

AGREEMENT  
BETWEEN  
THE MERIDEN BOARD OF EDUCATION  
AND  
THE MERIDEN ADMINISTRATORS' ASSOCIATION  
JULY 1, 2013 THROUGH JUNE 30, 2016  
MERIDEN, CONNECTICUT

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ARTICLE 1  
THE PARTIES

- A. This Agreement is made between the Board of Education of the City of Meriden (hereinafter referred to as the "Board") and the Meriden Administrators' Association (hereinafter referred to as the "Association").
- B. The terms "Board of Education" or "Board", as used in this Agreement, shall mean the Board or its designee. The terms "Superintendent of Schools" or "Superintendent", as used in this Agreement, shall mean the Superintendent or his or her designee.

ARTICLE 2  
RECOGNITION

- A. The Board hereby recognizes the Meriden Administrators' Association as the exclusive representative of those certified professional employees of the Board who are employed in positions requiring an intermediate administrator or supervisor certificate, and who are more specifically described in Section 10-153b(a)(1) of the Connecticut General Statutes as within the "administrators' unit."

ARTICLE 3  
SCOPE OF AGREEMENT

- A. This contract contains the full and complete agreement between the Board and the Association for its term.
- B. Neither party shall be required during the duration of the contract to negotiate on any issue, whether it is covered or not covered in this Agreement. However, this Agreement may be amended at any time by mutual consent of the Board and the Association. Any such amendment must be signed by both the Board and the Association, which amendment shall be appended hereto and become a part hereof.
- C. All rights, powers, authority and prerogatives of the Board shall continue to remain exclusively vested in the Board unless specifically limited by the express provisions of this contract.

ARTICLE 4  
FRINGE BENEFITS

- A. Health and Dental Insurance.
  - 1. The following health insurance, prescription coverage, and dental insurance is available to members of the bargaining unit, their spouses and their children who are eligible under state or federal law.
    - a. High Deductible Health Plan - HSA Plan: Except as provided below, the sole insurance option for the duration of this contract shall be a High Deductible Health Plan HSA with a \$2,000/\$4,000 deductible, of which, the employer will fund sixty-five percent (65%) in 2013-2014, and fifty percent (50%) in 2014-2015 and 2015-2016. Furthermore, (1) there shall be no prescription copayments after the deductible is met, (2) employer funding of the deductible will be paid quarterly, and (3) a weight loss program shall be implemented for

members of the unit who participate in the wellness program, with \$100 Board subsidy of the fee.

- b. Cigna Co-pay Plan: Employees who are not eligible for the HDHP-HSA plan because they participate in Medicare or because they have received benefits from the Veteran's Administration in the last three months shall be permitted to continue in the current Cigna co-pay plan with a premium contribution rate as described below.
  - c. The HDHP-HSA plan and Cigna co-pay plan referenced in subparagraph a, hereinabove, shall be attached and made a part of this agreement for informational purposes only as Appendix B.
  - d. Dental: Cigna full service dental plan - with riders A, B, C, D and unmarried dependent children rider.
2. Employees shall contribute for the health and dental insurance benefits listed above, in accordance with enrollment and the following amounts:
- a. Participating administrators shall annually contribute eleven percent (11%) of the premium rate in 2013-2014, twelve (12%) in 2014-2015, and thirteen (13%) in 2015-2016 for the applicable class (single, two person, family) for such benefits. However, participants in a biometric wellness program in 2013-2014, 2014-2015 and 2015-2016 who meet their targeted wellness score will qualify for a nine percent (9%) premium contribution in 2013-2014, a ten percent (10%) premium contribution in 2014-2015 and eleven percent (11%) premium contribution in 2015-2016.
  - b. Participants in the Cigna co-pay plan shall contribute a premium share of sixteen percent (16%) in 2013-2014 and seventeen percent (17%) in 2014-2015 and 2015-2016. The Board of Education shall implement a Section 125 premium conversion plan for such contributions.

B. LIFE INSURANCE (employee only) - Each administrator shall be entitled to life insurance which shall equal two (2) times the average salary of the administrators unit, rounded to the nearest thousand dollars. The Board shall contribute 100% of the cost.

C. DISABILITY INSURANCE (employee only) - The Board shall offer a long term disability plan as voted at the Board meeting of July 13, 1982.

