

AGREEMENT
Between the
GILMANTON SCHOOL BOARD
and the
GILMANTON EDUCATION ASSOCIATION, NEA-NH
2023-2026

AGREEMENT

This Agreement entered into this **19th day of April 2023**, by and between the Gilman School Board, hereinafter called the "Board", and the Gilman Education Association, affiliated with the NEA-New Hampshire and National Education Association, hereafter called the "Association.

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ARTICLE I
RECOGNITION

- 1.1 For the purposes of collective negotiations, the Board recognizes the Association as the exclusive representative of all teachers of the Gilmanton School District, herein after called the "District," during the term of this Agreement. The term "teacher" shall include all full-time and part-time teachers, librarians, and guidance personnel, but excludes nurses, supervisors and administrators as defined in RSA 273-A-8, Paragraph II, and excludes all other employees. Long term substitutes who are contracted for one school year or less shall be considered temporary employees and shall be excluded from the term "teacher."
- 1.2 Unless otherwise indicated, the term "teacher", when used hereinafter in the Agreement, shall refer to employees represented by the Association in the negotiating unit as defined in Section 1.1 of this Article I.
- 1.3 Except as otherwise specifically provided in this Agreement, or otherwise specifically agreed to in writing between the parties, the determination of educational policy, the operation and management of schools, and the control, supervision and direction of the staff are vested exclusively in the Board.

ARTICLE II
SCOPE OF AGREEMENT

- 2.1 The parties understand that the Board and the Superintendent may not lawfully delegate powers, discretions and authorities which by law are vested in them and this Agreement shall not be construed so as to limit or impair their respective statutory powers, discretions and authorities. Agreements reached pursuant to Article III hereof shall not constitute a waiver of and shall not be construed in derogation of such powers, discretions and authorities.

ARTICLE III
PROCEDURE FOR NEGOTIATION OF SUCCESSOR AGREEMENT

- 3.1 The parties agree to negotiate according to current New Hampshire Law.
- 3.2 The Negotiating Committee of the Board and the Negotiating Committee of the Association shall have authority to reach a complete agreement, subject to ratification by

the Board and the qualified voting members of the Association covered by this Agreement.

- 3.3 The Board agrees not to hinder the Association in obtaining such non-confidential information in its possession as is reasonably requested.
- 3.4 Any Agreement reached shall be reduced to writing and signed by the Board and Association. Any Agreement reached which requires the expenditure of additional public funds for its implementation shall not be binding upon the Board, unless and until the necessary appropriations have been made by the Gilmanton School District Annual Meeting, or any Special School District Meeting called for such purpose. The Board shall make a good faith effort to secure the funds necessary to implement said agreements.
- 3.5 If the parties fail to reach agreement, the procedure for resolution of disputes shall be consistent with current New Hampshire State Law.
- 3.6 Determinations and/or recommendations under the provisions of Section 3.5 of this Article III, will not be binding on the parties.
- 3.7 The cost for the services of the mediator and/or fact finder, including per diem expenses if any, will be shared equally by the Board and the Association.
- 3.8 During the negotiations, the Committee of the Board and the Committee of the Association will present relevant data, exchange points of view and make proposals and counter-proposals.

ARTICLE IV ASSOCIATION RIGHTS

- 4.1 The Association will have the right to use school buildings at reasonable times without cost for meetings. Requests for the use of buildings will be made to the Principal in advance.
- 4.2 The Association will, upon request, be given an opportunity to present brief reports and announcements at building faculty meetings.
- 4.3 The Association will, upon request, be given a place on the agenda of the Orientation Program for all teachers.
- 4.4 The Association will have the right to post notices on its activities and matters of teachers' concern in teachers' room and shall continue to have the use of the teacher mailbox system.

- 4.5 The Association may, with permission from the Building Principal, use school equipment normally used by teachers for Association activities. However, expendable material will be at the expense of the Association.
- 4.6 Rights granted to the Association under this Article shall not, in the judgment of the Board, be disruptive or injurious to the Gilmanton Education System, its students, the faculty, or administration, nor in violation of any of the provisions of this Agreement. In making judgments under this Section 4.6, the Board shall not be arbitrary or capricious.
- 4.7 During the term of this Agreement, the rights and privileges set forth in this Article IV shall not be granted to any other bargaining agent.
- 4.8 Request under the provisions of this Article IV shall mean permission and shall be made to the Building Principal or his/her designee. The Principal shall not be arbitrary or capricious in granting or denying permission under this Article IV.
- 4.9 Employees shall suffer no loss of pay in the conduct of negotiations which occur during normal working hours or in the filing or processing of grievances under this Agreement.
- 4.10 The Association shall be supplied with a copy of the Gilmanton School Board Policy Book and receive all policy changes, additions and pertinent directives as they occur. Said policy book will be kept in a convenient location, by said Association, for easy accessibility to all teachers.
- 4.11 The Board shall provide the Association with sufficient copies of this Agreement within Thirty (30) days of signing such agreement to distribute one copy to each teacher plus needed additional copies. The expense to be borne by the Board. Final applicants for employment in the District will be made aware of this Agreement when he/she is issued his/her individual contract.
- 4.12 While at school, representatives of the Association may receive telephone calls and other communications concerning Association business. These calls shall receive the same treatment as non-emergency personal calls. A non-emergency personal call shall be defined as calls whereby a message is taken and then relayed to the teacher via a written notice placed in the teacher's mailbox as soon as the call is received.
- 4.13 Upon notification by an employee (see Appendix D attached hereto), the Board will deduct for professional association dues and forward such deduction to the Association Treasurer. The Board shall be held harmless from any and all claims in connection therewith. An Association member may elect to have dues deducted from his/her salary

check over a full-year period. The number of deductions shall be mutually agreed upon by the Association and Business Administration by June of the previous school year. (A) Members may elect to pay dues in full to the Association; (B) Members may elect to have dues deducted from salary in equal deductions throughout the contract year through the last pay period in May; (C) When a member leaves employment early, the District shall deduct outstanding dues from the employee's last check; (D) Employees may join the Association at any time during the school year and have access to dues withholding; (E) Part-time employees are eligible to join the Association and pay dues as set by the NEA-NH; (F) The District will not be liable to the Association for any uncollected dues. The Board shall be held harmless from any and all claims in connection therewith.

