

The Contract Between  
The MANSFIELD BOARD OF EDUCATION  
and  
The MANSFIELD EDUCATION ASSOCIATION  
2024-2027

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2024-2027

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Contract between the MANSFIELD BOARD OF EDUCATION and  
the MANSFIELD EDUCATION ASSOCIATION  
2024-2027

**ARTICLE 1**  
**Recognition/Definitions**

- A. The Mansfield Board of Education (hereinafter referred to as the "Board") hereby recognizes the Mansfield Education Association (hereinafter referred to as the "Association") as the exclusive representative, as defined in Section 10-153b, through 10-153g of the Connecticut General Statutes as amended, of the Teachers' Unit, which includes the group of certified professional employees who are employed by the Board in positions requiring a teaching or special services certificate or who are employed on the basis of a Durational Shortage Area Permit (DSAP), excluding employees in the administrators' bargaining unit, substitutes, and all others excluded by the Teacher Negotiation Act.

Employees working in a teaching position solely on the basis of a DSAP shall be covered by all terms and conditions of the collective bargaining agreement, except as follows:

1. DSAP holders shall not accrue seniority or length of service for any purpose of this Agreement. Notwithstanding the foregoing, if a DSAP holder becomes certified as a teacher and is retained continuously by the Board as an employee after receiving such certification, with no break in service, then the individual shall be credited with seniority and length of service for all purposes under this Agreement, retroactive to the first date of employment by the Board.
  2. The Board shall have the right, in its sole discretion, not to renew and/or to terminate the employment of a DSAP holder, and the DSAP holder shall have no right to file and/or pursue a grievance under this Agreement with respect to such action.
  3. DSAP holders shall have no bumping rights or recall rights under this Agreement.
- B. Unless otherwise indicated, the term "teacher" when used hereinafter in this Agreement shall refer to all employees in the Teachers' Unit.
- C. The Association accepts such recognition, and agrees to represent equally all teachers.
- D. It is the intent and purpose of the parties hereto that their agreements provide for orderly professional negotiation between the Board and the Association with respect to

salaries and other conditions of employment and to secure prompt and fair disposition of grievances.

- E. As used in this Agreement, the term "days" means business days, unless otherwise expressly specified in this Agreement.
- F. As used in this Agreement, the term "year" means the employment year, as defined in Article 6 of this Agreement, unless otherwise expressly specified in this Agreement.

## **ARTICLE 2**

### **Board Prerogatives**

All rights, powers, authority and prerogatives of the Board, as specified by Connecticut General Statutes, shall continue to remain exclusively vested in the Board.

## **ARTICLE 3**

### **Professional Negotiations**

- A. The Board and the Association agree to begin to negotiate in good faith pursuant to Section 10-153b through 10-153g of the Connecticut General Statutes as amended in accordance with the procedures set forth herein. The purpose of such negotiations shall be to secure a successor agreement relative to salaries and other conditions of employment.
- B. During negotiation, the Board and the Association shall exchange relevant data, points of view, and proposals and counter-proposals with respect to salaries and other conditions of employment about which either party wishes to negotiate. Either party may utilize the services of outside consultants and may call upon professional and lay representatives to assist in the negotiations.

## **ARTICLE 4**

### **Severability**

In the event that any provision or portion of this agreement is ultimately ruled invalid for any reason by an authority of established and competent legal jurisdiction, such provision or portion shall be severed from this agreement, and the balance and remainder of this agreement shall remain in full force and effect.

## **ARTICLE 5**

### **Grievance Procedure**

- A. Purpose: The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems which may arise, under this Agreement, affecting the welfare or working conditions of teachers. Both parties agree that proceedings shall be kept as confidential as is appropriate, to the extent permitted by law.
- B. Definitions
1. "Grievance" shall mean a claim based upon a complaint by a teacher(s) that they have been unfairly or inequitably treated, (a) upon a violation, misinterpretation of or misapplication of the provisions of this Agreement, or (b) upon a violation of a procedure contained within the district's teacher evaluation plan. Grievances described in (a) above may be submitted to arbitration in accordance with Level 4 of this procedure. Grievances described in (b) above may be processed through to the Superintendent at Level 2, but may not be processed beyond that level.
  2. "Teacher" means any individual(s) represented by the Association as defined in Article 1 B.
  3. "Party in interest" shall mean the teacher or teachers making the claim, including their designated representative as provided for herein, any teacher or administrator who might be required to take action or against whom action might be taken in order to resolve the problem.
  4. "Days" shall be defined as school days during the school year and as business days during the summer.
- C. Time Limits
1. Since it is important that a grievance 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.
  2. If a teacher does not file a grievance in writing with their immediate supervisor within thirty (30) days of the act or conditions on which the grievance is based, then the grievance shall be considered to have been waived.
  3. Failure by the grievant teacher at any level to appeal a grievance to the next level within the time limit specified in the formal procedure shall be deemed to be acceptance of the decision rendered at that level.

D. Informal Procedure

1. If a teacher feels that they may have a grievance, the teacher shall first discuss the matter with their immediate supervisor in an effort to resolve the problem informally.
2. If the teacher is not satisfied with the disposition of the matter, the teacher shall then have the right to have the Association assist them in further efforts to resolve the problem informally with the immediate supervisor and the Superintendent of Schools.

E. Formal Procedure

1. Level One - Immediate Supervisor

- a. If a grievant teacher is not satisfied with the outcome of informal procedures, they may present their claim as a written grievance to their immediate supervisor within the specified time period as stated in Paragraph C.2. above. The teacher shall also send a copy of the grievance to the Association at the same time.
- b. The immediate supervisor shall, within five (5) days after receipt of the written grievance, render a decision and the reasons therefore in writing to the grievant teacher and to the Association.

2. Level Two - Superintendent of Schools

- a. If the grievant teacher is not satisfied with the disposition of their grievance at Level One, they may within five (5) days after receipt of the written decision of their immediate supervisor, file a written grievance with the Association.
- b. The Association shall, within five (5) days after receipt, refer the grievance to the Superintendent, if it is determined by either the grievant teacher or the Association that the grievance is to be pursued. Prior to doing so the grievant teacher shall meet with the Professional Rights and Responsibilities Committee to review the grievance.
- c. The Superintendent shall, within ten (10) days after receipt of the referral, meet with the grievant teacher and with representatives of the Professional Rights and Responsibilities Committee of the Association for the purpose of resolving the grievance.
- d. The Superintendent shall, within seven (7) days after the hearing, render a decision and the reasons therefore in writing to the grievant teacher, with a copy to the Association.



### 3. Level Three - The Board

- a. If the grievant teacher is not satisfied with the disposition of their grievance at Level Two, they may, within three (3) days after receipt of the decision, file the grievance again with the Association for appeal to the Board.
- b. If the Association determines that the matter should be reviewed further, the Association shall, within three (3) days after receipt, refer the appeal to the Board.
- c. The Board (or its designated committee) shall, within twenty (20) days, meet with the grievant teacher and with representatives of the Association for the purpose of resolving the grievance. Meetings concerning personnel matters or character of the grievant shall be held in executive session to the extent permitted by law.
- d. The Board shall render its decision and the reasons therefore in writing to the grievant teacher, with a copy to the Association, within ten (10) days following the hearing of the appeal.

