

ALLENSTOWN SCHOOL DISTRICT

MASTER AGREEMENT

between the

ALLENSTOWN EDUCATION ASSOCIATION

and the

ALLENSTOWN SCHOOL BOARD

JULY 1, 2013 - JUNE 30, 2017

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ALLENSTOWN SCHOOL DISTRICT**PROFESSIONAL AGREEMENT**

Agreement made this 12th day of March, 2013, by and between the School Board of the Allenstown School District, hereinafter called the "Board", and the Allenstown Education Association, hereinafter called the "Association".

ARTICLE I
RECOGNITION

The Board agrees to recognize the Association as the exclusive collective bargaining agent for the certified permanent and temporary full-time and part-time teachers, nurses, media generalists, guidance counselors, reading specialists, speech and language pathologists, and interventionists paid through district funds, who have been issued a standard teaching contract by the District for the duration of this contract. This provision shall not prevent the Board nor the Administration from communicating or consulting with any individual teacher, group of teachers or guidance counselors for any purpose the Board shall deem desirable in the discharge of its responsibilities, nor shall it preclude any certified personnel from appearing before the Board on matters relating to his/her employment by the School District.

The Association bargaining unit shall consist of all certified permanent and temporary full-time and part-time teachers, nurses, media generalists, guidance counselors, reading specialists, speech and language pathologists, and interventionists paid through district funds, who have been issued a standard teaching contract by the District. All other employees of the School District are excluded from the bargaining unit. Henceforth, the use of the term "teacher" in this document shall include all members of the bargaining unit as described above.

The Association agrees to represent equally all teachers covered by this agreement without discrimination and without regard to membership in the Association.

ARTICLE II
JURISDICTION AND AUTHORITY OF SCHOOL BOARD

The Board, subject only to the language of the Agreement, reserves to itself full jurisdiction and authority over matters of policy and retains the right in accordance with applicable laws and regulations to direct and manage all activities of the school district.

The parties understand that the Board may not lawfully delegate the power or authority which, by law, are vested in it, nor may the Superintendent lawfully delegate the power of authority which by law is vested in him/her, and this Agreement shall not be construed as delegation of the power or authority of either.

ARTICLE III
NEGOTIATION PROCEDURES

It is agreed that the Board and the Association shall each appoint a negotiations committee to represent their respective positions at the bargaining table on matters relating to salaries, economic fringe benefits, and terms and conditions of employment, pursuant to RSA 273-A.

Either party may, if it so desires, utilize the services of outside consultants to assist in negotiations.

If agreement is not reached by December 1 preceding the school year in which negotiations are taking place, either party may submit the unsettled issues to the impasse procedure as defined in RSA 273-A:12.

ARTICLE IV **TEACHERS' SALARY SCHEDULE**

Teachers' salaries shall be paid in accordance with provisions of the salary schedules contained in Appendices A, B, C and D.

Initial placement on the salary schedule shall be at the discretion of the Board. Thereafter, teachers who have completed at least ninety-five (95) school days of service during the school year and whose performance is satisfactory shall be advanced one step on the appropriate salary schedule in the following school year.

Teachers will be paid in twenty-six (26) bi-weekly equal installments, but may elect to be paid in twenty-one (21) such installments. Such election must be in writing to the Superintendent not later than August 1st each year and may not be changed during the course of the year.

ARTICLE V **SICK LEAVE/SICK BANK**

A. Sick Leave

At the beginning of each school year, each full time teacher shall be credited with twelve (12) days of sick leave for absences caused by personal illness of the teacher. Five (5) of these days may be used for attending to illness or injury (inclusive of disability as a result of childbirth) of the teacher's immediate family. For the purpose of this contract, immediate family shall be defined as: spouse, child, mother, father, sister, brother, grandmother, and grandfather. Teachers may receive a full day's pay for each full day of sick leave used provided they are eligible for sick leave payment. Sick leave not used during the school year shall be accumulative to one hundred and twenty (120) days.

By October 15th of each school year, the Board shall provide at no cost to each requesting teacher, an injection for flu immunization.

