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AGREEMENT BETWEEN

THE EAST HAVEN BOARD OF EDUCATION

AND

THE EAST HAVEN ADMINISTRATORS'

&

SUPERVISORS' ASSOCIATION

JULY 1, 2025 THROUGH JUNE 30, 2028

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This AGREEMENT is made and entered into by and between the East Haven Board of Education (hereinafter referred to as the "Board") and the East Haven Administrators and Supervisors Association (hereinafter referred to as the "Association").

ARTICLE 1 - PURPOSE

Section 1.

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

- (a) to fix for its term the salaries and all other conditions of employment provided herein, and;
- (b) to encourage and abet effective and harmonious working relationships between the Board and the administrative staff in order that the cause of public education may be best served.

Section 2.

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

Section 3.

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 Previously adopted policies, rules, or regulations in conflict with this Agreement are superseded by this Agreement.

ARTICLE 2 - RECOGNITION

Section 1.

The Board hereby recognizes the Association as the exclusive representative for the purpose of collective bargaining pursuant to the Connecticut General Statutes, Section 10-153, as amended, for all certified professional employees employed by the Board in positions requiring an intermediate administrator or supervisor's certificate or the equivalent thereof; but excluding the Superintendent of Schools, Assistant Superintendent(s) of Schools, and certified professional employees who act for the Board of Education in negotiations with certified professional personnel or are directly responsible to the Board for personnel relations or budget preparations, temporary substitutes, and all non-certified employees of the Board.

Section 2.

No individual employee in the bargaining unit or representative, agent, or employee or member of the Board may enter into any separate agreement or understanding which will be inconsistent with the terms of this Agreement. Any such separate inconsistent agreement will not be binding upon the parties unless expressly adopted in writing and mutually agreed upon between the Board and the Association.

ARTICLE 3 - BOARD RIGHTS

Nothing in this Agreement shall limit or contravene the authority of the Board as provided in the General Statutes of Connecticut and the Charter of East Haven. Further, except as otherwise modified or restricted by an express provision of this Agreement, the Board reserves and retains solely and exclusively, whether exercised or not, all the lawful and customary rights, powers, and prerogatives of management. Such rights shall include but shall not be limited to establishing standards of productivity and performance of its employees; determining the objectives of the Board and the methods and means necessary to fulfill those objectives, including the creation or the discontinuation of services, departments or programs in whole or in part, the determination of the content of job classifications; the determination of the qualifications of employees; the appointment, promotion, assignment, direction, scheduling of hours of work and transfer of personnel; the suspension, demotion, discharge or any other appropriate disciplinary action against its employees; the relief from duty of its employees because of lack of work; the establishment, modification or discontinuation of reasonable work rules; and the taking of all necessary actions to carry out its objectives in emergencies. In conformity with Section 10-153f(e), the Association retains its rights to negotiate the impact on any changes that the Board wishes to make in regard to salaries, hours and other conditions of employment.

ARTICLE 4 - MODIFICATION PROCEDURES

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

- (a) The party proposing the change, addition, modification, or deletion shall reduce such to writing and mail it to the Superintendent or the president of the Administrators' Association, as the case may be, within a reasonable time.
- (b) Thereafter, and within a two (2) week period, a meeting of representatives of the parties may be held to discuss the matter. Nothing herein contained shall require a meeting of the parties, if either party elects not to consider the change, except as required by the provisions of Section 10-153f (e) of the General Statutes.
- (c) If agreement is reached on the proposal, such will be reduced to writing and referred to the Board and the Administrators' Association for ratification, with the recommendation of both parties.
- (d) Any agreed upon and ratified change, addition, modification, or correction and/or deletion to this Agreement shall become an addendum hereto and become a part hereof.

(e) Nothing herein shall require either party hereof to agree to any particular proposal submitted pursuant thereto.

ARTICLE 5 - CONSULTATION PROCEDURES

Section 1.

An Association committee will meet with the Superintendent at least two (2) times during the school year, preferably in the fall and in the spring, on matters of mutual concern.

Section 2.

Any Association meeting will be held after 3:30 p.m. Use of the school buildings for these Association meetings is authorized.

ARTICLE 6 - PROFESSIONAL WORKING RULES AND SCHEDULES

Section 1.

The Board and the Association recognize and agree that the administrators are entitled to regular time and work schedules on which they can ordinarily rely throughout the school system. Therefore, in accordance with the above, the following schedules are hereby adopted:

Category A - (10-month administrators)

The work year for administrators in this category is one hundred ninety six (196) days.

Administrators in this category include the Dean of Students.

