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PROFESSIONAL AGREEMENT

between the

WOLCOTT BOARD OF EDUCATION

and the

WOLCOTT PUBLIC SCHOOL
ADMINISTRATORS' COUNCIL

for the years

2016-2017

2017-2018

2018-2019

2019-2020

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ARTICLE I
PREAMBLE

- A. This Agreement is negotiated under Section 10-153a et seq. of the General Statutes of the State of Connecticut, as amended, in order to fix for its term the salaries and other conditions of employment provided.
- B. The Board and the Association recognize the importance of responsible participation by the entire administrative staff in the educational process, planning, development and growth. To this end they agree to maintain communication to inform about programs, to guide in development and to assist in planning and growth either by committee, individual consultation or designated representatives.
- C. This Agreement shall constitute the Contract of the Board and the W.P.S.A.C. in the subject areas covered by the Agreement for the duration of the Agreement unless changed by mutual consent of both parties. Such mutually consented change shall be in writing and in accordance with the consultation procedure provided herein. Previously adopted policies, rules or regulations in conflict with this Agreement are superseded by this Agreement.

ARTICLE II
RECOGNITION

- A. The Board hereby recognizes the W.P.S.A.C. as the exclusive representative, as defined in Section 10-153a et seq. of the Connecticut General Statutes as amended, for the group of certified professional employees of the Board below the rank of Superintendent for the positions which require administrative/supervisory certification, e.g. Principal, Assistant Principals, the Director of Student Services, the Director Curriculum and Professional Development and Supervisor of Special Education.
- B. Unless otherwise indicated, the term "administrator" used hereinafter in this Agreement shall refer to all employees in the above unit.
- C. The Board has and will continue to retain, whether exercised or not, the sole and unquestioned right, responsibility and prerogative to direct the operation of the public schools in the Town of Wolcott in accordance with the State Statutes concerning Boards of Education.

ARTICLE III
PROFESSIONAL RECOGNITION

- A. The Board and the W.P.S.A.C. agree to negotiate in good faith, pursuant to Section 10-153a et seq. of the General Statutes as amended, in accordance with the procedure set forth therein, to secure a Successor Agreement relative to matters concerning salaries and other conditions of employment. The Agreement so negotiated shall bind and inure to the benefit of the Board and all Administrators represented by W.P.S.A.C. and shall be reduced to writing and signed by the Board and the W.P.S.A.C.

ARTICLE IV
APPEAL PROCEDURE

- A. Purpose - The purpose of this appeal procedure is to provide a means of resolving disagreements resulting from an alleged violation, misinterpretation or misapplication of a specific term of this Agreement. Such appeals shall be attended to expeditiously and at the lowest possible level of this procedure.
- B. Time Limits - Since it is important that appeals be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement, provided the agreement is in writing. Disagreements should be attended to expeditiously and at the lowest possible level. Failure to communicate within specified time limits will result in waiver of the appeal by the appellant(s).
- C. Informal Procedure - An administrator with a disagreement shall first discuss it with his/her immediate supervisor with the objective of resolving the matter informally. Such communication with his/her immediate supervisor shall take place within twenty (20) days of the time he/she knew of the action or condition which caused the disagreement.
- D. Formal Procedure -
1. Superintendent
 - a. All written appeals shall contain at least the following information:
 - (1) the name of the appellant(s)
 - (2) the date(s) on which the alleged act or condition occurred
 - (3) the specific paragraph of the Agreement which is alleged to have been violated, misinterpreted or misapplied.
 - (4) a specific description of the act or condition in issue
 - (5) the requested remedy
 - b. The written appeal must be submitted to the Superintendent and W.P.S.A.C. President within thirty (30) days from the time that the appellant knew of the act or condition which caused the disagreement.
 - c. Within ten (10) days of the receipt of the written appeal, the Superintendent shall meet with the administrator and W.P.S.A.C. President or his/her designee in an effort to resolve the problem.
 - d. Within ten (10) days of this meeting, the Superintendent shall render a written decision to the administrator and W.P.S.A.C. President.
 2. Board of Education
 - a. If the appeal is not satisfactorily resolved at the Superintendent level, or if no decision has been rendered within the specified time, the administrator, through the President of W.P.S.A.C., may request a hearing with the Board of Education. Such request shall be made in

writing to the Chairman of the Board within ten (10) days of the formal appeal meeting with the Superintendent.

- b. The Board shall meet with the administrator and the President of W.P.S.A.C. or his/her designee within twenty (20) days of receipt of the written appeal in an effort to resolve the appeal.
- c. The Board shall render its decision in writing within ten (10) days of that meeting with copies sent to the appellant and the President of W.P.S.A.C.

