

**CONTRACT**  
**BETWEEN**  
**WESTON BOARD OF EDUCATION**  
**AND**  
**WESTON ADMINISTRATORS' ASSOCIATION**

July 1, 2017 - June 30, 2020



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ARTICLE I  
RECOGNITION

The Board (hereinafter referred to as the “Board”) hereby recognizes the Weston Administrators’ Association (hereinafter referred to as the “Association”) as the sole and exclusive bargaining representative as provided in the Connecticut General Statutes for all certified professional employees employed by the Board in positions requiring an intermediate administrator or supervisor certificate and whose administrative or supervisory duties shall equal at least 50% of the assigned time of such employee, who are not otherwise excluded from the purview of §§ 10-153a to 10-153g, inclusive. On the effective date of this Agreement, the bargaining unit shall be composed of the high school principal, the middle school principal, the intermediate school principal, the elementary school principal, the director of pupil services, the assistant director of pupil services, the high school assistant principals, the middle school assistant principal, the intermediate school principal, the elementary school assistant principal and the athletic director (hereinafter referred to as “administrators”).

ARTICLE II  
MANAGEMENT RIGHTS

The Board shall exercise the responsibilities, obligations and prerogatives necessary for the proper operation and management of the Weston school system as provided by law. Any action taken by the Board pursuant to this Article shall not be subject to the grievance procedure set forth in this Agreement, unless such action is taken in a manner which is inconsistent with the specific terms and provisions of this Agreement.

ARTICLE III  
PROMOTION AND TRANSFER

- A. Promotion. Vacancies in the bargaining unit positions which the Board decides to fill shall be posted in each school as promptly as possible for a minimum of ten (10) working days.
  
- B. Transfer
  - 1. Prior to the execution of any involuntary transfer, the Superintendent will discuss the proposed transfer with the administrator affected, and such administrator shall have the opportunity to state his or her objections, if any, to the proposed transfer. An involuntary transfer to a teaching position shall be limited to the reasons set forth in Conn. Gen. Stat. § 10-151(d).
  
  - 2. An administrator may request consideration for a transfer at any time. Changes of assignment will normally take place before the beginning of a school year or semester.
  
- C. The administrator occupying the position of Athletic Director shall not be subject to the terms of this Article or acquire rights hereunder.

ARTICLE IV  
DISCIPLINE

No denial of increment shall be without just cause. No disciplinary action (i.e., written reprimand, suspension, demotion, or transfer to a teaching position) shall be taken without just cause. This provision shall not affect the right of the Board to eliminate or reduce positions which will be governed by the reduction in force procedures of this Agreement and applicable law. In accordance with Section 10-151b(a), claims of failure to follow the established procedures of the approved administrator evaluation and support program shall be subject to the grievance procedure set forth in Article XV of this Agreement. The procedure set forth in Section 10-151 of the Connecticut General Statutes shall be the exclusive procedure for matters involving employee termination or non-renewal.

ARTICLE V  
REDUCTION IN FORCE

- A. It is understood that it is within the discretion of the Board of Education to reduce the educational program, curriculum, or staff.
- B. If after exploring other reasonably possible alternatives, and acting in conformity with all relevant state and federal law, the Board determines that it is necessary to reduce the total number of its certified professional employees who are members of the bargaining unit, then to any person who loses his or her position by reason of such reduction, the Board shall:
  - 1. Give first consideration for employment in any administrative or supervisory bargaining unit position that may be available and for which the person is certified and qualified and, if no such position is available or such person is not selected then,
  - 2. Determine the placement on the appropriate step and lane of the teacher salary schedule for a teaching position, if available, for which the administrator is certified and qualified in accordance with the reduction in force procedure governing the employment of teachers.
- C. Any administrator who has been displaced from an administrative position shall be placed on a reappointment list to receive first consideration for an administrative vacancy for which he/she is certified and qualified. The administrator's name shall remain on such reappointment list until reappointment to an administrative position or for a period of two years from the date of displacement, whichever shall occur first. If an administrator on the reappointment list refuses an appointment to an administrative position for which he or she is eligible, such administrator shall be immediately removed from the reappointment list. A notice of recall shall be sent to the last address filed by the administrator with the Board of Education. An administrator shall respond to such notice within ten (10) days of its mailing and shall report to work on the date established by the Board of Education.

