

**AGREED UPON LANGUAGE**  
**BETWEEN**  
**NEW HAVEN BOARD OF EDUCATION**  
**AND**  
**SCHOOL ADMINISTRATORS ASSOCIATION**  
**OF NEW HAVEN, INC.**

**JULY 1, 2014-JUNE 30, 2017**

New Haven Board of Education

School Administrators Association of  
New Haven, Inc.

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

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

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## AGREEMENT

THIS AGREEMENT IS MADE AND ENTERED INTO by and between the New Haven Board of Education (hereinafter referred to as the "Board") and the School Administrators Association of New Haven, Inc., (hereinafter referred to as the "Association").

### ARTICLE I - General

#### Section 1

This Agreement is negotiated under Section 10-153b through n of the General Statutes of the State of Connecticut, as amended, in order:

(a) To fix for its term the salaries and all other conditions of employment provided herein, and;

(b) To encourage and abet effective and harmonious working relationships between the Board and the Administrative Staff in order that the cause of public education may best be served.

#### Section 2

The Board and the Association recognize the importance of responsible participation by the entire professional staff in the education process, planning, development and growth. To this end both parties agree to maintain communication to inform about programs, to guide in development and to assist planning and growth either by committee, individual consultation or designated representatives.

#### Section 3

This Agreement shall constitute the policy of the Board and the Association in the subject areas covered by the specific provisions of this Agreement for the duration of the Agreement unless changed by the mutual consent of both parties. Previously adopted policies, rules or regulations of the Board of Education in conflict with this Agreement are superseded by this Agreement.

#### Section 4

The Board and the Association agree to continue their policies of not discriminating against any bargaining unit member on the basis of his or her race, color, religious creed, age sex, sexual orientation, marital status, national origin, ancestry or present or past history of mental disorder, mental retardation, learning disability or physical disability, including, but not limited to, blindness.

## ARTICLE II - Recognition

The Board hereby recognizes the Association as the exclusive representative for purposes of collective bargaining pursuant to Connecticut General Statutes, Section 10-153b-n, as amended, for all certified professional employees employed by the Board in positions requiring an intermediate administrator or supervisor's certificate, or the equivalent thereof, and Department Heads, but excluding the Superintendent of Schools, Assistant Superintendent of Schools, the Director of Staff Placement, Evaluation, and Development, certified professional employees who act for the Board of Education in negotiations with certified professional personnel or are directly responsible to the Board for personnel relations or budget preparations and all non-certified employees of the Board.

## ARTICLE III - Board Rights

### Section 1

Nothing in this Agreement shall limit or contravene the authority of the Board as provided in the General Statutes of Connecticut and Charter of the City of New Haven. The Board shall not, however, exercise any of this authority so as to contravene a specific provision of this Agreement.

## ARTICLE IV - Professional Obligations and Working Rules

### Section 1

The Board and the Association recognize and agree that the administrators' responsibility to their students and teachers and their profession generally entails the performance of duties and the expenditure of time beyond their normal scheduled working day, but that the administrators are entitled to regular time and work schedules on which they can ordinarily rely to the extent possible throughout the school system. Therefore, in accordance with the above, the following schedules are hereby adopted:

(a) Daily Schedule – Personnel covered by the administrative supervisory salary schedule shall work a normal scheduled working day of eight (8) hours, not including the professional time described above. A duty free lunch period to be taken at a time agreed to by the Area Director shall be provided. For School Administrators, this normal scheduled working day will include the scheduled hours of the student and teachers; for Central Office Administrators, it will include the scheduled office hours of Central Office. As professionals and leaders, administrators will have reasonable direction to schedule and deliver on remaining leadership obligations, including contact with parents and other stakeholders. Although the obligations of leadership may call for occasional unscheduled or out-of-schedule activities, planned leadership obligations should occur within predictable time periods, and administrators shall have reasonable ability to plan personal and other commitments.

(b) Yearly schedule - The work year of personnel covered by the administrative supervisory staff salary schedule shall be as follows:

1. Persons covered hereunder on a ten (10) month work year will be in the school (1) week in advance of the date when all members of the staff are required to be on duty, and shall at the end of the year, remain available one (1) week after staff members have left at the close of the school year. In the event the latter five (5) days fall in the new fiscal year, then said ten (10) month administrators will be paid according to the previous salary schedule. Such persons shall be relieved from duty during all school holidays and all scheduled school vacation periods, provided, however, that the superintendent reserves the right, as the need of the school system may require, to determine the period when such persons may take their holiday and vacation time.

2. Persons on a twelve (12) month work year are required to be on duty at all times, except for a period of four (4) weeks each year and two (2) of the following vacation periods, if applicable, during the school year: one (1) week of the Christmas recess, one (1) week of the winter recess, one (1) week of the spring recess. However, the Superintendent, in his sole discretion, shall determine when a particular administrator shall be permitted to take vacation as noted above. However, each employee is entitled to 29 vacation days during the school year.

## ARTICLE V - Promotions

### Section 1

All vacancies in promotional positions caused by death, retirement, discharge or resignation and all promotional positions hereafter created, when such positions are to be filled, shall be filled pursuant to the following procedures, except as otherwise provided in Article VI, Section 2 of this Agreement.

(a) Such vacancies shall be adequately publicized, including a notice in every school (through Superintendent's Bulletin or otherwise) for at least ten (10) school days prior to the filling of the vacancy.

(b) Information concerning salary and job descriptions shall be available in the office of each school or may be obtained from the Director of Staff Placement, Evaluation and Development.

(c) Administrators who desire to apply for any such vacancy which is a promotional position for them shall apply in writing and file their applications within the ten day period referred to in Section (a) hereof with the Director of Staff Placement, Evaluation and Development.

(d) Such vacancy shall be filled on the basis of fitness and qualifications for the vacant post, provided, however, that where two or more applicants in the New Haven School

System are substantially equal in fitness and qualifications, the applicant with seniority in the New Haven School System shall be given preference.

(e) Promotional positions are defined as follows: Positions paying a salary differential and/or positions on the administrative or supervisory level, including, but not limited to, positions such as assistant superintendent, director, supervisor, assistant supervisor, principal, assistant principal, head counselor, housemaster, and middle and high school department head.

(f) All vacancies (as defined above in the case of promotional positions) for special project administrators shall also be filled pursuant to the procedures set forth in Section I above.

(g) Wherever a given job has certain state certification requirements, all future appointees thereto shall be certified in supervision or administration by the Connecticut Department of Education.

(h) Acting appointments to a vacant position shall, as a general rule, be effective no longer than one (1) year, provided, however, at the time of appointment there are no administrators certified and qualified for such position who have applied therefor or administrators who would be available to fill such vacancy by virtue of their position on the reappointment list, certification and qualifications.

(i) Preference shall be given to qualified administrators currently employed by the Board over applicants of relatively equal qualifications from outside the bargaining unit.

(j) No administrator shall lose step upon promotion.

## Section 2

When a new administrative position is created by the Board or a job description is changed, a job description will be prepared by the Superintendent, and the job will be placed ("slotted") in a salary group which requires similar or comparable duties and responsibilities and shall then be presented to the Association. If the Association believes that the position has not been placed in the proper salary group ("slotted") by the Superintendent or believes that a new salary group should be created, it may request a meeting with the Superintendent or his representatives to discuss the placement ("slotting") of the job. If agreement is not reached between the Superintendent and the Association, the Superintendent may make the position and the placement effective, but the Association may process a grievance pursuant to Article XVII (Grievance and Arbitration). If the Arbitrator finds the placement ("slotting") of the position by the Superintendent to be inconsistent with the relative duties and responsibilities, any placement ("slotting") or newly created group and salary subsequently arrived at by the Arbitrator which requires higher pay than the original placement ("slotting") shall be retroactive to the date the grievance claiming an improper slotting was filed.

## ARTICLE VI -Transfers and Assignments of Administrators

### Section 1. Voluntary Transfer

(a) Administrators may apply for administrative positions which may become open and which the Board intends to fill. All such applications must be filed in writing by the interested administrator with the office of the Director of Staff Placement, Evaluation, and Development by March 1, annually. No application can be made for a position in a higher paid group.

(b) If the administrator wishes to be considered for more than one position, then the administrator shall list his choice of schools and positions requested in the order of his preference.

(c) In deciding upon an application for transfer to an open position, the Superintendent will consider the qualifications, length of the administrator's service in the system as an administrator, whether he has ever been in such position or similar position previously, and if so, his performance when so assigned, the wishes of the administrative applicant, as well as the availability of the position, the needs of the particular school and/or position, and the needs of the system before making his award of the position to any person. No such transfer will be approved if it impairs the right of any other administrator or former administrator then on the reappointment list.

(d) No administrator shall lose step upon transfer.

### Section 2. Involuntary Administrative Transfers/Reclassifications

In the event of any change or reclassification by the Board in formulas for determining position differentials or of administrative/supervisory positions or in the event of any transfer or reassignment, the administrator or administrators affected thereby shall be paid the salary called for in the new position as long as it does not result in a reduction in pay, provided that in the event of transfer or reassignment by reason of discontinuance of a position or on grounds of lack of competence or proper qualifications to hold or carry out the duties of the former position, the administrator or administrators affected thereby shall be paid the salary called for in the new position whether or not a reduction. The issue of competence or proper qualifications as aforesaid shall be specifically subject to the grievance procedure provided in Article XVII of the Agreement.

(a) Administrators involuntarily transferred, upon request, should be furnished with a letter to be placed in their personnel files and a copy for their personal files, stating the reason for their transfer.

(b) An administrator involuntarily transferred to a new assignment to begin in September may be paid a pro-rated amount of his ten (10) month annual base salary for one (1) month's time for time spent to prepare for his new assignment during the summer. Such time

spent during the summer shall not be paid for by the Board unless the Superintendent gives his prior written approval for the spending of such time.

### Section 3. Reduction of Administrative Staff/Elimination of Position

It is understood that it is within the discretion of the Board of Education to reduce the educational program, curriculum, and staff when economic, pupil enrollment decline, and other justifiable reasons dictate.

If, in the Board's opinion, it is necessary to reduce the administrative staff within particular administrative classifications, it shall be on the basis of length of administrative service within the New Haven Public School System, certification and qualifications.

In order to promote an orderly reduction in the administrative personnel, the following procedure will be used.

(a) Any administrator relieved of his/her duties because of reduction of staff or elimination of position shall be offered an administrative opening if one exists, in his/her classification for which he/she is certified, qualified, and had previous experience in the City of New Haven.

(b) If there is no existing administrative opening in his/her classification, the displaced administrator shall be offered the position of an administrator who has the least seniority in his/her present classification.

(c) If there is no existing administrative opening in his/her classification and the displaced administrator has the least seniority in his classification, he/she will be offered an administrative opening, if one exists, in any other administrative classification for which he/she is certified and qualified and in which he/she has had previous acceptable experience.

(d) If there are no existing administrative openings in any administrative classifications, and the displaced administrator has the least seniority in his/her present classification, but has administrative seniority over an administrator in another classification for which the displaced administrator is certified and qualified and in which he/she has had previous experience, the displaced administrator will be offered such position; provided, however, such appointment does not constitute a promotion.

(e) If an administrator is relieved of his/her duties because of a reduction in staff or an elimination of position and another administrative position is not otherwise available as aforesaid, he/she will be offered a teaching position for which he/she is certified.

(f) If an administrator is relieved of his/her duties because of a reduction in staff or an elimination of position and employed as a teacher, she/he will be given the experience credit on the salary schedule according to the teacher contract for his/her administrative and teaching experiences both within and outside the school system, and shall retain all accumulated sick leave.

(g) In the event an administrator is displaced (other than a disciplinary demotion or one based on poor performance) to an administrative classification or teaching position with a salary schedule lower than that which the displaced administrator previously enjoyed, for a period not to exceed three (3) years such administrator's salary shall not be reduced more than one thousand dollars (\$1,000.00) the first year; three thousand dollars (\$3,000.00) the second year; and six thousand dollars (\$6,000.00) the third year; thereafter the administrator will be paid the appropriate salary for the position to which they have been displaced

(h) A displaced administrator who receives a position in another administrative classification shall be paid on the same salary step for such position as his/her previous administrative position.

