected employees each year as soon as feasible. The Association shall mail an information packet to all nonmembers between October 15 and November 15 of each year, and the period for objecting shall be from November 15 - December 15 of each year. Agency fee deductions from objecting agency fee employees shall be placed in escrow by the Association pending required legal proceedings.

25.5 Subsequent Employment

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

25.6 Forwarding of Monies

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

25.7 Lists

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

25.8 Reference to Association

The singular reference to the "Association" within this article shall be interpreted as referring to the North Haven Education Association, the Connecticut Education Association and the National Education Association.

25.9 The Association agrees to indemnify and hold the Board harmless against any and all claims, demands, suits or other forms of liability that shall, or may, arise out of or by reason of, action taken by the Board for the purpose of complying with the provisions of this article.

**ARTICLE XXVI  
PROGRAM COORDINATOR, TEAM LEADER and UNIT LEADER  
COMPENSATION**

26.0 Compensation for program coordinators, core coordinators, team leaders, unit leaders and program facilitators shall be as set forth in Appendix C.

**ARTICLE XXVII  
MEDICAL INSURANCE BENEFITS**

27.0 The Board shall provide for each teacher assigned to at least one-half of a normal teaching load (F.T.E.) the following two (2) medical and life insurance benefit plan

options.

In 2013-14, teachers participating in the Preferred Provider Plan insurance coverages below shall contribute eighteen percent (18%) of the premium cost of the applicable coverage (single, two person, or family), through payroll deduction.

Effective July 1, 2014, teachers participating in the Preferred Provider Plan insurance coverages below shall contribute nineteen percent (19%) of the premium cost of the applicable coverage (single, two person, or family), through payroll deduction.

Effective July 1, 2015, teachers participating in the Preferred Provider Plan insurance coverages below shall contribute twenty percent (20%) of the premium cost of the applicable coverage (single, two person, or family), through payroll deduction.

Effective July 1, 2013, teachers participating in the High Deductible Health Plan insurance coverage below shall contribute fourteen percent (14%) of the premium cost of the applicable coverage (single, two person, or family), through payroll deduction.

Effective July 1, 2014, teachers participating in the High Deductible Health Plan insurance coverage below shall contribute fifteen percent (15%) of the premium cost of the applicable coverage (single, two person, or family), through payroll deduction.

Effective July 1, 2015, teachers participating in the High Deductible Health Plan insurance coverage below shall contribute sixteen percent (16%) of the premium cost of the applicable coverage (single, two person, or family), through payroll deduction.

Employee premium contribution is adjusted effective July 1 each year when the carrier adjusts the total premium each year. The Board shall make an IRC Section 125 premium only plan available to employees making such contributions. The Board shall make available on an optional basis, at no cost to the teachers, a Section 125 premium conversion plan, as well as a Section 125 Spending Account for Life Insurance, Accident and Health Insurance, and Dependent care Assistance.

a. Anthem Blue Cross/Blue Shield Century Preferred Provider (PPO) Plan, with the following co-payments:

1. Twenty-five dollars (\$25) for Home and Office visits;
2. Fifty dollars (\$50) for Urgent Care;
3. One hundred dollars (\$100) for Emergency Room visits;
4. Two hundred-fifty dollars (\$250) for Outpatient surgery;
5. Two hundred-fifty dollars (\$250) for Hospital admission, with an annual maximum cap of three admissions;
6. Thirty-five dollars (\$35) for Specialist visits;
7. Out of network services will be subject to deductibles of four hundred dollars/eight hundred dollars/one thousand dollars (\$400/\$800/\$1000), and to co-insurance of twenty percent (20%) up to one thousand six hundred dollars/three thousand two hundred dollars/four thousand dollars

(\$1600/\$3200/\$4000).