- D. An administrator who is employed in the teachers' bargaining unit as a result of a reduction in force shall receive fifty (50%) percent of the difference between his/her annual salary at the time of the reduction in force and his/her salary as a teacher for the period of one year. The salary differential paid under this section shall be distributed in equal installments over the course of the employee's work year as a teacher.
- E. If an administrative position is eliminated and no other position for which the incumbent is certified and qualified is offered to the incumbent employee by the Board, the employee will be entitled to "out-placement" services selected and paid for by the Board up to a maximum of \$3,000.
- F. Nothing herein shall require the promotion or assignment of an administrator to a position of higher rank, authority, work time or salary, even though the administrator whose contract is terminated or who is to be recalled is qualified and/or certified for the promotion or assignment.
- G. The administrator occupying the position of Athletic Director shall not be subject to the terms of this Article or acquire rights hereunder but shall, if his or her position is eliminated, be entitled to seek placement in the teachers' bargaining unit under the terms of Section B(2) of this Article.

ARTICLE VI  
PERSONNEL FILES

No material derogatory to an administrator's conduct or character will be placed in his/her personnel file unless he/she has had an opportunity to review the material. The administrator will acknowledge that he/she has had an opportunity to review such material by affixing his/her signature to the copy to be filed, with the express understanding that such signature in no way indicates agreement with the content thereof. The administrator will also have the right to submit a written answer to such material, and his/her answer will be reviewed by the Superintendent and inserted in the file.

ARTICLE VII  
SALARIES

- A. The salaries of bargaining unit members are set forth in Appendix A attached to this Agreement.
- B. For an administrator hired to commence work on or after July 1, 2000, the Board shall establish the salary of a newly hired administrator, provided, however, that such administrator shall be placed in a salary range between a minimum salary equal to ninety (90%) percent of the maximum salary set forth in Appendix A for his/her position and such maximum salary, which salary range shall include such minimum and maximum salaries. Such administrator shall attain the maximum salary for his/her position by advancing on July 1 of each year in three (3) equal increments to the maximum, adjusted thereafter by any general salary increase negotiated by the Board and the Association.

- C. A step increment for an administrator may be withheld upon the recommendation of the responsible supervisor. Should such an increment be withheld for professional deficiencies, it will be incumbent upon the administrator whose increase was withheld to incorporate into his/her subsequent performance objectives (or the equivalent), specific objectives aimed at eliminating the evaluation deficiencies. When an administrator's performance is evaluated satisfactory, he/she will be eligible for any subsequent increment.

Notwithstanding the foregoing, no administrator shall have any step increase, or portion thereof, withheld unless the deficiency causing the unsatisfactory service is brought to the attention of the administrator in writing, a prescription is developed by the Superintendent or his/her designee to remedy the same (assuming the deficiency is remediable), and a reasonable opportunity is afforded to the administrator to correct it.

- D. Administrators who accompany students on overnight field trips during the school year shall receive \$125 per night total compensation.
- E. Salary payments shall be made by direct deposit.

ARTICLE VIII  
INSURANCE

- A. The Board shall offer to each administrator and his or her eligible dependents the following medical and health benefits plan, provided the administrator contributes through payroll deductions the following for the cost of the plan:

<u>Year</u>	<u>Percentage Premium Contribution</u>
2017-2018	16%
2018-2019	17%
2019-2020	18%

The dental insurance contribution shall be:

2017-2018	18%
2018-2019	19%
2019-2020	19%

As used in this section, 'premium cost' shall mean the 'allocation cost' for self-funded plans and the premium cost for fully-funded plans.

Medical and health insurance benefits available to administrators effective July 1, 2017 are set forth in Appendix B.