- 4.14 The Superintendent's Office will supply to the building representative a copy of all Board agendas and minutes when they are distributed to the members of the Board. These documents will be posted and distributed to the representative's mailbox during the school year and will be posted, and will be mailed to the representative's permanent address during the summer months.

ARTICLE V

TEACHER EMPLOYMENT

- 5.1 Certification: The Board agrees to hire only those teachers who are certifiable by the New Hampshire Department of Education for every regular teaching assignment, except this provision shall not apply in the instance where, in the opinion of the Superintendent, availability of personnel is critical and appropriate waiver is granted.
- 5.2 Teachers should not be assigned outside their area of certification except in case of emergency.
- 5.3 Period of Service: For purposes of this Agreement, the period of service shall not be more than one hundred eighty-five (185) days, as set forth in an individual contract (see Appendix C attached hereto) between the Board and each teacher, to be allocated as follows: 180 Teaching Days and Five (5) in-service days. The in-service days shall be allocated as follows: one (1) full day prior to the start of the instructional year for classroom setup and preparation, and one (1) full day on the day following the last instructional day for classroom closure. The remaining three (3) days shall be used for in-service programs consistent with Board goals and will be planned with

participation/input from Gilman School faculty and administration. Additionally, there will be a bank of ten (10) hours to be used in one (1) or two (2) hour blocks of time extending a workday already included in the approved 185 day calendar. These blocks of time would be determined by administration for the conduct of school business. These hours would require a minimum of a two week notice. If unused, these hours would not be used to extend the school year.

- 5.4 Lunch Period: The Board agrees that each teacher will have a duty free lunch period at least of the same duration as that of the student.
- 5.5 Vacant Positions: In the event a teacher's position becomes eliminated or changed (regardless of the reason), he/she shall be given priority for any open and unfilled position which may then be available, provided he/she is qualified and can be certified by the State Department of Education. Any such teacher shall be required to submit a written request for consideration under the Section 5.5. Such request shall set forth the position desired and open, the teacher's qualifications and a statement that he/she is certifiable for any such position.
- 5.6 Academic Courses - Salary Upgrade: Teachers who have satisfactorily completed academic courses, or who expect to satisfactorily complete academic courses within a given school year, and who wish to use the additional credits to accomplish a track change, must notify the Superintendent no later than November 15th of the school year prior to which the track change would be effective.
- 5.7 School Calendar: The Association agrees to submit to the Board for its consideration suggestions for the school calendar on or before November fifteen (15) of the preceding year. The Association will also be given an opportunity to provide input and meet and confer, in instances where the school calendar may require or undergo modification during the school year. The Board shall have the right to establish the school calendar and to make appropriate changes at any time and such action by the Board shall not be subject to the grievance procedures of this Agreement.
- 5.8 Change of Position: Teachers desiring a change of position shall make their preferences known to the Principal in writing, (i) if the position for which there is preference is not then vacant, prior to March 1 and (ii) if the position for which there is a preference becomes vacant after March 1, at any time before any cut-off date for applications or, if no cut-off date is established, before the vacancy is filled. In filling vacancies, teachers

requesting transfers to the vacant position shall be interviewed and given due consideration subject to the understanding that the Board will have the final decision as to the assignment of any individual teacher.

- 5.9 Teaching Assignment: Except in unusual circumstances, teachers will be notified of their teaching assignment ten (10) days prior to the end of the school year for the ensuing year. If the teaching assignment has been changed, the teacher will be notified as soon as the assignment is made. If the teacher requests a conference one will be held.
- 5.10 Preparation Period: The Board will provide each teacher with five (5) preparation periods per week equal to the class period. There shall be no more than one (1) day containing two (2) preparation periods per week. It is understood that class period may vary in length depending on student age and activity. The parties agree that there is significant value to team planning time in addition to individual preparation time.
- 5.11 Reduction in Force: In the future it is possible that the Board may find it necessary to decrease the number of employees. Any such decrease in staff shall be at the discretion of the Board and shall consider both District seniority and professional competency. Professional competency shall be determined based on the existing evaluations. A teacher may secure other employment during a layoff period and continue to be eligible for re-employment under the terms of this section for a period of not more than two (2) years. Said teacher must accept or reject re-employment within fifteen (15) days of notification. Such reinstatement shall not result in a loss of credit for previous years of service. No new long-term substitute appointments may be made without considering laid-off teachers with District seniority available who are certified to fill the vacancies. Part-time teachers are only eligible to return to part-time jobs of equal or fewer part-time hours.
- 5.12 Course Reimbursement: The Board shall budget a minimum of Fourteen Thousand (\$14,000) Dollars each year for Course Reimbursement to promote the advanced education of teachers. All course funds shall be available effective July 1 of each year. Approval will be granted on the basis of appropriateness of the course as determined by the Superintendent, with a limit of Two Thousand (\$2,000) Dollars per teacher per fiscal year.
- If by May 1 of each school year, funds remain unencumbered or unexpended in the Course Reimbursement account of any teacher, teachers who have already received Two

Thousand (\$2,000) reimbursement may apply for reimbursement for an additional Two Thousand (\$2,000) Dollars. Application and approval for these additional funds above and beyond the first Two Thousand (\$2,000) Dollars shall be on a first come, first served basis commencing May 1 of each school year and shall again be granted based upon the appropriateness of the course(s) as determined by the Superintendent. Furthermore, any such teacher may at that time also apply for reimbursement from his or her allotment of workshop reimbursement funds as defined below in Section 5.13. The Board will make every reasonable effort to meet requests over and above the budgeted amount of Fourteen Thousand (\$14,000) Dollars, provided the funds are not needed to meet other financial obligations of the District.