### 4. Level Four - Arbitration

- a. Decision of the Board shall be final on all grievances except as specifically provided in paragraph "b" below.
- b. If the decision of the Board does not resolve, to the satisfaction of the grievant teacher, a grievance based upon an alleged violation, misinterpretation or misapplication of the specific terms of this Agreement, and the grievant teacher wishes review by a third party, and if the Association determines that the matter should be reviewed further, it shall so advise the Board through the Superintendent in writing within twenty (20) days of the Board's decision. The Board and the president of the Association shall, within five (5) days after such written notice, jointly select a single arbitrator who is an experienced and impartial person of recognized competence. If the Board and the Association are unable to agree on an arbitrator within five (5) days, the American Dispute Resolution Center, Inc. shall be immediately called upon to select the single arbitrator.
- c. All grievance proceedings shall be conducted in accordance with the rules of the American Dispute Resolution Center, Inc. The decision of the arbitrator shall be final and binding, except as otherwise provided by law. The arbitrator shall be bound by, and must comply with all of the terms of this Agreement. The arbitrator shall have no power to add to, delete from, or modify in any way the provisions of this Agreement.
- d. The costs of the services of the arbitrator shall be borne equally by the Board and the Association.

F. Rights of Teachers

1. No reprisals of any kind shall be taken by the Board, the Association, or by any member of the administration against any participant in the grievance procedure by reason of such participation.
2. Any party of interest may be represented at any level of the grievance procedure by the Association, including representatives from the Mansfield Education Association and its state affiliate the Connecticut Education Association.
3. All records dealing with the processing of a grievance shall be filed in a central filing system separate from the personnel file.

G. Obligation of Teachers: This is the official mutually agreed upon procedure by which teachers register grievances and teachers will proceed exclusively in accordance with this procedure.

**ARTICLE 6**  
**Employment Year**

- A. The Board will notify teachers of the proposed calendar for the next employment year by June 1 of the preceding school year, or sooner if possible.
- B. Employees covered by this Agreement will be considered twelve-month employees whose scheduled work year will begin on July 1 and end on June 30. Seven (7) professional days shall be designated as follows: two shall be pre-school work days in which half of a day on one of these days shall be used exclusively for teacher preparation when no staff meetings or other meetings shall be scheduled by the administration or any other group or individual, one full day on the last day of the school year shall be used exclusively for teacher preparation when no staff meetings or other meetings shall be scheduled by the administration or any other group or individual and four shall be full professional days incorporated into the calendar by the calendar committee. The four full professional days will be scheduled during the school year or immediately preceding or following the school year. (For purposes of the preceding sentence, the school year shall include the pre-school work days). Activities on professional days may include, but are not limited to: workshops, curriculum development, building planned in-service, conferences and visitations.

Employees in the bargaining unit will not be required to work on the nine (9) legal holidays observed by the Board per year.

If the Board, in its discretion, elects to reduce the number of holidays for employees covered by this Agreement, in order to increase the number of professional days or student school days, it will pay an additional per diem for each additional work day calculated as one divided by the total number of work days in the previous year.

Employees in this bargaining unit may work up to an additional ten (10) days, as determined by the Superintendent, and be compensated on a per diem basis for the additional days worked. The decision of the Superintendent to allow/deny the opportunity to work an additional ten (10) days shall not be subject to the grievance procedure of this Agreement.

## **ARTICLE 7**

### **Length of Teachers' Day, Attendance at Faculty Meetings, Responsibility of Part-Time Teachers, and Professional Development**

- A. Length of Teachers' Day
  - 1. The work day for teachers shall be seven and one-quarter (7-1/4) hours per day.
  - 2. The minimum school week schedule for individuals and groups will be arranged by the principals at the beginning of the school year after consultation with affected staff. Mutually convenient individual schedule variations may be arranged with the principals.
  - 3. If the Board, in its sole discretion, elects to increase the teacher work day as described above, it agrees to bargain with the Association over the impact of that decision upon salaries provided herein, in accordance with the Teacher Negotiations Act.
- B. Attendance at Faculty Meetings
  - 1. Teachers shall attend regular faculty meetings as scheduled by the principal. Such faculty meetings shall end no later than one hour after the end of the teachers' work day and shall not exceed seventeen (17) per school year. Three hours of these meetings shall be for the sole purpose of collaboration with colleagues on establishing and assessing SMART goals and preparing the self-reflection component of the District's teacher evaluation plan. The dates for these three hours shall be scheduled in consultation with the Association.
  - 2. Attendance at faculty meetings does not preclude attendance at one district-wide, in-service meeting or workshop occurring during the same week held on a different day.
  - 3. At the beginning of each school year the staff shall receive a list of the dates of at least fourteen (14) of the seventeen (17) regular faculty meetings.
  - 4. Teachers shall receive a written agenda at least one day before the regular faculty meetings.
  - 5. Emergency faculty meetings may be called by the building administrators to handle crises such as school closings, bomb scares, power failures, safety or security situations and other problems of a similar nature.

6. If any scheduled meeting is canceled due to inclement weather or other emergency, the building administrator can re-schedule such meeting.
- C. Responsibilities of part-time teachers
1. Teachers working part-time are responsible for attending faculty meetings, curriculum development, training sessions, in-service programs, kindergarten screenings and related staff responsibilities in an amount equal to the percentage of time their assignment represents in relation to a full-time assignment. At the beginning of each employment year, part-time teachers are expected to confer with their immediate supervisor to determine a mutually agreeable schedule to complete these responsibilities.

## **ARTICLE 8**

### **Duty Free Lunch**

All teachers shall have an uninterrupted duty-free lunch period daily of 30 minutes, depending on the building schedule.

## **ARTICLE 9**

### **Preparation and Planning Time**

The Board and the Association agree that the best interests of the students are served when teachers are afforded sufficient preparation and planning time, in addition to their before and after school planning times. Therefore:

- A. All teachers shall have a minimum of four (4) hours of preparation and planning time per week.
- B. Teachers working part-time shall have preparation and planning time equal to the percentage of their assignment.

## **ARTICLE 10**

### **Vacancies and Transfers**

- A. All vacancies and available promotions including newly created positions will be published, dated and posted for the staff for a minimum of seven (7) days before applications are closed.
- B. Notification of any vacancies becoming available during the summer shall be emailed to all teachers as soon as possible.

- C. Teachers who desire to transfer the succeeding year shall file a written statement of such desire with their immediate supervisor and Superintendent by February 1. After that date, a teacher may apply for any posted position.
- D. Transfers initiated by the administration shall be made only after a meeting between the teacher involved and the Superintendent, or designee, at which time the teacher shall be notified of the reasons for the transfer. Following such meeting, the Superintendent or designee will provide written notification of such reasons to the affected teacher(s).
- E. Notice of transfer shall be given to the teacher as soon as possible, but not later than one month prior to the close of the school year, whenever feasible.
- F. All positions will be filled by the best qualified person, as determined by the Superintendent of Schools.