(i) Any administrator who has been displaced as aforesaid shall be placed on a reappointment list for two (2) years for his former administrative position or another similar administrative position of comparable pay and shall remain thereon until reappointed, provided such administrator does not refuse a reappointment. Administrators shall be recalled to positions for which they are certified and qualified and in which they have previous acceptable experience, according to their administrative seniority in the New Haven Public School System. If a reappointment is offered consistent with the above and is refused by the administrator, he/she shall thereupon be removed from the reappointment list.

(j) The classifications referred to above are as follows:

- (1) Executive Directors
- (2) Directors and/or Directors of Instruction
- (3) High School Principals
- (4) Middle School Principals, K-8 Principals, Supervisors (12 month)
- (5) Elementary School Principals
- (6) Assistant Principals
- (7) Supervisors (10 month)
- (8) Assistant Supervisor/Coordinators

#### Section 4

A 10-month principal assigned to more than one school shall be paid according to Group E of the Administrative Supervisory Salary Schedule for the duration of such assignment. A principal who is assigned to more than one school who subsequently is reassigned as a principal of only one school shall be paid according to the appropriate salary group reflective of the size of the school and number of full-time teachers assigned to that school.

## ARTICLE VII - Evaluation Files of Administrators

### Section 1

Each administrator shall be evaluated at least once during each year of this Agreement. Administrators shall have the opportunity to review and discuss their evaluation with their Supervisors and shall have the right to receive copies of their individual evaluation reports if they request such. The administrator shall acknowledge that he has read his evaluation report by affixing his signature in the space provided for such purpose and such report shall then be placed in his personnel file. A signature of an administrator only signifies that he has read the report—not that he agrees with its content

### Section 2

The administrator shall have the right to answer any material filed in his personnel file and such answer shall be attached to the file copy. Upon reasonable request, an administrator shall be allowed to examine his personnel file. He shall also be allowed to make one copy of any material in his file upon reasonable notice and at his own expense.

### Section 3

Any material in an administrator's personnel file shall be removed therefrom or modified when it is deemed inaccurate, improper or unfair when determined by court order or arbitration award.

### Section 4

Administrators shall comply with all directives of the Superintendent concerning the evaluation of tenure and non-tenure teachers and shall evaluate such teachers when required by such directives. Administrators shall sign all evaluations in which they participate.

## ARTICLE VIII - Supplies and Office Equipment

### Section 1

The Board will insure that each administrative unit shall have all the office equipment and supplies consistent with Board policy necessary to do the work required.

### Section 2

The Board will take whatever steps are necessary to attain the goal of uniformity in all records and reports.

### Section 3

The Board of Education will provide sufficient clerical help to see to it each administrator's office is properly run and maintained.

## ARTICLE IX - Administration

### Section 1

The Board recognizes that the principal is charged with the responsibility of the administration of the program within the building to which he is assigned and must make decisions necessary to the proper operation and maintenance of the building, provided such decisions are in keeping with the policy of the Board of Education and the Administrative regulations of the Superintendent.

### Section 2

Principals shall be consulted regarding special and federal programs so that such programs may be part of the overall school program in that building.

### Section 3

The principal shall be in charge of all disciplinary problems of the school to which he is assigned, but shall handle same in a manner consistent with Board policy and administrative regulations of the Superintendent.

## ARTICLE X - Rights of Association

### Section 1

The Superintendent agrees to make available to the Association President a copy of the Agenda of the next public meeting of the Board of Education at least one (1) school day prior to the Board's next public meeting.

In the event a public Board meeting is held during a school day, release time will be provided for the President of the Association or his designated alternate to attend the meeting.

### Section 2

In the event the Association feels it needs any public information from the Board so as to allow the Association to better negotiate a successor to this Agreement or process any grievance or appeal, the Association will put such request in writing and send it to the Superintendent who shall provide such information within one (1) week after receipt of such written request, unless otherwise prohibited by law or court order.

### Section 3

A copy of all master contracts between the Board of Education and all organizations having collective bargaining agreements with the Board of Education shall be made available to the Association upon ratification of said contracts.

### Section 4

The Board shall make available the minutes of all official Board meetings (other than those taken in executive session), upon acceptance by Board action, to the President of the Association.

### Section 5

The Association President or his designee shall be allowed a maximum of three (3) days release time per year as necessary to conduct Association business outside the district, providing reasonable notice is given to the Superintendent, and providing adequate coverage of his/her administrative duties can be arranged.

## ARTICLE XI - Protection

### Section 1

In accordance with the Superintendent's Administrative Directives, all administrators shall promptly report all incidents which occur in their schools or within their area of responsibility. Any administrator involved, or alleged to be involved, in the incident to be reported shall not be required to make such report as aforesaid, but shall promptly delegate the responsibility therefor to another administrator.

### Section 2

The Board and the Superintendent shall comply with any reasonable request of the administrator for information in his or the Board's possession not privileged under law and which relates to any incident allegedly involving the administrator.

### Section 3

(a) In accordance with the provisions of Section 10-235 of the General Statutes, the Board shall protect and save harmless any administrator from financial loss and expense, including legal fees and court costs, if any, arising out of any claim, demand, suit or judgment by reason of alleged negligence or other act resulting in accidental bodily injury to or death of any person, or in accidental damage to or destruction of property within or without the school building, or any other acts resulting in any injury, which acts are not wanton, reckless or malicious provided such administrator, at the time of the acts resulting in such injury, damage or

destruction, was acting in the discharge of his duties or within the scope of his employment or under the direction of the Board.

(b) If criminal proceedings are brought against an administrator alleging an assault while acting in the scope of his employment, such administrator may request the Board to furnish legal counsel to defend him in such proceedings. If the Board does not provide such counsel, and the administrator prevails (including a nolle or dismissal) in the proceedings, then the Board shall reimburse the administrator a reasonable attorney's fee in defending the proceeding. The Board shall have no obligation under this paragraph if the administrator is found guilty.

#### Section 4

(a) Whenever an administrator is absent from school as result of personal injury, compensable under the Connecticut Workers' Compensation Law, and caused by an assault arising out of and in the course of his employment, he shall be paid his full salary for the period of such absence without having such absence charged to the annual sick leave or accumulated sick leave as long as he/she is receiving worker's compensation. Any amount of salary payable pursuant to this Section shall be reduced by the amount of any Workers' Compensation award for temporary disability due to the said assault injury for the period for which such salary is paid. The Board shall have the right to have the administrator examined by a physician selected by the administrator from a list of at least four (4) physicians designated by the Board for the purpose of establishing the length of time during which the administrator is temporarily disabled from performing his duties. In the event there is no adjudication under Workers' Compensation or no physician's examination by a physician selected from the aforesaid Board list, then the opinion of the administrator's own physician as to the period of disability shall control.

(b) The Workers' Compensation Preferred Provider Program shall govern this Section were applicable.

#### Section 5

Notification of any complaint pertaining to an administrator which is received by the Central Office shall be forwarded promptly to the administrator involved. An official complaint must be in writing and the Superintendent shall make a determination as to the validity of the complaint within six (6) weeks from the date of its receipt. If the complaint against the administrator is determined by the Superintendent to be valid, the administrator against whom the complaint was filed may file a grievance at Step 2 of the Grievance Procedure in this Agreement within the time limits therein specified.

## ARTICLE XII - Benefit Program

### Section 1. Accident Benefits

(a) Whenever an administrator is absent from school as a result of a personal injury compensable under the Workers' Compensation Law of Connecticut and caused by an accident (other than an assault) arising out of and in the course of his employment, for a period of up to twelve (12) months of such absence, he may elect to charge all or part of such absence during the period of temporary disability due to the accident to the sick leave days to his credit under the Board's rules and regulations pertaining to sick leave, in which event (a) he shall receive the sick leave pay to which he is entitled for the period so charged to his sick leave credits less the amount of any Workers' Compensation award made for temporary disability due to said injury for any period for which such sick leave is paid, and (b) his accumulated sick leave as of the last day worked prior to the said period of absence shall be charged proportionately in the same ratio that the amount of his total daily sick leave benefit less his daily Workers' Compensation benefit bears to his total daily sick leave benefit. All members of the School Administrators Association of New Haven bargaining unit who are absent from school and entitled to Workers' Compensation will have their sick leave account reimbursed at the rate of two-thirds (2/3rds) of a day for every day the administrator has been charged with his/her eligible sick days during the compensation period. The reimbursement will occur as soon as the payroll office is notified that the administrator has returned to work. In the absence of such election, such administrator shall not receive his sick leave payment during the period of his absence for temporary disability due to the accident and his sick leave credits shall not be reduced by reasons of any Workers' Compensation payments he may receive for temporary disability due to the injury. Acceptance of sick leave payments (other than those made in connection with injury due to an assault) for any period for which the administrator may be entitled to receive temporary disability payment under the Workers' Compensation Law shall constitute an election to charge his absence for such period to the sick leave days to his credit.

(b) Employees shall receive workers' compensation benefits pursuant to the City's Workers' Compensation Preferred Provider Program in accordance with Connecticut General Statutes § 31-279 et al.

### Section 2. Health Insurance Benefits

(a) The Board shall cover all employees scheduled to work twenty (20) hours per week or more and their eligible dependents under one of the following four medical care programs, summaries of which are attached as Schedules E-1, E-2, E-3 and E-4 respectively:

1. High Deductible/HSA eligible plan ("HDHP")
2. Comp/Mix plan ("CompMix")
3. POE ("POE")
4. Preferred Provider Organization plan PPO ("PPO")

(b) For 2014-15, the employee shall contribute twelve (12%) percent of the fully insured equivalent (FIE) rate for the HDHP; for 2015-16 employees shall contribute an amount equal to thirteen (13%) percent of the FIE for the HDHP; and effective 2016-17, employees shall contribute fourteen (14%) percent of the FIE for the HDHP. Employees selecting either the CompMix, POE or PPO plan shall pay the applicable co-pay for the HDHP plus the difference in rate between the HDHP and the FIE rate for the plan selected.

(c) A Health Savings Account (HSA) shall be established for every employee that selects coverage in the High Deductible Health Plan. The account will be established at a financial institution of the Board's choice. The Board will contribute on behalf of each employee an amount equivalent to 50% of the plan's deductible. The Board's contribution will be deposited 1/12 each month on or about the first day of each month. Employees may make additional contributions to the HSA in accordance with IRS regulations.

An incentive arrangement will be included in the HDHP that will provide participants the opportunity to "earn" additional HSA contributions by participating in certain wellness activities.

(d) Employees may choose between the medical plans at the time of enrollment and at the time of the City's annual open enrollment.

During the course of this agreement the Board may hold an annual, required reenrollment for all bargaining unit members and their eligible dependents. At this time all members will be required to reenroll in their choice of the Board's offered medical benefit plans pursuant to the regulations prescribed by the Medical Benefits Office. Any individual not participating in this reenrollment will not be eligible for continuation of medical benefits until such time as they reenroll pursuant to this section.

(e) Prescription coverage shall be as stated on the attached Medical Benefits Matrix (Schedule E-5).

(f) The Blue Cross Full Service Dental Plan for individual employee and all eligible dependents, including Rider A (additional basic benefits), Rider B (prosthetics), Rider C (periodontics), Rider D (orthodontia), and unmarried Dependent Child (19-24).