The period for applying for course reimbursement shall open on June 15 of the prior school year and close on April 30 of each school year. Failure to apply for course reimbursement on or before April 30 of each school year may result in the expenditure of those funds as set forth above. In the event courses are not advertised so as to allow meeting of these deadlines and, in the discretion of the Superintendent, for other extenuating circumstances, these deadlines may be waived by the Superintendent. All unused funds shall lapse.

Courses may be paid by reimbursement or by purchase order at the request of the teacher. If the District has issued a purchase order, and a teacher does not successfully complete the course for any reason, the teacher shall reimburse the District the amount of the purchase order. Requests for course reimbursement or purchase orders shall be forwarded to the Superintendent of Schools.

5.13 Workshop Reimbursement: The Board will provide up to \$550 per year for each teacher for each year of the contract to promote the advanced education of teachers and /or reimburse teachers for recertification of teaching licenses. The District will pay the registration and mileage for its teachers to attend workshops, seminars and conferences subject to the following conditions:

1. The workshop, seminar or conference must be approved in advance by the Superintendent.
2. In order to be eligible for advance payment of registration costs the teacher shall submit a request for a purchase order at least ten (10) days prior to the registration deadline. The usual means of payment for registration shall be made by purchase order. If

the District has issued a purchase order, and a teacher does not attend the workshop, seminar or conference, due to reasons other than illness or other reasons deemed appropriate by the Superintendent, (denial shall not be for arbitrary or capricious reasons) the teacher shall reimburse the District the amount of the purchase order.

In cases where the request for payment is made less than ten (10) days prior to the registration deadline, the District will reimburse a teacher for registration fees within thirty (30) days of submission of evidence or payment for the workshop, seminar, or conference.

3. Mileage will be reimbursed in accordance with the IRS rate.

4. The available funds for workshops, seminars and conferences shall be distributed among teachers at the discretion of the Principal.

5. If by June 1 of the school year funds remain unexpended in the workshop reimbursement account, teachers who have paid for workshops themselves may reapply for reimbursements with those remaining funds. The Board will make every reasonable effort to meet these requests provided the funds are not needed to meet other financial obligations of the District.

5.14 Class Size: Since the Board recognizes that teacher-pupil ratio has a direct influence on the effectiveness of learning and since the Board wishes to provide the most effective learning atmosphere possible, the Board will make every effort to keep classes at Grades K-2 to twenty (20) or fewer students and Grades 3-8 to twenty-five (25) or fewer students. In the event that a class exceeds the above maximums, the Board agrees to the provision of additional paraeducator time for the purpose of assisting the classroom teacher.

5.15 Case Management-Special Education: Case management of students on IEP's will be assigned to only staff members who are specifically trained and certified in those specific need areas.

5.16 Substituting: Teachers will not be required to substitute for other staff members except when no substitute can be secured and when every effort has been made to secure the services of a substitute. If a teacher does substitute for another staff member, he/she will be reimbursed 1/7 of 1/180 of his/her pay for each class period he/she substitutes.

- 5.17 Just Cause: No teacher will be disciplined or reprimanded except for just cause. For purposes of this agreement, discipline will not include issues of suspension, dismissal, or non-renewal under the appropriate statutory law.

ARTICLE VI TEACHER EVALUATION

- 6.1 The parties recognize the importance and value of procedures for evaluating and assisting all teachers in their professional development. The parties specifically recognize the purpose of teacher evaluation is to support professional growth, to improve instruction, and to allow for informed personnel decisions.
- 6.2 The evaluation of non-tenured teachers in the District will follow a yearly procedure which includes two written evaluations per year each based on two classroom observations by the principal or a qualified administrative designee. The two observations of the work performance of a teacher will be conducted openly and with prior knowledge of the affected teacher and shall be for a minimum of twenty-five (25) minutes.
- 6.3 A teacher shall be given a copy of any evaluation report prepared by his/her evaluators twenty-four (24) hours before any conferences held to discuss it. If the teacher is dissatisfied with this evaluation conference, he/she may request additional conference time. Thereafter, the teacher shall sign the report. Such signature shall indicate only that the report has been read by the teacher and in no way indicates agreement with the contents thereof.
- 6.4 Complaints regarding a teacher made to any member of the administration by any parent, student or other person which may be used to evaluate a teacher, shall be promptly investigated by the administrator and the administrator shall reduce any substantiated complaint to writing and bring it to the attention of the affected teacher. The teacher shall acknowledge that he/she has had the opportunity to review any written complaint by affixing his/her signature to a copy to be filed. Such signature will in no way indicate agreement with the contents thereof. In any event, if a teacher refuses to sign any report set forth in this Article VI, then such report may be placed in that respective teacher's file.
- 6.5 The evaluation of tenured teachers in Gilmanston will follow the procedure outlined in the Gilmanston School Evaluation and Professional Growth Model. The observations required

will be conducted openly and with the prior knowledge of the affected teacher and shall be for a minimum of twenty-five (25) minutes. (Both parties recognize that conditions may arise which may necessitate changes to this evaluation procedure. Should such a circumstance arise, the District agrees to consult representatives of the Association and to make changes in collaboration with the Association.) In accordance with Section 6.5, the Board has notified the Association that it expects to amend the procedures in the Gilman School Evaluation and Professional Growth Model. This notice has been given so that the Association may consult and collaborate with the Board in the changes.

