

PROFESSIONAL AGREEMENT

between the

Rocky Hill Board of Education

and the

Rocky Hill Teachers' Association

July 1, 2017 — June 30, 2020

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THIS AGREEMENT IS MADE AND ENTERED INTO on the 22nd day of December, 2016, by and between the ROCKY HILL BOARD OF EDUCATION (hereinafter referred to as the "Board") and the ROCKY HILL TEACHERS' ASSOCIATION (hereinafter referred to as the "Association"), affiliated with the Connecticut Education Association and the National Education Association.

## **ARTICLE I**

### **PREAMBLE**

- A. This Agreement is negotiated under §§10-153a through 10-153n of the General Statutes of the State of Connecticut, as amended.
- B. The Board reserves to itself the authority and rights granted by §10-220 of the Connecticut General Statutes subject only to the limitations by the language of this Agreement.

## **ARTICLE 2**

### **RECOGNITION**

- A. The Board recognizes the Rocky Hill Teachers' Association as the exclusive bargaining representative of the group of certified professional employees or those holding a durational shortage area permit who are employed by the Board of Education in positions requiring a teaching or other certificate and who are not included in the administrators' unit or excluded from the purview of §§10-153a to 10-153n, inclusive of the General Statutes, other than temporary substitutes.
- B. Unless otherwise indicated, the term "teacher" when used hereinafter in the agreement shall refer to any employee or group of employees as defined in A above.
- C. The words "Board of Education" or "Board," as used in this Agreement, shall mean the Board or its designee.
- D. The words "Superintendent of Schools" or "Superintendent," as used in this Agreement, shall mean the Superintendent or his/her designee.

## **ARTICLE 3**

### **PROFESSIONAL NEGOTIATION**

As part of the routine distribution of the budget to key organizations and people after it is first given to the Board, the Association will receive a copy of the Superintendent's proposed budget.

## ARTICLE 4

### GRIEVANCE PROCEDURE

#### A. Purpose

The purpose of this grievance procedure is to expeditiously resolve grievances at the lowest level of the administration. The parties-in-interest shall agree that proceedings be kept as confidential as allowed by law.

#### B. Definitions

1. A grievance shall mean a complaint by a teacher
  - a. that alleges there has been a violation, misinterpretation, or misapplication of a specific provision or provisions of this Agreement which relates to or involves the grieving teacher or teachers; or
  - b. that he has been treated unfairly or inequitably by reason of an act or condition which is contrary to established Board policy or administrative practice governing or affecting employees. Such a violation may only be grieved through the Board level. The Board's decision shall be final and binding. The Board shall have no authority to change the substance of the evaluation and may only authorize a procedural remedy. The term "grievance" shall not apply to:
    - 1) a method of review as prescribed by law or by any rule or regulation of the State Department of Education having the force and effect of law, or,
    - 2) a complaint of a non-tenured teacher or a teacher initially employed with a durational shortage area permit which arises by reason of his/her not being re-employed.
2. As used in this article, the term "teacher" shall mean, also, a group of teachers having the same grievance.
3. As used in this article, the term "principal" shall mean principal or other appropriate administrator.
4. "Party-in-interest" shall mean the person or persons, as defined in B(1) above, making the claim, including their designated representative as provided herein, and any person(s) who might be required to take action or against whom action might be taken in order to resolve the problem.
5. "Days" shall mean days when school is in session except that from the end of the school year in June until the first day of the school year when the term "day" shall mean weekday excluding Saturday, Sunday, legal holidays, and the scheduled vacations of reasonable length of the parties-in-interest.

C. Time Limits

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level shall be considered as maximum. The time limits specified may, however, be extended by written agreement of the parties-in-interest.
2. The teacher must file a written, formal grievance within thirty (30) days after he or she knew or should have known of the act or condition upon which the grievance is based. If the teacher fails to file a formal, written grievance within this time period, the grievance shall be waived.
3. Failure by the aggrieved party-in-interest at any level to appeal a grievance to the next level within the specified time shall be deemed to be acceptance of the decision rendered at that level.
4. All parties-in-interest shall exchange all pertinent materials with all possible promptness.

D. Informal Procedures

1. If a teacher feels that he has a grievance, he will first discuss the matter with his principal by appointment. In requesting the appointment, the teacher shall state clearly that he is contemplating a formal grievance.
2. If the teacher is not satisfied with such disposition of the matter, he shall notify the principal in writing of his intent to file a formal grievance.
3. If a party-in-interest does not seek an informal conference, as defined in D.1, within thirty (30) days after he knew, or should have known, of the act or condition on which the grievance is based, then the grievance shall be considered to have been waived.

E. Formal Procedure

1. Level One - School Principal
  - a. If an aggrieved teacher is not satisfied with the outcome of the informal procedures, he may pursue the formal grievance procedure. In doing so, he must present his claim as a formal grievance to the principal and must cite the statement in the Professional Agreement which he alleges has been violated.
  - b. The principal shall, within five (5) days after the receipt of the formal grievance, render his decision and the reasons in writing to the aggrieved teacher with a copy to the Association.
2. Level Two - Superintendent of Schools
  - a. If the aggrieved teacher is not satisfied with the disposition of his grievance at Level One, he may, within three (3) days after the decision, or within eight (8) days after his formal presentation, if there is no decision, file his written grievance and Level One responses with the Association for referral to the Superintendent.

- b. The Association may, within five (5) days after receipt, refer the grievance to the Superintendent.
- c. The Superintendent shall, within ten (10) days after receipt of the referral, meet with the aggrieved teacher and with the representatives of the Association for the purpose of resolving the grievance. The Superintendent may elect to have administrative or legal counsel present.
- d. The Superintendent shall, within five (5) days after the hearing, render his decision and the reason(s) in writing to the aggrieved teacher, with a copy to the Association, the Board, and the principal.

3. Level Three - Board of Education

- a. If the aggrieved teacher is not satisfied with the disposition of his grievance at Level Two, he may within three (3) days after the decision, or within thirteen (13) days after the hearing, if there is no decision, file the grievance again with the Association for appeal to the Board.
- b. The Association may, within five (5) days after receipt, refer the appeal to the Board.
- c. The Board, or a committee thereof, shall, within fifteen (15) days after receipt of the appeal, meet with the aggrieved teacher and with representatives of the Association for the purpose of resolving the grievance.
- d. The Board shall, within ten (10) days after such meeting, render its decision and the reason(s) in writing to the aggrieved teacher, with a copy to the Association, the Superintendent and the principal.

4. Level Four - Arbitration

- a. If the aggrieved teacher is not satisfied with the disposition of his grievance at Level Three, he may, within three (3) after the decision, or within thirteen (13) days after the Board meeting if there is no decision, request in writing to the president of the Association that his grievance be submitted to arbitration.
- b. The Association may, within five (5) days after receipt of such request, submit the grievance to arbitration by so notifying the Board in writing.
- c. The Board and the Association shall, within five (5) days after such written notice, mutually select a neutral arbitrator. If the parties are unable to agree upon an arbitrator within five (5) days, the Association shall, within an additional five (5) days, submit the grievance to the Dispute Resolution Center for resolution or such grievance shall be deemed waived. A copy of such submittal shall be sent simultaneously to the Superintendent of Schools.
- d. 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.

- e. The arbitrator shall, within thirty (30) days after his/her selection, render his/her decision in writing to all parties-in-interest, setting forth his/her findings of fact, reasoning, and conclusions on the issues submitted. Only grievances based on specific provision of this Agreement may be submitted to arbitration. The decisions of the arbitrator shall be final and binding upon all parties in interest.

The arbitrator shall hear and decide only one grievance in each case. He/she shall be bound by, and must comply with, all terms of this Agreement. He/she shall not have the 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 any party-in-interest against any participant in the grievance procedure by reason of such participation.
2. Any party-in-interest may be represented at any level by a representative of the Grievance Committee of the Association or by a person of his own choosing. When a teacher is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the procedure.

G. Miscellaneous

1. Forms for filing and processing grievance(s) and other necessary documents shall be prepared by the Superintendent, with the approval of the Association, and made available through the Association.
2. The cost of the services of the arbitrator shall be borne equally by the Board and the Association.

**ARTICLE 5**

**SCHOOL YEAR**

The basic work year shall be one hundred eighty-six (186) days; up to one hundred eighty-one (181) of these days may be for student instruction. The remainder shall be for curriculum and professional development activities.

**ARTICLE 6**

**IMPACT**

Should the Board of Education increase the minimum work year of one hundred eighty-six (186) days, the parties shall negotiate the impact of this increase in accordance with the midstream negotiation process set forth in Connecticut General Statute §10-153f(e).

If the Board unilaterally changes the hours of employment teachers are required to work and the Rocky Hill Teachers' Association feels the change is a substantial one affecting a major term or condition of employment, it may request negotiations, regarding the impact of the change pursuant to General Statute §10-153f(e).



**ARTICLE 7**

**WORK DAY**

- A. Each teacher is required to fulfill his or her professional responsibilities by making adequate preparation for each class taught. The responsibility of a teacher, therefore, is understood to include not only the hours spent in school but also the time spent for this preparation.
- B. It is understood that, at present, there is no alternative to teacher supervision of the arrival and departure of bus students. Therefore, teachers will be expected to perform this duty.
- C. Teachers recognize that it is part of their professional responsibilities to volunteer from time to time to supervise after school detention.

**ARTICLE 8**

**BEFORE/AFTER SCHOOL MEETINGS**

Agenda for Staff Meetings

Agenda for General Staff meetings shall be distributed in advance. New items may be added at the meeting.

**ARTICLE 9**

**DUTY-FREE LUNCH**

All teachers shall have an uninterrupted, duty-free lunch period daily. In the case of an emergency (e.g., absence of a cafeteria aide), the time allotted for duty-free lunch may be shortened.

**ARTICLE 10**

**PREPARATION PERIOD**

- A. Secondary classroom teachers shall have, in addition to their lunch period, at least one preparation period per full student day. A period will consist of a regularly-scheduled period.
- B. Teachers in elementary schools are entitled to no less than forty (40) consecutive minutes of preparation time per day when students are with special subject teachers. Exceptions shall be those days which are shortened and days with special programs such as assemblies or other unforeseen conditions. Preparation time shall be self-directed except for unforeseen circumstances. All preparation time granted to teachers shall require no added costs to the district and shall not be in any way injurious to the instructional program
- C. In the instance of teachers whose loads are difficult to schedule mutual arrangements may be made between the teacher and his/her administrator to accommodate preparation time on a weekly rather than daily basis so as to maintain flexibility of schedule.

- D. Elementary teachers shall be provided with team planning time. It is further agreed that the Board shall utilize its best efforts to guarantee a forty-five (45) minute team preparation once a week. This shall include budgeting \$24,000 for paraprofessional assistance. Such time shall include reducing one individual preparation time from forty-five (45) minutes to thirty (30) minutes one day per week. In the event that the Administration cannot provide the team planning in a given week, teachers are not required to have a team planning session.