(g) The Board shall adopt and maintain an Internal Revenue Code Section 125 Pre-Tax Premium Conversion Account, also known as a Reimbursement Account Plan ("RA Plan"), for administrators for the purpose of enabling eligible Administrators to divert a portion of their gross salaries, prior to reduction for federal income or social security taxes, by a minimum of \$100 to a maximum of \$3,000 per Plan Year for Health Reimbursement, and by a minimum of \$500 to a maximum of \$5,000 per Plan Year for Dependent Care, into an account from which, during the course of the Plan Year, they can be reimbursed for Health Care costs and Dependent Care costs they or their covered dependents incur which are not covered by the Medical or Dental Plans described in this Article, including, but not limited to, their share of the premium costs for such Plans. The following provisions will apply:

1. Under no circumstances will the Board be required to contribute any monies to the RA plan or to any account established pursuant thereto.
2. Each Administrator desiring to participate in the RA Plan must apply for participation and enroll by submitting completed forms provided by the Board 30 days prior to July 1 of each Plan Year in which he or she desires to participate.
3. Each Administrator accepted as a participant in the RA Plan must, 30 days prior to July 1, inform the Board in writing of the amount he/she wishes to contribute to the Account during the Plan Year (a minimum of \$100 to a maximum of \$3,000 per Plan Year for Health Reimbursement, a minimum of \$500 to a maximum of \$5,000 per Plan Year for Dependent Care), which shall be divided by the number of payroll periods scheduled for the Plan year to determine the amount to be deducted from each paycheck during that Plan Year.
4. As a condition precedent to the establishment of an account under the RA Plan, the Administrator must submit to the RA Plan Administrator, on forms approved by the Board, written authorization for the Board to deduct from his or her salary, the amounts to be diverted to his or her RA Plan Account, which shall be the same amount from each paycheck issued during the Plan Year.
5. If the employment of an Administrator terminates for any reason while he or she is a participant in the RA Plan, the Administrator will be permitted to withdraw the unencumbered balance from his or her RA Plan Account.
6. Unexpended balances in each RA Account at the end of each plan year will be forfeited in accordance with legal requirements. The RA Plan will be governed by the terms of the RA Plan description. It is intended that the RA Plan shall be interpreted, whenever possible, to comply with such terms of the Internal Revenue Code. In the event the RA Plan Administrator determines, before or during any Plan Year, that the RA Plan may fail to satisfy any non-discrimination requirement imposed by the Code or limitation on benefits to certain participants, the RA Plan Administrator shall take such action as he/she deems appropriate under rules uniformly applicable to similarly situated participants. At this time, the RA Plan as outlined meets all code requirements.

### Section 3. Term Life Insurance

The Administrators shall receive term life insurance and accidental death and dismemberment benefits in the amount of two times the administrator's salary, rounded off to the

nearest \$1,000.00 (inclusive of degree and longevity), so long as such administrator remains employed by the Board in a position covered by this Agreement.

Each administrator is entitled to purchase term life insurance and accidental death and dismemberment benefits in the amount of two times the administrator's salary, rounded off to the nearest \$1,000.00, at the rate paid by the Board of Education. This provision remains in effect as long as the administrator is employed by the Board.

#### Section 4. Long-Term Disability Insurance

The Board shall provide a standard long-term disability coverage with payment to age sixty-five (65) or sixty (60%) percent of the employee's normal gross earnings after a waiting period of one hundred eighty (180) calendar days. The amount of benefits will be reduced by any remuneration received during the benefit period from the employer, Workers' Compensation benefits, Connecticut Teachers Retirement Fund Benefits, and primary social security offset benefits. The provisions shall include coverage for disability due to psychiatric illness.

The long-term disability policy shall have a social security freeze provision so that the beneficiary will realize any increases in any further social security benefit payments.

#### Section 5. Right to Change or Substitute Carrier

The Board may change or substitute insurance carriers or managed care organizations for the above-referenced health benefit program as long as the level of benefits are substantially equivalent to or better than the existing program. The "substantially equivalent to or better than" standard shall be applied on a program-wide analysis and shall not be benefit specific.

### ARTICLE XIII - Leaves of Absence

#### Section 1 Sick Leave

(a) 1. Upon the retirement or death of a member of the professional administrative staff, said member or his survivors shall be paid for accumulated sick leave days up to, but not to exceed, the following limits:

10 month administrators: 64 days  
12 month administrators: 73 days

2. Upon retirement or death of an employee who is hired on or after July 1, 1994 or who becomes an administrator on or after July 1, 1994, said employee or his/her survivors shall be paid for accumulated sick leave as follows:

10 month administrators: 34% of his/her accumulated sick leave  
12 month administrators: 34% of his/her accumulated sick leave

(b) 1. Administrators on a ten (10) month schedule shall be entitled to sixteen (16) sick days each school year which may be accumulated to a total of two hundred fifteen (215) days.

2. Employees who are hired on or after July 1, 1994 or who become administrators on or after July 1, 1994 and who work a ten (10) month schedule shall be entitled to sixteen (16) sick days each school year which may be accumulated to a total of one hundred sixty (160) days.

3. Administrators on a twelve (12) month schedule shall be entitled to nineteen (19) sick days each school year which may be accumulated to a total of two hundred fifteen (215) days.

4. Employees who are hired on or after July 1, 1994 or who become administrators on or after July 1, 1994 and who work a twelve (12) month schedule shall be entitled to nineteen (19) sick days each school year which may be accumulated to a total of one hundred seventy (170) days.

(c) In the event of absence of an administrator for illness in excess of five (5) consecutive working days, the Superintendent may require an examination by an independent physician, such examination to be at the Board's expense.

## Section 2. Personal Leave

In addition to present or future Board policies authorizing absences or leaves of absences, each administrator shall be entitled as of right to a maximum of two (2) days leave of absence with pay each year for personal, legal, business, household, or family matters which require absence during the school hours. These days may be accumulated to four (4). Application for such leave shall be made in writing and as far in advance as practicable and ordinarily at least forty-eight (48) hours.

## Section 3. Funeral Leave

(a) A leave of absence not to exceed five (5) days immediately following the date of death shall be granted to any administrator whose wife, husband, father, mother, father-in-law, mother-in-law, brother, sister, brother-in-law, sister-in-law, child (or grandparent) or grandchild dies. Such leave shall be with pay and shall not be charged to the administrator's sick leave.

(b) Time off to attend the funeral of aunts, or uncles, (or grandchildren) shall be granted. Such leave shall be with pay not to exceed one (1) day and shall not be charged to the administrator's sick leave.

## Section 4. Maternity Leave

(a) The Board will not deny reasonable request of an administrator for leave of absence because of the administrator's pregnancy.

(b) Any administrator requesting such a leave shall present to the Superintendent a written statement from her attending physician indicating her present physical condition, the expected date of childbirth, when it would be expected that the administrator's physical condition would allow her to continue to work and any other information relative to her physical condition that the physician feels appropriate. If complications develop and the administrator is not able to return to work when originally planned, the physician shall so indicate in a letter to the Superintendent prior to the original date of expected return. Such additional notice shall contain a date when the physician expects the administrator's physical condition to be such to allow her to return to work.

(c) No leave of absence shall be granted for pregnancy or maternity reasons unless the above conditions are met.

(d) Upon return to work from an authorized leave of absence for the reason of pregnancy, the administrator shall be returned to the position she held prior to the leave, or a comparable position if available. If such is not available, she will have the rights provided under the Involuntary Transfer provisions (Article VI, Section 2) of this Agreement.

#### Section5. Jury Duty

(a) All administrators shall fully utilize the exemption from jury duty provided them under Public Act 79-386 and if called for jury duty shall provide the Superintendent with documentation of their effort to claim the exemption so that the Superintendent may take all steps necessary to support the exemption.

(b) Any twelve (12) month administrator ordered to report for jury duty during July or August shall receive a rate of pay equal to the difference between his professional salary and the jury fee for each day he serves as a juror.

#### Section6. Conference Leave

The Board agrees that administrators should be encouraged to attend conferences, seminars and conventions which do not detract from their ability to spend the required time to perform their professional services to the satisfaction of the Board. All such leaves for these purposes shall be approved prior to attendance by the Superintendent and, if approved, the administrator's expenses will be paid by the then existing policy of the Board and City of New Haven. Such leave shall be without loss of pay.

#### Section7. Family and Medical Leave

Nothing contained herein to the contrary notwithstanding, Administrators shall be entitled to Family and Medical Leave as provided for by Federal Family and Medical leave laws, as applicable. All leaves provided for herein shall be included in and shall not be in addition to the period(s) of leave required by such laws.

## ARTICLE XIV - Consultation Procedure

### Section 1. Generally

In the event either party to this Agreement wishes to propose that a change, addition, modification, correction or deletion in this Agreement be made, the following procedure will be adhered to:

- (a) The party proposing the change, addition, modification, or deletion shall reduce such to writing and mail it to the Superintendent or the President of the Administrators Association, as the case may be, within a reasonable time.
- (b) Thereafter, and within a two (2) week period, a meeting of representatives of all the parties shall be held to discuss the matter. This time required may be waived upon mutual agreement.
- (c) If agreement is reached on the proposal, such will be reduced to writing and referred to the Board and the Administrators Association for ratification, with the recommendation of both parties.
- (d) Any agreed upon and ratified change, addition, modification, or correction and/or deletion to this Agreement shall become an addendum hereto and become a part hereof.
- (e) Nothing herein shall require either party hereof to agree to any particular proposal submitted pursuant hereto. The obligation of both parties is only to discuss any proposal submitted pursuant to this provision.

### Section 2. Superintendent's Council

The Board agrees to the establishment of a Superintendents' Council, which will consist of members of the Administrators Association, the Superintendent and his designees to meet periodically, but at least once a month, to discuss problems facing school administration. Members of the Board may attend any one or all of such Council meetings. This council is designated to create a vehicle for the discussion of methods by which school administration and policy may be implemented so as to provide for the continued improvement of the New Haven School System. No more than five (5) persons shall represent either the Superintendent or the Administrators Association in any such meeting.

## ARTICLE XV - Payroll Deductions

### Section 1

In addition to those payroll deductions required by law, the following agencies are eligible for payroll deductions:

(a) All requests for deductions must be in writing on approved, authorized forms, executed by the individual administrator.

(b) A list of the approved deductions are as follows:

1. The School Administrator Association of New Haven
2. Connecticut Education Association
3. National Education Association
4. Washington National Insurance
5. New Haven Education Association
6. Military Service Time Retirement Fund
7. United Way
8. Tax Sheltered Annuity
9. Voluntary State Retirement Contract
10. Benefit Premium increases pursuant to Article XII, Section 2(c)
11. Other deductions where possible

(c) Each of the Associations named in paragraph (b), subparagraphs (1), (2), (3), and (5) above shall certify to the Board in writing the current rate of its membership dues. Any Association which shall change the rate of its membership dues shall give the Board thirty (30) days written notice prior to the effective date of such change.

(d) Deductions referred to in Section 1 above shall be made from any pay due on the first payday of each month. The Board shall not be required to honor for any month any authorizations that are delivered to it later than one (1) week prior to the distribution of payroll from which deductions are to be made.

(e) No later than September 30 of each year, the Board shall provide the Administrators Association with a list of those employees who have voluntarily authorized the Board in writing to deduct dues for any of the Associations named in paragraph (b) above. The Board shall notify the Association monthly of any changes in said list. Any administrator desiring to have the Board discontinue deductions he has previously authorized must notify the Board, the Administrators' Association and the Association or group concerned in writing by September 15 of each year for that school year's dues.

(f) The amount of any deduction may be changed only once in any calendar year.

## ARTICLE XVI - Salaries

### Section 1

(a) Schedules A, B and C attached hereto reflect salary rates by which all administrators shall be paid during the term of this Agreement.

In addition to the salary rates set forth for the respective classification on Salary Schedules A, B and C, administrators shall receive additional stipends for their length of service and advanced degrees (beyond the Master's Degree) in accordance with the degree and longevity scale contained in Schedule E attached hereto.

A new Master step (Step M) will be created and added to the salary schedule. In order to reach Step M an administrator must have a performance rating of effective or better. For 2014-15, to be eligible for Step M, an administrator must have been on Step 3 for 2013-14, and must have been rated Effective or better on the 2013-14 evaluation. The placement on Step M shall be retroactive to July 1, 2014. Administrators rated less than Effective on the 2013-14 evaluation but who are subsequently rated Effective or better on the 2014-15 evaluation shall be moved to Step M retroactive to July 1, 2014. If an administrator who reaches Step M is less than Effective for two (2) years in a row, they will drop back to Step 3.

(b) Any administrator appointed after June 1, 1968, who does not hold a Master's Degree shall be paid the amount specified in the applicable Salary Schedule less the increment paid pursuant to present policy for Master's Degree.