B. Sick Bank

The Board agrees to establish a sick leave bank to cover employees in the event of long term illness. The sick leave bank shall be administered by a committee composed of five (5) members of the Association appointed by the Association President. Rules for membership and participation in the sick leave bank shall be established by the Association and shall be supplied to the Board. Any rules established by the Association shall include the following:

- 1) Employees who participate in the sick bank shall contribute two (2) days per employee per year until the sick bank reaches one hundred and twenty (120) days. Subsequently, if at any time the

sick bank is thereafter depleted to fifty (50) days, the sick bank committee may solicit donations of additional days as needed to reach the maximum of one hundred and twenty (120) days.

- 2) that no one may contribute more than two (2) days in any school year to the sick leave bank; and that any days contributed shall be deducted from that year's sick leave entitlement for the person making said contribution;
- 3) that the Association shall notify the Board by June 1 of each year of the individuals who have donated days to the sick leave bank so that said days may be deducted from the individual's unused yearly allocation and/or accrued entitlement;
- 4) that individuals may not elect to receive sick leave benefits in lieu of disability benefits. Eligibility for sick leave bank benefits shall terminate when an individual is eligible for disability benefits pursuant to Article VIII, C;
- 5) that no employee shall, under any circumstances, be entitled to sick leave bank benefits until said employee has exhausted all accrued sick leave available to that employee;
- 6) that no one shall, under any circumstances, be entitled to receive sick leave and disability benefits at the same time;
- 7) that the decisions of the Sick Leave Bank Committee are not grievable.

ARTICLE VI

LEAVE OF ABSENCE

A. Personal:

Each employee shall be entitled to four (4) days per year non-cumulative personal leave during the school year for religious holidays, family medical reasons, family celebrations, legal transactions or business reasons which cannot be conducted other than during school hours. Personal days are not personal vacation days or personal (as opposed to religious) holidays. To be eligible for such leave the teacher shall certify in writing twenty-four (24) hours prior to the anticipated day except in cases of emergency.

Personal days shall not be taken for gain or taken solely to extend a weekend or school vacation.

B. Bereavement:

Each teacher shall be entitled to leave with pay for the purpose of bereavement. Said leave shall be granted for up to three (3) days in the case of a death of the teacher's immediate family or spouse's immediate family.

Additional bereavement may be granted at the discretion of the Superintendent.

C. Leave of Absence:

A teacher, upon justifiable request for reasons of travel, to further his/her education or other personal reasons and has up to five (5) years of continuous service to the district in order to be eligible for a leave of absence, may be granted up to a one-year leave of absence, without pay, at the discretion of the Board. The teacher must submit his/her application no later than April 1st in the school year before the leave is to commence.

Upon returning from the leave of absence, the teacher will be placed on the step following the step he or she was on before going on leave. Teachers, while on such leave of absence, shall receive no credit toward annual salary increments or severance payouts covered under this agreement. Also the teacher is not guaranteed the same position upon returning from said leave.

The teacher must notify the School District no later than February 15th of his/her intent to return to the School District following the year's leave of absence.

D. Military Leave:

Military leave of absence without pay or benefits shall be granted to any teacher who is drafted or enlists in any branch of the armed forces of the United States for the period of his/her induction or initial enlistment.

Time necessary for persons called into temporary active duty of any unit of the U.S. Reserves shall be granted provided such obligations cannot be fulfilled in days when school is not in session. In such cases, teachers shall be reimbursed for pay lost as a result of such Organized Reserve duty up to the difference between their regular teacher's salary that would have been paid and their Reserve pay received for up to a maximum of two (2) weeks during any school year.

E. Request for all Leaves:

Requests for all leaves shall be initiated through the Building Principal and forwarded with recommendation to the Superintendent for his/her review and action.

Teachers shall give twenty-four (24) hours notice (when possible) to the Principal so that the leave may be approved by the Superintendent in advance of the teacher taking it.

ARTICLE VII
ABSENCES

For all absences other than those specifically authorized in advance by the Superintendent or for which provision is made in Articles V and VI above, a deduction will be made for each day of absence at the teacher's pro rata daily rate (i.e., 1/185th of base teaching salary for the individual).

Teachers should not be absent from school without notifying the Principal or Superintendent in advance. Teachers will make every reasonable effort to give advance notice of absences.

ARTICLE VIII
INSURANCES

A. Medical Insurance:

The Board agrees to pay 80% of the premium for health insurance – single, 2-person or family plan, for each member of the bargaining unit who subscribes to such coverage.

