

**2019-2022**

**Professional Agreement**

**between the**

**Preston, Connecticut, Board of Education**

**and the**

**Education Association of Preston**

This Agreement is made and entered into on this 19<sup>th</sup> day of Nov., 2018, by and between the Preston, Connecticut, Board of Education (hereinafter referred to as the 'Board') and the Education Association of Preston (hereinafter referred to as the 'Association'), unified and affiliated with the Connecticut Education Association and the National Education Association.

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**ARTICLE I**  
**Preamble**

A. This Agreement is negotiated under the General Statutes of the State of Connecticut, as amended, in order (a) to fix for its term as provided in the provision concerning duration, the salaries and other conditions of employment provided herein, and (b) to encourage and abet effective and harmonious working relationships between the Board and the professional staff in order that the cause of public education may be best served.

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

C. When Board policies and/or administration regulations and conditions of this Agreement conflict, the conditions of this Agreement shall prevail.

D. Except as is otherwise specifically provided in this Agreement, as the same may be amended from time to time, it is recognized that the Board has and will continue to retain, whether exercised or not, the right, responsibility and prerogative to direct the operation of the public schools in the Town of Preston including but not limited to the following: to maintain public elementary and secondary schools and such other education activities as in its judgment will best serve the interest of the Town of Preston; to give the children of Preston as nearly equal advantages as may be practicable; to decide the need for school facilities to determine the need and program for the summer school, if any; to determine the maintenance and operation of buildings, lands, apparatus and other property used for school purposes; to determine the number, age and qualifications of the pupils to be admitted into each school; to employ, assign and transfer teachers, principals, and assistant principals or other certified personnel; to suspend or dismiss the teachers of the schools; to designate the schools which shall be attended by the various children within the town, to make such provisions as will enable each child of school age residing in the town to attend school for the period required by law and provide for the transportation of children wherever it is reasonable and desirable; to prescribe rules for management, studies, classification and discipline for the public schools; to decide the textbooks to be used; to make rules for arrangement, use and safe-keeping of the school libraries and to approve the books selected therefore and to approve plans for school buildings; to prepare and submit budgets and, in its sole discretion, expend monies appropriated by the town for the maintenance of schools, and to make such transfers of funds within the appropriated budget as it shall deem desirable. These rights, responsibilities and prerogatives are not subject to delegation in whole or in part, except that the same shall not be

exercised in a manner inconsistent with or in violation of any of the specific terms and provisions of this Agreement.

E. The Board of Education shall provide each teacher with a copy of this Agreement or any successor Agreement. The Board of Education shall provide the Superintendent of Schools with copies to be given to prospective teachers it intends to hire.

## **ARTICLE 2** **Recognition**

A. The Board hereby recognizes the Association as the exclusive representative, as defined in *Section 10-153a through 10-153g* of the Connecticut General Statutes as amended, for the entire group of certificated professional employees of the Board below the rank of vice principal, other than temporary substitutes.

B. Unless otherwise indicated, the term "teacher" when used hereinafter in this Agreement shall refer to all employees in the above unit.

## **ARTICLE 3** **Profession Negotiations**

The Board and the Association agree to negotiate in good faith, in accordance with procedures set forth in *Section 10-153a through 10-153j* of the Connecticut General Statutes as amended, to secure a successor Agreement relative to all matters concerning salaries and other conditions of employment about which either party wishes to negotiate. This Agreement so negotiated shall bind and inure to the benefit of the Board and Association, and the same shall be reduced to writing and executed.

## **ARTICLE 4** **Grievance Procedure**

### **Purpose**

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solution to problems that may arise affecting the welfare or working conditions of the teachers. The parties agree that proceedings shall be kept confidential as is appropriate.

### **Definitions**

1. "Grievance" shall mean a claim by a teacher that there has been a violation, misinterpretation, misapplication of the provisions of this Agreement.

2. "Days" shall mean working days, except after school closes for the school year, and "days" shall then mean days, Monday through Friday, excepting holidays.

C. **Time Limits**

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each step shall be considered as a maximum. However, the time limits specified may be extended by written agreement of the parties in interest.

2. If a teacher does not file a grievance in writing at level one of the formal procedure within fifteen (15) days after he/she knew, or should have known, of the act or conditions on which the grievance is based, then the grievance shall be considered to have been waived.

3. Failure by the aggrieved teacher at any level to appeal a grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision rendered at that level.

4. Failure by the Administration or the Board of Education to reply within the specified time limits shall permit the aggrieved to proceed immediately to the next step.

D. **Informal Procedure**

1. If a teacher feels that he/she may have a grievance, he/she may first discuss the matter with his/her principal in an effort to resolve the problem informally.

2. If the teacher is not satisfied with such disposition of the matter, he/she shall have the right to have the Association assist him/her in further efforts to resolve the problem informally with the principal.

E. **Formal Procedure**

1. **Level One - School Principal**

(a) If an aggrieved teacher is not satisfied with the outcome of informal procedures, he/she must present his/her claim as a written grievance to his/her principal specifying the nature of the grievance and the remedy requested.

(b) The principal shall, within three (3) days after receipt of the written grievance, render his/her decision in writing to the aggrieved teacher with a copy to the Association president.

2. **Level Two - Superintendent of Schools**

(a) If the aggrieved teacher is not satisfied with the disposition of his/her grievance at Level One, he/she may, within three (3) days after the decision, file his/her written grievance with the Superintendent of Schools.

(b) The Superintendent or his/her designee shall, within five (5) days after receipt of the grievance, meet with the aggrieved teacher and his/her representative for the purpose of resolving the grievance. A full and accurate statement of such hearing shall be kept by the parties and made available to the parties in interest upon request.

(c) The Superintendent or his/her designee shall, within three (3) days after the hearing, render his decision in writing to the aggrieved teacher, with a copy to the Association president.

3. **Level Three - Board of Education**

(a) If the aggrieved teacher is not satisfied with the disposition of his/her grievance at Level Two, he/she may, within five (5) days after the decision file the grievance with the Board of Education.

(b) The Board of Education or its designated committee shall, at its next regular Board meeting (or a date mutually agreed to by the Board and the Association), meet with the aggrieved teacher and with his/her representative for the purpose of resolving the grievance. A full and accurate statement of such hearing shall be kept and made available to the parties in interest upon request.

(c) The Board or its designated committee shall, within three (3) days after such meeting, render its decision in writing to the aggrieved teacher with a copy to the Association president.

4. **Level Four - Arbitration**

(a) If the grievance involves the interpretation or application of a specific provision of this Agreement and, if the aggrieved teacher is not satisfied with the disposition of his/her grievance at Level Three, within five (5) days of the date of the decision, the Association may submit the grievance to arbitration by so notifying the Board in writing.

