

PROFESSIONAL AGREEMENT

BETWEEN

BOZRAH BOARD OF EDUCATION

AND

BOZRAH FEDERATION OF TEACHERS

LOCAL 2368 AFT-CT, AFL-CIO

July 1, 2024 through June 30, 2027

*Received
7-21-24
C. [Signature]*

TABLE OF CONTENTS

	PAGE
ARTICLE 1 - Professional Agreement	1
ARTICLE 2 - Preamble	1
ARTICLE 3 - Management Rights	1
ARTICLE 4 - Recognition	2
ARTICLE 5 - Severability	2
ARTICLE 6 - Salary Agreements	2
ARTICLE 7 - Evaluation/Personnel File	2
ARTICLE 8 - Grievance Procedure	3
ARTICLE 9 - Conference Leave	5
ARTICLE 10 - General Leave	5
ARTICLE 11 - Sabbatical Leave	6
ARTICLE 12 - Military Leave	6
ARTICLE 13 - Maternity and Childrearing Leave	6
ARTICLE 14 - Jury Duty	7
ARTICLE 15 - Exchange Or Foreign Teaching	7
ARTICLE 16 - Personal Days	8
ARTICLE 17 - Sick Leave	8
ARTICLE 18 - Insurance	9
ARTICLE 19 - Salary Level Definitions	12
ARTICLE 20 - Placement on Salary Schedule	12
ARTICLE 21 - Salaries	13
ARTICLE 22 - Annuity Plan	13
ARTICLE 23 - Savings	13
ARTICLE 24 - Union Dues Deduction	13
ARTICLE 25 - Layoff And Recall	14
ARTICLE 26 - Teaching Assignments	14
ARTICLE 27 - Professional Growth	15
ARTICLE 28 - Board Policies	15
ARTICLE 29 - Professional Time	16
ARTICLE 30 - Coaches	16
ARTICLE 31 - Hours Of Work	17
ARTICLE 32 - Payroll	17
ARTICLE 33 - Duration	18
APPENDIX A-1 - Salary Schedule	19

ARTICLE 1
PROFESSIONAL AGREEMENT

This Agreement is made and entered into on the 1st day of July 2024 by and between the BOZRAH BOARD OF EDUCATION (hereinafter referred to as the "Board") and the BOZRAH FEDERATION OF TEACHERS (hereinafter referred to as the "Federation"), affiliated with the American Federation of Teachers, AFT-CT, AFL-CIO.

ARTICLE 2
PREAMBLE

This Agreement is negotiated under § 10-153a through § 10-153f of the General Statutes of the State of Connecticut, as amended.

ARTICLE 3
MANAGEMENT RIGHTS

The Board has and will continue to retain, whether exercised or not, the sole right, responsibility and prerogative to direct the operation of the public schools in the town of Bozrah, including but not limited to the following: To maintain public elementary and secondary schools and such other educational activities as in its judgment will best serve the interests of the Town of Bozrah; to give the children of Bozrah as nearly equal advantage as may be practicable; to decide the need for school facilities; to determine the maintenance and operation of buildings, lands, apparatus and other properties used for school purposes; to determine the number, age and qualifications of the pupils to be admitted into each school; to employ, assign and transfer teachers, principals, and assistant principals or other certified personnel; to suspend or dismiss the teachers of the schools for just cause; to make provisions that will enable each child of school age residing in the Town to attend school for the period required by law and provide for the transportation of children wherever is reasonable and desirable; to prescribe rules for management, studies, classification and discipline for the public schools; to decide the textbooks to be used; to make rules for arrangement, use and safe-keeping of the school libraries and to approve the books selected therefore and to approve for school buildings; to prepare budgets and in its sole discretion, expend monies appropriated by the Town for the maintenance of the schools, and to make such transfers of funds within the appropriated budget as it shall deem desirable.