## **ARTICLE 11**

### **TEACHING PERIODS**

- A. Academic, subject-area secondary school teachers shall not be assigned more than five (5) teaching sections per day unless consent of the teacher is given annually, provided, however, the practice relating to laboratory classes shall continue. In lieu of assigning any teacher a teaching period(s), the administration may assign a teacher, to a curriculum or other educational or professional project.
- B. Teachers in secondary schools who work in major academic departments (specifically English, Social Studies, Mathematics and Science) shall not be required to teach in more than two (2) subject areas or to teach more than a total of three (3) different courses within the regular five (5) section teaching load. In exceptional cases, where more than three (3) different courses in the same subject area are assigned to an individual teacher in a major academic department in order to provide that teacher with a full teaching schedule (i.e. five total sections), the assignment to four (4) or more different courses will require the approval of the individual teacher. It is further understood that secondary school teachers in all other departments may be required to teach more than three (3) different courses annually in order to fulfill the regular five (5) section teaching load.
- C. For the purpose of this article the following definitions shall apply:
1. "Subject area" includes all courses in one (1) department (e.g., English Department, Mathematics Department).
  2. A "course" shall mean one (1) year of one (1) subject (e.g., Algebra I, Algebra II, Geometry).
  3. It is understood that the administration will make a good faith effort to consider academic levels (e.g. Honors Algebra I, Academic Algebra I, General Algebra I) when assigning teacher course loads.

## **ARTICLE 12**

### **TEACHING ASSIGNMENTS, TRANSFERS & VACANCIES**

- A. Assignments
1. Teachers initially employed by the Board shall receive their school assignments from the office of the Superintendent. Subject assignments, teaching programs or schedules shall be assigned by the principal.

2. Teachers already in the system shall receive tentative notification of their program for the ensuing year at least four (4) days prior to the end of the work year.
3. Teachers shall be notified of major changes in assignment(s) - school, grade, or subject (in writing). Changes necessary after the end of the school year shall be implemented only after consultation with the teacher(s) involved.
4. In the determination of assignments, the convenience and wishes of the teacher shall be honored to the extent that these considerations do not conflict with the instructional requirements and best interest of the school system and the pupils as determined by the Superintendent of Schools.
5. Traveling Teachers
  - a. Teachers shall be reimbursed for mileage according to current I.R.S. guidelines.
  - b. Travel time between assignments for traveling teachers shall not be counted as a teacher's preparation time or lunch period.
  - c. Traveling teachers shall not be assigned duties on their travel day(s).
  - d. Each school will designate parking spaces that are conveniently located near the building for use by traveling teachers.
  - e. The starting and ending times of the work day of a traveling teacher shall be defined by the work day of the particular school where the traveling teacher begins his/her work day.

B. Transfers

1. Prior to effecting an involuntary transfer of a teacher from one position to another, the Superintendent shall notify the teacher of the transfer and if the teacher requests, discuss the transfer with the teacher.
2. Teachers who desire a transfer to another school building in the subsequent school year, shall file a written statement of such desire with the Superintendent no later than April 1 of each school year. Such statement shall include the school and the grade and/or subject area to which the teacher desires to be assigned.
3. Upon application, a full-time tenured teacher shall be given consideration for a full-time position should a vacancy occur. For the purpose of this section, consideration shall be defined as the granting of an interview and/or notification of the status of the application.
4. Upon application, tenured teachers in half-time or part-time positions shall be given consideration to transfer to a full-time position for which they are certified when a vacancy occurs. For the purpose of this subsection, consideration shall be defined as the granting of an interview and/or notification of the status of the application.

C. Vacancies

1. For the purpose of this subsection, a "vacant bargaining unit position" or a "vacancy" shall be defined as a position declared open by the administration as a result of death, termination, resignation, creation of a new position or as a result of transfer or transfers. In addition, any newly created position shall have the job description posted.
2. Notice of vacant bargaining unit positions shall be posted on the district website and work email for a minimum of seven (7) calendar days. An individual cannot grieve that a posting did not appear in his/her work email inbox.
3. Notices of all vacant bargaining unit positions shall be electronically sent to the Co-Presidents of the Association.
4. When school is not in session during the summer months, notice of all vacant bargaining unit positions shall be forwarded to the Co-Presidents of the Association at his/her district email address.

**ARTICLE 13**

**EXTENDED-DUTY ASSIGNMENTS**

A. Explanation of Positions

1. "Position" as used in this article means any position which pays a salary differential and/or involves additional or higher level of responsibility.
2. All positions are listed in Appendix IV of the Professional Agreement.

B. Any activity not listed in the appendix under extended-duty positions can be petitioned when sufficient cause exists. For the first year that a petitioned activity exists, the person acting as supervisor of that activity shall be paid at a rate negotiated by the Superintendent and the Association.

C. Vacancies which are caused by death, retirement, discharge, resignation or by the creating of a new position shall be filled pursuant to the following procedures:

1. The existence of vacancies shall be publicized within the school system first, on the district's website. Appropriate advertising may take place concurrently outside the school system in the customary manner in which other vacancies are handled.
2. Teachers who desire to apply for such vacancies shall file their application in writing with the appropriate administrator within the time limit specified in the notice.
3. Extended-duty assignments require supervision of students and/or are an extension of the educational program of Rocky Hill; therefore, the Board and the Association agree that it is in the best interest of the students of Rocky Hill to fill these positions with Rocky Hill teachers unless no Rocky Hill teacher has applied and is qualified for a given position. In the case of coaching position stipends, members of the Rocky Hill teaching staff shall be given preference when the qualifications of two (2) or more candidates are equal.

4. A personal interview with the appropriate administrator or his designated representative will be granted at the request of the applicant.
  5. When possible, teachers shall be notified of his/her appointment to an extended-duty assignment no later than June 30<sup>th</sup>.
- D. Continuity of occupancy in extended-duty positions is generally desirable within limits. Every two (2) years, therefore, all extended-duty positions other than class advisors shall be declared vacant and open to application to all members of the faculty. Elementary Grade Level Coordinators shall be annual appointments. Class advisor positions shall be declared vacant and open to application every four (4) years. Nothing shall be construed to prevent an administrator from reappointing the current occupant for a position declared vacant if he/she remains best qualified.
- E. In the event the occupant of an extended-duty position should need to be absent from his/her extended-duty responsibilities for a lengthy period, the following requirements apply:
1. The candidate for replacement must be approved by the supervising principal.
  2. In the event a temporary replacement is employed in an extended duty position, the stipend shall be prorated equal to the time employed in the position.
- F. Any teacher who is appointed to an extended-duty assignment who does not continuously perform that assignment in a satisfactory manner, as determined by the Superintendent, will be relieved of his/her assignment.

#### **ARTICLE 14**

#### **REDUCTION IN FORCE**

The Board agrees to consult with representatives of the Association in the event it contemplates any changes in existing policy pertaining to reduction in staff. It is understood that this policy shall not apply to individuals employed with a durational shortage area permit only.

#### **ARTICLE 15**

#### **USE OF SCHOOL FACILITIES**

- A. The Association will have the right to use school buildings without cost at reasonable times for meetings, provided, however, that the Association will be required to pay for any additional custodial costs involved by reason of said meetings. Request for building use will be made of the appropriate principal with sufficient advance notice.
- B. There will be one (1) bulletin board in each school building, which will be placed in the faculty lounge, for the purpose of displaying notices, circulars and Association material. The Association agrees that it will not post any material which is derogatory to the administration, the Board or any of its members, or the school system.

## **ARTICLE 16**

### **TEACHER FACILITIES**

- A. It shall be the district's responsibility to provide teachers with technology tools fundamental to meeting the needs of the classroom. Such equipment shall include, but not be limited to copier machines, computers, printers, faxes for the use of teachers in preparing instructional materials.
- B. Teachers shall be provided appropriate professional development for all new and existing technology. Such training shall take into consideration the varying needs of the staff.
- C. Efforts will be made for a telephone for teachers to use in relative privacy. It is understood that except for official school business, calls made by teachers shall not be charged to the Board.
- D. Adequate teacher facilities will be made available in each school.

## **ARTICLE 17**

### **SICK LEAVE**

- A. Teachers shall be entitled to sick leave with full pay up to fifteen (15) days in each year for personal illness or injury. Teachers may utilize up to seven (7) days of accumulated sick leave for the illness of a family member including paternity/maternity or child rearing leave following the birth of a child. For the purposes of this section, family member shall be defined as a parent or any person residing in the teacher's household. Unused sick leave shall be accumulated from year to year to a maximum of one hundred and fifty (150) days, so long as the teacher remains continuously in the service of the Board. Once a teacher reaches maximum accrual (150 days), unused sick leave shall be allowed to accrue up to two hundred ten (210) days as follows:
  - 1. Teachers absent five (5) days or fewer that year shall have the remaining ten (10) days (or greater) in unused sick leave added to their accumulation of 150 days.
  - 2. Teachers absent more than five (5) days during any one year shall forfeit all additional accrual beyond 150 days for that year.
- B. For absence for sickness beyond granted leave, employees shall receive the difference between their substitute's pay and their regular salary up to a maximum of twenty (20) working days during the lifetime of the employee. The sick leave differential paid to teachers prior to the effective date of this Agreement shall be credited against the twenty (20) day lifetime accumulation allotted under this section. Further leave beyond that, if necessary, shall be only with approval of the Board. This provision shall not apply to individuals employed with a durational shortage area permit.
- C. In the case of absence from an injury arising out of or during the course of employment and for which Workers' Compensation is paid to the teacher, teachers will be permitted to make up the difference between such Workers' Compensation benefits and their regular net pay by charging the difference to their accumulated sick leave on a pro-rated basis.

D. Upon the death of a teacher, the Board will pay one hundred (100%) percent of unused sick leave to a designated beneficiary. Payment of unused sick leave shall be at the rate of 1/186 of that teacher's salary for that year per day. An employee hired to commence work on or after July 1, 1992 shall be ineligible for this death benefit.

E. Tenured teachers who retire or are laid off beyond the recall period shall receive a lump sum payment, equal to the following:

Twenty percent (20%) of accrued sick leave for teachers with less than twenty (20) years of Rocky Hill service, but upon reaching age 62,

Twenty percent (20%) of accrued sick leave for teachers with 20-24 years of Rocky Hill service, or

Twenty-five (25%) of accrued sick leave for teachers with twenty-five (25) or more years of Rocky Hill service,

determined at the per diem rate of the salary level of the year of cessation.

The Board, at its discretion, may pay out this payment in one (1), two (2), or three (3) equal annual payments. If notice of retirement/resignation is received by the Board prior to January 15, the first payment will be made during the month of July immediately following the retirement/resignation date. If the notice of retirement/resignation is received subsequent to January 14, the first payment will be made during the month of July of the second fiscal year following the retirement/resignation date.

