

COLLECTIVE BARGAINING
AGREEMENT

BETWEEN

THE WILTON BOARD OF EDUCATION

AND

THE WILTON EDUCATION
ASSOCIATION, INC.

For the Period July 1, 2020 to June 30, 2023

RECEIVED FOR RECORD
TOWN OF WILTON
2020 JUN - 1 A 11:44
BY: (K)

TABLE OF CONTENTS

	PAGE
PREAMBLE	1
1. Statement of Agreement	1
2.A Term of Agreement.....	1
2.B Commencement of Negotiations	2
3. Work Hours/Work Year.....	2
4.A Basic Salaries	2
4.B Salary Payments	2
4.C Additional Compensation.....	3
4.D Degree Definitions and Tuition Reimbursement	3
5.A Special School Program.....	5
5.B Instructional Leaders	6
5.C Student Activities	6
5.D Newly Created Positions.....	6
5.E Substitute Teachers.....	6
5.F Teacher-in-Charge	6
6.A Preparation Time.....	7
6.B Duty Free Lunch.....	7
6.C Class Size	7
6.D Teacher Responsibility.....	7
6.E Access to Agreement and Board Policies.....	7
7.A Assignments.....	7
7.B Transfers.....	8
7.C Promotions and Vacancies	8
8. Personnel File.....	8
9.A Recognition Payment	9
10.A Medical Insurance Benefits.....	9
10.B Personal Injury Benefit.....	11
11.A Sick Leave.....	11
11.B Personal Business Days.....	12
11.C Critical Illness or Death in the Immediate Family	12
11.D Religious Leave.....	12
11.E Professional Development Trips/Absences	13
11.F Jury Duty	13
12.A Unpaid Leaves.....	13
12.B Paid Leaves	13
12.C Notice of Intent to Return.....	15
13.A Reduction in Force	15
14. Part-time Teachers	16
15. Grievance Procedure.....	16
16. Discipline	19
17. Dues Deduction.....	20
Appendix A – 2020-2021 Salary Schedule.....	22
Appendix A – 2021-2022 Salary Schedule.....	22
Appendix A – 2022-2023 Salary Schedule.....	23
Appendix B – Instructional Leader Stipends	24
Appendix C – Compensation for School Sponsored Student Body Activities	25
Side Letters	28

PREAMBLE

It is the mutual intent and goal of the Board of Education of Wilton, Connecticut and the Wilton Education Association, Inc., to provide superior education through the effective utilization of the certified professional staff, facilities and administration.

In reaching this common goal, certain standard practices are understood and accepted.

1. The Code of Ethics of the Education Profession as adopted by the NEA Representative Assembly, July, 1975, as amended 2010, and by CEA Representative Assembly, May, 1976, is hereby recognized for informational purposes only and is not part of the contract.
2. There shall be participation and consultation with the WEA in the formulation and modification of Personnel Policies and Regulations of the Board which directly affect the conditions of employment of the certified professional staff.

Participation and consultation shall consist of:

- (a) Written notification to the President of the WEA of the Board's intent to review or modify any of those policies referred to above;
- (b) A meeting between the Superintendent of Schools or his/her designee and the WEA President and WEA representatives to receive input from the WEA;
- (c) A waiting period of thirty (30) days prior to Board action to modify those policies referred to above in order to permit thorough communication of the modification to the certified professional staff.

1. STATEMENT OF AGREEMENT

Agreement made between the Board of Education of the Town of Wilton, Connecticut ("the Board") and the Wilton Education Association, Inc., a Connecticut corporation ("the WEA") representing the certified professional employees of the Board and persons holding a durational shortage area permit in positions requiring a teacher or special services certificate and who are not included in the administrators' unit or excluded from the purview of §10-153a through §10-153g of the Connecticut General Statutes as amended. All provisions of the collective bargaining agreement shall apply to employees who hold a durational shortage area permit and who occupy positions requiring such permit except Article 13(A), Reduction in Force, and Article 16, Discipline. Subject to the provisions of this Agreement, the Board and the Association retain their respective rights under governmental laws, ordinances, rules and regulations.

2A. TERM OF AGREEMENT

The term of this Agreement shall commence on July 1, 2020 and shall terminate on June 30, 2023.

If any provision of this Agreement shall be held invalid by a court or administrative tribunal of competent jurisdiction, the remainder of this Agreement shall not be affected thereby.

The Board or the Association may reopen negotiations in accordance with Conn. Gen. Stat. Section 10-153f(e) if the cost of medical insurance plan offered herein is expected to result in the triggering of an excise tax under The Patient Protection and Affordable Care Act ([ACA;

P.L. 111-148], as amended, inter alia, by the Consolidated Appropriations Act of 2016 [P.L. 114-113]) and/or if there is any material amendment to the ACA that would substantially increase the cost of the medical insurance plan offered herein. Reopener negotiations shall be limited to health insurance plan design and funding, premium cost share and/or introduction of an additional optional health insurance plan.

2B. COMMENCEMENT OF NEGOTIATIONS

Negotiations on a successor to this Agreement shall not be commenced prior to the date required by State statute, unless the parties hereto mutually agree to an earlier date.

3. WORK HOURS/WORK YEAR (See side letter for 2015-2016, pg. 32)

In the event the Board changes the number of hours in the work day or the number of work days in the work year in a manner which would require negotiations under state law, the parties shall negotiate the impact of this change in accordance with this provision. Such negotiations, if not amicably resolved, shall be subject to the impasse resolution procedure set forth in §§10-153b, *et seq.*, of the Connecticut General Statutes, or as hereafter amended. The minimum work day shall be deemed to be an average of eight hours; with a school day equivalent to six hours and thirty-five minutes in duration, and the normal work year shall be deemed to be 187 days. The student school year shall be 181 days, subject to the right of the Board to change the student school year and the right of the Association to negotiate over the impact of any changes. The teacher work year shall also include two non-student work days and four non-student days for other professional activities as scheduled by the Board after consultation with the Association. A minimum of four Wednesday meetings per year shall be set aside for teacher-directed professional activities. In addition, teachers new to Wilton may be assigned one additional work day during their first year for purposes of orientation and training. For the purpose of this article, faculty meetings, department meetings, professional development meetings, curriculum meetings, parent-teacher conferences, parent nights and other activities or meetings in which teachers participated before or after normal working hours shall be deemed to be part of the normal work day.

4A. BASIC SALARIES

The salaries of employees covered by the Agreement shall be as set forth in "Appendix A" attached hereto. In the event that a settlement or arbitrated award results in a higher step or lane on the salary schedule being paid less than a lower step or lane, the higher step or lane will be adjusted to be paid more than the lower step or lane.

4B. SALARY PAYMENTS

Employees shall be paid every other Friday through the school year, commencing no later than the second Friday in the school year. For the purpose of this Article, the first Friday of the school year shall be considered to be the Friday of the first week that all teachers must report to school after summer vacation. Employees may receive twenty-one (21) salary payments or twenty-six (26) salary payments. The parties will agree on an alternate pay date schedule in the event that a salary payment would result in more than 21 salary payment dates in a given calendar year. Those who choose to receive twenty-six (26) payments must provide written notification each year to that effect to the Director of Financial Planning and Operations prior to July 1. Salary payment will be by direct deposit only, documented by electronic pay stub. Employees shall access their federal Wage and Tax Statement (Form W-2) through the employee self-service portal of the

district's employee management system. The Board shall provide email notification annually to teachers that W-2 forms are available on that portal.

If termination of employment comes prior to the end of the regular school year, the terminated teacher's pay will be prorated on the basis of the number of days in the employment year.

4C. ADDITIONAL COMPENSATION

Each employee who shall be engaged in curricular planning, summer library work, counseling of students during summer months and Master and Team Mentors shall receive the following compensation:

	2020-21	2021-22	2022-23
Curricular Planning - non-school day of 5 hours	Per day \$245.76	\$249.69	\$253.69
Summer Library Work –equivalent of a full school day	Per day \$371.31	\$377.25	\$383.29
Counseling of Students during summer months – equivalent of a full school day	Per day \$380.07	\$386.15	\$392.33
Master Mentor Annual Stipend	\$1,011.31	\$1,027.49	\$1,043.93
- Per Mentee stipend	\$354.18	\$359.85	\$365.61
TEAM Mentor Annual Stipend – first mentee	\$708.34	\$719.67	\$731.18
-- Each additional mentee	\$354.18	\$359.85	\$365.61

Subject to budgetary appropriations and with the prior approval of the Superintendent or his/her designee, an employee may be paid the following for attendance at staff development programs, workshops and other professional programs which are held on non-school days and are designed to enhance the professional growth of the staff:

1. For the 2020-2021 contract year \$29.65 per hour not to exceed a maximum of \$148.25 per day or a maximum of \$741.25 per week.
2. For the 2021-2022 contract year \$30.12 per hour not to exceed a maximum of \$150.60 per day or a maximum of \$753.00 per week.
3. For the 2022-2023 contract year \$30.60 per hour not to exceed a maximum of \$153.00 per day or a maximum of \$765.00 per week.

In addition to or in lieu of such payment, the Superintendent of Schools or his/her designee may approve all or part of a teacher's expenses incurred as a result of his/her participation in such programs or workshops.