- b. Group life insurance coverage of the teacher's salary at the beginning of the school year, rounded to the nearest one thousand dollars (\$1,000).
  - c. Individual Blue Cross/Blue Shield full service plan for dental care. The individual teacher will have the option of purchasing, at his/her own cost, family coverage with Riders A, B, C and D.
  - d. Anthem Public Sector prescription rider with deductibles of \$5/\$25/\$40 (generic/preferred brand/non-preferred brand) for a 30 day supply, with mail order (90 day supply) at two times (2x) the applicable co-pay.
  - e. Teachers who retire under Connecticut's Teacher Retirement Act shall be eligible to participate in the Board's group medical insurance plans at their own expense as provided in Connecticut General Statutes 10-183t.
  - f. The Board reserves the right to change insurance carriers provided that the new coverage is equal to or better than the existing plan. The administration of the newly adopted plan shall be consistent with the carrier herein listed. Thirty (30) days prior to any changes, the NHEA shall be notified and provided with the changes for its review prior to implementation. Any disputes as to equivalency shall be submitted to binding arbitration for final decision.
  - g. The Board shall make available to unit members an IRC Section 457 plan in accordance with the separate agreement of the parties.
- 27.1 a. Effective July 1, 2013, the Board shall provide a High Deductible Health Plan (HDHP) for all eligible employees, with such plan to have the following design:

Plan Deductibles: \$2000 Individual; \$4000 Family

After the Deductible, the plan pays: 100% In network  
70% Out of network

Out of Pocket limit: \$2000/\$4000 In network  
\$4000/\$8000 Out of network

Prescription Drug Coverage: No maximum benefit  
\$10/25/40 after deductible

The Board will provide a Health Savings Account ("HSA") for those employees in the HDHP. The Board will fund fifty percent (50%) of the applicable HDHP deductible amount for eligible teachers. The Board's contribution toward the HDHP deductible will be deposited in the HSA accounts throughout the course of the year on the Board's payroll dates. The parties acknowledge that the Board's fifty percent (50%) contribution toward the funding of the HDHP plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible will be funded for actively employed teachers. The Board shall have no obligation to fund any portion of the HDHP deductible for retirees or other employees upon their separation from employment.

**ARTICLE XXVIII  
USE OF SCHOOL FACILITIES**

- 28.0 The Association will have the right to use school buildings without cost at reasonable times for professional meetings scheduled after the school day; provided, however, that the Association will be required to pay for any additional custodial costs involved by reason of said meetings. A request to use a school building shall be made to the principal of the building in question at least twenty-four (24) hours in advance of the time and place of all such meetings.

**ARTICLE XXIX  
TEACHERS' MANUAL**

- 29.0 The Board shall provide each teacher with a teachers' manual, which shall include the complete text of this Agreement or any successor agreement, and any other Board policies deemed appropriate for general distribution.

**ARTICLE XXX  
GRIEVANCE PROCEDURE**

30.0 Purpose

The purpose of the grievance procedure as set forth herein is to secure and obtain, at the lowest possible administrative level, equitable solutions to problems which may arise under the terms of the Agreement which are alleged by a teacher or teachers to affect their welfare or working conditions. The parties agree that the purpose will be best served if all proceedings thereunder be kept as confidential as is appropriate.

30.1 Definitions

- a. "Grievance" shall mean a claim by a teacher or group of teachers or the Association based upon an alleged violation, misinterpretation or misapplication of a specific contract provision.
- b. "Teacher(s)" shall mean any professional staff member within the bargaining unit represented by the Association. The Association may also initiate grievances and in such cases shall be considered the "teacher" under this procedure.
- c. "Personnel Committee" shall mean the Personnel Committee of the North Haven Board of Education.
- d. "Aggrieved teacher(s)" shall mean the teacher or teachers asserting the grievance.
- e. "Days" shall mean weekdays on which teachers are required to report to work, and thus excludes holidays and vacations which occur during the scheduled school year, except that during the Summer vacation period, "days" shall mean Monday through Friday, excluding legal holidays. The parties may, by written agreement, suspend the applicable time limits during the Summer vacation period, whereupon time limits may be suspended upon mutual agreement until the teachers return to work in the Fall.