An employee hired to commence work on or after July 1, 2006 shall be ineligible for this payment.

F. The Association recognizes that the Superintendent may require a teacher to obtain a signed statement from a licensed physician (M.D.) at any time to verify the nature of such teacher's extended absence for medical reasons or the fitness of the employee to return to work or in cases where the Superintendent has a reasonable suspicion of abuse of sick leave. The cost of such statement shall be borne by the Board. In addition, in such cases, the Superintendent may require the teacher to be examined by a Board-appointed physician at Board expense.

## **ARTICLE 18**

### **PERSONAL DAYS AND OFFICIAL ABSENCES**

A. Beyond sick leave, teachers are entitled to receive an aggregate of no more than four (4) personal days off annually with full pay to attend to necessary and unavoidable personal business. Reasons for such personal time shall be restricted to the following only:

Religious holidays

Birth of child for parent or grandparent

Wedding of a child

Day of graduation for members of the immediate family only (e.g., son, daughter, spouse and self)

At the discretion of the teacher (no more than one of the four may be used for this reason)

Exceptional conditions not covered by the preceding under the following conditions:

1. Any such exceptional condition must be stated in writing subject to the approval of the Superintendent.
2. Final decision on an exceptional condition request rests solely with the Superintendent in each separate case and that shall not be subject to grievance or review of any kind.

Personal days may not be used, under any conditions (other than an emergency approved by the Superintendent), the day immediately preceding or the day immediately following a vacation period or holiday long weekend or when a requested personal day is for a day on which professional development is scheduled.

Under no conditions (except emergencies approved as such by the Superintendent) shall any member of the faculty take more than two (2) personal days consecutively. Under no circumstances can a personal day, at the discretion of the teacher, be taken in September or June.

- B. For death in the immediate family, each teacher shall be entitled to up to five (5) days per occurrence. "Immediate family" is defined as follows: mother, father, brother, sister, son, daughter, spouse, in-laws or relative living in the household. An aggregate of three (3) days per year shall be granted for other deaths of relatives or friends.
- C. Unlimited jury duty leave with full pay (less amount paid for jury service) will be granted a teacher. A teacher who is excused from jury duty on any school day at a reasonable hour shall report to school.
- D. Application for personal days and official absences in the provisions above shall be made to the immediate supervisor at least forty-eight (48) hours before taking such leave (except in the case of emergencies).
- E. In exceptional circumstances, with the approval of the Superintendent, days in excess of the number indicated above may be granted, For such extra personal days, the teacher shall be paid a regular per diem compensation less the cost of the substitute's salary.
- F. In cases not listed above, the Superintendent may grant time off with or without pay at his sole discretion. Should an individual be granted such time off with pay, salary for that day, or those days, would be the individual's regular per diem compensation less the cost of the substitute teacher for each day of absence.

Under no circumstances would any decision by the Superintendent on this item be subject to grievance, complaint, or review of any kind.



## ARTICLE 19

### SABBATICAL LEAVE

The Superintendent shall review and may recommend to the Board for approval worthwhile programs or independent work subject to the following conditions. All proposals must state how the sabbatical leave would improve the general educational community in Rocky Hill and directly enhance the teaching of Rocky Hill students.

- A. No more than one (1) teacher of the total staff shall be absent on sabbatical leave at any one time.
- B. Requests for sabbatical leave must be received by the Superintendent in writing in such form as may be required no later than December 1 of the year preceding the school year in which the sabbatical is requested. It is understood that the deadline of December 1 shall be waived at the discretion of the Superintendent when fellowships, grants, or scholarships awarded later in the year make such a deadline unreasonable.
- C. The teacher shall be eligible for an initial sabbatical leave after completion of the seventh (7th) year of active service in the system. A second sabbatical may be granted after another eight (8) year period.
- D. The teacher may request a sabbatical leave for either a full academic year or one-half (1/2) an academic year. If the Board approves the request, the teacher shall be compensated as follows:
  - 1. For a full academic sabbatical year, the Board shall pay the teacher eighty percent (80%) of his/her annual salary less fifty percent (50%) of the cost to the Board of the teacher's noncontributing fringe benefits.
  - 2. For one-half (1/2) of an academic year sabbatical leave, the Board shall pay the teacher one hundred percent (100%) of his/her half-year salary and assume the full cost of his/her non-contributing fringe benefits.
  - 3. The Board shall not be required to continue compensating the teacher under (1) or (2) above if such compensation, when added to any program grant, scholarship, assistantship or other compensation, would exceed the teacher's full annual salary including fringe benefits.
- E. The teacher, as a condition to the acceptance of the sabbatical leave, shall agree to return to employment in the system for two (2) full years. In the event the teacher shall not so return, the teacher shall reimburse the Board fully for all sabbatical payments; if he/she returns for one (1) year, he/she shall be obligated to reimburse the Board for one-half (1/2) of the sabbatical payments. The teacher receiving sabbatical leave shall be required to execute an individual agreement to repay the sabbatical stipend if he/she does not return in accordance with the Agreement.
- F. The teacher returning from sabbatical leave shall be placed on the appropriate step on the salary schedule as though he/she had been in active service in the system for the year of the sabbatical leave. The sabbatical shall not affect continuity of service nor accrual of seniority toward longevity benefits.

- G. In addition, approval shall be contingent upon obtaining a qualified substitute. If no substitute is available, the identified sabbatical candidate shall remain eligible and be given priority if a substitute is available in the following year.
- H. The Board will provide a reason in writing for failure to grant sabbatical leave within a period of thirty (30) days. However, the Board's prerogative of electing to permit or reject a sabbatical shall not be considered a violation of this Agreement.

## **ARTICLE 20**

### **EXCHANGE TEACHERS LEAVE**

In any year teachers may be exchanged for teachers from some other school district in the United States or in a foreign country. Such exchange shall be initially recommended by the Superintendent to the Board for approval. All rights and privileges of the exchanged teacher shall continue in full force and effect during the exchange period.

## **ARTICLE 21**

### **CHILDBEARING LEAVE**

- A. Any certified professional employee shall be entitled, upon written request submitted to the Superintendent, to an extended leave without pay for purposes of childrearing apart from any period of childbirth disability leave with pay. Such employee shall be entitled to such requested portion thereof, in which the child is born, adopted, or fostered, and for one (1) additional school year if requested by the employee.  
This provision shall not apply to individuals initially employed with a durational shortage area permit.
- B. Childrearing leave shall be subject to the following provisions:
  - 1. Employees requesting leave shall submit not less than sixty (60) days' written notice of the anticipated date of ending performance of duties. This provision may be waived at the discretion of the Superintendent in cases of adoption.
  - 2. During long-term leave of absence under this article, a teacher may participate in group health and medical insurance benefits at his or her own expense, subject to the terms of the company administering the plan.
  - 3. No experience credit on the salary schedule shall be granted for any childrearing leave without pay which extends for more than one-half (1/2) of a school year, but credit shall be given for any such leave which extends for less than one-half (1/2) of a school year.
  - 4. During long-term leave of absence, the teacher shall not be eligible for sick leave benefits.

5. Failure to apply for reinstatement in the system for the school year following the extended leave shall be considered a resignation and will be so treated.

The application shall be made by the end of January in the calendar year in which the employee intends to return to work. Any teacher whose leave commences February 1, or after, who intends to return the following September, must apply for reinstatement prior to the last day of school that school year. For a teacher who is on a leave of absence that expires at the end of the fiscal year, the teacher may continue to receive the insurance benefit on or after July 1 in the ensuing fiscal year, subject to premium contribution. If the teacher does not return to work in the ensuing fiscal year, the teacher shall reimburse the Board for the health insurance premiums paid by the Board to maintain the teacher's health coverage after July 1 of said fiscal year.

- C. Requests for childrearing leave shall be in letter form, including all pertinent information, addressed to the Superintendent of Schools.

## **ARTICLE 22**

### **PEACE CORPS OR VISTA LEAVE**

- A. Leaves of absence may be granted for up to two (2) years to teachers with tenure status who join the Peace Corps or Vista as full-time participants in such programs.
- B. No compensation or benefits shall be paid for such service.
- C. The teacher returning from Peace Corps or Vista Leave shall be placed on the next step in the salary schedule provided that other teachers on the same step advanced on the salary schedule during his/her leave.

## **ARTICLE 23**

### **MILITARY LEAVE**

- A. Military leave shall be granted according to federal and state law.
- B. The individual on military leave shall be paid the difference between his military pay and that which he/she would have earned were he/she working for that period in the school system. Calculations on such compensation shall be made on a per diem basis excluding days when school is not in session.
- C. Insurance granted by the Board for the individual on military leave shall remain in effect during such leave at the same rate as if the teacher were still working in the district.

## ARTICLE 24

### ASSOCIATION LEAVE

- A. If negotiation meetings between the Board and the Association are scheduled during normal working hours of a school day, not more than two (2) 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.
  
- B. When it is necessary, pursuant to the grievance procedure in Article IV of this Agreement, for a school representative, a member of the Grievance Committee or other representative designated by the Association to attend a grievance meeting or hearing during a school day, he/she shall, upon notice to his/her supervisor and/or principal and to the Superintendent by the president of the Association, be released without loss of pay, as necessary, in order to permit participation in the foregoing activities.
  - 1. This privilege shall be limited to two (2) Association representatives per grievance per day.
  - 2. Any teacher whose appearance (as a witness) in such investigations, meetings or hearings is necessary shall be accorded the same right.
  - 3. The Association agrees that these rights shall not be abused.
  
- C. The Association President, during his or her term of office, shall not be assigned student supervisory duties or duty periods except duties relating to his or her class.

## ARTICLE 25

### CONFERENCE LEAVE

- A. When it is evident that convention or conference attendance or the observation of any activity in another school 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 or school system, to the teachers without loss of pay.
  
- B. Approval of the Superintendent of Schools is necessary for all conferences or conventions whether or not reimbursement is requested. The Board agrees to reimburse all teachers, whose attendance at a convention or conference or whose observance of activities in other school districts has been approved by the Superintendent, for those expenses which also have been approved by the Superintendent, in advance. Reimbursement shall be made within thirty (30) days of documentation of attendance at conferences or conventions.

**ARTICLE 26**

**GENERAL LEAVE**

- A. A teacher may be allowed to leave, with approval of the Superintendent without loss of salary, to begin programs of study which result from foundation or scholarship grants and which necessitate personal presence not to exceed two (2) weeks in advance of the close of the school year.
  
- B. Other extended leaves, with salary, with salary minus substitute's pay or without salary, may be granted at the discretion of the Board. In granting an extended leave, the Board may, at its discretion, continue the medical and health insurance benefits for the teacher on leave, in which event, a continuous service substitute hired to replace such teacher shall, during the period of such leave, be ineligible for the medical, health and life insurance benefits provided under this Agreement. If the leave extends beyond ninety (90) days, the teacher shall notify the Superintendent at least ninety (90) days before the date of return.