- 6.6 A tenured teacher may be placed on a *Program of Assistance* at the request of the individual teacher or the administrator. A *Program of Assistance* may be requested any time after the non-probationary teacher's first two informal observations. The teacher and the administrator will mutually agree to design the *Program of Assistance*. Peers may only be involved in the assistance plan at the request of the individual teacher. Any and all participation of peers shall be strictly confidential to the individual teacher and may not be used in any way by the District against the individual teacher. The written plan will include: the identification of the concern/problem, improvement goals, resources needed, and a reasonable timeline for (plan) implementation and teacher improvement. There will be monthly check-ins with the administration throughout the *Program of Assistance*. At the conclusion of the *Program of Assistance*, the administration shall determine the appropriate next step, which may include returning to the evaluation cycle, further assistance, or recommendation for non-renewal.
- 6.7 The parties recognize and agree that, subject to the provisions of this Article VI, teacher evaluation is a supervisory function.
- 6.8 Each new teacher shall be made aware of the District's evaluation plan at the District's Orientation Day, including criteria, goals and objectives of any such plan (including new plans) and the Association shall have the right to contribute input and to meet and confer; but in any event, the Board shall make the final determination of any matter under this Section 6.6.
- 6.9 Each teacher shall be entitled access to his/her personnel file with advance notice to the Superintendent, or his/her designee.

- 6.10 The teacher shall have the right to make appropriate response to any material contained in his/her personnel file and such response shall be made a part of said teacher's file. Reproductions of such material may be made by hand or copying machine, if available.
- 6.11 Upon funding of this collective bargaining agreement, the parties shall maintain the joint labor/management study committee to periodically review the teacher evaluation systems, and recommend any necessary changes to the current Gilmanon teacher evaluation system. Any agreed upon changes to the current system resulting from the work of the joint committee must be submitted to the Association and the Board and receive ratification prior to implementation.

ARTICLE VII COMPENSATION

Salary

- 7.1 Salaries for contract employees shall be determined by placement of the employee on the appropriate step and track of the Salary Schedule attached to the Agreement as Appendix A. Generally, step placement shall be determined by years of experience, and track placement by level of education. Employees entitled to step increases shall advance on the salary schedule each year. All new employees shall also be placed on the step and track of the Schedule commensurate to their experience and academic achievement. However, even if a course is approved for reimbursement under Section 5.12, for course credit completed on or after 7/1/23:
- All course credits taken from accredited colleges or universities which count the course credits towards their own Master's or higher-level degree are eligible to be used for track movement.
 - A maximum of 12 course credits completed during employment in the district as a teacher that are NOT counted towards the colleges or universities Master's or higher-level degrees also are eligible to be used for track movement.¹⁻²

¹ For example, if a teacher takes Learners Edge courses from an accredited university which counts none of such credit hours towards its Master's or higher-level degree program, a maximum of 12 such credit hours completed on or after July 1, 2023, will count toward track advancement.

² Course credits means the number of credit hours for courses, not the number of courses.

7.2 The salary of employees covered by this Agreement shall be prorated at one one-hundred and eightieth (1/180) of his/her appropriate salary for the number of designated days of employment between August twenty-fifth (25th) of any year and June thirtieth (30th) of any year.

7.3 The Superintendent shall continue to have the right to withhold for just cause all or part of any salary increase to which any employee covered by this Agreement may be entitled hereunder.

Curriculum Work

7.4 Curriculum work approved by the school administration to be completed during the summer or other non-school time will be compensated at the per diem rate of the base teacher salary (BA Step 1).

Co-Curricular Stipends

7.5 The supervision of extracurricular activities offered by the School, when assumed by contract employees, provides an extra earnings opportunity and is not considered part of a teacher's normal duties and responsibilities. Therefore, such supervision is compensated according to Appendix B, Co-Curricular Stipends. Just as salaries, these stipends are subject to negotiation.

7.6 In the event that the Board determines that additional extra-curricular activities should be added when negotiations of this Agreement are not open, it will notify the Association of its intention to create new stipends and of the rates it intends to pay. Should these rates be acceptable to the Association, they may be appended to the Stipend Schedule via a memorandum of agreement between the Board and the Association. Should they not be acceptable to the Association, the Association may indicate its desire to convene negotiations to address the new stipends. These negotiations would be limited to the new stipends in question and not open for the review of pre-existing stipends.

Longevity

7.7 One year after reaching the top of the salary schedule, teachers who have at least ten (10) years of service to the District will receive 2.0% of the base commensurate with his/her level of education. Teachers who have at least fifteen (15) years of service to the District

will receive 2.5% of the base commensurate with his/her level of education. Teachers who have at least twenty (20) years of service to the District will receive 4.0% of the base commensurate with his/her level of education.

ARTICLE VIII INSURANCE

- 8.1 The Board agrees to maintain in effect health insurance plans into which all contract employees may enroll provided they are eligible under the guidelines of these insurance plans. All contract employees will be offered coverage under the School Care Yellow Plan with Choice Fund.
- 8.2 The District will not itself administer any part of the insurance benefits referred in Section 8.1, but it will obtain contractual agreements to which the Board and the Association agree.
- 8.3 The Insurance carrier may be changed by mutual consent to another carrier which will provide equal or better coverage at the same or less expense. Changes in health insurance must be negotiated.
- 8.4 Teachers may select single, two (2) person or family coverage subject to the cost sharing limitations described in paragraph 8.6 of this article.
- 8.5 Participation in any health insurance plan offered by the District shall be subject to such eligibility requirements of the respective carrier, and any disputes which arise in this respect shall be between the employees and said carrier. The employees shall have no recourse to the Board in any such matter.
- 8.6 For all full-time contract employees, the District's contribution for health insurance premiums shall be 91% of either the single, 2-person, or family plans for the duration of this Agreement. For all part-time contract employees, the District's contribution to the premium costs of health insurance for any given employee shall be proportional to the percentage of full-time that teacher is working.
- 8.7 The teachers' contributions toward their health insurance will be collected by payroll deductions.
- 8.8 The District shall pay a sum equal to forty-two percent (42%) of the price of the single School Care Yellow Plan with the Choice Fund to any teacher who declines to participate