D. If the Board desires to change the Cigna carriers, it may do so subject to the following:

The Board may change these carriers provided that coverage, benefits and administration are substantially equivalent to those currently offered. At least sixty (60) days prior to changing carriers, the Board or its designee shall notify the President of the Association in writing. Upon request, the parties shall meet to discuss the proposed change. Should the Association and the Board disagree that the changes will provide substantially equivalent coverage, benefits and administration, the disagreement(s) shall be subject to impartial binding arbitration under the rules of the American Arbitration Association, preferably before an arbitrator with experience and expertise in insurance matters. In the event that the Association chooses to submit the proposed changes to binding arbitration, the Board, at its option, may require that such arbitration be joined with an arbitration

proceeding over the changes of carriers with any other bargaining unit.

The carriers for insurance noted above with no named companies may be changed subject to the law regarding unilateral changes in conditions of employment as solely determined by the State Board of Labor Relations. In the event that the Association chooses to submit the proposed change to binding arbitration, the Board, at its option, may require that such arbitration be joined with an arbitration proceeding over the change of carriers with any other bargaining unit. The ability of the Board of Education to change insurance carriers shall not be affected by the proposed carriers' lack of a participating physician network or agreed-upon fee schedule with health care providers.

ARTICLE 5  
SICK LEAVE

- A. Each member of the bargaining unit shall be entitled to twenty (20) days annually of sick leave for the term of this contract.
- B. Unused sick leave for administrators hired after June 30, 1990 without prior Meriden experience shall accumulate up to a maximum of 270 sick days for their position so long as the administrator remains in the service of the Meriden Board of Education in a position requiring an administrator's certificate. Administrators employed by the Meriden Board of Education prior to July 1, 1990 may continue to accumulate unused sick leave as long as the administrator remains in the service of the Meriden Board of Education in a position requiring teacher or administrator certification.
- C. At the commencement of and during the course of any paid or unpaid leave granted for medical reasons, the Superintendent of Schools may require an administrator to provide a statement from his or her physician indicating the anticipated date the administrator will return to work and the fitness of the administrator to return. The Superintendent may require the administrator to obtain a second opinion by a neutral physician at Board expense.

ARTICLE 6  
MILEAGE

- A. The Board agrees to pay Internal Revenue Service rates (per mile), in effect during the term of this contract, as reimbursement for the use of personal vehicles for school connected activities upon the submission to and approval by the Superintendent of a monthly mileage report. Mileage shall be determined from the employee's principal work place or from the central office if the employee has no principal work place.

ARTICLE 7  
INSURANCE BENEFITS DURING RETIREMENT

- A. An administrator who retires may, at the time of said retirement, elect to continue coverage under any or all group insurance plans then in effect, and in accordance with the terms of the carriers, provided such administrator assumes the cost of such continued coverage.
- B. Death Benefits  
The Board shall provide the administrative services that will allow the spouse of any administrator who dies while employed by the Meriden School System or who has retired from the Meriden School System to continue to participate under group rates in the group insurance plan, if permitted by the insurance

carriers. Such participation shall be at the spouse's expense.

C. Early Retirement

The Superintendent of Schools may, at his/her discretion, create and implement an early retirement plan for administrators. The Executive Board of the administrators' union will be consulted for input prior to any implementation of such a retirement plan. The amount of the incentive, the eligibility criteria for the plan, and the decision to grant or deny any early retirement incentive shall not be subject to the grievance procedure.