3. Mediation

- a. If the appeal is not satisfactorily resolved at the Board level, or if no decision has been rendered within the specified time, the Board and the W.P.S.A.C. may mutually agree, within ten (10) days of the release of the decision of the Board, to appeal the matter to an independent mediator, chosen by the parties. If the Board and W.P.S.A.C. do not mutually agree to appeal the matter to mediation, it may be appealed to the American Arbitration Association in accordance with Section 4.

4. Arbitration

- a. If the appeal is not satisfactorily resolved at the Board level, or if no decision has been rendered within the specified time, the W.P.S.A.C. may appeal the matter to arbitration by notifying the Board and the American Arbitration Association. Such notification shall be made in writing to the Chairman of the Board and the American Arbitration Association within twenty (20) days of receipt of the decision of the Board, or within (20) twenty days from the last day within the specified time, if no decision is rendered by the Board, whichever is applicable.
- b. Arbitration shall be conducted in accordance with the rules of the American Arbitration Association. The arbitrator shall have no right to add to, delete from or modify any of the terms of this Agreement. The decision of the arbitrator shall be final and binding upon both the Board and the Council.

E. Rights of Administrators to Representation

- 1. No reprisals of any kind shall be taken by either party or any member of the administration against any party in interest, or any other participant in the appeal procedure by reason of participation.
- 2. Representation at any level of the grievance procedure shall be limited to the grievant and/or an authorized Council representative, except that only the Council may present a grievance at Arbitration.

F. Miscellaneous

- 1. Proceedings shall be as informal and as confidential as appropriate at any level of the procedure.

2. News releases and other publicity must be agreed on by the Board and W.P.S.A.C. and appellant prior to release.
3. Failure by the Superintendent or the Board to submit a decision within the applicable time limit shall permit the appellant to proceed to the next level. Failure by the appellant to make written request for appeal to the next level shall constitute acceptance of the decision of the Superintendent or the Board.
4. All documents, communications and records dealing with the processing of an appeal shall be filed separately from the personnel files of the participant.
5. Forms for filing grievances, service notices, making reports and recommendations and other necessary documents shall be prepared by W.P.S.A.C., with the approval of the Superintendent, and made available through W.P.S.A.C. so as to facilitate operation of the appeal procedure.

ARTICLE V EMPLOYMENT YEAR

- A. Administrators employment year extends for a period of twelve calendar months. Vacation to be taken with the approval of the Superintendent of Schools.

- B. Designated Holidays

Thirteen (13) legal holidays will be granted to all W.P.S.A.C. members except that administrative coverage of interscholastic games shall be provided in accordance with current and appropriate job description. The Board will schedule the holidays on or before the last day of the prior school year. If school must be held on a previously scheduled holiday, employees shall be given a "floating holiday" to be agreed upon with the Superintendent.

- C. An administrator shall work 225 work days per year from September 1 through August 31.

ARTICLE VI WORK DAYS

As professionals, administrators shall perform all necessary direct and collateral duties of their jobs. It is recognized that in the performance of such duties, hours may vary from those of the traditional day. On minimum school days, administrators may leave after all buses have completed their respective routes.

ARTICLE VII TRANSFERS AND REASSIGNMENTS

Transfers will be made by the Board upon recommendation of the Superintendent of the school system as determined by it and giving due consideration to:

- A. When involuntary transfers are necessary, qualification and length of service as an administrator in the Wolcott system will be considered in determining which

administrator(s) is/are to be transferred. No involuntary transfer should be made without prior discussion involving the Superintendent and the administrator(s) concerned. Except in an emergency, such discussion should occur at least thirty (30) days prior to Board of Education approval.

- B. After notification of a transfer, the administrator involved may request a meeting with the Superintendent and his/her designee. In the event that an administrator objects to the transfer, an appeal may be made in writing to the Board of Education which shall conduct a proper hearing in executive session with the administrator and the Superintendent present, after which, the decision of the Board shall be final.

If the Administrator is involuntarily transferred or reassigned because of any change or reclassification by the Board, the administrator shall immediately be paid the salary called for in the new position provided he/she is given ninety (90) calendar days notice of the transfer or reassignment. If proper notice is not given, the Administrator shall not suffer a reduction in pay until the conclusion of the ninety calendar day period.

If the Administrator is transferred or reassigned on grounds of unsatisfactory performance in the former position, the administrator shall immediately be paid the salary called for in the position whether or not is a reduction.

- C. A list of open positions in other schools shall be made available to any administrator being transferred, and consideration will be given to filling such positions on the basis of qualifications, evaluations and length of service in the system.
- D. Administrators who desire to transfer to another building shall file a written statement of such desire with the Superintendent.
- E. Notice of transfer shall be given to the administrator within seven (7) days of Board approval.
- F. Administrator transfers shall be made without regard to race, creed, color, religion, nationality, gender, sexual orientation, marital status or political affiliation.