### 30.2 Time Limits

- a. The failure to file a written statement of a grievance at Level One of the formal procedure, set forth below, within thirty (30) days after the aggrieved teacher knew, or should have known, of the violation upon which the grievance is based shall constitute a waiver thereof.
- b. The failure of an aggrieved teacher at any level to appeal a grievance to the next level within the time limits described herein shall be deemed to be an acceptance of the decision rendered at the last level of presentation.
- c. Failure of the Board or administration to respond to any grievance within time limits shall result in the grievance proceeding to the next level.
- d. The time limits described herein shall be considered maximum time limits for the progression from one level of review to another; such time limits may, however, be extended for a period not exceeding ten (10) days by written agreement of the aggrieved teacher and the person or party charged with the decision on the grievance at the level to which the extension of time refers.

### 30.3 Informal Procedures

An aggrieved teacher shall first discuss any grievance with the principal or, if not directly responsible to a principal, other appropriate administrative supervisor in an effort to resolve the problem informally. The aggrieved teacher shall have the right to have the Association assist in all informal proceedings.

### 30.4 Formal Procedures

#### Level One - School Principal

- a. If an aggrieved teacher is not satisfied with the disposition of the grievance by informal proceedings, the grievance may be presented in writing stating the reason therefore to the principal, or, if not directly responsible to a principal, other appropriate administrative supervisor.
- b. The principal or administrative supervisor shall, within five (5) days after receipt of the written grievance, render a decision and the reasons therefore in writing to the aggrieved teacher.

#### Level Two - Superintendent of Schools

- c. If the aggrieved teacher is not satisfied with the disposition of the grievance at Level One, the teacher may, within three (3) days after receipt of the decision, or within eight (8) days after the formal presentation, file a written grievance with the Association for referral to the Superintendent of Schools.
- d. The Association shall, within five (5) days after receipt, refer the grievance to the Superintendent.
- e. The Superintendent shall, within ten (10) days after receipt of the referral, meet with the aggrieved teacher and representatives of the Association for the purpose of hearing and resolving the grievance. A full and accurate record of such hearing shall be kept by the Superintendent and made available to the aggrieved teacher.
- f. The Superintendent shall, within five (5) days after the hearing, render a decision and the reasons therefore to the aggrieved teacher.

Level Three - Board of Education

- g. If the aggrieved teacher and the Association are not satisfied with the disposition of the grievance at Level Two, within three (3) days after receipt of the decision, or within eight (8) days after the teacher's formal presentation, a written grievance may be filed with the Association for referral to the Board.
- h. The Association shall, within five (5) days after receipt of the Superintendent's decision, refer the grievance to the Board if it intends to do so.
- i. The Board or its Personnel Committee shall meet with the aggrieved teacher and with representatives of the Association within fifteen (15) days of receipt of the grievance. The teacher and the designated representative shall be present during all testimony at the hearing.
- j. The Board or its Personnel Committee shall, within ten (10) days after the hearing, render its decision and the reasons therefore in writing to the aggrieved teacher and Association.

Level Four - Arbitration

- k. If the grievance is not settled as a result of the Board's decision, the Association may submit the grievance to arbitration by notifying the Board in writing.
- l. The Association shall submit such grievance to the American Arbitration Association ("AAA") for processing by a single arbitrator in accordance with the voluntary rules and regulations of the American Arbitration Association then in effect except as modified herein within eight (8) days of the receipt of the Board's decision.
- m. The arbitrator shall, as soon as possible, render the decision in writing to the Association and the Board setting forth findings of fact, reasoning and conclusions on the issues submitted and subject to the arbitrator's jurisdiction. The arbitrator shall be bound by the Voluntary Labor AAA Rules except as they may be inconsistent with the terms of this Agreement. He/she shall have no power to add to, delete from, or modify the Agreement. The decision of the arbitrator shall be final and binding on both parties.
- n. The costs of arbitration shall be borne equally by the Board and the Association; each party, however, shall pay its own legal costs.

30.5 Forms

Forms for filing and processing grievances and other necessary documents shall be prepared by the Superintendent, with the approval of the Association, and made available through the Association school representatives and the Professional Rights and Responsibilities Committee, so as to facilitate operation of the grievance procedure.