(b) The chairman of the Board and the president of the Association shall, within five (5) days after such written notice, jointly select a single arbitrator who is an experienced and impartial person of recognized competence. If the parties are unable to agree upon an arbitrator within five (5) days, the American Arbitration Association shall immediately be called upon to select the single arbitrator.

(c) The arbitrator selected shall confer promptly with representatives of the Board and the Association, shall review the record of prior hearings, and shall hold such further hearings with the aggrieved teacher and other parties in interest as he/she shall deem requisite.

(d) The arbitrator shall render his/her decision in writing to the parties in interest. The decision of the arbitration shall be binding.

(e) The costs for the services of arbitration shall be borne equally by the Board and the Association.

(f) The arbitrator shall hear and decide one grievance in each case. He/she shall be bound by and must comply with all of the terms of this Agreement. He/she shall not have power to add to, delete from, or modify in any way any of the provisions of this Agreement.

**F. Rights of Teachers to Representation**

1. No reprisals of any kind shall be taken by either party or by any member of the Administration against any participant in the grievance procedure by reason of such participation.

2. Any party in interest may be represented at Levels Two and Three of the formal grievance procedure by a person of his/her own choosing, except that he/she may not be represented by a representative, or by an officer of any teacher organization other than the Association. When a teacher is not represented by the Association, a designated representative of the Association shall have the right to be present and to state his/her views at all stages of the procedure.

3. The Association president shall be notified immediately of any grievance processed, formally or informally.

4. No teacher may file for arbitration as an individual but only the Association may file an appeal to arbitration hereunder.

**ARTICLE 5**  
**Salaries**

A. The salaries of all teachers covered by this Agreement are set forth in the appendices which are attached hereto and made a part of this Agreement.

**B. Methods of Salary Payment**

1. All teachers covered by this Agreement shall be paid in twenty-six (26) installments via direct deposit, as nearly equal as may be, as per payroll



distribution dates approved by the Board of Education. He/she will receive all money due by June 30<sup>th</sup> of such academic year via direct deposit.

2. Where additional credits are earned requiring salary adjustment in accordance with the salary schedule filed as part of the contract with the representative of the Education Association of Preston, such salary adjustments will be made effective September 1<sup>st</sup>. The Superintendent shall be notified prior to December 1<sup>st</sup> of the prior school year of any anticipated changes in teacher credit status affecting placement on the salary schedule.

3. In case of termination of a contract or extended leave without pay during the school year, the basis of payment for the contract served shall be calculated by using the following formula:

$$\frac{\text{No. Days Taught} \times \text{Yearly Salary of Teacher}}{\text{No. Scheduled School Days}}$$

4. The established base salary of the replacement teacher will be in accordance with the teacher's salary schedule in effect. Payment for replacement teachers will be calculated by using the following formula:

$$\frac{\text{Remaining No. Days to be Taught} \times \text{Teacher Salary}}{\text{No. Scheduled School Days}}$$

5. All teachers' salaries shall be liable to lawful deductions for:
- a. Federal income tax withholding
  - b. Connecticut state income tax withholding
  - c. Payment of members to the State Teachers' Retirement Board

6. All teachers' salaries may be subject to voluntary deductions for:
- a. Coreplus
  - b. United Fund
  - c. Professional associations, including the EAP, CEA AND NEA or service fees for the EAP
  - d. Participation in other Board sponsored insurance programs
  - e. Tax deferred annuity
  - f. IRS Section 125 (Article 31, Section A)
  - g. 403(b) contributions
  - h. 457 contributions

7. The Board agrees to provide "Electronic Money Transfer (s)" in the following capacities:

Each bargaining unit employee shall complete necessary documentation in order for the Board to implement direct deposit for such employee.

C. **Deductions**

1. Upon the submission of a voluntary written authorization signed by a teacher, the Board agrees to deduct from the teacher's paycheck an amount equal to the Association membership dues by means of payroll deductions. The amount of the deduction from each paycheck shall be equal to the total Association membership dues divided by the number of paychecks from and including the 1<sup>st</sup> paycheck in September through and including the last paycheck in June. The amount of Association membership dues shall be certified by the Association to the Board prior to the opening of school each year.
2. Subject the provisions of subsection A above, those teachers whose employment commences after the start of the school year shall pay a prorated amount of dues equal to the percentage of the remaining school year unless the Association notifies the Board differently.
3. The Board agrees to forward to the Association each month a check for the amount of dues money deducted during that month.

**Hold Harmless**

The Association agrees to indemnify and hold the Board of Education harmless against any and all claims, demands, suits, damages and costs, including attorneys' fees or any other form of liability that may arise out of, or by reason of, actions taken by the Board of Education for the purpose of complying with the provisions of this Article.

**ARTICLE 6**  
**Professional Growth**

A. 1. Teachers who are earning academic credit toward the Bachelor + 30 or Master's degree from an accredited college or university in order to complete Connecticut State Department of Education certification as a *Professional Educator* must be enrolled in a planned program of study or enrolled in a course within the teacher's specialty or a related area as approved by the Administration.

Reimbursement for course credits for teachers completing the Bachelor + 30 or Master's degree will be paid at the rate of two-thirds (2/3) of the cost per credit hour, not to exceed the University of Connecticut rate for that year. A teacher may request this rate of reimbursement for no more than six credit hours in any

one calendar year. The Board will budget four thousand dollars (\$4,000.00) per year for this type of professional activity.

2. Reimbursement shall be made by the second pay period after submission of receipt of payment and a grade report with a minimum B grade.

3. Teachers who have earned a Bachelor + 30 or Master's degree required to complete Connecticut State Department of Education certification as a *Professional Educator* and who have been requested by the Superintendent of Schools to enroll in graduate course work: (1) to improve teaching competency(ies) or (2) to receive graduate training in a special study area to enhance the Mission Statement and General Goals of the District will be reimbursed at a rate of one hundred percent (100%) reimbursement per credit hour not to exceed six (6) credit hours in any one (1) calendar year. Reimbursement shall be made by the second pay period after submission of a receipt of payment and a grade report with a minimum B grade.

To receive training in a special study area to enhance the Mission Statement and General Goals of the District will be determined by the Superintendent of Schools. Such special study areas are included but not limited to: (1) special education service; (2) Limited English Proficiency (LEP) service; (3) integration of technology in curriculum areas; and (4) strategies to improve student performance.

4. Each year, the Board will allocate funds, the amount determined by the Board, to reimburse teachers at the rate of one hundred percent (100%) for conferences, seminars and/or workshops. Teachers must receive prior approval from the Superintendent of Schools. Such conferences, seminars and/or workshops must be related to the teacher's current assignment, the District's strategic plan and general objectives of the District. When such conferences, seminars and/or workshop take place during the student school year, the District will provide 'substitute teacher' coverage at Board expense.