ARTICLE VIII **PROMOTIONS**

- A. Positions, as used in this section, means any administrative position.
- B. Vacancies of position which are caused by death, retirement, discharge, resignation or by the new position shall be filled pursuant to the following procedures:
1. The existence of vacancies of position shall be publicized including a notice in every school (by posting or otherwise) as far in advance of the date of filling such vacancy as possible (usually thirty (30) days in advance and in no event less than two weeks in advance). In the case of summer promotional vacancies, notification shall be given by posting same in schools where summer programs are in session and by mail to each administrator who has provided a stamped, self-addressed envelope for this purpose.

2. Said notice of vacancy of position shall clearly set forth the salary range for the position.
3. Administrators who desire to apply for such vacancies of position shall file their applications in writing with the Superintendent within the time limits specified in the notice.
4. All appointments to such positions shall be made without regard to gender, sexual orientation, race, creed, color, religion, nationality, marital status or political affiliation.
5. Vacancies may be filled by candidates from within and outside of the school system. All qualifications being equal, preference will be given to the candidates within the system with consideration given to seniority and evaluations in the system.
6. A job description for each promotional position shall be made available upon request.
7. A current member of W.P.S.A.C. who is promoted to a higher administrative position shall be placed on a step of the salary schedule that is at least \$1,000 higher than the employee's former salary. If a voluntary transfer to a lesser level position occurs, the salary of that administrator shall be at the highest step of that position even if it means a reduction in salary.

ARTICLE IX ADMINISTRATOR PROTECTION

- Section 1 Administrators shall immediately report to their immediate superior, and shall confirm in writing as soon as practicable, all cases of physical assault suffered by them in connection with their employment.
- Section 2 Such report shall be forwarded by the superior to the Superintendent of Schools, who shall then forward it to the Board of Education.
- Section 3 The Board of Education shall comply with any reasonable request from the administrator for information in its possession which relates to the incident or persons involved.
- Section 4 The Board shall comply with its legal responsibilities under Conn. Gen. Stat. § 10-235. In addition, if criminal proceedings are brought against an administrator, alleging that he/she committed an assault in connection with his/her employment, the Board shall be responsible for reimbursing the administrator for the cost of the reasonable attorney's fees associated with the administrator's defense of such criminal proceedings. Choice of counsel and timing of reimbursement payments will be subject to discussions between the charged administrator and the Board. However, if the administrator pleads or is found guilty to the original criminal charges, then the cost of legal counsel must be borne, and paid for in full, by the administrator.

Section 5 Whenever an administrator is absent from school as a result of personal injury caused by an accident arising out of and in the course of his/her employment, the administrator shall be paid his/her full salary for up to thirty (30) days. No part of this time shall be charged to the administrators' annual or accumulated sick leave. Following the first 30 days of leave, the administrator shall be allowed to exhaust his/her annual or accumulated sick leave in order to supplement his/her workers' compensation benefits. If the administrator has exhausted his/her sick leave and is still on workers' compensation leave, he/she shall be entitled to unpaid leave for six calendar months, which shall not be charged to the administrators' annual or accumulated sick leave.

Section 6 Any professionally related activity within the work day and any activity beyond the work day which is approved by the Superintendent shall be considered to be within the provisions of Section 10-235 of the Connecticut General Statutes, revision of 1958, as amended. This Section shall in no way be construed to limit the applicability of the provisions of the said Section 10-235 of the Connecticut General Statutes.

Section 7 The Board will comply with Conn. Gen. Stat. Section 10-236, as amended from time to time, with respect to assault protection for administrators.

ARTICLE X SICK LEAVE

An administrator shall be entitled to twenty-one (21) days of sick leave per year. Sick leave shall be accumulated to 210 days from year to year provided that the employee remains in the service of the Wolcott Board of Education. Sick leave accumulated while working as a teacher in the Wolcott Schools shall be credited toward the maximum accumulation of 210 days.

Administrators hired after June 30, 2002 shall be entitled to eighteen (18) days of sick leave per year. Sick leave shall be accumulated to 190 days from year to year provided that the employee remains in the service of the Wolcott Board of Education. Sick leave accumulated while working as a teacher in the Wolcott Schools shall be credited toward the maximum accumulation of 190 days.

ARTICLE XI SEVERANCE PAY

A. Upon retirement of an administrator pursuant to retirement qualifications as specified in Sections 10-183f(a) of the General Statutes of the State of Connecticut and any subsequent revisions of said section, an administrator shall be paid the equivalent of thirty percent (30%) of the administrator's compensation (*i.e.* salary under the Salary Schedule and longevity stipend under Article XXV, if applicable) which he/she was receiving at the time of his/her retirement provided such administrator has served professionally at least ten (10) consecutive years as an administrator in the Wolcott School System, or 15 years of certified service to the Wolcott Public Schools minimum with at least 5 years as an administrator prior to said retirement. Upon the death of an administrator while under contract to the Town of Wolcott, such administrator's estate

shall receive thirty percent (30%) of the administrator's compensation at the time of retirement as defined above.