Category A - (11-month administrators)

The work year for administrators in this category is two hundred twelve (212) days.

Administrative positions in this category include Elementary Principals, Assistant Principals, Coordinators, Instructional Leaders, Administrative Assistants and Athletic Director. The staff shall be available in the event of any emergency during the February or April recess.

Category B - (12-month administrators)

The work year for administrators in this category is two hundred twenty-three (223) days.

Administrative positions in this category include all Directors, High School Principal, and Middle School Principal. The staff shall be available in the event of an emergency during the February or April recess.

As soon as practicable, summer schedules for all categories shall be promulgated and communicated in writing to Association members for that summer's vacation.

Section 2.

In extraordinary circumstances, the Superintendent may direct an administrator to work beyond their contractual work year. In such cases, the administrator shall be paid at their per diem rate.

ARTICLE 7 - GRIEVANCE PROCEDURE

The purpose of this procedure is to encourage the prompt and informal resolution of problems as they arise and to provide an orderly procedure for the satisfactory adjustment of complaints.

A. Definitions

1. The term "grievance" shall mean a claim by an administrator/supervisor, a group of administrators and supervisors, or by the Association, that there has been a violation, misinterpretation or misapplication of the provisions of this Agreement or of the rules, regulations, administrative directives or policies of the Board which concern mandatory subjects of bargaining, or that there has been a failure to follow the established procedures of the school district's evaluation and support program.

2. "Days" referred to in time limits herein noted in Article 7, shall mean school days during the school year. Grievances arising during vacation periods shall count days as those when the Superintendent's office is open.

B. Time Limits

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

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

3. Failure by the aggrieved at any level to appeal a grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision rendered at that level. Failure by a respondent at any level to answer a grievance within the specified time limits shall be deemed to be a denial of the grievance at that level.

4. The time limits specified herein may be extended by mutual agreement.

C. Informal Procedures

1. If an administrator feels that they may have a grievance, they shall first discuss the matter with their immediate supervisor outside of the bargaining unit or other appropriate administrator in an effort to resolve the problem informally.

2. If the administrator is not satisfied with the disposition of the matter after such discussion, he/she shall have the right to have the Association assist him/her in further efforts to resolve the problem informally with their supervisor or other appropriate administrator.

D. Formal Procedures

STEP 1. If the aggrieved is not satisfied with the disposition of the grievance on an informal basis, the aggrieved may file in writing a grievance with the Superintendent of Schools.

(a) The Superintendent shall within ten (10) days after receipt of the written grievance, meet with the aggrieved administrator and with representatives of the Association for the purpose of resolving the grievance.

(b) The Superintendent shall within ten (10) days after the hearing, render their decision and the reasons therefore in writing to the aggrieved and the Association.

STEP 2. If the aggrieved is not satisfied with the disposition of the grievance at Step 1, the aggrieved may within eight (8) days after the decision appeal to the Board as follows:

(a) The appeal shall be filed in writing with the Chairman of the Board, with a copy to the Superintendent.

(b) The Board of Education or its designated committee shall, within twenty (20) days after receipt of the written appeal, meet with the aggrieved administrator and with representatives of the Association for the purpose of resolving the grievance.

(c) The Board or its designated committee, shall, within ten (10) days after such meeting, render its decision and the reasons therefore in writing to the aggrieved and the Association.

STEP 3. Arbitration

(a) If the Association is not satisfied with the disposition of the grievance at Step 2, the Association may, within ten (10) days after receipt of the decision or, if no decision is issued, within ten (10) days of the expiration of the time for such decision, submit the grievance to arbitration by so notifying the Board in writing and by filing a demand for arbitration under the Voluntary Labor Arbitration Rule of the AAA, which shall act as the Administrator of the proceedings.

(b) The decision of the Arbitrator in such case shall be final and binding.

(c) The costs for the services of the Arbitrator shall be borne equally by the parties.

E. Miscellaneous

(a) Nothing in this Agreement shall be construed as compelling the Association to submit a grievance to arbitration.

(b) No reprisals of any kind shall be taken by either party or by any member of the administration against any participants in the grievance procedure, by reason of such participation.

ARTICLE 8 - EMPLOYEE RIGHTS REGARDING ASSOCIATION MEMBERSHIP

Section 1.

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

Section 2.

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

Section 3.

Any member of the bargaining unit may choose to not join the Association and/or pay a voluntary fee. As a condition of the effectiveness of this Article, the Association agrees to indemnify and save the Board harmless against any and all claims, demands, costs, suits, or other forms of liability and all court or administrative agency costs that may arise out of, or by reason of, action taken by the Board for the purpose of complying with this Article.