To be eligible to receive these benefits, each administrator must submit a written wage deduction authorization permitting the Board to deduct from the administrator's salary his or her share of the cost of benefits set forth above. An administrator may forego or withdraw from full coverage rather than pay his or her share of the cost of benefits. Any administrator who forgoes or withdraws from full coverage rather than pay his or her



share of the cost of benefits must satisfy any existing re-entry conditions or limitations of the plan.

Subject to law, including the rules and regulations of the Internal Revenue Service and independent of the requirements that administrators contribute to the cost of medical benefits and pay deductibles, the Board shall implement and maintain a "Section 125" Salary Reduction Agreement which shall be designed to permit exclusion from taxable income of the administrator's share of health and medical contributions and deductibles to be paid.

- B. Life Insurance. The Board shall provide and pay for group term life insurance with a death benefit equal to three times annual salary of each administrator. The insurance shall include additional benefits for accidental death or dismemberment.
- C. Disability Insurance. The Board shall provide and pay for group disability insurance for each administrator providing a monthly income equal to 60% of the base monthly salary, beginning ninety calendar days after such disability and continuing until age 65. To qualify for disability insurance, the employee must be accepted into the group by the responsible insurance carrier. Administrators will have the option to purchase additional group disability coverage at the group rate, up to 75% of the base monthly salary. If the administrator should qualify for disability insurance, the Board will honor the sick day plan as a secondary contributor. The primary contributor under these circumstances will be the contributory and non-contributory coverage provided by one insurance carrier. The combined payments of the insurance carrier and the Board of Education will be no more than 100% of salary. The specific terms of the disability plan are set forth in the plan document on file at the central office.
- D. The Board may change the carrier for the health insurance program ("plan") provided that the coverage under the new plan is substantially equivalent to the coverage in effect at the time of the change of carrier. If the Board intends to change carriers, the Board will provide the plan offered by the new carrier to the Association for review. The Association will have thirty (30) calendar days following receipt of the plan to review its terms and to notify the Board in writing of any elements of the plan which it believes render the program not substantially equivalent to the existing coverage and the explanation therefor. At the conclusion of the thirty (30) day review period, if any issues raised in the Association's written notice are not resolved to the satisfaction of the Association and the Board, the Association may submit such issues to the expedited arbitration process utilizing a single arbitrator approved by the American Arbitration Association for the sole purpose of determining whether any unresolved issues raised by the Association cause the plan to not be substantially equivalent. Submission to arbitration must occur within forty (40) days from the date the Association initially received the plan for review. If the matter is submitted to arbitration, no changes will be made to any provisions alleged to not be substantially equivalent. The Board may implement any changes not so identified.
- E. Part-time administrators who are paid a fractional portion of the salary of full-time administrators shall have the same fractional portion of their insurance premium for the coverage described above paid by the Board of Education.

- F. Disputes concerning an administrator's eligibility or entitlement to the benefits contained herein are matters which are to be resolved by the administrator and the insurer or company administering the plan. Disputes concerning coverage shall not be subject to the grievance procedure contained in this Agreement, except a dispute concerning whether the Board has purchased the plan as generally described. Details of all insurance and benefit plans under this Agreement are filed with the Superintendent of Schools and may be examined during regular office hours. The terms and conditions of these plans shall determine the benefits for which administrators may be eligible, and this Agreement shall not be construed to alter these terms or grant additional benefits not provided in them.
- G. In the event that the teachers' bargaining unit agrees in successor contract negotiations, including without limitation negotiations pursuant to a reopener provision, to changes in medical and/or dental benefits in the teachers' contract, the WAA agrees to open this contract at the request of the Board at any time during the life of this contract, but once per occurrence of successor contract negotiations with the teachers' bargaining unit, for the sole purpose of negotiating changes in the medical and/or dental plan.
- H. Upon retirement from the Weston Public Schools, administrators who are eligible shall participate in Medicare and may purchase a Medicare supplement plan that includes prescription coverage.