- B. Said severance payment, as well as any other retirement payout shall be paid by the Wolcott Board of Education into an administrator's 403(b), 457 or other approved account. Any amount in excess of the applicable IRS limit and any matching administrator contributions shall be paid to the retiring administrator in cash in one lump sum.
- C. Benefits under this Article will commence in the ensuing fiscal year provided the W.P.S.A.C. member notified the Board of his/her intention to retire on or before March 15th of the school year prior to retirement.

ARTICLE XII PERSONAL LEAVES

All administrators shall be entitled to leave of absence with full pay for the following reasons:

- A. Death in the Family (1) an absence not to exceed five (5) school days on account of death in the immediate family shall be allowed for each of the following cases with full pay: immediate family means husband, wife, father, mother, son, daughter, brother, sister. (2) an absence of not to exceed three (3) calendar days on account of death shall be allowed in each of the following cases with full pay: grandparents, grandchildren, mother-in-law, father-in-law. (3) An absence of one (1) day shall be allowed under this provision for the death of an aunt or uncle.

- B. Personal Reasons

Administrators are entitled to be absent for bona fide personal reasons up to three (3) school days per year. Authorization of the Superintendent, or his/her designee, is required for administrators to be absent for personal reasons.

Absence for personal reasons means that an administrator is confronted by circumstances beyond his/her control that compel his/her absence from work. Appointments and events that could reasonably be scheduled outside of the work day or school calendar are not just cause to require absence from work with full pay. Legal business, illness in the family, religious holy days, court appearances, and graduation or wedding of one's child are examples of bona fide personal day requests. Extending a school vacation calendar, and trips or excursions during the school year are examples of requests that do not qualify as bona fide personal day requests.

Application shall be made in writing to the Superintendent or his/her designee at least forty-eight hours before the beginning date of the requested leave (except in the case of emergencies). Upon receipt of the request, the Superintendent or his/her designee will consider its contents and either grant or deny the request, basing his/her decision on the contents and the circumstances.

- C. Leaves taken pursuant to the above provisions shall be in addition to any sick leave to which the administrator is entitled.

- D. For approved leaves of absence other than those covered by any portion of this Agreement, the rate of deduction, if any, shall be determined by the fraction of the individual administrator's work year.

ARTICLE XIII
SABBATICAL LEAVE

Sabbatical Leave may be granted by the Board of Education, after approval of the Superintendent for approved research or study program, subject to the following conditions:

- A. No more than one (1) administrator shall be on leave at any one time.
- B. Request for Sabbatical Leave shall be received by the Superintendent in such form as may be requested by the Superintendent, no later than March 1 of the year preceding the school year for which the Sabbatical Leave is requested.
- C. An administrator receiving such leave shall retain all privileges and benefits, except for accumulating sick leave for the Sabbatical year, exactly as though the administrator was not on Sabbatical Leave.
- D. An administrator must have completed at least seven (7) full consecutive years in the Wolcott system. An administrator who has been granted a Sabbatical Leave must complete at least an additional seven (7) full consecutive years in the Wolcott School System before applying for another Sabbatical Leave.
- E. Administrators on Sabbatical Leave shall be paid at seventy-five percent (75%) of their annual salary rate, provided such pay, when added to any program grant, shall not exceed the administrator's full annual salary.
- F. The administrator shall agree to return to the Wolcott School System for two (2) full years. Upon such return, the administrator shall be placed on the appropriate step on the salary schedule as though such administrator had not been on leave.
- G. Basic salary paid administrators on sabbatical leave will be advanced upon a personal note, repayable within two years from completion of the agreed study period if the individual fails to return for the required two years. The note which the administrator shall execute shall include the obligation to pay the Board's reasonable attorneys fees in the event the administrator fails to return from sabbatical leave or leaves the Board's employ prior to the expiration of the required two year period. Such note shall be reduced on a pro-rata basis and shall be automatically canceled upon completion of the agreed term of post-study employment or upon permanent disability or death of the administrator. For example, ten (10) percent of a one-year obligation or five (5) percent of a two-year obligation will be canceled upon completion of each month of return service.

ARTICLE XIV
MATERNITY LEAVE

An employee who is pregnant shall receive a leave of absence for the reasonable period of physical disability due to childbirth. Such leave shall be treated the same as any other short-term disability, and shall be with pay to the extent of accumulated sick leave. Except in the case of medical difficulties, sick leave is not normally expected to continue for more than six (6) weeks after delivery.