**ARTICLE 27**

**EDUCATIONAL LEAVE**

- A. Teachers may request to take unpaid educational leave of absence without benefits for the purpose of pursuing a planned program of study beyond the Master's Degree level. A request for such leave shall not be denied for arbitrary or capricious reasons.
  
- B. The Board of Education will not, under normal circumstances, grant leave for more than one (1) contract year. The commencement and termination dates for educational leave are determined at the discretion of the Board of Education.
  
- C. Teachers must have five (5) years of experience as teachers in Rocky Hill in order to request this leave option.
  
- D. A teacher returning from educational leave shall be placed on the step of the salary schedule next higher to the one he or she was on prior to the taking of leave; provided, however, a teacher completing an educational leave of at least two years duration shall be credited with one (1) additional step on the salary schedule.

## ARTICLE 28

### DEGREE DEFINITIONS

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

A. Accredited College or University

A college and/or university which is recognized by any of the regional accrediting associations throughout the United States and, in relation to degrees received in foreign lands, an accredited institution shall mean any college and/or university recognized by either a regional accrediting agency in the United States or the accrediting authority of the country in which the institution is located as having the authority to issue degrees beyond the equivalent of a bachelor's degree.

B. Bachelor's Degree

The bachelor's degree shall be earned at colleges and universities regionally accredited (e.g., NEASC).

C. Master's Degree

The master's degree shall be earned at colleges and universities regionally accredited (e.g., NEASC).

D. Sixth Year

A sixth-year, for reasons of advancement in salary, shall be defined as follows:

1. A second master's degree in a discipline other than one in which the initial master's degree was attained.
2. Completion of thirty (30) credits beyond the master's degree in a degree program leading to a Ph.D., Ed.D., or their equivalent approved by a regionally-accredited college or university.
3. A sixth-year certificate earned at colleges or universities regionally accredited (e.g., NEASC).

E. Sixth Year +15

For salary differentials which are for fifteen (15) hours beyond placement on the sixth year column, the necessary credit hours may be accumulated from one or more of the following categories:

1. For salary differentials which are for fifteen (15) hours beyond placement on the Sixth Year column, the necessary credit hours shall be accrued in a regionally accredited (e.g. NEASC) graduate degree program which failed to terminate in a degree if, in the discretion of the Superintendent, they are pertinent to the teacher's current assignment.

2. Teachers advancing to the Sixth Year +30 column, who are not eligible for tuition reimbursement (i.e. those not pursuing doctoral degrees) shall be eligible for placement on the Sixth Year +15 column after successfully completing fifteen (15) credit hours accrued in a regionally accredited (e.g. NEASC) graduate degree program with advance approval from the Superintendent. Such placement will be made if, in the discretion of the Superintendent, the accrued credits are pertinent to the teacher's assignment.

F. Sixth Year +30 or Doctorate

Teachers may be placed on the Sixth Year +30 or Doctorate column, for reasons of advancement in salary, through one of the following categories (with advance approval from the Superintendent of Schools).

1. Completion of a Ph.d, Ed.d or their equivalent, from a regionally accredited college or university (e.g., NEASC).
2. Completion of thirty (30) credits in a degree program leading to a Ph.D. Ed.D. or their equivalent, at a regionally accredited college or university (e.g., NEASC) after having already reached the Sixth Year column for reasons of salary advancement.
3. Completion of a 6<sup>th</sup> Year certificate at a regionally accredited college or university (e.g. NEASC) after having already reached the 6<sup>th</sup> Year column (by virtue of holding two Master's degrees) for reasons of salary advancement.
4. Completion of thirty (30) graduate credits, resulting in a graduate degree, at a regionally accredited college or university (e.g. NEASC) after having already reached the 6<sup>th</sup> Year column for reasons of salary advancement. The teacher's completion of this graduate degree program must be considered to be of value to the school district.

\* Teachers moving to the 6<sup>th</sup> Year +30 or Doctorate Column shall be eligible for tuition reimbursement only if enrolled in a program leading to a Ph.D or Ed.D, or their equivalent, at a regionally accredited college or university (e.g. NEASC). Such teachers shall not be eligible for placement on the 6<sup>th</sup> Year +15 column at any time because they are eligible for tuition reimbursement.

G. Effective July 1, 2012, teachers on the BA-30, MA-15 and MA-30 columns may remain on such columns for the duration of their employment. Teachers not on these columns shall not be allowed to move to these columns.

H. Effective July 1, 2012, any teacher on the BA-15 column shall have until June 30, 2015 to advance to the MA column. Failure to do such shall result with the individual remaining on such column for the duration of his/her employment. No teacher may advance to the BA-15 or BA-30 columns.

It is understood that column changes of an individual teacher's placement on the salary schedule occur only once a year, immediately prior to the first pay date for the work year in September. Teachers shall notify the Superintendent by January 1 of an anticipated change column for the following school year.

Upon providing an official transcript of the completion of his/her course work or official documentation from the University Registrar that the degree or course work was completed a teacher shall be moved to the appropriate column for the start of the school year. Such documentation must be provided prior to the first pay date for the work year for the change to occur. Documents received after the first payday shall result in a column change for the next work year.

## **ARTICLE 29**

### **TUITION REIMBURSEMENT**

- A. The Board will pay each eligible teacher annually an amount, not to exceed the tuition cost of two (2) three-credit courses at the University of Connecticut, for tuition at an accredited college or university, provided the courses are approved in advance in writing by the Superintendent of Schools, and provided that the teacher achieves a grade of B or better upon successful completion of each course.
- B. Only teachers who have completed one (1) year of service in the Rocky Hill School system shall be eligible for tuition reimbursement. A teacher must be actively employed by the Board when applying for tuition reimbursement. The teacher shall submit a copy of the course transcript along with the request for reimbursement.
- C.
  - 1. Teachers on the BA-15 column shall not be eligible for tuition reimbursement in order to be placed on the MA column.
  - 2. Teachers on the MA-15 column who are in a planned program which culminates in a second master's or sixth year degree, shall not be eligible for tuition reimbursement.
  - 3. Teachers on the sixth year column who elect to obtain an additional fifteen (15) credits, not resulting in a doctorate, for placement on the sixth year +15 column, shall not be eligible for tuition reimbursement.
  - 4. Teachers on the sixth year +15 column, who are moving to the sixth year +30 column, shall not be eligible for tuition reimbursement.
- D. Tuition reimbursement shall be subject to the following total maximum reimbursement in the aggregate for the bargaining unit for each contract year, to be divided equally among eligible teachers: \$85,000 (2017-18 and 2018-19). For the 2019-20 contract year; the maximum reimbursement shall be \$95,000.

## **ARTICLE 30**

### **SALARIES**

#### A. Salary Schedules

The salary schedules covered by this Agreement are set forth in Appendices I, II and III which are attached hereto and made part of this Agreement.



B. Method of Payment

1. Teachers will be paid every other Friday with their paychecks electronically deposited into an account selected by the teacher.
2. Teachers shall have the option of either twenty-two (22) equal payments or having their salary divided by twenty-six (26) and paid in equal installments for twenty-one (21) payments and receiving one (1) large check of the balance of five (5) payments on their next scheduled payday.
3. Final checks will be issued upon clearance of the appropriate administrator.
4. Changes cannot be made during the school year.

C. Longevity Pay

Eligibility for longevity pay shall be determined as follows:

1. "Years of service" shall be defined as teaching in Rocky Hill; credited service on the salary schedule in school systems outside of Rocky Hill shall not be tallied for longevity.
2. Compensation for longevity shall be as follows: 25+ years \$1,200
3. Leave in excess of ninety (90) working days in any one academic year shall not be tallied as part of longevity compensation.
4. Teachers serving for ninety (90) working days or more in any one academic year shall be given credit for a full year in calculating longevity.
5. All years of service in Rocky Hill shall be credited toward longevity even though service may have been interrupted.
7. Years of military service where the individual entered the service from a teaching position in Rocky Hill and after completion of that service returns to Rocky Hill, shall be credited toward longevity up to a maximum of four (4) years.
8. Longevity payments shall be made as part of the 22-pay period system.
9. An employee hired to commence work on or after July 1, 1992 shall be ineligible for longevity pay.
10. Years accrued while holding a durational shortage area permit shall not be credited for service for the purpose of calculating this benefit.

D. National Board Certification

A teacher who has received national board certification from the National Board for Professional Teaching Standards shall receive a stipend of \$2,000 commencing in the contract year following the date on which certification is received, provided the teacher remains employed with the Board.

E. Doctorate

A teacher who has received a Doctorate shall receive a stipend of \$2,000 commencing in the contract year following the date on which the degree is received.

**ARTICLE 31**

**PLACEMENT ON THE SALARY SCHEDULE**

All teachers shall be placed on the appropriate step in the salary-schedule, taking into consideration the following:

- A. Degree status as defined under "Degree Definitions," Article 28.
- B. Full credit for previous teaching experience in public, private and military dependent schools, providing such experience for each year granted on the salary schedule shall be the equivalent of at least one-half (1/2) of any school year. Intermittent or short-term substitution will not be credited as previous teaching experience.
- C. Up to full credit for service in the Peace Corps and Vista.
- D. Credit for active service in the regular Armed Forces of the United States shall be granted on a year-for-year basis on all salary schedules up to three (3) years until maximum is reached. Where there is a fractional year of regular military service of six (6) months or greater, full credit for that step will be given. No credit on the salary schedule shall be given for temporary periods of service (e.g., summer encampments or service schools while in regular civilian status).

This item carries with it no retroactivity. Those compensated at the rate of \$100 per annum under a previous agreement shall continue to receive that compensation for their military service until such time as they reach maximum salary in the appropriate column.

- E. In an area of shortage, as defined by the State Board of Education, placement on the salary schedule up to eight (8) steps may be granted by the Superintendent for full-time relevant work experience. Placement beyond eight (8) steps for such work experience may be granted by the Board of Education or its Personnel and Negotiations Committee.
- F. Notwithstanding the provisions of this Article, the Superintendent shall establish the salary level for a continuous service substitute employed to fill a temporary vacancy due to the absence of a teacher on leave for a definite or indefinite period. Commencing with the 41st day of continuous employment, a continuous service substitute shall be placed on the salary schedule but such placement need not be based on experience and degree status. After the first full year of employment, defined as the initial partial year and an additional full year of employment, a continuous service substitute shall be placed on the salary schedule in accordance with the provisions of this Article. A continuous service substitute shall be ineligible for medical, health and life insurance benefits under this Agreement if the teacher he or she is replacing is continuing to receive such benefits. The Board may grant medical insurance benefits to any long-term substitute who is otherwise ineligible for such benefits.