ARTICLE IX  
HOLIDAYS AND VACATION

- A. Holidays. All holidays set each year by the school calendar shall be granted to administrators, plus the traditional summer holidays of 4th of July and Labor Day.
- B. Vacation. Administrators shall receive twenty-five (25) days vacation annually. In the event that an administrator begins his/her employment after July 1, then the number of vacation days available to such administrator in his/her first year of service shall be pro-rated to reflect his/her actual start date. Administrators shall use their best efforts to select vacation days at times which are convenient in terms of fulfilling their responsibilities. The details of scheduling vacation time shall be worked out with the Superintendent or his/her designee, and the Superintendent shall use his/her best efforts to schedule vacations on the days requested by the administrator. If any administrator is requested to return to work during a school holiday or a vacation, and agrees to such request, or is delayed in or prevented from taking a holiday or a scheduled vacation by request of the Superintendent or his/her designee, and agrees to such request, then such administrator shall be compensated for the unused holiday or scheduled vacation on a per diem salary basis or on a compensatory time basis at the election of the administrator. In addition, an administrator may opt for carryover into the next contract year, five (5) unused vacation days provided that such days are used by the end of the next contract year. An administrator shall not receive compensation for these carry-over days in the event they remain unused by the end of the next contract year.

ARTICLE X  
LEAVE

- A. Sick Leave. Administrators will receive an allowance of eighteen (18) days per year which may be accumulated to a maximum total of 200 days. In the event that an administrator begins his/her employment after July 1, then the number of sick days available to such administrator in his/her first year of service shall be pro-rated to reflect his/her actual start date. An administrator whose position requires less than twelve (12) months of service will receive sick days pro-rated to reflect his/her actual service.

Administrators may use up to five (5) days of their eighteen (18) annual sick leave days for family illnesses. Family shall be defined as: spouses, children, relatives living in the same household, and parents. Family illness days are not cumulative from year to year.

To the extent that an administrator is disabled under the terms of the long-term disability insurance plan and does not have enough sick, vacation, and personal days to be paid in full during the ninety (90) day waiting period under the long term disability insurance plan, the Board will provide the administrator with enough additional paid days of leave to receive full pay through such ninety (90) day waiting period.

During the course of any paid or unpaid leave granted for medical reasons, the Superintendent may periodically require the administrator to provide a statement from his/her physician indicating the anticipated date the administrator will return to work, the nature of the illness or disability, and the fitness of the administrator to return to work. The Superintendent may require an administrator to undergo an examination by a Board-appointed physician, at Board expense, to verify this information.

- B. Personal Leave. Up to five days annually for a personal leave maybe granted to an administrator, at the discretion of the Superintendent.
- C. When inclement weather causes district schools to be closed, members of the bargaining unit are expected to report for work as soon as reasonably possible, with due regard for safety and travel conditions. Notwithstanding the foregoing, after making prior arrangements with the Superintendent, members of the unit may elect to work from home on up to two such days per year without charge to personal or sick leave.

ARTICLE XI  
DEATH BENEFIT

If an administrator dies during the term of this Agreement the Board shall continue to pay the administrator's salary for a period of two (2) months following the death of the administrator.

ARTICLE XII  
TUITION REIMBURSEMENT

- A. The Board will set aside a sum of One Thousand Five Hundred (\$1,500) Dollars per administrator during each contract year for tuition reimbursement to administrators to continue study at the graduate level.
- B. Requests for tuition reimbursement must be made at least one week prior to the commencement of the course.
- C. All course work eligible for reimbursement shall be taken at an accredited institution, shall have prior approval of the Superintendent of Schools, and shall be completed successfully with a grade of "B-" or higher.
- D. Reimbursement will be made in the month of August for courses completed during the previous contract year. Pooling of these funds may be permitted subject to a maximum of 75% of tuition cost and a maximum of \$5,000 for any one administrator. Should such reimbursement requests exceed the available funds, such reimbursement shall be reduced equitably (pro rata).