ARTICLE XV
CONFERENCE LEAVE

- A. When it is evident that convention or conference attendance or the observation of an activity in another school building or school system will contribute to the effectiveness of the instructional program, the Superintendent may grant convention or conference leaves, or permission to observe an activity in another school building or school system to administrators without loss of pay.
- B. The Board shall reimburse professional personnel for all reasonable expenses approved in advance while attending a convention or conference, or observing activities in another school system in accordance with the written request permission granted as stipulated in Section A. Travel shall be reimbursed at the rate of the lowest available transportation system. If this be travel by auto, the rate shall be the rate as set by the IRS per mile. Reimbursement shall be made at the next pay period provided invoices are submitted to the Office of the Superintendent of Schools five (5) days prior to said pay period.
- C. Such administrators will submit a written report about the activity to his/her immediate supervisor and to the Superintendent of Schools.

ARTICLE XVI
GENERAL LEAVE AND JURY DUTY

- A. At the discretion of the Board, an administrator may be allowed leave, without loss of salary, to begin programs of study which result from foundation or scholarship grants and which necessitate personal presence in advance of the close of the school year.
- B. Other extended leaves, with or without salary, may be granted at the discretion of the Board.
- C. Any W.P.S.A.C. member who is called for jury duty shall receive the necessary leave to fulfill all legal obligations. W.P.S.A.C. members who are called to jury duty shall be granted the difference between jury duty pay and their regular salary and such jury duty is not chargeable against allotted vacation days and/or personal days.

ARTICLE XVII
STAFF REDUCTION AND RECALL PROCEDURE

- A. In order to promote an orderly reduction in the administrative personnel, the following procedure will be used:
1. Any administrator relieved of his/her duties because of reduction of staff or elimination of position shall be offered an administrative position if an opening exists in his/her classification for which he/she is certified.
 2. If there is no existing administrative opening in his/her classification, the displaced administrator shall be offered the position of the administrator who has the least seniority in the classification of the displaced administrator. Seniority for the purposes of this article refers first to the length of administrative service in Wolcott; and, if necessary, to the length of service in Wolcott Public Schools, including teaching and administrative experience.
 3. If there is no opening in the classification of the displaced administrator and the displaced administrator has the least seniority in his/her classification, he/she will be offered any vacant position in an administrative classification below the classification of the displaced administrator, for which he/she is certified and qualified, or in the absence of such a vacancy, he/she will be offered the position held by the least senior administrator in the next lowest classification over whom the displaced administrator has seniority.
 - a. If an administrator is relieved of his/her duties because of a reduction in force or an elimination of position and another administrative position is not otherwise available as aforesaid, he/she will be offered a teaching position for which he/she is certified, subject to law and the teachers' collective bargaining agreement.
 - b. If an administrator is relieved of his/her duties because of a reduction of staff or an elimination of position and employed as a teacher, he/she will be given the experience credit on the salary schedule according to the teacher contract for his/her administrative and teaching experiences both within and outside the school system, and shall retain all accumulated sick leave.
 - c. A displaced administrator who is employed in a lesser administrative position or as a teacher in Wolcott shall receive the difference between his/her prior salary as an administrator and his/her new salary as a teacher or administrator for a period of one year after displacement, as a severance payment.
 4. Nothing in this reduction in force procedure shall require the promotion of an administrator, i.e. the assignment of an administrator to a higher classification, as set forth below in paragraph 5.
 5. The classifications referred to in this Article are as follows, in descending order:
 - a. High School Principal
 - b. Middle School Principal
 - c. Elementary School Principal

- d. Director of Student Services
- e. Director of Student Learning and Teaching
- f. Director of Curriculum and Professional Development
- g. High School Assistant Principal
- h. Middle School Assistant Principal
- h. Supervisor of Special Education

B. An administrator finding himself/herself a part of such a reduction and who has remained with the school district will fill the first administrative opening in a position for which he/she was reduced if such position becomes available within two years of the date said administrator was reduced. If an administrator so reduced is no longer employed in the school district, his/her name shall be placed upon a reappointment list and remain on such a list for two years, provided such administrator does not refuse a reappointment and provided such administrator applies in writing by registered mail for retention of his/her name on said list on or before June 1st of each year subsequent to his/her dismissal. Failure to file such application with the Superintendent of Schools as provided in this subsection shall automatically remove such administrator's name from the reappointment list. Administrators on the reappointment list who qualify for vacancies shall be given prime consideration.