5. The Board may, in its discretion, budget an amount determined by the Board on an annual basis for the professional activities outlined in A #3 and A #4 of this Article.

6. The Board will reserve one-half (½) of the appropriated funds in #5 for the first semester pre-approved requests and one-half of the appropriated funds in #5 for the second semester pre-approved requests.

B. 1. A teacher newly employed by the Preston Board of Education during the term of this Agreement will be placed on the applicable salary schedule (based on the date he/she commences work for the Board in a

bargaining unit position covered by this Agreement) in the position which reflects his/her degree and years of experience as a certified teacher.

2. The teacher will remain in this vertical position until he/she accumulates enough credit hours to move horizontally to one of the following positions: B.A. +15, B.A. +30 or M.A., M.A. +15, or M.A. +30.

C. 1. Whenever a new program is added to the curriculum, the teachers affected shall be trained in its implementation.

2. Teachers will be required to serve on at least one (1) building-level or district-level committee each year. Committees include, but are not limited to: committees that plan student programs and activities and/or committees established with prior approval of the Superintendent of Schools and/or the Board that serve the best interests of the school system. Teachers will select which building-level or district-level committee he/she will serve.

#### **ARTICLE 7** **Degree Definitions**

A. 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 an accredited college or university.

**MASTER:** A Master's degree earned at an accredited college or university in a program related to public school education, or in a program approved by the Board of Education, or a program as outlined under Public Act 74-331, an act concerning teacher certification.

**SIXTH YEAR:** A second Master's degree earned at an accredited college or university in a discipline other than the discipline in which the initial Master's degree was attained in a program related to public school education; or the completion of thirty (30) credit hours beyond the Master's degree earned at an accredited college or university in a program related to public education; or a "Sixth Year Certificate" earned from an accredited college or university.

#### **ARTICLE 8** **Teaching Credits**

For previous teaching as a certified teacher experience outside the district, teachers having been evaluated by the Superintendent and/or the Board of Education shall be placed on the appropriate step on the salary schedule.

**ARTICLE 9**  
**Severance**

A teacher may resign upon written notice to the Superintendent of Schools rendered at least thirty (30) calendar days before the effective date of such resignation stating due cause. No teacher will be released from his/her contract during the months of August and September except by consent of the Board of Education. Upon elimination of a teaching position, any affected teacher shall be given thirty (30) calendar days notification of termination.

**ARTICLE 10**  
**Leaves**

**A. Family and Medical Leave**

Family and medical leave shall be provided in accordance with the federal Family and Medical Leave Act ("FMLA").

A teacher out of work due to a qualifying event under the FMLA may use his/her accumulated sick leave concurrently during approved FMLA leave.

**B. Sick Leave**

1. Each teacher certified by the State Board of Education, and employed by the Preston Board of Education shall be entitled to a maximum of sick leave with pay of fifteen (15) days in each school year unless accumulated sick leave is applicable. Unused sick leave shall be accumulated from year to year, so long as the professional employee remains continuously in the service of the Preston Board of Education and as authorized by such Board, but such authorized leave shall not be more than one hundred sixty (160) days.

2. A doctor's note from the physician treating the teacher for the illness or injury that caused the absence from work may be requested by the Superintendent of Schools for any absence or illness of four (4) or more consecutive days. A doctor's note from the physician treating the teacher for the illness or injury that caused the absence from work may be requested if a review of the teacher's record demonstrates an excessive use of sick leave and/or a pattern of absenteeism during the current academic year. Sick leave taken in the event of a medical illness or injury or follow-up to surgery in accordance with a specific medical directive, as provided by the teachers' treating physician, shall not be considered an excessive use of sick leave for purposes of this Article.

3. Sick days must be taken in either one-half (½) or full day increments.

4. On an annual basis, each member of the Union may contribute one (1) day from his/her accumulated sick leave to a sick leave bank for use of

bargaining unit members. Only members of the bargaining unit may contribute to such bank.

The sick leave bank is to aid members of the bargaining unit who are suffering a prolonged illness as attested to in writing by a physician and have exhausted his/her own accumulated sick days.

The bank shall be built to a maximum of forty-five (45) days.

Additions to the bank can only be made in September and February of each contract year in accordance with the maximum number of days allowed as set forth above.

Two (2) members from the bargaining unit (selected by the Union) and two members of management (selected by the Superintendent or his/her designee) shall act as a committee with respect to the limited issue of use of sick leave days held in the sick leave bank.

If a bargaining unit member requires the use of days being held in the sick leave bank, he/she shall apply to the committee. Such application shall set forth the number of days the applicant is seeking.

The committee shall determine on a case-by-case basis whether to grant the days requested, deny the days requested or modify the number of days requested. Denial of sick days from the sick leave bank shall not be subject to the grievance and arbitration procedure set forth in Article 4.

**C. Military Leave**

Military leave shall be provided in accordance with applicable state and federal law.

**D. Personal Leave**

1. Four (4) days per school year. Application for leave shall be made to the Superintendent at least forty-eight (48) hours before taking such leave (except in emergency situations). Approval will not be unreasonably denied. In the event that a teacher does not use any of his/her personal days during a school year, he/she shall be credited with one (1) additional personal day at the commencement of the subsequent contract year, provided, however, that at no time may a teacher have more than five (5) personal days during a contract year.

2. Upon exhaustion of personal leave, time off without pay for legitimate purposes may be granted to an employee upon written request to the Superintendent. A denial of a request for such time shall not be subject to the arbitration process set forth under Article 4.

3. Personal leave is not cumulative.

4. Personal days must be taken in either one-half (½) day or full day increments.

5. a. Except as set forth under Section 5. b. below, personal days may not be used on restricted days (defined as during the first or last week of the school year, the day before or after a school recess, the day before or after a weekend, each school's annual end-of-the school year field day or the day before or after a holiday).

"School recess" shall be defined as a scheduled break in school days for a period of greater than one (1) day or a holiday period of greater than one (1) day.

b. An eligible teacher may use one (1) personal day on the following restricted days: before or after a weekend (including before or after a holiday weekend (i.e. – Memorial Day) or a one (1) day school holiday (i.e. – Veteran's Day)), provided application is made in accordance with subsection 1 herein.

Additional personal day(s) may be used on a restricted day with prior written approval of the Superintendent or his/her designee. The Superintendent, at his/her discretion, may inquire of the teacher the reason(s) for the need to use a personal day on a restricted day.

In the event that a request to use a personal day on a restricted day is denied, such denial shall not be subject to the grievance and arbitration process set forth under Article 4.