(c) An administrator whose performance is less than satisfactory will not be moved to the next higher step until he/she has attained satisfactory performance. Upon attaining satisfactory performance, he/she will receive payment for the withheld step, in addition to payment for whatever other step he/she is entitled under the terms of this Agreement.

Upon adoption of a new administrators evaluation system meeting the requirements of 10-151b, and consistent with the Side Letter Regarding School Reform attached as Schedule G, the Parties agree that "satisfactory" shall be defined as "effective" or better and the following applies and replaces the previous paragraph: An Administrator whose performance rating is effective or better will move to the next higher step.

The above wage and performance provisions (Step M, step movement and compensation enhancements pay pursuant to the Side Letter Regarding School Reform attached hereto) is contingent on PEP funds and that in the event PEP funds become unavailable, the Parties agree to reopen the provisions of this Section 1.

(d) Each administrator shall elect in writing whether he/she wishes to be paid in twenty-one (21) or twenty-six (26) equal payments. Such election cannot be changed for the duration of the fiscal year. In the event an administrator fails to make an election as specified above, he/she shall be paid in accordance with his/her previous payment election.

(e) Effective upon the signing of this Agreement, bargaining unit members shall administer the teacher reform side letter and memorandum of understanding. The wage schedules attached as Schedules A, B and C reflect this additional compensation. All bargaining unit salaries have been adjusted to reflect these increases, regardless of the level of responsibility for overseeing the teacher reform agreements.

## Section 2

The duties or the responsibilities of any position in the bargaining unit will not be altered or increased without prior negotiations with the Association.

## Section 3

Any administrator on a ten (10) month schedule, scheduled to work during the summer or two months of recess shall receive a per diem rate (and not an hourly rate) calculated by dividing his salary (according to the salary, degree and longevity schedules then in effect) by 194 and multiplying the quotient by the number of days during which the required work was performed.

## Section 4

Any member who is promoted will not take a decrease in pay, if the new position begins at a lower pay, but will be placed on such step as will represent an increase above his previous position.

## Section 5

Any administrator who works in an administrative position in a higher salary group than his/her regular salary group for more than seven (7) consecutive school days shall receive, retroactive to the first day of any such work, the pay of the higher salary group in which he/she is working.

# ARTICLE XVII - Grievance and Arbitration Procedure

## Section 1 Purpose

The purpose of this procedure is to secure, at the lowest possible administration level, equitable solutions to problems which may arise affecting the welfare or working conditions of administrators. Both parties agree that proceedings shall be kept as confidential as appropriate.

## Section 2. Definitions

(a) A grievance shall mean a complaint by an employee that (1) he has been treated unfairly or inequitably, or (2) there has been a violation, misinterpretation or misapplication of a specific provision(s) of this Agreement or of established policy or practice.

(b) Administrator shall mean any certified professional employee member of this bargaining unit and may include a group of administrators similarly affected by a grievance.

(c) When "days" are referred to in the time limits hereof, such shall mean school days.

### Section 3. Time Limits

(a) Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each step shall be considered as a maximum. The time limits specified may, however, be extended by written agreement of the parties in interest.

(b) If an administrator does not file a grievance in writing within thirty (30) days after he knew or should have known of the act or conditions on which the grievance is based, then the grievance shall be considered to have been waived.

(c) Failure by the aggrieved administrator at any level to appeal a grievance to the next level within the specified time limit shall be deemed to be acceptance of the decision rendered at that level.

### Section 4. Informal Procedure

(a) If an administrator feels that he may have a grievance, he shall first discuss the matter with his immediate supervisor or other appropriate administrator in an effort to resolve the problem informally.

(b) If the administrator is not satisfied with such disposition of the matter, he shall have the right to have the Association assist him in further efforts to resolve the problem informally with his supervisor or other appropriate administrator.

### Section 5. Formal Procedure

#### Step I

If the aggrieved administrator is not satisfied with the disposition of his grievance on an informal basis, he may file in writing a grievance with the Association for referral to the Superintendent of schools. Such filing must take place within the thirty (30) day period as set forth in Section 3 (b) above.

(1) The Association shall, within five (5) days after receipt, refer the grievance to the Superintendent, but prior to doing so, the Association shall provide an opportunity for the aggrieved administrator to meet with the appropriate committee to review the grievance.

(2) The Superintendent shall, within ten (10) days after receipt of the written grievance, meet with the aggrieved administrator and with representatives of the Association for the purpose of resolving the grievance. A full and accurate record of such hearing shall be kept.

(3) The Superintendent shall, within five (5) days after the hearing, render his decision and the reasons therefor in writing to the aggrieved administrator with a copy to the Association.

## Step 2

If the aggrieved administrator is not satisfied with the disposition of his grievance at Step 1, he may, within three (3) days after the decision or within eight (8) days after the hearing, file the grievance again with the Association for appeal to the Board of Education.

(1) The Association shall, within three (3) days after receipt, refer the appeal to the Board of Education.

(2) The Board of Education shall, within fifteen (15) days after receipt of the written appeal, meet with the aggrieved administrators and with representatives of the Association for the purpose of resolving the grievance. A full and accurate record of such hearing shall be kept.

(3) The Board shall, within fifteen (15) days after such meeting, render its decision and the reasons therefor in writing to the aggrieved administrator with a copy to the Association.

## Section 6 Arbitration

(a) If the aggrieved administrator is not satisfied with the disposition of his grievance at Step 2, he may, within three (3) days after the decision or within eighteen (18) days after the Board meeting, request in writing to the President of the Association that his grievance be submitted to arbitration.

(b) The Association may, within five (5) days after receipt of such request, submit the grievance to arbitration.

(c) The chairman of the Board and the President of the Association shall, within five (5) days after such written notice, jointly select an arbitrator who is an experienced and impartial person of recognized competence. If the parties are unable to agree on an arbitrator within five (5) days, the matter shall be submitted to the American Arbitration Association under the Voluntary Labor Arbitration Rules of the American Arbitration Association.

(d) The arbitrator so selected shall confer promptly with representatives of the Board and the Association, shall review the record of prior hearings, and shall hold such further hearings with the aggrieved administrator and other parties in interest as he shall deem requisite.

(e) The arbitrator shall render his decision in writing to all parties in interest, setting forth his findings of fact, reasoning and conclusions on the issues submitted. The decision of the arbitrator shall be final and binding upon all parties in interest to the extent permitted by law.

(f) The cost of the services of the arbitrator shall be borne equally by the Board and the Association.

### Section 7

The Superintendent and/or the Board shall have the right to file a grievance in writing with the Association, and such grievance shall thereafter be processed beginning with Step 2 of the Grievance Procedure. The Association shall, on its own behalf, have the right to file a grievance alleging a breach of this Agreement affecting the Association as a whole and shall process said grievance beginning with Step 2 of the Grievance Procedure.

### Section 8

All grievances must be submitted in writing pursuant to Step 1 above (or Step 2 if filed by either the Board, the Superintendent, or the Association) within thirty (30) days of the date upon which the occurrence giving rise to the grievance occurred. Failure to file such grievance within the time limits specified herein shall be deemed a waiver of the grievance.

### Section 9

Any arbitrator acting pursuant to this Agreement shall have power only to construe specific provisions of this Agreement and shall have no authority to add to, delete from, or modify in any way any provision of this Agreement.

### Section 10 Representation

(a) No reprisals of any kind shall be taken by either party or by any member of the Administration against any participant in the grievance procedure by reason of such participation.

(b) When an administrator is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the procedure.

(c) In the event the Association shall not have elected to submit a grievance to arbitration, the aggrieved administrator may submit his grievance to arbitration independently by following the procedure outlined above, in lieu of the Association provided, however, that in such case, the costs for the services of the arbitrator shall be borne by the aggrieved administrator.

(d) The Association or the Board may, if it so desires, call upon the professional services of any person it deems necessary to assist the Association or the Board, respectively, at any stage of the procedure.

## Section 11 Miscellaneous

(a) All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

(b) Forms for filing and processing grievances and other necessary documents, shall be prepared by the Superintendent, with the approval of the Association, and be made available to the Association as to facilitate operation of the grievance procedure.

## ARTICLE XVIII - No Strike

During the term of this Agreement, neither the Administrators Association or any officer or representative thereof nor any administrator covered hereby shall engage in any strike, work stoppage, slowdown, or refusal to work or mass resignation. Participation in such activity may result in discipline or discharge to the person or persons involved and such shall not be subject to the Grievance and Arbitration procedure hereof. Only the question of whether a particular employee participated in any such activity as defined above may be submitted to the Grievance and Arbitration Procedure hereof.

## ARTICLE XIX - Miscellaneous

### Section 1

The Administrators Association and the Board agree that this Agreement represents the complete agreement between the parties concerning all conditions of employment and salaries of administrators for the duration of this Agreement.

### Section 2

This Agreement is deemed to be in compliance with all State and Federal laws (including the Constitution of the United States and the Constitution of the State of Connecticut), and the Board and the Association shall comply with all applicable State and Federal laws. If for any reason a provision or provisions of this Agreement are determined by a court of competent jurisdiction to be in violation of any of said laws, then that provision or those provisions shall be automatically stricken from this Agreement, and the balance of this Agreement shall continue in full force and effect.

### Section 3

Whenever written notice is required to be given herein, such notice shall be given by letter forwarded to the last address of the person as contained in the files of the Board of Education.

#### Section 4

(a) Wherever "Superintendent" is used, it shall mean the Superintendent of Schools of the City of New Haven or any administrator designated to act by the Superintendent in accordance with the then effective administrative procedures of the system.

(b) Wherever the term "he" or "she" is used in this Agreement, it is intended to mean either gender and is used for convenience only.

#### Section 5

The Board agrees to pay for all costs incurred in printing and distribution of this Agreement.

### ARTICLE XX - Retirement

#### Section 1

Any Administrator who applies for and receives a retirement allowance from the State of Connecticut within five (5) years before his/her first eligibility for a full retirement allowance or at any time after they have achieved eligibility for the full allowance, and who has been a teacher/administrator for at least ten (10) years in New Haven, and who are not then or at any time thereafter eligible for Medicare insurance coverage, shall be eligible to participate in such medical insurance plan as the Board provides to active employees. The Board shall pay seventy-five (75%) percent of the premium costs of such medical coverage and the Administrator shall pay twenty-five (25%) percent for such coverage for the Administrator and his/her enrolled dependents until such administrator dies. The cost sharing payment associated with active medical coverage must be made each month in advance. Lack of timely payment will result in the termination of such benefits.

#### Section 2

Upon reaching age 65, or such other time as a retiree or spouse becomes eligible for Medicare insurance coverage, the retiree and/or spouse shall be required to apply for and pay the full cost of Medicare Part A and B, and utilize such coverage as primary coverage. The New Haven Board of Education will then provide to the member, without cost to the member, a Medicare Supplement plan that together with Medicare Parts A and B will provide the retiree with coverage and benefits substantially equivalent to that provided to active members.

#### Section 3

Notice of intention to retire pursuant to this Section shall be filed with the Superintendent's office as soon as practicable in order to allow for appropriate succession planning and filling of vacancies. A payment of \$7,500 shall be paid to any eligible

Administrator who submits their irrevocable intention to retire as of January 1<sup>st</sup> for retirement on June 30<sup>th</sup> of the same school year.

#### Section 4

(a) In the event of the death of an administrator who has previously retired pursuant to the retirement provisions of this Agreement, or who would have qualified for such retirement benefits at the time of his/her death, the Board shall continue to pay the medical/health insurance premiums for benefits then in effect for the surviving spouse of such administrator for a period of five (5) years or until he/she sooner dies and for any dependent children. The foregoing is contingent upon the unavailability of comparable benefits to the surviving spouse or dependent children through their own employment at no cost to such individuals.

### ARTICLE XXI - Agency Shop

#### Section 1

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

#### Section 2

Any member of the bargaining unit who has not joined the Association during such period, or having joined, has not remained a member shall immediately execute an authorization permitting deduction of a service fee which shall be no greater than the proportion of union dues uniformly required of members to underwrite the costs of collective bargaining, contract administration and grievance adjustment. The Association shall be required to notify the school Board sufficiently in advance of issuance of the first employee paychecks of the amount of such service fee. It is understood that the payment of such sums shall not constitute an agreement to become a member of the Association.