in District health insurance coverage. A teacher who participates in District health insurance on a plan subscribed to by the teacher's family member is not eligible for the health insurance buyback; except that any teacher who received the health insurance buy back while participating in District health insurance through a family member subscriber during the 2022-2023 contract year shall be grandfathered to continue receiving the buyback while continuing to participate in District health insurance through that family member subscriber. If two family members both elect not to participate in District health insurance plans, both of them shall be eligible to receive the health insurance buyback. This payment, which is taxable income, will be made in twenty (20) equal payments, beginning with the first pay period of each school year. Furthermore, this sum will be prorated for any employee who declines the insurance for less than the full benefit year.

- 8.9 The Board agrees to maintain in effect a dental health insurance plan for all employees. The District shall provide up to five hundred dollars (\$500) toward the cost of the premium for dental insurance for each year of the contract.
- 8.10 The District shall provide and fund a medical flexible spending account (FSA) in which each employee may voluntarily enroll. The FSA account will allow employees to pay for qualified medical expenses on a pre-tax basis pursuant to I.R.C. 125. Each account shall be funded to the I.R.C. maximum amount by the District and paid back by each participating employee by payroll deduction. At the end of each plan year, up to the maximum allowable amount of unused funds may rollover into the subsequent plan year. Should either or both the I.R.C. maximum amounts be amended at the beginning of the calendar year, the new maximum amount will take effect on the District's plan year anniversary, July 1 of each year.
- 8.11 The District shall provide and fund a dependent care flexible spending account (FSA) in which each employee may voluntarily enroll. The FSA account will allow employees to pay for qualified dependent care expenses on a pre-tax basis pursuant to I.R.C. 125. Each account shall be funded to the I.R.C. maximum amount by the District and paid back by each participating employee by payroll deduction. At the end of each plan year, up to the maximum allowable amount of unused funds may rollover into the subsequent plan year. Should either or both the I.R.C. maximum amounts be amended at the beginning of the calendar year, the new maximum amount will take effect on the District's plan year anniversary, July 1 of each year.

ARTICLE IX
LEAVE OF ABSENCE

- 9.1 It is agreed that the use of leave days will be confined to legitimate purposes provided in this Article IX.
- 9.2 Sick Leave: Sick leave shall be confined to the illness or physical disability of a teacher or for care of sick members of the teacher's immediate family, excluding work connected disability covered by New Hampshire Workers Compensation Laws.
- 9.3 Each full time teacher and part time teacher hired prior to January 1, 1995, and each full time teacher hired on or after January 1, 1995, will begin each contract year with a credit of fifteen (15) days sick leave pay at their applicable salary rate. Commencing with teachers hired on or after January 1, 1995, each part time teacher will begin each contract year with a proportional credit of the full time teacher's credit of sick leave with pay commensurate with the proportion of a FTE they are contracted for. Sick leave shall accumulate up to ninety (90) days maximum per teacher and no more than ninety (90) days may be carried from year to year.
- However, after the ninety (90) days have been accumulated, for each unused sick leave day beyond the ninetieth (90th) day to which a teacher would be entitled, were there no limit, the teacher will be reimbursed at the prevailing substitute compensation rate. Every reasonable effort shall be made to reimburse by June 30th of each year.
- Furthermore, once a teacher has accumulated ninety (90) days, the teacher shall be credited with the number of days beyond ninety (90) to which he/she would be entitled; and any sick leave taken shall be out of those days until the credit falls below the ninety (90) again.
- 9.4 Each teacher will receive yearly a written accounting of their accumulated sick leave from the Superintendent's Office no later than the first (1st) payroll period in September.
- 9.5 Personal Leave: Teachers shall be entitled to a maximum of three (3) days, which may be used in either full day or half day increments, of paid personal leave days to conduct important affairs which cannot be accomplished at any other time. Additional days under this Section 9.5 may be granted with or without pay at the discretion of the Superintendent, and such action taken by the Superintendent shall not be subject to the grievance procedures of this Agreement. To be eligible for personal leave under this

Section 9.5 written request shall be presented to the Building Principal at least two (2) days prior to any such personal leave.

- 9.5A In an emergency, the teacher will provide oral notification to the Building Principal, who has the authority to waive the notification period as stated above.
- 9.5B Personal leave will not be granted during the last week of the school year.
- 9.5C If any teacher does not use all of their respective personal days, one (1) personal day may be carried forward to the next school year. The total personal days will not exceed four (4) days per year.
- 9.6 Work Connected Illness - Accident: An employee who is absent due to a work connected illness or accident (Worker's Compensation) may receive the net difference between Worker's Compensation payment and his/her pay at his/her applicable salary rate, and such payment by the Board shall continue until any such employee has used all of his/her accumulated sick leave. Thereafter, he/she shall continue to receive only those monies paid to him/her under the provisions of the Worker's Compensation Laws of the State of New Hampshire. Amounts paid by the Board under the provisions of this Section 9.6 shall be subject to usual and customary payroll deductions (taxes, etcetera). In no event shall any teacher receive monies in excess of the regular net earnings to which he/she was entitled prior to any such Worker's Compensation claim.
- 9.7 Military Leave: Military leave of absence shall be granted by the Board in accordance with State and Federal Statutes.
- 9.8 Military - Annual Training: An employee called to serve not more than thirty (30) days annual training tour of duty with the National Guard or Armed Forces Reserves will be paid the difference between his/her pay for such government service and the amount of earnings lost by him/her for reason of such service based on the employee's regular daily rate.
- 9.9 Jury Duty: An employee called as a juror will be paid the difference between the fee he/she receives for such service and the amount of earnings lost by him/her by reason of such service, based on the employee's regular daily rate. Satisfactory evidence (court issued pay stubs) must be submitted to the employee's immediate supervisor.
- 9.10 Funeral Leave: Teachers shall be entitled to a maximum of three (3) paid days per death for attendance at funerals of members of their family or those of their spouse's family. In extenuating circumstances, the Board may grant additional leave under this Section.