The Board retains the right to choose a different insurance carrier provided that the coverage and benefits equal or exceed those of the New Hampshire L.G.C. Health Trust. The Board shall consult with the Association prior to making any change in carrier.

The Board will maintain an I.R.C. Section 125 Premium Offset Plan and a Health/Dental Care Flex Spending Account Plan for any member of the bargaining unit who properly submits a request in writing by May 15 for such coverage in the following contract year.

Any member of the bargaining unit who chooses not to subscribe to the offered plan shall be reimbursed by the district at a rate of \$500.00 per contract year provided the staff member documents the existence of health insurance coverage. Further, so long as eighteen (18) or more eligible members of the bargaining unit choose not to subscribe to the offered plan, the district will reimburse at the rate of one thousand five hundred (\$1,500) dollars per contract year. Payment shall be made in two (2) installments in December and at the end of the contract year.

B. Dental Insurance:

The Board shall provide \$41.43 per month toward the cost of Delta Dental Insurance, Plan I S, for each qualified association member who chooses to enroll.

All costs in excess of \$41.43 monthly shall be the responsibility of the employee and paid through payroll deduction. This benefit will be offered only if it is deemed to be available under the regulations of the insurer.

C. Long Term Disability:

The Board shall provide long term disability insurance for each full time member of the bargaining unit. Said insurance shall have minimum benefits of sixty-six and two thirds percent (66 2/3%) of salary to age seventy (70) up to a maximum of three thousand dollars (\$3,000) per month after a waiting period of ninety (90) days, or the exhaustion of the teacher's accumulated sick leave, whichever is greater.

D. Life Insurance:

The Board shall provide each member of the bargaining unit with term life insurance in the face amount equal to the member's annual contracted salary.

ARTICLE IX
CHILD CARE LEAVE

Child care leave of up to one year and three months may be granted without pay or other benefits for born or adopted children to teachers with at least nine months service with the Allentown School District.

It shall be the duty and the responsibility of the teacher to notify the Principal of the pregnancy as soon as it is determined and of the desire to take such leave with an estimated date of the leave's commencement. Except in cases of emergency, the teacher shall also give at least thirty (30) days notice prior to the date on which her leave is to begin. A teacher who is pregnant may continue in active employment until as late into her pregnancy as she desires, provided in the judgement of the Principal she is able to perform all required functions and with the written approval of her attending physicians.

Should a teacher, either prior to the commencement of maternity leave or after the termination thereof, become disabled as a result of pregnancy, miscarriage, or childbirth her lost time shall be charged to her available sick leave, and she shall be compensated therefor. Teachers in the first year of service shall be entitled to use their accumulated sick leave during the period of such disability.

Return from child care leave shall coincide with the expiration date indicated on the teacher's leave request as approved by the Board. Upon request, the teacher shall present a physician's certificate of physical fitness to return to her normal teaching duties. The teacher shall notify the Superintendent in writing on or before March 1st of her intent to return to her teaching duties at the start of the next school year. Should a teacher have worked ninety-five (95) or more days, excluding sick leave, she shall be placed on the next succeeding step of the salary schedule for the school year in which she is due to return.

ARTICLE X
COURSE/WORKSHOP REIMBURSEMENT

A. Course Reimbursement

The Board agrees to reimburse a teacher tuition costs up to the equivalent of two four-credit courses at U.N.H. (Durham) plus registration and laboratory fees (if any) per year taken with the prior approval of the Superintendent. No teacher will be reimbursed for a second course until all teachers who wish to take a course have been reimbursed for a first course.

Teachers who make a written request shall be entitled to advance payment for courses. Such prepayment of courses may be made from the District directly to the learning institution upon presentation of a tuition fee schedule or tuition voucher from the institution indicating that the employee is enrolled subject to tuition payment.

If a teacher fails to obtain a passing grade or fails to complete the course, or fails to provide a transcript to the district within 45 days of completing such course the teacher shall reimburse the District for the sum provided by the District. Said repayment may be in the form of a lump sum or by prorated withholding(s) from the teacher's salary. A teacher applying for prepayment of a course will be required to sign a promissory note guaranteeing repayment should the staff member choose to leave the district the following school year.

The Board agrees to budget \$10,000 for each year of the contract period for the above purposes.