4D. DEGREE DEFINITIONS AND TUITION REIMBURSEMENT

1. Degree Definitions

All graduate study for which staff members request credit on the salary schedule shall be planned programs leading to a formal diploma or certificate from an accredited university or from a university accredited by the appropriate regional accrediting association. All programs must be approved in writing in advance by the Superintendent or his/her designee.

Work taken beyond the Bachelor degree for initial certification shall not be credited for salary placement purposes.

To be approved for salary credit at least half the work in any Master's degree program must be academic work taken at the graduate level, and must be in the teacher's regular teaching area or closely related subject area(s).

To be placed on the Sixth Year lane, the teacher must have a second master's degree, a certificate of advanced study, or a master's degree which requires sixty (60) or more credits.

To be approved for salary credit, all the work in any Sixth Year program shall be at the graduate level; at least half the work must be in the teacher's regular teaching area or closely related subject area(s), and all courses must be at the graduate level taken subsequent to the Master degree.

At the discretion of the Superintendent, a teacher who has completed a second master's degree in a program approved after July 1, 1988 may be placed on the Sixth Year schedule. At least half the work in such a program must be in the teacher's regular subject area or closely related subject area(s), and all courses must be taken at the graduate level subsequent to the first master's degree. A newly hired teacher who possesses a second master's degree may, at the discretion of the superintendent, be placed on the Sixth Year schedule provided that at least half the work has been in the teacher's regular subject area or closely related subject area(s), and all courses must have been taken at the graduate level subsequent to the first master's degree. A teacher who is placed on the Sixth Year schedule as a result of obtaining an approved second master's degree and who subsequently obtains a Sixth Year degree may be placed on the Sixth Year + 9 and Sixth Year + 21 schedules but in no case shall the subsequently obtained Sixth Year degree be considered the equivalent of a Ph.D.

To be approved for salary credit, all the work in any doctorate program (Ph.D. or Ed.D) shall be at the graduate level, at least half the work must be in the teacher's regular teaching area or closely related subject areas(s), and all courses must be at the graduate level taken subsequent to the Master degree.

The Superintendent may grant an exception to the requirement that work be in a planned program or be in an area closely related to the teacher's job responsibilities when, in his/her opinion, the educational interests of the school system will be furthered.

Changes in salary lanes will be made for certified staff members for the current academic year providing evidence warranting the change in classification is presented to the Superintendent or his/her designee no later than November 1.

In cases where all degree requirements have been satisfied before the opening of school in September, but the degree is not to be awarded until a later date, changes in salary lanes will be made for qualified certified staff members if the degree-granting institution certifies that all requirements have been satisfied.

For budgeting purposes, teachers shall supply the Superintendent, upon request, with the expected completion date of their graduate program.

2. Tuition Reimbursement

Upon satisfactory completion of a course, including courses taken during a Board approved paid leave, employees covered by this Agreement shall be reimbursed by the Board for 3/4 of the tuition for graduate course work above the M.A. level to a maximum of Two Hundred Fifty (\$250) Dollars per credit. Upon satisfactory completion of a graduate course taken by a teacher earning credit toward the completion of a Master's Degree, such teacher shall be reimbursed by the Board for one-half of the tuition for such course work to a maximum of One Hundred Fifty (\$150) Dollars per credit. To receive tuition reimbursement, a teacher must submit for reimbursement within one year of completing the course. The process for receiving tuition reimbursement shall have four steps:

- The teacher shall share his/her program of study with the principal.
- The teacher then makes application to the Superintendent, or his/her central office designee, for approval of the program of study. The Superintendent or his/her central office designee provides prior approval for the program.
- The teacher submits the specific courses to the Superintendent or his/her central office designee for approval before the start of the semester in which the courses will be taken.
- The teacher submits proof of tuition payment and a transcript showing that the course was completed with the teacher receiving at least a grade of B (or a Pass in a Pass/Fail class) and requests reimbursement in accordance with this section.

5A. SPECIAL SCHOOL PROGRAM

In filling these positions, preference shall be given to teachers regularly employed in the Wilton School System.

In filling such positions, the Board shall give priority to an applicant's area of competence, major and/or minor field of study, and prior experience in these types of programs and the specific program to which the applicant is applying. Thereafter, the Board shall consider length of service in the Wilton School System.

All openings for these positions, except homebound instruction, shall be listed at least two (2) weeks prior to the commencement of the program, if known at that time.

	2020-21	2021-22	2022-23
Extended School Year	\$81.20	\$82.50	\$83.82
Homebound	\$76.13	\$77.35	\$78.59

Travel allowance shall be made at the current Internal Revenue Service (IRS) rate per mile for every mile driven for homebound instruction. The basis for computing mileage shall be the round trip distance between the school and the student's home.

Instructors in Adult Education who are members of the bargaining unit possessing a regular teaching certificate and who teach courses related to their area(s) of certification will be paid at the same hourly rate as Extended School Year. The Board reserves the right to establish rates for courses taught by other personnel.

5B. INSTRUCTIONAL LEADERS

Instructional Leader positions shall be posted annually. All applications are voluntary. If there are two or more applicants for a position, all applicants shall be interviewed. If the need arises for one teacher to hold two positions, it shall be subject to the approval of the Superintendent.

There will be seven categories of service (categories 1-7). Job descriptions will be supplied to each candidate. Evaluations will be made on an annual basis by the building administrator (or other administrator where appropriate).

Subject to the approval of the Superintendent, Instructional Leader positions may be shared only when two or more professionals agree in advance and apply for an Instructional Leader position as a team.

Instructional Leader stipends and additional work day requirements shall be provided as set forth in "Appendix B" attached hereto.

During the contract term, in exercising its right to create and eliminate positions, the Board may affect positions currently set forth in Section 5B, Instructional Leaders. In such case, the Board will negotiate with the Association over the salary of any such new positions.

5C. STUDENT ACTIVITIES

Employees engaged in school sponsored and approved student body activities shall be compensated as set forth in "Appendix C" attached hereto.

5D. NEWLY CREATED POSITIONS

The Board shall initially determine the remuneration for newly created positions in accordance with the concept of equal pay for equal services. The Association may initiate negotiations after one (1) year from the date the position is created regarding remuneration for such positions.

5E. SUBSTITUTE TEACHERS

Whenever a substitute who is regularly certified for the work being done, serves in the same assignment for at least forty (40) consecutive school days, such substitute shall be paid at a per diem rate equal to the salary of a teacher placed on the initial step of the bachelor degree schedule currently in effect, divided by the number of work days in the work year, for work performance in the same assignment after forty (40) consecutive days, but the substitute shall receive no other benefits under this contract.

5F. TEACHER-IN-CHARGE

The teacher-in-charge in each school in the district, to the extent such position exists, shall act in the place of the administrator(s) when the administrator(s) is temporarily absent during, before or after the normal work day. The teacher-in-charge shall receive an annual stipend of \$1000 during the term of this Agreement. This position shall be posted annually in each school building in which such position exists.

6A. PREPARATION TIME

Employees who are engaged in classroom instruction shall have, within each instructional day, preparation time free of administrative assignment averaging approximately 45 minutes per day but no less than 30 consecutive minutes each day.

6B. DUTY FREE LUNCH

Employees covered by this Agreement shall have a duty free lunch period in accordance with §10-156a of the Connecticut General Statutes, as amended. In the event that the Board changes the length of the duty free lunch period, the parties shall negotiate the impact of this change in accordance with §§10-153b, *et seq.*, of the Connecticut General Statutes, as amended.

6C. CLASS SIZE

The Board and the WEA agree that class size shall be determined in accordance with Board Policy #6151. The Board shall make reasonable efforts to attain the then existing class size planning average in Policy #6151 at the commencement of each school year. It is the Board's intent, wherever possible, that no certified professional employee shall be responsible for more than the total of 125 students in regular classes.

6D. TEACHER RESPONSIBILITY

The Board and the Association agree that a teacher's primary responsibility is to teach and that the teacher's energy should be utilized to this end. The Board and the Association recognize that teacher aides, clerical and non-teaching employees and automated equipment are useful and may be necessary in order to implement this principle.

6E. ACCESS TO AGREEMENT AND BOARD POLICIES

The Board shall provide each teacher with a complete text of this Agreement.

The Board will make available all current Board policies on the district web site. A complete copy of the policies, as they may be revised from time to time, shall be emailed to the library-media specialist in each school.

7A. ASSIGNMENTS

Teachers initially employed by the Board shall receive their building grade and/or subject assignments from the Superintendent's office in writing or electronically via school email as the Superintendent or his/her designee may determine.

Teachers shall be notified in writing or electronically via school email as the Superintendent or his/her designee may determine of any changes in their programs and schedules for the ensuing school year, including the schools to which they will be assigned, the grades and/or subjects that they will teach, prior to the close of school for the summer recess, when such changes are known by the administration. In the event of a change in circumstances or conditions during the months of June through August, such assignments may be changed, with prompt notice in writing or electronically via school email as the Superintendent or his/her designee may determine to the teacher's last known address and to a designated Association representative.

In the determination of assignments, the administration will consider the convenience and wishes of a teacher, that have been expressed in writing in advance of such determination, to the extent that such considerations do not conflict with the instructional requirements and best interests of the school system and the pupils as determined solely by the Board of Education or its authorized designees.

Decisions under this article will be capable of reasoned substantiation.