**ARTICLE XXXI  
AMENDMENT**

- 31.0 This agreement shall not be altered, added to, amended or changed except by agreement of both parties and by a document signed by both the Board and the Association, which document shall be appended hereto and become a part hereof as an amendment.

**ARTICLE XXXII  
SEVERABILITY**

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

**ARTICLE XXXIII  
TEACHING PERIODS**

- 33.0 Secondary school teachers shall not ordinarily be assigned to meet more than five (5) regular class sections per day. This does not preclude the meeting of small groups or individuals in addition to the five (5) sections.
- 33.1 High school and Middle school teachers shall not be required to teach in more than two (2) subject areas (Science, English, Math, World Language, etc.). To the fullest extent possible, when scheduling teacher assignments, the number of preparations will be equitably distributed within each department.
- 33.2 Middle School teachers in the core areas (Mathematics, Science, Social Studies, Reading and Language Arts) shall not ordinarily be assigned to meet more than six (6) regular class sections per day (including flex time and/or advisor/advisee program). Middle School special area teachers shall not ordinarily be assigned to teach more than two hundred fifty (250) minutes per day. This does not preclude the meeting of small groups or individuals in addition to the responsibilities set forth above.

**ARTICLE XXXIV  
REDUCTIONS IN STAFF**

- 34.0 Both parties recognize the need to maintain staff to carry out the educational program; however, both parties also recognize that it may be necessary for the Board to eliminate positions due to declining enrollment, changes in courses or programs, budgetary circumstance, etc. Such staff reduction shall be accomplished in the manner hereinafter set forth.
- 34.1 Reduction in staff shall first be accomplished by normal attrition including voluntary retirements and resignations. Also, assignments of teachers in accordance with Article IX herein may be used to minimize the impact of the elimination of positions upon present staff.
- 34.2 If involuntary staff reduction is thereafter necessary, the following procedure shall be followed in selecting the teacher subject to termination:
- A. Non-tenured teachers shall be terminated on a system-wide basis, before tenured teachers within the same staff pool and certification range, as set forth in B.



below.

- B. Among tenured teachers, the following staff pools shall be created:
1. all tenured teachers teaching in Pre-Kindergarten through grade 5 in the certificated subject or grade area in which the position is to be eliminated;
  2. all tenured teachers teaching in grades 6-8 in the certificated subject area in which the position is to be eliminated;
  3. all tenured teachers teaching in grades 9-12 in the certified subject area in which the position is to be eliminated.
  4. all tenured teachers teaching in positions requiring "specialist" certification, where the position requires a Master's degree in the area of certification, or involves certification or teaching between grade categories (Pre-K-5, 6-8, 9-12) on a weekly basis;

34.3 In the event that the foregoing order of termination is not sufficient to determine the staff members to be terminated, then the following procedures shall be used:

- A. There shall be established a review committee whose membership shall consist of the Superintendent and two (2) principals chosen by him/her; the principals shall not have any teachers under their supervision under consideration in this process. There shall be two (2) NHEA representatives as observers in the process. The review committee shall assign a point total to each teacher under consideration as set forth below. Each teacher in the pool established under Section 34.2 from which terminations are to be made shall be assigned:
1. one (1) point for each year of contractual experience in North Haven, prorated for partial years of employment;
  2. one (1) point for placement on the salary schedule (i.e. 1 point for BA, 2 points for MA, 3 points for 6<sup>th</sup> Year);
  3. one-half (1/2) point for each year of teaching experience outside of North Haven, prorated for partial years, but not to exceed three (3) points;
  4. one to eight (1-8) points based on the evaluation of classroom performance (excluding classroom observation reports prepared by persons in the same RIF pool as the teacher), the teacher's file, evaluations and recommendation of the principal who has supervised the teacher and any additional pertinent information the teacher may want to include. The committee shall also personally interview the teacher under review at the option of the teacher.
  5. Assigned point totals for contractual experience, salary schedule placement, and teaching experience outside of North Haven as of June 30, 2013 shall not be recalculated, except for point total changes due to additional contractual experience or salary schedule degree placement.
- B. Terminations shall be determined by the total number of points assigned, with the teacher in a staff pool with the fewest points terminated first and the teacher with the highest number of points terminated last. If the point totals are equal, then the