Section 4.

The Board shall upon written notification to the Board by the employee authorizing a voluntary fee deduction, deduct from the salary of each active employee the regular monthly dues required by the Association bi-weekly and remit the same to the Association treasurer.

ARTICLE 9 - DUES CHECK-OFF

Dues for the Association are to be payroll deducted in twenty-six (26) equal installments and forwarded to the Association provided that the requests for such deductions shall be in writing on approved authorization forms.

ARTICLE 10 - PROTECTION

Section 1.

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

Section 2.

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

Section 3.

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

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

ARTICLE 11 - LEAVE(S) OF ABSENCE

Section 1. Sick Leave

(a) Sick leave is to be used only for the purposes of compensating an administrator who is unable to attend to their regular duties because of bona fide personal illness. Up to five (5) sick leave days of the annual amounts afforded to administrators below may be utilized by the administrator to care for a sick child or spouse of the administrator. The Superintendent may require that an administrator provide a medical certificate signed by a licensed physician to substantiate use of sick leave after five (5) or more consecutive absences. Nothing in this provision shall limit the Superintendent's right to investigate circumstances of excessive use or abuse of sick leave.

(b) Administrators shall be entitled to sick leave each school year with full pay as follows:

- (i) 10-month administrators, nineteen (19) days, cumulative to two hundred (200) days;
- (ii) 11-month administrators, nineteen (19) days, cumulative to two hundred (200) days;
- (ii) 12-month administrators, twenty-one (21) days, cumulative to two hundred forty (240) days;

(c) Upon written request to the Superintendent, an administrator may, because of prolonged illness or infirmity due to some other reason, be granted an extension of sick leave, at the sole discretion of the Board of Education. Such decision is not grievable or arbitrable.

Section 2. Personal Leave

In addition to present or future Board policies authorizing absences or leaves of absence, each administrator shall be entitled to a maximum of two (2) days leave of absence with pay each year for personal, legal, business, household or family matters which require absence during the school hours. Two (2) unused personal days may be carried over from one work year to the next year, with the maximum amount of personal days available in any one work year being four (4); provided that no more than two (2) personal days can be taken on consecutive days. Application for such leave shall be made in writing and as far in advance as practicable and ordinarily at least forty-eight (48) hours.

Section 3. Funeral Leave (Bereavement Days)

In the event of a death of a member of the immediate family, the administrator shall be entitled to four (4) days leave of absence, with full pay, commencing on the day following the death. An extension may be granted based on extenuating circumstances. "Immediate family" is defined as including parents, grandparents, children, stepchildren, stepparents, spouse, mother-in-law or father-in-law, and any other blood relative who was resident in the administrator's home prior to death.

Section 4. Professional Conference Leave

- (a) At the sole discretion of the Superintendent of Schools, members of this unit may, upon request, be granted excused absence with pay for the purpose of attendance at professional meetings or conferences, provided that requests and final plans are submitted as far in advance as possible.
- (b) An administrator shall be reimbursed to a maximum of three hundred dollars (\$300.00) per year for the reasonable expenses of attendance at professional development activities that are job related.

Section 5. Leaves of Absence Without Pay

Leaves of absence for a serious health condition of the administrator or family member, or the birth or adoption of a child, shall be granted in accordance with the Federal Family and Medical Leave Act (FMLA). The employee is entitled to take up to twelve (12) weeks of leave in a twelve (12) month period.

- (a) Employees are required to use accrued leave, as provided by the Act, during such leave.
- (b) Requested leave that falls outside of the reasons allowed by the FMLA may be recommended at the discretion of the Superintendent.

ARTICLE 12 - PROMOTIONS

Section 1.

The Association recognizes that the assignment of administrative personnel within the school system is the right and duty of the Superintendent of Schools.

Section 2.

Wherever a vacancy in a promotional position is to be filled, the Superintendent shall post such vacancy in every school for at least ten (10) calendar days prior to the filling of the vacancy. During the summer period in which eleven-month administrators are not scheduled to work, the Superintendent shall mail a copy of the posting to each administrator's address of record ten (10) days prior to the closing date for applications, with the understanding that by so doing the Superintendent does not bear the burden of actual notice.

Section 3.

Said notice of vacancy shall clearly set forth the qualifications for the position.

Section 4.

Administrators who desire to apply for such vacancy shall file their application in the manner directed by the administration, with the office of the Superintendent within the time limit specified in the notice.

Section 5.