## ARTICLE 32

### INSURANCE BENEFITS

- A. The Board shall provide, at its expense (subject to the payroll deduction set forth in Section F), for each teacher employed with the district and the families of such teachers, the option of one of the insurance plans set forth in Appendix VI. Any teacher employed full time (1.0 full time teaching equivalent), shall receive all fringe benefits specified in this Agreement. Only certified professional staff who work half time or more shall be eligible for insurance benefits. For such employees working at least .5 F.T.E. but less than 1.0 F.T.E., the Board shall pay the percentage of the premium corresponding to the percentage of the time worked, as the case may be, but under no circumstances shall the percentage of the premium paid by the Board exceed that which it pays for full time teachers. Employees desiring coverage shall pay the remaining percentage of the cost of the premium but in no event less than the amount as that of a full-time teacher. Part-time teachers, of at least .5 F.T.E. status, employed prior to July 1, 2003, and remain continuously employed in a certified position of at least 0.5 F.T.E. in Rocky Hill shall continue to receive full-time benefits in accordance with the current contract. Time on the recall list and authorized leave shall not change the rules for eligibility upon return from service. A teacher whose F.T.E. status is reduced below .5 is not eligible for insurance.

The High Deductible/Health Savings Account (HDHP/HSA) Plan individual deductible is two thousand dollars (\$2000) and a family deductible is four thousand dollars (\$4000), with an In-Network out of pocket maximum of \$2000/4000, and an Out of Network out of maximum of \$4000/\$8000. Effective July 1, 2018, once the deductible is met, prescription drugs will be subject to co-pays as follows: Generic \$0; Preferred \$15; Non-preferred \$30. Two times (2x) mail order co-pay. Effective July 1, 2019, the prescription drug co-pay is as follows Generic \$5; Preferred \$25; Non-preferred \$40.

The Board will fund fifty percent (50%) of the applicable HSA deductible amount for full-time employees. Half of the Board's contribution toward the HSA deductible will be deposited into the HSA accounts on the first payroll date, and the second half of the Board's contribution will be deposited on the first payroll in January. The parties acknowledge that the Board's fifty percent (50%) contribution toward the funding of the HSA plan is not an element of the underlying plan, but rather relates to the manner in which the deductible shall be funded for actively employed teachers. The Board shall have no obligation to fund any portion of the HSA deductible for retirees or other individuals upon their separation from employment. It is understood that the responsibility for any maintenance fees for the HSA accounts are the responsibility of the plan and not the employees.

- B. In addition the Board shall provide at its expense (subject to the payroll deduction set forth in Section F) for each teacher and the family of such teachers:

Dental Plan Classes I, II and III. In Classes II and III there is an annual deductible of \$50.00 per individual/\$150.00 per family.

Only certified professional staff who work half time or more shall be eligible for insurance benefits. For such employees working at least .5 F.T.E. but less than 1.0 F.T.E., the Board shall pay the percentage of the premium corresponding to the percentage of the time worked, as the case may be, but under no circumstances shall the percentage of the premium paid by the Board exceed that which it pays for full time teachers. Employees desiring coverage shall pay the remaining percentage of the cost of the premium but in no event less than the amount as that of a fulltime teacher. Part-time teachers, of at least .5 F.T.E. status, employed prior to July 1, 2003, and remain continuously employed in a certified position of at least .5 F.T.E. in Rocky Hill shall continue to receive full-time benefits in accordance with the current contract. Time on the recall list and authorized leave shall not change the rules for eligibility upon return from service. A teacher whose F.T.E. status is reduced below .5 is not eligible for insurance.

C. The Board shall provide at its expense for each teacher:

1. \$5,000 (maximum, per month) Group Long Term Disability Insurance.
2. \$25,000 Group Life Insurance
3. \$25,000 Group Accidental Death & Dismemberment

D. For employees retiring on or after July 1, 1983, and who at time of retirement are at least 55 years of age, and with at least twenty (20) years of service to Rocky Hill, the Board shall continue to assume twenty-five (25%) of the cost of the medical group insurance coverages for the individual teacher and his/her spouse as specified in Article 31 until such time as the individual teacher (employee) reaches age 65, at which time such coverage will terminate for both the member and his/her spouse. In the event the spouse reaches age 65 prior to the teacher (employee) reaching such age, coverage will terminate for the spouse at such time. In the event the teacher dies prior to age 65, coverage will terminate for the surviving spouse.

Until reaching age 65 but not thereafter, the retired teacher will be allowed to remain on group coverages with the Board for group life insurance and group accidental death and dismemberment as specified in Article 31, but assuming full cost of such individual coverages at the group rate.

An employee hired to commence work on or after July 1, 2012, shall be ineligible for this benefit.

E. The Board of Education reserves the right to change insurance administrators/carriers/ plans or self-insure for any of the insurance benefits described in this article at any time so long as it gives prior notice to the Association and so long as the overall level of benefits (including out of pocket expenses for employees and their dependents) remains substantially equivalent to the overall level of benefits in effect immediately preceding any such change. Once the Association is notified that the Board intends to change insurance carriers, the Association has fifteen (15) calendar days to examine the proposed change. If the Association feels that the proposed change is not substantially equivalent to the existing level of benefits, as described above, it must object to the change in writing during that fifteen (15) days. If the parties are unable to informally resolve the matter within the following fifteen (15) days, an arbitrator with expertise in the field of insurance shall be mutually selected or, if the parties cannot agree, shall be selected forthwith by the Dispute Resolution Center. The arbitrator must render a decision within thirty (30) days. Revisions to the proposed policy may be made at any time

up to the time the arbitrator renders his decision. In a situation where a complaint has been lodged by the Association, the Board will not institute the proposed change of insurance coverage until agreement has been reached or until an arbitrator has rendered his/her decision. The cost of arbitration shall be shared equally between the Board and the Association.

- F. To be eligible to receive health and medical insurance benefits set forth in Section A and B above, the employee working 1.0 F.T.E. shall annually contribute the following amount for such benefits, which shall include the cost of prescription riders:

	2017-18	2018-19	2019-20
HDHP	13%	14%	15%
Dental	13%	14%	15%

- \* Teachers who elect the POS coverage shall pay a premium share equal to the difference between the Board’s total contribution for similar coverage under the High Deductible Plan/HSA plan, including the cost of the deductible contribution, and the annual cost of the POS coverage.

- G. The Board shall contribute the remaining portion of the cost for these benefits. To be eligible to receive insurance benefits, each employee must submit a written salary deduction authorization permitting the Board to deduct from the employee's salary his/her share of the premium set forth above. An employee may forego or withdraw from full coverage rather than pay his/her share of the premium. Reinstatement of discontinued insurance benefits shall be provided in accordance with the terms of the insurance company administering the plan at the time that benefits are sought.

Subject to law, including the rules and regulations of the Internal Revenue Service, the Board shall implement and maintain a "Section 125" salary reduction agreement which shall be designed to permit exclusion from taxable income of the employee's share of health insurance premiums.

- H. The Board shall offer a High Deductible Plan with a Health Reimbursement Account (“HRA”) option for teachers who are not eligible to participate in an HSA. The plan itself will have the same benefits and deductible as the HDHP/HSA. However, it will feature an HRA that will reimburse eligible claims that are applied to the medical plan deductible up to the same total dollar amount as would otherwise have been contributed to a participant in the HSA at the same enrollment coverage. HRA participants can roll over funds remaining on the HRA account up to the deductible or amount permitted by IRS regulations.
- I. The Patient Protection and Affordable Care Act ("PPACA"; Public Law 111-148) has set forth and codified under the Internal Revenue Code (IRC) §4980I the imposition of an excise tax related to employer provided health insurance plans that exceed certain value thresholds. The impact of the excise tax is scheduled to take effect in 2020. Should any Federal statute or regulation pertaining to IRC §4980I be mandated to take effect during the term of this Agreement, potentially triggering the imposition of an excise tax with respect to any of the contractually agreed upon insurance plans offered herein, the parties agree to commence mid-term negotiations in accordance with the Teacher Negotiation Act. During such mid-term negotiations, the parties will reopen the insurance provisions of the contract for the purpose of addressing the impact of the excise tax. No other provision of the contract shall be reopened during such mid-term negotiations.

## ARTICLE 33

### PAYROLL DEDUCTIONS

- A. The Association agrees to save the Board harmless from any claims, demands, suits, or judgments arising from the Board's implementation of the provisions of this Article.
- B. In addition to those payroll deductions required by law, the following are eligible for payroll deductions:
- |                                      |                                   |
|--------------------------------------|-----------------------------------|
| 1. Life Insurance                    | 5. National Education Association |
| 2. Payroll Protection Plans          | 6. Tax Sheltered Annuity Plans    |
| 3. Rocky Hill Teachers' Association  | 7. Credit Union                   |
| 4. Connecticut Education Association | 8. Health Insurance               |
- C. All requests for deductions must be in writing on approved authorization forms or on authorized list(s). The Association shall be responsible for the listing of dues deductions to be made for the Association, CEA and NEA.
- D. Dues for associations mentioned above may be deducted from either the monthly or the final payroll of the school year if the teacher so elects. However, the Board shall not be required to honor any authorized deduction which is delivered to it later than thirty (30) days prior to the distribution of the payroll from which deductions are to be made.
- E. Agency Fee
1. All teachers employed by the Rocky Hill 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.
  2. The Rocky Hill Board of Education agrees to deduct from each teacher an amount equal to the Association membership dues or a service fee by means of payroll deductions. The amount of the deduction for membership dues shall be equal to the total Association membership dues divided by twenty (20) paychecks from and including the first paycheck in September through and including the last paycheck in June. The amount of the deduction for service fees shall be equal to the total service fee divided by twelve (12) paychecks from and including the first paycheck in January through and including the last paycheck in June. The amount of Association membership dues shall be certified by the Association to the Board of Education prior to the opening of the school year. The amount of service fees shall be certified by the Association to the Board of Education prior to January 1 of each school year.
  3. The Association agrees to indemnify and hold harmless the Board for any loss or damages arising from the operation of Section E. It is also agreed that neither any employee nor the Association shall have any claims against the Board for any deductions made or not made, as the case may be, unless a claim of error is made in writing to the Board within thirty (30) calendar days after the date such deductions were or should have been made.

**ARTICLE 34**

**PUBLICATION OF AGREEMENT**

The Board and the Association agree to publish and distribute the complete text of this Agreement and to share equally the costs arising therefrom.