#### Section 3

In the event that a member of the bargaining unit does not join the Association or pay the required service fee by the thirtieth (30th) day as required, that member shall be terminated. The Personnel Office shall institute the necessary procedures for termination provided the Association has complied with the following:

(a) Sending written notice to the employee (copy to the Personnel Office) that he has not fulfilled his obligations by the requisite date or reasonable period of time thereafter and that a request for his termination was being made to the Board.

(b) By stating in the request for termination that such request is in conformance with the provisions of this Article, that the employee has not complied with his obligations and that it is an official request of the Association.

(c) As a condition of the effectiveness of this Article, the Association agrees to indemnify and save the Board harmless against any and all claims, demands, costs, suits or other forms of liability and all court or administrative agency costs that may arise out of, or by reason of, action taken by the Board for the purpose of complying with this Article.

Section 4

The Board shall deduct the service fee from the salary of non-members of the Association bi-weekly and remit the same to the Association treasurer.

ARTICLE XXII - Duration

Section 1

The parties agree to negotiate in good faith in an effort to secure a successor agreement in accordance with Section 10-153d of the Connecticut General Statutes, as amended.

Section 2

This Agreement shall become effective July 1, 2014 and shall remain in full force and effect until June 30, 2017.

New Haven Board of Education

Local #18, School Administrators

By: \_\_\_\_\_  
Dr. Carlos Antonio Torre,  
President  
New Haven Board of Education

By: \_\_\_\_\_  
Cheryl Brown, President  
Counsel for Local #18

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

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

**SCHEDULE A**  
**ADMINISTRATIVE - SUPERVISORY SALARY SCHEDULE**  
**JULY 1, 2014 - JUNE 30, 2015**

<b>Group</b>	<b>Classification</b>	<b>Months</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>M Step</b>
A	Coordinators Assistant Supervisors	10	\$99,495	\$101,525	\$103,594	\$105,666
B		10	\$103,938	\$105,191	\$107,335	\$109,482
C	Elementary Principals Assistant Principals	10	\$107,692	\$109,886	\$112,129	\$114,372
CA	Coordinator	12	\$109,445	\$111,677	\$113,954	\$116,233
D	Elementary Principals (13 to 18 teachers assigned full-time to the school) Assistant Principal(s) assigned to separate buildings	10	\$110,838	\$113,098	\$115,410	\$117,718
E	Elementary Principals (19 or more teachers assigned full-time to the school) Supervisors	10	\$113,980	\$116,306	\$118,680	\$121,054
F	New Haven Academy Principal Assistant Principals Sound School Principal Hyde Leadership School Principal Metropolitan Principal Riverside High School Principal	12	\$119,098	\$121,526	\$124,006	\$126,486
G	Principals (Middle and Elementary Schools) Supervisors K-8 Principals	12	\$125,386	\$127,944	\$130,555	\$133,166
H	Principals (High Schools) Hillhouse, Cross, Career, Cooperative Arts High School Principals	12	\$130,570	\$133,236	\$135,956	\$138,675
I	Directors Directors of Instruction	12	\$132,806	\$135,517	\$138,276	\$141,042
J	Executive Directors	12	\$135,200	\$137,965	\$140,842	\$143,600

**SCHEDULE B**  
**ADMINISTRATIVE - SUPERVISORY SALARY SCHEDULE**  
**JULY 1, 2015 - JUNE 30, 2016**

<b>Group</b>	<b>Classification</b>	<b>Months</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>M Step</b>
A	Coordinators Assistant Supervisors	10	\$101,485	\$103,556	\$105,666	\$107,991
B		10	\$106,017	\$107,295	\$109,482	\$111,890
C	Elementary Principals Assistant Principals	10	\$109,846	\$112,084	\$114,372	\$116,888
CA	Coordinator	12	\$111,634	\$113,911	\$116,233	\$118,790
D	Elementary Principals (13 to 18 teachers assigned full-time to the school) Assistant Principal(s) assigned to separate buildings	10	\$113,055	\$115,360	\$117,718	\$120,308
E	Elementary Principals (19 or more teachers assigned full-time to the school) Supervisors	10	\$116,260	\$118,632	\$121,054	\$123,717
F	New Haven Academy Principal Assistant Principals Sound School Principal Hyde Leadership School Principal Metropolitan Principal Riverside High School Principal	12	\$121,480	\$123,957	\$126,486	\$129,269
G	Principals (Middle and Elementary Schools) Supervisors K-8 Principals	12	\$127,894	\$130,503	\$133,166	\$136,096
H	Principals (High Schools) Hillhouse, Cross, Career, Cooperative Arts High School Principals	12	\$133,181	\$135,901	\$138,675	\$141,726
I	Directors Directors of Instruction	12	\$135,462	\$138,227	\$141,042	\$144,144
J	Executive Directors	12	\$137,904	\$140,449	\$143,659	\$146,759

**SCHEDULE C**  
**ADMINISTRATIVE - SUPERVISORY SALARY SCHEDULE**  
**JULY 1, 2016 - JUNE 30, 2017**

<b>Group</b>	<b>Classification</b>	<b>Months</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>M Step</b>
A	Coordinators Assistant Supervisors	10	\$103,515	\$105,627	\$107,779	\$110,366
B		10	\$108,137	\$109,441	\$111,671	\$114,352
C	Elementary Principals Assistant Principals	10	\$112,043	\$114,325	\$116,659	\$119,459
CA	Coordinator	12	\$113,867	\$116,189	\$118,558	\$121,404
D	Elementary Principals (13 to 18 teachers assigned full-time to the school) Assistant Principal(s) assigned to separate buildings	10	\$115,316	\$117,667	\$120,073	\$122,955
E	Elementary Principals (19 or more teachers assigned full-time to the school) Supervisors	10	\$118,585	\$121,005	\$123,475	\$126,439
F	New Haven Academy Principal Assistant Principals Sound School Principal Hyde Leadership School Principal Metropolitan Principal Riverside High School Principal	12	\$123,910	\$126,436	\$129,016	\$132,113
G	Principals (Middle and Elementary Schools) Supervisors K-8 Principals	12	\$130,452	\$133,113	\$135,829	\$139,090
H	Principals (High Schools) Hillhouse, Cross, Career, Cooperative Arts High School Principals	12	\$135,845	\$138,619	\$141,449	\$144,844
I	Directors Directors of Instruction	12	\$138,171	\$140,992	\$143,862	\$147,316
J	Executive Directors	12	\$140,662	\$143,258	\$146,532	\$149,988

**SCHEDULE D**  
**DEGREE AND LONGEVITY SCALES**

<b><u>Degree</u></b>	<b><u>0-14 Years</u></b>	<b><u>15-18 Years</u></b>	<b><u>19-25 Years</u></b>	<b><u>Over 25</u></b>
Master	\$ 00.00	\$2,654.00	\$2,774.00	\$3,774.00
6th Year	\$1,995.00	\$4,351.00	\$4,559.00	\$5,559.00
Doctor	\$2,798.00	\$5,096.00	\$5,216.00	\$6,216.00

### SCHEDULE E

SAA 18 Medical Benefits Matrix for 2014 Final 11-27-13.xlsx

<b>Benefit</b>	<b>Century Preferred PPO</b>	<b>Bluecare POE</b>	<b>Century Preferred Comp Mix</b>	<b>Lumenos HDHP/H.S.A. Plan</b>
<b>Cost Shares</b>	In Network services subject to copays	In Network Services Only	In Network Deductible-\$1000/2000	\$2,000 Ind /\$4,000 family shared in and out of network
	Out-of- Network services subject to	Subject to Copays	Coinsurance-20% up to 3000/6000 Out of pocket maximum	Medical covered at 80% after deductible in network
	deductible and coinsurance		<b>Following Services Deductible Waived-</b>	\$4000/\$8,000 out of packet maximum in network
		Copay-\$15 PCP Office Visit/\$25 Specialist OV	\$20 Medical Office Visit/\$0 Preventative Care	RX covered at 100% after deductible subject to Co-Pay
	Copay-\$15 PCP Office Visit/\$25 Specialist OV	\$100 Emergency Room/Ambulatory Services \$100	\$100 Emergency Room/\$75 High Cost Diagnostic	covered at 60/40% after deductible out of network
	\$100 Emergency Room/Ambulatory Services \$100	\$200 Outpatient Surgery, \$250 Hospital Admission	\$75 Urgent Care/Walk In Center \$20	Out of Pocket Maximum-\$6,000/\$12,000 out of network
	\$200 Outpatient Surgery, \$250 Hospital Admission	Lifetime Maximum In Network-Unlimited	Lifetime Max In-Ntwrk & Out Ntwrk Unlimited	<b>Lifetime Maximum - Unlimited</b>
<b>Health Savings Account</b>				
				Set up by City for each Member
	N/A	N/A	N/A	Funded at 50% of Deductible each year by City. Additional funding by member
				with pre tax \$\$\$ up to \$3,300/ \$6,550 combined annual limit in 2014

<b>Out of Network Benefit</b>				
	OO Network Deductible-\$2000/4000	No Out of Network Benefits	OO Network Deductible-\$2000/4000	OO Network Deductible shared with In network-\$2000/4000
	Coinsurance-20%	Members Must Use the Bluecare Provider Network to	Coinsurance-40%	Coinsurance-60/40%
	Out of Pocket Maximum-\$6000/\$12000	Receive Payment on Services	Out of Pocket Maximum-\$6000/\$12,000	Out of Pocket Maximum-\$6,000/\$12,000 out of network
	Lifetime Max In-Ntwrk Unlimited/Out-Ntwrk-Unlimited	Lifetime Maximum for In network Services is Unlimited	Lifetime Max In-Ntwrk Unlimited/Out-Ntwrk-Unlimited	Lifetime Max In-Ntwrk Unlimited/Out-Ntwrk-Unlimited
<b>Out of State Benefit</b>				
	Uses the National Network and Bluecard PPO	Out of State Benefits are Covered Only in an	Uses the National Network and Bluecard PPO	Uses the National Network and Bluecard PPO
		Emergency or Urgent Situation		
<b>In State Network</b>				
	Uses the Cent Preferred Network for In-Network	Members Must Use the Bluecare Provider Network to	Uses the Cent Preferred Network for In-Network	Uses the Cent Preferred Network for In-Network
	Benefits for any other providers would be	Receive Payment on Services	Benefits for any other providers would be	Benefits for any other providers would be
	an Out of Network Benefit		an Out of Network Benefit	an Out of Network Benefit
<b>PREVENTIVE CARE</b>				
<b>Pediatric</b>	No Copay	No Copay	No Copay	Deductible Waived-No Copay
<b>Age based schedule</b>	7 exams Birth to One	7 exams Birth to One	7 exams Birth to One	7 exams Birth to One
	7 exams 1-5 years	7 exams 1-5 years	7 exams 1-5 years	7 exams 1-5 years
	5 -22 years-Preventative exams allowed once a year	5 -22 years-Preventative exams allowed once a year	5 -22 years-Preventative exams allowed once a year	5 -22 years-Preventative exams allowed once a year

<b>Adult</b>	No Copay	No Copay	No Copay	Deductible Waived-No Copay
<b>Age Based Schedule</b>	22 and over-Preventative exams allowed once a year	22 and over-Preventative exams allowed once a year	22 and over-Preventative exams allowed once a year	22 and over-Preventative exams allowed once a year
<b>Immunizations</b>	As part of Preventative Exam			
<b>Gynological/Obstetrics</b>	\$0 Copay for annual exam	\$0 Copay for annual exam	\$0 Copay for annual exam	Deductible waived-\$0 Copay for annual exam
	\$25 Copay Maternity-First Visit Only	\$25 Copay Maternity-First Visit Only	\$20 Copay Maternity-First Visit Only	After deductible 80% In Network
<b>Mammography</b>	Age 35-39 Base Line Screening			
	40 and over once a year			
	(Add'l Exams Available if Recommended by Doctor)			
<b>Hearing</b>	No Copay (once every 2 calendar years)	No Copay (once every 2 calendar years)	\$0 Copay (once a every 2 years)	No Copay (once every 2 calendar years)
				Deductible Waived
<b>Vision</b>	No Copay (once every 2 calendar years)	No Copay (once every 2 calendar years)	\$0 Copay (once a every 2 years)	No Copay (once every 2 calendar years)
				Deductible Waived
<b>MEDICAL SERVICES</b>				
<b>Medical office visits</b>	\$15 Copay PCP	\$15 Copay PCP	\$20 Copay	After Deductible 80% Co-Insurance in
	\$25 Specialist	\$25 Specialist	Unlimited Visits	network 60% Out of Network
<b>Physical or Occupational</b>	\$25 Copay	\$25 Copay	\$20 Copay	After Deductible 80% Co-Insurance in network 60% out of network