Such vacancy shall be filled on the basis of fitness and qualifications for the vacant post, provided, however, that where two or more applicants are substantially equal in fitness and qualifications, the applicant with seniority in the East Haven School System shall be given preference.

Section 6.

An acting appointment to a vacant position shall, as a general rule, be effective no longer than six (6) months, but in no case longer than one (1) year except, by mutual agreement of the Superintendent and the Association President. This time limit may be waived.

Section 7.

Any member who is promoted to a higher salary group on an acting basis by the Board will be on the step in the higher salary group, which will represent at least a one thousand dollar (\$1,000.00) increase.

ARTICLE 13 - EVALUATION/FILES OF ADMINISTRATORS

Section 1.

Administrators shall have the opportunity to review and discuss their observation and evaluation with their supervisors. Administrators shall have the right to receive copies of their individual reports. The administrator shall acknowledge that he has read such material by affixing their signature on the actual copy to be filed, with the understanding that such signature merely signifies that he has read the material to be filed and does not necessarily indicate agreement with its content.

Section 2.

An administrator shall be given a copy of any evaluation, written complaint or disciplinary material, which is placed in their personnel file. A copy of such an item, which is addressed to the administrator, shall normally be given or sent to the administrator at the time it is issued. A copy of any other such item shall normally be sent not later than ten (10) days following placement in the file. Failure to comply with these procedural requirements shall not be the basis for removal of any material from the personnel file.

Section 3.

The administrator may submit a written notation regarding any material placed in the personnel file and the same shall be attached to the file copy of the material in question.

Section 4.

An administrator shall receive a copy of any materials concerning performance of their duties or disciplinary materials within five (5) days of having them placed in the file.

Section 5.

If the administrator is asked to sign material placed in the personnel file, such signature shall be understood to indicate awareness of the material, but in no instance shall said signature be interpreted to mean agreement with the content of the material.

Section 6.

Upon appropriate request by the administrator, he/she shall be permitted to examine their files.

Section 7.

The administrator shall be permitted to reproduce any material in they/their files within five (5) calendar days of this request at this own expense.

Section 8.

Material shall be removed from files when an administrator's claim that it is inaccurate or unfair is sustained by the Superintendent, Board of Education, arbitrator, or Court of Law.

Section 9.

In no case shall any anonymous complaint be placed in any administrator's personnel file. This shall not preclude the Superintendent from investigating such a complaint and filing documentation resulting from that investigation.

**ARTICLE 14 - INVOLUNTARY TRANSFERS AND
REDUCTIONS OF ADMINISTRATIVE STAFF**

Section 1. Involuntary Transfers

- (a) No administrator shall be demoted in rank or pay, except for due and sufficient cause.
- (b) Any administrator demoted to a teaching position shall be given the experience credit on the salary schedule according to the teacher contract for their administrative and teaching experience within the school system, and shall retain all accumulated sick leave, providing the latter does not violate the teachers' contract or pertinent state statutes.
- (c) Administrators involuntarily transferred or demoted should be furnished with a letter to be placed in their personnel files, and a copy for their personal files, stating the reason for their transfer or demotion. An administrator may request that such a letter not be placed in their personnel file.
- (d) An administrator, who is involuntarily transferred to an administrative position in a lower salary level, shall not lose step, but shall be placed on the same step in the lower salary schedule for the new position as they would have been on, or to which they would have progressed, had he remained in their previous administrative position.

Section 2. Reduction of Administrative Staff/Elimination of Positions

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 with the East Haven Public School System, certification and qualifications.

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

(a) Any administrator relieved of their duties because of reduction of staff or elimination of position, shall be offered an administrative opening if one exists in they/their job title.

(b) If there is no existing opening in their job title, the displaced administrator shall be offered the position of the least senior administrator in their job title.

(c) If there is no available position in their job title, and the displaced administrator is the least senior in their job title, the displaced administrator shall be offered an administrative opening, if one exists, in their classification for which they are qualified, as determined by the Superintendent, provided such determination is reasonable. If there is no administrative opening in their classification, the displaced administrator shall be offered an administrative opening in a lower classification for which they are certified and qualified, as determined by the Superintendent, provided such determination is reasonable.

(d) If there are no administrative openings in their classification or a lower classification, the displaced administrator shall be offered the position of the least senior administrator in their classification, for which they are qualified, as determined by the Superintendent, provided such determination is reasonable.

(e) If there are no existing available positions in their classification or a lower classification and the displaced administrator is not qualified for the position of the least senior administrator in their present classification, or is the least senior administrator in their present classification, they will be offered the position of the least senior administrator in a lower administrative classification for which they are certified and qualified, as determined by the Superintendent, provided such determination is reasonable, and provided the displaced administrator is more senior than the least senior administrator in the lower classification.