**ARTICLE 35**

**PERSONNEL FILE**

- A. Teachers, upon request, shall be given a copy of any evaluation report and other materials to be filed in the teacher's personnel folder prepared by their supervisor, and they shall have the right to discuss such reports and materials to be filed in the teacher's personnel folder with their supervisor. Any evaluation report prepared by a supervisor becomes part of the teacher's personnel file. The required signature indicates that the teacher has seen and discussed the evaluation. It does not necessarily mean that the teacher is in complete accord with the report.
- B. The teacher may attach an addendum to the evaluation reports and other materials, which items also will be kept in the personnel file. Any teacher has the right to review his/her file in the office of the Superintendent upon prior notice and in the presence of the Superintendent or a designated representative for such purpose.
- C. Teachers will be notified when items are added to or removed from their personnel file.
- D. The Association shall be invited to participate on any Board committee whose purpose shall be to develop or implement evaluation procedures for the professional staff.
- E. Any substantive complaint made against a teacher by a parent, student or other person shall be promptly called to the attention of the teacher. Should a complaint involve a possible commission of a crime and an appropriate law enforcement officer request that information not be disclosed to the teacher, the provisions of this section shall not apply. No complaint shall be placed in the teacher's personnel file until the complaint has been investigated and verified by the Superintendent or his/her designee. Such investigation shall include consultation with the affected teacher, Further, this section shall not apply to any aspect of the evaluation process.

**ARTICLE 36**

**JUST CAUSE**

No teacher shall receive a written reprimand, be suspended without pay or denied an increment and/or salary increase without reasonable and just cause. The discharge of a teacher initially employed with a durational shortage permit shall not be subject to the just cause provision cited above.

**ARTICLE 37**

**TEACHER ASSISTANTS**

In order to relieve teachers of persistently clerical and non-professional duties so that more of the teacher's time may be devoted to instructional activity and preparation, the Board and the Association recognize that teacher assistants and part time clerical employees are useful and necessary.

**ARTICLE 38**

**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 Agreement. To achieve rapport between the Board or its designated representative 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 39**

**SEVERABILITY**

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

**ARTICLE 40**

**SUBSTITUTE COVERGE**

- A. A teacher shall be paid \$30.00 per teaching period for class coverage during such teacher's preparation period when no substitute is available.
- B. Limits for reimbursement in this article shall be \$3,000 per year for the bargaining unit.

**ARTICLE 41**

**457 PLAN**

The Board will establish a 457 Plan for, teachers who satisfy the requirement of Article 17, Section E.



**ARTICLE 42**

**PROFESSIONAL DEVELOPMENT**

A teacher designated by the Administration to serve as a professional development presenter shall receive the Curriculum workshop rate for the time spent delivering the professional development presentation, with a maximum of three hours for any individual presentation. Those teachers who are in positions where training and professional development are part of their regular responsibilities are not eligible for this compensation.

**ARTICLE 43**

**DURATION**

This Agreement contains the full and complete agreement between the Board and the Association on all negotiable issues. The duration of this Agreement shall extend from July 1, 2017 to and including June 30, 2020.

ROCKY HILL BOARD OF EDUCATION

ROCKY HILL TEACHERS' ASSOCIATION

By: \_\_\_\_\_  
Chairman

By: \_\_\_\_\_  
Co-President

By: \_\_\_\_\_  
Co-President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPENDIX I  
**2017-18 SALARY SCHEDULE**  
**(For Employees Hired Prior to 7-1-2012)**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>	<b>6<sup>TH</sup></b>	<b>6<sup>TH</sup>+15</b>	<b>6<sup>TH</sup>+30</b>	<b>PHD</b>
1	48,674	49,611	51,484	52,887	55,695	58,502	62,247	65,993	69,736	69,736
2	50,544	51,484	53,354	54,760	57,567	60,375	64,120	67,865	71,606	71,606
3	52,887	53,822	55,695	57,096	59,905	62,716	66,458	70,203	73,947	73,947
4	55,225	56,163	58,035	59,440	62,247	65,054	68,798	72,545	76,286	76,286
5	57,567	58,502	60,375	61,777	64,587	67,394	71,141	74,883	78,627	78,627
6	59,905	61,311	63,184	64,587	67,394	70,203	73,947	77,691	81,436	81,436
7	62,247	64,120	65,993	67,394	70,203	73,010	76,755	80,500	84,243	84,243
8	64,587	66,926	68,798	70,203	73,010	75,819	79,563	83,307	87,052	87,052
9	66,926	70,203	72,074	73,479	76,286	79,097	82,839	86,584	89,391	89,391
10	69,268	73,479	75,352	76,755	79,563	82,372	86,116	89,860	93,606	93,606
11	71,606	77,225	79,097	80,500	83,307	86,116	89,860	93,606	97,348	97,348
12	74,534	81,610	83,497	84,912	87,744	90,574	94,348	98,121	101,894	101,894

APPENDIX I A  
**2017-18 SALARY SCHEDULE**  
**(New Hires post 7-1-2012)**

<b>Step</b>	<b>BA</b>	<b>MA</b>	<b>6TH</b>	<b>6TH+15</b>	<b>6TH+30</b>	<b>PHD</b>
1	48,674	52,887	62,247	65,993	69,736	69,736
2	50,544	54,760	64,120	67,865	71,606	71,606
3	52,887	57,096	66,458	70,203	73,947	73,947
4	55,225	59,440	68,798	72,545	76,286	76,286
5	57,567	61,777	71,141	74,883	78,627	78,627
6	59,905	64,587	73,947	77,691	81,436	81,436
7	62,247	67,394	76,755	80,500	84,243	84,243
8	64,587	70,203	79,563	83,307	87,052	87,052
9	66,926	73,479	82,839	86,584	89,391	89,391
10	69,268	76,755	86,116	89,860	93,606	93,606
11	71,606	80,500	89,860	93,606	97,348	97,348
12	74,534	84,912	94,348	98,121	101,894	101,894

Appendix II  
**2018-19 SALARY SCHEDULE**  
**(For Employees Hired Prior to 7-1-2012)**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>	<b>6TH</b>	<b>6TH+15</b>	<b>6TH+30</b>	<b>PHD</b>
1	49,278	50,226	52,122	53,543	56,386	59,227	63,019	66,811	70,601	70,601
2	51,171	52,122	54,016	55,439	58,281	61,124	64,915	68,707	72,494	72,494
3	53,543	54,489	56,386	57,804	60,648	63,494	67,282	71,074	74,864	74,864
4	55,910	56,859	58,755	60,177	63,019	65,861	69,651	73,445	77,232	77,232
5	58,281	59,227	61,124	62,543	65,388	68,230	72,023	75,812	79,602	79,602
6	60,648	62,071	63,967	65,388	68,230	71,074	74,864	78,654	82,446	82,446
7	63,019	64,915	66,811	68,230	71,074	73,915	77,707	81,498	85,288	85,288
8	65,388	67,756	69,651	71,074	73,915	76,759	80,550	84,340	88,131	88,131
9	67,756	71,074	72,968	74,390	77,232	80,078	83,866	87,658	90,499	90,499
10	70,127	74,390	76,286	77,707	80,550	83,393	87,184	90,974	94,767	94,767
11	72,494	78,183	80,078	81,498	84,340	87,184	90,974	94,767	98,555	98,555
12	76,025	83,242	85,167	86,610	89,499	92,385	96,236	100,083	103,932	103,932

Appendix II A

**2018-19 SALARY SCHEDULE  
(New Hires post 7-1-2012)**

<b>Step</b>	<b>BA</b>	<b>MA</b>	<b>6TH</b>	<b>6TH+15</b>	<b>6TH+30</b>	<b>PHD</b>
1	49,278	53,543	63,019	66,811	70,601	70,601
2	51,171	55,439	64,915	68,707	72,494	72,494
3	53,543	57,804	67,282	71,074	74,864	74,864
4	55,910	60,177	69,651	73,445	77,232	77,232
5	58,281	62,543	72,023	75,812	79,602	79,602
6	60,648	65,388	74,864	78,654	82,446	82,446
7	63,019	68,230	77,707	81,498	85,288	85,288
8	65,388	71,074	80,550	84,340	88,131	88,131
9	67,756	74,390	83,866	87,658	90,499	90,499
10	70,127	77,707	87,184	90,974	94,767	94,767
11	72,494	81,498	90,974	94,767	98,555	98,555
12	76,025	86,610	96,236	100,083	103,932	103,932

Appendix III

**2019-20 SALARY SCHEDULE**

**(For Employees Hired Prior to 7-1-2012)**

<b>Step</b>	<b>BA</b>	<b>BA+15</b>	<b>BA+30</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>	<b>6TH</b>	<b>6TH+15</b>	<b>6TH+30</b>	<b>PHD</b>
1	50,263	51,231	53,164	54,614	57,514	60,412	64,279	68,147	72,013	72,013
2	52,194	53,164	55,096	56,548	59,447	62,346	66,213	70,081	73,944	73,944
3	54,614	55,579	57,514	58,960	61,861	64,764	68,628	72,495	76,361	76,361
4	57,028	57,996	59,930	61,381	64,279	67,178	71,044	74,914	78,777	78,777
5	59,447	60,412	62,346	63,794	66,696	69,595	73,463	77,328	81,194	81,194
6	61,861	63,312	65,246	66,696	69,595	72,495	76,361	80,227	84,095	84,095
7	64,279	66,213	68,147	69,595	72,495	75,393	79,261	83,128	86,994	86,994
8	66,696	69,111	71,044	72,495	75,393	78,294	82,161	86,027	89,894	89,894
9	69,111	72,495	74,427	75,878	78,777	81,680	85,543	89,411	92,309	92,309
10	71,530	75,878	77,812	79,261	82,161	85,061	88,928	92,793	96,662	96,662
11	73,944	79,747	81,680	83,128	86,027	88,928	92,793	96,662	100,526	100,526
12	77,546	84,907	86,870	88,342	91,289	94,233	98,161	102,085	106,011	106,011

Appendix III A

**2019-20 SALARY SCHEDULE**

**(New Hires post 7-1-2012)**

<b>Step</b>	<b>BA</b>	<b>MA</b>	<b>6TH</b>	<b>6TH+15</b>	<b>6TH+30</b>	<b>PHD</b>
1	50,263	54,614	64,279	68,147	72,013	72,013
2	52,194	56,548	66,213	70,081	73,944	73,944
3	54,614	58,960	68,628	72,495	76,361	76,361
4	57,028	61,381	71,044	74,914	78,777	78,777
5	59,447	63,794	73,463	77,328	81,194	81,194
6	61,861	66,696	76,361	80,227	84,095	84,095
7	64,279	69,595	79,261	83,128	86,994	86,994
8	66,696	72,495	82,161	86,027	89,894	89,894
9	69,111	75,878	85,543	89,411	92,309	92,309
10	71,530	79,261	88,928	92,793	96,662	96,662
11	73,944	83,128	92,793	96,662	100,526	100,526
12	77,546	88,342	98,161	102,085	106,011	106,011