ARTICLE XIII  
ELEVEN MONTH WORK-YEAR IMPACT STATEMENT

In the event the Board changes the number of work days in an eleven month administrator's work year in a manner which would require negotiations under state law, the parties shall negotiate the impact of this change in accordance with the procedure set forth in §§10-153b *et seq.*, of the Connecticut General Statutes, or as hereafter amended.

ARTICLE XIV  
MISCELLANEOUS

- A. Travel. Travel (on regular school days limited to miles driven beyond normal commute) to and from functions called by, or where attendance is required by the Board will be reimbursed at the current IRS rate.
- B. Retirement. Retirement benefits are provided through payroll deduction forwarded to the Teachers' Retirement Board.
- C. This Agreement shall be published on the Board's website no later than thirty (30) days after implementation. Any administrator hired during the school year shall be directed to the electronic location of this Agreement.
- D. In the event that any provision or portion of this Agreement is ultimately ruled invalid for any reason by an authority of established and competent jurisdiction, the balance and remainder of this Agreement will remain in full force and effect.

- E. Tax Sheltered Annuities. Within state and federal legal limitations, the Board shall provide the mechanism for certified administrators to direct a portion of base salary, through payroll deduction, to a selected tax sheltered annuity.

ARTICLE XV  
GRIEVANCE PROCEDURE

A. Purpose

1. The purpose of this procedure is to secure, at the lowest possible level, solutions to problems which may arise under the specific provisions of this Agreement.
2. Nothing contained herein shall be construed as eliminating the right of any member of the unit to discuss informally a concern or problem with any appropriate member of the school administration.

B. Definitions

1. A “grievance” shall be defined as a complaint signed by an administrator or by the Association that there has been a violation, misinterpretation or misapplication of a specific provision or provisions of this Agreement.
2. A “grievant” shall mean any employee directly affected by an alleged violation, misinterpretation or misapplication of a specific provision or provisions of this Agreement who then files a signed grievance. The Association may also file a grievance.
3. The term “days” shall be defined as days when the office of the Superintendent of Schools is officially open.

C. Procedure

Prior to filing a grievance, the grievant may discuss the matter with an appropriate administrator in an attempt to resolve the situation informally.

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level shall be considered the maximum and every effort shall be made to expedite the process. The time limit specified may, however, be extended by mutual agreement between the Superintendent of Schools and the grievant provided such agreement is in writing and is signed.

The following steps are involved:

1. Level One - Director of Human Resources

Within thirty (30) days after the administrator knew, or should have known, of the alleged grievance, he/she may file a written complaint with the Director of Human Resources, setting forth the facts of the complaint and identifying the

specific contract language which the grievant alleges to have been violated, misinterpreted or misapplied and the remedy requested. Within ten (10) days after receiving the written grievance, the Director of Human Resources shall meet with the grievant in an attempt to resolve the grievance. Within ten (10) days after such meeting, the Director of Human Resources shall render his/her decision in writing. If for any reason the Director of Human Resources does not render his/her decision within ten (10) days after the meeting, or if the decision is rendered and the grievant wishes to appeal, the grievant may appeal to Level Two.

2. Level Two – Superintendent of Schools or Designee

An appeal to the Superintendent of Schools or his/her designee must be made in writing within five (5) days after the Director of Human Resources renders his/her decision. The written appeal must repeat all the information specified in the complaint submitted to the Director of Human Resources (or a copy of the original complaint must be attached to the appeal). Within ten (10) days after receiving the written grievance, the Superintendent or his/her designee shall meet with the grievant in an attempt to resolve the grievance. Within ten (10) days after such meeting, the Superintendent of Schools or his/her designee shall render his/her decision in writing. If for any reason the Superintendent or his/her designee does not render his/her decision within ten (10) days after the meeting, or if the decision is rendered and the grievant wishes to appeal, the grievant may appeal to Level Three.