(f) If an administrator is relieved of they/their duties because of a reduction in staff or elimination of position and another administrative position is not otherwise available as aforesaid, they/their will be offered a teaching position for which they/their is certified and qualified, as determined by the Superintendent, provided such determination is reasonable, subject to the reduction in force provision of the teachers' contract.

(g) If an administrator is relieved of their duties because of a reduction in staff or an elimination of position and employed as a teacher, they will be given the experience credit on the salary schedule according to the teacher contract for their administrative and teaching experience and shall retain all accumulated sick leave, providing the latter does not violate the teachers' contract or pertinent state statutes.

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

(i) An administrator who is involuntarily transferred to an administrative position in a lower salary level shall not be reduced in salary for the first year after such transfer.

(j) An administrator who is involuntarily transferred to a teaching position in a lower salary level shall be reduced one-half the difference between their previous administrative salary and their new teaching salary for the first year after such transfer.

Section 3 Classifications For Reduction in Force

1. Administrative Director
2. High School Principal
3. Director
4. Middle School Principal
5. Elementary School Principals
East Haven Academy Principal
High School Assistant Principal
Middle School Assistant Principal
Instructional Leader
Instructional Leader of Technology and STEM
6. Coordinator
Athletic Director
7. Dean of Students

ARTICLE 15 - BENEFIT PROGRAMS

Section 1. Accident Benefits

Whenever an administrator is absent from school as a result of a personal injury compensable under the Workers' Compensation Law of Connecticut and caused by an accident (other than an assault) arising out of and in the course of their employment, he may elect to charge all or part of such absence due to the accident to the sick leave days to their credit under the Board's rules and regulations pertaining to sick leave for a maximum of twelve (12) months, in which event (a) they shall receive the sick leave pay to which they are entitled for the period so charged to their sick leave credits, less the amount of any Workers' Compensation award made for temporary disability due to said injury for any period for which such sick leave is paid, and (b) their accumulated sick leave as of the last day worked prior to the said

period of absence shall be charged proportionately in the same ratio that the amount of their total daily sick leave benefit less their daily Workers' Compensation benefit bears to their total daily sick leave benefit. (For example: an administrator entitled to \$100 per day as a sick leave benefit who makes the election and receives \$75 per day in the Workers' Compensation benefits will receive \$25 per day in the sick leave benefits and will have their accumulated sick leave charged with one-quarter of a day for every full day of absence for a maximum of twelve (12) months.) In the absence of such election, such administrator shall not receive their sick leave payment during the maximum period of twelve (12) months and their sick leave credits shall not be reduced by reason of any Workers' Compensation payments they may receive for temporary disability due to the injury. Acceptance of sick leave payments (other than those made in connection with injury due to an assault) for any period for which the administrator may be entitled to receive temporary disability payment under the Workers' Compensation Law shall constitute an election to charge their absence for such period to the sick leave days to their credit.

Section 2. Assault Benefits

Whenever an administrator is absent from school as a result of personal injury, compensable under the Workers' Compensation Law, and caused by an assault arising out of and in the course of their employment, they shall be paid their full salary for the period of such absence without having such absence charged to the annual sick leave or accumulated sick leave. Any amount of salary payable pursuant to this Section shall be reduced by the amount of any Workers' Compensation award for temporary disability due to the said assault injury for the period for which such salary is paid. The Board shall have the right to have the administrator examined by a physician selected by the administrator from a list of at least four (4) physicians designated by the Board for the purpose of establishing the length of time during which the administrator is temporarily disabled from performing their duties. In the event the Board does not seek an exam, then the opinion of the administrator's physician as to the period of disability shall control.

Section 3. Other Insurance Benefits

A. Medical Benefits for Active Employees

Administrators and their dependents shall be eligible to participate in the following medical benefit plan:

All bargaining unit employees covered by this plan shall contribute to the cost of the Plan with a twenty one and one-half percent (21.5%) cost contribution in 2025-26, a twenty two percent (22%) cost contribution in 26-27 and twenty two and one-half percent (22.5%) in 27-28.

Administrators, their spouses and their enrolled dependents who voluntarily enroll in the Board's wellness program, which will require participants to obtain recommended preventive care services on a specified schedule, will be granted a premium cost-share discount of 0.5%, to be deducted from the premium cost-share percentages set forth above. The schedule of preventive care services will be set forth in Appendix A. In order to qualify for the discount, administrators, their spouses and enrolled dependents will be required to demonstrate compliance with the preventive service scheduled by December 31st of the year prior to which the discount is applied.