**APENDIX IV  
EXTENDED DUTY SALARY SCHEDULE**

<b>HIGH SCHOOL</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
<b>Co-Curricular</b>			
Auditorium Manager	\$7,123	\$7,230	\$7,339
Band Director	\$7,123	\$7,230	\$7,339
Drama Coach (2)	\$3,110	\$3,157	\$3,204
Freshman Class Adviser (2)	\$480	\$487	\$495
Greenhouse Coordinator	\$5,063	\$5,139	\$5,216
Junior Class Adviser (2)	\$1,280	\$1,299	\$1,319
Literary Magazine Advisor	\$2,705	\$2,746	\$2,787
Math League Adviser	\$3,211	\$3,260	\$3,309
National Honor Society Adviser	\$2,092	\$2,123	\$2,155
Senior Class Adviser (2)	\$1,601	\$1,625	\$1,649
Sophomore Class Adviser (2)	\$803	\$815	\$827
Student Newspaper Advisor	\$4,183	\$4,246	\$4,309
Student Senate Adviser (2)	\$2,092	\$2,123	\$2,155
Virtual High School	\$3,045	\$3,091	\$3,137
Yearbook Adviser	\$6,790	\$6,892	\$6,996
<b>Athletics</b>			
Baseball Assistant Coach	\$2,305	\$2,340	\$2,375
Baseball Coach JV	\$3,234	\$3,282	\$3,332
Baseball Head Coach	\$4,277	\$4,341	\$4,406
Basketball Coach Boys	\$6,519	\$6,617	\$6,716
Basketball Coach Freshman Boys	\$3,659	\$3,714	\$3,770
Basketball Coach JV Boys	\$4,437	\$4,503	\$4,571
Basketball Coach Girls	\$6,519	\$6,617	\$6,716
Basketball Coach Freshman Girls	\$3,659	\$3,714	\$3,770
Basketball Coach JV Girls	\$4,437	\$4,503	\$4,571
Cheerleader Adviser Fall	\$3,761	\$3,817	\$3,874
Cheerleader Adviser Winter	\$3,761	\$3,817	\$3,874
Cross Country Assistant Coach	\$3,006	\$3,052	\$3,097
Cross Country Head Coach	\$4,277	\$4,341	\$4,406
Football Assistant Coaches (4)	\$4,437	\$4,503	\$4,571
Football Head Coach	\$6,790	\$6,892	\$6,996
Golf Coach	\$4,277	\$4,341	\$4,406
Hockey (two Asst. Hockey Coaches paid by Booster Club)	\$5,626	\$5,711	\$5,796
Indoor Track Assistant Coach (2)	\$3,050	\$3,096	\$3,142
Indoor Track Head Coach	\$4,277	\$4,341	\$4,406
Lacrosse Assistant Coach Boys	\$3,050	\$3,096	\$3,142
Lacrosse Head Coach Boys	\$4,277	\$4,341	\$4,406
Lacrosse Assistant Coach Girls	\$3,050	\$3,096	\$3,142
Lacrosse Head Coach Girls	\$4,277	\$4,341	\$4,406
Soccer Coach Boys	\$5,626	\$5,711	\$5,796
Soccer Coach Boys JV	\$4,277	\$4,341	\$4,406
Soccer Coach Girls	\$5,626	\$5,711	\$5,796
Soccer Coach Girls JV	\$4,277	\$4,341	\$4,406



<b>APPENDIX IV (continued)</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
Softball Assistant Coach	\$1,552	\$1,575	\$1,599
Softball Coach JV	\$3,200	\$3,248	\$3,297
Softball Head Coach	\$4,450	\$4,517	\$4,584
Swimming Head Coach Boys	\$6,519	\$6,617	\$6,716
Swimming/Diving Assistant Coach Boys	\$3,659	\$3,714	\$3,770
Swimming Head Coach Girls	\$6,519	\$6,617	\$6,716
Swimming/Diving Assistant Coach Girls	\$3,659	\$3,714	\$3,770
Tennis Coach Boys	\$4,277	\$4,341	\$4,406
Tennis Coach Girls	\$4,277	\$4,341	\$4,406
Track & Field Assistant Coaches (3)	\$3,624	\$3,678	\$3,733
Track & Field Head Coach (2)	\$5,226	\$5,305	\$5,384
Unified Sports	\$3,050	\$3,096	\$3,142
Volleyball	\$5,226	\$5,305	\$5,384
Volleyball JV	\$3,659	\$3,714	\$3,770
Wrestling Assistant Coach	\$4,277	\$4,341	\$4,406
Wrestling Head Coach	\$5,226	\$5,305	\$5,384
<hr/>			
<b>MIDDLE SCHOOL</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
<b>Co-Curricular</b>			
Drama Coach	\$4,015	\$4,076	\$4,137
Math Counts Adviser	\$2,789	\$2,831	\$2,874
Student Council Adviser	\$3,535	\$3,588	\$3,642
Student Newspaper Adviser	\$3,535	\$3,588	\$3,642
Yearbook	\$2,263	\$2,297	\$2,332
<b>Athletics</b>			
Baseball Coach	\$2,894	\$2,937	\$2,981
Basketball Coach (Boys)	\$3,535	\$3,588	\$3,642
Basketball Coach (Girls)	\$3,535	\$3,588	\$3,642
Cheerleader Adviser	\$1,922	\$1,951	\$1,981
Coordinator of Athletics	\$4,651	\$4,720	\$4,791
Cross-Country Coach	\$2,894	\$2,937	\$2,981
Cross-Country Assistant Coach	\$1,922	\$1,951	\$1,981
Intramurals Coordinator - Grade 6	\$2,573	\$2,612	\$2,651
Intramurals Coordinator - Grade 7	\$2,573	\$2,612	\$2,651
Intramurals Coordinator - Grade 8	\$2,663	\$2,703	\$2,744
Soccer Coach (Boys)	\$3,110	\$3,157	\$3,204
Soccer Coach (Girls)	\$3,110	\$3,157	\$3,204
Softball Coach (Girls)	\$2,894	\$2,937	\$2,981
Track & Field Coach (2)	\$2,663	\$2,703	\$2,744
Unified Sports (2)	\$2,573	\$2,612	\$2,651
Volleyball Coach	\$1,649	\$1,674	\$1,699
Wrestling Head Coach	\$2,894	\$2,937	\$2,981
Wrestling Assistant Coach	\$1,922	\$1,951	\$1,981

**APPENDIX IV (continued)**

<b>ELEMENTARY SCHOOLS</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
Intramurals Coordinator - Grade – Stevens	\$2,573	\$2,612	\$2,651
Intramurals Coordinator - Grade – West Hill	\$2,573	\$2,612	\$2,651
Lead Teacher	\$5,237	\$5,316	\$5,396
Math/Science Club Adviser	\$2,282	\$2,316	\$2,351
Student Council Adviser	\$2,282	\$2,316	\$2,351
Unified Sports (2)	\$2,573	\$2,612	\$2,651
<b>DISTRICT WIDE</b>			
District Web Master	\$7,123	\$7,230	\$7,339
Curriculum Workshop (per hour)	\$31.50	\$32	\$32.50
Ad Hoc Committee Work (per hour)	\$31.50	\$32	\$32.50
Summer School (per hour)	\$31.50	\$32	\$32.50
Chemical Hygiene Officer	\$7,123	\$7,230	\$7,339

**Subject Area Supervisors/Team Leaders/Elementary Coordinators**

Stipends for the positions listed below will be based on a per capita calculation. The calculation for each year of the contract is as follows: 2017-2018 - \$485.96, 2018-2019 \$493.25, 2019-2020 \$500.65. The stipend for each year shall be determined by multiplying the per capita dollar amount each by the total number of teachers within each category including self.

**Grades K-12** Art, Music, Physical Education, Library Media

**Grades 9-12** English/Humanities, Math, Science, Social Studies, Business Education, World Languages

**Grades 6-12** Special Education, Pupil Services, Technology Education, Family & Consumer Sciences

**Grades 6-8** English, Math, Science, Social Studies, World Languages

**Academic Team Leaders (8)**

**Elementary Grade Level Coordinator**

- Kindergarten (1-Stevens, 1-West Hill)
- Grade 1 (1-Stevens, 1-West Hill)
- Grade 2 (1-Stevens, 1-West Hill)
- Grade 3 (1-Stevens, 1-West Hill)
- Grade 4 (1-Stevens, 1-West Hill)
- Grade 5 (1-Stevens, 1-West Hill)

<b>Elementary Specialists</b>	\$284	\$288	\$293
<b>Special Education Coordinator</b>	\$284	\$288	\$293

The Association has agreed that Elementary Grade Level Coordinators shall be granted the equivalent of two (2) release days per year to fulfill his/her responsibilities.

**Enrichment Clubs**

The Association acknowledges the Board's right to sponsor the creation of enrichment clubs. In the event the Board creates any such club pursuant to Board policy, the Association agrees that bargaining unit members shall be compensated at the rates identical to that specified in the collective bargaining agreement (2017-2020) for summer school.

## **ROCKY HILL BOARD OF EDUCATION**

### **HEALTH BENEFIT OPTIONS - APPENDIX V**

July 1, 2017 - 2018

<b>Benefit</b>	<b>CIGNA (OAP 3)</b>		<b>CIGNA POS (POS 5)</b>		<b>CIGNA HSA</b>	
	<b>In-Network</b>	<b>Out-Of-Network</b>	<b>In-Network</b>	<b>Out-Of-Network</b>	<b>In-Network</b>	<b>Out-Of-Network</b>
<u>Primary Care Physician Preventive Services</u> - Periodic Health Assessments - Well Child Care - Routine Immunization & Injection	\$0 Copay Per Visit	80% After Deductible	\$0 Copay Per Visit	50% After Deductible	\$0 Copay Per Visit	80% After Deductible
<u>Primary Care Physician Other Services</u> - Adult Medical Care - Child Medical Care - Allergy Treatment	\$25 Copay Per Visit	80% After Deductible	\$25 Copay Per Visit	50% After Deductible	100% after Deductible	80% After Deductible
<u>Specialty Physician Services</u> - Office Visits - Referral Physician Services - Second Surgical Opinion - Allergy Testing & Treatment	\$25 Copay Per Visit	80% After Deductible	\$25 Copay Per Visit	50% After Deductible	100%After Deductible	80% After Deductible
Surgery Performed in Physician's Office	\$25 Copay Per Visit	80% After Deductible	\$25 Copay Per Visit	50% After Deductible	100% After Deductible	80% After Deductible
Annual Self-Referred Well-Woman Exam	\$0 Copay Per Visit	80% After Deductible	\$0 Copay Per Visit	50% After Deductible	\$0 Copay per visit	80% After Deductible
<u>Maternity Services</u> - Prenatal and Postnatal Exams	\$25 Copay for First Visit	80% After Deductible	\$25 Copay for First Visit	50% After Deductible	100% After Deductible	80% After Deductible
- Physician and Surgeon Newborn Delivery	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
<u>Inpatient Hospital-Facility Services*</u> - S/P Room & Board - Operating & Recovery Room - Lab & X-Ray/Imaging - Anesthesia - Drugs, Medications - Hemodialysis - Radiotherapy - Chemotherapy - Supplies (including Durable Medical Equipment used while confined)	\$100/day Copay to Maximum of \$300/Admission	80% After Deductible	\$100/day Copay to Maximum of \$300/Admission	50% After Deductible	100% After Deductible	80% After Deductible