teacher with the shortest period of contractual experience in North Haven shall be terminated first. Whenever it is determined that a particular teacher is to be terminated, prior to that termination the teacher involved shall be notified of the selection for termination in order that he or she may have an opportunity to exercise displacement rights pursuant to this article. This section and the procedure described within it shall only be used to determine the staff member to be terminated from among two (2) tenured or two (2) nontenured staff members, except in instances where a tenured teacher facing termination cannot displace a nontenured teacher, and is certified and qualified as provided by the provisions of Section 34.4 to seek to exercise displacement rights against another tenured teacher in another certificated subject or staff pool pursuant to Section 34.2. For the purposes of displacement pursuant to this section, teachers who are certified as 7-12 shall be considered to be "in pool" for both grades 6-8 and 9-12.

- 34.4 If a tenured teacher has been notified of his or her potential termination pursuant to Section 34.3 and has a certification endorsement in another area, then the teacher may invoke the process described in Section 34.3 as to the subject area of his/her additional certification endorsement; provided that, if there is a position then held by a nontenured teacher for which the teacher who has been notified that he or she will be terminated is qualified, then the tenured teacher shall have the right to assume said position and the nontenured teacher shall be terminated. The decision as to a staff member's qualifications shall be made solely by the Superintendent of Schools and shall be based upon reasonable standards developed by the Superintendent with input from the Association. The decision of the Superintendent shall not be subject to the grievance procedure or to arbitration in the case of a tenured teacher.

If a tenured teacher has been notified of his or her potential termination pursuant to Section 34.3 and has a certification endorsement in another area, but has not been able to avoid potential termination through the procedures set forth above by displacing a nontenured teacher, then the tenured teacher may invoke the process described in Section 34.3 as to the subject area of his/her additional certification against tenured teachers in this subject area, and shall have the right to assume the position of another tenured teacher who has been assigned fewer points. The displaced teacher shall be notified of his/her potential termination and afforded the opportunity to exercise displacement rights which may be available to him/her under this article. In order for a tenured teacher to exercise displacement rights over other tenured teachers in another staff pool or subject area, the tenured teacher seeking to exercise displacement rights must be certified in the other subject area and must have taught in that other subject area for at least one (1) school year within the previous ten (10) consecutive school years, or, in lieu of such prior experience, must be fully qualified to perform the duties required to teach in the other subject area. In cases where a tenured teacher is seeking to displace another tenured teacher in another subject area does not have the above requisite prior teaching experience, the decision as to the teacher's qualifications shall be made solely by the Superintendent of Schools and shall be based upon reasonable standards developed by the Superintendent with input from the Association, which standards may, in certain instances, include required additional graduate study. The decision of the Superintendent

shall not be subject to the grievance procedure or to arbitration.

- 34.5 The time when the procedures in Section 34.2, 34.3 and 34.4 are first invoked shall determine the relevant pools and subject areas. In cases where pooling is necessary under the provisions of this article, the administration may, after prior consultation with and receipt of input from the Association, establish a mathematical cutoff point for pool inclusion, and will notify the Association of such cutoff point. Cutoff points will be established to avoid the inclusion in applicable pools of staff members who, due to the large number of points possessed contrasted with the number of positions to be eliminated, cannot mathematically be affected by any required staff reduction. Mathematical elimination from a pool shall occur at that level where the maximum number of evaluation points would have no impact.
- 34.6 The Superintendent shall maintain a list of teachers who have been terminated according to this article. Each teacher so terminated shall remain on this list for a period not to exceed sixteen (16) months from the date of termination. Each teacher shall advise the Superintendent by registered mail every six (6) months of his/her desire to remain on said list and of any change in address. Failure to so advise the Superintendent shall cause the deletion of the teacher's name from said list.

