

PROFESSIONAL AGREEMENT

BETWEEN THE

OLD SAYBROOK BOARD OF EDUCATION

AND THE

OLD SAYBROOK ADMINISTRATORS’

ORGANIZATION

COVERING THE PERIOD

JULY 1, 2025 to JUNE 30, 2027

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ARTICLE I GENERAL

A. It is the intent and purpose of the parties hereto that their agreements promote and improve the quality of education in Old Saybrook, provide for orderly professional negotiations between the Board and the Organization, and secure prompt and fair disposition of grievances so as to promote positive influences upon the operation of the educational program.

B. Except as is otherwise specifically provided in this Agreement, as the same may be amended from time to time, it is recognized that the Board has and will continue to retain, whether exercised or not, the right, responsibility and prerogative to direct the operation of the public schools in the Town of Old Saybrook including, but not limited to the following: to maintain public elementary and secondary schools and such other educational activities as in its judgment will best serve the interests of the Town of Old Saybrook; to give the children of Old Saybrook as nearly equal advantages as may be practicable; to decide the need for school facilities; to determine the maintenance and operation of buildings, lands, apparatus and other property used for school purposes; to determine the number, age and qualifications of the pupils to be admitted into each school; to employ, assign and transfer teachers, principals, and assistant principals or other certified personnel; to suspend or dismiss the teachers of the schools; to designate the schools which shall be attended by the various children within the Town, to make such provisions as will enable each child of school age residing in the Town to attend school for the period required by law and provide for the transportation of children wherever it is reasonable and desirable; to prescribe rules for management, studies, classification and discipline for the public schools; to decide the textbooks to be used; to make rules for arrangement, use and safekeeping of the school libraries and to approve the books selected therefor and to approve plans for school buildings; to prepare and submit budgets and, in its sole discretion, expend monies appropriated by the Town for the maintenance of the schools, and to make such transfers of funds within the appropriated budget as it shall deem desirable. These rights, responsibilities and prerogatives are not subject to delegation in whole or in part, except that the same shall not be exercised in a manner inconsistent with or in violation of any of the specific terms and provisions of this Agreement.

C. Despite reference herein to the Board and the Organization as such, each reserves the right to act hereunder by officially designated committee or representative.

ARTICLE II RECOGNITION

A. The Board recognizes the Organization for the purpose of professional negotiation as the exclusive representative of the entire unit consisting of all Principals and Associate Principals, Dean of Students, Director of Pupil Services and Director of Curriculum, Instruction and Assessment, pursuant to, and with all of the rights and privileges as provided by Sections 10-153b to 10-153f, as amended, of the General Statutes of Connecticut. Unless otherwise indicated, the employees in such unit are hereinafter generally called "administrators."

B. The Organization accepts such recognition, and agrees to represent equally all administrators, as listed above, without regard to membership or participation in, the activities of the Organization.

ARTICLE III HOLDOVER

In the event that the Board and the Organization shall fail to secure a successor agreement, as hereinafter provided in Article IV, prior to the termination of this Agreement, the Board or the Organization may elect to extend the duration of this Agreement in whole or in part, for any period not to extend beyond the date of the execution of a successor agreement.

ARTICLE IV PROFESSIONAL NEGOTIATION

A. The parties agree to begin negotiations no later than the date specified in Section 10-153 of the General Statutes in accordance with the procedure set forth herein in a good-faith effort to reach agreement concerning salaries and other conditions of employment. Proposals will be exchanged by the parties. During direct negotiations, the Board and the Organization shall present relevant data, exchange points of view, and make proposals and counter proposals. Any agreement so negotiated shall apply to those individuals expressly covered under this contract. Such successor agreement shall be reduced to writing and signed by the Board and the Organization. Either party may, if it so desires, utilize the services of outside consultants and may call upon professional and lay representatives to assist in the negotiations.

B. B.If negotiations between the Board and the Organization reach an impasse, the procedure described in Section 10-153f of the General Statutes of Connecticut shall be followed.

C. If the Board changes the conditions of employment, the Board then agrees to notify the Organization in writing of such changes within a reasonable time prior to the effective date of change. The parties agree to negotiate the impact, if any, in conformity with Section 10-153f(e) of the Connecticut General Statutes.

ARTICLE V DURATION

The provisions of this Agreement shall become effective as of July 1 , 2025, and shall continue and remain in full force and effect until June 30, 2027.

ARTICLE VI HEARING PROCEDURE

A. A hearing may be requested if there is a claim by an administrator, a group of administrators, or the Organization that there has been (a) a violation, misinterpretation, or misapplication of the specific provisions of this Agreement or (b) a violation of the rules, regulations, administrative directives, or policies of the Board of Education which concern wages, hours, and other terms and conditions of employment. Only claims as defined in subparagraph (a) above may be submitted to arbitration under this article. No grievance regarding a matter in subparagraph (b) may be submitted to arbitration under this Agreement.