#### **E. Professional Leave**

Except as set forth under Article 10, Section D, time may be allowed for attendance at conventions, participation in education evaluation, school visiting days, and other forms of professional improvement and service without pay deductions if application for attendance has been made, whenever possible, at least fifteen (15) school days in advance of such events, and written approval is granted by the Superintendent of Schools.

Attendance at such events will be followed with a written report if requested by the Superintendent of Schools.

#### **F. General Leave**

1. A teacher may be allowed leave, without loss of salary, to begin programs of study which result from foundation or scholarship grants and which necessitate personal presence in advance of the close of the school year

provided adequate replacement can be found. Teachers, after study, will be required to teach at least one (1) year in the Preston school system prior to any resignation.

2. Other extended leaves, with or without salary, may be granted to a teacher at the discretion of the Board.

(a) Subject to prior approval of the Preston Board of Education and, with advance notice of at least sixty (60) days, a teacher may be granted special leave not exceeding twelve (12) calendar months, said leave to be taken without pay or credit towards salary schedule increments.

(b) Subject to prior approval of the Preston Board of Education and with advance notice of at least sixty (60) days, a teacher may be granted leave for the purpose of advanced study, said leave to be without pay, but with no loss of credit towards salary schedule increments.

(c) A teacher on leave shall be allowed to participate in insurance and fringe benefit programs at her/his own expense.

#### G. **Sabbatical Leave**

Sabbatical leave shall be granted to teachers on any level of preparation subject to the following conditions:

1. No more than one (1) member of the entire professional staff shall be absent on sabbatical leave at any one time.

2. Requests for sabbatical leave shall be received by the Superintendent of Schools in writing no later than January 15<sup>th</sup> of the year preceding the year in which the sabbatical is requested. This deadline may be waived at the discretion of the Superintendent when fellowship grants or scholarships are awarded later in the year, or when the later announcements of specific programs of study make such a deadline unreasonable.

3. Certified personnel shall be eligible for such leave after at least ten (10) consecutive years in the Preston Public Schools exclusive of substitute service. Such service shall be computed as continuous without counting the interruption of military service or Family and Medical Leave.

4. A sabbatical leave shall be for a full academic year and the professional staff member shall be paid one-third of his/her scheduled salary, provided that the total compensation of any program grant, scholarship, assistantship, or other compensation and the sabbatical pay does not exceed the teacher's scheduled annual salary. In this instance, "scheduled annual salary" shall be defined as that salary which the teacher would receive for teaching.



5. The teacher, as a condition to the acceptance of the sabbatical leave, shall agree to return to employment in the Preston Public Schools for two (2) consecutive school years immediately following such leave. In the event that the teacher shall not so return, the teacher shall reimburse the Town of Preston for all sabbatical payments.

6. The teacher returning from sabbatical leave shall be placed upon the appropriate step on the salary schedule as though she/he had been in active service in the system for the year of the sabbatical leave and every effort will be made to reassign the individual to a like or comparable position. The sabbatical shall not affect continuity of service, sick leave, or payment of insurance premiums. The teacher shall assume payment of her/his retirement contribution for the year of such leave.

7. A teacher shall be eligible for a second sabbatical leave after seven (7) consecutive years of service following her/his first such leave. In the event of conflicts resulting from teachers requesting their first sabbatical leave and teachers requesting their second sabbatical leave, priority shall be given to those teachers requesting such leave for the first time).

#### H. **Instructional Excellence Team (“IET”) Release Time**

1. In accordance with the application process set forth below, each grade level IET may request IET release time on no more than one (1) day per calendar month (consisting of one-half (½) day of release time) in order to engage in the following activities during the normal teacher work day:

- Development of common formative assessments;
- Development of summative assessments;
- Development of units of instruction that are tied to specific standards;
- Analyzing student work;
- Differentiating lesson plans to address the needs of all learners;
- Developing Smartboard lessons;
- Developing co-teaching lessons;
- Mapping language arts and math curricula to content area curricula in order to develop interdisciplinary units; and

- Other activities that are designed to advance student learning.
2. The application process shall be as follows:
- A request for IET release time must be submitted on an application form prepared by the Board;
  - An application for IET release time must be submitted at least one (1) week in advance of the IET's anticipated meeting date to the IET's building principal (or his/her designee);
  - The authority to approve or reject each grade level IET's request for release time is vested solely and exclusively in the discretion of the building principal (or his/her designee);
  - Each grade level IET is eligible to apply for up to one (1) release time per calendar month;
  - No more than one (1) grade level IET per school may convene on the same day;
  - IET release time, if approved, will be in one-half (½) day increments determined by the building administrator;
  - Each grade level IET will appoint a recorder who shall be responsible for maintaining minutes noting date, time, place, members present and work completed during each release time event; and
  - Each grade level IET is responsible for submitting their minutes to their building principal (or his/her designee) within forty-eight (48) hours of each release time event.

3. In the event that the Board's budget does not support IET release time at any time during the school year, the granting of IET release time shall be discontinued for such school year (or the remainder of the school year).

4. A rejection of an application for IET release time shall not be subject to the grievance and arbitration process.

I. **Funeral Leave**

1. Three (3) work days with pay will be granted for attendance at the funeral and services for the death of a member of the teacher's immediate family, as defined below. Up to an additional two (2) work days with pay may be granted, upon request, at the discretion of the

Superintendent or his/her designee. A denial of additional days shall not be subject to the grievance and arbitration procedure.

Immediate family shall be defined as the teacher's: spouse, mother, father, child, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandmother, grandfather or grandchild.

2. A teacher will be granted funeral leave of one (1) work day in the event of the death of the teacher's aunt or uncle.
3. Teachers shall advise the Superintendent or his/her designee, in writing, of a request to use funeral leave prior to the use of such leave. The request will set forth the deceased's relation to the employee.

### **ARTICLE 11** **Personal Injury Benefit**

Whenever a teacher is absent from school as a result of personal injury caused by an accident arising out of and in the course of his/her employment, he/she shall be entitled to full salary payments (less the amount of workers' compensation awarded for temporary, total disability benefits or temporary partial disability benefits (if no light duty work is available within the District for the teacher due to said injury)) for the period of such absence not to exceed thirty (30) school days. After thirty (30) days, one-half (½) day will be charged from accumulated sick days for each day absent. Such wage differential shall be subject to applicable state and federal withholdings.

### **ARTICLE 12** **School Year**

A. A school calendar will be furnished to teachers within five (5) days after approval by the school Board via e-mail to the teacher's Preston Board of Education e-mail address and will also be posted on the Board of Education's website. Students will attend school for one hundred eighty four (184) days.

B. On an annual basis, the Board will schedule three (3) work days in addition to the student school year. The additional work days will be scheduled by the Board at times that are determined by the Board and may include either one (1) day or two (2) days immediately prior to the first day of the student school year. Any days not scheduled at such time will be scheduled during the school year on day(s) designated by the Board.