## **ARTICLE 11**

### **Summer Vacancies**

- A. All summer school vacancies including newly created summer school positions shall be published, dated and posted for the staff for a minimum of seven (7) days before applications are closed. Notification of any summer school vacancies available during the summer shall be sent via District electronic mail (e-mail).
- B. Teachers who desire to apply for summer school vacancy shall provide written application to the administration within the time limit specified in the notice.

## **ARTICLE 12**

### **Leave Policies**

The Board and Association agree that the best interests of students are usually served when they are working with their regularly assigned teachers. We also agree that upon occasion, either due to personal health, opportunities for professional growth, or other extenuating circumstances, both the interests of the teachers and their students are best served by a teacher's temporary absence. The following leave policies have been mutually agreed in recognition of the desirability of such temporary absences. However, such absences should occur only when necessary. If a leave is denied, the reason for denial shall be communicated electronically and in writing. In the event that any provision of this Article is inconsistent with any applicable statute concerning family and medical leave, the provisions of the statute shall be controlling.

- A. Individual Leave. Requests for individual leave under this subsection must be submitted to the Principal and Superintendent at least three (3) days in advance of the expected leave day, except in an emergency. Teachers will be allowed a maximum of

three (3) days of absence without loss of pay for individual reasons, provided the absences are approved by the Principal and Superintendent of Schools. These individual reasons shall include: legal business, attendance at academic exercises and other pressing matters which are unavoidable and beyond the teacher's control and which cannot reasonably be attended to on non-school days. Specifically excluded from individual leave with pay are absences which result in an extension of any vacation unless approved by the Superintendent. Additionally, there may be no extension of a Holiday unless used for legal business, attendance at academic exercises and other pressing matters which are unavoidable and beyond the teacher's control and which cannot reasonably be attended to on non-school days. Up to two (2) days of individual leave not used by a teacher by June 30 of each year of the contract shall be converted to sick days upon request to the Superintendent.

- B. Professional Leave. The Board encourages each teacher to continue their professional growth while in service through participation in professional meetings, conferences and conventions and/or through visiting programs in other schools, either within or outside the school system when such activity is expected to result in professional growth of the teacher and, therefore, improvement in the quality of education in the Mansfield Public Schools. Professional days for those purposes may be granted without loss of pay upon approval of the principal and the Superintendent, based upon the following criterion: Under normal circumstances, no more than 20% of the staff in each school shall be granted a professional leave on a given day. Requests beyond 20% of the staff may be granted at the discretion of the administration.
- C. Bereavement Leave
  - 1. In the event of a death in the family of a staff member, specifically - spouse, parent or child, sibling, grandparent, grandchild, mother-in-law, father-in-law, brother-in-law, sister-in-law a maximum of five (5) days absence may be granted without loss of pay.
  - 2. In the event of the death of a person with whom a staff member has a close personal relationship, a maximum of one (1) day of absence may be granted without loss of pay.
- D. Observance of Holy Days. A maximum of three (3) school days without loss of pay in any school year may be allowed for observances of Holy Days.
- E. Sick Leave.
  - 1. Each full-time employee is entitled to fifteen (15) days sick leave with full pay in each year. These fifteen days shall be accrued from the first day of employment in the year. Sick leave may be accrued up to a maximum of the number of work days in a year. Employees who have accrued up to a maximum of the number of work days in a year shall have their sick days deducted from the fifteen (15) days they would have earned in that year if they were not at the maximum. After utilizing the fifteen days, any other sick leave shall be deducted from the number of work days in a year. Unused sick leave shall be

accumulated from year to year so long as the employee remains continuously in the service of the Board, or on authorized leave.

All part-time employees are eligible for a prorated share of sick leave based on the percentage of their assignment.

2. Use of Sick Leave. Sick leave shall be allowed for personal illness, physical incapacity or non-compensable bodily injury or disease and for medical treatment or diagnosis. Physical incapacity includes disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth and recovery therefrom. Effective July 1, 2013 up to ten (10) days sick leave per year may be used to render care to an immediate family member. Immediate family member shall be interpreted to mean spouse, parent, sibling, child or a person(s) residing in the same household of the staff member.

Extensions of such leave may be requested under Section I.2. or I.3.

For extended absences, the Superintendent may require proof of illness or, in rare circumstances, an examination by a District appointed physician. In cases of three (3) or more consecutive days of absence, the Superintendent may require a teacher to provide a doctor's certificate.

4. An employee on sick leave shall be treated in all matters as any other regularly employed staff member.
5. Upon request of her physician, subject to consultation with the school medical advisor, a pregnant teacher may be excused from her duties when there exists a risk of contagion of a disease potentially harmful to the fetus (including but not limited to Fifth Disease). Such leave shall be charged to sick leave to the extent accrued and shall thereafter be without pay but with benefits. Such teachers shall return after tests establish immunity from the disease or when otherwise her physician, in consultation with the school medical advisor, determines the teacher may return to work.
6. The Board will provide unpaid family and medical leave, pursuant to the federal Family and Medical Leave Act, as amended. The Board will continue to pay the district's share of the employee's health benefits during the leave. Any teacher who takes an unpaid leave under the federal Family Medical Leave Act in order to care for a spouse, child, or parent may substitute any accumulated paid sick leave. Any paid sick leave used for an illness of a spouse, child, or parent, which qualifies as FMLA leave, will count against the twelve (12) weeks of FMLA leave to which the teacher is entitled.
7. Notwithstanding the provision of Article 12, Section E (Sick Leave), any teacher who takes an unpaid leave of absence for a qualifying FMLA event for illness of an immediate family member shall substitute up to twenty (20) accumulated sick days for such leave. Any paid sick leave used for this purpose shall run concurrently with the FMLA leave used.

F. Leave for Jury Duty

1. Any teacher who is called for jury duty shall be eligible to receive the necessary leave to fulfill this civic duty. This leave shall not be deducted from sick leave or from personal days. The teacher shall receive a rate of pay equal to the difference between their contract step on the professional salary schedule and the jury fee.
2. Any teacher called for jury duty will so inform the Superintendent within three working days of such notification. The Superintendent may request that the teacher be excused if the Superintendent feels such jury duty would create an extreme hardship for the system.