B. Both parties agree that the resolution of the hearing shall be handled informally prior to a grievance being formalized.

C. If the aggrieved feels that he/she may have a reason for a hearing, he/she shall first discuss the matter with the Superintendent in an effort to resolve the problem. The Organization shall be notified of any grievance filed in writing without its assistance. If the aggrieved does not file a request for a hearing in writing within thirty (30) days after he/she knew of the act or conditions leading to a request for a hearing, the hearing process shall be considered as waived.

D. If, after such discussion, the administrator is not satisfied with the disposition of the matter, he/she shall have the right to discuss the matter with the Board of Education in an effort to resolve the problem. The administrator must file a written request to discuss the matter with the Board of Education within fifteen (15) days after his/her discussion the Superintendent or he/she waives his/her rights to proceed with the grievance procedure.

E. The Board of Education agrees to meet with the aggrieved within fifteen (15) days after receiving a written request. The decision of the Board shall be rendered in writing within ten (10) days after meeting with the aggrieved. A copy of the decision shall be forwarded to the Organization on any grievance filed without its assistance.

F. If, after such decision, the Organization is not satisfied with the disposition of the matter, the Organization may, within fifteen (15) days of the decision of the Board, submit the matter to arbitration for resolution by filing a written request for arbitration with the American Arbitration Organization and the Board. Failure to file such timely requests shall constitute a waiver of the Organization's right to pursue the grievance to arbitration. The parties shall be bound by the rules and procedures of the American Arbitration Organization in the selection of an arbitrator.

G. Within twenty (20) days from the date of closing of the arbitration hearings, the arbitrator shall render his/her decision in writing, setting forth his/her findings of fact, reasoning and conclusions on the issues submitted. The decision of the arbitrator shall be final and binding upon all parties and interests.

H. The costs for the services of the arbitrator, including per diem expenses, if any, and actual necessary travel and subsistence expenses, shall be borne equally by the Board and the Organization.

I. At any stage of the hearing procedure, the aggrieved may be represented by the Organization. Only the Organization may submit the matter to arbitration.

J. Hearing records shall be kept separate from regular personnel records. The substance of performance evaluations may not be grieved through the grievance procedure.

K. Only those who have a role in the hearing are entitled to information regarding the hearing and they have an obligation to keep such information confidential.

L. No reprisals of any kind shall be taken by either party against any participant in the hearing procedure by reason of such participation.

M. The term “days” as used in this Article shall mean calendar days. If the last date for a specified time limit under this Article falls on a weekend, holiday, or other day on which the Board does not conduct business, the specified time limit shall be the next following day on which the Board conducts business.

ARTICLE VII SALARIES

A. During the period July 1, 2025 through June 30, 2027, there will be a step increase for all administrators not currently at the top step for each of the three years as outlined in the wage schedules below:

2025-2026 2.60% GWI	1	2	3	4	5
Director of CIA	168,368	171,579	174,841	178,180	181,586
Director of PPS	168,368	171,579	174,841	178,180	181,586
Co-Director of PPS	158,640	161,668	164,758	167,904	171,112
HS Principal	176,852	180,223	183,657	187,157	190,739
HS Associate Principal	152,247	155,149	158,104	161,128	164,200
HS Dean of Students; Director of Athletics & Student Activities	141,698	144,405	147,157	149,936	152,837
MS Principal	168,368	171,579	174,841	178,180	181,586
MS Associate Principal	149,391	152,247	155,141	158,104	161,128
MS Dean of Students	134,863	137,434	140,050	142,720	145,450
Elementary Principal	164,434	167,571	170,764	174,018	177,347
Elementary Assoc. Princ. (12 mo)	145,855	148,638	151,470	154,351	157,307
Elementary Assoc. Princ. (10 mo)	131,666	134,177	136,732	139,339	142,006

2026-2027 2.40% GWI	1	2	3	4	5
Director of CIA	172,409	175,697	179,037	182,456	185,944
Director of PPS	172,409	175,697	179,037	182,456	185,944
Co-Director of PPS	162,447	165,548	168,712	171,934	175,219
HS Principal	181,096	184,548	188,065	191,649	195,317
HS Associate Principal	155,901	158,873	161,898	164,995	168,141
HS Dean of Students; Director of Athletics & Student Activities	145,099	147,871	150,689	153,534	156,505
MS Principal	172,409	175,697	179,037	182,456	185,944
MS Associate Principal	152,976	155,901	158,864	161,898	164,995
MS Dean of Students	138,100	140,732	143,411	146,145	148,941
Elementary Principal	168,380	171,593	174,862	178,194	181,603
Elementary Assoc. Princ. (12 mo)	149,356	152,205	155,105	158,055	161,082
Elementary Assoc. Princ. (10 mo)	134,826	137,397	140,014	142,683	145,414

B. Annual increase may be withheld upon a less than satisfactory evaluation by the Superintendent ratified by the Board of Education. Any decision by the Board to withhold an increase is subject to the grievance procedure outlined in Article VI of this Agreement.