7B. TRANSFERS

An involuntary transfer shall be made only after a meeting between the teacher involved and the Superintendent or his/her designee, after which the teacher shall be notified in writing of the reasons for the transfer.

Teachers who desire to transfer to another building shall communicate such desire to the Superintendent or his/her designee through Applitrack or any successor electronic system adopted by the district not later than April 1. Such statement shall include the grade and/or subject to which the teacher desires to be assigned or the school or schools (in order of preference, if the teacher has preferences) to which he or she desires to be transferred.

Teachers who desire a change in grade or subject assignment shall request such change in writing to the principal and/or immediate supervisor or, as designated by Superintendent or his/her designee through Applitrack or any successor electronic system adopted by the district giving preference as in above. Notice of transfer shall be given to the teacher as soon as practicable and under normal circumstances not later than the close of the school year (except if the cause of the transfer occurs after the close of the school year).

Decisions under this article will be capable of reasoned substantiation. If the transfer is solely an internal transfer and not open to external candidates, then teachers shall be required to perform a demonstration lesson as part of the transfer process if mutually agreed upon by both the administrator and the teacher.

7C. PROMOTIONS AND VACANCIES

The Board and the Association agree that all position vacancies in the bargaining unit will be posted on the district website and electronically via a group email list consisting of all teachers. For the purpose of this article, "vacancy" or "vacancies" shall mean positions which are open as a result of death, retirement, discharge, resignation or the creation of a new position or positions which open after a transfer or series of transfers. No posting shall be required in a situation where an incumbent teacher is placed in a position in order to avoid employment contract termination or displacement of another teacher.

8. PERSONNEL FILE

In no case shall any anonymous and/or unsubstantiated complaint be placed in any teacher's file.

No material that is critical of the teacher originating after initial employment shall be placed in a teacher's personnel file unless the teacher has been notified and has had an opportunity to review the material. The teacher may submit a written notation regarding any material; such notation shall

become part of the personnel file. If a teacher is asked to sign material placed in his/her file, such signature shall not be interpreted to mean agreement with the content of the material unless so indicated.

No teacher shall be denied reasonable access to his/her personnel file.

This article shall not apply to teacher evaluations or any aspect of the evaluation procedure.

9A. RECOGNITIONAL PAYMENT

On February 1 of each fiscal year during the term of this Agreement, a recognitional payment of Three Hundred (\$300.00) Dollars shall be paid to each employee who, while an employee of the Board, has been awarded, during the previous school year, his or her first master's degree. A teacher who obtains national board certification from National Board for Professional Teaching Standards shall receive a one-time recognitional payment of One Thousand (\$1,000) Dollars.

10A. MEDICAL INSURANCE BENEFITS

In each year of this Agreement, the Board will pay to the appropriate insurance carriers or administrators, premiums for life insurance and health insurance based on the network plan as specified below unless a change in said program is agreed to by the Board and the Association.

The HD-HSA Plan

1. Eligible employees may participate in a High Deductible Health Savings Account Plan, with preventive care at no cost and deductibles of \$2,250/\$4,500 (50% paid by the Board). Prescription co-pays as set forth below shall be required after the deductible is met. The HD-HSA plan shall have an unlimited benefit as regards to the PT/OT/ST and Chiropractic benefits.
2. The prescription drug plan shall be a formulary plan with a \$10 co-pay for generic drugs, \$25 co-pay for formulary brand drugs, and \$40 co-pay for non-formulary brand drugs and a 2 times co-pay feature for mail order drugs at the applicable rate described herein, up to a yearly maximum of \$1,000/\$2,000. The prescription drug plan shall make generic drugs mandatory, subject to exception only when a medical doctor specifies that the drugs should be dispensed in accord with written instructions.
3. The out-of-network feature for the plan shall be based on reimbursement fees of up to 300% of MRC.
4. For employees eligible for the HD-HSA plan without adverse tax consequences under federal law (e.g., because the employee is covered by Medicare), the HD-HSA plan shall be the sole option. Employees not eligible for the HD-HSA plan without such adverse consequences can participate in a Health Reimbursement Account (HRA) with the same terms as the HSA. Board funding to the HRA shall include a rollover feature allowing any unused HRA deductible funds to be rolled over up to the amount legally allowed.

There shall be an annual Open Enrollment Period that commences at least thirty (30) days prior to the Board's annual insurance renewal date.

To be eligible to receive these medical insurance benefits, each employee participating in the HD-HSA Plan shall contribute the percentage amounts in each year of the contract, as follows:

2020-2021	Each employee participating in the HD-HSA shall contribute eighteen and one-half percent (18.5%) of plan cost.
2021-2022	Each employee participating in the HD-HSA shall contribute nineteen percent (19%) of plan cost.
2022-2023	Each employee participating in the HD-HSA shall contribute nineteen and one-half percent (19.5%) of plan cost.

For the purpose of this article, the term "plan cost" shall be based on the allocation rate for self-insured plans and the premium cost rate for fully funded plans and shall include the cost of prescription, dental and other riders in the plan. Teachers shall contribute the same percentage of the cost of life insurance benefits each year as teachers contribute for the medical plan in which they participate. The Board will provide all teachers one enrollment opportunity with a change of carrier no later than July 1, 2017. Each employee must submit a written wage deduction authorization permitting the Board to deduct from the employee's salary his or her share of the premium set forth above. Each employee will be informed of the amount of the premium in writing prior to the first or any revised deduction. An employee may forego or withdraw from full coverage rather than pay his or her share of the premium. An employee who forgoes or withdraws from full coverage rather than pay his or her share of the cost of the premium must satisfy any existing reentry conditions or limitations of the plan.

A teacher regularly assigned to work at least .5 full-time teaching equivalents shall receive the same medical and life insurance benefits, with applicable premium contribution rates, as full-time teachers. A teacher regularly assigned to teach less than .5 full-time teaching equivalents shall be ineligible to receive medical or life insurance benefits. The exception to the above language is that a teacher whose position is reduced to below .5 full-time teaching equivalents shall remain eligible to receive medical and life insurance benefits for the following one school year.

Subject to law, including the rules and regulations of the Internal Revenue Service and independent of the requirements that employees contribute to the cost of medical premiums and pay deductibles and co-insurance, the Board shall, not later than the effective date of this Agreement, 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 and medical premium contributions, deductibles, and co-insurance to be paid by employees. As allowed by law, this plan shall establish a dependent care account. The maximums that employees can contribute to such plans shall be set in accordance with applicable federal law.

For any certified professional employee (excluding dependents) retiring on or after July 1, 2003 who was employed and teaching in Wilton prior to July 1, 2017 and who has been employed by the Board for at least 15 years and who is immediately eligible for retirement benefits under the Teacher Retirement Act, §10-183b, *et seq.*, of the Connecticut General Statutes, the Board shall contribute \$1,300 annually for retiring employees, for the purchase of medical insurance from the time the retired employee attains the age of 60 or retires, whichever is later, for the next five years. To be eligible for this benefit the retired employee must provide annually satisfactory proof to the administration of his/her purchase of insurance benefits. In the event the employee attains the age of 65 prior to the annual renewal date of the insurance coverage, the Board contribution shall be

prorated accordingly. The cash stipend then being paid to retirees may be increased or decreased at any time as a result of subsequent negotiations between the Board and the Association.

In the event the Board self-insures it shall adhere to all applicable state and federal group insurance mandates in effect on or before July 1, 1997.

10B. PERSONAL INJURY BENEFIT

Whenever a teacher is absent from school as a result of a personal injury caused by an accident arising out of and in the course of his/her employment, he/she shall be paid full salary, less any worker's compensation payments made on account of such injury and less any tax savings, for up to one hundred (100) days for such absence. No part of such absence during such one hundred (100) day period shall be charged to the teacher's annual or accumulated sick leave, except in cases where the teacher has been negligent in causing such injury. In those cases, the benefit described herein shall not apply. After the one hundred (100) day period, teachers may utilize accumulated sick leave to make up the difference between regular pay and worker's compensation benefits.

11A. SICK LEAVE

Employees shall be granted seventeen (17) days sick leave per year accumulative to two hundred (200) days. Up to three days of such leave may be used by the employee for personal illness of members of the immediate family (as defined in 11C) who either reside in the employee's household and/or are parents or dependent children and who are in need of the employee's attendance during the school day. The Board can require a note from the doctor after three (3) consecutive days of absence or with prior written warning of suspected sick leave abuse.

The Board hereby establishes a sick leave bank of two hundred and forty (240) days for each year of this Agreement accumulative to a maximum of four hundred and eighty (480) days. The WEA shall have the responsibility of administering up to fifteen (15) days to a teacher, if needed, as an initial disbursement from the bank. If a teacher needs more than fifteen (15) days from the bank in any school year, the teacher must make application to the Office of Human Resources, which shall make any determination on a request for additional days. The guidelines used by both the WEA and the Office of Human Resources shall be as follows:

- (a) No days may be awarded unless the employee to whom said sick days are to be awarded has exhausted his/her accumulated sick leave.
- (b) Not more than sixty (60) days may be awarded to any one employee in any one school year.
- (c) Award of sick days from the bank shall be based on a serious, continuing health problem that prevents the teacher from working. In the event a teacher's sick days have been exhausted due to such an illness prior to the end of a given school year, the teacher may apply for up to five (5) days from the bank which shall be available for the remainder of that school year for personal illness that may occur that year.
- (d) A request for leave from the bank shall be on a form designated by the Office of Human Resources, and such request shall be supported by medical documentation from the teacher. The WEA and the Office of Human Resources reserve the right to request additional information concerning the prognosis of such illness.