<b>Therapy</b>	30 Combined Visits for pt, ot st per member per year	30 Combined Visits for pt, ot st per member per year	30 Combined Visits for pt, ot st per member per year	60 Combined Visits for pt, ot st per member per year
	20 visit for chiro-prior auth is required on pt/ot	20 visit for chiro-prior auth is required on pt/ot	20 visit for chiro-Prior auth required on pt/ot	12 visit for chiro-prior auth is required on pt/ot
<b>Speech Therapy</b>	\$25 Copay	\$25 Copay	\$20 Copay	After Deductible 80% Co-Insurance in network 60% out of network
	30 Combined Visits for pt, ot st	30 Combined Visits for pt, ot st	30 Combined Visits for pt, ot st	60 Combined Visits for pt, ot st
	20 visit for chiro-prior auth is required on pt/ot	20 visit for chiro-prior auth is required on pt/ot	20 visit for chiro-Prior auth required on pt/ot	12 visit for chiro-prior auth is required on pt/ot
<b>Chiropractic Services</b>	\$25 Copay	\$25 Copay	\$20 Copay	After Deductible 80% Co-Insurance in network 60% out of network
	30 Combined Visits for pt, ot st	30 Combined Visits for pt, ot st	30 Combined Visits for pt, ot st	60 Combined Visits for pt, ot st
	20 visit for chiro	20 visit for chiro-prior auth is required on pt/ot	20 visit for chiro-Prior auth required on pt/ot	12 visit for chiro
<b>Allergy Services</b>	\$25 Copay	\$25 Copay	\$20 Copay for office visit	After Deductible 80% Co-Insurance in network 60% out of network
	80 visits in 3 years	80 visits in 3 years	Injections-20% after deductible	80 visits in 3 years
			80 visits in 3 years	
	Covered	Covered	Covered	After Deductible
<b>Diagnostic, Lab &amp; X-ray</b>	High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect)	High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect)	High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect)	High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect)
	requires prior auth and a \$75 copay per service up to a \$375	requires prior auth and a \$75 copay per service up to a \$375	requires prior auth and a \$75 copay per service up to a \$375	After Deductible 80% Co-Insurance in network 60% out of network
	calendar year maximum	calendar year maximum	calendar year maximum	

<b>Outpatient Mental Health &amp; Substance Abuse</b>	\$25 Copay	\$25 Copay	\$20 Copay	After Deductible 80% Co-Insurance in network 60% out of network
	Unlimited Visits	Unlimited Visits	Unlimited Visits	Unlimited Visits
	Prior auth required	Prior auth required	Prior auth required	Prior auth required
<b>EMERGENCY CARE</b>				
<b>Emergency Room</b>	\$100 Copay (waived if admitted)	\$100 Copay (waived if admitted)	\$100 Copay (waived if admitted)	After Deductible 80% Co-Insurance in network 60% out of network
<b>Urgent Care</b>	\$75 Copay	\$50 Copay	\$75 Copay	After Deductible 80% Co-Insurance in network 60% out of network
<b>Walk-In Centers</b>	\$15 Copay	\$15 Copay	\$20 Copay	After Deductible 80% Co-Insurance in network 60% out of network
<b>Ambulance</b>	Unlimited for Land and Air	Unlimited for Land and Air	20% after deductible in or out of network	After Deductible 80% Co-Insurance in network 60% out of network
<b>INPATIENT HOSPITAL-</b>				
<b>Inpatient-General/Medical/Surgical/Maternity (Semi-Private)</b>	All Hospital Admissions Require Pre-Cert \$250 Per Admission Copay	All Hospital Admissions Require Pre-Cert \$250 Per Admission Copay	All Hospital Admission Require Pre-Cert 20% after deductible up to the out of pocket maximum	All Hospital Admissions Require Pre-Cert After Deductible 80% in Network 60% Out of Network
<b>Ancillary Services-Medications and Supplies</b>	Covered	Covered	20% after deductible up to the out of pocket maximum	All Hospital Admissions Require Pre-Cert After Deductible 80% in Network 60% Out of Network

<b>Mental Health</b>	\$250 Copay Per Admission Copay	\$250 Per Admission Copay	20% after deductible up to the out of pocket maximum	All Hospital Admissions Require Pre-Cert After Deductable 80% in Network 60% Out of Network
<b>(Biologically Based)</b>	Unlimited Days	Unlimited Days		Unlimited Days
<b>Mental Health</b>	\$250 Copay Per Admission Copay	\$250 Copay Per Admission Copay	20% after deductible up to the out of pocket maximum	All Hospital Admissions Require Pre-Cert After Deductable 80% in Network 60% Out of Network
<b>(Non-Biologically Based)</b>	Unlimited Days	Unlimited Days	Unlimited Days	Unlimited Days
<b>Substance Abuse</b>	\$250 Per Admission Copay	\$250 Per Admission Copay	20% after deductible up to the out of pocket maximum	All Hospital Admissions Require Pre-Cert After Deductable 80% in Network 60% Out of Network
	Unlimited Days	Unlimited Days	Unlimited Days	Unlimited Days
<b>Rehabilitative Services</b>	\$250 Per Admission Copay	\$250 Per Admission Copay	20% after deductible up to the out of pocket maximum	All Hospital Admissions Require Pre-Cert After Deductable 80% in Network 60% Out of Network
	60 Days Per Calendar Year	60 Days Per Calendar Year	60 Days Per Calendar Year	100 Days Per Calendar Year

<b>Skilled Nursing Facility</b>	\$250 Per Admission Copay	\$250 Per Admission Copay	20% after deductible up to the out of pocket maximum	All Hospital Admissions Require Pre-Cert After Deductible 80% in Network 60% Out of Network
	120 Days Per calendar Year	120 Days Per calendar Year	120 Days Per calendar Year	100 Days Per calendar Year
<b>Outpatient Surgery</b>	Prior Authorization Required	Prior Authorization Required	Prior Authorization Required	Prior Authorization Required
<b>(Facility Charges)</b>	\$200 Copay	\$200 Copay	20% after deductible up to the out of pocket maximum	After Deductible 80% Co-Insurance in network 60% out of network
	Ambulatory surgery (in a hospital setting) \$100	Ambulatory surgery (in a hospital setting) \$100		Ambulatory surgery (in a hospital setting) After Deductible 80% / 60%
<b>Pre-Admission Testing</b>	Covered	Covered	After Deductible 80% Co-Insurance in network 60% out of network	After Deductible 80% Co-Insurance in network 60% out of network
<b>Diagnostic Lab &amp; X-Ray</b>	Covered	Covered	Covered	Prior Authorization Required
	High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect)	High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect)	High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect)	High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect)
	requires prior auth and a \$75 copay per service up to a \$375	requires prior auth and a \$75 copay per service up to a \$375	requires prior auth and a \$75 copay per service up to a \$375	After Deductible 80% Co-Insurance in network 60% out of network
	calendar year maximum	calendar year maximum	calendar year maximum	
<b>OTHER SERVICES</b>				
<b>Durable Medical Equipment</b>	Covered at 100% In Network	Covered at 100%	Coverd at 80% after deductible	Covered at 50% after deductible is met
<b>(Including Prosthetics)</b>	Out Ntwrk - Deductable and Co- Insurance			

<b>Home Health Care</b>	Covered	Covered	Deductible waived	After Deductible 80% Co-Insurance in network 60% out of network
	200 Visits	200 Visits	Covered at 80% in and out of network	100 Days Per Calendar Year
	OON-\$50 Deductible & 20% Coinsurance		up to the out of pocket maximum	
			200 Visits	
<b>Hospice</b>	Covered up to Last 6 Months of Life	Covered up to Last 6 Months of Life	Covered up to Last 6 Months of Life	Covered up to Last 6 Months of Life
			After Deductible 80% Co-Insurance in network 60% out of network	After Deductible 80% Co-Insurance in network 60% out of network
<b>Acupuncture</b>	Not Covered	Not Covered	Not Covered	Not Covered
<b>Orthotics</b>	\$50 Co-Pay	\$50 Co-Pay	\$50 Co-Pay	After Deductible 80% Co- Insurance in network, 60% out of network
<b>TMJ</b>	Not Covered	Not Covered	Not Covered	Not Covered
<b>Gastric Bypass</b>	Not Covered	Not Covered	Not Covered	Not Covered
<b>Infertility</b>	\$25 Office Visit Copay	\$25 Office Visit Copay	After Deductible 80% Co-Insurance in network 60% out of network	After Deductible 80% Co-Insurance in network 60% out of network
	State Mandate Level-Prior Auth required	State Mandate Level-Prior Auth required	State Mandate Level-Prior Auth required	State Mandate Level-Prior Auth required
	Some Restrictions May Apply	Some Restrictions May Apply	Some Restrictions May Apply	Some Restrictions May Apply
	\$10/\$25/\$40	\$10/\$25/\$40	\$10/\$25/\$40	After deductible-\$10/\$25/\$40

<b>Drug Rider</b>	Mail order \$10/\$25/\$40	Mail order \$10/\$25/\$40	Mail order \$10/\$25/\$40	Mail order \$10/\$25/\$40
	30/90 day supply	30/90 day supply	30/90 day supply	30/90 day supply
	Mandatory Generic and Mail order	Mandatory Generic and Mail order	Mandatory Generic and Mail order	Mandatory Generic
<b>*The Student age for all three plans is 26/26.</b>				
<b>*This does not constitute the actual health plan or insurance policy. It is only a general description of the plan.</b>				

	<i>Local 933 - 2014 Managed Three Tier Drug Rider</i>
<b>Network</b>	<b>Access to over 680 Pharmacies in CT Access to over 65,000 pharmacies nationwide</b>

**Participating Pharmacy**

<b>Retail Copay-Generic</b>	<b>\$10.00</b>
<b>Listed Brand Copay</b>	<b>\$25.00</b>
<b>Non-Listed Brand Copay</b>	<b>\$40.00</b>

**Non-Participating Pharmacy**

<b>Deductible</b>	<b>\$0</b>
<b>Coinsurance*</b>	<b>20%</b>

**Supply Limits**

<b>Retail</b>	<b>30 day -1 copay</b>
<b>Mail Order Copays</b>	<b>31-90 day supply-1 copay on generic or brand</b>

**Mail Order Program**

<b>*<sup>1</sup>Mandatory Mail Order</b>	<b>Yes-Mandatory On Maintenance Medications (Except HDHP)</b>
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<b>Drug Rider Maximums</b>	<b>Unlimited per member per calendar year</b>
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<b>*<sup>2</sup>Dispensed As Written Clause</b>	<b>MD Override <u>not</u> allowed - Mandatory Generic Substitution</b>
<b>*<sup>3</sup>Age / Gender</b>	<b>yes</b>
<b>*<sup>4</sup>Refill Too Soon</b>	<b>yes (up to 85% of prescription needs to be completed)</b>
<b>*<sup>5</sup>Duplicate Therapy</b>	<b>yes</b>
<b>*<sup>6</sup>Quantity Limits</b>	<b>yes</b>
<b>*<sup>7</sup>Step Therapy</b>	<b>yes</b>
<b>*<sup>8</sup>Prior Authorization</b>	<b>yes</b>
<b>Diabetic Supplies</b>	<b>Not Subject to Copays and Maximums</b>
<b>Pill Bill</b>	<b>Covered</b>

**\*Non-par pharmacists reimbursed at 80% of in network allowance. Member is also responsible for the difference between Anthem Blue Cross and Blue Shield's payment and the pharmacist's actual charge**

**\*<sup>1</sup>Mandatory Mail Order**-You are required to use mail order on maintenance medication after 3 refills at the retail pharmacy

**\*<sup>2</sup>Dispensed as Written**-Allows the member to receive a brand when the generic is available at just the brand copay when the doctor writes "Dispensed as Written" on the prescription. If the doctor fails to write "Dispensed as Written" on the prescription and member requests the brand with the generic available, the member will pay the difference between the cost of the generic and brand drug and the brand drug co-pay

**\*<sup>3</sup>Age Gender**-No benefits are available for medications prescribed outside the FDA age/gender recommendations

**\*<sup>4</sup>Refill Too Soon**-Benefits will not be available for refill medications until a percentage of the prior medication has been used. (see % listed above)

**\*<sup>5</sup>Duplicate Therapy**-Identifies drugs with the same therapeutic value and can prevent toxicity

**\*<sup>6</sup>Quantity Limits**-Certain medications will be limited to quantities recommended to maintain clinically appropriate utilization and administration

**\*<sup>7</sup>Step Therapy**-No benefits are available for Step Therapy protocol drugs without documented other medication failure

**\*<sup>8</sup>Prior Authorization**-Certain medications will require a prior authorization prior to receiving the medication

**WELCOME TO BLUE VIEW VISION!**

Good news—your vision plan is flexible and easy to use. This benefit summary outlines the basic components of your plan, including quick answers about what's covered, your discounts, and much more!