The purpose of these days is to provide time prior to or during the school year for professional development activities and/or building/district committee activities.

1. The additional work day(s) scheduled immediately prior to the first day of the student school year will be scheduled for general district faculty meetings, building faculty meetings or professional development.

2. The additional work day(s) scheduled during the student school year will be for activities/programs planned by the District Professional Development Committee and/or curriculum committees with the prior approval of the Superintendent of Schools.

3. The Board may amend the professional development program during the student school year.

C. Should the Board require, or be legally obligated to compel, the attendance of teachers for regular related duties beyond the above enumerated school days in any year, each teacher so affected shall be compensated according to the following:

$$\frac{\text{Extra Days Required} \times \text{Yearly Salary of Teacher}}{\text{No. Scheduled School Days}}$$

D. **Closing of School**

1. Teaching shall be in effect until the closing of school on the last day of classes in June.
2. Teacher responsibility relative to the closing of school in June:

All materials, reports and the like, including school register reports with which teachers are involved with the closing of school in June, must be checked and verified as complete and accurate first by the school principal.

**ARTICLE 13**  
**Length Of School Day**

Classroom teachers and other teachers on the classroom teachers' salary schedule shall not be required to report earlier than one-half hour before the start of the students' class schedule at their school and shall not be required to remain longer than one-half (½) hour after the end of the students' class schedule at their school. At the middle school homeroom period is to be considered a part of the students' class schedule.

**ARTICLE 14**  
**Teaching Periods**

A. Whenever possible, middle school teachers shall not be assigned to areas having more than three (3) different subjects per grade level per day, except in the case of the self-contained classes.

B. It shall be the policy of the Board to attempt to provide at least one (1) plan period per day to each school teacher. At the middle school it shall be an entire class period occurring between the beginning of Period 1 and the end of the last period.

C. Teachers in the elementary schools shall have a plan period whenever her/his class is with a specialist. When a specialist is not available, every effort will be made to provide coverage.

**ARTICLE 15**  
**After School Meetings, Evening Conferences And Program**

The Board and the Association recognize and agree that teachers' responsibility to their students and their profession entails the performance of duties and the expenditure of time before and/or following the normal student day of reasonable duration and reasonably scheduled. Illustrative of such duties are: (1) being available to students and parents; (2) participating in faculty meetings; (3) participating in such activities for parents and community as open houses; and (4) participating in District-level instructional improvement activities such as curriculum, special services or site-based management teams.

1. The Administration shall attempt to limit the length of principal's and/or Superintendent's faculty meetings to one (1) hour, and generally one (1) meeting per month. The nature of such meetings shall be directly related to school business or, if not, attendance shall be voluntary.

2. Parent-teacher conferences shall be limited to four (4) days per academic year. Two (2) such conferences will not extend beyond 8:00 p.m. and two (2) such conferences will not extend beyond 4:00 p.m.

3. Attendance at the building Open House and one (1) evening program designated by the Board or the Superintendent is mandatory.

4. Administrative coverage will be provided for all mandatory evening meetings and/or mandatory conferences.

**ARTICLE 16**  
**Duty Free Lunch**

Each teacher shall have a minimum of thirty (30) continuous minutes of duty free time during lunch during full length school days. During shortened school days when the students have a lunch period, the duty free time will be the equivalent of the student's lunch period. When teachers are required to stay on half days, provisions shall be made for a lunch period consistent with the student's lunch period.

**ARTICLE 17**  
**Teaching Assignments**

Notification of teaching assignments for the following school year will be received by the professional staff on or before June 1<sup>st</sup> of each year, provided the Board has a Town approved budget. Should the necessity arise for subsequent change, the teacher involved will be notified immediately. This notice will include (1) subject(s) taught, and (2) grade(s) level(s) to be taught.

**ARTICLE 18**  
**Extra-Curricular Activities**

- A. The Board of Education approves the following extracurricular activities. Such positions and their requirements will be announced when said positions are vacant. Members of the professional staff will have an opportunity to apply for such positions as vacancies occur. Appointments to such positions will be made by the Superintendent of Schools.

Extra-curricular activities include the following Board approved activities:

1. **Stipend Positions**

STEAM Fair	\$679
Student Council PPMS	\$679
Student Council PVMS	\$679
Yearbook PPMS	\$1,361
Yearbook PVMS	\$1,971
Newspaper/Literary Club PPMS	\$679
Newspaper/Literary Club PVMS	\$679
After School Reading/Math PPMS	\$5,510
After School Reading/Math PVMS	\$5,510
Art Show	\$679
Unified Club PPMS	\$1,021
Unified Club PVMS	\$1,021
Spanish Club	\$1,021
Alliance for Acceptance PPMS	\$679

Jazz Ensemble PPMS	\$1,021
Grade 8 Advisor	\$1,021
TEAM Mentor	\$566
TEAM Cooperating Teacher	\$1,021
SBA Coordinator PPMS	\$1,021
SBA Coordinator PVMS	\$1,021
Webmaster	\$2,254

2. **Sports Activities**

Athletic Moderator	\$1,021
Boys' Soccer	\$1,971
Boys' Basketball	\$1,971
Girls' Soccer	\$1,971
Girls' Basketball	\$1,971
Track PPMS	\$1,971
Cross Country PPMS	\$1,021

3. **Principal Designees**

Principal Designee PPMS	\$963/\$75
Principal Designee PVMS	\$963/\$75

The positions and their requirements will be posted when said positions are vacant in accordance with Article 18, Section B. Members of the professional staff will have an opportunity to apply for the positions as vacancies occur. Appointments to the positions will be made by the Superintendent.

Except for sports activities positions (Article 18, Section A. 2.) and the principal designees (Article 18, Section A. 3.), each position set forth above along with the position description will be posted every two (2) years, with half of the positions on the list posted in odd contract years and the remaining half of the positions on the list posted in even contract years.

B. New extra-curricular activity proposals shall be made to the Superintendent. Final approval of any new extra-curricular activities and the stipend for the extra-curricular activity will be the decision of the Superintendent.

Prior to seeking outside applicants, any: (a) new extra-curricular activity approved by the Superintendent; and (b) the reposting of the positions set forth in subsection A above shall be emailed to each teacher at his/her District e-mail address and posted for five (5) work days (defined as Monday through Friday throughout the calendar year, excluding Board recognized legal holidays) for members of the Association.

**ARTICLE 19**  
**Use Of School Facilities**

A. In the event that the Association requires the use of school facilities for Association meetings, it shall provide the Superintendent with forty-eight (48) hours written notice of such request. In the event that the request is granted, the use of school facilities by the Association must be scheduled when custodial services are on duty.