G. Sabbatical Leave. The Superintendent shall determine availability of suitable substitutes and determine leave on this availability and shall review and approve worthwhile programs subject to the following conditions:

1. No more than 2% of the total staff shall be absent on sabbatical leave at any one time.
2. Request for sabbatical leave must be received by the Superintendent in writing in such form as may be required no later than December 15 of the year preceding the school year in which the sabbatical is requested. It is understood that the deadline of December 15 may be waived at the discretion of the Superintendent when fellowships, grants or scholarships awarded later in the year make such a deadline unreasonable.
3. The teacher shall be eligible for an initial sabbatical leave after at least six (6) consecutive full school years of active service in this system. A second sabbatical may be granted after another six-year period.
4. A sabbatical leave shall be for a full academic year and the professional staff member shall be paid 1/2 of the base rate, provided that the total compensation of any program grant, scholarship, assistantship or other compensation and the sabbatical pay does not exceed the teacher's full annual base rate. In this instance, "full annual base rate" shall be defined as that salary from which retirement is deducted.
5. The teacher, as a condition to the acceptance of the sabbatical leave, shall agree to return to employment in the system for two (2) full years. In the event the teacher shall not elect to return, the teacher shall reimburse the Board fully for all sabbatical payments made by the School Board.
6. The Teacher returning from sabbatical leave shall be placed on the appropriate step on the salary schedule as though they had been in active service in the system for the year of the sabbatical leave. The sabbatical leave shall not affect continuity of service or accrual of benefits.



7. A sabbatical leave shall be subject to the recommendation of the Superintendent and subject to the approval of the Board. If a sabbatical leave is denied, reason for the denial will be submitted in writing to the applicant by the Superintendent promptly and no later than February 15 of the year preceding the year in which the leave would be taken.
8. Normally, a sabbatical leave shall not be granted to a teacher whose spouse also has a sabbatical leave from any institution during the same period. However, the Board may waive this rule if upon investigation it feels that the granting of a sabbatical leave is in the best interest of the school system.

H. Leave for Work-Related Injury

1. The Board guarantees teachers no loss of pay for injuries for which they can establish eligibility for Workers' Compensation for as long as eligibility exists, but in no case for more than one (1) calendar year from the date of injury.
2. The employee's sick leave will be used on a pro rata basis to compensate for the difference between normal salary and that received from Workers' Compensation.

I. Other Leaves

1. The Superintendent may, at their discretion, grant up to three days leave without pay per employee each year.
2. On the rare occasion when an employee with five (5) years of completed service with the Board may have an extended period of disability which requires absence from their position beyond absences covered by their accumulated sick days, that employee may request the MEA to establish an Emergency Sick Day Bank on their behalf. Only employees with five (5) years of completed service with the Board may contribute up to two (2) days each of their accumulated sick days to the bank. These days will be used exclusively by the applicant. Any unused days will revert back to the contributors on a prorated basis.
3. On rare occasions, an employee may have an unusual personal situation which requires absence from their position beyond absences covered by the above leave policies. In such cases, the employee may apply to the Board for a leave of absence without pay not to extend beyond the end of the current employment year (or if within sixty working days of the end of the current employment year, not to extend beyond the end of the next employment year). The Board will act upon each such request in the best interests of the school system. Employees on such leave shall have the option to participate in the group insurance program and pay the required premium.
4. In any case where a paid leave is granted to a certified staff member for purposes for which the teacher is to be reimbursed by a fee, the staff member shall receive a rate of pay equal to the difference between their contractual step on the professional schedule and the fee received.

J. Childrearing Leave

1. Any certified professional employee shall be entitled, upon written request submitted to the Superintendent of Schools and after approval granted by the Board, to an extended leave without pay for the purposes of child rearing, apart from any period of childbirth disability leave with pay. Such employee shall be entitled to such leave until the end of the half school year in which the child is born or adopted, and for one or two additional half school years after that. The employee shall request leave for one of the three durations described above.

Employees granted such leave by the Board shall not be permitted to subsequently modify the length of the leave granted to them, except when, in the Board's opinion and after review by the Superintendent, extraordinary circumstances justifying modification of the length of the leave exist.

2. Childrearing leave, like other extended leaves, shall be subject to the following provisions:
  - a. Employees requesting leave shall submit not less than thirty (30) days written notice of the anticipated date of ending performance of their duties.
  - b. Employees on such leave shall have the option to participate in the group insurance programs and pay the required premiums.

- K. Absences without prior approval: Any employee absent from work without any of the leave coverages stated above shall be subject to disciplinary action by the Board.

**ARTICLE 13**  
**Payroll Deductions**

- A. An individual teacher may elect to have a portion of their salary deposited into a tax-sheltered annuity designated by the individual teacher from a minimum of five (5) Board approved vendors, unless otherwise required by law, under the Board's Annuity Plan. The Board agrees to provide payroll deductions for annuities for those teachers filing a form no later than thirty (30) days prior to the effective date of the change.
- B. The Board further agrees to provide payroll deductions for local, state and national teacher association dues, to be deducted from each payroll from October through June for those teachers filing a payroll deduction form no later than the last week of September of each year.
- C. Teachers may have payments made via direct deposit, provided the teacher files a form no later than two pay periods before the desired deduction date.

D. The Board will make available to the teachers a Section 125 plan for payment of the following qualified expenses on a pre-tax basis:

1. Insurance premium contribution
2. Dependent care assistance
3. Supplemental medical expense reimbursement

The teachers' insurance premium contributions, as set forth in Article 14, shall be paid through payroll deductions from twenty (20) paychecks per year. The Board agrees to provide payroll deductions for dependent care assistance and supplemental medical expense reimbursement based on the number of checks the teacher receives each calendar year.

#### **ARTICLE 14** **Insurance Benefits**

A. Health Insurance

Each full-time employee may select coverage under the following health insurance plan:

High Deductible/HSA Plan

For teachers electing coverage under the HDHP/HSA plan, the Board and the teachers shall pay the following percentages of the costs for coverage under the HDHP/HSA plan:

| <u>Contract Year</u> | <u>Board Contribution</u> | <u>Employee Contribution</u> |
|----------------------|---------------------------|------------------------------|
| 2024-2025            | 81.50%                    | 18.5%                        |
| 2025-2026            | 81.00%                    | 19.0%                        |
| 2026-2027            | 80.50%                    | 19.5%                        |

The HDHP/HSA plan provided by the Board will include the following elements:

| Cost Shares Provisions                             | In-Network   | Out-of Network  |
|--|--|---|
| Annual Deductible<br>(individual/aggregate family) | \$2,000/\$4,000  |   |
| Co-insurance                                       | 100%   | 20/80% after deductible, up to co-insurance maximum     |
| Annual Out-of-Pocket<br>Maximum Co-insurance       | \$2,000 individual coverage/\$4,000 family coverage        | \$4,000 individual coverage/<br>\$8,000 family coverage |
| Lifetime Maximum                                   | Unlimited  | \$1,000,000   |
| Preventive Care                                    | Deductible not applicable                                  | 20% after deductible, subject to co-insurance limits    |
| Prescription Drug Coverage                         | Treated as any other medical expense/100% after deductible |   |

The Board will contribute fifty percent (50%) of the applicable HDHP/HSA deductible amount. The Board's contribution toward the HDHP/HSA deductible will be deposited into the HSA accounts on January 1 of the year. The parties acknowledge that the Board's fifty percent (50%) contribution toward the funding of the HDHP/HSA plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for active employees. The Board shall have no obligation to fund any portion of the HDHP/HSA deductible for retirees or other individuals upon their separation from employment.

In the event that a teacher is receiving Medicare or military benefits, an HRA shall be provided and funded in the same amount as the HSA.