**Group Name**  
**Effective Date**

**Blue View Vision<sup>SM</sup> A.20.20 130.130**



**Your Blue View Vision network**

Blue View Vision offers you one of the largest vision care networks in the industry, with a wide selection of experienced ophthalmologists, optometrists, and opticians. Blue View Vision's network also includes convenient retail locations, many with evening and weekend hours, including LensCrafters®, Sears Optical<sup>SM</sup>, Target Optical®, JCPenney® Optical and most Pearle Vision® locations. Best of all – when you receive care from a Blue View Vision participating provider, you can maximize your benefits and money-saving discounts. Members may call Blue View Vision toll-free at (866) 723-0515 with questions about vision benefits or provider locations.

**Out-of-network services**

Did we mention we're flexible? You can choose to receive care outside of the Blue View Vision network. You simply get an allowance toward services and you pay the rest. (In-network benefits and discounts will not apply.) Just pay in full at the time of service and then file a claim for reimbursement.

**YOUR BLUE VIEW VISION PLAN AT-A-GLANCE**

**VISION CARE SERVICES**

**Routine eye exam - once every calendar year**

**Eyeglass frames**

**Once every calendar year** you may select an eyeglass frame and receive the following allowance toward the purchase price:

**Eyeglass lenses (Standard)**

*Factory scratch coating included*  
*Polycarbonate lenses included for children under 19 years old.*  
*Transitions® lenses included for children under 19 years old.*

**Once every calendar year** you may receive any one of the following lens options:

- Standard plastic single vision lenses (1 pair)
- Standard plastic bifocal lenses (1 pair)
- Standard plastic trifocal lenses (1 pair)

**Eyeglass lens upgrades**

When receiving services from a Blue View Vision provider, you may choose to upgrade your new eyeglass lenses at a discounted cost. Eyeglass lens copayment applies.

<sup>1</sup> Please ask your provider for his/her recommendation as well as the progressive brands by tier.

<sup>2</sup> Please ask your provider for his/her recommendation as well as the coating brands by tier.

**Contact lenses – once every calendar year**

Prefer contact lenses over glasses? You may choose contact lenses instead of eyeglass lenses and receive an allowance toward the cost of a supply of contact lenses.

Your contact lens allowance can only be applied toward the first purchase of contacts you make during a benefit period.

**Lens Options**

- UV Coating
- Tint (Solid and Gradient)
- Standard Polycarbonate
- Transitions® lenses
- Progressive Lenses<sup>1</sup>
  - Standard
  - Premium Tier 1
  - Premium Tier 2
  - Premium Tier 3
- Standard Anti-Reflective Coating<sup>2</sup>
- Premium Tier 1 Anti-Reflective Coating<sup>2</sup>
- Premium Tier 2 Anti-Reflective Coating<sup>2</sup>
- Other Add-ons and Services

- Elective Conventional Lenses
- Elective Disposable Lenses
- Non-Elective Contact Lenses

Any unused amount remaining cannot be used for subsequent purchases made during the same benefit period, nor can any unused amount be carried over to the following benefit period.

**IN-NETWORK**

\$20 copay, then covered in full

\$130 allowance then 20% off any remaining balance

\$20 copay, then covered in full  
\$20 copay, then covered in full  
\$20 copay, then covered in full

**Member cost for upgrades**

\$15

\$15

\$40

\$75

\$65

\$91

\$97

\$103

\$45

\$57

\$68

20% off retail price

\$130 allowance then 15% off any remaining balance

\$130 allowance  
(no additional discount)

Covered in full

**OUT-OF-NETWORK**

\$48 allowance

\$64 allowance

\$36 allowance

\$54 allowance

\$69 allowance

Discounts on lens upgrades are not available out-of-network

\$105 allowance

\$105 allowance

\$210 allowance

Transitions and the swirl are registered trademarks of Transitions Optical, Inc. Photochromic performance is influenced by temperature, UV exposure and lens material.

### VISION CARE SERVICES

#### Contact lens fitting and follow-up

A contact lens fitting and two follow-up visits are available to you once a comprehensive eye exam has been completed.

Standard contact fitting\*

Premium contact lens fitting\*\*

\*A standard contact lens fitting includes spherical clear contact lenses for conventional wear and planned replacement. Examples include but are not limited to disposable and frequent replacement.

\*\*A premium contact lens fitting includes all lens designs, materials and specialty fittings other than standard contact lenses. Examples include but are not limited to toric and multifocal.

#### IN-NETWORK

##### Member Cost

Fitting and follow up visits up to \$55

10% off retail price

#### OUT-OF NETWORK

Discounts not available out-of-network

**Discounts – Savings on additional eyewear and accessories** – After you use your initial frame or contact lens allowance, you can take advantage of discounts on additional prescription eyeglasses, conventional contact lenses, and eyewear accessories courtesy of Blue View Vision network providers.

BLUE VIEW VISION ADDITIONAL SAVINGS	MEMBER SAVINGS	LASER VISION CORRECTION SURGERY
<b>Additional Pair of Complete Eyeglasses</b>	40% discount off retail*	Glasses or contacts may not be the answer for everyone. That's why we offer further savings with discounts on refractive surgery. Pay a discounted amount per eye for LASIK Vision correction. For more information, go to SpecialOffers at <a href="http://anthem.com">anthem.com</a> and select vision care.
<b>Contact Lenses - Conventional</b> <i>(Discount applied to materials only)</i>	15% off retail price	<b>USING YOUR BLUE VIEW VISION PLAN</b> The Blue View Vision network is for routine eye care only. If you need medical treatment for your eyes, visit a participating eye care physician from your medical network.
<b>Eyewear Accessories</b> Includes some non-prescription sunglasses, lens cleaning supplies, contact lens solutions and eyeglass cases, etc.	20% off retail price	<b>OUT-OF-NETWORK</b> If you choose an out-of-network provider, please complete the out-of-network claim form and submit it along with your itemized receipt to the below fax number, email address, or mailing address. When visiting an out-of-network provider, you are responsible for payment of services and/or eyewear materials at the time of service.
<small>*Items purchased separately are discounted 20% off the retail price. Blue View Vision's Additional Savings Program is subject to change without notice.</small>		To Fax: <b>866-293-7373</b> To Email: <b>oonclaims@eyewearspecialoffers.com</b> To Mail: <b>Blue View Vision</b> Attn: OON Claims P.O. Box 8504 Mason, OH 45040-7111

### EXCLUSIONS & LIMITATIONS

This is a primary vision care benefit and is intended to cover only eye examinations and corrective eyewear. Covered materials that are lost or broken will be replaced only at normal service intervals indicated in the plan design; however, these materials and any items not covered below may be purchased at preferred pricing from Blue View Vision provider. In addition, benefits are payable only for expenses incurred while the group and insured person's coverage is in force.

**Combined Offers.** Not combined with any offer, coupon, or in-store advertisement. **Experimental or Investigative.** Any experimental or investigative services or materials.

**Crime or Nuclear Energy.** Conditions that result from: (1) insured person's commission of or attempt to commit a felony; or (2) any release of nuclear energy, whether or not the result of war, when government funds are available

**Uninsured.** Services received before insured person's effective date or after coverage ends.

**Excess Amounts.** Any amounts in excess of covered vision expense.

**Routine Exams or Tests.** Routine examinations required by an employer in connection with insured person's employment.

**Work-Related.** Work-related conditions if benefits are recovered or can be recovered, either by adjudication, settlement or otherwise, under any workers' compensation, employer's liability law or occupational disease law, even if insured person does not claim those benefits.

**Government Treatment.** Any services actually given to the insured person by a local, state or federal government agency, except when payment under this plan is expressly required by federal or state law. We will not cover payment for these services if insured person is not required to pay for them or they are given to the insured person for free.

**Services of Relatives.** Professional services or supplies received from a person who lives in insured person's home or who is related to insured person by blood or marriage.

**Voluntary Payment.** Services for which insured person is not legally obligated to pay. Services for which insured person is not charged. Services for which no charge is made in the absence of insurance coverage.

This benefit overview insert is only one piece of your entire enrollment package. Exclusions and limitations are listed in the enrollment brochure.

**Not Specifically Listed.** Services not specifically listed in this plan as covered services.

**Private Contracts.** Services or supplies provided pursuant to a private contract between the insured person and a provider, for which reimbursement under the Medicare program is prohibited, as specified in Section 1802 (42 U.S.C. 1395a) of Title XVIII of the Social Security Act.

**Eye Surgery.** Any medical or surgical treatment of the eyes and any diagnostic testing. Any eye surgery solely or primarily for the purpose of correcting refractive defects of the eye such as nearsightedness (myopia) and/or astigmatism. Contact lenses and eyeglasses required as a result of this surgery.

**Sunglasses.** Sunglasses and accompanying frames.

**Safety Glasses.** Safety glasses and accompanying frames.

**Hospital Care.** Inpatient or outpatient hospital vision care.

**Orthoptics.** Orthoptics or vision training and any associated supplemental testing. **Non-Prescription Lenses.** Any non-prescription lenses, eyeglasses or contacts. Plano lenses or lenses that have no refractive power.

**Lost or Broken Lenses or Frames.** Any lost or broken lenses or frames, unless insured person has reached a new benefit period.

**Frames.** Discount is not available on certain frame brands in which the manufacturer imposes a no discount policy.

#### Disclaimer:

This information is intended to be a brief outline of coverage. All terms and conditions of coverage, including benefits and exclusions, are contained in the member's Policy, which shall control in the event of a conflict with this overview.

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## **SCHEDULE F**

### **New Haven School Reform Statement of Shared Beliefs**

#### **Our Beliefs**

We believe that substantial improvement in student performance is needed in New Haven, that improvement is possible, and that there is urgency to making changes to accomplish those improvements

- All students in New Haven should have the opportunity and the means to achieve their full potential – and we must do much more to fulfill that commitment;
- New Haven, given its stability, its positive momentum, and its tradition of collaboration is well positioned to put the pieces together and create a truly distinctive district.

We believe that a sharper focus and greater priority on student performance is needed at all layers of the organizations;

- Test scores and graduation rates are important components of any measurement of achievement, but they are both imperfect and not sufficient – other measures of performance matter as well;
- It is our collective responsibility to help kids learn despite the deficits and obstacles that may exist in their environment, and therefore our focus needs to be on improvement in individual results more than on absolute achievement levels;
- High expectations for the performance of all students are essential, as are the complementary expectations for adult performance.