ARTICLE 8  
MAINTENANCE OF MEMBERSHIP OR AGENCY SHOP

- A. All employees who were members of the Federation as of January 1, 1983, or who thereafter become members of the Federation/Association shall, as a condition of continued employment, remain members of the Association for the duration of this Agreement or pay representation fees to the Association.
- B. All employees hired by the Board after the effective date of this Agreement who do not become members of the Association shall, as a condition of continued employment, pay to the Association an amount equal to representation fees.
- C. The Board agrees to deduct dues, as certified by the President of the Association, from the salaries of all employees covered by this Agreement who submit to the Board a written authorization for such dues deduction. The Board shall make such deduction each month from the employees' salaries and forward such dues to the Association. The Board agrees to deduct monthly representation fees, as certified by the President of the Association, from the salaries of all employees covered by this Agreement who submit to the Board a written authorization for such deduction. The Board shall make such deduction each month from the employees' salaries and forward such fees to the Association. The Association shall hold the Board harmless against any and all claims, demands, liabilities, lawsuits, counsel fees, or other costs which may arise out of or by reason of actions taken by or against the Board as a result of the administration or enforcement of this Article.
- D. Determination of representation fees:
1. Representation fees shall be determined by the Association subject to and in accordance with the following conditions:
    - (a) Representation fees shall be determined on a yearly basis.
    - (b) Representation fees shall be determined as of September 15 of each year. Such fees shall be based on the actual costs of collective bargaining, the processing of grievances and contract administration. The Association shall furnish all financial information relevant to the computation of an appropriate service fee to non-members upon request.
- E. The Association shall provide an appropriate mechanism for a non-union employee to contest whether the agency fee exceeds those expenditures necessarily incurred to defray the cost of collective bargaining, contract administration and grievance adjustment.

ARTICLE 9  
SEVERABILITY

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

ARTICLE 10  
GRIEVANCE PROCEDURE

A. Definition

1. A "grievance" shall mean a violation of a specific term or terms of this Agreement, or that there has been a failure to follow the established procedures of the school district's evaluation and support program.
2. "Days" shall mean days when school is in session except between each July 1 and the beginning of the next school year when "days" shall mean weekdays. If any deadline date under this provision falls on a weekend or holiday, such date shall be extended to the next following weekday.
3. "Administrator" shall mean any member or members of the bargaining unit.

B. Time Limits

1. The time limits indicated herein are maximums. All efforts should be made to communicate and resolve grievances in as short a time span as possible.
2. Time limits may be extended by mutual agreement in writing.
3. Failure by an administrator to initiate communication within a specified time limit shall result in a waiver of the grievance.

C. Informal Procedure

1. An administrator who feels aggrieved shall first initiate communication with his/her immediate supervisor in order to resolve the grievance informally.

D. Formal Procedure

1. Superintendent
  - (a) A written grievance must be filed with the Superintendent, in writing, and contain at least the following information within twenty (20) days of the time the administrator knew or should have known of the action or condition which gave rise to the contract violation:
    - i. The name of the grievant(s).
    - ii. The date(s) on which the alleged act or condition occurred.
    - iii. The specific paragraph of this Agreement which is alleged to have been violated (unless the grievance is based on the failure to follow established evaluation procedures).
    - iv. A specific description of the act or condition in issue.
    - v. The requested remedy.
  - (b) Failure to file a written grievance containing all of the above information within twenty (20) days of the time the administrator knew or should have known of the action or

condition which gave rise to the violation shall constitute a waiver of the grievance.

- (c) Within ten (10) days of the receipt of the written grievance, the superintendent shall meet with the aggrieved administrator in an effort to resolve the grievance. The aggrieved administrator may request that the Association President or his designee attend this meeting.
- (d) Within five (5) days of this meeting, the Superintendent shall render a written decision to the administrator and the Association President.

## 2. Board of Education

- (a) If the grievance is not satisfactorily resolved at the Superintendent level, or if no decision has been rendered within the specified time, the administrator, through the Association President, may request a meeting with the Board of Education to discuss the grievance. Such request shall be made in writing to the President of the Board within fifteen (15) days of the formal grievance meeting with the Superintendent. Such request shall contain a copy of the initial written grievance and a copy of the Superintendent's decision, if any. A copy of this grievance shall be submitted to the Superintendent at or prior to the time it is submitted to the Board President. The grievance submitted to the Board President shall contain no new matters, but merely a statement that the administrator is appealing the within contained grievance from the Superintendent level. Failure to follow the above-noted procedure and form shall result in a waiver of the grievance.
- (b) The Board shall meet with the aggrieved administrator and the Association President or his/her designee within twenty (20) days of the receipt of the written appeal in an effort to resolve the grievance.
- (c) The Board shall render its decision in writing within ten (10) days of that meeting to the aggrieved administrator and the Association President.