Should any part of the aforesaid sums remain unexpended at the end of any one year, the unexpended amount shall be paid ratably to teachers who, but for the fact that they had exceeded the two four (4) credit courses limitation of the first paragraph hereof would otherwise be qualified to be reimbursed. In no event shall a teacher be reimbursed in excess of his/her actual expenses.

The Superintendent shall annually review the use of such funds with the President of the Association at the President's request.

B. Workshop Reimbursement:

Additionally, the Board shall reimburse teachers of the bargaining unit for up to \$400 in fees for seminars, clinics, practica and workshops taken within the school year provided that the Superintendent has given prior approval. Payment of these courses shall be made to the teacher upon approval of the Reporting Leave Form and forwarded to the teacher in accordance with the submission of the manifest schedule. If a remaining balance exists by June 1st, teachers may petition to the Superintendent for additional reimbursement. During the term of this agreement, the Board shall not be obligated to expend more than \$7,500 for each year of the contract period for these activities.

The Board agrees to reimburse a teacher for workshops, seminars and other forms of professional activities that are previously approved by the Principal and Superintendent. To be eligible for reimbursement, the teacher must submit a receipt.

Indent?
→ If the teacher does not successfully complete the workshop, clinic, practicum, all fees shall be remitted to the district by said teacher. Should a teacher not remit the workshop fees, then the amount owed to the district shall be reduced from the next year's workshop account.

No teacher shall be reimbursed for workshops over the allotted stipend until all teachers who wish to take a workshop have been reimbursed. Each year, any remaining funds will be distributed equally and shall not exceed the actual expense of the workshop. Petition shall be accompanied by a certificate of completion.

ARTICLE XI
GRIEVANCE PROCEDURE

A. Definition:

A "Grievance" shall mean a complaint by the Association or a teacher that there has been a personal loss or injury as a result of violation or misapplication of any of the provisions of this agreement. For this article, "days" shall be defined as school days.

A grievance to be considered under this procedure must be initiated in writing by the employee within ten (10) days of its occurrence, or within ten (10) days of when the teacher should have known of its occurrence. The following matters are excluded from the Grievance Procedure:

- 1) Any matter for which a specific method is prescribed by law, or by any rule or regulation of the State Board of Education.
- 2) A complaint of a probationary teacher which is caused by his/her not being re-employed.
- 3) A complaint by any certified personnel caused by appointment or lack of appointment, retention or lack of retention in any position for which a continuing contract is not possible or required.
- 4) Any matter which, according to law, is beyond the scope of the Board's authority or limited to the unilateral action by the Board alone.

B. Procedure:

- Step 1: A teacher with a grievance shall first discuss it with his/her Principal, either directly or through the Association's designated representative, with the objective of resolving the matter informally. The Principal shall communicate his/her decision to the grievant within five (5) days.
- Step 2: The grievant may appeal the decision to the Superintendent within five (5) days after receipt of the decision of the Principal. The appeal to the Superintendent must be made in writing specifying (a) the nature of the grievance, (b) the nature and extent of the injury or loss claimed, (c) the results of previous discussions of the grievance, (d) his/her dissatisfaction with decisions previously rendered, (e) the remedy sought. The Superintendent shall attempt to resolve the grievance as quickly as possible, but within a period not to exceed ten (10) days from the receipt of the appeal. The Superintendent shall communicate his/her decision in writing to the grievant and to the Principal.
- Step 3: If the Superintendent's decision does not resolve the grievance to the satisfaction of the grievant, the decision may be appealed to the School Board within five (5) days of receipt of the answer in Level 2. The grievant shall have the right to appear before the Board to present evidence and argument for the Board's consideration. The decision of the Board shall be made and transmitted in writing to the grievant no later than twenty (20) days from the time of submission of the grievance to the Board.
- Step 4: If the decision of the School Board does not resolve the grievance, the Association shall have the sole right to appeal that decision and the matter shall be submitted to binding arbitration providing the Association notifies the Superintendent of such intent within ten (10) days of the receipt by the Association of the Superintendent's decision. The following procedure shall be used to secure the services of an arbitrator.
- (a) The parties will attempt to agree upon a mutually satisfactory neutral party to serve as arbitrator. If no agreement is reached within five (5) days following the date the request for arbitration was received by the Superintendent, either party may submit a request to the American Arbitration Association who shall submit to the parties under its rules, incorporated herein, a roster of persons qualified to function as an arbitrator.
 - (b) If the parties are unable to determine a mutually satisfactory arbitrator from the submitted list, they shall request the American Arbitration Association to submit a second roster of names.