If a position becomes available, the Superintendent shall offer the position to the teacher on said list who has been most recently terminated and who both is properly qualified and was last employed in the grade category Pre-K-8, 6-8, 9-12 or system-wide, whichever includes the position available. Proper qualifications will be determined via the process set forth in 34.4. The teacher shall have five (5) days to accept the position and shall have fifteen (15) days, if needed, prior to assuming the position. Upon reemployment, the teacher shall receive economic benefits as though the teacher had been continuously employed after subtracting the time in which the teacher was not in the employ of the system. Teachers who are eligible for recall with certification in a subject/area in which they have no experience shall be given preference over teachers with no teaching experience.

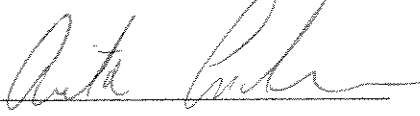
#### **ARTICLE XXXV COMPLETE AGREEMENT**

- 35.0 It is understood and agreed that this Agreement contains the complete agreement of the parties, and that it may be amended or altered only by mutual agreement in writing by the parties.

#### **ARTICLE XXXVI DURATION**

- 36.0 This Agreement shall become effective July 1, 2013 and shall continue to remain in force and effect to and including June 30, 2016.

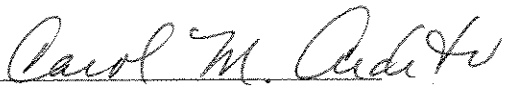
NORTH HAVEN  
BOARD OF EDUCATION

By 

By \_\_\_\_\_

Date May 2, 2013

NORTH HAVEN  
EDUCATION ASSOCIATION

By 

By \_\_\_\_\_

Date 5-1-2013

**APPENDIX A**  
**TEACHER SALARY SCHEDULE**  
**2013-14**

<u>Step</u>	<u>BA</u>	<u>MA</u>	<u>6<sup>th</sup> Yr</u>
1	42,117	45,482	47,675
2	43,720	47,559	49,984
3	45,388	49,735	52,409
4	47,123	52,017	54,956
5	48,926	54,407	57,633
6	50,801	56,912	60,445
7	52,752	59,536	63,398
8	54,780	62,286	66,501
9	56,889	66,166	69,761
10	60,051	68,185	73,186
11		71,346	76,784
12		74,661	80,563
13		79,414	85,921

Each teacher not at maximum step will advance a step on January 1, 2014.

## TEACHER SALARY SCHEDULE

2014-15

<u>Step</u>	<u>BA</u>	<u>MA</u>	<u>6<sup>th</sup> Yr</u>
1	42,433	45,823	48,033
2	44,048	47,916	50,359
3	45,728	50,109	52,803
4	47,477	52,408	55,368
5	49,293	54,816	58,066
6	51,183	57,339	60,899
7	53,148	59,983	63,873
8	55,191	62,753	67,000
9	57,600	65,655	70,285
10	61,253	68,697	73,735
11		71,881	77,360
12		76,300	82,300
13		81,002	87,640

## TEACHER SALARY SCHEDULE

2015-16

<u>Step</u>	<u>BA</u>	<u>MA</u>	<u>6<sup>th</sup> Yr</u>
1	42,458	45,850	48,062
2	44,074	47,945	50,389
3	45,755	50,139	52,835
4	47,505	52,439	55,401
5	49,323	54,849	58,101
6	51,214	57,373	60,936
7	53,180	60,019	63,911
8	55,224	62,791	67,040
9	57,635	65,694	70,327
10	61,290	68,738	73,779
11		71,924	77,406
12		76,346	82,349
13		81,051	87,693

Each teacher not at maximum step will advance a step on July 1, 2015.