11B. PERSONAL BUSINESS DAYS

Employees shall be allowed absences of up to three (3) days for personal business. Personal business days are not designed for the extension of vacation periods or holidays, but are designed for absences that are necessary in order to conduct business that ordinarily cannot be conducted outside the school day. Absence immediately before or after a vacation or holiday will result in loss of pay unless a permissible reason for said absence is stated in writing and approved by the Superintendent or his/her designee at least 72 hours in advance where possible. Notwithstanding any provision of this article to the contrary, a teacher must provide a valid reason for absences taken as follows: on consecutive workdays, absences occurring before and after a normal or three-day weekend, holiday or vacation period, or from May 15th through the end of the school year. Unused personal business days will be added to the employee's accumulated sick leave at the end of the school year, except that it is understood that the total accumulation of sick days and personal business days shall not exceed two hundred (200).

The foregoing provisions are not to be interpreted as denying the Board its prerogative to grant additional days under any of the above categories, when the Board, in its sole discretion, considers it to be appropriate.

11C. CRITICAL ILLNESS OR DEATH IN THE IMMEDIATE FAMILY

Five (5) days absence with full pay will be allowed in any one school year for critical illness or death in the immediate family. The reason for the absence and the relation of the ill or deceased person to the staff member must be noted in the absence management system when the absence is entered. Two (2) of the five (5) absences may be used to attend a funeral or memorial service for a close family member or friend that is not considered to be immediate family. Notwithstanding any past practice to the contrary, critical illness shall normally be defined as a situation in which the family member is seriously ill to the extent that life is in peril.

Immediate family means spouse, children, members of the same household, parents, siblings, grandparents, grandchildren, parents-in-law and siblings-in-law.

An additional five (5) days will be allowed in any one school year for critical illness or death in the immediate family as described above and shall be charged against the employee's accumulated sick leave.

These provisions do not deprive the Board of its prerogative to grant additional days under any of the above categories, if the Board, in its sole discretion, deems it to be appropriate.

11D. RELIGIOUS LEAVE

Members of any religious faith may apply to the Superintendent or his/her designee for leave for principal religious holidays not provided on the school calendar, where observance is not possible outside of school hours, and where participation is customary both for the individual and his/her religious faith. This leave shall be in addition to sick leave, personal business leave or other types of authorized leave, and shall be granted to a maximum of three (3) days per year, non-cumulative.

11E. PROFESSIONAL DEVELOPMENT TRIPS/ABSENCES

Absence with full pay will be allowed for trips approved in advance by the Superintendent or his/her designee to educational conferences or for trips involving school business. All requests for such absence will be made in writing to the principal and, if recommended, will be submitted to the Superintendent or his/her designee for approval. Only the school principal's advance approval will be required for one (1) day trips. Except under unusual circumstances, the Superintendent or his/her designee will approve only one (1) overnight or longer trip for any one (1) member of the staff. Teachers accompanying students on field trips or otherwise acting in their normal capacity will not be considered absent.

11F. JURY DUTY

Employees will be compensated at their regular rate of pay for absences due to jury duty upon submission of proof of jury service and any payment for juror service to the Payroll office. An employee shall not be compensated for jury duty that has been postponed from the summer break to any time during the school year except for good cause (e.g., prior significant commitment).

12A. UNPAID LEAVES

Each tenured employee shall be entitled to a single one (1) year leave of absence without pay. Notice of intention to take said leave of absence shall be filed with the Superintendent prior to April 1 to take effect at the beginning of the following school year. During any unpaid leave of absence a tenured employee shall receive no benefits, shall receive no credit in terms of years of experience, and shall not progress on the salary schedule for the period he is on leave. The employee may participate in the employee insurance plans by assuming the full premium cost. Leave of absence shall not be granted in order for an employee to accept a position as a classroom teacher or school administrator within the United States without prior approval of the Board.

The Board of Education, at its discretion, may grant more than one (1) unpaid leave to an individual certified professional employee and may grant leaves of greater or lesser duration than one (1) year.

12B. PAID LEAVES

(A) Mini-Sabbatical

The mini-sabbatical program is provided as a unique opportunity for professional growth. The program expects all applicants will be tenured and will have taught or administered in Wilton for at least four consecutive years. All applications for mini sabbaticals must be submitted by October 1 of the school year in which they are to occur.

The mini-sabbatical is designed to supplement the staff development program by providing sabbatical experiences of no more than six (6) weeks. Only one mini-sabbatical will be granted a teacher during any five-year period. The district will support up to three (3) mini-sabbaticals, of two to six weeks continuous calendar duration, per school year.

The mini-sabbatical program should only be for projects that will be of benefit to the district and that need to be done during the school year. Materials developed during the sabbatical will be shared with appropriate district faculty, students, and administrators.

A subcommittee of the Staff Development Committee will screen all applicants. Recommended applications will be forwarded to the Superintendent. The Superintendent will make recommendations to the Board of Education. The decision of the Board shall be final and shall not be subject to the grievance procedure.

Full pay and benefits for the teacher shall be maintained during the time of the sabbatical. Approved mini-sabbatical projects will be subject to the availability of a suitable substitute and will be scheduled to minimize disruption to students. In the event a suitable substitute is not available, approved projects will retain priority status until a suitable substitute is available.

Program standards, criteria, and application forms will be made available through the Assistant Superintendent's office and on the district website.

(B) Teacher Exchange Leave

Teachers may be exchanged for teachers from another school district in the United States or in a foreign country. Such exchange shall be initially recommended by the Superintendent to the Board of Education, which shall take final action approving or disapproving such leave. All rights and privileges of the Wilton teacher shall continue in full force and effect during the exchange period. Not more than three (3) teachers shall be on exchange leave at any one time.

Under normal circumstances, the school district where the Wilton teacher is selected to serve will provide the exchange teacher and shall be responsible for his/her compensation and fringe benefits. The exchange teacher shall not be subject to the provisions of this Agreement. The granting of exchange leave shall be subject to the condition that the exchange teacher is qualified as determined by the Board of Education.

Upon return from exchange leave, the Wilton teacher shall either remain in service with the Wilton School District for a period of two (2) months for every month of paid leave immediately subsequent to the termination of the leave or any additional period of leave granted by the Board, or shall refund the salary paid, course reimbursement and the cost of fringe benefits incurred by the Board during the leave. Continued service with the Wilton School District after the termination of exchange leave shall be prorated and credited against the teacher's obligation upon return from leave. Prior to the commencement of leave the teacher shall be required to execute a promissory note memorializing the legal obligation set forth in this paragraph. Such note shall provide that upon default the employee shall be responsible for refunding all sums owed the Board and all costs of collection, including reasonable attorney's fees.

It is understood that if a teacher is unable to return to employment for the required time period because of death or disability, neither the teacher nor his or her estate shall be responsible for reimbursing the Board as provided above. For the purposes of this provision, "disability" means inability to engage in any substantial gainful activity by reason of any medically determined physical or mental impairment which can be expected to result in death or to be of long - continued and indefinite duration.

12C. NOTICE OF INTENT TO RETURN

An employee intending to return from a paid or unpaid leave at the commencement of an academic year shall file a notice of such intention with the Superintendent of Schools on or by the March 15 preceding the scheduled date of return. Employees required to return from leave on a date other than at the commencement of an academic year shall file a notice of intent to return by or on the date established by the Board of Education at the commencement of the leave. The employee shall be informed of this contractual obligation at the time that he/she received written notice of the granting of the leave and at least thirty (30) days prior to the "notice of intent to return" date by correspondence sent to the employee's last known address by certified mail with a return receipt requested. An employee who fails to file a notice of intent to return with the Superintendent by the required date shall be deemed to have resigned from the employ of the Board of Education effective on the notice of return date.

13A. REDUCTION IN FORCE (See MOU)

The Board and the WEA agree that if, after exploring other reasonably possible alternatives, and acting in conformity with Board policies and regulations and in conformity with all relevant state and federal law, the Board determines that it is necessary to reduce the total number of its tenured certified employees, the following method shall be used: Within a specific area of instruction, a person or persons whose employment is to be terminated shall be that person or those persons who shall have the lowest assigned number computed as follows: Number of years teaching, plus number of present step on the Wilton salary schedule, divided by two (2); said quotient to be multiplied by either one (1), one and one-half (1.5), or two (2), said multiplier to signify: One (1) = Needs help in meeting professional expectations, one and one-half (1.5) = Meets professional expectations, and two (2) = Meets and exceeds professional expectations. To said product shall be added a number representing graduate course work as follows: BA + 21 = 1, MA + 21 = 2, 6th year + 21 = 3, Doctorate = 4 (this number shall be the cumulative total of numbers attained). The above computation may be expressed as follows:

$$\frac{(\text{Years teaching} + \text{Step})}{2} \times \text{multiplier} + \text{graduate number} = \text{number}$$

The multiplier assigned to each teacher shall be based upon application of the Wilton Staff Appraisal Plan. A teacher's success in meeting goals mutually agreed upon between the teacher and his/her evaluator shall not be considered to the teacher's detriment in determining the multiplier, except to the extent that such goals form a part of the teacher's standard evaluation.