B. Space in each school building shall be provided for the purpose of displays, circulars and other Association material.

**ARTICLE 20**  
**Teacher Communications**

The Association shall have the right to distribute Association communications to teachers through teacher mailboxes, with prior approval of building principal.

**ARTICLE 21**  
**In-Service And Professional Growth Activities**

When appropriate, workshops, seminars, clinics, child study sessions, lectures and other activities designed to improve and enhance the expertise of teachers will be held. In no situation will the teachers be required to remain beyond 4:15 p.m. Reasonable notice shall be given.

**ARTICLE 22**  
**Class Size**

Low pupil-teacher ratio is an important aspect of an effective educational program. Class size shall be determined by the nature of the subject taught and grade level, available classrooms, funds, staff and the education specifications of respective schools. A range of 18-24 pupils shall be deemed most desirable.

**ARTICLE 23**  
**The Study Of The Controversial**

The Board of Education guarantees its support to school personnel who, acting responsibly, encounter unexpected difficulties in connection with classroom study of controversial issues.



**ARTICLE 24**  
**Teacher Transfer**

A. An involuntary transfer of a teacher shall be made only after such teacher has been given an opportunity to meet with the Superintendent or his/her designee, at which time the teacher shall be notified of the reasons for the transfer. In the event the teacher objects to the transfer at this meeting, the teacher will notify the Association, and the Superintendent or his/her designee will meet with the Association's representative to discuss the transfer.

B. If a teaching position is eliminated within the school system, then every attempt shall be made by the Board and Administration to place the teacher involved in another position for which he/she is certified and/or qualified.

**ARTICLE 25**  
**Vacancies**

All newly-established positions or positions becoming vacant as a result of transfers, resignations, retirements or long-term leaves of absence that the Board intends to fill shall be adequately publicized by posting in every school a notice of such newly-established position and/or vacancy as far in advance of the appointment but at least fifteen (15) days in advance of the appointment as long as there is no impact on the designated classroom(s). Additionally, teachers shall be informed of such vacancies via their Board email addresses.

**ARTICLE 26**  
**Travel Reimbursement**

Teachers shall be reimbursed at the established IRS rate per mile to cover the cost of authorized travel expenses using their personal vehicle.

**ARTICLE 27**  
**Protection Of Teachers**

A. Teachers shall report immediately in writing to their principal and to the central office all cases of assault suffered by them in connection with their employment.

B. Such report shall be forwarded through the Superintendent to the Board which shall comply with any reasonable request from the teacher for information in its possession not privileged under law which relates to the incident or the persons involved.

C. The Board agrees to protect the teachers as provided for in *Section 10-235* as amended, of the Connecticut General Statutes.

D. No teacher will be disciplined without just cause. For the purpose of this contract, the lowest level of discipline which just cause applies is a written warning.

**ARTICLE 28**  
**Academic Freedom**

A. 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 relationships with students and/or the school system.

B. Teachers will be entitled to full rights of citizenship, and no religious or political activities of any teacher (provided such activities do not take place during her/his working hours) or the lack thereof will be grounds for any discipline or discrimination with respect to the professional employment of such teacher.

C. Teachers shall refrain from using social media in an inappropriate manner, pursuant to Board Policy, 4118.6, Social Networking.

**ARTICLE 29**  
**Equality Of Application**

A. There shall be no reprisals of any kind taken against any teacher by reason of her/his membership in a professional organization or participation in its activities.

B. All provisions of this agreement shall apply to all teachers, without discrimination in regard to age, race, creed, color, religion, nationality, sex, marital status, disability, ancestry, sexual preference or mental disability.

C. An alleged violation of Sections A or B herein shall not be subject to arbitration as set forth under Article 4.

**ARTICLE 30**  
**Reduction In Force (RIF) And Recall**

A. **Separation of Staff:**

The Board has the sole and exclusive prerogative to eliminate professional staff positions, consistent with the provisions of the state statute, providing such elimination does not result in a failure in its duty as a state agency to implement the educational interests of the state and to provide good public elementary and secondary schools. Elimination of professional staff positions may result from decreases in student enrollment, budgetary constraints or other reasons, as determined by the Board. This policy is adopted to provide a fair and orderly process should such elimination become necessary.

**B. Definitions:**

1. As used herein, the term "days" shall mean calendar days.

2. As used herein, the term "teacher" shall apply to any employee of the Board who holds a regular certificate issued by the Connecticut State Board of Education and is employed in a teaching position covered by this Agreement.

**C. Separation Procedure:**

1. The Board may, in the first instance, exercise its right and power to reduce the number of staff positions without determining which teacher contracts will be terminated, if any, or what other staffing changes will be made to effectuate the purpose of position elimination.

2. Prior to commencing action to terminate teacher contracts under this procedure, the Board will give due consideration to its ability to effectuate the position eliminations and/or reductions of staff by:

- a. Voluntary Retirements;
- b. Voluntary Resignations;
- c. Transfer of Existing Staff Members;
- d. Voluntary Leaves of Absence.

3. In the event it appears necessary to terminate teacher contracts in order to effectuate the elimination of professional staff positions, the Superintendent will propose to the Board, for its consideration, an orderly plan for elimination of positions, identifying professional personnel whose contracts he/she recommends for termination. If the Board considers termination of the contract of a teacher, it shall authorize the Superintendent to notify the teacher in writing. This notification, and any subsequent proceedings with regard to contract termination, will be in accordance with the provisions set forth in the Connecticut Teacher Fair Dismissal Law (*Section 10-151* of the Connecticut General Statutes) and shall not be subject to the grievance and arbitration provisions of this Agreement.

4. The following criteria will be used to select those employees whose contracts are to be considered for termination as a consequence of elimination of professional staff positions:

- a. **Tenure Status:** If a teacher has attained tenure status, his/her contract of employment may be terminated if his/her position is eliminated, but only if there is no other position available in the school system for which the teacher is certified and qualified. Therefore, teachers who have acquired tenure will have first

preference for retention in positions for which they are certified and qualified.

b. **Other Criteria:** Within the separate categories of tenured teachers and non-tenured teachers, the following criteria will be considered:

- i. areas of certification;
- ii. teaching experience in other positions which may be available;
- iii. qualifications and ability, as determined by evaluation of the teacher's performance;
- iv. total years of experience in the school system;
- v. degree status;
- vi. total years of experience in teaching.

D. Within these criteria and when two or more positions must be eliminated with a consequent reduction in staff, when in the judgment of the Superintendent, staff members under consideration for layoffs have similar skill and ability, then in that event the least senior teacher in the Preston school system shall be laid off.

Seniority will be determined by using total years of service in the Preston Public Schools, regardless of whether such service is continuous or interrupted. A seniority list will be developed and agreed to by both parties.