C. The salary of an administrator may be held at the current year's level if said administrator is notified in writing by the Superintendent prior to April 1st of the contract year that his/her performance has been such that an increase is not justified. The evaluative instrument and procedure utilized by the Board and developed pursuant to law shall be the sole criterion for the withholding of salary increases. When the administrator receives a satisfactory evaluation prior to April 1st of the school year in which his/her salary was withheld, one-third of the amount withheld shall be restored in each of three subsequent years contingent upon acceptable evaluations.

D. Any person entering the administrative bargaining unit shall be placed on the salary schedule at the discretion of the Board of Education.

ARTICLE VIII FRINGE BENEFIT PROVISIONS

A. Effective July 1, 2025 and continuing through June 30, 2027, the High Deductible Health Plan shall have deductibles of \$2,000 (single) \$4,000 (two person/family) and co-payments for prescription drugs in the amount of \$ 10 for generic drugs, \$25 for brand name drugs and \$40 for non-listed brand name drugs, which co-payments shall apply after the deductible has been satisfied. Effective July 1, 2025 and continuing through June 30, 2027, the Board agrees to contribute \$1,000 (single) and \$2,000 (two person and family) of the deductible payable in two equal payments July and January of each contract year. Employee premium cost sharing percentages are outlined below. These contributions will be made via payroll deductions. The summary of benefit terms of the HSA plan is attached in Appendix A.

2025-2026	19%
2026-2027	19%

Bargaining unit employees will be eligible to participate in the High Deductible Health Plan with Health Savings Account or Health Reimbursement Arrangement (HRA).

B. The Board shall pay eighty-eight percent (88%) of the premium for the following coverage for the administrator only:

- a. Life Insurance - \$390,000 and will be reported in accordance with the IRS tax regulations for such benefit.

Administrators shall pay the remaining twelve percent (12%) via payroll deductions. They may participate in a Health and Accident Plan through the Board at their own expense.

C. It is understood that the Board may change insurance carriers after prior notice to and consultation with the Organization, provided coverage remains substantially equivalent.

D. Administrators who are already covered by a spouse's policy from an employer other than the Board may elect not to participate in the policies in Section A of this Article for any year upon advance written notice no later than April 1 to the Board. Administrators who elect not to participate shall receive a payment from the Board in the amount of \$1,000 for single coverage, \$2,000 for two-person coverage and \$3,000 for family coverage based on their level of coverage in effect at the beginning of the contract year for which the election is made. No administrator will receive more than \$1,000 under this provision and be covered under the health insurance plan provided herein. Employees, who experience a qualifying event, may re-enroll in the Board Plan subject to carrier limitations. The Board may elect to discontinue this paragraph upon one (1) year's advance written notice to the Organization.

E. The Board agrees, to the extent allowable by law/IRS regulation, to adopt an I.R.C. section 125 Flexible Spending Account in order that employee contributions toward insurance premiums, unreimbursed medical care costs, and dependent care assistance may be pretax.

F. Each administrator shall be eligible to receive additional benefits as set forth below in Subsections 1, 2, 3 and 4 of this section.

1. Administrators will have \$7,000 of professional development dollars per fiscal year to be shared among all the members.
2. An administrator who earns a doctorate degree will receive an additional \$2,000 above the established salary for his or her position.
3. Effective July 1, 2025, each administrator shall have his/her base salary increased by five thousand dollars (\$5,000) from which total base salary of the administrator shall pay through a reduction in his/her total base salary an elective deferral amount of five thousand dollars (\$5,000) each year to an annuity.

4. The Board will contribute one thousand dollars (\$1,000) for any administrator for a long-term disability insurance policy that has 0-9 years of credited service and two thousand dollars (\$2,000) for any administrator with 10 or more years of credited service.

G. If the Board reasonably determines that the total cost of a group health plan or plans offered under this contract will trigger an excise tax under Internal Revenue Code Section 49801, or any other local, state or federal statute or regulation, during the term of this contract, the Board and the Organization may, at its option, offer an additional insurance plan(s) to bargaining unit employees, as long as such additional plan options either reduce the cost of the plans to under such tax thresholds, or reduces the amount of any applicable tax. Prior to implementing any such additional, voluntary plans the Board shall meet with the Organization representatives for review of the additional plans. The plan design, copayment amounts, cost sharing and other provisions of the additional plan need not conform to the provisions of this Article. Participation in an additional plan shall be voluntary. Any employee who chooses to remain in a plan that causes the plan to be subject to the excise tax after a plan has been chosen this process will bear the cost of the tax.