9.11 Professional Leave: A teacher will be entitled to three (3) days annual leave for participation in appropriate professional meetings, conferences and visitations with other schools and the like, without loss of pay or deduction from other leave time and with reimbursement for the actual expenses of the meeting and mileage. Under special circumstances teachers may apply for additional professional leave.

Such professional leave forms shall be presented to the principal at least three (3) days prior to such leave and approved by the Superintendent. Denial shall not be for arbitrary or capricious reasons.

9.12 Sabbatical Leave:

(A) Upon completion of seven (7) years in the District and with notification to the Superintendent on or before December First (1st) of the year preceding leave, a teacher may be granted up to one (1) year Sabbatical Leave for approved professional study.

(B) During this Sabbatical Leave, the Board will fund at least fifty (50%) percent of the salary and at least fifty (50%) percent of the health and dental benefit of the teacher on sabbatical prorated for the period of the absence. A teacher whose employment in the District is supported by Federal funds will be eligible for funding of only the District portion of his/her salary. A teacher who obtains a stipend for his/her sabbatical under a Federal grant will be eligible for District funding for 50% of his/her salary up to a total of 100% of his/her annual salary, counting the Federal grant. The teacher applicant for a paid sabbatical leave must guarantee to the Board in writing that, in the event the leave is granted, he/she agrees to remain in the employment of the District for at least one (1) school year following his/her return from leave. All benefits to which a teacher was entitled at the time of leave including sick leave, seniority and other benefits shall be restored upon return from leave. Teachers may keep health and dental insurance benefits in force while on leave by reimbursing the District for 50% of the cost of these benefits. Payment for said health insurance coverage shall be made to the superintendent's office thirty (30) days prior to the health premium due date.

(C) The Board reserves the right to limit the number of leaves granted in any one (1) year.

(D) The Board reserves the right to review and either grant or deny such sabbatical leave requests. The Board and administration realize their responsibility to share reasons for their approval or denial of such requests and would notify the applicant in writing of the

reasons for said decision. The decision rendered would not be made for arbitrary or capricious reasons.

9.13 Childrearing or Parenthood Leave: Childrearing and Parenthood Leave will be granted without pay for up to one year, at the discretion of the Board, for either natural or adoptive parents. Written request for such leave must be made to the Superintendent at least ninety (90) days prior to the beginning of such leave and it shall include the anticipated date the teacher plans to return to work. This leave will not be denied for unfounded reasons. All benefits to which the teacher was entitled at the time of the leave, including sick leave and seniority, shall be restored to the teacher upon his/her return from leave. For the initial twelve (12) weeks of the leave (as stipulated by the Family & Medical Leave Act), the District will maintain the teacher's health and dental insurance benefits on the same terms as when employed. Teachers may keep health and dental insurance benefits in force while on leave beyond twelve (12) weeks by reimbursing the District for the whole cost of these benefits. Payment for said health insurance coverage shall be made to the Superintendent's Office thirty (30) days prior to the health premium due date. (Maternity or Childbearing Leave remains as a benefit covered under 9.2 above -- the Sick Leave section of this Article.)

9.14 Any short and long-term leaves of absence for any reason not specifically covered in this Article IX may be granted and paid or not paid at the discretion of the Board. Leaves granted under this Section 9.14 shall provide guaranteed re-employment.

ARTICLE X GRIEVANCE PROCEDURE

10.1 Definition: A "grievance" is a claim based upon an event or condition which affects the welfare and/or terms and conditions of employment of a teacher or group of teachers based upon the interpretation, application, or violation of any of the provisions of this Agreement. An "aggrieved teacher" is the person or persons making the claim. All time limits specified in this Article X shall mean school days, except during the summer recess when they shall be Monday - Friday excluding holidays.

10.2 Purpose: The parties acknowledge that it is more desirable for an employee and his/her immediately involved supervisor to resolve problems through free and informal communications. Grievances which are not satisfactorily settled in an informal way shall

be reduced to writing (see Appendix E attached hereto) and referred to the following formal grievance procedure.

10.3 Right of Representation: The right of representation by an Association Representative shall be limited to the grievance procedure and the collective bargaining process as set forth in RSA 273A:11, Section 1, Paragraph A.

10.4 Formal Procedure: The grievance shall state the specified alleged violation or condition with proper reference to the contract Agreement. The grievance must be submitted in writing within one hundred (100) days of said violation or condition. It shall also set forth names, dates and any other related facts which will provide a sound basis for a complete understanding of any such grievance.

LEVEL A: Within ten (10) days of receipt of a formal grievance, the Building Principal shall meet with the participants. Within ten (10) days following any such meeting, the Principal shall give his/her answer in writing. If the grievance is not settled at this level, then it may be referred to Level B within ten (10) days of the receipt of an answer given at this level.

LEVEL B: Within ten (10) days of a grievance being referred to this level, the Superintendent will meet with the participants and examine the facts of the grievance. The Superintendent shall give his/her answer within ten (10) days of any such meeting. If the grievance is not settled at this level, then within ten (10) days from receipt of the answer rendered at this level the grievance may be referred to Level C.