A High Deductible Health Plan/Health Savings Account Plan that includes the following components. The HDHP/HSA shall be the Public Sector HDHP with prescription drug co-pays after satisfaction of the deductible as follows: \$5/\$25/\$40. Prescription drug costs, as well all other medical costs (excluding preventative care) are subject to the combined \$2,250/4,500 deductible.

The Board will contribute fifty percent (50%) of the applicable HSA deductible amount per plan year for each administrator who elects coverage under the HDHP/HSA plan. One-half (1/2) of the Board's contribution toward the HSA deductible shall be deposited by July 15 and the remaining amount shall be deposited on or about October 15. The parties acknowledge that the Board's contribution toward the funding of the HSA deductible is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for actively employed teachers. The Board shall have no obligation to fund any portion of the HSA deductible for retirees or other individuals upon their separation from employment with the Board.

Features of the HDHP/HSA plan:

- Combined In-Network/Out-of-Network Annual Deductible (individual/family) \$2,250/4,500
- Co-insurance 0% In-Network after deductible.
- Co-insurance 20% Out-of-Network after deductible, subject to co-insurance maximum
- In-Network Preventive Care not subject to deductible, covered at 100%.
- Out-of-Network Preventive Care subject to deductible, and co-insurance, subject to co-insurance maximum.
- In-Network cost share maximum \$2,250/4,500
- Out-of-Network cost share maximum \$5,000/8,000
- Unlimited In-Network and Out-of-Network lifetime maximum
- Prescription drug coverage treated as any other medical expense
- Prior authorization required for imaging services

B. Dental Benefits for Active Employees

The Board shall pay the expense of the Blue Cross Dental Plan, including Riders A, B, C and D with dependent children up to age 25 included, not to exceed \$20,000 per year.

For both medical and dental benefits, the Board will designate an open enrollment period for administrators to register for benefits, outside of which employees will not be able to enroll absent specific circumstances as outlined in the benefit plan.

Any administrator who retires or resigns to accept a new position is entitled to insurance benefits through August 31 of the year in which they retire or resign or until they are eligible for equivalent benefits from their new employer, whichever is sooner, provided that such administrator has successfully performed and completed their contract obligation to the school system.

C. Life Insurance for Active Employees

The Board shall provide, at its expense, group life insurance in the amount of two (2) times the administrator's salary, rounded to the nearest one thousand dollars (\$1,000). An administrator may elect to purchase, at their own expense, group life insurance in excess of said amount up to a maximum of an additional two (2) times the administrator's salary, rounded to the nearest one

thousand dollars (\$1,000). Such coverage shall be purchased from the same carrier who provides the coverage paid for by the Board, subject to the approval of the group insurance carrier.

D. Long-Term Disability Benefits

The Board shall provide long-term disability insurance for administrators pursuant to a long-term disability plan as provided by an insurance carrier. The total cost of such plan for the entire bargaining unit shall not exceed \$8,000 annually.

E. Retiree Insurance Benefits

1. An administrator appointed on or after September 1, 1990 shall be entitled to continuation of employee and spouse medical benefits upon retirement until eligible for Medicare, in accordance with Conn. Gen. Stat. § 10-183t. The Board shall offset the cost of such individual coverage by the amount received by the State for retiree insurance offset. The remaining cost of coverage shall be paid by the Board as follows:

10 years of administrator service to East Haven:	35%
12 years of administrator service to East Haven:	45%
16 or more years of administrator service to East Haven:	55%

2. Any administrator appointed on or after April 11, 2019 shall not be eligible for the benefits described in Paragraph 1. Employees appointed after April 11, 2019 and who retire as administrators shall be entitled to continuation of Board provided medical benefits upon retirement in accordance with Conn. Gen. Stat. § 10-183t at no cost to the Board.

Section 4. Accumulated Sick Day Credit

When an administrator dies or retires (or resigns with at least fifteen years of service as an East Haven administrator) and qualifies for retirement benefits, their or their estate shall be paid for 25% of unused accumulated sick days, not to exceed sixty (60) days, provided the Board received ninety (90) days' notice of said retirement. Administrators who cannot provide ninety (90) days' notice due to health or other extenuating circumstances, upon approval by the Superintendent, will provide thirty (30) days' notice.

Payment hereunder shall be made by three equal annual payments after receipt by the Personnel Office of all required information and documentation. The initial payment, however, may be deferred until January 1st of the next school year. Administrators are encouraged to inform the Superintendent of Schools of their impending retirement no later than one hundred twenty (120) days prior to the date of their retirement.