We believe that the people in the system – board of education members, the superintendent, parents, community members, teachers, principals, and other staff – are the district’s most important resources, and that their individual and collective effectiveness is the most important factor in improving student results;

- New Haven needs to attract, develop and retain the highest quality staff possible by creating school environments which maintain high standards of both professionalism and performance;
- Improving student performance needs to be the focal point both for the day-to-day activity of adults and for the year-to-year continuous improvement and career trajectory of educators;
- Judgments about the effectiveness of adults need to be made in ways that are objective, clear, timely, fair, and informed from multiple perspectives.

We believe that schools are the most important organizational units in the system, and that our policies and systems need to support the individual excellence of each school;

- Schools are largely responsible for student performance, and central entities like the Board are responsible for supporting schools in achieving their goals;
- The shared mission and ongoing professional collaboration within a school are the key factors in the success of the school;

- The adults closest to the children are best positioned to know their students and to work together to define ways to help them succeed;
- Although all schools must continue to improve, special attention should be directed to the lowest performing schools.

We believe that the best outcomes will come through the ongoing collaboration of the adults in and around the school system, all of whom are motivated to help students learn – including teachers, administrators, central staff, parents, and the Unions.

The challenges we face in improving the New Haven Schools are neither clear nor easy, but we have the collective will, the perseverance, and the relationships to support each other in developing effective systems and practices.

## **SCHEDULE G**

### **Side Letter Regarding School Reform**

This Agreement is made by and between The Board of Education of the City of New Haven (the Board) and The New Haven School Administrators Association, Local 18, (Association) (collectively, the Parties).

WHEREAS the Board and Association have agreed on a statement of shared beliefs about the need for and appropriate direction of reform in the New Haven public schools, a copy of which is appended to and incorporated by reference in this document;

WHEREAS the Parties believe that School Reform enables a sharper focus and greater priority on student performance and that the work of School Reform needs to be affirmed and deepened at all levels of the School District and that meaningful reform requires effective action at all layers;

WHEREAS the School District believes that school and central office administrators as well as teachers, parents and students are accountable for student and school performance, the District will ensure that the administrator, central office and teacher evaluation processes reflects this belief;

WHEREAS the Board and Association have engaged in extensive, collaborative discussions regarding steps that could be taken by and between them to improve the education of District students and to make District schools more effective and to identify more and different methods on transforming the teaching profession through meaningful collaboration among adult professionals;

WHEREAS the Board and Association have implemented a number of these steps during and since the 2009-10 school year through the creation and activities of several committees such as the Reform Committee and the Talent Council, turnaround schools, school tiering and the Teacher and Administrator evaluations, and that the Association has administered the various elements of School Reform and will continue to do so in good faith;

WHEREAS, the Board and the Association along with its community partners – including parents- take collective responsibility for addressing barriers to student learning and healthy development, so that both student well-being and academic learning are embedded in the culture of each school and clearly supported by the district and community partners (including e.g. BOOST! Partnership with United Way, Parent University and other focused parent engagement efforts). The Parties are committed to focus on whole-student development including: physical health, social emotional development and school community engagement; the collaboration of the District with professional and community partners to meet student needs; the collaboration of school-based and special education professionals; the collaboration of classroom teachers and administrators with math, literacy and other curricular coaches and tutors

during and after school; planning with Summer School and After School/Wrap-Around Services staff, subject to the Association's right to bargain over the impact thereof and secondary effects;

WHEREAS, the Board and Association agree that these steps can best be understood and effectively implemented if they are collected and recited together in this side letter to their current contract and to their successor agreement;

NOW THEREFORE, the Board and Association agree as follows:

1. Transition Steps. The Parties agree that details regarding implementation of several of their conceptual agreements must be developed through the work of joint committees, such as the School Reform Committee, the Talent Council and the subcommittees, and the District Data Team, and that these committees must continue to perform this work with all deliberate speed.
2. Fair and Effective Evaluation, Assistance and Dismissal. The Parties agree that it shall be appropriate for the Board to terminate as incompetent under the Connecticut Teacher Tenure Act as a tenured teacher or demote (in title and in salary) an administrator who is: (a) fairly evaluated, (b) timely notified that he or she has significant deficiencies in his or her performance, (c) provided an opportunity for appropriate assistance, and (d) who nevertheless fails successfully to accomplish an appropriate improvement plan. Further development of the administrator evaluation system is described in Section 6.
3. Compensation Enhancements. The Parties agree that the Board will be permitted to propose a midterm program of compensation enhancements for the assumption of new and/or additional duties and responsibilities or projects and serving in hard-to-serve schools, and that if it does so, the Parties will bargain in good faith over such proposals. The types of enhancements to be discussed and approved through the Talent Council and the subcommittee are as follows:
  - a. Meaningful career options for administrators involving the performance of new and/or additional duties and responsibilities or projects and for serving in hard-to-serve schools:
    - i. Reflect a wider sphere of impact than the immediate responsibilities and/or
    - ii. Assist the District and the teachers in successfully meeting the needs of students and teachers in hard-to-serve schools.
  - b. For each option, the Talent Council and its committees will assess and recommend purposeful, supportive, and meaningful opportunities for administrators as they relate to (1) professional responsibilities and expectations (2) job-embedded and targeted training, (3) fair selection, and (4) appropriate evaluation.
  - c. Design compensation enhancements aligned to each category of role.
  - d. To support the development of these roles, the Talent Council and will continue to:
    - i. Identify or design appropriate supports, professional development and growth opportunities that will encourage administrators to increase the scope of the contributions they make to student learning.

- ii. Determine a designation for hard-to-serve schools, recognizing that the designation should reflect the equity and resources issues and the challenges of the incoming student population including, the poverty status of students, the language and special education status, and the degree of transience experienced by the student population.
- iii. Determine how federal grant money can be utilized most effectively to accomplish these goals, recognizing the need for sustainability after outside funds have ceased.

4. Work Rules and Variations in Different Schools.

- a. Determination of School Tiers. The Board will consult with and consider any recommendations offered by the Association concerning the criteria used for defining tiers and how schools are assigned to tiers. Although the allocation of schools to tiers is recognized by the Parties to be a management right, the Parties acknowledge the Association's right to demand impact or secondary effects bargaining where that decision has an impact on mandatory subjects of bargaining.
- b. Waiver of Work Rules in Tier I and II Schools. Schools in Tier I or Tier II may seek to waive certain school work rules. In order for such a waiver to be effective, the following conditions must apply:
  - i. The waiver must be approved by the teachers in the school. A waiver will be considered approved by the teachers if the following occur:
    - 1. The terms of the waiver are presented in writing to the teachers at least five working days before a vote of the teachers is taken.
    - 2. A secret ballot vote will be conducted by the New Haven Federation of Teachers (NHFT) Building Representative and the Principal during a mandatory meeting of teachers held during work time in the building.
    - 3. During this meeting and prior to the vote, the Principal, a union representative and any teachers who wish to do so may express their views about the merits of the waiver. Upon request, teachers may also receive time during the meeting to discuss the waiver proposals without administrators present.
    - 4. Seventy-five or more percent of the teachers voting must vote to approve the waiver.
  - ii. The school Principal must approve the waiver.
  - iii. The waiver is subject to review and denial by the Superintendent/designee or NHFT, or the Association if it is determined by any of them that the waiver is not in the best interests of the students. If any party rejects the waiver, that Party shall be required to explain at the next Board meeting in public session how, in its view, the waiver would not be in the best interest of students.

- iv. Work rules that may be waived are: Article II, Sections 3-8, 12 and 13 of the NHFT Teacher Contract.
- c. Board's Right to Make Program Changes In Tier III Schools. In Tier III schools the Board shall have the right to make programmatic changes and/or restructure duties and assignments during the existing workday that may impact work rules and compensation, subject to the Association's right to bargain over the impact thereof or secondary effects. The Board has the responsibility to provide additional needed support and resources to such schools.
  - i. Any proposed changes shall first be discussed by the Reform Committee or a school committee designated for such purpose by the Reform Committee;
  - ii. Proposed changes to the current practice in either the # of hours worked per day or the # of days worked per year shall be presented to the teachers and administrator(s) no later than March 15<sup>th</sup> of the prior school year for implementation the following September:
- d. Program Flexibility in Turnaround Schools. In any Tier III schools that the Board determines are to be reconstituted, the Board shall have a heightened degree of flexibility in designing and changing instructional programs, subject to the right of the Association to bargain over the impact thereof or secondary effects.

5. School Improvement and Continued Collaboration Regarding Reform.

- a. Joint Reform Committee. A joint "Reform Committee" shall continue with the purpose of monitoring application of this side letter, resolving collaboratively any issues that may arise in its implementation, and such other tasks as may be assigned by this Document or by the Parties. The Committee shall be composed of eight members, including 3 administrators appointed by the SAA, 3 teachers appointed by the NHFT President, and 2 parents appointed by the Superintendent (one of which is recommended by the Teacher's Union President, one of which is recommended by the SAA). The Committee shall be chaired by the Superintendent/Designee, who shall not have a vote.
- b. Talent Council. The Talent Council and its subcommittees will be responsible for attempting to identify specific steps to implement the Professional Educators Program (PEP) grant. The Committee is chaired by the Superintendent's Designee; the Committee will be comprised of an equal number of representatives from NHFT and the SAA selected by the Union Presidents. The Administration will provide technical support to the Committee. There are three main foci of the Talent Council:
  - i. The Talent Council will engage in collaborative fact-finding to enable schools to work more effectively and efficiently and make recommendations.

- ii. The Talent Council will continue to develop teacher and administrator systems for professional development and support.
- iii. The Talent Council will identify Compensations Enhancements as outlined in Section 3 above.
  - 1. In the event that PEP funds are not awarded or approved, the Parties agree to reopen this provision.
- c. Authority and Approval. Recommendations made by the Talent Council to make changes that are subject to mandatory bargaining requirements must be approved by both Parties prior to implementation. The Parties hereby agree that changes to the specific compensation, funded by TIF/PEP, recommended by the Talent Council and approved by the Parties may be implemented during the life of the current contract and they agree that the Talent Council may consider such changes and that the Parties may negotiate over the recommendations or related matters during the life of the new contract.
- d. School Climate Surveys. The Board intends to continue the climate surveys developed through the Reform Committee to continue to inform how various stakeholders view schools and their leaders, and it agrees to consult with and consider recommendations from the Reform Committee with respect to the design and implementation of such surveys.
- e. Time Management. The Talent Council or such other sub-committee as established by the parties will work collaboratively to review school schedules and time allocation.

#### 6. Administrator Evaluation

a. The BOE and SAA agree to form a joint committee to strengthen and redesign PEVAL/CEVAL systems that will assure fairness and equity in leadership evaluations. This recognizes that evaluations of leadership must, by the nature of the work, be contextual, individualized and evidence based, including multiple years of evidence, as well as defined and validated rubrics. As detailed in Connecticut Statute Sec 10-151b as amended, the evaluation system for administrators must include consideration of control factors including, but not limited to, student characteristics, student attendance and mobility. The evaluation system must also include the development and implementation of periodic training programs regarding the administrator evaluation for administrators and staff conducting administrator evaluations. The evaluation system must also identify resources, support and other strategies to be provided to address documented deficiencies as well indicate a timeline for implementing such resources, support, and other strategies. The Committee will endeavor to deliver recommendations to the SAA and the Board of Education on or before April 1, 2014 with the intention to adopt the revised evaluation plan to be effective for the 2014-2015 School year.

b. Upon adoption of the new administrator evaluation system meeting all the requirements of 10-151b as amended and the side letter, SAA agrees that in Article XVI Section b that satisfactory means “effective.”

7. Coordination with the CBA.

If this side letter conflicts in any respect with the CBA of the Association, the Parties will strive to interpret this side letter and the CBA so as to reconcile the conflictual provisions as fully as possible. If provisions of the side letter and the CBA remain irreconcilable after such efforts, and such provisions involve mandatory subjects of bargaining, the collective bargaining agreement shall control, subject to midterm bargaining at the request of either party. The Board retains any management rights not expressly limited by the provisions of this side letter. The Parties retain all legal rights not expressly limited by the provisions of this side letter.

8. Duration.

This side letter shall take effect when signed by the Parties. It is intended to remain in effect until termination of the contract currently being negotiated by the Parties.