ARTICLE IX PROFESSIONAL IMPROVEMENT FUND

A. Each administrator shall be granted the monies as set forth in Article VIII, Section F per fiscal year for professional improvement. Monies may be used, subject to approval of the Superintendent, to attend local, state, and national conferences, workshops, to take courses, or for other relevant activities. All related expenses, such as travel, meals, books or materials are considered appropriate.

It is agreed that the Superintendent and administrators will mutually plan a program for expending these funds.

B. Anticipated courses for 093 Certification or PHD/ED degree must be submitted to the Superintendent prior to April 1st to be reimbursed in the following fiscal year. Approved course reimbursement will be paid at fifty percent (50%) per course with a maximum of two (2) courses per year. Reimbursement will be made upon aggregate successful completion with a grade of B or better. The annual budget for Administrators' course reimbursement will be three thousand six hundred dollars (\$3,600). If requested reimbursements are greater than the budgeted amount, all requests will be prorated.

ARTICLE X PROTECTION OF ADMINISTRATORS

A. Administrators shall report immediately in writing to the Superintendent of Schools all cases of assault suffered by them in connection with their employment.

B. The Board agrees to indemnify administrators in accordance with Sections 10235 and 10-236a of the General Statutes, as they may be amended from time to time.

C. Whenever an administrator is absent from school as a result of personal injury caused by an assault arising out of and in the course of his/her employment, he/she shall be paid in accordance with Section 10-236a of the General Statutes, as it may be amended from time to time.

The Board shall have the right to have the administrator examined by a physician designated by the Board for the purpose of establishing the length of time during which the administrator is temporarily disabled from performing his/her duties, and in the event that there is no adjudication in the appropriate workers' compensation proceeding for the period of temporary disability, the opinion of the said physician as to the said period shall control.

D. If an administrator suffers an injury, other than an assault, which is deemed by the appropriate agency or court to occur in the course of his/her employment, he/she may be eligible to receive workers' compensation payments in the amount and manner provided under Connecticut Workers' Compensation Statutes. When an administrator is out of work due to an injury, which is deemed to be compensable under the Connecticut Workers' Compensation Statutes up to ninety (90) such days of absence shall not be charged to the employee's sick leave.

ARTICLE XI SICK LEAVE

A. Certificated administrators hired prior to July 1, 2022 shall be granted eighteen (18) days sick leave with full pay. The accumulation of unused sick leave shall not exceed two hundred fifty (250) days. Any employee hired on or after July 1, 2022 shall be granted annually fifteen (15) days of sick leave with full pay. The accumulation of sick leave shall not exceed 180 days.

B. In the event of catastrophic illness, special consideration for extension of sick leave may be given by application, accompanied by a physician's certification through the Superintendent.

C. Upon retirement from the Old Saybrook School System, or leaving after at least ten (10) years of satisfactory service, an administrator is entitled to receive \$50.00 per day for one-half (1/2) of his/her accumulated sick leave.

ARTICLE XII LEAVES OF ABSENCE

A. LEAVES OF ABSENCE

- a. Death in Family: Up to five (5) work days for death in the immediate family shall be granted each year. Such days may only be taken within the seven (7) calendar days immediately following the death. Immediate family shall include a grandparent, parent, sibling, spouse, child or grandchild whether of the employee or employee's spouse. A written appeal for consideration of up to five (5) school days for any other relative or a person who, immediately preceding such death, has been a member of

the same household as the Administrator should be directed to the superintendent's office.

- b. The Superintendent may grant absences with pay for professional activities including attendance at professional meetings and/or visitations to other schools

B. LEAVES WITHOUT PAY

- 1. Leaves of absence without pay may be granted:
 - a. for the purpose of further study;
 - b. for health reasons, upon advice of the physician;
 - c. for other valid reasons subject to review on recommendation of the Superintendent of Schools.
- 2. Administrators who have been granted leaves of absence shall notify the Superintendent of Schools in writing on or before the first day of March of their intention to resume work at the beginning of the ensuing year. Failure to so notify the Superintendent shall constitute a resignation of employment.

Requests for a leave of absence shall be received by the Superintendent in writing prior to March 1st of each year, except for leave under 1.b. Applications for such leaves of absence must be made in writing, and the leave must be approved by the Board of Education.