**APPENDIX B**

**COACHING SALARIES**

	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
FOOTBALL	\$6,326	\$6,421	\$6,518
BASEBALL	\$5,729	\$5,815	\$5,902
SOFTBALL	\$5,729	\$5,815	\$5,902
BASKETBALL	\$5,729	\$5,815	\$5,902
TRACK	\$5,112	\$5,188	\$5,266
SOCCER	\$5,112	\$5,188	\$5,266
HOCKEY	\$4,373	\$4,438	\$4,505
FIELD HOCKEY	\$4,373	\$4,438	\$4,505
FENCING	\$4,373	\$4,438	\$4,505
SWIMMING	\$3,828	\$3,885	\$3,943
TENNIS	\$3,325	\$3,375	\$3,426
CROSS COUNTRY	\$3,325	\$3,375	\$3,426
VOLLEYBALL	\$3,325	\$3,375	\$3,426
GOLF	\$3,325	\$3,375	\$3,426
CHEERLEADING	\$3,325	\$3,375	\$3,426
INDOOR TRACK	\$3,325	\$3,375	\$3,426
RIFLE TEAM	\$3,325	\$3,375	\$3,426
MAJORETTES	\$2,197	\$2,230	\$2,264
LACROSSE	\$4,872	\$4,945	\$5,019
 <u>ASSISTANT COACH</u>			
FOOTBALL	\$3,753	\$3,810	\$3,867
BASEBALL	\$3,404	\$3,455	\$3,507
SOFTBALL	\$3,404	\$3,455	\$3,507
BASKETBALL	\$3,404	\$3,455	\$3,507
TRACK	\$3,044	\$3,090	\$3,136
SOCCER	\$3,044	\$3,090	\$3,136
HOCKEY	\$2,603	\$2,643	\$2,682
FIELD HOCKEY	\$2,603	\$2,643	\$2,682
SWIMMING	\$2,603	\$2,643	\$2,682
FENCING	\$2,603	\$2,643	\$2,682
CHEERLEADING	\$1,979	\$2,009	\$2,039
VOLLEYBALL	\$1,979	\$2,009	\$2,039
 <u>MIDDLE SCHOOL</u>			
Interscholastic- Intramural Coor.	\$5,497	\$5,580	\$5,663
Intramural Advisor	\$3,268	\$3,317	\$3,367



**APPENDIX C**

**UNIT LEADERS, TEAM LEADERS AND PROGRAM COORDINATORS**

**UNIT LEADERS:                   ELEMENTARY SCHOOLS**

<b>STEP</b>	<b><u>2013-14</u></b>	<b><u>2014-15</u></b>	<b><u>2015-16</u></b>
1	2,890	2,933	2,977
2	3,881	3,940	3,999

**Employment Conditions:**

1. The position of Unit Leader shall be an annual appointment.
2. Compensation shall be as set forth above.

**TEAM LEADERS:                   MIDDLE SCHOOL**

<b><u>2013-14</u></b>	<b><u>2014-15</u></b>	<b><u>2015-16</u></b>
4,129	4,191	4,254

**Employment Conditions:**

1. The position of Team Leader shall be an annual appointment.
2. Compensation shall be set forth above.

**PROGRAM COORDINATORS**

		<b><u>2013-14</u></b>		
<b>STEP</b>	5 to 9	10 to 14	15 to 19	20+
1	3,815	4,541	5,332	6,052
2	4,565	5,332	6,098	6,869

		<b><u>2014-15</u></b>		
<b>STEP</b>	5 to 9	10 to 14	15 to 19	20+
1	3,873	4,609	5,412	6,143
2	4,634	5,412	6,190	6,972

		<b><u>2015-16</u></b>		
<b>STEP</b>	5 to 9	10 to 14	15 to 19	20+
1	3,931	4,678	5,493	6,235
2	4,703	5,493	6,282	7,076

**Employment Conditions:**

1. The position of Program Coordinator shall be an annual appointment.
2. Compensation shall be as set forth above.
3. The Superintendent shall establish the release period schedule for each program coordinator based upon the responsibilities of the position.
4. Program Coordinators in the areas of English/Language Arts, Mathematics, Science, and Social Studies shall be designated as "Core Coordinators."
5. Core Coordinators will not be assigned teaching responsibilities, but instead will write curriculum, provide/arrange for professional development, and support/mentor other teachers.