LEVEL C: Within ten (10) days of a grievance being referred to this level, the Board will meet with the participants and the Superintendent to examine the facts of the grievance. The Board shall give its answer within ten (10) days of any such meeting. If the grievance is not settled at this level, then within ten (10) days from receipt of the answer rendered at this level, the grievance may be referred to arbitration as set forth herein.

LEVEL D: If the grievance remains unsettled, then the Association may refer the matter to arbitration. If the matter is referred to arbitration, then the parties shall apply to the American Arbitration Association or the New Hampshire Public Employee Labor Relations Board (PELRB) to name an arbitrator under the rules and procedures then obtaining the service. The arbitrator shall use his/her best efforts to arbitrate the grievance, but he/she shall have no power or authority to do other than interpret and

apply the provisions of this Agreement and he/she shall have no power to add to or subtract from, alter, or modify any of the said provisions. The arbitrator shall thereafter submit a decision to both parties. The arbitrator's decision shall be final and binding on the parties. The parties agree to share equally in the compensation and expense of the arbitrator.

10.5 Time periods specified in this procedure may be extended by mutual agreement in writing.

10.6 Upon selection and certification by the Association, the Board shall recognize an association grievance committee.

10.7 Grievance(s) of a general nature or involving the Superintendent may be submitted by the Association to Level B.

10.8 In the event a grievance is filed on or after June first (1st), the parties agree to make a good faith effort to reduce the time limits set forth herein so that the grievance procedure may be exhausted prior to the end of the school term, or as soon thereafter as is practicable.

10.9 Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits (unless extended by mutual agreement) shall permit the aggrieved person to proceed to the next level.

Failure at any level of the procedure 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.

10.10 The parties agree that teachers covered by this Agreement shall enjoy freedom from restraint, interference, coercion, discrimination or reprisal in presenting or appealing any personal grievance(s).

10.11 All documents, communications and records dealing with the processing of a grievance shall not be forwarded to any prospective employer of the grievant, nor shall documents be revealed or the grievances be alluded to in any communications between the administration and said prospective employer.

10.12 All documents and information relative to grievances shall not be put in the personnel file of any teacher but rather placed in a separate file maintained for this purpose.

ARTICLE XI
RETIREMENT INCENTIVE PLAN

Employees who meet the requirements described in this Article may receive either the retirement incentive under Section 11.1 or the sick day buyback under Section 11.2, whichever is greater. No employee may receive both the retirement incentive and sick day buyback.

11.1.1 **Minimum Experience Required:** Employees with at least ten (10) years of service in Gilmanton who are at least fifty-five (55) years old and who are eligible for early retirement under the New Hampshire Retirement System shall be eligible for the following retirement incentive program.

11.1.2 **Notice of Intent:** Notice of one's intention to retire under this plan must be submitted in writing to the Superintendent of Schools no later than November 15th of the last full year of full time employment. Notice of retirement will be considered a commitment on the part of the employee and unless a significant change occurs on the part of the employee, it cannot be retracted without District authorization. A significant change will be dealt with on a case by case basis by the Board without being arbitrary or capricious to the affected individual.

11.1.3 **Formula for Implementation:** The incentive payment shall be determined by the following formula: $35\% \times \text{Last Salary}$

11.1.4 **Definitions:**

Age: Actual age in years as of September 1 of the calendar year in which the employee retires (i.e. the September following retirement). Years of credit based on number of contracts executed for active teaching.

Last Salary: Shall mean the amount earned in the last full school year of Gilmanton employment. This is the annual salary as defined under New Hampshire Retirement System.

Annual Salary: Means the amount paid for the services specified in the contract which involve a teaching, administrative, or supervisory function. It does not include the amount paid for extra duty assignments, terminal pay, or longevity.

Maximum Last Salary: When utilizing the Formula for Implementation, salary shall not exceed the respective degree column and step of the teacher's salary schedule.

Insurance Benefits: Each employee shall be eligible to receive single-person coverage under the health and dental insurance benefits offered by the District until the employee

attains Medicare eligibility, with a maximum District contribution equal to seventy-five percent (75%) of the annual cost of single person coverage under the School Care Yellow Plan with Choice Fund, or \$5,800, whichever is greater.

11.1.5 The limit of the number eligible for early retirement in any single year will be two (2). In the event that more than two (2) apply, the plan shall be limited to the two (2) most senior applicants. Seniority shall be determined first by age, then by years of service in the District, then by birth date. The Board may, at its discretion, approve additional applications for the plan.

11.1.6 Upon retirement, a teacher under sixty (60) years of age with twenty (20) or more years of continuous service to the District shall receive the current daily substitute rate of compensation for such unused sick days.

11.2 Sick Day Buyback

11.2.1 Upon retirement, a teacher age sixty (60) and over with twenty (20) or more years of continuous service to the District shall receive the equivalent of his/her daily rate of compensation (last salary/185) for each sick day left in that individual's sick day account.

11.2.2 Payment Dates and Limitation

Notwithstanding any other provision in this Agreement, the retirement incentive or sick leave buyback payment shall be due and payable in July following the date of retirement.

ARTICLE XII

MISCELLANEOUS PROVISIONS

12.1 If any provisions of this Agreement or any application of this Agreement to any employee or group 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 applications shall continue in full force and effect.

12.2 The Board and the Association agree that there shall be no discrimination and that all practices, procedures and policies of the school system shall clearly exemplify that there is no discrimination in the hiring, training, assignment, promotion, transfer, or discipline of teachers, or in the application or administration of this Agreement on the basis of race, creed, color, religion, sex, sexual orientation, age, national origin, domicile, marital status, membership and/or activity in the Association. The Board is committed to repelling any form of discrimination.