The health insurance plans will incorporate the State statutory mandates applicable to fully insured plans for the purpose of including provisions for mental health parity and for coverage of oral contraceptives.

- B. The Board will pay all costs for each full-time employee for a \$75,000 term life insurance policy. Retirees may continue to participate in the group term life insurance program at their own expense, until the age of 75.
- C. The Board and the teachers shall pay the following percentages of the costs for individual coverage under the Blue Cross/Blue Shield Dental Plan, or its equivalent, for each full-time employee:

| <u>Contract Year</u> | <u>Board Contribution</u> | <u>Employee Contribution</u> |
|----------------------|---------------------------|------------------------------|
| 2024-2027            | 78.0%                     | 22.0%                        |

Teachers may purchase dental coverage for their eligible dependents, provided that the additional cost for such dependent dental coverage (above the cost for individual coverage) shall be borne 50% by the Board and 50% by the teacher.

- D. The Board reserves the right to change carriers for any of the above insurance plans, provided that it gives advance notice to the Association, and provided that the level of benefits is substantially comparable to or better than the current coverage.
- E. The Board shall make available to teachers a Section 125 Flexible Spending Account plan for payment of the following qualified expenses on a pre-tax basis, in accordance with the Town of Mansfield's Section 125 plan and/or to the extent permitted by law:
  - a. Insurance premium contribution
  - b. Dependent care assistance, and
  - c. Supplemental medical expense reimbursement

- F. Having successfully performed their contract obligation to the school system for the entire school year, a teacher is entitled to appropriate fringe benefits until the commencement of the succeeding school year, or until insurance benefits are available from the new position, whichever occurs sooner.

## **ARTICLE 15**

### **Payroll Schedule**

- A. Three payroll options are available to each teacher upon receipt of their salary notification. The options are:
1. Twenty-six (26) checks may be issued, one (1) every other Friday beginning with the first regularly scheduled town payroll in September, after school is in session.
  2. Twenty-one (21) checks, one every other Friday while school is in session.
  3. Twenty-one (21) equal checks, based on a twelve (12) month year, will be issued every other Friday while school is in session, the remaining amount to be paid in five checks on the last day of the teacher work year.
- B. A payroll option sheet will be attached to the salary notification for each teacher to indicate a choice of option. No change can be made after date of employment or August 15, whichever is later.

## **ARTICLE 16**

### **Retirement Benefits**

- A. Upon retirement (or early retirement), each full-time teacher with twenty (20) years or more of service to the Mansfield Public Schools shall be compensated for unused sick leave days up to a maximum of 180 days, at a rate of \$20 per day.
- B. Upon retirement (or early retirement), each full-time teacher with fifteen to nineteen (15-19) years of service to the Mansfield Public Schools shall be compensated for unused sick leave up to a maximum of 180 days, at a rate of \$10 per day.
- C. In order to be eligible for the benefits under this Article, a teacher must provide written notice of retirement by January 1 of the year of retirement.
- D. Only teachers employed by the Mansfield Board of Education prior to July 1, 2018 shall be eligible to receive the retirement benefits.

## **ARTICLE 17**

### **Reduction in Force and Recall Procedure**

The Association shall be notified of the need for staff reduction as soon as it is apparent that there is no other alternative.

- A. General Statement of Policy: It is recognized that, under Section 10-220 and 10-4a of the Connecticut General Statutes, the Board has the sole and exclusive prerogative to eliminate or reduce certificated staff positions. It also has the responsibility to maintain good public elementary and secondary schools and to implement the educational interest of the state. However, recognizing that it may become necessary to eliminate or reduce certified staff positions in certain circumstances, this policy is incorporated into this contract to provide a fair and orderly process should such reductions and/or elimination become necessary.
- B. Definitions: As used herein the terms teacher, teaching and teaching/administrative experience shall apply to any employee of the Board who holds a certificate issued by the Connecticut State Board of Education and is employed in a teaching or administrative position below the rank of Superintendent.
- C. Procedure
  - 1. The Association shall be notified in writing of the need for staff reduction.
  - 2. Prior to the identification of any tenured teacher who is to be terminated a seniority list will be developed by the Superintendent of Schools and the president of the Mansfield Education Association or designee. This list will be available to all staff members for review. Such a seniority list shall reflect in this order:
    - a. teachers' name
    - b. total certificated employment for the Board
    - c. date of the employee's hire letter
    - d. total public school teacher experience
    - e. degree status (per agreement between the Mansfield Education Association and the Board)
    - f. areas of certification
  - 3. Prior to commencing action to terminate teacher contracts under this procedure, the Board will give due consideration to its ability to effectuate elimination and/or reduction in staff by:
    - a. voluntary retirement
    - b. voluntary resignation
    - c. transfer of existing staff members, i.e.,

- (1) transfer to an opening for which that teacher is certified and qualified
  - (2) transfer to a position for which the teacher is certified and qualified which is currently held by a teacher with less seniority in Mansfield in the following categories and in the order stated:
    - i. nontenured teacher
    - ii. teacher holding one or more provisional certificates
    - iii. tenured teacher holding one or more professional certificates
  - (3) no transfers under (1) or (2) above shall be required for part-time teachers where the transfer would increase the teacher's position to full-time or greater part-time employment.
- d. voluntary leave of absence
- e. reduction from full-time to part-time positions
- f. permanent substitute position(s)
- g. utility teacher positions
- 4. Determination of staff members who are to be terminated shall be in the following order:
  - a. certified, nontenured teachers
  - b. certified, tenured teachers
- 5. In the event that the foregoing determinations are not definitive, these criteria shall apply in the following order:
  - a. total certificated employment for the Mansfield Board
  - b. total public school teacher experience
  - c. degree status (per agreement between the Mansfield Education Association and the Board - the person with the highest degree shall be retained).
  - d. areas of certification
- D. Policy Provisions Not Applicable to Promotions: Nothing in this policy shall require the promotion of a teacher into a position of higher rank, authority, or compensation even though the teacher be qualified.
- E. Recall to Full or Partial Employment Procedure
  - 1. If the contract of employment of a teacher is terminated, or the terms of that contract reduced because of the elimination or reduction of a position, and such teacher makes a prompt written request for placement on a recall list, the name of that teacher shall be placed on a reappointment list and remain on such a list for a period of up to two years, if the teacher has served for two years or less,

or for three years if the teacher has served for three years or more. Teachers eligible to remain on the recall list must request continuation in writing at the beginning of each school year. Recall will be in descending order from the reappointment list with the staff person most recently terminated or reduced placed at the top. In the event that the services of more than one teacher are terminated or reduced at the same time, recall order will be determined by recommendation of the Superintendent. If a position becomes open during such period, and the teacher has been selected by the Board as a person on the recall list who is certified and qualified to hold that position, then the teacher will be notified in writing by registered mail, sent to their last known address, at least thirty (30) days prior to the anticipated date of reemployment, if possible. The teacher shall accept or reject the appointment within seven (7) days after the mailing of such notification by certified mail, return receipt requested, to the teacher at the address on file with the district. If the appointment is accepted, the teacher shall receive a written contract within twenty (20) days of receipt of the teacher's reply by the Board. If the teacher rejects the appointment offer or does not respond according to this procedure within seven (7) days after receipt of such notification, the name of the teacher will be removed from the recall list.