PROGRAM FACILITATORS

	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Band/Music (Middle/High School)	\$1,523	1,546	1,569
CMT	\$2,030 (4 x 507.5)	\$2,060 (4 x 515)	\$2,091 (4 x 522.75)
Creative Learning	\$2,990	\$3,035	\$3,081

**APPENDIX D  
EXTRA-CURRICULAR**

	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
<u>MIDDLE SCHOOL</u>			
YEARBOOK	\$3,659	\$3,714	\$3,770
DRAMA	\$2,312	\$2,347	\$2,382
STUDENT STORE	\$1,698	\$1,724	\$1,749
STUDENT COUNCIL	\$2,761	\$2,802	\$2,844
NEWSPAPER	\$1,451	\$1,473	\$1,495
MATH COUNTS	\$891	\$905	\$918
SCENARIO WRITING	\$921	\$934	\$948
FUTURE PROBLEM SOLVING	\$1,151	\$1,168	\$1,186
HISTORY DAY	\$576	\$584	\$593
JAZZ BAND DIRECTOR	\$921	\$934	\$948
WIND ENSEMBLE DIRECTOR	\$921	\$934	\$948
SELECT CHORUS DIRECTOR	\$921	\$934	\$948
COMMUNITY PROBLEM SOLVING	\$924	\$938	\$952
MATH LEAGUE	\$805	\$817	\$829
ART WORKSHOP	\$576	\$584	\$593
WEB CLUB	\$921	\$934	\$948
EARLY INTERVENTION FACILITATOR	\$30.45/hour	\$30.91/hour	\$31.37/hour
HOMEWORK DETENTION HALL	\$30.45/hour	\$30.91/hour	\$31.37/hour
SATURDAY DETENTION	\$30.45/hour	\$30.91/hour	\$31.37/hour
<u>HIGH SCHOOL</u>			
MARCHING BAND	\$1,359	\$1,379	\$1,400
NAT'L HONOR SOCIETY	\$976	\$991	\$1,006
STUDENT COUNCIL	\$2,761	\$2,802	\$2,844
PHOENIX	\$1,456	\$1,477	\$1,500
SR CLASS ADVISOR	\$2,761	\$2,802	\$2,844
YEARBOOK	\$5,477	\$5,559	\$5,642
ASST YEARBOOK	\$1,697	\$1,723	\$1,748
MATH CLUB	\$895	\$909	\$922
MODEL CONGRESS	\$1,073	\$1,089	\$1,105
DRAMA	\$2,718	\$2,759	\$2,800
PEP CLUB	\$950	\$964	\$979
JUNIOR CLASS ADVISOR	\$2,210	\$2,243	\$2,276
SOPHMORE CLASS ADVISOR	\$851	\$863	\$876
FRESHMAN CLASS ADVISOR	\$630	\$640	\$649
DEBATE TEAM	\$1,439	\$1,461	\$1,483
ICONS	\$3,592	\$3,646	\$3,701
ICLASP	\$3,592	\$3,646	\$3,701
EXCHANGE PROGRAMS	\$3,399	\$3,450	\$3,502
YALE-NH SEMINAR	\$3,399	\$3,450	\$3,502
JR LEAGUE OF WOMEN VOTERS	\$1,383	\$1,404	\$1,425

AWARENESS CLUB	\$682	\$692	\$703
SCENARIO WRITING COACH	\$921	\$934	\$948
FUTURE PROBLEM SOLVING	\$1,151	\$1,168	\$1,186
JETS TEAM	\$690	\$701	\$711
JAZZ BAND DIRECTOR	\$921	\$934	\$948
COMPUTER CLUB	\$921	\$934	\$948
EARLY INTERVENTION FACILITATOR	\$30.45/hour	\$30.91/hour	\$31.37/hour

ELEMENTARY

SCENARIO WRITING	\$921	\$934	\$948
FUTURE PROBLEM SOLVING	\$1,151	\$1,168	\$1,186
MATH LEAGUE	\$805	\$817	\$829
WORD MASTERS	\$805	\$817	\$829
SCIENCE & TECH EXPERIMENT	\$518	\$525	\$533
POETRY	\$518	\$525	\$533
DRAMA	\$576	\$584	\$593
EARLY INTERVENTION FACILITATOR	\$30.45/hour	\$30.91/hour	\$31.37/hour
SPECIAL EDUCATION FACILITATOR	\$30.45/hour	\$30.91/hour	\$31.37/hour