These rights, responsibilities and prerogatives are not subject to delegation in whole or in part, except that the same shall not be exercised in a manner inconsistent with or in violation of any of the specific terms and provisions of this agreement.

ARTICLE 4
RECOGNITION

The Board recognizes the Federation for the purpose of negotiations as the exclusive bargaining representative for all certified professional employees who are employed by the Board in positions requiring a teacher or other certificate, and/or a durational shortage area permit ("DSAP"), and not included in the administrators unit or excluded from the purview of teacher negotiations pursuant to Connecticut General Statutes §10-153b.

Teachers holding a DSAP shall be covered by all terms and conditions of the collective bargaining Agreement, except course reimbursement, layoff and recall and just cause.

A DSAP holder shall not accrue seniority or length of service for any purpose in the Bozrah Public Schools. Notwithstanding the foregoing, if a DSAP holder becomes certified as a teacher and is retained by the Board as a teacher after receiving such certification, with no break in service, then the individual shall be credited with seniority and length of service for all purposes under this Agreement, retroactive to the first date of hire by the Board.

The Board shall have the right, in its sole discretion, not to renew and/or terminate the employment of a DSAP holder, and the DSAP holder shall have no right to file and/or pursue a grievance under this Agreement with respect to such action.

ARTICLE 5
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, the balance and remainder of this Agreement shall remain in full force and effect.

ARTICLE 6
SALARY AGREEMENTS

On or before July 1st of each year, the Board will issue a salary notification to each individual certified professional employee. The notification, when issued, must be signed and returned to the human resources office by the teacher within a two week period.

ARTICLE 7
EVALUATION/PERSONNEL FILE

- A. Evaluation shall be in accordance with the General Statutes of the State of Connecticut, §10-151b.

- B. Teachers shall have access to their personnel files in accordance with the General Statutes of the State of Connecticut, §10-151a, as amended. Each teacher shall be permitted to file a brief written statement concerning any item in his or her own personnel file with which the teacher disagrees.
- C. No material of any evaluatory or derogatory nature, other than those for which copies have been furnished to the teacher, shall be placed in the teacher's file. It is understood that any confidential or pre-employment references will only be used for pre-employment evaluation.

The Board shall continue its policy of treating these files with the highest degree of confidentiality. To that end, no person other than the principal, Superintendent, or his/her designee, or the Board of Education, shall have access to such files without the written consent of the teacher, except as otherwise required by law, and following statutory procedures.

ARTICLE 8 GRIEVANCE PROCEDURE

A. Purpose

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems that may arise affecting the welfare or working conditions of teachers not in conflict with the welfare of students. Both parties agree that proceedings shall be kept as confidential as possible.

B. Definitions

1. A "grievance" is any complaint by a teacher or the Federation that his or her rights have been violated by the misapplication or misinterpretation of this collective agreement.
2. "Grievant" shall mean the teacher or teachers or the Federation making the claim.
3. "Days" shall mean calendar days.

C. Time Limits

1. Since it is important that the grievance be processed as rapidly as possible, the number of days indicated at each step shall be considered as the maximum. The time limits specified may, however, be extended by written agreement of the parties in interest.
2. If a teacher does not file a grievance in writing within fifteen days after he/she knew, or should have known, of the act or condition on which the grievance is based, then the grievance shall be considered to have been waived.

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

D. Informal Procedures

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

If the individual teacher so desires, a Federation representative may accompany him as an observer. The Federation, as the recognized representative of the teachers, has the right to grieve any violation of the negotiated contract. It is understood that the Federation has the right to represent a teacher(s), who so wishes, in any grievance procedure.

2. If the teacher is not satisfied with such disposition of the matter, he/she shall have the right to have the Federation assist in further efforts to resolve the problem informally with the principal or other administrator.
3. It should be understood that if a teacher chooses to attempt to informally resolve a grievance, this does not relieve the teacher of the obligation to file the grievance in writing within the required timeframe set forth in Section C2 above.