- (c) If the parties are unable to determine, within ten (10) days of the initial request for arbitration, a mutually satisfactory arbitrator from the second list, the American Arbitration Association may be requested by either party to designate an arbitrator.
- (d) Neither the Board nor the Association will be permitted to assert any grounds or evidence before the arbitrator which was not previously disclosed to the other party. The decision of the arbitrator shall be binding upon the parties. However, either party shall have a right to appeal to the New Hampshire courts under the provisions of New Hampshire RSA Chapter 542 as amended. It is hereby specifically agreed by the Board and the Association that these contract and grievance procedure clauses are subject to the provisions of New Hampshire RSA Chapter 542 as amended.
- (e) The arbitrator shall limit himself/herself to the issues submitted to him/her and shall consider nothing else. He/she shall be bound by and must comply with all of the terms of this agreement. He/she shall have no power to add to, delete from, or modify in any way any of the provisions of this Agreement. The award of the arbitrator may make the grievance whole, but the arbitrator may not levy punitive damages.
- (f) The Board, the aggrieved, and the Association will receive copies of the arbitrator's report. This shall be accomplished within thirty (30) days of the completion of the arbitrator's hearing.
- (g) The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses and the cost of the hearing room will be borne equally by the Board and the Association. Any other expenses will be paid by the party incurring same.

Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the grievant to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed a waiver of further appeal of the decision and acceptance of the decision rendered at that step.

A teacher may be represented at all steps of the grievance procedure by himself/herself, or after Step 1, at his/her option, may also have a representative of the Association.

No reprisals of any kind will be taken by the Board or any member of the Administration against any party in interest or any other participant in the grievance procedure by reason of such participation.

ARTICLE XII

PEACEFUL RESOLUTION OF DIFFERENCES

In consideration of this agreement and its terms and conditions, the Association, its officers, representatives and members will not, during the terms of this agreement, engage in or condone any strike, slowdown, work stoppage or other concerted refusal to perform any assignment on the part of any employee(s) represented hereunder, nor will the Association or its members take part in or condone "sanctions" against the Board or the School District.

ARTICLE XIII
SAVINGS CLAUSE

If any provision of this Agreement or any application of this Agreement to any employee or groups of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or application will continue in full force and effect.

ARTICLE XIV
ASSOCIATION PRIVILEGES AND RESPONSIBILITY

The Superintendent and Principal shall recognize the Association's elected President, or his/her designee as the official representative with respect to those items that are part of the agreement. The Association shall have the right to schedule meeting after the close of the school day, and be able to use the school facilities for this purpose.

Official Representatives of the Association shall be given reasonable opportunity to meet with School Officials during working hours without loss of compensation or benefits.

Scheduling for the use of school facilities shall be with approval of the Principal or the Superintendent. The Association shall have the right to use school facilities and equipment. The Association shall pay for the reasonable cost of all materials and supplies incident to such use, and for any repairs necessitated as a result thereof.

There will be no reprisal of any kind taken against any teacher by reason of his/her membership in the Association or participation in its lawful activities.

ARTICLE XV
DISCRIMINATION

The Board and the Association agree that there will be no discrimination on the basis of race, creed, color, religion, national origin, sex, domicile or maternal status or handicap.

ARTICLE XVI
PAYROLL DEDUCTION

- A. The Board agrees to deduct from teachers' salaries money for local, state and/or national association services and programs as such teachers individually and voluntarily authorize the Board to deduct and transmit the monies to such association or associations. Such deductions shall be made in equal installments from each salary check beginning on the first pay period following October 15th for the current school year and similarly in equal installments from the current school year and similarly in equal installments from each pay period in succeeding years. Any teacher may have such deductions discontinued at any time upon sixty (60) days written notice to the Board and the appropriate association.

To authorize such deductions, teachers must execute an authorization card to be furnished by the Association. The Association agrees to hold the Board and its agents harmless in case of any liability arising out of this provision.

- B. Payroll deductions shall be made available to all teachers for credit union payments provided all teachers are under the same credit union.