While on any unpaid leave, except as otherwise required by law, an administrator shall have the right to continue medical benefits at his/her own expense in accordance with the provisions of state and/or federal law.

At the time an administrator requests a leave of absence under this provision, the Board of Education will inform the administrator whether it intends to hold his/her position open during such leave or whether the Board will fill his/her position, provided that for medical leaves covered by FMLA, the Administrator shall be reinstated to her/his position provided she/he returns to work at the end of the Family and Medical Leave. If the Board informs the administrator that it will fill the position, and the administrator decides to take such leave of absence, the administrator may be returned to any available position within the Old Saybrook Board of Education for which he/she is certified, including teaching positions.

C. PROFESSIONAL LEAVE

1. The Board shall pay, within the limits of appropriations, the reasonable expenses (including fees, meals, lodging and/or transportation) incurred by administrators who attend workshops, seminars, conferences, or other professional improvement sessions at the request and/or with the advance approval of the Superintendent for particular purposes of special benefit to the school system and/or the individual participating.
2. With advance approval of the Superintendent, any administrator holding office in a professional organization or invited to participate in a program of that organization may be excused from duty because of such obligations. Absences for other professional obligations of a similar nature may also be approved.

D. RETURN AFTER LEAVE OF ABSENCE

1. Administrators who have been granted leaves of absence shall notify the Superintendent of Schools in writing on or before the first day of March of their intention to resume work at the beginning of the ensuing year.
2. Administrators on leave of absence shall retain sick leave and other benefits accumulated as of the day of the beginning of leave. Except as required by law, no sick leave benefits or other benefits will be accrued during the period of a leave of absence.

ARTICLE XIII
PAID TIME OFF

A. Except for the Dean of Students' positions, administrators shall work a twelve (12) month year, which shall include twenty-eight (28) days paid time off. Vacation schedules shall be arranged so that at least one Administrator is in the District at all times. Dean of Students' positions shall work two hundred and twenty five (225) days per year and shall not be entitled to vacation benefits. With the exceptions noted below, administrators shall use vacation earned in one contract year during that same contract year.

B. If an administrator is taking an educational course during the summer, which involves a period of time beyond the month of vacation, he/she may be allowed the time required to complete the course with full salary reimbursement for this period, providing the individual remains a member of the local staff for the following year. Permission for this extra time may be granted at the discretion of the Superintendent.

C. Administrators desiring to use vacation time during the time school is in session may do so unless denied by the Superintendent. The Superintendent shall not deny such requests arbitrarily or capriciously.

D. In the event of an emergency situation in which the administrator is forced to forfeit a vacation at the request of the Board of Education, he or she shall be paid appropriate compensation for said vacation.

E. Administrators may carry over a maximum of eight (8) days of paid time off earned during their first year of employment to the next contract year. Administrators not in their first year of employment may carry over a maximum of eight (8) days of paid time off to the next contract year with the approval of the Superintendent.

F. Holidays: It shall be understood that Administrators will receive leave with pay on July 4th, Labor Day, Columbus Day, Thanksgiving Day and the day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, Martin Luther King Day, Presidents' Day, Good Friday and Memorial Day. Juneteenth shall be a holiday if school is not in session. If school is in session, administrators shall work on Juneteenth and be granted a floating holiday.

ARTICLE XIV ADMINISTRATORS' RIGHTS

A. The private and personal life of an administrator is not within the appropriate concern or attention of the Board, except as it may interfere with the administrator's responsibilities to and relationship with students and/or the school system.

B. Administrators are entitled to full rights of citizenship, and subject to applicable legal limitations, no religious or political activities of an administrator (provided such activities do not take place during his/her working hours) or the lack thereof will be grounds for any disciplinary or discriminatory action with respect to the professional employment of such administrators.

C. The inclusion of certain administrators' "rights" or privileges in this agreement shall not be interpreted to mean that administrators are denied others not listed.

D. At the discretion of the Superintendent of Schools, administrators will attend Board of Education meetings.

E. It is recognized that inquiries or investigations need to be made when allegations or complaints are made regarding administrative personnel. The individual concerned will be given full information, including the identity of the complainant, in sufficient time to prepare his/her defense. No conclusion will be reached or decisions made, however, until after the administrator has had a full opportunity to defend himself/herself.

ARTICLE XV GENERAL PROVISIONS

A. It is understood that this Agreement is subject to, and shall operate within the framework of, the Statutes of the State of Connecticut.

B. It is understood that administrators shall continue to serve under the direction of the Superintendent of Schools and in accordance with Board and administrative policies, rules and regulations, provided that the provisions of this Agreement shall supersede and prevail over any conflicting program.

C. There shall be no reprisals of any kind taken against any administrator by reason of his/her membership in a professional education organization or participating in its activities.