E. Formal Procedures

1. Level One - School Principal

If the teacher or Federation is not satisfied with the outcome of the informal procedures, he/she may present the claim as a written grievance to the principal within fifteen days after he/she knew or should have known of the act or condition upon which the grievance is based. The principal shall, within five days after the receipt of the written grievance, render his or her decision in writing, stating that the grievance is either upheld or denied, with copies given to the teacher, the Superintendent of Schools, and the Federation.

2. Level Two - Superintendent of Schools

If the teacher or the Federation is not satisfied with the disposition of the grievance at Level One, they may, within ten days after the receipt of the principal's decision, file an appeal in writing to the Superintendent. Such writing shall set forth specifically the act or condition on which the grievance was based on Level One, the section of the contract alleged to be involved, its disposition at Level One, the grounds on which the appeal is based, and the remedy requested.

The Superintendent and/or his/her representative shall meet with the teacher or Federation within fifteen days after receipt in writing by him of such appeal and shall give his/her decision in writing to the teacher or Federation within ten days of such meeting stating that the grievance is either upheld or denied.

3. Level Three - Board

In the event that the teacher or Federation is not satisfied with the disposition of the grievance at Level Two, the Federation may, within ten days after the decision, file a written grievance indicating such dissatisfaction with the Board of Education, via the secretary of the Board.

Within twenty days after receiving the written grievance, the Board or a committee of the Board shall schedule a meeting with the grievant for the purpose of resolving the grievance. The decision shall be given in writing to the grievant within fifteen calendar days of said meeting stating that the grievance is either upheld or denied.

Nothing contained above shall be considered as preventing the Superintendent at Level Two or the Board at Level Three from requiring the involved principal and/or immediate supervisor to be present.

4. Level Four - Arbitration

In the event that the Federation is not satisfied with the disposition of the grievance at Level Three, it may, within twenty days, refer the matter to the American Arbitration Association for binding arbitration. The costs of arbitration shall be shared equally by the Union and the Board of Education. The arbitrator designated shall be bound by and must comply with all the terms of this agreement and shall have no power to add to, subtract from, or in any way modify the provisions of this agreement or render a decision contrary to law.

ARTICLE 9
CONFERENCE LEAVE

Each teacher may be permitted one day each year for attendance at recognized educational meetings or for visiting another school system. The arrangements for visiting must be made in advance and the plans approved by the principal and the Superintendent at least one week in advance. If the attendance and projected expenses are approved, those costs will be paid by the Board on presentation of receipts. Also, if attendance is required by the Board, mileage will be paid to and from the educational meeting at the rate of the current IRS rate per mile using Fields Memorial School as the basis for measurement. Mileage reimbursement for required attendance at an educational meeting will be made only to teachers who were required to drive an automobile.

ARTICLE 10
GENERAL LEAVE

Extended leaves, with or without salary, may be granted at the discretion of the Superintendent. If the Board has already paid all or a part of the cost of any insurance or other benefit covering the period of such leave, that cost must be repaid prior to the commencement of such leave. A teacher may continue to participate in group insurance plans and other available benefits at his/her own expense

during the period of leave if the teacher pays the Board the total cost of the insurance benefit during that period at least two weeks before the Board would regularly make its payment or payments.

ARTICLE 11 SABBATICAL LEAVE

- A. Teachers may be granted sabbatical leave in order to improve the educational program of the system and to stimulate professional growth.
- B. The criteria to be used by the Board in granting requests for sabbatical shall be:
 - 1. Length of service of the applicant;
 - 2. Value of the leave to the school.
- C. Application for sabbatical shall be made before December 31 of the year preceding the year of leave.
- D. Sabbatical leave shall be unpaid, but a teacher may continue to participate in group insurance plans at his/her own expense during the period of leave if the teacher pays the Board the total cost of the insurance benefit during that period at least two ~~(2)~~ weeks before the Board would regularly make its payment or payments.
- E. At the expiration of the sabbatical leave, the teacher shall be restored to his/her position or like position, fringe benefits pay, and seniority based upon the number of years at the time leave commences.
- F. No more than one teacher at any time may be on sabbatical leave.