## 3. Impartial Arbitration

- (a) The Association may file a grievance through arbitration as noted below where an increment has been withheld under Article 13, Salaries. Such a grievance shall follow the above-noted procedures except where the Superintendent waives said procedures. In such a case the Association may file directly for arbitration under the rules of the American Arbitration Association. The costs of the services of the arbitrator shall be borne equally by the Board and the Association. The sole issues before the arbitrator shall be as follows: Whether or not the Superintendent or his/her designee failed to follow evaluation procedures established by the Superintendent each year, in writing, for the evaluation of administrators and whether or not such failure resulted in prejudice to the administrator causing the unsatisfactory evaluation upon which the withholding was based. If so, what shall the remedy be?
- (b) The Association may file a grievance where it believes the Board has violated Article 4(D), Change of Carrier. The Association may file directly for arbitration under the rules of the American Arbitration Association. The costs of the services of the arbitrator shall be borne equally by the Board and the Association. The sole issues before the arbitrator

shall be as follows: Whether or not the Board has violated Article 4(D) of this Agreement and if so, what shall the remedy be?

- (c) The arbitrator's decision, within the scope of the above-noted submissions, shall be final and binding.
- (d) If any grievance is not satisfactorily resolved at the Board of Education level, the Association, may file a demand for arbitration in writing to the American Arbitration Association within ten (10) days of receipt of the Board's decision with the Board (or the Superintendent's office on behalf of the Board). If the parties, or their legal representatives, are unable mutually to agree to an arbitrator of recognized competence in the subject matter of the dispute, within thirty days of receipt of the Board's decision the Association may submit such demand to the American Arbitration Association. In the case of the latter, the arbitration shall be conducted in accordance with the rules of the American Arbitration Association. The decision of the arbitrator shall be rendered within thirty (30) days of the date of the close of the hearings and shall be final and binding on both parties except that any issues regarding the contours of the administrator's bargaining unit shall be decided exclusively by the State Department of Education. The cost of the services of the American Arbitration Association and the arbitrator shall be shared equally by the Board and the Association.

ARTICLE 11  
WORK YEAR

- A. The work year for administrators is from July 1 through June 30.
- B. Administrators shall work during this period in accordance with the following schedule except for thirteen paid holidays which are included in the numbers shown below. Administrators are expected to fulfill their regular duties within this time:

High School Principals	238 days
Middle School Principals	238 days
Elementary School Principals	223 days
High School Assistant Principals	228 days
Middle School Assistant Principals	228 days
Elementary School Assistant Principals	213 days
Supervisors	220 days
Research and Evaluation Specialist	238 days
Curriculum and Professional Development Administrator	238 days

- C. Subject to the number of days indicated above, the periods of work for administrators shall be while school is in session and during the period two weeks after the school year has ended and two weeks immediately preceding the opening of school. Exceptions may be made by the Superintendent.
- D. It is understood that the Board may change the number of work days of the administrators. The Board shall notify the administrators at least ninety (90) days in advance of such change. The parties shall negotiate over the impact of such change.
- E. All administrators covered by this contract are granted the following paid holidays:

New Year's Day  
Martin Luther King Day  
Floating Holiday\*  
Presidents' Day  
Good Friday  
Memorial Day  
Independence Day

Labor Day  
Columbus Day  
Veterans' Day  
Thanksgiving Day  
Day after Thanksgiving  
Christmas Day

\*To be taken on a non-school day between February 12 and August 15.

The above holidays shall be celebrated on the date declared by the state or federal government, or in lieu thereof, by the Board of Education, as the official day of celebration and only when school is not in session. If the Board changes a currently listed holiday and students are in session, administrators shall receive a replacement holiday.

ARTICLE 12  
PROCEDURES FOR REDUCTION IN FORCE  
AND TRANSFERS AFTER ELIMINATION OF UNIT POSITIONS

A. Introduction

It is understood that it is within the discretion of the Board of Education to eliminate or create any position, program, department, or school, or to reorganize or assign the staff thereof. If, in the Board's judgment, it is necessary to reduce the administrative staff, identification of the administrators to be reduced or terminated shall be made in accordance with the procedures of this Article. This procedure shall in no way preclude the Superintendent from making any transfer or reassignment, for any reason, provided she/he may not transfer or reassign an administrator to a lower paying certified position except for just cause; or when a reduction in force situation is involved, unless it is in accordance with the procedures contained in this Article.

- B. 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 Meriden Public School System, certification and qualifications as determined by the Superintendent of Schools, which determination shall not be arbitrary or capricious.