D. Administrators shall be given annually a written evaluation report prepared by the Superintendent of Schools.

E. Administrators shall have the opportunity to review and discuss their evaluation reports with the Superintendent and to review the contents of any reports originated in this system which are contained in their personal files as maintained by the Superintendent.

F. If any portion of this Agreement is declared illegal, the remainder of the Agreement shall remain in full force and effect.

G. This Agreement may not be modified in whole or in part by the parties, except by an instrument in writing duly executed by both parties.

H. The Board agrees to payment of the cost of tuition for courses taken at the Board's request.

ARTICLE XVI REDUCTION IN ADMINISTRATIVE STAFF

A. GENERAL STATEMENT OF POLICY

Under Section 10-220 and 10-4A of the Connecticut General Statutes, the Board of Education has the responsibility to maintain good public elementary and secondary schools and to implement the educational interests of the state. However, recognizing also that it may become necessary to eliminate professional staff positions in certain circumstances, this policy is adopted to provide a fair and orderly process should such eliminations become necessary.

B. REASONS FOR ELIMINATION OF ADMINISTRATIVE POSITIONS

The Board of Education has the sole and exclusive prerogative to eliminate professional staff positions consistent with the provisions of statute, providing such elimination does not result in the failure in its duty as a state agency to implement the educational interests of the state, and to provide good public elementary and secondary schools.

Elimination of professional staff positions may result from decreases in student enrollment, changes in curriculum, severe financial conditions, or other circumstances as determined by the Board of Education.

Professional staff members will be dismissed under this policy only when authorized by the Board of Education, and only within the provisions of the following procedure.

C. DEFINITIONS

1. As outlined herein, the term administrator shall mean members of the bargaining unit.
2. Tenure - as defined by Connecticut General Statutes.
3. Non-tenure - as defined by Connecticut General Statutes.

D. PROCEDURE

1. Prior to commencing action to terminate an administrator's contract under this procedure, the Board of Education will give every consideration to its ability to effectuate possible eliminations and/or reduction in staff by:
 - a. voluntary retirements
 - b. voluntary resignations
 - c. transfer of existing staff members.
2. Elimination of professional staff positions.
 - a. Administrators not tenured as teachers will be terminated before administrators tenured as teachers.
 - b. Within the category of administrators not tenured as teachers, the Superintendent will recommend the administrator to be terminated on the basis of performance evaluation.
 - c. Within the category of administrators tenured as teachers, administrators will be laid off on the basis of performance evaluations and qualifications, provided that no administrator shall be transferred pursuant to a reduction in force to an opening for which he/she is not certified, and qualified in the judgment of the Superintendent. Such judgment shall not be arbitrarily or capriciously exercised.
 - d. An administrator shall be entitled to "bump" into the teachers' bargaining unit under the provisions of the teachers' contract.

E. POLICY PROVISION NOT APPLICABLE TO PROMOTIONS

Nothing herein shall require the promotion of an administrator to a position of higher rank, authority, or compensation, although the administrator whose contract is to be terminated is qualified and/or certified for the promotional position.

- F. In the event that an administrator's employment is terminated as a result of a reduction in force, the administrator shall be placed on a recall list for a period not to exceed two (2) years from the date of termination. During such layoff, the administrator shall be entitled to be recalled before any person not currently employed by the Board is hired for any position for which he/she is both certified and qualified in the judgment of the Superintendent, which judgment shall not be arbitrarily or capriciously exercised. It is the obligation of the individual administrator to keep the Superintendent fully apprised of his/her current mailing address, and any obligation the Board shall have under this Article shall be fully discharged by transmitting a letter by certified mail to the last known address of the laid-off administrator appearing on current record maintained by the Superintendent notifying that Administrator of the position(s) and granting said administrator a period of time, not to exceed thirty (30) days from the date of the mailing of the letter to apply for such position(s).

ARTICLE XVII ORGANIZATION DUES

A. DEDUCTIONS

Upon the submission of a voluntary written authorization signed by an administrator, the Board agrees to deduct from each administrator an amount equal to the Organization membership dues by means of payroll deduction. The Board shall deduct dues from the pay of each member of the Organization in equal amounts on each payday of each month commencing in July and ending in June. Under normal circumstances, the amount of Organization dues shall be certified by the Organization to the Board not later than June 1 for the succeeding contract year.

B. SUBSEQUENT EMPLOYMENT

Those administrators whose employment commences after the beginning of a contract year shall pay a prorated amount equal to the percentage remaining in the contract year as of their date of hire.

C. FORWARDING OF MONIES

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

D. LISTS

No later than the first paycheck in October of each year, the Board shall provide the Organization with a list of all administrators of the Board and the positions held by said administrators. The Board shall notify the Administration of any changes in such list.