ARTICLE 12 MILITARY LEAVE

In conformance with the law, the Board of Education shall provide military leave for its employees.

ARTICLE 13 MATERNITY AND CHILD REARING LEAVE

- A. Maternity Leave: In conformance with the law, the Board of Education shall provide maternity leave to its employees.
 - 1. In the case of an employee's use of paid sick leave after the birth of a child, an employee shall only be eligible for paid sick leave for the period of disability following the birth as determined by her physician. The employee will be required to submit the status of her disability prior to the eighth week of her leave.
- B. Child Rearing Leave: Any teacher shall be entitled to, upon request submitted to the Superintendent, a leave without pay for the purposes of child rearing, apart from any period of

childbirth disability leave. Such teacher shall be entitled to such leave for the school year, or a reasonable portion thereof, in which the child is born or adopted. A teacher may also be entitled to, upon request submitted to and approved by the Superintendent, one additional school year of child rearing leave, without pay. The teacher shall submit notice of return to active duty or request additional leave by March 1 of the school year prior to the school year in which the teacher intends to return from leave. Notice of intent shall be submitted by a written or email communication received by the Superintendent prior to the March 1st deadline. A teacher's failure to submit notice of intent to return by the deadline indicated shall constitute a resignation of employment.

During any period of child-rearing leave, and to the extent that any such leave is not considered FMLA qualifying leave, a teacher may continue to participate in group insurance plans at his/her own expense during the period of leave if the teacher pays the Board the total cost of the insurance benefit during that period at least two weeks before the Board would regularly make its payment or payments.

- C. Teachers requesting maternity or child rearing leave shall submit written notice not less than sixty days prior to the anticipated date of commencing such leave.
- D. At the expiration of any child rearing leave, the teacher shall be restored to a position of like nature, fringe benefits, pay, and seniority, based on the number of years at the time child rearing leave commences, provided that the teacher remains eligible for reinstatement under other rules and regulations of the Board.

ARTICLE 14 JURY DUTY

Any teacher who is called for jury duty shall receive the necessary leave to fulfill this legal obligation. This leave shall not be deducted from sick leave or personal leave.

ARTICLE 15 EXCHANGE OR FOREIGN TEACHING

The Board will consider any application for leave of absence for the purpose of exchange teaching or Peace Corps teaching. Where the leave of absence has been granted, arrangements will be made in advance covering the teacher's return to the Bozrah School System, including the teacher's credit, if any, for the period the teacher has been on leave.

ARTICLE 16 PERSONAL DAYS

Occasional absences, not to exceed six days per year, non-cumulative and without loss of pay, are permitted to a teacher for personal days. Teachers can take personal leave in half day or full day increments.

Written requests for personal days will be entered into our absence management system (Frontline) for:

- Attendance at weddings or funerals.
- Death or illness in the immediate family. Immediate family is defined as including a parent, a brother or sister, or any other person who, preceding death, has been a member of the same household as the teacher.
- Religious holidays.
- Extraordinary circumstances and obligations of a personal nature that cannot be carried on at any other time.

When requesting permission for leave for extraordinary circumstances, it will be necessary for the teacher to state why this specific request is being made for four of the days; for the remaining two days, a teacher need only state that the reason is personal with no additional explanation. Personal leave may not be taken prior to or after a holiday except for reasons listed in the contract.

Except in cases of emergency, notice shall be given to the school principal through the absence management system (Frontline) at least forty-eight hours in advance of the need for a personal day.

Leave not covered by this Article may be granted under the provisions of General Leave in Article 10.