2. Separation of a teacher under that staff reduction policy shall not, during the recall period, adversely affect accumulated sick leave, accumulated toward sabbatical leave, eligibility for placement on the salary schedule, except that time of unemployment shall not be credited for salary schedule advancement on reappointment. Reemployment beyond the recall period may result in such credits and shall be determined at the time of the teacher's reemployment.

- F. It is recognized that dismissal of a teacher is reviewable only under Connecticut General Statutes 10-151 and in no other manner. The procedures therein provide the exclusive method for challenging a separation from employment. Therefore no grievance under Article 17 may be filed or submitted to an arbitrator under Article 6. However, the parties agree that in the event of a challenged dismissal under this section, the provisions of this contract can and should be submitted to the Board, an impartial hearing panel or a court, as appropriate.

## **ARTICLE 18**

### **No Strike**

Employees are prohibited from striking or engaging in concerted refusals to render services in accordance with Section 10-153e of the General Statutes, as it may be amended from time to time.



## **ARTICLE 19**

### **Just Cause**

Any substantive complaint made against a teacher by any parent, student or other person shall promptly be called to the attention of the teacher. In no case shall any such complaint be placed in a teacher's file without an investigation by the Superintendent or designee. The investigation shall include a meeting or meetings as appropriate with the Superintendent or designee and the teacher during which the teacher may have association representation and a reasonable opportunity to comment upon and present relevant information concerning the complaint. Consideration shall be given to the views and information provided by the teacher before any determination of the validity of the complaint is made. The Superintendent or designee shall determine the validity of the complaint, and if they determine the complaint to be valid, they shall briefly state the reason in writing. In no case shall any anonymous complaint be placed in a teacher's file.

No written evaluation, or written notice of discipline, or written complaint submitted by any person against a teacher, originating after original employment, shall be placed in a teacher's personnel file unless the teacher has been notified and has had an opportunity to review the material. A teacher may submit a written notation regarding any material placed in the teacher's file, and the same shall be attached to the file copy of the material in question. If the teacher is asked to sign material placed in their file, such signature shall be understood to indicate their awareness of the material, but in no instance shall said signature be interpreted to mean agreement with the content of the material. Written letters of reprimand shall be removed from the teacher's personnel file after a period of sixty (60) months has elapsed from the date of the letter's issuance, provided there are no additional letters of reprimand against the employee during said sixty (60) month period.

No teacher shall be given a written letter of reprimand, denied an increment or given a disciplinary suspension without just cause. Such teacher shall be entitled to receive a statement of reasons in writing and to have a representative of the Association present.

## **ARTICLE 20**

### **Salaries**

- A. The salary schedule covered by this Agreement is set forth in Appendix A, which is attached hereto and made a part of this Agreement.
- B. Salary increments will be based on satisfactory performance with the provision that a warning letter of substandard performance be sent to the teacher by the Superintendent of schools before February 1. If improvement is not noted, the teacher will be so informed before the following March 15.

- C. Longevity - It is agreed that any individual hired after September 1, 1985 will be eligible for longevity only after they have been employed by the Board for a minimum of fourteen years.

Longevity will be paid on the following scale:

|                   |        |
|-------------------|--------|
| 15-19 years:      | \$ 750 |
| 20-24 years:      | 1,000  |
| 25 or more years: | 1,250  |

The longevity payments set forth in this section shall be available only to teachers hired by the Board prior to June 30, 1993.

- D. The salary schedule listed in the Appendix of this Agreement shall be interpreted and applied in accordance with the following definitions:

*Bachelor's Degree*-- A Bachelor's degree earned at an accredited college or university.

*Master's Degree*-- A Master's degree earned at an accredited college or university.

*Masters' Degree plus 15 hours*-- Fifteen semester hours earned in a planned program at an accredited college or university.

*Sixth Year Certificate*-- The 6th year shall constitute a planned program at an accredited institution resulting in the award of a Sixth Year Certificate or a second Master's degree.

Teachers may advance to a new column in the salary schedule by receiving one of the degrees defined above in the field of education. Alternatively, upon the prior written determination of the Superintendent that the teacher's degree benefits the school system, teachers may advance by receiving one of the defined degrees outside of the field of education.

- E. Professional Improvement. Compensation at a salary above the level of original employment shall be paid for the completion of approved degree programs or for the completion of an equivalent professional improvement (E.P.I.) program above an earned degree or diploma. An equivalent professional improvement shall be measured in terms of 30 credits as being equal to a year of academic work in lieu of an advanced degree program.

1. Such professional improvement shall be defined as an approved program directed at improving the teaching and learning situation. Each program must be submitted to the Superintendent for approval in advance. Any changes in the program, as approved, must be authorized in accordance with the procedure for original approval outlined above.
2. Approval of change in salary status through the Professional Improvement Program will be recommended to the Board by the Superintendent upon receipt of official transcripts and/or official documentation no later than the last regular meeting of the Board in October. Salary adjustments will be retroactive to September 1st.

3. The Board will make available \$20,000 for each contract year to be used by staff members as reimbursement for approved courses. Funds will be available at the rate of \$400 per credit hour (or actual cost if less) for a maximum of six (6) credit hours per staff member per year. Priority will be given to those on the Bachelor's level. Applications must be submitted to the Superintendent by August 15 for the upcoming contract year. The Superintendent may accept later applications if there is still money available.
- F. In placing incoming teachers on the salary schedule, the Superintendent shall give salary schedule credit for previous teaching experience in public, private and parochial schools, provided that such experience shall have been continuous service of at least one-half of any school year. Intermittent or short-term substitute teaching service will not be credited as previous teaching experience. The Superintendent may also grant credit on the salary schedule to an incoming teacher for any other type of experience deemed relevant to teaching in Mansfield.

## **ARTICLE 21**

### **Stipends**

|             |                         |
|-------------|-------------------------|
| TEAM Mentor | \$500 per team per year |
|-------------|-------------------------|

The Principal shall determine how the TEAM mentor stipend of \$500 payment shall be distributed to the members of each mentor team. If a mentor team is serving as the TEAM mentor for a new teacher and the new teacher leaves the Board's employ for any reason during the course of a school year, the stipend for the TEAM mentor team shall be pro-rated based on the number of months remaining in the school year at the time the teacher leaves the Board's employ. Any teacher serving as a member of more than one TEAM mentor team at a time will be eligible for a portion of the stipend applicable to each of the mentor teams on which they are serving.

## **ARTICLE 22**

### **Past Practices**

All past practices, agreements and understandings between the Association and the Board in conflict with this contract, are void and of no force and effect.