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

1. Any administrator relieved of her/his duties because of reduction of staff or elimination of position shall be offered an administrative opening (if one exists) in her/his job title within her/his classification.
2. If there is no existing administrative opening in her/his job title within her/his classification, the displaced administrator shall be offered the position of an administrator who has the least seniority in her/his job title within her/his classification.
3. If there is no existing administrative opening in her/his job title within her/his classification, and the displaced administrator is the least senior in her/his job title within her/his classification, s/he will be offered an opening in another job title, if one exists, firstly, in her/his current

classification and, secondly, in any lower classification for which s/he is certified and qualified as determined by the Superintendent as set forth above.

4. If there are no existing job title openings in her/his current classification in any lower classifications but the displaced administrator has administrative seniority over an administrator in another job title within her/his current classification and/or a lower classification, the displaced administrator will be offered such position for which s/he is certified and qualified as determined by the Superintendent as set forth above and first, in her/his current classification and, secondly second, in any lower classification.
5. If an administrator is relieved of her/his duties because of a reduction in staff or elimination of position and another administrator position is not otherwise available as aforesaid, s/he will be offered a teaching position for which s/he is certified and qualified as determined by the Superintendent as set forth above and which is either vacant or held by a teacher with fewer years of service in the Meriden School System, provided that any displacement of a teacher shall be in accordance with the applicable reduction-in-force procedure in the teachers' contract.
6. If an administrator is relieved of her/his duties because of a reduction in staff or an elimination of position and employed as a teacher, s/he will be given the experience credit on the salary schedule according to the teacher contract for her/his administrative and teaching experiences within the school system, and shall retain all accumulated sick leave.
7. A displaced administrator who receives a position in another administrative classification shall be paid on the same salary step for such position as her/his previous administrative position.
8. The classifications and job titles referred to above are as follows:

Classifications

Job Titles

- |     |  |
|-----|--|
| (1) | High School Principal<br>Middle School Principal<br>Elementary School Principal  |
| (2) | Research and Evaluation Socialist  |
| (3) | Curriculum & Professional Development Administrator<br>High School Assistant Principal<br>Supervisor<br>Middle School Assistant Principal<br>Elementary School Assistant Principal |

C. Recall

Administrators reduced in position or terminated due to a reduction in force shall be placed on a recall list for two years from the date of the reduction. Such administrators shall be given preferential treatment for reappointment to an administrative position that becomes available. The Superintendent's determination on such reappointment shall be based on the criteria in Section B of this Article. Notice of recall shall be sent by certified mail to the administrator's last known address. It shall be the laid off

administrator's responsibility to notify the Superintendent of Schools of his/her current address. An administrator who declines an offer of re-employment shall forfeit recall rights. Failure to respond in writing to a notice of an opening within fourteen (14) calendar days after the mailing thereof shall be deemed a refusal to accept re-employment. Administrators must return to work within thirty (30) calendar days from the date of the mailing of the notification or at such time the position becomes available, whichever occurs later.

- D. An employee hired to fill temporarily an administrative vacancy or to fill a vacancy created by an administrator on a leave of absence shall have no layoff or recall rights under this Article.
- E. Nothing herein shall require the promotion or assignment of an administrator to a position of higher rank, authority, work time or compensation, even though the administrator whose contract is to be terminated or who is to be recalled is qualified and/or certified for the promotion or assignment.

### ARTICLE 13 SALARIES

- A. The salaries for the employees covered by this Agreement shall be set forth in Appendix A (Salary Ranges), attached hereto.
- B. Placement within range. Placement on a range at the time of initial employment shall be at the Board's discretion. The administrator shall be eligible to move upward from one placement to another on an annual basis until he/she reaches the maximum on the range. However, the Board may continue the salary of a given administrator on a particular step in the range without change for more than one year. Such withholding of increase shall be based on unsatisfactory performance evaluations.
- C. Administrators who have received a Ph.D. and/or Ed.D. degree shall receive a stipend of \$2,000.00. The stipend for an administrator who attains a Ph.D. or Ed.D. degree will be effective July 1. If such degree is obtained after July 1, but before the following February 1, then a stipend of \$1,000.00 will be paid effective February 1. Notification and evidence of such degree status shall be submitted to the Superintendent's office prior to the effective date.