ARTICLE 17 SICK LEAVE

A Sick Leave

1. Teachers shall be entitled to fifteen days of sick leave per year due to personal illness or injury. A teacher may use up to five of these days for the illness of an immediate family member. The parties agree to use the definition of immediate family member used for personal leave, above.

Unused sick leave shall be accumulated to one hundred sixty days, so long as the teacher remains continuously in the service of the Board. Teachers shall be compensated for up to one hundred sixty days of unused sick leave at a rate of \$10 per day upon retirement. In order to be eligible for this compensation of unused sick time, teachers must notify the Superintendent of their intention to retire by January 1st of the year of retirement.

2. Lawful deductions for retirement will continue to be charged against the teacher's salary contract during the leave time as long as there is salary in the contract to cover this deduction.
3. A notification of sick leave accumulated to September 1st will be given to each teacher during the first month of each school year.

4. Teachers who are to be absent because of illness must record the absence in Frontline as soon as possible. Teachers who are out for more than three consecutive days or who are habitually absent may be asked to provide a note from a medical professional.

B. Severance Pay

Any teacher who has taught full time for twenty years in the Bozrah School System, who is at least fifty-five years old and who is eligible for "normal retirement" in accordance with state statute shall, upon retirement, receive 2% of his/her salary for the current year. To be eligible for such pay a teacher must give the Board of Education written notice by January 1 of the year of the planned retirement. Payment shall be made in the school year in which the teacher retires.

ARTICLE 18
INSURANCE

A. Health Insurance Plan:

The Board shall provide for each teacher and eligible dependents, group medical benefits through the Connecticut Partnership Plan. Copies of the most recent plan details are available through the human resources office.

The share of premium costs for insurance (health, dental, and vision) shall be:

<u>Fiscal Year</u>	<u>Board</u>	<u>Employee</u>
2024-25	81.5%	18.5%
2025-26	81%	19%
2026-27	80.5%	19.5%

B. Deduction Authorization:

To be eligible to receive shared-cost group health insurance benefits, each participating teacher must authorize, in writing, deduction of the teacher's share from his/her pay.

C. Life Insurance:

The Board shall provide \$40,000 of term life insurance benefits at no cost to participants.

D. Insurance Benefits for Part-time Teachers:

Any part-time bargaining unit teacher working twenty hours per week or more may request insurance benefits. Coverage is limited to those working twenty hours a week or more. An employee working more than twenty hours per week but less than full-time shall be eligible for insurance coverage, and the Board shall pay for such benefits in proportion to the part-time teacher's salary percentage, less any premium contribution paid by the teacher generally applicable to insurance, with the remaining

costs of insurance to be borne by the teacher (e.g. a teacher working .6 and receiving .6 salary shall have the first 60% of insurance costs paid by the Board, less any applicable premium cost share paid by the teacher, with the teacher paying the full costs of the remaining 40% of premium costs).

E. Change of Carrier/Plan:

The Board of Education reserves the right to change insurance carriers at any time so long as it gives prior notice to the Federation and so long as the coverage under the substituted insurance carrier's policy is substantially similar considering administration and benefits. Once the Federation is notified that the Board intends to change insurance carriers, the Federation has fifteen calendar days to examine the new insurance carrier's proposal. If the Federation feels that the coverage under the new proposal is not substantially similar it must object to the change in writing during that fifteen days. If the parties are unable to informally resolve the matter within the following thirty days an arbitrator with expertise in the field of insurance shall be mutually selected or, if the parties cannot agree, shall be selected forthwith by the American Arbitration Association. The arbitrator shall be asked to decide the following question: Is the coverage under the substituted insurance carrier's proposal substantially similar to the current insurance carrier's policy considering administration and benefits? The arbitrator must render his/her decision within thirty days. In a situation where a complaint has been lodged by the Federation, the Board will not institute the new insurance coverage until an agreement has been reached or until an arbitrator has decided that the substituted coverage is substantially similar to the current coverage. The Board of Education may change insurance carriers not more than once every two years.