For staff members employed subsequent to the 1979-80 school year, "number of years teaching in Wilton" shall be substituted for "number of years teaching" in the preceding formula.

Subject to the provisions of this Agreement, e.g., unpaid leave, recall, etc., a teacher, for the purpose of determining his/her reduction in force number, shall retain his/her 1984-85 step number plus one additional step number during the 1985-86 contract year and shall receive one additional step number during each subsequent contract year until he/she reaches a step designated as number 17. Subject to the provisions of this Agreement, a teacher commencing service after the effective date of this Agreement shall receive one additional step number during each contract year until he/she reaches a step designated for the purpose of this article as number 17.

For purposes of this article, an employee who works a half year at full-time or a full year at half-time shall be considered to have worked for one (1) full year.

If a vacancy occurs within the school system by the second October 1 following a teacher's termination, said teacher, if certified and qualified, shall be given preferential consideration in filling of said vacancy. Notice of vacancy shall be sent to the last address filed by the teacher with the Board of Education.

Anyone employed on a one (1) year basis (e.g. to replace a teacher on leave of absence) shall be excluded from the terms of these provisions.

The Board shall determine which non-tenured teachers' contracts will be non-renewed or terminated due to a reduction in staff.

14. PART-TIME TEACHERS

The amount of duty time assigned to part-time members of the bargaining unit shall not exceed the amount of duty time assigned to full time members of the bargaining unit multiplied by the part-time member's fractional FTE. The administration shall make a reasonable effort to maintain the current practice of scheduling classes of part-time members of the bargaining unit in a reasonably compact manner.

Teachers assigned to less than 1.0 FTE shall attend professional development days proportionally to their assignment, provided that a teacher may attend additional professional development days by mutual agreement between the teacher and administration for each professional development day and the teacher shall be paid at his/her per diem rate for each additional professional development day.

15. GRIEVANCE PROCEDURE

1. Definitions

"Grievance" shall mean a violation of a specific term or terms of this contract to the detriment of a teacher or group of teachers.

"Teacher" shall mean any temporarily or permanently certified professional employee for whom the WEA is the exclusive bargaining agent for the purpose of negotiations.

"Appropriate administrator" shall mean any administrator to whom the teacher is directly responsible and who has responsibilities within the area of the grievance.

"Day" shall mean a day when school is in session for a half day or longer, except during the summer recess when days shall mean week days.

"Local teachers organization" shall mean that organization which is the statutory local bargaining representative of the teachers, presently the WEA.

"Professional Rights and Responsibilities Committee" shall mean the professional rights and responsibilities committee of the WEA or other organization which is the exclusive bargaining agent of the certified employees of the Wilton Board of Education.

"Board" shall mean the Wilton Board of Education.

"WEA" shall mean the Wilton Education Association.

2. Basic Principles

A teacher shall have the right to present grievances, in accordance with these procedures, free from coercion, interference, restraint, discrimination or reprisal, so long as he acts in good faith.

A teacher may be represented at Levels Two and Three of the formal grievance procedure by a person of his/her own choosing. When a teacher at Levels Two and Three has selected someone other than his/her local teachers organization to represent him or has selected no one to represent him, that organization shall, nonetheless, have a right to have its own representative present at any hearing to observe and to state his/her view, unless the teacher objects to the representative's presence.

The contents, but not the outcome, of all grievance procedures and hearings shall be kept confidential to those who participate, unless the teacher and the person or Board to whom the grievance is presented for disposition otherwise agree.

Documents, communications, and records having to do with a grievance handled under these procedures shall, if kept, be filed separately from the aggrieved teacher's regular personnel file.

Forms for filing and processing grievances shall be prepared by the Superintendent and made available to anyone requesting them.

At the hearing prescribed for Levels Two and Three, witnesses or written statements or documentary proof may be presented.

3. Time Limits

Grievances should be handled as rapidly as possible. The number of days allowed for each procedural step represents a maximum, unless the teacher and the person or Board to whom the grievance is presented for disposition agree in writing to extend the allotted time.

If a teacher does not file a grievance in writing within thirty (30) days after he/she knew or should have known of the event or condition on which the grievance is based, the grievance shall be deemed to have been waived by him/her.

Failure by an aggrieved teacher at any level to appeal a grievance to the next level within the allowed time limits shall be deemed acceptance by him/her of the decision rendered.

4. Informal Procedure

If a teacher feels that he or she has a grievance, he must first discuss the matter with his/her principal or other appropriate administrator in an effort to resolve the grievance informally. At this stage, a WEA official may represent or speak for the teacher with or without the teacher being present.

5. **Formal Procedure**

(a) **Level One - School Principal**

If an aggrieved teacher is dissatisfied with the outcome of informal procedures, he/she may present his/her claim as a written grievance to his/her principal or other appropriate administrator. The claim should be as specific as possible.

The principal or appropriate administrator shall within ten (10) days after receipt of the written grievance render his decision and the reason therefor in writing to the teacher and, if requested by the teacher, to his or her local teachers' organization.

(b) **Level Two - Superintendent or his/her Designee**

If the teacher is dissatisfied with the disposition of his/her grievance at Level One, he/she may, within five (5) days after receipt of the decision or after the last day the decision should have been rendered, file his written grievance with the Superintendent of Schools.

The Superintendent or his/her designee shall, within fifteen (15) days after receipt of the written grievance, meet with the aggrieved teacher for the purpose of resolving the grievance. A record of this hearing shall be kept by the Superintendent and shall be made available to the participants upon written request.

The Superintendent or his/her designee shall, within ten (10) days after the completion of the hearing, render his/her decision and the reasons therefor in writing to the teacher and, if requested by the teacher, to his/her local teachers' organization.

(c) **Level Three - Board of Education**

If the aggrieved teacher is dissatisfied with the disposition of his/her grievance at Level Two, he may within five (5) days after receipt of the decision, or after the last day the decision should have been written, file his/her written grievance with the Board of Education through the Superintendent's office.

The Board of Education, or a committee of the Board, shall, within twenty (20) days after receipt of the grievance, meet with the aggrieved teacher for the purpose of resolving the grievance. A record of this hearing shall be kept by the Superintendent and shall be made available to the participants upon written request.

The Board, or its committee, shall, within ten (10) days after completion of the hearing, render its decision and the reasons therefor in writing to the teacher and, if requested by the teacher, to his/her local teachers' organization.

(d) **Level Four**

If the aggrieved teacher and the Association are dissatisfied with the disposition of the grievance at level 3, the Association may, within five (5) days after receipt of the decision or after the last day the decision should have been rendered by the Board of Education, submit the grievance to arbitration by notifying the Superintendent of its

intent to do so. If the Association and the Superintendent cannot mutually agree upon a single arbitrator to hear the grievance within three (3) days of the notice of intent to submit to arbitration, then the Association may submit the grievance to arbitration by filing a demand for arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association. The American Arbitration Association shall then act as the administrator of the proceedings.

The arbitrator shall render a decision in writing to both parties setting forth his/her findings of fact, reasoning and conclusions only on the issues submitted. He shall hear only one (1) grievance at a time. He shall render his/her decision as promptly as possible. The arbitrator shall limit his/her decision strictly to the interpretation and application of the specific provisions of this Agreement.

The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which involves Board action under all applicable statutes or which is violative of the terms of this Agreement, or Board policies, and he shall be without power or authority to add to, subtract from, modify or delete any term or provision of this Agreement. The decision of the arbitrator shall be submitted to the Board and to the Wilton Education Association and, subject to law, shall be final and binding, on both parties. The cost for the services of the arbitrator shall be borne equally by both parties.

6. WEA Grievances

If, in the judgment of the President of the Association or the Chairman of the Professional Rights and Responsibilities Committee of the Association, a grievance affects a group or class of teachers, the President or chairman may submit such grievance in writing to the appropriate administrator. A hearing shall be held within fifteen (15) days of its filing. In the event that the aggrieved group includes teachers from several schools, the Association may initiate the grievance procedure at Level Two (Superintendent) with information copies of such grievance sent simultaneously to the principals of each of the employees involved. The WEA, if it feels it has a class action grievance, must first discuss the grievance with the appropriate administrator in an effort to resolve the grievance informally.

The Board will grant release time with full pay and benefits for any teacher, President of the WEA, and the Chairperson of the WEA Personnel Policies Committee, involved at a Level Four hearing scheduled during school hours.

No WEA grievance shall be heard unless at least one (1) of the aggrieved employees shall request that such grievance be heard.

The grievance procedures shall not apply to disputes among employees.

16. DISCIPLINE

No teacher shall be suspended for disciplinary reasons or denied a wage increase or increment without just cause.

17. DUES DEDUCTION

1. Members

All teachers who elect to join the Association shall sign and deliver to the Association, if they have not already done so, an authorization for the payroll deduction of membership dues of the Education Association. Said authorization shall continue in effect from year to year unless such teacher shall notify the Board of Education and the Association in the month of August of any year. The amount of the Association membership dues shall be certified by the Association to the Board prior to the opening of school each year.

2. Resignation, Retirement, Leaves

If during the school year, a teacher receives a leave that causes him/her to be out of school through the end of the school year, and the teacher continues to be employed by the District, the balance of the annual dues shall be deducted from his/her final pay check.