3. Level Three - Board of Education

An appeal to the Board of Education must be made in writing within five (5) days after the Superintendent or his/her designee renders his/her decision. The written appeal must repeat all the information specified in the complaint submitted to the Superintendent or his/her designee (or a copy of the original complaint must be attached to the appeal). The Board of Education, or a committee of the Board, will hear the grievance within thirty (30) days after its submission and shall issue a decision within fifteen (15) days from the date of the hearing.

4. Level Four - Arbitration

- a. If the grievant is not satisfied with the disposition of his or her grievance at Level Three, he/she may, within five (5) days after the decision, request in writing to the Association that the 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 and filing a request for arbitration with the American Arbitration Association. The American Arbitration Association shall act as the administrator of the proceedings but shall be limited to interpreting the terms and conditions of this Agreement. Notwithstanding the foregoing, the parties may mutually agree upon an arbitrator of recognized expertise in lieu of the American Arbitration Association.

- c. The arbitrator selected shall confer promptly with representatives of the Board and the Association. He/she will review the record of prior hearings, and shall hold such further hearings as he/she deems appropriate.
- d. The arbitrator shall be bound by the rules of the American Arbitration Association and the specific terms of the Agreement, and he/she shall have no authority to add to, subtract from, or in any way modify its terms. The decision of the arbitrator shall be final and binding on all parties and shall be the exclusive remedy for breach of this Agreement, except that the parties do not waive their legal right to appeal the arbitrator's award pertaining to such grievance as permitted by law.
- e. The cost for the services of the arbitrator shall be borne equally by the Board and the Association.

D. Right of Administrators to Representation

- 1. Any administrator may be represented at any level of the grievance procedure by a person of his or her choosing, except that this person may not be a representative or officer of any administrator organization other than the Association. When an administrator is not represented by the Association, the Association shall be notified and have the right to be present and state its views at all stages of the grievance procedure.
- 2. No reprisals of any kind will be taken by either party or by any member of the administration against any participant in the grievance procedure by reason of such participation.

E. Miscellaneous

- 1. All documents, communications and records dealing with the processing of a grievance shall be confidential to the extent permitted by law, and shall be filed separately from the personnel files of the grievant.
- 2. Forms for the filing and processing of grievances and other necessary documents shall be prepared jointly by the Association and by the Superintendent and made available through the Association so as to facilitate operation of the grievance procedure.
- 3. Either party may request, at its expense, that a full and accurate record of the proceedings at any point of the grievance procedure be kept. Should said record be requested by the other party, the cost of producing said record shall be borne equally.
- 4. Should the Superintendent or the Board fail to act within the time limits set forth in this grievance procedure, the grievant may process the grievance to the next higher step within five (5) days after the expiration of the aforementioned time limit.

5. Representatives of the Association will meet with the Superintendent to review work assignments and workload in light of the supervising responsibility for the Special Education Preschool Program.

ARTICLE XVI  
AGENCY FEE

- A. Within thirty (30) days after employment, all members of the bargaining unit shall have the opportunity to join the Association and execute an authorization permitting the deduction of Association dues and assessments.
- B. Any member of the bargaining unit who has not joined the Association during such period, or having joined, has not remained a member, shall immediately execute an authorization permitting deduction of a service fee which shall be a sum equal to the prorated cost of collective bargaining, contract administration, and grievance adjustment.
- C. The Board shall deduct the dues or service fee from the salary of the members of the bargaining unit and remit the same to the Association treasurer.
- D. The WAA agrees to indemnify and hold and save the Board harmless against any and all claims, damages, suits or other forms of liability, including reasonable attorney's fees, that shall or may arise out of or by reason of any action taken by the Board for the purpose of complying with the provisions of this Article.
- E. Association dues and service fees to be deducted from salaries shall not change during the contract year.

ARTICLE XVII  
DURATION

- A. This Agreement shall be in effect without reopening of any kind except as provided in Article VIII from July 1, 2017 through June 30, 2020.
- B. This contract contains the full and complete agreement between the Board and the Association for the 2017-2020 contract years, and neither party shall be required during the duration of the contract to negotiate upon any issue (except as otherwise specified in Article VIII), whether it is covered or not covered in this Agreement, except as mutually agreed upon by both parties, or required pursuant to § 10-153f(e) of the Connecticut General Statutes.