ARTICLE XVIII ADMINISTRATORS' SALARIES

A. The salaries of all members covered by this Agreement are set forth below. Said salaries to be paid bi-weekly.

2016-2017 Salary Schedule							
S	1	2	3	4	5	6	7
2	\$132,152	\$126,275	\$124,620	\$124,404	\$121,011	\$116,140	\$112,080
3	\$138,217	\$131,925	\$130,215	\$127,856	\$126,126	\$121,039	\$115,469
4	\$144,974	\$138,243	\$136,633	\$131,957	\$131,943	\$127,050	\$119,771

2017-2018 Salary Schedule							
S	1	2	3	4	5	6	7
2	\$135,402	\$129,525	\$127,870	\$127,654	\$124,261	\$119,390	\$115,330
3	\$141,467	\$135,175	\$133,465	\$131,106	\$129,376	\$124,289	\$118,719
4	\$148,224	\$141,493	\$139,883	\$135,207	\$135,193	\$130,300	\$123,021

* Position Number Key:

- | | |
|---|--|
| <ul style="list-style-type: none"> 1. High School Principal 2. Middle School Principal 3. Elementary School Principal 4. Director of Student Services & Alternative Programs,
Director of Student Learning & Teaching | <ul style="list-style-type: none"> 5. H.S. Assistant Principals 6. Middle School Assistant Principal 7. Director of Curriculum & Professional Development
Special Education Supervisor & Alternative Programs |
|---|--|

**ARTICLE XVIII
ADMINISTRATORS' SALARIES**

A. The salaries of all members covered by this Agreement are set forth below. Said salaries to be paid bi-weekly.

2018-2019 Salary Schedule							
RATE	1	2	3	4	5	6	7
Hire	\$144,622	\$138,330	\$136,620	\$134,261	\$132,531	\$127,444	\$121,874
Job	\$151,379	\$144,648	\$143,038	\$138,362	\$138,348	\$133,455	\$126,176

2019-2020 Salary Schedule							
RATE	1	2	3	4	5	6	7
Hire	\$149,142	\$142,850	\$141,140	\$137,881	\$136,151	\$131,064	\$125,494
Job	\$155,899	\$149,168	\$147,558	\$141,982	\$141,968	\$137,075	\$129,796

* Position Number Key:

- | | |
|---|--|
| <ul style="list-style-type: none"> 1. High School Principal 2. Middle School Principal 3. Elementary School Principal 4. Director of Student Services & Alternative Programs,
Director of Student Learning & Teaching | <ul style="list-style-type: none"> 5. H.S. Assistant Principals 6. Middle School Assistant Principal 7. Director of Curriculum & Professional Development
Special Education Supervisor & Alternative Programs |
|---|--|

B. Step Movement

Any new employee hired on or after July 1, 2016 at Step 2 or the Hire Rate shall remain at the same salary step for the duration of the 2016-2020 Agreement. (e.g., hired at Step 2, remain at Hire Rate for duration of CBA)

Any current employee who is at the Step 2 salary rate as of July 1, 2016, shall move to the Job Rate in the 2019-2020 work year.

Any new employee hired on or after July 1, 2016 at Step 3 shall move to the Job Rate in the 2018-2019 work year.

Any current employee who is at the Step 3 salary rate as of July 1, 2016, shall move to the Job Rate (Step 4) in the 2017-2018 work year.

C. Performance Pay conditions:

1. The Board is authorized to award monetary stipends in recognition of exemplary performance.
2. Lump sum payment of the merit pay will be awarded upon receipt of an exemplary score on the annual ("SEED") performance evaluation of the administrator by the Superintendent or his/her designee.
3. The amount of performance pay given an administrator will be recommended by the Superintendent or his/her designee and must be approved by the Board of Education.

ARTICLE XIX
PLACEMENT ON THE SALARY SCHEDULE

The Board, at its discretion, may place new administrator hires at any step along the pay schedule set forth in Article XVIII.

ARTICLE XX
ALLOWANCES

Travel allowance for all administrators shall be at the current IRS rate for approved travel.

Each Administrator shall receive a Cell Phone usage reimbursement of \$50 per month for communication needs.

ARTICLE XXI
BOARD POLICIES AND PROFESSIONAL AGREEMENT

- A. The Board shall provide a statement of Board policy to each Principal and the Director of Student Services.
- B. The Board shall provide to each administrator a complete copy of the current contract and any Successor Agreement between the Wolcott Board of Education and W.P.S.A.C.

ARTICLE XXII
RIGHT TO PRIVACY

The private and personal life of an administrator is not within the appropriate concern of attention of the Board except as it may interfere with the administrator's responsibilities to and relationships with students and/or the school system.

ARTICLE XXIII
AMENDMENT

This Agreement shall not be altered, amended or changed except in writing, signed by both the Board and W.P.S.A.C., which amendment shall be appended hereto and become a part thereof.

ARTICLE XXIV
SEVERABILITY

In the event that any provision or portion of this Agreement is ultimately ruled invalid for any reason by an Authority of established and competent legal jurisdiction, this provision shall cease to be part of this contract or any other contract; however, the balance and remainder of this Agreement shall remain in full force and effect.