3. Forwarding of Monies

The Board agrees to forward to the Wilton Education Association each month all monies deducted during that month for dues and service fee deduction.

4. Lists

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

The right to refund the employee's monies deducted from their salaries under such above authorization shall lie solely with the Association. The Association agrees to reimburse any employee for the amount of any dues deducted by the Board and paid to the Association, which deduction is by error in excess of the proper deduction, and agrees to hold the Board harmless from any claims of excess deductions.

The Association shall indemnify and save the Board and/or Town harmless against all claims, demands, suits, or other forms of liability, which may arise by reason of any action taken in making deductions and remitting same to the Association pursuant to this Article.

Dues for the Association will be deducted from the first twenty (20) pay checks distributed to each teacher.

SIGNATURE BLOCK

THE WILTON EDUCATION ASSOCIATION, INC.

By Andrew Misaji Date 5/27/2020
President

THE WILTON BOARD OF EDUCATION

By Deborah Low Date May 27, 2020
Deborah Low, Chairperson

APPENDIX A

Salary Schedule 2020 - 2021

Step	BA	BA+9	BA+21	MA	MA +9	MA+21	6th YR	6th YR+9	6th YR+21	PhD
2	48,586	49,083	49,785	53,990	54,502	55,176	58,192	58,697	59,366	64,035
3	50,984	51,260	52,187	56,654	57,167	57,847	60,912	61,428	62,086	66,872
4	53,419	53,942	54,634	59,347	59,862	60,554	63,671	64,180	67,153	69,748
5	55,900	56,428	57,129	62,076	62,597	64,515	66,457	66,974	67,664	72,657
6	58,423	58,960	59,663	64,869	65,368	66,066	69,282	69,805	70,494	75,606
7	60,997	61,531	62,248	67,653	68,184	68,884	72,139	72,664	73,362	78,589
8	64,301	64,845	65,576	70,498	71,026	71,735	75,035	75,556	76,266	81,604
9	67,713	68,275	69,036	73,378	73,916	74,634	77,965	78,489	79,201	84,662
10	74,415	75,024	75,848	77,475	78,044	78,800	80,927	81,465	82,180	87,756
11				81,804	82,403	83,201	84,175	84,716	85,433	90,887
12				86,371	87,004	87,847	88,810	89,382	90,138	95,894
13				92,833	93,513	94,419	96,576	97,199	98,028	101,350
14				101,373	102,115	103,106	104,286	104,958	105,845	106,746
15							115,945	116,697	117,681	125,198

Teachers not yet at maximum step shall advance one step in the 2020-21 year.

Salary Schedule 2021-2022

Step	BA	BA+9	BA+21	MA	MA +9	MA+21	6th YR	6th YR+9	6th YR+21	PhD
2	49,072	49,574	50,283	54,530	55,047	55,728	58,774	59,284	59,960	64,675
3	51,494	51,773	52,709	57,221	57,739	58,425	61,521	62,042	62,707	67,541
4	53,953	54,481	55,180	59,940	60,461	61,160	64,308	64,822	67,825	70,445
5	56,459	56,992	57,700	62,697	63,223	65,160	67,122	67,644	68,341	73,384
6	59,007	59,550	60,260	65,518	66,022	66,727	69,975	70,503	71,199	76,362
7	61,607	62,146	62,870	68,330	68,866	69,573	72,860	73,391	74,096	79,375
8	64,944	65,493	66,232	71,203	71,736	72,452	75,785	76,312	77,029	82,420
9	68,390	68,958	69,726	74,112	74,655	75,380	78,745	79,274	79,993	85,509
10	75,606	76,224	77,062	78,250	78,824	79,588	81,736	82,280	83,002	88,634
11				82,622	83,227	84,033	85,017	85,563	86,287	91,796
12				87,235	87,874	88,725	89,698	90,276	91,039	96,853
13				93,761	94,448	95,363	97,542	98,171	99,008	102,364
14				102,995	103,749	104,756	105,329	106,008	106,903	107,813
15							117,800	118,564	119,564	127,201

Teachers not yet at maximum step shall advance one step in the 2021-22 year.

Salary Schedule
2022-2023

Step	BA	BA+9	BA+21	MA	MA +9	MA+21	6th YR	6th YR+9	6th YR+21	PhD
2	49,563	50,070	50,786	55,075	55,597	56,285	59,362	59,877	60,560	65,322
3	52,009	52,291	53,236	57,793	58,316	59,009	62,136	62,662	63,334	68,216
4	54,493	55,026	55,732	60,539	61,066	61,772	64,951	65,470	68,503	71,149
5	57,024	57,562	58,277	63,324	63,855	65,812	67,793	68,320	69,024	74,118
6	59,597	60,146	60,863	66,173	66,682	67,394	70,675	71,208	71,911	77,126
7	62,223	62,767	63,499	69,013	69,555	70,269	73,589	74,125	74,837	80,169
8	65,593	66,148	66,894	71,915	72,453	73,177	76,543	77,075	77,799	83,244
9	69,074	69,648	70,423	74,853	75,402	76,134	79,532	80,067	80,793	86,364
10	76,816	77,444	78,295	79,033	79,612	80,384	82,553	83,103	83,832	89,520
11				83,448	84,059	84,873	85,867	86,419	87,150	92,714
12				88,107	88,753	89,612	90,595	91,179	91,949	97,822
13				94,699	95,392	96,317	98,517	99,153	99,998	103,388
14				104,643	105,409	106,432	106,433	107,068	107,972	108,891
15							119,685	120,461	121,477	129,236

Teachers not yet at maximum step shall advance one step in the 2022-23 year.

**APPENDIX B
INSTRUCTIONAL LEADER STIPENDS**

INSTRUCTIONAL LEADER POSITIONS	Category	No. of extra days required	Stipend		
			2020-21	2021-22	2022-23
WHS : Applied Arts <ul style="list-style-type: none"> English Guidance Mathematics Science Social Studies Special Education Technology World Lang NEASC (when applicable) Middlebrook: <ul style="list-style-type: none"> Special Education Technology Cider Mill: <ul style="list-style-type: none"> Special Education Technology Miller Driscoll : <ul style="list-style-type: none"> Special Education Technology District: • FAPA	1	15	\$16,449.37	\$16,712.56	\$16,979.96
WHS: <ul style="list-style-type: none"> Civic & Social Expectations Middlebrook: <ul style="list-style-type: none"> Team Leaders Stride World Language Miller Driscoll: <ul style="list-style-type: none"> Grade level leader District: • Library/Media	2	12	\$13,158.33	\$13,368.86	\$13,582.76
District: • PE/Health IL	3	9	\$9,868.73	\$10,026.63	\$10,187.06
Cider Mill: <ul style="list-style-type: none"> Unified Arts World Language 	5	6	\$6,579.17	\$6,684.44	\$6,791.39
Cider Mill: • Enrichment	6	4.5	\$4,934.36	\$5,013.31	\$5,093.52
Cider Mill: • House/Grade Level Team Leader	7	4	\$4,386.11	\$4,456.29	\$4,527.59

OTHER POSITIONS	Category	No. of extra days required	Stipend		
			2020-21	2021-22	2022-23
TEAM Program Coordinator	1	15	\$16,449.37	\$16,712.56	\$16,979.96
District Webmaster	2	12	\$13,158.33	\$13,368.86	\$13,582.76
Senior Internship Coordinator	2	12	\$13,158.33	\$13,368.86	\$13,582.76
SSD Coordinator	3	9	\$9,868.73	\$10,026.63	\$10,187.06
School Webmaster (Miller Driscoll, Cider Mill, Middlebrook, Wilton High School)	5	6	\$6,579.17	\$6,684.44	\$6,791.39
School Counseling Instructional Leader - Special Project	7	4	\$4,386.11		

APPENDIX C

COMPENSATION FOR SCHOOL SPONSORED STUDENT BODY ACTIVITIES

The listing of positions in each particular category is for purposes of determining remuneration for the particular position and does not constitute the official creation of the particular position by the Board of Education. Categories of compensation for school-sponsored student body activities shall be as follows:

INTRAMURALS

\$61.01 in the 2020-21 contract year
 \$61.99 in the 2021-22 contract year
 \$62.98 in the 2022-23 contract year

Each salary step represents the entry of the following years of experience:

Step 1 = 1-3 years
 Step 2 = 4-6 years
 Step 3 = 7-9 years
 Step 4 = 10+ years

FRESHMAN/SOPHOMORE MENTORS

Mentors in the Freshman/Sophomore Seminar at the high school will be compensated with a stipend as follows:

\$2,567.92 in the 2020-21 contract year
 \$2,609.01 in the 2021-22 contract year
 \$2,650.75 in the 2022-23 contract year

SUMMER ESY LEAD TEACHER

\$1,192.29 in the 2020-21 contract year
 \$1,211.37 in the 2021-22 contract year
 \$1,230.75 in the 2022-23 contract year

HIGH SCHOOL SENIOR INTERNSHIP FACULTY ADVISOR

\$633.73 in the 2020-21 contract year
 \$643.87 in the 2021-22 contract year
 \$654.17 in the 2022-23 contract year