### ARTICLE 14 SEVERANCE PAY

- A. Members of the professional staff who have completed at least twenty (20) years of service to the Meriden Public School System and have qualified for retirement benefits according to the Connecticut State Teachers' Retirement Act and will commence receiving such benefits immediately upon leaving the employment of the Meriden Public Schools shall receive a retirement pay equivalent to twenty-four percent (24%) of their last year's salary or twenty-four percent (24%) of their unused accumulated sick leave to a limit of 350 days, whichever is greater, in one sum at the time of their retirement.

Administrators shall become eligible for a pro-rated share of the severance benefit upon retirement after 10 years (50%), which amount shall increase by 5% each year so that administrators shall be eligible for 100% of the benefit after 20 years of service to the Meriden Public Schools.

- B. To qualify for this retirement pay, a member of the professional staff must notify the Superintendent in writing of his/her intention to retire at least one (1) year in advance of the actual date of retirement and must file for retirement benefits from the Teachers Retirement Board. Exceptions to the notification

requirement may be made by the Superintendent.

ARTICLE 15  
ADMINISTRATORS' CONTRACT

- A. The Board shall provide each administrator with a copy of the complete text of the professional agreement or any successor agreement.

ARTICLE 16  
DURATION

- A. The provisions of this contract shall be effective as of July 1, 2013 and shall continue and remain in full force and effect until June 30, 2016.

ARTICLE 17  
LONGEVITY

- A. Longevity shall be determined by the number of years of service as a certified employee in the Meriden Public Schools.

After completion of 10 years	\$1,000.00
After completion of 15 years	\$1,250.00
After completion of 20 years	\$1,500.00
After completion of 25 years	\$1,800.00

An administrator qualifying during a given contract year for a longevity benefit according to the longevity schedule in the administrators' collective bargaining Agreement shall begin to receive a pro-rated payment of that benefit commencing on the first pay period of that contract year. It is understood that an administrator who terminates employment prior to his/her longevity qualifying day shall refund any longevity payments received during that contract year. An administrator who terminates employment on or after his/her longevity qualifying date shall be entitled to full payment of the longevity benefit for that contract year.

ARTICLE 18  
VACANCIES AND TRANSFERS

- A. Vacancies

Any member of the bargaining unit applying for a vacancy in the administrative unit shall have the right to an initial interview for said vacancy.

- B. Transfers

Before effecting any transfer (voluntary or involuntary), the Superintendent will consult with the Association regarding transfer options within the unit.

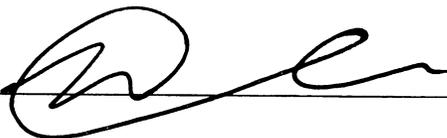
ARTICLE 19  
SABBATICAL LEAVE

- A. A member of the bargaining unit may be granted up to one year of sabbatical leave to increase his/her professional preparation, if such leave is deemed to be in the best interest of the public schools of Meriden as determined by the Superintendent of Schools.
- B. A request for sabbatical leave shall be formally submitted to the Superintendent in writing by December 1 of the school year preceding the school year in which the sabbatical leave is requested.
- C. Applicants, as qualified, may request up to a one year sabbatical leave under one of the following compensation plans:
  - 1. Administrators with at least five (5) consecutive years of administrative service in the Meriden School System may request sabbatical leave at one-half (1/2) of their full salary rate to be paid during the sabbatical leave period, with an obligation to return to the Meriden School System for at least one (1) year at the appropriate step on the salary schedule that reflects credit for the year's absence.
  - 2. Administrators with at least six (6) consecutive years of service with the Meriden School System may request sabbatical leave at three-quarters (3/4) of their full salary rate to be paid during the sabbatical leave, with an obligation to return to the Meriden School System for at least two (2) years at the appropriate step on the salary schedule that reflects credit for the year's absence.
  - 3. Administrators with at least seven (7) consecutive years of service in the Meriden School System may request sabbatical leave at the full salary rate to be paid during the sabbatical leave, with an obligation to return to the Meriden School System for at least three (3) years at the appropriate step on the salary schedule that reflects credit for the year's absence.
- D. Administrators accepting sabbatical leave shall obligate themselves to return to the service of the Meriden School System for the number of years specified above immediately following such leave or to repay the amount of salary received because of the leave. The amount will be prorated for those who return and complete less than their obligated number of years of service. To this end, each administrator granted a sabbatical leave shall be required to execute a promissory note at the commencement of leave memorializing this legal obligation. Such note shall provide that upon default, the employee shall be responsible for refunding all sums owed to the Board with interest at the legal rate and all costs of collection, including reasonable attorney's fee. The Superintendent can waive obligation.
- E. No aspect of this Article shall be subject to the grievance procedure.