Nothing herein shall require the promotion of a teacher to a position of higher rank, authority, or compensation, although the teacher whose contract is to be terminated because of elimination of position is qualified and/or certified for the promotional position.

E. **Recall Procedure:**

If the contract of employment of a teacher is terminated because of elimination of positions, the name of that teacher shall be placed on a recall list and remain on such list for a period of three hundred sixty-five (365) days. If a position becomes available during such three hundred sixty-five (365) day period and the teacher has been selected by the Board of Education as the person on the recall list who is certified and qualified to hold that position, then the teacher will be notified in writing by registered mail, sent to his/her last known address, at least thirty (30) days prior to the anticipated date of re-employment. In determining whether a teacher is qualified for reappointment, the Board of Education shall consider criteria as set forth in "Separation Procedure," Parts C(4)(b) through D above. The teacher shall accept or reject the appointment in writing within five (5) days of the date of notification of the available position. If the teacher rejects the appointment offer, or does not respond according to this

procedure within five (5) days, then the name of the teacher will be removed from the recall list.

**ARTICLE 31**  
**Jury Duty**

Jury duty shall be provided in accordance with applicable state law. Teachers shall advise the Superintendent upon her/his receipt of notice of jury duty.

**ARTICLE 32**  
**Insurance Benefits**

- A. 1. **Health Insurance:** The following insurance plan will be offered in each year of the collective bargaining agreement.
- a. The Connecticut State Partnership Plan (as administered by United HealthCare) and the prescription drug plan offered through the Connecticut State Partnership Plan (as administered by CVS Caremark) with the benefits outlined in the attached (See Schedule A Labeled "Partnership2.0\_benefitssummary\_Medical, provided, if the plan design changes during the period of time that the Board is a participating member, the new plan design will be adopted); and
  - b. The dental insurance plan offered to the Union will be the Connecticut State Partnership Plan (as administered by Cigna – the Unlimited Maximum Plan), with the benefits outlined in the attached (see Schedule B Labeled "Partnership2.0\_benefitssummary\_Dental).
2. Within eighteen (18) months of joining the plan, all employees and dependents must meet the minimum requirements of the Connecticut State Partnership's Health Enhancement Program ("HEP"), as outlined in the attached (see Schedule C Labeled "Partnership2.0\_benefitssummary\_HEP").
3. As set forth in the Connecticut State Partnership Plan, employees who do not meet the minimum HEP requirements will be subject to deductibles of three hundred fifty dollars (\$350.00) for individual or one thousand four hundred dollars (\$1,400.00) for family coverage, as well as an additional one hundred dollars (\$100.00) in premium payments per calendar month.

4. The carrier network for the plan will be the Oxford Freedom network for providers in Connecticut, New York and New Jersey, and the United HealthCare Choice Plus network for carriers in all other states.

Member of the Association will contribute toward the annual premiums in the following amounts:

Effective July 1, 2019 the Board shall pay 83.5% toward the premium. The employee shall pay the remaining 16.5%.

Effective July 1, 2020 the Board shall pay 82.5% toward the premium. The employee shall pay the remaining 17.5%.

Effective July 1, 2021 the Board shall pay 81.5% toward the premium. The employee shall pay the remaining 18.5%.

Such premium share contributions shall be based on the cost of the plan and fees incurred by the Board related to joining and remaining in the Connecticut Partnership Plan.

In the event that the State imposes additional fees or increases the Board's cost of the premium at the end of any contract year, employees shall pay a percentage of such increase based upon the employee's premium share contribution.

The Board shall adopt an Internal Revenue Code Section 125 pre-tax premium account for teachers who wish to have health insurance contributions may be made from pre-tax dollars.

2. **Dental Insurance:** Dental Insurance is offered to Association members. Members shall pay a premium share toward the cost of this plan equal to the percentage premium share contribution for the health insurance selected by the employee under Section 1 above. Members may add family members at their cost.

3. **Life Insurance:** A twenty thousand dollar (\$20,000.00) term life insurance policy shall be provided for members of the Association.

#### **ADDENDUM DETAILING HEALTH/DENTAL PLANS IN APPENDIX A**

B. A teacher who has retired from the Preston school system through the Connecticut Teacher's Retirement may, when permitted by the insurance carrier, elect to carry any or all existing group insurance plans for the duration of their retirement, provided arrangements for payment of the premium are made with the Administration office of the Preston school system by the retired person.

C. Any teacher may waive all of the health insurance coverage provided by the Board as of July 1<sup>st</sup> of each year and receive twenty percent (20%) of the total cost of the core insurance plan offered by the Board for waiving single coverage to a maximum of one thousand five hundred dollars (\$1,500.00), twenty percent (20%) of the total cost of the core insurance plan offered by the Board for waiving two person coverage to a maximum of two thousand dollars (\$2,000.00), or twenty percent (20%) of the total cost of the core insurance plan offered by the Board for waiving family coverage to a maximum of four thousand dollars (\$4,000.00) to be paid on or after November 1<sup>st</sup> of each year. Teachers wishing to waive insurance coverage shall deliver a signed, witnessed waiver to the Superintendent's office prior to August 1<sup>st</sup> of each school year.

Any teacher who has obtained a voluntary waiver of insurance coverage pursuant to this section may revoke this waiver at any time by serving a signed, witnessed written revocation to the Superintendent of Schools. Upon receipt of such voluntary revocation notice, the Superintendent of Schools will promptly notify the appropriate insurance carrier(s) of the reinstatement request and take steps to have the coverage(s) reinstated. There shall be no lapse of coverage, and the teacher will be required to meet all provisions as outlined in A of this article. Reinstatement of insurance coverage will follow all applicable State laws.

Teachers who request reinstatement will be required to repay the Board within thirty (30) days the per diem rate of any funds received as outlined herein.

D. The Association shall be notified of any insurance premiums returned to the Town of Preston, and said premiums will be refunded proportionately to the insured members of the Association.

### **ARTICLE 33** **Consultation Procedure**

It is recognized by the Board and the Association that all situations and developments could not be anticipated at the time of negotiation of this document. To achieve further rapport between the Board and the Association, periodic informal meetings shall be held between the negotiating groups of each organization as requested by either the Association or the Board.

### **ARTICLE 34** **Holdover**

In the event that the Board and the Association shall fail to secure a successor Agreement as hereinbefore provided prior to the termination of this Agreement, the Association and the Board may mutually agree to elect to extend the duration of this Agreement for any period not to extend beyond the date of the execution of a successor Agreement.