Position	2020-21				2021-22				2022-23			
Category	Step				Step				Step			
	1	2	3	4	1	2	3	4	1	2	3	4
Category A	8,158	8,779	9,402	10,022	8,289	8,919	9,552	10,182	8,422	9,062	9,705	10,345
Category B	6,523	7,029	7,525	8,016	6,627	7,141	7,645	8,144	6,733	7,255	7,767	8,274
Category C	5,711	6,144	6,581	7,005	5,802	6,242	6,686	7,117	5,895	6,342	6,793	7,231
Category D	5,297	5,711	6,106	6,416	5,382	5,802	6,204	6,519	5,468	5,895	6,303	6,623
Category E	4,630	4,987	5,341	5,702	4,704	5,067	5,426	5,793	4,779	5,148	5,513	5,886
Category F	3,561	3,856	4,157	4,449	3,618	3,918	4,224	4,520	3,676	3,981	4,292	4,592
Category G	3,211	3,474	3,739	4,012	3,262	3,530	3,799	4,076	3,314	3,586	3,860	4,141
Category H	2,496	2,704	2,914	3,135	2,536	2,747	2,961	3,185	2,577	2,791	3,008	3,236
Category I	2,145	2,316	2,448	2,672	2,179	2,353	2,487	2,715	2,214	2,391	2,527	2,758

- Category A Positions:** **WHS ATHLETICS:** Football-Head Coach
- Category B Positions:** **WHS ATHLETICS:** Basketball-Head Coach Boys; Basketball-Head Coach Girls; Ice Hockey-Head Coach; Lacrosse-Head Coach Boys; Lacrosse-Head Coach Girls
WHS CLUBS: Yearbook
- Category C Positions:** **WHS ATHLETICS:** Baseball-Head Coach; Gymnastics-Head Coach Girls; Soccer-Head Coach Boys; Soccer-Head Coach Girls; Softball-Head Coach
WHS CLUBS: Senior Class Adviser; Student Government
- Category D Positions:** **WHS ATHLETICS:** Cross Country-Head Coach CoEd; Field Hockey-Head Coach Girls; Football-Asst. Varsity; Football-Freshmen; Football-JV; Golf-Head Coach CoEd; Indoor Track-Head Coach Boys; Indoor Track-Head Coach Girls; Ski Team-Head Coach CoEd; Swimming-Head Coach B (Winter); Swimming-Head Coach G (Fall); Tennis-Head Coach Boys; Tennis-Head Coach Girls; Track-Head Coach Boys; Track-Head Coach Girls; Volleyball-Head Coach; Wrestling-Head Coach Boys
WHS CLUBS: Activities Assistant; FORUM; Key Club; Peervention; Peervention Evening; Web Master
MIDDLEBROOK CLUBS: Student Council; Yearbook
- Category E Positions:** **WHS ATHLETICS:** Baseball-Asst. Varsity; Basketball-JV Boys; Basketball-JV Girls; Football-Asst. Freshman; Ice Hockey-Asst. Varsity; Lacrosse-Asst. Varsity Boys; Lacrosse-Asst. Varsity Girls; Lacrosse-JV Boys; Lacrosse-JV Girls; Marching Band-Director; Soccer-Asst. Varsity Boys; Soccer-Asst. Varsity Girls; Soccer-JV Boys; Soccer-JV Girls
WHS CLUBS: Drama Club; JR Class Advisor; National Honor Society; School Store
MIDDLEBROOK CLUBS: Newspaper
- Category F Positions:** **WHS ATHLETICS:** Athletic Asst. (Fall/Winter/Spring); Baseball-Freshmen; Baseball-JV; Basketball-Freshmen Boys; Basketball-Freshmen Girls; Cross Country-Asst. Varsity CoEd; Field Hockey-Asst. Varsity; Field Hockey-Freshman; Field Hockey-JV; Gymnastics-Asst. Varsity Girls; Ice Hockey-JV; Indoor Track-Asst. Varsity Boys; Indoor Track-Asst. Varsity Girls; Lacrosse-Freshmen Boys; Lacrosse-Freshmen Girls; Soccer-Freshmen Boys; Soccer-Freshmen Girls; Softball-Asst. Varsity; Softball-Freshmen; Softball-JV; Swimming-Asst. Varsity Boys; Swimming-Asst. Varsity Girls; Tennis-JV Boys; Tennis-JV Girls; Track-Asst. Varsity Boys; Track-Asst. Varsity Girls; Volleyball-JV; Volleyball-Freshmen; Wrestling-Asst. Varsity; Wrestling-JV
WHS CLUBS: Crew Club; Debate Club; Drama (Fall) Director; Freshmen Class Adviser; Ecology Club; Mountaineering Club; Recycling; Robotics Club; Sailing Club; Science Olympiad; Senior Show Director; Sophomore Class Adviser; Spring Musical Director; Spring Show Director; Underclassmen Play; Marching Band-Asst. Director

Category G Positions: **WHS ATHLETICS:** Cheerleading (Fall); Cheerleading (Winter); Ski Team-Asst. Varsity; Swimming/Diving (Fall)- Girls; Swimming/Diving (Spring)-Boys
WHS CLUBS: Alternative Fuel; Amnesty Internat'l/Nat'l; Challenge; Equestrian ; Literary Magazine; Mock Trial; Senior Show-Music Director; Spring Musical-Music Director; Students in Politics
MIDDLEBROOK CLUBS: Art-a-La-Carte; Beginning Band; Chorus; Clay Club; Eighth (8th) Notes; Fiddlers; Literary Magazine; MBSingers; School Store; Sixth Dimension; Stage Band Jazz; Strings; Tech Ed. Club, Video Production
CIDER MILL CLUBS: Advanced Strings; Cider Mill Singers I; Cider Mill Singers II; SAG II; School Store; Shakespeare; Student Activities Group I, Mini Band, Helping Hands I, Helping Hands II, Helping Hands III, Word Masters, Newspaper Club, Geography/History Bee, After School Art, Video Production I, Video Production II
MILLER-DRISCOLL CLUBS: Video Production

Category H Positions: **WHS ATHLETICS:** Cheerleading-JV
WHS CLUBS: Best Buddies; Bowling Club; Business/FBLA; Culinary Arts; Dance; Economics; Field Research Club; Gay Straight Alliance; Golf-Co-ed; Habitat for Humanity; Independent Film Club; Interact; International Club; International Honor Society; Marching Percussion; Math Team; Model U.N.; Mountain Biking; Open Arts Studio; Photography; Recycling; World Language Honor Society; Ultimate Frisbee; Varsity Club; Volleyball Club-Boys; Yearbook Assistant; Yoga Club
MIDDLEBROOK CLUBS: Art Club; Computer Club; Desperados; Knitting & Quilting Club; Manga; Math Club; Math Counts; MAVEN MB A/V Equip; Open Art Club; Puzzle Club; RAMS; Recycling; Science Club
CIDER MILL CLUBS: Science Club I; Science Club II; Web Masters I; Web Masters II

Category I Positions: **WHS CLUBS:** Badminton; Creative Writing; Digital Imaging; Fencing; Knitting; Lt/Sound Director Fall; Lt/Sound Director Senior; Lt/Sound Director Spring; Lt/Sound Underclassmen; Mock Trial; Ping Pong/Table Tennis; Set Director Fall; Set Director Senior; Set Director Spring; Set Director Underclassmen; Marching Band Percussion
MIDDLEBROOK CLUBS: Drama Club; Photography; World Language
CIDER MILL CLUBS: Broadcast Club; Chess Club I; Chess Club II; French Internet Club; Model Club I; Nutmeg Books (1/2 Year); Online Magazine

Memorandum of Understanding
Between
The Wilton Board of Education
And
The Wilton Education Association

The Wilton Board of Education (hereinafter "the Board") and the Wilton Education Association (hereinafter "the WEA") enter into the following memorandum of understanding regarding Extended Teams at Middlebrook School:

1. At Middlebrook School, 1.0 FTE team teachers (Math, English, Science, Social Studies, World Language, and Reading/Writing Workshop) teach five (5) classes/periods per day.
2. From time to time the parties may find that there is a need to provide an additional class section in the core subjects (listed in #1 above) of a given team.
3. This need may be filled by the employment of part-time teachers and/or full time teachers who volunteer for an additional sixth class. When it is determined that volunteers are needed, 1.0 FTE teachers will not be required to take on an additional (6th) class, but may apply to do so.
4. Teachers interested in such volunteer possibilities may choose to submit a 'letter of interest' to the Director of Human Resources and the Principal.
5. 1.0 FTE teachers who teach a voluntary additional sixth class per day will be considered 1.2 FTE during that time and shall be compensated at a rate of 1.2 times their normal salary.
6. The term and compensation for 1.2 FTE teachers is for one school year only and will revert back to 1.0 FTE for the subsequent school year. Continuation of the 1.2 FTE for a subsequent school year, if available, shall require reapplication and reappointment.
7. The foregoing arrangement is not intended nor will it be used as an alternative to hiring needed full time and/or part time staff.

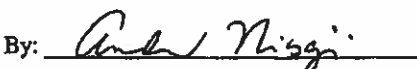
Both the Board and the WEA are open to re-examining this issue should the need arise in the future on either party's part.