**ROCKY HILL BOARD OF EDUCATION**

**HEALTH BENEFIT OPTIONS - APPENDIX V**

July 1, 2017 - 2018

Benefit	CIGNA (OAP 3)		CIGNA POS (POS 5)		CIGNA HSA	
	In-Network	Out-Of-Network	In-Network	Out-Of-Network	In-Network	Out-Of-Network
Maternity Service: Inpatient Hospital Facility*	\$100/day Copay to Maximum of \$300/Admission	80% After Deductible	\$100/day Copay to Maximum of \$300/Admission	50% After Deductible	100% After Deductible	80% After Deductible
<u>Inpatient Hospital – Professional Services</u> - Surgeon/Co-Surgeon - Anesthesiologist - Lab & X-Ray/Imaging Interpretation - Radiotherapy - Chemotherapy - Homodialysis - Rehab. Therapy	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
Inpatient Hospital – Phys. Visit and Consults.	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
<u>Outpatient Surgical Facility Services</u> - Operating & Recovery Room - Lab & X-Ray/Imaging - Anesthesia - Drugs, Medications - Hemodialysis - Radiotherapy - Chemotherapy - Supplies (including Durable Medical Equipment used while confined)	\$150 Copay	80% After Deductible	\$150 Copay	50% After Deductible	100% After Deductible	80% After Deductible
<u>Outpatient Professional Services</u> - Surgeon/Co-Surgeon - Anesthesiologist - Lab & X-Ray/Imaging Interpretation - Radiotherapy	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
- Chemotherapy - Rehab Therapy						

**ROCKY HILL BOARD OF EDUCATION**

**HEALTH BENEFIT OPTIONS - APPENDIX V**

July 1, 2017 - 2018

Benefit	CIGNA (OAP 3)		CIGNA POS (POS 5)		CIGNA HSA	
	In-Network	Out-Of-Network	In-Network	Out-Of-Network	In-Network	Out-Of-Network
<u>Independent Lab &amp; X-Ray/Imaging Services</u> - Doctor's Offices - Dedicated Lab & X-Ray Facility - Hospital Outpatient Department	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
Mammograms Women ages 40 and over, annually	No Charge	80% After Deductible	No Charge	50% After Deductible	\$0 Copay per visit	80% After Deductible
Outpatient Short Term Rehab.	\$25 Copay Per Visit No Visit Limit	80% After Deductible No Visit Limit	\$25 Copay Per Visit 90 Visits Combined Maximum.	50% Coinsurance 90 visits Combined Maximum.	100% After Deductible 90 Visits Combined Maximum.	80% After Deductible 90 visits Combined Maximum.
Other Inpatient Healthcare Facilities* (Skilled Nursing & Rehabilitation) 60 days/calendar year, in & out-of-network	No Charge	80% After Deductible	No Charge	50% Coinsurance	100% After Deductible	80% After Deductible
<u>Hospice Care</u> - Inpatient*	No Charge	80% After Deductible	No Charge	50% Coinsurance	100% After Deductible	80% After Deductible
- Outpatient	No Charge	80% After Deductible	No Charge	50% Coinsurance	100% After Deductible	80% After Deductible
Home Health Care	No Charge	80% After Deductible	No Charge	50% Coinsurance	100% After Deductible	80% After Deductible
<u>Family Planning</u> - Office Visit (Other than Infertility)	\$25 Copay Per Visit	80% After Deductible	\$25 Copay Per Visit	50% After Deductible	100% After Deductible	80% After Deductible
- Surgical Sterilization Procedures (Vasectomy, Tubal Ligation)						
Inpatient Facility*	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
Outpatient Facility	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
Physician's Services	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
Durable Medical Equipment	No Charge	80% After Deductible	No Charge	50% After Deductible	100% After Deductible	80% After Deductible
External Prosthetic Appliances	No Charge	80% After Deductible	\$250 Deductible	50% After Deductible.	100% After Deductible	80% After Deductible

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**HEALTH BENEFIT OPTIONS - APPENDIX V**

July 1, 2017 - 2018

Benefit	CIGNA (OAP 3)		CIGNA POS (POS 5)		CIGNA HSA	
	In-Network	Out-Of-Network	In-Network	Out-Of-Network	In-Network	Out-Of-Network
<u>Emergency Care</u> - Participating Doctor's Office	\$25 Copay Per Visit	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	\$25 Copay Per Visit	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	100% After Deductible	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.
- Non-Participating Doctor's Office	\$25 Copay Per Visit	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	\$25 Copay Per Visit	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	100% After Deductible	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.
- Hospital Emergency Room	\$100 Copay (Waived if Admitted)	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	\$100 Copay (Waived if Admitted)	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	100% After Deductible	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.

**ROCKY HILL BOARD OF EDUCATION**

**HEALTH BENEFIT OPTIONS - APPENDIX V**

July 1, 2017 - 2018

Benefit	CIGNA (OAP 3)		CIGNA POS (POS 5)		CIGNA HSA	
	In-Network	Out-Of-Network	In-Network	Out-Of-Network	In-Network	Out-Of-Network
- Other Urgent Care Facilities	\$75 Copay (Waived if Admitted)	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	\$75 Copay (Waived if Admitted)	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	100% After Deductible	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network co-insurance level applied to covered services.
- Ambulance	No Charge	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	No Charge	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network coinsurance level applied to covered services.	100% After Deductible	Emergency care meeting State of CT prudent person's definition of emergency will be paid at in-network levels regardless of the provider. If not a true emergency then out-of-network co-insurance level applied to covered services.
<u>Mental Health and Substance Abuse</u> - Inpatient*	\$100/Day Copay to Maximum \$300/Admission	80% After Deductible	\$100/Day Copay to Maximum \$300/Admission	50% After Deductible	100% After Deductible	80% After Deductible
- Outpatient	\$25 Copay Per Visit	80% After Deductible	\$25 Copay Per Visit	50% After Deductible	100% After Deductible	80% After Deductible
<u>Prescription Drug Copays</u> <u>Retail</u> (30 Days Supply) Generic/Listed Brand/Non-Listed Brand	\$5/25/40 **	80% After Deductible	\$5/25/40 **	80% After Deductible	100% After Deductible 100% After Deductible	80% After Deductible 80% After Deductible
<u>Mail Order</u> (90 Days Supply) Generic/Listed Brand/Non-Listed Brand	\$10/50/80 **	Not Available	\$10/50/80 **	Not Available	100% After Deductible	Not Available

**ROCKY HILL BOARD OF EDUCATION**

**HEALTH BENEFIT OPTIONS - APPENDIX V**

July 1, 2017 - 2018

Benefit	CIGNA (OAP 3)		CIGNA POS (POS 5)		CIGNA HSA	
	In-Network	Out-Of-Network	In-Network	Out-Of-Network	In-Network	Out-Of-Network
Dental Coverage	Coverage only for accidental injury to sound, natural teeth.	Coverage only for accidental injury to sound, natural teeth.	Coverage only for accidental injury to sound, natural teeth.	Coverage only for accidental injury to sound, natural teeth.	Coverage only for accidental injury to sound, natural teeth. 100% After Deductible	Coverage only for accidental injury to sound, natural teeth. 80% After Deductible
PAC/CSR for All Inpatient Stays*	Initiated by PCP	Mandatory; Patient is Responsible	Coordinated by PCP	Mandatory; Patient is Responsible	Coordinated by PCP	Mandatory; Patient is Responsible
Preexisting Condition Limitations	None	None	None	None	None	None
Annual Deductible	None	\$200/400/600	None	\$3,000/\$9,000	\$2,000/\$4,000	\$2,000/\$4,000
Out-Of-Pocket Maximum	\$7,150/\$14,300 ***	\$1,000/2,000/3,000	\$7,150/\$14,300 ***	\$12,700/\$25,400	\$2,000/\$4,000	\$4,000/\$8,000
Lifetime Maximum	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited

- Subject to PAC/CSR (Pre-Admission Certification and Continued Stay Review).

\*\* Generic Copay has been reduced to comply with State DOI requirements; bargained values are \$10 Retail and \$20 Mail.

\*\*\* ACA value in 2017; subject to indexing.

**Benefit Plan Changes Scheduled for 2018-2019 and 2019-2020**

<b>2018 – 2019</b>	HDHP/HSA	In-Network Script Copays after Deductible In-Network Maximum Out-of-Pocket (MOOP)	\$0/15/30 Retail; \$0/30/60 Mail \$4,000/8,000
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<b>2019 – 2020</b>	HDHP/HSA	In-Network Script Copays after Deductible	\$5/25/40 Retail; \$10/50/80 Mail
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NOTE: This summary is only intended to provide highlights of the plan provisions for general review and is based on information furnished by the local Account Representatives for each plan. For a complete description of benefits or specific questions, please contact the local Account Representative for the plan.



**Memorandum of Understanding  
Between  
The Rocky Hill Board of Education  
and  
The Rocky Hill Teachers' Association**

In the event the Association President is an elementary teacher, the administration and association will meet to have a good faith discussion as to release time.

Rocky Hill Board of Education

Date \_\_\_\_\_ By \_\_\_\_\_  
Chairman

Rocky Hill Teachers' Association

Date \_\_\_\_\_ By \_\_\_\_\_  
Chairman

**Memorandum of Understanding  
Between  
The Rocky Hill Board of Education  
and  
The Rocky Hill Teachers' Association**

**RE: Tax Sheltered Annuities**

The parties agree that the number of tax-sheltered annuities available to members of the bargaining unit shall be increased from twenty (20) to twenty-five (25). Such annuities shall be mutually agreed to by the Association and the Board.

Rocky Hill Board of Education

Date \_\_\_\_\_ By \_\_\_\_\_  
Chairman

Rocky Hill Teachers' Association

Date \_\_\_\_\_ By \_\_\_\_\_  
Chairman

**Memorandum of Understanding  
Between  
The Rocky Hill Board of Education  
and  
The Rocky Hill Teachers' Association**

**RE: Insurance Benefit Exclusions**

The parties agree that the Benefit Exclusions, as provided for in the Agreement between the parties dated July 1, 2003 to June 30, 2006 (pgs. 47 and 48) continue in full force with the successor agreement dated July 1, 2006 to June 30, 2009. It is further agreed that such exclusions are by way of example but not limited to.

Rocky Hill Board of Education

Date \_\_\_\_\_ By \_\_\_\_\_  
Its Attorney

Rocky Hill Teachers' Association

Date \_\_\_\_\_ By \_\_\_\_\_  
Chairman