ARTICLE 20  
JUST CAUSE

- A. Any unpaid disciplinary suspension shall be for just cause.

MERIDEN BOARD OF EDUCATION

By 

Date 1/2/13

MERIDEN ASSOCIATION OF SCHOOL ADMINISTRATORS

By Anne Jellison

Date December 24, 2012

APPENDIX - A  
SALARY RANGES

<u>Position</u>	<u>STEP</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
1. High School Principal (238 days)	1	129,076	131,464	133,962
	2	131,057	133,482	136,018
	3	133,033	135,494	138,068
2. Middle School Principal (238 days)	1	124,219	126,517	128,921
	2	126,198	128,533	130,975
	3	128,357	130,732	133,216
3. Elementary School Principal (223 days)	1	118,290	120,478	122,767
	2	120,447	122,675	125,006
	3	122,603	124,871	127,244
4. High School Assistant Principal (228 days)	1	116,847	119,009	121,270
	2	119,008	121,210	123,513
	3	121,163	123,405	125,750
5. Middle School Assistant Principal (228 days)	1	111,632	113,697	115,857
	2	113,793	115,898	118,100
	3	115,948	118,093	120,337
6. Elementary School Assistant Principal (213 days)	1	105,876	107,835	109,884
	2	108,033	110,032	112,123
	3	110,013	112,048	114,177
7. Supervisors (220 days)	1	112,974	115,064	117,250
	2	115,219	117,351	119,581
	3	118,584	120,778	123,073
8. Research and Evaluation Specialist (238 days)	1	124,219	126,517	128,921
	2	126,198	128,533	130,975
	3	128,357	130,732	133,216
9. Curriculum & Professional Development Administrator (238 days)	1	117,396	119,568	121,840
	2	119,557	121,769	124,083
	3	121,717	123,969	126,324

APPENDIX - B  
HEALTH INSURANCE PLAN

<b>Meriden BOE HDHP-HSA Plan 2013-2016</b>		
Cost Shares Provisions	In-Network	Out-of Network
Annual Deductible (individual/aggregate family)	\$2,000/\$4,000	
Co-insurance	100%	20/80% after deductible, up to co-insurance maximum
Annual Out-of-Pocket Maximum (includes deductible and out-of-network co-insurance if applicable)	\$2,000 individual coverage/\$4,000 family coverage	\$4,000 individual coverage/\$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	

APPENDIX - B (continued)  
**FOR INDIVIDUALS INELIGIBLE FOR HSA**

<b>BENEFIT</b> <b>Prescription Drugs</b>	<p style="text-align: center;">Prescriptions subject to 3-tier drug formulary,  mandatory generic (except for dispense as written by Doctor only)</p> <p style="text-align: center;">\$10 Generic/\$25 Formulary/\$40 Non-Formulary copay  No maximum</p> <p style="text-align: center;">Retail quantity 34 day supply or 100 unit dose (whichever is greater)  Mail order subject to applicable 3-tier copay  Mail order subject to 2 times copay for 100 day supply</p>
<b>Costshares</b>	<p style="text-align: center;">Out-of-Network services subject to  deductible and coinsurance</p> <p style="text-align: center;">Copay - \$20 Office Visit, \$25 Urgent Care, \$50 Emergency Room,  \$100 Outpatient Surgery  (excluding outpatient colonoscopy procedures),  \$100 Per Admission</p> <p style="text-align: center;">Deductible - \$250/\$500/\$500  Coinsurance - 80% to \$5,000/\$10,000/\$10,000  Out-of-Pocket Maximum \$1,250/\$2,500/\$2,500  Lifetime Maximum In-Network - Unlimited  Lifetime Maximum Out-Of-Network - \$1,000,000</p>
Non-Compliance Penalty	<p style="text-align: center;">\$500 per event</p>
<b>Preventive Care:</b> <b>Pediatric</b>	<p style="text-align: center;">Covered according to age-based schedule  In-network \$20 Copay  Out of Network - subject to deductible and coinsurance</p>
<b>Adult</b>	<p style="text-align: center;">Covered according to age-based schedule  In Network - \$20 Copay</p>
<b>Vision</b>	<p style="text-align: center;">In Network \$20 Copay - Covered once per year  Out-of-Network - subject to deductible and coinsurance  (includes refraction)</p>
<b>Hearing</b>	<p style="text-align: center;">In Network \$20 Copay  Covered once per year  Out-of-Network - subject to deductible and coinsurance</p>
<b>Gynecological</b>	<p style="text-align: center;">In Network \$20 Copay  Covered once per year</p>
<b>Mammograms</b>	<p style="text-align: center;">In Network \$20 Copay  Out-of-Network - subject to deductible and coinsurance  1 exam between ages 35 - 40  annually over age 40</p>
<b>Medical Services:</b> <b>Medical Office Visit</b>	<p style="text-align: center;">In Network \$20 Copay  Out-of-Network subject to deductible  and coinsurance</p>