E. SAVE HARMLESS

The Organization shall hold the Board harmless against any and all claims, demands, liabilities, lawsuits, attorney's fees, or other costs which may arise out of, or by reason of, actions taken against the Board as a result of or relating to this Article in legal, judicial, administrative, settlement or other proceedings.

ARTICLE XVIII
JUST CAUSE

No administrator shall be reprimanded in writing, reduced in compensation, or suspended without just cause.

ARTICLE XIX
IN-TOWN MILEAGE ALLOWANCE

An administrator will be reimbursed at the IRS rate for all required on-the-job mileage.

SIGNATURE BLOCK

IN WITNESS WHEREOF, the parties hereunto have caused these presents to be executed by their proper officer hereunto duly authorized, and their seals affixed hereto as of the date and year first above written.

OLD SAYBROOK BOARD OF EDUCATION

10/31/2024
Date

By: [Signature]
Chairperson

OLD SAYBROOK ADMINISTRATORS'
ORGANIZATION

10/29/24
Date

By: [Signature]
President

Your summary of benefits

Anthem Blue Cross and Blue Shield, Old Saybrook BOE Plan 16

Your Plan: Anthem Century Preferred PPO Plan Year GHSA \$2000/\$4000

Your Network: Century Preferred

This summary of benefits is a brief outline of coverage, designed to help you with the selection process. This summary does not reflect each and every benefit, exclusion and limitation which may apply to the coverage. For more details, important limitations and exclusions, please review the formal Evidence of Coverage (EOC). If there is a difference between this summary and the Certificate of Insurance or Evidence of Coverage (EOC), the Certificate of Insurance or Evidence of Coverage (EOC), will prevail.

Covered Medical Benefits	Cost if you use an In-Network Provider	Cost if you use a Non-Network Provider
Overall Deductible <i>See notes section to understand how your deductible works. Your plan may also have a separate Prescription Drug Deductible. See Prescription Drug Coverage section.</i>	\$2,000 person / \$4,000 family	
Out-of-Pocket Limit <i>When you meet your out-of-pocket limit, you will no longer have to pay cost-shares during the remainder of your benefit period. See notes section for additional information regarding your out of pocket maximum.</i>	\$5,000 person / \$10,000 family	\$5,000 person / \$10,000 family
Preventive care/screening/immunization <i>In-network preventive care is not subject to deductible, if your plan has a deductible. Included are the preventive care services that meet the requirements of federal and state law, including certain screenings, immunizations and physician visits.</i>	No charge	20% coinsurance after deductible is met
Doctor Home and Office Services Primary care visit to treat an injury or illness	0% coinsurance after deductible is met	20% coinsurance after deductible is met
Specialist care visit	0% coinsurance after deductible is met	20% coinsurance after deductible is met

Your summary of benefits

Covered Medical Benefits	Cost if you use an In-Network Provider	Cost if you use a Non-Network Provider
Routine Prenatal Care	No Charge	20% coinsurance after deductible is met
Routine Postnatal Care	No Charge	20% coinsurance after deductible is met
Other practitioner visits: Retail health clinic On-line Medical Visit <i>Live Health Online is the preferred telehealth solutions (www.livehealthonline.com)</i> Acupuncture <i>Covered</i>	0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met 20% coinsurance after deductible is met
Other services in an office: Allergy testing Chemo/radiation therapy Dialysis/Hemodialysis Prescription drugs <i>For the drugs itself dispensed in the office thru infusion/injection.</i>	0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met 20% coinsurance after deductible is met 20% coinsurance after deductible is met

Your summary of benefits

Covered Medical Benefits	Cost if you use an In-Network Provider	Cost if you use a Non-Network Provider
Diagnostic Services Lab: Office Freestanding/Site-of-Service Lab Outpatient Hospital	0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met 20% coinsurance after deductible is met
X-ray: Office Freestanding/Site-of-Service Radiology Center Outpatient Hospital	0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met 20% coinsurance after deductible is met
Advanced Diagnostic Imaging: <i>Imaging services include MRI, MRA, CAT, CTA, PET, and SPECT scans</i> Office Freestanding/Site-of-Service Radiology Center Outpatient Hospital	0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met 20% coinsurance after deductible is met

Your summary of benefits

Covered Medical Benefits	Cost if you use an In-Network Provider	Cost if you use a Non-Network Provider
Emergency and Urgent Care Urgent Care Emergency Room Facility Services (copay waived if admitted) Emergency room doctor and other services Ambulance Transportation	0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met Covered as In-Network Covered as In-Network Covered as In-Network
Outpatient Mental Health and Substance Use Disorder Doctor office visit and Online Visit Facility visit: Facility fees Doctor Services	0% coinsurance after deductible is met 0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met 20% coinsurance after deductible is met
Outpatient Surgery Facility fees: Hospital Freestanding Surgical Center	0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met