**ARTICLE 35**  
**Severability Of Agreement**

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

**ARTICLE 36**  
**Instructional Assistants (Aides)**

A. The Board and Association agree that a teacher's primary responsibility is to teach the children of Preston, Connecticut, and that his/her energy should be utilized to this end. The Board and Association recognize that Teacher Aides and other part-time clerical employees are useful in order to implement this principle. Therefore, the Board will attempt to employ Teacher Aides and part-time clerical employees sufficient in number to relieve teachers of some duties, including recess and lunch duty, in order that more of the teacher's time may be utilized in the instruction and preparation of the day's activities.

B. As in the past, aides may be used in the system as class size or class problems point to the necessity, in the judgment of the Board.

**ARTICLE 37**  
**Safe And Healthy Workplace**

The Board shall provide and properly maintain a safe and healthful work environment including but not limited to teacher bathrooms. The Board shall be responsible for providing and maintaining a work environment free of hazards that are caused or are likely to cause illness, injury or accident to members of the teachers' bargaining unit.

No teacher shall be subject to restraint, interference, coercion, discrimination or reprisal for making a complaint or filing a report about an unsafe or unhealthy work environment.

**ARTICLE 38**  
**Amendment**

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



**ARTICLE 39**  
**National Board Certification**

Up to two (2) teachers per contract year who successfully obtain National Board Certification shall be reimbursed up to one thousand dollars (\$1,000.00) for the cost of application for such certification. The amount of reimbursement of up to one thousand dollars (\$1,000.00) for the cost of application will be determined by the amount that the teachers received or will receive from the state in reimbursement.

**ARTICLE 40**  
**Miscellaneous**

Bargaining unit members who work in FTE positions of less than 1.0 (including bargaining unit members whose work year is reduced) shall be eligible for health insurance benefits (with applicable premium share) (as set forth in Article 31), sick leave (as set forth in Article 10, Section B), personal leave (as set forth in Article 10, Section D), group life insurance (as set forth in Article 31) and tuition reimbursement (as set forth in Article 6) on a pro-rata basis (i.e. - .8 position, .8 of the aforementioned benefits and leave, .6 position, .6 of the aforementioned benefits and leave).

**ARTICLE 41**  
**Duration**

The provisions of this Agreement shall be effective as of July 1, 2019 and shall continue and remain in full force and effect to and including June 30, 2022.

If during the term of this Agreement the total cost of a group health plan or plans offered under this Agreement meets the thresholds that would trigger an excise tax under the Internal Revenue Code Section 4980I, the parties agree to reopen this Agreement for mid-term negotiations in accordance with the Teachers Negotiations Act.

During such mid-term negotiations, the parties will reopen Article 32 (including the related appendices of the contract) for the sole purpose of negotiating modifications to the current plan design or a substitute health insurance plan and premium share contributions. No other provisions of the contract will be reopened during such mid-term negotiations.

**SIGNATURE BLOCK**

In witness whereof, the parties have caused these presents to be executed by their proper officers, hereunto duly authorized, on the day and year first above written.

**WITNESSES**

Gail Smith

**PRESTON, CT, BOARD OF EDUCATION**

[Signature]  
Signed by

11/29/18  
Date

**WITNESSES**

Gloria Amisiei

**EDUCATION ASSOCIATION OF PRESTON**

[Signature]  
Signed by

[Signature]  
Signed by

11/29/18  
Date

**APPENDIX A**  
**YEAR 1**  
**2019-2020**

<b>STEP</b>	<b>BA</b>	<b>BA +15</b>	<b>MA</b>	<b>MA +15</b>	<b>MA +30</b>
1	\$51,151	\$54,290	\$59,447	\$63,404	\$67,787
2	\$51,796	\$54,938	\$61,146	\$65,121	\$69,463
3	\$52,444	\$55,586	\$62,829	\$66,841	\$71,011
4	\$53,091	\$56,234	\$64,545	\$68,558	\$72,823
5	\$53,735	\$56,882	\$66,250	\$70,275	\$74,504
6	\$54,387	\$57,528	\$67,952	\$71,996	\$76,187
7	\$55,033	\$57,842	\$69,651	\$73,714	\$77,872
8	\$56,368	\$59,550	\$71,352	\$75,435	\$79,555
9			\$73,057	\$77,156	\$81,240
10			\$74,761	\$78,876	\$82,923
11			\$76,866	\$81,412	\$85,146
12			\$78,972	\$83,951	\$87,367
13			\$81,335	\$86,654	\$89,912
14			\$84,734	\$90,461	\$93,600

Effective July 1, 2019, all teachers not at the maximum step shall move up one (1) step on the salary schedule.

YEAR 2  
2020-2021

STEP	BA	BA +15	MA	MA +15	MA +30
1	\$52,097	\$55,294	\$60,547	\$64,577	\$69,041
2	\$52,754	\$55,954	\$62,277	\$66,326	\$70,748
3	\$53,414	\$56,614	\$63,991	\$68,078	\$72,325
4	\$54,073	\$57,274	\$65,739	\$69,826	\$74,170
5	\$54,729	\$57,934	\$67,476	\$71,575	\$75,882
6	\$55,393	\$58,592	\$69,209	\$73,328	\$77,596
7	\$56,051	\$58,912	\$70,940	\$75,078	\$79,313
8	\$57,411	\$60,652	\$72,672	\$76,831	\$81,027
9			\$74,409	\$78,583	\$82,743
10			\$76,144	\$80,335	\$84,457
11			\$78,288	\$82,918	\$86,721
12			\$80,433	\$85,504	\$88,983
13			\$82,840	\$88,257	\$91,575
14			\$86,302	\$92,135	\$95,332

Effective July 1, 2020, all teachers not at the maximum step shall move up one (1) step on the salary schedule.

**YEAR 3**  
**2021-2022**

<b>STEP</b>	<b>BA</b>	<b>BA +15</b>	<b>MA</b>	<b>MA +15</b>	<b>MA +30</b>
1	\$53,035	\$56,289	\$61,637	\$65,739	\$70,284
2	\$53,704	\$56,961	\$63,398	\$67,520	\$72,021
3	\$54,375	\$57,633	\$65,143	\$69,303	\$73,627
4	\$55,046	\$58,305	\$66,922	\$71,083	\$75,505
5	\$55,714	\$58,977	\$68,691	\$72,863	\$77,248
6	\$56,390	\$59,647	\$70,455	\$74,648	\$78,993
7	\$57,060	\$59,972	\$72,217	\$76,429	\$80,741
8	\$58,473	\$61,774	\$73,980	\$78,214	\$82,485
9			\$75,748	\$79,997	\$84,232
10			\$77,515	\$81,781	\$85,977
11			\$79,697	\$84,411	\$88,282
12			\$81,881	\$87,043	\$90,585
13			\$84,331	\$89,846	\$93,223
14			\$87,899	\$93,839	\$97,096

Effective July 1, 2021, all teachers not at the maximum step shall move up one (1) step on the salary schedule.