## **ARTICLE 23**

### **Agency Fee**

- A. All teachers employed by the Board may join the Association or pay a voluntary fee to the Association. Said voluntary fee shall be equal to the proportion of Association dues uniformly required of members to underwrite the costs of collective bargaining, contract administration, and grievance adjustment.
- B. The Board agrees to deduct the fee by means of payroll deduction. The amount of the deduction from each paycheck shall be equal to the total voluntary fee divided by the number of paychecks from and including the first paycheck in January through and including the last paycheck in June. The amount of the voluntary fee shall be certified by the Association to the Board prior to January 1 of each school year.

Those teachers whose employment commences after the start of the school year shall pay a pro-rated amount equal to the percentage of the remaining school year.

The Board agrees to forward to the Association each month a check for the amount of money deducted during that month. The Board shall include with such check a list of the teachers for whom such deductions were made.

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

The singular reference to the "Association" herein shall be interpreted as referring to the Mansfield Education Association, the Connecticut Education Association, and the National Education Association.

- C. The Association shall indemnify and save the Board harmless against all claims, demands, suits, or other forms of liability, including attorney's fees, which may arise by reason of any action taken in applying or enforcing the provisions of this Article, including the making of deductions and remitting of the same to the Association.

## **ARTICLE 24**

### **Summer School**


- A. All summer school vacancies including newly created summer school positions shall be published, dated and posted for the staff for a minimum of five (5) days before applications are closed. Notification of any summer school vacancies available during the summer shall be sent via District electronic mail (e-mail).
- B. Teachers who desire to apply for summer school vacancy shall provide written application to administration within the time limit specified in the notice.
- C. Summer school vacancies shall be based on the student needs.
- D. Summer school appointments shall be for one year.
- E. All summer school positions shall be voluntary.

**ARTICLE 25**  
**Duration and Amendment**

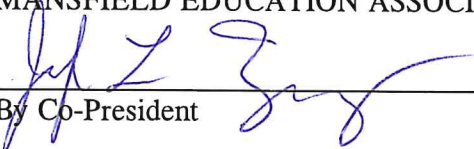
- A. This Agreement shall be in full force and effect from July 1, 2024 through and including June 30, 2027, or until such subsequent time that a successor Agreement becomes effective.
- B. This Agreement may be amended only by the mutual written agreement of the parties. Any agreement between the parties with respect to a proposed amendment shall be reduced to writing, shall be signed by the Board and the Association and shall become an addendum of this Agreement.

In witness whereof, the duly authorized Parties hereunto affix their seals this 30<sup>th</sup> day of October, 2023.

MANSFIELD BOARD OF EDUCATION

  
\_\_\_\_\_  
By Chairperson

MANSFIELD EDUCATION ASSOCIATION

  
\_\_\_\_\_  
By Co-President

  
\_\_\_\_\_  
By Co-President

## **SIDE LETTER**

### **Early Retirement**

- A. Any teacher whose age and years of teaching as of June 30 total at least seventy (70) and who has been employed for at least fifteen (15) years (not necessarily consecutive) as a teacher in Mansfield, may elect to retire (retirement meaning such teacher will not be employed in a position requiring payment being made to the Connecticut State Teachers' Retirement System while receiving early retirement from the Town of Mansfield) early under the following conditions:
1. The applicant must submit a letter of application to the Superintendent by January 1 prior to the end of the last full year of employment. The Board will review the application and determine whether an employee may participate.
  2. The Board will not consider any request to withdraw an election for early retirement beyond March 1st. In cases of extreme hardship the applicant may appeal to the Superintendent to withdraw the application to early retire.
  3. Annual compensation will be one-fifth of the teacher's signed salary agreement at the time of retirement. This compensation shall not include retirement pay for unused sick leave days. The payment will be made for a maximum of five (5) consecutive years.
  4. Upon death of the retiree receiving early retirement payments, the benefits remaining due shall be payable to the retiree's designated beneficiary under prevailing terms.
  5. It is the responsibility of the retiree to maintain accurate address information with the Superintendent's office.
  6. Retirement payments will be made in a lump sum or in two equal payments on July 15 and/or January 15. The first payment must be taken in the first eligible fiscal year. The retiree must notify the Superintendent in writing of the payment schedule selected and may not change it once it has been selected.
  7. Continued participation in the group insurance program offered by the Board for those coverages existing at the time of retirement shall be available under the applicable options below. State law including but not limited to Section 10-183t as it may be amended from time to time, may provide teachers with additional rights.
    - a. Persons drawing early retirement compensation from the Board and not drawing funds from the Connecticut State Teachers Retirement System may elect to participate in the group insurance

program offered by the Board under a co-payment plan. The retiree would pay one half of the total annual premium and the Board would pay one half.

- b. Retirees who have participated in (A) above and who are no longer drawing early retirement funds from the Board, and who have not become eligible for Medicare, may continue to participate in the Board's group insurance plan at their own expense.
  - c. Retirees who draw early retirement funds from the Board and who draw funds from the State Teachers Retirement System may continue to participate in the group insurance program of the Board at their own expense after they become eligible for Medicare.
  - d. Premiums due must be submitted to the office of the Superintendent of schools by the tenth of the month in which State Teachers Retirement benefits commence. Insurance will be discontinued if premium payments are more than thirty days overdue. Teachers receiving early retirement benefits under Article 12 will be permitted to make their insurance premium contributions on a pre-tax basis under the district's Section 125 plan, to the extent that such pre-tax treatment is permitted by law. In order to be eligible for such pre-tax treatment, teachers must agree to have such insurance premium contributions deducted from their early retirement payments. Such pre-tax treatment shall continue only until such time as the teacher ceases receiving early retirement payments under Article 12.
  - e. Retirees must notify the Superintendent's office in writing of desired coverage or change in coverage thirty (30) days before the date the coverage or change is to become effective.
  - f. In the event of death continued benefits under this plan are not transferable.
  - g. The individual teachers and the Association agree to Save Harmless the Board and the Town of Mansfield from any and all claims from the implementation of this retirement provision.
- B. This Side Letter shall be effective for all teachers employed by the Board prior to September 1, 1987.

## SIDE LETTER

### Mansfield Board of Education and Mansfield Education Association

#### SEE SIDE LETTER REGARDING ARTICLE 21 COMMITTEE

The following stipends shall apply for 2021-2024:

|                                     |  |
|-------------------------------------|--|
| Summer work proposals               | \$40 (outside the school day, per hour)  |
| Elem/MS Summer School Head Teacher  | \$1,000 for 4 weeks prorated based on length of assignment   |
| After School Activities per session | \$30   |
| Literacy Coach:                     | \$2,500 (inclusive of two days of work in the summer and leadership work throughout the school year) |
| Academic Seminars/clubs,            | \$30 (Including planning, per hour)  |
| Team Leader, Base Salary            | \$600  |
| • Over 4, per person add            | \$30   |
| Curriculum Teacher Leader           | \$2,500  |
| Enrichment Activities:              |  |
| Mathematics                         | \$750  |
| Science                             | \$500  |
| Robotics                            | \$1,000  |
| History                             | \$1,000  |
| Rubik's Cube                        | \$250  |
| Enrichment Activities, weekend:     | \$250 full day; \$125 half day   |
| Budget Coordinator, Base Salary     | \$200  |
| • Over 1, per person add            | \$25   |
| Middle School Play Director         | \$2,500  |
| Assistant Drama Director            | \$600 (per position, up to 3 positions based on scope of play)                                       |
| Athletic Director                   | \$2,500  |
| Head Coach, all sports              |  |
| • 1-3 years experience              | \$1,700  |
| • 4+ years experience               | \$2,000  |
| Assistant Coach, all sports         | \$850  |