Your summary of benefits

Covered Medical Benefits	Cost if you use an In-Network Provider	Cost if you use a Non-Network Provider
Doctor and other services	0% coinsurance after deductible is met	20% coinsurance after deductible is met
Hospital Stay (all Inpatient stays including Maternity, Mental/Behavioral Health, Substance Abuse, Infertility, Hospice and Human Organ and Tissue Transplant services): Facility fees (for example, room & board) Doctor and other services	0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met
Recovery & Rehabilitation Home health care <i>Coverage is unlimited per plan year.</i>	0% coinsurance after deductible is met	20% coinsurance after deductible is met
Rehabilitation services (for example, physical/speech/occupational therapy/chiropractic): Office <i>Coverage for rehabilitative and habilitative physical therapy, occupational therapy, chiropractic and speech therapy combined is unlimited</i> Outpatient hospital <i>Coverage for rehabilitative and habilitative physical therapy, occupational therapy, chiropractic and speech therapy combined is unlimited.</i>	0% coinsurance after deductible is met 0% coinsurance after deductible is met	20% coinsurance after deductible is met 20% coinsurance after deductible is met
Cardiac rehabilitation		

Your summary of benefits

Covered Medical Benefits	Cost if you use an In-Network Provider	Cost if you use a Non-Network Provider
Office	0% coinsurance after deductible is met	20% coinsurance after deductible is met
Outpatient hospital	0% coinsurance after deductible is met	20% coinsurance after deductible is met
Skilled nursing care (in a facility) <i>Coverage for In-Network Provider and Non-Network Provider combined is limited to 220 visits per plan year.</i>	0% coinsurance after deductible is met	20% coinsurance after deductible is met
Hospice	0% coinsurance after deductible is met	20% coinsurance after deductible is met
Durable Medical Equipment <i>Coverage for hearing aids is limited to 1 per ear every 2 years.</i>	0% coinsurance after deductible is met	20% coinsurance after deductible is met
Prosthetic Devices <i>Mandatory coverage of a wig if prescribed by a licensed oncologist for a patient who suffers hair loss as a result of chemotherapy. Member cost share for prosthetic arms, legs and microprocessors is 0% coinsurance after deductible when In-Network.</i>	0% coinsurance after deductible is met	20% coinsurance after deductible is met

Your summary of benefits

Covered Prescription Drug Benefits	Cost if you use an In-Network Provider	Cost if you use a Non-Network Provider
Pharmacy Deductible	Combined with medical deductible	Combined with medical deductible
Pharmacy Out of Pocket	Combined with medical out of pocket maximum	Combined with medical out of pocket maximum
Prescription Drug Coverage <i>National Drug List</i> <i>This product has a 34-day supply is available at a Retail Pharmacy. A 90 day supply is available through Home Delivery.</i>		
Tier 1 - Typically Generic <i>Covers up to a 30 day supply (retail pharmacy). Covers up to a 90 day supply (home delivery program). Specialty RX is limited to a 30 day supply.</i>	\$10 copay per Prescription (retail only). \$20 copay per Prescription (home delivery only).	20% coinsurance after deductible (retail and home delivery).
Tier 2 – Typically Preferred Brand <i>Covers up to a 30 day supply (retail pharmacy). Covers up to a 90 day supply (home delivery program). Specialty RX is limited to a 30 day supply.</i>	\$25 copay per Prescription (retail only). \$50 copay per Prescription (home delivery only).	20% coinsurance after deductible (retail and home delivery).
Tier 3 - Typically Non-Preferred Brand <i>Covers up to a 30 day supply (retail pharmacy). Covers up to a 90 day supply (home delivery program). Specialty RX is limited to a 30 day supply.</i>	\$40 copay per Prescription (retail only). \$80 copay per Prescription (home delivery only).	20% coinsurance after deductible (retail and home delivery).

Your summary of benefits

Notes:

- The family deductible and out-of-pocket maximum are non-embedded; the deductible can be met individually or accumulatively.
- Your coinsurance, copays and deductible count toward your out of pocket amount.
- For additional information on this plan, please visit sbc.anthem.com to obtain a "Summary of Benefit Coverage".
- If your plan includes out of network benefits, all services with calendar/plan year limits are combined both in and out of network.
- If your plan includes out of network benefits and you use a non-participating provider, you are responsible for any difference between the covered expense and the actual non-participating providers charge. When receiving care from providers out of network, members may be subject to balance billing in addition to any applicable copayments, coinsurance and/or deductible. This amount does not apply to the out of network out of pocket limit.