All accumulated sick days will be paid at the administrator's per diem rate at the time of their retirement.

Section 5. Section 125 - Flexible Spending Account

The East Haven Board of Education shall make available on an optional basis at no cost to administrators, a Section 125 - Flexible Spending Account for accident and health insurance (IRC Sections 105 and 106) and dependent care assistance (IRC Section 129).

Section 6. Right to Change or Substitute Carrier

The Board may change or substitute insurance carriers or managed care organizations for the above-referenced health benefit program as long as the level of benefits are substantially equivalent to the existing program. The Association may grieve any disagreement that the proposed insurance meets such standard by filing a grievance at the Board of Education level.

ARTICLE 16 - ADMINISTRATION

Section 1.

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

Section 2.

Principals shall be consulted regarding special and federal programs so that such programs may be part of the overall school program in the building. This provision is not grievable or arbitrable.

Section 3.

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

Section 4.

Administrators shall evaluate tenured and non-tenured teachers as required by the Superintendent or the Board.

Section 5.

In the Superintendent's discretion, members of the Association shall be involved in the selection and screening of personnel for their building or department.

ARTICLE 17 - SALARIES

Section 1.

In 2025-26 a new maximum step at 3% over the 2024-25 maximum shall be added. In 2026-27 and 2027-28 the maximum steps of the schedules will increase by 3%. For all eligible administrators not on the maximum step, there will be step advancement in each year of the 2025-28 contract.

Section 2.

Salary payments shall be by direct deposit.

Section 3.

In the event that the Board effects a significant change in the duties or responsibilities of any classification in the bargaining unit, the Board shall negotiate over the impact of such change, including salary adjustment if appropriate, with the Association, to the extent required by Conn. Gen. Stat. §10-153f(e) the salary and any unique working conditions for the classification.

Section 4.

The salary for any new classification, not listed in the Salary Schedule Appendix, which is created by the Board within the bargaining unit shall be negotiated with the Association.

Whenever a new bargaining unit classification is to be established, the Superintendent shall notify the Association in writing and the Board will negotiate in conformity with Conn. Gen. Stat. Section 10-153(e) the salary and any unique working conditions for the classification. If no agreement is reached prior to the time of employment, the tentative starting salary shall be the Board's last offer.

Section 5.

When the Board or the Superintendent determines that any new job description for a position(s) covered by this Agreement is necessary, the Association shall be notified and consulted prior to the adoption of said new job description in order to determine whether there has been a significant modification of job responsibilities as noted in Section 2 above.

Section 6.

The formula for salary adjustment for the purpose of sick day credit, vacation time, severance, retirement, death, and for payment of additional days beyond the Association member's work year, or for computing loss of pay shall be on a grade scale according to the member's annual salary.

10-month administrator – 1/196 annual salary

11-month administrator - 1/212 annual salary

12-month administrator - 1/223 annual salary

Section 7.

All administrators shall receive a completed statement as indicated below at contract inception and each June 15th during the term of the contract.

Date _____

Dear (Administrator):

This is to advise you, in accordance with the _____
Association Contract that your position for the year _____ is _____ at
a salary of _____.

(Signature of Superintendent)

ARTICLE 18 - DURATION

Section 1.

If any portion of this contractual agreement is ruled invalid by law for any reason, the remainder of the agreement shall remain in full force and effect.

Section 2.

This Agreement shall become effective July 1, 2025, and shall remain in full force and in effect until June 30, 2028.

ARTICLE 19 - LONGEVITY

Section 1. Longevity Benefits

After the designated number of years as an administrator, each administrator shall receive the following amounts annually as longevity payments:

5 years - \$1,500.00

10 years - \$2,200.00

14 years - \$3,000.00

20 years - \$3,500.00

Such longevity payments will be paid in the first payroll in September.

Employees hired after June 30, 2022 shall not be eligible for benefits under this Article.

ARTICLE 20 - SUSPENSION

No administrator shall be suspended without pay without just cause. If an administrator is to be suspended without pay, the administrator shall be notified at least twenty-four (24) hours before such action is undertaken. The administrator shall be entitled to receive a statement of the reasons in writing, shall be allowed to explain they/their position on the charge(s) to the Superintendent, and shall be entitled to have a representative of the Association present if the administrator so desires.

IN WITNESS WHEREOF, the parties have set their hands and seal this 13th day of August 2024.