## FOR INDIVIDUALS INELIGIBLE FOR HSA

<b>Outpatient PT/OT/ST/Chiro</b>	In Network \$20 Copay 50 Combined visits per member per calendar year  Additional visits covered Out-of-Network
<b>Allergy Services</b>	\$20 Copay for office visits and testing No copay for injections Out-of-Network deductible and coinsurance
<b>Diagnostic Lab &amp; X-ray</b>	Covered Out-of-Network deductible and coinsurance
<b>Inpatient Medical Services</b>	Covered Out-of-Network deductible and coinsurance
<b>Surgery Fees</b>	Covered Out-of-Network deductible and coinsurance
<b>Office Surgery</b>	Covered Out-of-Network deductible and coinsurance
<b>Outpatient Mental Health and Substance Abuse</b>	\$20 Copay Out-of-Network deductible and coinsurance
<b>Emergency Care: Emergency Room</b>	\$50 Copay (waived if admitted) must meet symptoms and conditions guidelines
<b>Urgent Care</b>	\$25 Copay Urgent Care Network must be utilized for coverage
<b>Ambulance</b>	Covered Land & Air
<b>Inpatient Hospital General/Medical/ Surgical/Maternity (Semi-private)</b>	Pre-certification required Covered - Per Admission Copay Out-of-Network subject to deductible and coinsurance
<b>Ancillary Services: (Medication, Supplies)</b>	Covered Out-of-Network deductible and coinsurance

## FOR INDIVIDUALS INELIGIBLE FOR HSA

<b>Psychiatric</b>	Covered - Per Admission Copay Out-of-Network subject to deductible and coinsurance
<b>Substance Abuse/ Detox</b>	Covered - Per Admission Copay Out-of-Network subject to deductible and coinsurance
<b>Rehabilitative</b>	Covered up to 60 days per calendar year In-network Per Admission Copay Out-of-Network deductible and coinsurance
<b>Skilled Nursing Facility</b>	Covered up to 120 days per calendar year In-network Per Admission Copay Out-of-Network deductible and coinsurance
<b>Hospice</b>	Covered In-network Per Admission Copay Out-of-Network deductible and coinsurance
<b>Outpatient Hospital Outpatient Surgery Facility Charges</b>	In-network \$100 Copay Out-of-Network deductible and coinsurance
<b>Diagnostic Lab &amp; X-ray</b>	Covered Out-of-Network deductible and coinsurance
<b>Pre-Admission Testing</b>	Covered Out-of-Network deductible and coinsurance
<b>Other Services: Durable Medical Equipment</b>	Covered Out-of-Network deductible and coinsurance
<b>Prosthetics</b>	Covered Out-of-Network deductible and coinsurance
<b>Home Health Care</b>	200 visits per calendar year 80 of which can be a Home Health Aide Out-of-Network deductible and coinsurance
<b>Electroshock Therapy</b>	15 visits per calendar year - \$20 copay Out-of-Network deductible and coinsurance
<b>Orthotics</b>	In-network only when medically necessary
<b>TMJ</b>	Subject to medical necessity at Out-of-Network reimbursement
<b>Oral Surgery</b>	Oral surgery to remove impacted tooth Cutting procedures on gums or mouth tissues to treat disease. Full or partial dentures, fixed bridgework, and prompt repair to natural teeth due to accidental injuries, which occur while covered under the plan. Out-of-Network deductible and coinsurance