Payroll deductions shall be made available to all teachers for annuities.

All deductions under this Article shall be made in equal installments from each salary check beginning on the first pay period after authorization has been received for the current school year and over each pay period for succeeding school years. All such deductions shall be transmitted promptly.

- C. Tax Free Annuity - The Board agrees that it is desirable to allow teachers to take advantage of the federal laws concerning tax-free annuities and shall take steps to implement a tax-free annuity program. The company or companies (not to exceed 5) providing the coverage shall be mutually agreed upon by the parties.

ARTICLE XVII **TEACHER FILES**

- A. Teacher files shall be maintained under the provisions of the New Hampshire Right to Know Law.
- B. The teacher shall have the right to submit a response to any statement contained in the teacher's file that has been generated after initial employment in Allenstown. The teacher's answer shall also be included in the file.

ARTICLE XVIII **EXPENSE OF PRINTING AGREEMENT**

The Board and the Association agree to share the cost of printing this agreement in booklet form on a 50/50 basis and to distribute a copy to each teacher presently employed by the Board and to each new teacher employed by the Board.

ARTICLE XIX **MISCELLANEOUS**

It is understood that both parties have had an opportunity to make proposals on all negotiable issues during negotiations and that this written agreement reached as a result represents the total of all understandings between the parties for the contract term.

ARTICLE XX **TEACHER RIGHTS AND CONDITIONS OF EMPLOYMENT**

- A. Evaluation of Students:

The teacher shall maintain the exclusive right and responsibility to determine grades and other evaluations of students within the grading policies of the Allenstown School District based upon his/her professional judgement of available criteria pertinent to any given subject area or activity to

which he/she is responsible. No grade or evaluation shall be changed without consultation of the teacher.

B. Association Identification:

No teacher shall be prevented from wearing pins or other identification provided such are in good taste.

C. In the event of a complaint by a person about a teacher upon which the principal chooses to investigate or act upon, the teacher shall be notified and involved in the process of solving the complaint.

D. Teacher Work Day:

Each teacher, as a professional employee, will devote the time necessary to his or her assignment to meet professional responsibilities as established by district practice and tradition in the profession.

The in-school workday which starts fifteen (15) minutes prior to the official start of the school day and ends once the last student has been dismissed, may be extended to accomplish duties other than teaching including, but not limited to, bus duty, detention, parent conferences, and professional staff meetings. Except under extraordinary circumstances, no more than two (2) mandatory staff meetings per month may be held after school and shall be of reasonable duration.

E. Each teacher shall receive a duty-free uninterrupted twenty (20) minute lunch.

F. The Board recognizes the value in providing planning/meeting time for teachers during the course of the school week. When conditions and resources permit, the District will seek to provide a minimum of three (3) unscheduled preparation periods per week totaling a minimum of one hundred twenty (120) minutes for full-time teachers towards fulfilling this purpose with a maximum not to exceed one hundred sixty (160) minutes per week.

G. The salary schedule is based upon a teacher work year of 185 days.

ARTICLE XXI
DURATION

This agreement shall become effective July 1, 2013 and shall continue in effect until June 30, 2017. Any extension shall be mutually agreed upon in writing by the parties, and unless such extension is agreed upon, this agreement shall expire on the date indicated herein.

ARTICLE XXII
DUE PROCESS

No teacher shall be given an oral or written reprimand without just cause. All information forming the basis for disciplinary action will be made available to the teacher.

ARTICLE XXIII
SEVERANCE PAYMENTS

A. Retirement Benefit:

Following notification by the teacher by December 1 of the calendar year immediately preceding the date of retirement and following receipt of N.H. Retirement System acknowledgement for retirement, the District will pay by July 30 in the fiscal year immediately following the fiscal year in which the teacher retires, a lump sum payment that is a percentage of their final year annual salary determined by the following schedule:

	<u>At Least – Up to</u>	<u>At Least – Up to</u>	<u>At Least</u>
Year of Teaching Service to District	10 yr – 19 yr	20 yr – 29 yr	30 yr
Percentage of Final Annual Salary	3%	15%	25%

B. Unused Accumulated Sick Leave Benefit

Upon receipt of N.H. Retirement System acknowledgement for retirement, the District will pay by July 30 in the fiscal year immediately following the fiscal year in which the teacher retires, a lump sum payment that is a percentage of their final year per diem salary determined by the following schedule times the number of accrued sick days in excess of 70 days:

	<u>At Least – Up to</u>	<u>At Least – Up to</u>	<u>At Least</u>
Year of Teaching Service to District	10 yr – 19 yr	20 yr – 29 yr	30 yr
Percentage of Final Annual Salary	15%	25%	35%

C. Early Retirement

Notwithstanding the provisions of the New Hampshire teachers' retirement system as set forth in RSA 100, a bargaining unit member who has acquired a minimum of twenty (20) years full time uninterrupted teaching/counseling service to the Allenstown School District and is between 55 and 67 years of age, may at his/her option request the early retirement health insurance stipend benefit.

For bargaining unit members who are accepted for the early retirement health insurance stipend benefit by the Allenstown School Board, the employer agrees to provide a stipend of three thousand seventy-seven (\$3,077) dollars per year. Such benefit will be provided to offset health insurance premiums until such time as the bargaining unit member qualifies for Medicare or for a period of five (5) years, whichever comes first.

It shall be the responsibility of the employee to notify in writing the SAU of any changes in address and telephone number. The employee shall be responsible for providing payments for his/her share of the insurance premium to the SAU no later than the 15th of the month previous to the month of coverage. This health insurance benefit is provided only if the retiree is not covered by any other insurance plan.

This is with a maximum of two (2) bargaining unit members retiring under this benefit in any given year. When more than two (2) bargaining unit members apply for retirement, the Board's decision will be based upon the employees' longevity within the district. However, at its sole discretion, the board may choose to allow for additional retirees under this benefit without setting precedent or practice.

IN WITNESS WHEREOF, the parties have caused this agreement to be signed by their respective President/Chairman and attested to by their respective Secretary/Clerk and Chairman of their Negotiating Committees.

ALLENSTOWN EDUCATION ASSOCIATION

DATE

BY Dawn A Crowell

4/1/13

BY Cele M. Kline

4/1/13

BY Jane Schul

4/1/13

ALLENSTOWN SCHOOL BOARD

DATE

[Signature]

3/13/13

Carl [Signature]

3/13/13

Thomas R. [Signature]

3/13/13

APPENDIX A
SALARY SCHEDULE
2013/14

<u>Step</u>	<u>ND</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+16</u>
1	29,024	31,930	33,192	36,977	38,239
2	30,054	33,063	34,428	38,522	39,887
3	31,110	34,222	35,725	40,234	41,737
4	32,614	35,875	37,934	41,887	43,389
5	34,117	37,528	39,032	43,539	45,042
6	35,893	39,482	40,986	45,493	46,996
7	37,670	41,436	42,938	47,447	48,950
8	39,445	43,389	44,892	49,402	50,905
9	41,221	45,343	46,846	51,356	52,860
10	42,998	47,297	48,801	53,310	54,811
11	44,774	49,250	50,755	55,263	56,765
12	46,550	51,205	52,709	57,217	58,719
13	48,327	53,159	54,661	59,170	60,673
14	50,375	55,413	56,916	61,425	62,928
15	52,425	57,668	59,170	63,680	65,183

LONGEVITY:

- Longevity at \$1,000 for A (13-15 years of completed Allentown School District service)
- \$1,500 for B (16-20 years of completed Allentown School District service)
- \$2,000 for C (21-25 years of completed Allentown School District service)
- \$3,000 for D (26+ years of completed Allentown School District service)

Teachers, who as of July 1, 2000 are eligible for longevity payments greater than their entitlement under the above formula, will receive their entitled payments under the 1998/99 longevity formula. All further advancement in longevity payments by grandfathered teachers will be according to the 2001/02 formula.