F. Stipends in Lieu of Insurance:

Any teacher who is eligible for insurance and, at the beginning of the school year, elects in writing not to participate in the package of health insurance plans provided by the Board of Education, shall receive in a payment in lieu thereof. Such payment of two thousand dollars will be provided to the employee in the first month that three checks are issued in the given year, and will be given on the third check of that month. Also, it is understood that this benefit can only be implemented to the extent permitted by the Board's insurance carrier(s), without any additional cost to the Board. This election may be exercised annually, in writing, at the beginning of the school year or at the time of initial employment.

G. In the event that the Partnership Plan administrators impose a HEP non-participation penalty on the basis of an employee's non-compliance with the terms of the HEP or any non-compliance on the part of any individual covered under the employee's insurance, any such penalty shall be fully paid by the non-compliant employee, by payroll deduction. The employee will also be charged an apportioned fee that may have been assessed to the Board of Education. That fee will be determined by the number of employees that have been non-compliant and pro-rated by the employee's level of coverage.

ARTICLE 19
SALARY LEVEL DEFINITIONS

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

- A. **LEVEL I Bachelor** A Baccalaureate degree earned at an accredited college or university.
- B. **LEVEL II MASTER** A Master's degree earned at an accredited college or university.
- C. **LEVEL III SIXTH YEAR** A Sixth Year Certificate earned at an accredited college or university or, if the college or university does not offer a formal sixth year certificate then a statement from a responsible college office certifying that the teacher has completed a planned program beyond the Master's degree that is equivalent to the requirements of colleges and universities offering the sixth year certificate, or two Masters Degrees or a Master's Degree plus 30 credits in a content or job related field.

Any teacher who anticipates advancement on the salary schedule due to attainment of requisite credits must notify the Superintendent of that fact in writing prior to March 1st of the school year preceding the school year that the salary adjustment is anticipated. Salary adjustments for advanced training are only made at the beginning of the school year.

Evidence of satisfactory completion of the advanced training must be presented by the teacher to the Superintendent from a responsible official of the institution where the advanced training took place.

ARTICLE 20
PLACEMENT ON THE SALARY SCHEDULE

New hires may be given one year of credit for each year of teaching experience preceding the appointment to teach in Bozrah. Recalled teachers shall be reinstated at the equivalent step and benefit eligibility as held at the time of layoff, except that no teacher will return to a higher step than the one he/she would have returned to if no layoff occurred.

ARTICLE 21
SALARIES

The salary schedules for the three years of the contract are set forth in Appendix A which is attached and incorporated herein.

ARTICLE 22
ANNUITY PLAN

Teachers shall be eligible to participate in a "tax sheltered" annuity plan established under 26 USC 403(b).

The plan, before being put into effect, must receive the approval of the Board.

ARTICLE 23 SAVINGS

The Board agrees to permit voluntary deductions for teachers who enroll in a supplemental plan.

ARTICLE 24 UNION DUES DEDUCTION

The Board agrees to deduct from the pay of bargaining unit members who elect to become members of the Federation such membership dues as may be fixed by the Federation. Such deduction shall continue for the duration of the Agreement or any extension thereof unless the bargaining unit member advises the Board in writing that he/she elects to discontinue dues deductions.

The Federation shall supply to the Superintendent written notice at least thirty days prior to the effective date of any change in the rate of Federation dues. The Federation will also furnish the Board with an authorization card signed by the employees authorizing the Board to make such deductions.

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

ARTICLE 25 LAYOFF AND RECALL

A. Layoff

If termination of a teaching position with the Bozrah School System becomes necessary, the determination of such layoff of personnel shall first be made in accordance seniority with the system.