For The East Haven Board of Education


For The East Haven Administrators' &
Supervisors' Association

East Haven Public Schools
Administrator and Supervisor Salary Schedule

2025-26 – New Step 3% Higher						
Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Administrative Director	\$157,644	\$162,655	\$167,828	\$173,229	\$178,630	\$184,031
High School Principal	\$150,051	\$155,047	\$160,210	\$165,536	\$170,862	\$176,189
Director	\$148,732	\$153,714	\$158,864	\$164,168	\$169,472	\$174,777
Middle School Principal	\$146,589	\$151,557	\$156,695	\$161,971	\$167,248	\$172,524
Elementary Principal (20+)	\$136,781	\$141,679	\$146,751	\$151,890	\$157,029	\$162,168
Elementary/East Haven Academy Prin.	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$158,216
Assistant High School Principal	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$158,216
Assistant Middle School Principal	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$158,216
Instructional Leader	\$125,969	\$130,932	\$135,897	\$140,665	\$145,432	\$150,200
Instructional Leader Tech/STEM	\$125,969	\$130,932	\$135,897	\$140,665	\$145,432	\$150,200
Coordinator, Athletic Director	\$121,712	\$126,519	\$131,518	\$136,471	\$141,424	\$146,376
Dean of Students	\$107,601	\$112,491	\$117,381	\$121,914	\$126,447	\$130,980

2026-27 – 3% at Step 6						
Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Administrative Director	\$157,644	\$162,655	\$167,828	\$173,229	\$178,630	\$189,552
High School Principal	\$150,051	\$155,047	\$160,210	\$165,536	\$170,862	\$181,474
Director	\$148,732	\$153,714	\$158,864	\$164,168	\$169,472	\$180,020
Middle School Principal	\$146,589	\$151,557	\$156,695	\$161,971	\$167,248	\$177,700
Elementary Principal (20+)	\$136,781	\$141,679	\$146,751	\$151,890	\$157,029	\$167,033
Elementary/East Haven Academy Prin.	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$162,963
Assistant High School Principal	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$162,963
Assistant Middle School Principal	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$162,963
Instructional Leader	\$125,969	\$130,932	\$135,897	\$140,665	\$145,432	\$154,706
Instructional Leader Tech/STEM	\$125,969	\$130,932	\$135,897	\$140,665	\$145,432	\$154,706
Coordinator, Athletic Director	\$121,712	\$126,519	\$131,518	\$136,471	\$141,424	\$150,768
Dean of Students	\$107,601	\$112,491	\$117,381	\$121,914	\$126,447	\$134,909

2027-28 – 3% at Step 6						
Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Administrative Director	\$157,644	\$162,655	\$167,828	\$173,229	\$178,630	\$195,239
High School Principal	\$150,051	\$155,047	\$160,210	\$165,536	\$170,862	\$186,919
Director	\$148,732	\$153,714	\$158,864	\$164,168	\$169,472	\$185,420
Middle School Principal	\$146,589	\$151,557	\$156,695	\$161,971	\$167,248	\$183,031
Elementary Principal (20+)	\$136,781	\$141,679	\$146,751	\$151,890	\$157,029	\$172,044
Elementary/East Haven Academy Prin.	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$167,852
Assistant High School Principal	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$167,852
Assistant Middle School Principal	\$133,087	\$137,945	\$142,981	\$148,059	\$153,138	\$167,852
Instructional Leader	\$125,969	\$130,932	\$135,897	\$140,665	\$145,432	\$159,347
Instructional Leader Tech/STEM	\$125,969	\$130,932	\$135,897	\$140,665	\$145,432	\$159,347
Coordinator, Athletic Director	\$121,712	\$126,519	\$131,518	\$136,471	\$141,424	\$155,291
Dean of Students	\$107,601	\$112,491	\$117,381	\$121,914	\$126,447	\$138,957

APPENDIX A
SCHEDULE OF PREVENTIVE CARE SERVICES

The Anthem Preventive Care Program

The wellness program requires compliance with the Anthem Preventive Care Program's age based screening schedule, illustrated below.

To be compliant, the Administrator, spouse and dependents enrolled in the Board's group health insurance plan will need to obtain the required preventive care services, as outlined below, between January 1st and December 31st of each calendar year or as otherwise stated.

Screening/service	Age/gender	Frequency
Physical exam (includes body mass index, height, weight, blood pressure check)	18+/male and female	Each year
Cholesterol check	18+/male and female	Each year
Cervical cancer screening	21+/female	Every three years
Breast cancer screening	40+/female	Start at age 40, then as doctor recommends
Colon cancer screening	50+/male and female	Start at age 50, then as doctor recommends
Prostate cancer screening	50+/male	Start at age 50, then as doctor recommends