ARTICLE XXV
LONGEVITY

The following longevity pay shall be given as a reward for years of accumulated service to the Town of Wolcott. These sums are annual amounts to be paid as follows:

Beginning 14 years of Service to 18 years of Service	\$825
Beginning 19 years of Service to 23 years of Service	\$975
Beginning 24 years of Service to 28 years of Service	\$1,125
Beginning 29 years of Service to end of Service	\$1,275

It is understood that the sums payable above are separate and distinct from the amounts called for under Article XVIII (Administrators' Salaries).

This benefit shall not be provided to any administrator hired as a school administrator after June 30, 2002.

ARTICLE XXVI
ILLNESS OR DISABILITY

A Wolcott administrator who has completed ten years of service in the Town of Wolcott (including teaching service) shall receive the following salary and/or benefits from the Wolcott Board of Education in the event of illness and/or disability. Said administrator shall receive such salary and/or benefits in the following manner.

- A. For a period of twelve months from the first date of such illness or disability, the administrator shall use accumulated sick leave until it is exhausted, at which time, the administrator shall receive seventy-five percent (75%) of his/her salary for the remainder of the twelve-month period. Upon exhaustion of sick leave accumulation or beginning of the thirteenth month up to and including the last date of the eighteenth month, the administrator will receive sixty percent (60%) of his/her full salary and full benefits.

- B. At the end of the eighteenth month, a review will be held by the Superintendent, the Board, the Administrator(s) and/or his/her representatives. Based on medical evidence, it will be determined if said administrator shall be placed on permanent disability beginning with the first date of the nineteenth month.
- C. An administrator placed on permanent disability shall apply for a disability pension from the State of Connecticut Teachers' Retirement System. If the administrator has been employed by the Board as an administrator for at least twelve (12) years, the retirement/disability benefit provided to said administrator from the Retirement Board shall be supplemented (augmented by the Wolcott Board of Education or its insurance carrier) so that the administrator's total retirement benefit shall equal sixty (60) percent of the administrator's salary at the time the administrator went on permanent disability.
- D. An administrator placed on permanent disability shall receive severance pay, in accordance with the conditions of Article XII of the contract.

**ARTICLE XXVII
INSURANCE BENEFITS**

A. Health Insurance

The Board shall offer a PPO insurance plan and a CDHP insurance plan to eligible employees hired on or before June 30, 2016, in this bargaining unit and their families.

The PPO plan shall include the following co-pay levels for certain medical procedures during the July 1, 2016 to June 30, 2020 time period:

Office visit	\$25	Allergy visit	\$25
Specialist visit	\$40	Inpatient Hospital	\$300
Emergency Room	\$150	Outpatient Surgery	\$250
Urgent Care	\$100		

The PPO plan shall include the following co-pay levels for prescription drugs during the July 1, 2016 to June 30, 2020 time period:

Public Sector	\$10	\$25	\$40	2x mail order	\$2,000
3 Tiered	generic	brand name	non-preferred	co-pay	Cap

The Board shall offer a CDHP insurance plan to employees hired on or after July 1, 2016. Said employees shall not be eligible to participate in the Board's group PPO plan.

A.(2) Anthem High Deductible Health Plan with a Health Savings Account.

Plan Feature	2016-2017	2017-2020
Annual deductibles	\$2,000 / \$4,000	\$2,000 / \$4,000
In-network co-insurance	100%	100%
Out of network co-insurance	80%/20%	80%/20%
In Network out of pocket maximums	\$3,000 / \$5,000	\$3,000 / \$5,000
Out of Network out of pocket maximums	\$5,000 / \$10,000	\$5,000 / \$10,000
Preventative Care Rider	100%	100%
Prescription Drugs	\$2,000 / \$4,000	\$10-\$25-\$40 after deductible

The Board will contribute into a Health Savings Account (HSA) for each administrator selecting the CDHP plan at a level equal to 50% of the applicable deductible amount (\$1,000 for single and \$2,000 for two person and family). The Board's contributions will be deposited in equal amounts into HSA accounts on two occasions during the work year (September and January). The Board shall have no obligation to fund any portion of the HSA deductible amount for retired teachers or other individuals upon their separation from employment.

B. Insurance Premiums

The Board of Education shall contribute the following percentages towards the cost of individual and family coverage for current employee's health and dental insurance benefits in the PPO plan offered by the Board:

2016-17	79.0%
2017-18	78.0%
2018-19	77.5%
2019-20	77.5%

Participating members of the bargaining unit shall contribute the following percentages towards the cost of individual and family coverage for health and dental insurance benefits in the PPO plan offered by the Board:

2016-17	21.0%
2017-18	22.0%
2018-19	22.5%
2019-20	22.5%

B. Insurance Premiums

The Board of Education shall contribute the following percentages towards the cost of individual and family coverage for current employee's health insurance benefits in the CDHP plan offered by the Board:

2016-17	80.0%
2017-18	80.0%
2018-19	80.0%
2019-20	80.0%

The Board of Education shall contribute the following percentages towards the cost of individual and family coverage for current employee's health insurance benefits in the CDHP plan offered by the Board:

2016-17	20.0%
2017-18	20.0%
2018-19	20.0%
2019-20	20.0%

Participating current administrators may have their premium cost contribution exacted through payroll deduction, subject to pertinent I.R.S. regulations for pre-tax treatment.