In the event two or more teachers are in the situation of having equal years of seniority, then the following criteria shall be used in the order listed to determine the layoff:

1. Non-tenured personnel before tenured;
2. Certification status pursuant to Connecticut General Statutes §10-145b;
3. Degree status, e.g., BA v. MA and above;

4. Total years of teaching experience in the Bozrah system;
5. Total number of years teaching experience which includes teaching service outside the Bozrah system which was credited by the Bozrah Board of Education at the time of employment; and
6. Other qualifications which are in the interest of the school system as determined by the Board of Education.

B. Recall

The recall policy shall be the last teacher laid off will be the first teacher rehired provided such person meets qualifications for the available certified position. The period of recall shall be one calendar year from the date the teacher's employment is terminated.

ARTICLE 26
TEACHING ASSIGNMENTS

- A. Teachers initially employed by the Board shall receive their grade and/or subject assignment from the Superintendent's office.
- B. Teachers already in the system shall receive notification of their major program for the ensuing school year before the end of the school session in June except in unusual circumstances.
- C. Any teacher transferred involuntarily shall be given the opportunity to discuss the transfer with the administration.
- D. All vacancies in the school system occurring during the school year shall be posted on the faculty bulletin board at least fifteen ~~(15)~~ calendar days prior to the closing date of applications. In the event that such vacancies arise during the summer months after the close of school, teachers who leave forwarding address shall be mailed notice at least fifteen ~~(15)~~ calendar days prior to the closing date of applications.

ARTICLE 27
PROFESSIONAL GROWTH

Teachers who meet the following conditions shall receive partial reimbursement for the cost of tuition incurred in taking college level courses:

1. All courses must be approved by the Superintendent in advance. The Superintendent's decision is final and not subject to the grievance procedure;
2. The teacher must receive at least a "B" grade for the entire course. A transcript or other official record of such grade must be provided;

3. Requests for reimbursement shall be based upon a first-come first-served basis until all available funds are allotted;
4. Prior to each school year the Board, in its sole discretion, shall designate how much money will be available to the faculty for course reimbursement. In no case will the amount available be less than \$5,000 per fiscal year.
5. Any teacher whose course is approved shall submit evidence of having paid tuition and if all conditions are met, the Board shall reimburse the teacher 75% of the cost of tuition.
6. No teacher shall receive reimbursement for more than one course in any school year unless, after all applications have been approved or disapproved, the amount of funds designated for that year have not been exhausted.

ARTICLE 28 **BOARD POLICIES**

The Board shall provide teachers with access to a copy of Board policies that shall include a complete updated text of this Agreement or any successor agreement.

All rights, power, authority and prerogatives of the Board shall continue to remain exclusively vested in the Board unless specifically limited by the express provisions of this Agreement.

ARTICLE 29 **PROFESSIONAL TIME**

Professional time is time spent performing duties other than teaching or supervising children. All teachers shall be guaranteed a minimum of forty-two consecutive minutes per day and not less than two hundred ten minutes professional planning time in a five day normal work week. Any other time may be allocated according to the administration's scheduling requirements. Part-time teachers will receive professional planning time at a rate equivalent to their FTE (.5 teachers will get half the planning time a full-time teacher gets).

ARTICLE 30 **COACHES AND ADVISORS**

Vacant positions shall be posted internally. Applicants shall be selected based on qualifications as determined by the Board of Education, with priority given to members of the bargaining unit. Only applicants who have expressed an interest or who have volunteered will be appointed. In the event that no qualified bargaining unit member applies for a vacant coaching position, an outside applicant may be appointed.

Stipends for coaches and advisors will be:

Boys Basketball	\$2200	Asst Soccer Coach	\$1100
Girls Basketball	\$2200	Asst Boys BB Coach	\$1100
Soccer	\$2200	Asst Girls BB Coach	\$1100
Cheerleading	\$2200		

ARTICLE 31
HOURS OF WORK

The normal work day is seven and one-quarter (7.25) hours. The work year shall be 184 days. Two evening Parent-Teacher Conferences shall be scheduled on full days, and one half-day for conferences will be scheduled for the fall and spring. To compensate for the extra evening conferences, two half-days shall be scheduled on the Fridays before Martin Luther King and Memorial Day. These days are early release for both students and staff. One Open House per year will be held in the evening. Teachers are required to be at work fifteen minutes before the start of the student day, and remain at least fifteen minutes after dismissal.