APPENDIX B

SALARY SCHEDULE
2014/2015

<u>Step</u>	<u>ND</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+16</u>
1	\$29,532	32,489	33,773	37,624	38,908
2	\$30,580	33,642	35,030	39,196	40,585
3	\$31,654	34,821	36,350	40,938	42,467
4	\$33,185	36,503	38,598	42,620	44,148
5	\$34,714	38,185	39,715	44,301	45,830
6	\$36,522	40,173	41,703	46,289	47,818
7	\$38,329	42,161	43,689	48,277	49,806
8	\$40,135	44,148	45,677	50,266	51,795
9	\$41,942	46,136	47,666	52,255	53,785
10	\$43,751	48,124	49,655	54,243	55,771
11	\$45,558	50,112	51,644	56,230	57,759
12	\$47,364	52,102	53,632	58,218	59,747
13	\$49,172	54,090	55,618	60,206	61,735
14	\$51,257	56,383	57,912	62,500	64,029
15	\$53,342	58,677	60,206	64,794	66,323

LONGEVITY:

Longevity at \$1,000 for A (13-15 years of completed Allenstown School District service)
 \$1,500 for B (16-20 years of completed Allenstown School District service)
 \$2,000 for C (21-25 years of completed Allenstown School District service)
 \$3,000 for D (26+ years of completed Allenstown School District service)

Teachers, who as of July 1, 2000 are eligible for longevity payments greater than their entitlement under the above formula, will receive their entitled payments under the 1998/99 longevity formula. All further advancement in longevity payments by grandfathered teachers will be according to the 2001/02 formula.

APPENDIX C
SALARY SCHEDULE
2015/2016

<u>Step</u>	<u>ND</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+16</u>
1	\$30,049	33,057	34,364	38,283	39,589
2	\$31,115	34,230	35,643	39,882	41,295
3	\$32,208	35,430	36,986	41,654	43,210
4	\$33,765	37,142	39,273	43,366	44,921
5	\$35,321	38,853	40,410	45,076	46,632
6	\$37,161	40,876	42,433	47,099	48,655
7	\$39,000	42,899	44,454	49,122	50,678
8	\$40,838	44,921	46,476	51,146	52,702
9	\$42,676	46,944	48,500	53,169	54,726
10	\$44,516	48,966	50,524	55,192	56,747
11	\$46,355	50,989	52,547	57,214	58,770
12	\$48,193	53,013	54,570	59,237	60,792
13	\$50,033	55,036	56,591	61,259	62,815
14	\$52,154	57,369	58,925	63,594	65,150
15	\$54,276	59,704	61,259	65,928	67,484

LONGEVITY:

Longevity at \$1,000 for A (13-15 years of completed Allentown School District service)
 \$1,500 for B (16-20 years of completed Allentown School District service)
 \$2,000 for C (21-25 years of completed Allentown School District service)
 \$3,000 for D (26+ years of completed Allentown School District service)

Teachers, who as of July 1, 2000 are eligible for longevity payments greater than their entitlement under the above formula, will receive their entitled payments under the 1998/99 longevity formula. All further advancement in longevity payments by grandfathered teachers will be according to the 2001/02 formula.

APPENDIX D
SALARY SCHEDULE
2016/2017

<u>Step</u>	<u>ND</u>	<u>BA</u>	<u>BA+15</u>	<u>MA</u>	<u>MA+16</u>
1	\$30,575	33,635	34,965	38,953	40,282
2	\$31,660	34,829	36,267	40,580	42,018
3	\$32,772	36,050	37,633	42,383	43,966
4	\$34,356	37,792	39,960	44,125	45,707
5	\$35,939	39,533	41,117	45,865	47,448
6	\$37,811	41,591	43,176	47,923	49,506
7	\$39,683	43,650	45,232	49,982	51,565
8	\$41,552	45,707	47,289	52,041	53,624
9	\$43,423	47,766	49,349	54,099	55,684
10	\$45,296	49,823	51,408	56,158	57,740
11	\$47,166	51,881	53,467	58,215	59,798
12	\$49,037	53,941	55,525	60,274	61,856
13	\$50,908	55,999	57,581	62,331	63,914
14	\$53,066	58,373	59,956	64,707	66,290
15	\$55,226	60,749	62,331	67,082	68,665

LONGEVITY:

Longevity at \$1,000 for A (13-15 years of completed Allenstown School District service)
 \$1,500 for B (16-20 years of completed Allenstown School District service)
 \$2,000 for C (21-25 years of completed Allenstown School District service)
 \$3,000 for D (26+ years of completed Allenstown School District service)

Teachers, who as of July 1, 2000 are eligible for longevity payments greater than their entitlement under the above formula, will receive their entitled payments under the 1998/99 longevity formula. All further advancement in longevity payments by grandfathered teachers will be according to the 2001/02 formula.