## **APPENDIX A - SALARY SCHEDULES**

### **2024-25 SALARY SCHEDULE**

| <b>Step</b> | <b>BA</b> | <b>MA</b> | <b>MA + 15</b> | <b>Sixth</b> |
|-------------|-----------|-----------|----------------|--------------|
| 1           | 57,473    | 59,868    | 61,549         | 63,061       |
| 2           | 60,551    | 63,450    | 65,041         | 66,583       |
| 3           | 62,177    | 65,496    | 67,347         | 68,773       |
| 4           | 64,084    | 67,543    | 69,270         | 70,959       |
| 5           | 65,990    | 69,586    | 71,387         | 73,149       |
| 6           | 67,921    | 71,637    | 73,498         | 75,338       |
| 7           | 69,803    | 73,840    | 75,617         | 77,535       |
| 8           | 71,707    | 75,891    | 77,733         | 79,717       |
| 9           | 73,818    | 77,934    | 79,841         | 81,906       |
| 10          | 75,519    | 79,986    | 81,957         | 84,093       |
| 11          | 77,423    | 81,917    | 84,076         | 86,285       |
| 12          | 81,869    | 84,076    | 86,185         | 88,470       |
| 13          | 89,144    | 89,856    | 90,837         | 93,201       |
| 14          |           | 101,538   | 104,082        | 106,620      |

Teachers not at the maximum step on June 30, 2024, shall advance a step on July 1, 2024.

### **2025-26 SALARY SCHEDULE**

| <b>Step</b> | <b>BA</b> | <b>MA</b> | <b>MA + 15</b> | <b>Sixth</b> |
|-------------|-----------|-----------|----------------|--------------|
| 1           | 59,197    | 61,664    | 63,395         | 64,953       |
| 2           | 62,368    | 65,354    | 66,992         | 68,580       |
| 3           | 64,042    | 67,461    | 69,367         | 70,836       |
| 4           | 66,007    | 69,569    | 71,348         | 73,088       |
| 5           | 67,970    | 71,674    | 73,529         | 75,343       |
| 6           | 69,959    | 73,786    | 75,703         | 77,598       |
| 7           | 71,897    | 76,055    | 77,886         | 79,861       |
| 8           | 73,858    | 78,168    | 80,065         | 82,109       |
| 9           | 76,033    | 80,272    | 82,236         | 84,363       |
| 10          | 77,785    | 82,386    | 84,416         | 86,616       |
| 11          | 79,746    | 84,375    | 86,598         | 88,874       |
| 12          | 84,325    | 86,598    | 88,771         | 91,124       |
| 13          | 91,818    | 92,552    | 93,562         | 95,997       |
| 14          |           | 104,584   | 107,204        | 109,819      |

Teachers not at the maximum step on June 30, 2025, shall advance a step on July 1, 2025.

# **2026-27 SALARY SCHEDULE**

| <b>Step</b> | <b>BA</b> | <b>MA</b> | <b>MA + 15</b> | <b>Sixth</b> |
|-------------|-----------|-----------|----------------|--------------|
| 1           | 60,973    | 63,514    | 65,297         | 66,902       |
| 2           | 64,239    | 67,315    | 69,002         | 70,637       |
| 3           | 65,963    | 69,485    | 71,448         | 72,961       |
| 4           | 67,987    | 71,656    | 73,488         | 75,281       |
| 5           | 70,009    | 73,824    | 75,735         | 77,603       |
| 6           | 72,058    | 76,000    | 77,974         | 79,926       |
| 7           | 74,054    | 78,337    | 80,223         | 82,257       |
| 8           | 76,074    | 80,513    | 82,467         | 84,572       |
| 9           | 78,314    | 82,680    | 84,703         | 86,894       |
| 10          | 80,119    | 84,858    | 86,948         | 89,214       |
| 11          | 82,138    | 86,906    | 89,196         | 91,540       |
| 12          | 86,855    | 89,196    | 91,434         | 93,858       |
| 13          | 94,573    | 95,329    | 96,369         | 98,877       |
| 14          |           | 107,722   | 110,420        | 113,114      |

Teachers not at the maximum step on June 30, 2026, shall advance a step on July 1, 2026.

## SIDE LETTER

The Mansfield Board of Education and the Mansfield Education Association agree to establish a committee, composed of four members appointed by the Board and four members appointed by the Association, to review and restructure Article 21, Stipends, based on the responsibilities of the individual stipend positions. The Committee shall commence its work no later than the first week in November of 2023 and recommendations of the Committee may be adopted by mutual agreement. Meetings shall be during the day or otherwise by mutual agreement. Should the Committee not complete its work or should the recommendation of the Committee not result in mutual agreement to make revisions to Article 21 by February 1, 2024, the parties shall negotiate over revisions to Article 21 in accordance with the provisions on Connecticut General Statutes, Section 10-153f(e).

**MEA/MBOE Side Letter Agreement July 1,2024 - June 30, 2027**  
**Teacher Stipends/Supplemental Pay**

Sideletter agreement based on Article 21 Committee within the 2024-2027 Contract between the Mansfield Board of Education and the Mansfield Education Association.

| Activity/Role  | Description  | Stipend/Rate   |
|--|--|--|
| District Teacher Leaders/<br>Teacher Directors                     | Drama Director, District<br>Teacher Leaders  | \$2,600 stipend  |
| Athletic Director  | Middle School sports   | \$3,750 stipend  |
| Head Coaches   | All sports   | \$2,300 stipend  |
| Assistant Coaches/<br>Assistant Directors                          | All sports; drama  | \$1,150 stipend  |
| School Team Leaders  | Grade/Dept Level   | \$650 stipend  |
| Project Leaders  | Summer School lead<br>teacher, Special projects  | \$1,200 stipend<br>(up to and agreed upon by<br>teacher/administrator) |
| Teaching, Curriculum<br>Planning, Professional<br>Learning         | Summer school, tutoring,<br>professional learning,<br>curriculum development;<br>Increased annually by<br>negotiated GWI per current<br>contract year; Rate based<br>on Bachelors Step 1 | \$43.44 2024<br>\$44.74 2025<br>\$46.09 2026<br>per hr                 |
| Extracurricular<br>Activities/Clubs<br>Rate<br>(includes weekends) | Academic Seminars/Clubs,<br>Enrichment Activities<br>(MES Duty if needed)  | \$35 per session<br>(75 min)<br><br>(\$28.00 per hr)                   |
| Middle School<br>Detention/Late Bus Duty<br>Stipend                | Typically three duty days<br>scheduled by Administration<br>during the school year   | \$35 per day stipend   |
| Budget Coordinators  | MMS budget leaders   | \$225 stipend  |