The Wilton Board of Education

By: 

Date: 6/11/2014

The Wilton Education Association

By: 

Date: 6/9/14

MEMORANDUM OF UNDERSTANDING
between
THE WILTON BOARD OF EDUCATION
and
THE WILTON EDUCATION ASSOCIATION

The Wilton Board of Education (the "Board") and the Wilton Education Association (the "WEA") hereby enter into the following Memorandum of Understanding:

1. The Board and the WEA are parties to a collective bargaining agreement in effect from July 1, 2003 to June 30, 2006.
2. Article 10 of the collective bargaining agreement in effect from July 1, 2003 to June 30, 2006 sets forth medical benefits available to eligible members of the teachers' bargaining unit. The Board and the WEA agree to adopt the plans set forth as Exhibit I attached hereto and made a part hereof.
3. Commencing upon the submission of the 2003-2006 collective bargaining agreement to the arbitration panel, the Board shall commence the process for putting out to bid the medical, prescription and dental plans consistent with the plan designs attached. The dental plan shall be substantially equivalent to the plan in effect in the 2002-2003 contract year.
4. In such bidding, the prescription and dental plans may be bid as a stand-alone plan or combined with the administrator or carrier who ultimately is awarded the administration or coverage of the basic medical plans. The successful bidder will be responsible for administering or providing coverage under the PPO plan and the EPO plan. Bids will be sought for administration and stop-loss coverage and fully funded plans.
5. Upon receipt of all bids, the Board, the WEA and any other interested bargaining units invited by the Board will analyze the bid submissions. In the event the Board and the WEA do not agree on the selection of an administrator or carrier, the parties shall commence mid-stream negotiations by March 1, 2003 in accordance with Conn. Gen. Stat. §10-153f. A copy of this Memorandum shall be sent to the Commissioner of Education within five (5) days of its effective date in accordance with said statute. The health plans set forth in this Memorandum shall go into effect no later than July 1, 2003.
6. The prescription drug plan selected shall have a list of formulary drugs totaling at least 450 in number and the drop-out rate of the top 100 drugs used by members of the bargaining unit shall not exceed fifteen (15%) percent.
7. In the event that the Board and the WEA enter arbitration in accordance with the midstream negotiation process, the panel, in addition to the statutory factors set forth in §10-153f, shall consider the costs against disruption rates for employees and prescription formularies among the competing bids.
8. At the commencement of the new plan only (at the beginning of the 2003-04 contract year), there shall be an open enrollment for teachers seeking coverage.

Date 12/10/02

Wilton Board of Education

By [Signature]
Board Member

Wilton Education Association

Date 12/10/02

By [Signature]
President

**Memorandum of Understanding between
The Wilton Board of Education
and
The Wilton Education Association**

The Wilton Board of Education (the "Board") and the Wilton Education Association (the "WEA") enter into the following memorandum of understanding regarding the English/Math Lab at Wilton High School.

1. Teacher participation in the English/Math lab at Wilton High School is completely voluntary, shall be in lieu of one of the teacher's assigned supervisory duties and shall occur once during every eight day cycle. Nothing herein shall prevent a teacher from requesting to serve additional days per eight day cycle in the English/Math lab in lieu of other assigned duties. Granting any such request for additional participation is subject to the discretion of the administration.
2. During the English/Math lab the participating teacher will be expected to:
 - Be present and available for the assigned duty
 - Supervise students who may need a quiet space to work on English or Math
 - Assist students who have questions related to the teacher's subject area (English/Math)
3. Should a teacher decide that he/she no longer wants to participate in the English/Math lab, he/she must notify an administrator at least five (5) school days in advance of his/her intention to stop his/her participation.
4. A teacher's choice to participate or not participate in the English/Math lab will in no way be reflected in the teacher's evaluation and will have no impact on a teacher's status at Wilton High School.
5. This agreement does not create a precedent or past practice and shall not be used by the parties in any proceeding except a proceeding to enforce the provisions of the MOU.

Both the Board and the WEA are open to re-examining this issue should the need arise in the future on either party's part.

The Wilton Board of Education

By:  Date 2/28/17

The Wilton Education Association

By:  Date 2/22/17

SIDE LETTER

In the recently-concluded negotiations between the Wilton Board of Education and the Wilton Education Association, the parties reached the following additional agreements:

1. Teachers who have been placed on the PhD track of the salary schedule prior to July 1, 2015 without holding the Ph.D or Ed.D degree shall be maintained on this salary track. In addition, teachers who have commenced an approved program of study leading to other doctorate degrees prior to July 1, 2015 will be placed on the Ph.D track upon obtaining such other doctorate degree.
2. As had been provided in previous Article 13B, any certified professional employee employed by the Board as of July 1, 1977, whose contract of employment is terminated or not renewed due to elimination of position shall receive separation pay amounting to four (4%) percent per year for each year of service, based on current salary, as a certified professional employee of the Board of Education of Wilton to a maximum of fifty (50%) percent of the employee's base salary, except if said employee is recalled to the system the next school year as a certified professional employee of the Board in a position at least equivalent to the prior position on or before October 1 of said school year. This provision shall be effective as of July 1, 1974 for persons employed by the Board as of July 1, 1977. With respect to a partial reduction in hours worked or classes taught, the following shall apply:
 - a. The amount of termination pay for a partial reduction in any given year shall equal the amount paid in the case of a full FTE reduction multiplied by a fraction in which the numerator is the partial FTE reduction and the denominator is the teacher's initial FTE upon the date of hire.
 - b. In the event of recurrent FTE reductions and additions, the total amount of termination pay shall not exceed 50% of the teacher's current salary or 50% of the teacher's salary upon the initial reduction whichever is less.
 - c. In the event that a teacher's recurrent FTE reductions reach 100% of the teacher's initial FTE and the teacher is again reinstated, the "years of Wilton service", for determination of future termination pay, shall commence with the year of reinstatement.
 - d. Termination pay will not be granted to any teacher rehired or reinstated to a FTE position equivalent to his/her prior position on or before October 1 of the succeeding school year.

Termination pay will be paid to eligible teachers during the month of October in the school year following their termination. Teachers on one year assignments are not eligible for termination pay.

The administration may grant appropriate separation pay, upon approval of the Board of Education, in circumstances of separation from employment in which the Board deems such payment to be proper.

Wilton Board of Education

Date 2/23/17 By [Signature]

, Board Member

Wilton Education Association

Date 2/22/17 By [Signature]

, President

MEMORANDUM OF AGREEMENT
REGARDING
MUTUAL UNDERSTANDING OF ARTICLE 13A (REDUCTION IN FORCE)

WHEREAS, the Wilton Board of Education (the "Board") and the Wilton Education Association (the "Association") are parties to a collective bargaining agreement (the "Contract") for the period starting on July 1, 2017 and ending on June 30, 2020 and

WHEREAS, Article 13A of the Contract provides a process for the parties to follow in the event that the Board reduces the number of tenured certified employees who are members of the Association employed in position requiring certification; and

WHEREAS, the Board and Association have discussed their mutual understanding of the meaning and application of the reduction in force process as it relates to the provision of a "multiplier" outlined in Article 13A;

WHEREAS, the Board and Association jointly agree that there is not any practical or educational purpose to the "multiplier";

NOW, THEREFORE, the Board and Association wish to memorialize their mutual understanding of the meaning and application of the reduction in force process as follows:

1. The provisions of Article 13A that refer to a "multiplier" shall be removed so that the formula shall be as follows:
 - "Number of years teaching in Wilton (except for teachers employed on or before the 1979-1980 school year), plus the number of present step on the Wilton salary schedule, divided by two (2). To said product shall be added a number representing graduate course work as follows: BA+21=1; MA+21+2; 6th Year+21=3; and Doctorate=4 (this number shall be the cumulative total of numbers attained)."
2. This Agreement shall expire on June 30, 2020 unless expressly extended by the Parties beyond that date.
3. The parties agree that this Memorandum of Agreement shall not be subject to the grievance procedure of the Contract except for purposes of enforcing the terms of the Memorandum of Agreement.
4. The parties agree that this Memorandum of Agreement shall not set any precedent or past practice and shall not be cited as such by either party in any future negotiations or proceedings between the parties.

WILTON BOARD OF EDUCATION

By: 

Date: 2/23/17

WILTON EDUCATION ASSOCIATION

By: 

Date: 2/22/17

SIDE LETTER

In the recently-concluded negotiations between the Wilton Board of Education and the Wilton Education Association, the parties reached the following additional agreements:

1. Effective January 6, 2020, the Wilton Board of Education and the Wilton Education Association will each name four members to a committee, the charge of which is to consider the efficacy of early retirement incentives and to report back to the Board and the Association respectively on or before March 1, 2020. After receiving this report, the parties may by mutual agreement engage in discussion and, if agreed by the parties in writing, negotiations over an early retirement incentive program for that year. This agreement shall not be construed as an acknowledgement that early retirement incentives are effective or beneficial, and it shall not be cited as precedent in any future contract negotiations.
2. The parties shall establish a joint committee to discuss case loads of special education teachers.
3. The Superintendent will meet with the WEA Executive Board to discuss concerns that underlie WEA proposal #21 regarding Positive District/School Climate.

THE WILTON BOARD OF EDUCATION

By Deborah Low Date May 27, 2020
Deborah Low, Chairperson

THE WILTON EDUCATION ASSOCIATION, INC.

By Arthur Misig Date 5/27/2020
President