C. Excise Tax – Medical Insurance

The Board may offer an additional or alternate group health plan to its employees for the 2018-2019, and/or the 2019-2020 work year, or may seek changes in the premium cost sharing structure for one or both existing health insurance plans for either work year if the total cost of either plan described in Article XXVIII will trigger an excise tax under Internal Revenue Code Section 4980I, otherwise known as the Affordable Care Act, in the 2018 calendar year. The specific plan changes needed to bring the cost of the plan under the excise tax threshold and/or the changes in premium cost sharing that may be required to offset the effects of the excise tax will be negotiated via an opening of the contract for this specific purpose only in the spring months, before the relevant insurance plan year commences, and those negotiations shall be in accordance with Connecticut General Statutes.

D. Life Insurance

(1) The Board shall provide the following life insurance benefit to current employees:

Term Life Insurance and Accidental Death and Dismemberment - at a rate of three times (3x) the Administrator's Salary

(2) Upon retirement, administrators' life insurance shall be \$20,000 with said premium paid by the Board of Education.

E. Retiree Insurance

1. Any administrator who was hired prior to July 1, 2002, and who has completed twelve (12) years of administrative service to the Board, and who retires from the Wolcott School System pursuant to the retirement qualifications as set forth in Connecticut General Statutes Section 10-183f(a), and its successor, shall be eligible for the same health insurance benefits provided to active administrators and their dependents under the current and future contracts until Medicare age eligibility guidelines, or until the administrator dies, whichever occurs sooner. The retired administrator shall notify the Business Office of the Wolcott Public Schools annually if he/she desires to maintain health insurance coverage under the plan currently being provided to current administrators. The retired administrator shall pay the same premium contributions applied to active administrators.
2. Any administrator hired on or after July 1, 2002, who retires from the Wolcott School System pursuant to the retirement qualifications as set forth in Connecticut General Statutes Section 10-183f(a), and its successor, shall not be eligible for the above retiree medical insurance benefits unless he/she has completed twelve (12) years of administrative service to the Board.
3. Upon the attainment of Medicare age eligibility guidelines, retired administrators, who have met the above requirements of years of service and retirement under 10-183(f)a and its successor, may choose to participate in the Board's supplemental Medicare insurance plan. The retired administrator shall notify the Business Offices of the Wolcott Public Schools annually if he/she desires to participate in this benefit. The retired administrator shall contribute towards the annual cost of this supplemental Medicare benefit. The annual contribution percentage shall be identical to the contribution percentage paid by active employees at the time that the retired administrator participates in the supplemental benefit.

E. Death Benefits

The family of an administrator who dies while in service to the Wolcott Public Schools will receive thirty-nine (39) weeks of medical benefits at the Board's expense. Commencing with the fortieth week, the administrator's spouse and dependent children shall have the option of continuing in the group insurance programs, specified in the contract, at the spouse's expense.

F. Change of Insurance Carriers

Insurance carriers may be changed at any time providing that the overall level of benefits remain substantially equivalent. At least sixty (60) days prior to changing insurance carriers, the Board or its designee shall notify the Association in writing. Upon request, the parties shall meet to discuss the proposed change. Should the Association and the Board disagree that the changes proposed would provide substantially equivalent coverage; the disagreement shall be subject to impartial arbitration before a mutually agreeable member of the American Arbitration Association.

ARTICLE XXVIII
AGENCY FEES

- A. Within thirty (30) days after employment or the execution of this Agreement, whichever is later, all members of the bargaining unit shall have the opportunity to join the W.P.S.A.C. and execute an authorization permitting the deduction of association dues and assessments.

- B. Any member of the bargaining unit who has not joined the W.P.S.A.C. 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 no greater than the proportion of union dues uniformly required of members to underwrite the costs of collective bargaining, contract administration and grievance adjustment. The W.P.S.A.C. shall be required to notify the school Board sufficiently in advance of issuance of the first employee paychecks of the amount of such service fee. It is understood that the payment of such sums shall not constitute an agreement to become a member of the W.P.S.A.C.

- C. The Board shall deduct the service fee from the salary of non-members of the W.P.S.A.C. bi-weekly and remit the same to the W.P.S.A.C. treasurer.

SIGNATURE BLOCK

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

BOARD OF EDUCATION

by Patricia Napoleon 9/22/15
Date

ASSOCIATION

by Cheri Lomley 9/22/15
Date