Teachers will be required to attend a maximum of eighteen hours of additional professional development meetings and/or professional learning community meetings in the course of a year, at the discretion of the Superintendent. These meetings shall, on average, not exceed two hours in duration and shall not occur on the last work day before Thanksgiving or Christmas, on student vacation days, or on the last day of the student school year.

The Board has the right to set the school calendar for students, notwithstanding any contrary language in the collective bargaining agreement. The administration will consult with the union leadership in determining the school calendar. If the Board changes the students' calendar or schedule in a manner that triggers a duty to engage in impact bargaining, the parties shall engage in such impact bargaining in accordance with applicable statutory procedures.

The Federation may submit in writing any suggestion for the school calendar before March 1st.

ARTICLE 32
PAYROLL

Prior to the start of the year, teachers may choose to receive either twenty-two equal payments during the school year, or twenty-one payments during the school year with one balloon payment equivalent to five pay periods made at the end of the school year. The first paycheck shall be distributed on the first Thursday of the school year.

ARTICLE 33
DURATION


All terms and conditions set forth in this Agreement shall commence July 1, 2024 and the expiration date shall be June 30, 2027.

This Agreement entered into as of the day and year first written above.


BOZRAH BOARD OF EDUCATION:

By  10/26/23
Jonathan Gilman, Chairperson Date

BOZRAH FEDERATION OF TEACHERS:

By  10/26/2023
Elizabeth Brown, Co-President Date

By  10/27/23
Jamie Owen, Co-President Date

By  10/26/23
Witness Date

APPENDIX A

2024-25 (GWI: 3% + step increase)

STEP	BA	MA	6TH
1	47,941	52,553	54,135
2	49,927	54,651	56,235
3	52,157	56,966	58,546
4	54,612	59,526	61,083
5	57,296	62,293	63,858
6	60,191	65,272	66,834
7	63,312	68,498	70,061
8	66,811	71,953	73,494
9	70,225	75,597	77,156
10	73,998	79,540	81,141
11	77,672	83,299	84,917
12	81,601	87,312	88,949
13	86,841	92,920	94,661

2025-26 (GWI: 2%, no step increase)

Step	BA	MA	6TH
1	\$48,900	\$53,604	\$55,218
2	\$50,926	\$55,744	\$57,360
3	\$53,200	\$58,105	\$59,717
4	\$55,704	\$60,717	\$62,305
5	\$58,442	\$63,539	\$65,135
6	\$61,395	\$66,577	\$68,171
7	\$64,578	\$69,868	\$71,462
8	\$68,147	\$73,392	\$74,964
9	\$71,630	\$77,109	\$78,699
10	\$75,478	\$81,131	\$82,764
11	\$79,225	\$84,965	\$86,615
12	\$83,233	\$89,058	\$90,728
13	\$88,578	\$94,778	\$96,554

2026-27 (GWI: 2%, + step increase)

Step	BA	MA	6TH
1	\$49,878	\$54,676	\$56,322
2	\$51,945	\$56,859	\$58,507
3	\$54,264	\$59,267	\$60,911
4	\$56,818	\$61,931	\$63,551
5	\$59,611	\$64,810	\$66,438
6	\$62,623	\$67,909	\$69,534
7	\$65,870	\$71,265	\$72,891
8	\$69,510	\$74,860	\$76,463
9	\$73,063	\$78,651	\$80,273
10	\$76,988	\$82,754	\$84,419
11	\$80,810	\$86,664	\$88,347
12	\$84,898	\$90,839	\$92,543
13	\$90,350	\$96,674	\$98,485