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

Date February 16, 2017

WESTON BOARD OF EDUCATION

By Ellen L. Ugrasoff

Date February 16, 2017  
LWD

WESTON ADMINISTRATORS' ASSOCIATION

By Lisa Devito

## APPENDIX A

### WESTON ADMINISTRATORS' SALARY SCHEDULE

#### Salary Maximums

<u>Position</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
High School Principal	185,940	190,124	195,352
Middle School Principal	174,719	178,650	183,563
Intermediate School Principal	170,417	174,251	179,043
Elementary School Principal	170,417	174,251	179,043
Director of Pupil Services	167,425	171,192	175,900
High School Assistant Principal	154,247	157,718	162,055
Middle School Assistant Principal	145,561	148,836	152,929
Intermediate School Assistant Principal	138,435	141,550	145,443
Elementary School Assistant Principal	138,435	141,550	145,443
Assistant Director of Pupil Services	139,573	142,713	146,638
High School Athletic Director	154,247	157,718	162,055

1. 2017-2018 2.25% GWI, each administrator not yet at the maximum step shall move one step.
2. 2018-2019 2.25% GWI, each administrator not yet at the maximum step shall move one step.
3. 2019-2020 2.75% GWI, each administrator not yet at the maximum step shall move one step.
4. Administrators who receive a Ph.D. or an Ed.D. shall receive an annual stipend of \$3,000 to commence in the contract year following the granting of the degree.

## APPENDIX B

### Benefit Summary Statement High Deductible Health Plan (HDHP) HSA Compatible

<b>HSA</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
<b>Deductible</b>	\$2,000/4,000	\$2,000/4,000	\$2,000/4,000
<b>Coinsurance (In/Out)</b>	In-100% Med Out-80% Med & Rx	In-90% Medical Out-80% and Rx	In-90% Medical Out-80% and Rx
<b>RX</b>	Deductible-then subject to Copays: \$0/30/50	Deductible-then subject to Copays: \$0/30/50	Deductible-then subject to Copays: \$0/30/50
<b>Coinsurance Max</b>	In/Out Combined \$2,000/4,000  In- \$0 Out-\$2,000/4,000 (includes in-network Rx copays)	In/Out Combined \$3,000/\$6,000  In-\$1,000/2,000 (includes in-network Rx copays) Out-\$2,000/4,000	In/Out Combined \$3,000/\$6,000  In-\$1,000/2,000 (includes in-network Rx copays) Out-\$2,000/4,000
<b>Combined In and Out of Network Out-of-Pocket Max (includes Deductible, Coinsurance and Rx Copays)</b>	\$4,000/\$8,000	\$4,000/\$8,000	\$4,000/\$8,000
<b>In-Network Preventive Care</b>	100%	100%	100%
<b>Employer HSA Funding</b>	50%	50%	50%

The Board will fund fifty percent (50%) of the applicable HSA deductible amount for each full-time administrator who elects coverage under the high deductible/HSA plan (with pro-rated funding of the deductible for part-time administrators). The Board's contribution toward the HSA deductible will be deposited into the HSA accounts in four equal quarterly installments throughout the course of each plan year, on the Board's payroll dates. The parties acknowledge that the Board's contribution toward the funding of the HSA plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for actively employed administrators. The Board shall have no obligation to fund any portion of the HSA deductible for retirees or other individuals upon their separation from employment. In the event that a member elects the high deductible/HSA plan after the start of the plan year, the Board's contribution toward the funding of the deductible shall be pro-rated for that year.

Employees who complete blood work and an online health assessment profile will receive a \$50.00 deposit into their HSA.

Employees with a health profile warranting a vendor-provided coaching program who enroll in and complete such program will receive a \$50.00 deposit into their HSA, in addition to any incentive they may have received for completing blood work and an online health assessment profile.