12.3 Sick Leave Bank

- a.) The Board agrees to allow the Association to maintain a sick leave bank to cover members of the bargaining unit in the event of a catastrophic illness. All employees covered by this Agreement will participate in the sick leave bank.
- b.) The donated sick days will be deposited at the start of the school year.
- c.) Employees shall contribute one (1) sick leave day per employee per school year until the sick leave bank reaches at least ninety (90) days. If the sick leave bank goes below ninety (90) days, all members will contribute a day the following school year. No more than ninety (90) sick leave bank days can be used in any one school year.
- d.) If the sick leave bank gets depleted in one year, it will remain depleted for that year.
- e.) A member will become eligible to request extended benefits from the sick leave bank for catastrophic illness or disability to the employee or a member of the employee's immediate family, provided he/she has exhausted all of his/her accrued sick leave.
- f.) Upon presentation of medical evidence of catastrophic illness or disability to the Committee, an employee may be granted up to fifteen (15) additional days of sick leave. Should the employee still be sick or disabled after this time, he/she may request an additional fifteen (15) days for a maximum of thirty (30) days.
- g.) No one shall be entitled to receive sick leave and disability benefits at the same time.
- h.) The sick leave bank will be administered by two elected members from the bargaining unit, one member from administration appointed by the Superintendent, a Board member, and the school nurse. A majority vote shall decide whether to grant the days or not.
- i.) All decisions of the sick leave bank committee will be final and binding and will not be grievable.
- j.) The District will maintain sick leave bank records and provide the sick leave bank committee with an annual report by October 30 each year.

**ARTICLE XIII
FINAL RESOLUTION**

13.1 This Agreement represents the final resolution of all matters in dispute between the parties and shall not be changed or altered unless the change or alteration has been agreed to and evidenced in writing by the parties hereto.

**ARTICLE XIV
DURATION OF AGREEMENT**

14.1 This Agreement shall commence on July 1, 2023, and shall continue in full force and effect until midnight of June 30th of the year 2026, and thereafter until a new contract is agreed upon by both parties. It has been mutually understood and agreed upon by both the representatives of the Board and the Association that Article XIV, Duration of Agreement, does not constitute an evergreen clause.

14.2 Agreement may be extended from time to time beyond its expiration date by written mutual agreement of the representatives of the Board and the Association.

IN WITNESS WHEREOF the parties have executed this Agreement on this 19th day of April 2023, to the date and year first written above.

GILMANTON SCHOOL BOARD

By:

Drew Taylor, Chairperson

By:

Jonathan Stearns, Vice Chair

Date:

4/19/2023

GILMANTON EDUCATION ASSOCIATION

By:

Terry Bullingame, GEA Co-President

By:

Courtenay Phillips, GEA Co-President

APPENDIX A

2023 - 2024

STEP	BA	BA+15	MA	MA+15	MA+30	MA+45
1	\$ 41,085	\$ 42,852	\$ 44,994	\$ 47,244	\$ 49,606	\$ 52,087
2	\$ 42,318	\$ 44,137	\$ 46,344	\$ 48,662	\$ 51,095	\$ 53,649
3	\$ 43,587	\$ 45,462	\$ 47,735	\$ 50,121	\$ 52,627	\$ 55,259
4	\$ 44,895	\$ 46,825	\$ 49,167	\$ 51,625	\$ 54,206	\$ 56,917
5	\$ 46,242	\$ 48,230	\$ 50,642	\$ 53,174	\$ 55,832	\$ 58,624
6	\$ 47,629	\$ 49,677	\$ 52,161	\$ 54,769	\$ 57,507	\$ 60,383
7	\$ 49,058	\$ 51,167	\$ 53,726	\$ 56,412	\$ 59,233	\$ 62,194
8	\$ 50,530	\$ 52,702	\$ 55,338	\$ 58,104	\$ 61,010	\$ 64,060
9	\$ 52,046	\$ 54,283	\$ 56,998	\$ 59,848	\$ 62,840	\$ 65,982
10	\$ 53,607	\$ 55,912	\$ 58,708	\$ 61,643	\$ 64,725	\$ 67,961
11	\$ 55,215	\$ 57,589	\$ 60,469	\$ 63,492	\$ 66,667	\$ 70,000
12	\$ 56,872	\$ 59,317	\$ 62,283	\$ 65,397	\$ 68,667	\$ 72,100
13	\$ 58,578	\$ 61,097	\$ 64,151	\$ 67,359	\$ 70,727	\$ 74,263
14	\$ 60,335	\$ 62,929	\$ 66,076	\$ 69,380	\$ 72,849	\$ 76,491
15	\$ 62,145	\$ 64,817	\$ 68,058	\$ 71,461	\$ 75,034	\$ 78,786
16	\$ 65,408	\$ 68,220	\$ 71,631	\$ 75,213	\$ 78,973	\$ 82,922

NOTE: Teachers who have a BA + 16 credits and above in the 2019-2020 school year shall be grandfathered to be able to advance to, or remain at, the MA track once they receive 36 credits past their BA degree. *

2024 - 2025

Step	BA	BA+15	MA	MA+15	MA+30	MA+45
1	\$ 42,318	\$ 44,137	\$ 46,344	\$ 48,662	\$ 51,095	\$ 53,649
2	\$ 43,587	\$ 45,462	\$ 47,735	\$ 50,121	\$ 52,627	\$ 55,259
3	\$ 44,895	\$ 46,825	\$ 49,167	\$ 51,625	\$ 54,206	\$ 56,917
4	\$ 46,242	\$ 48,230	\$ 50,642	\$ 53,174	\$ 55,832	\$ 58,624
5	\$ 47,629	\$ 49,677	\$ 52,161	\$ 54,769	\$ 57,507	\$ 60,383
6	\$ 49,058	\$ 51,167	\$ 53,726	\$ 56,412	\$ 59,233	\$ 62,194
7	\$ 50,530	\$ 52,702	\$ 55,338	\$ 58,104	\$ 61,010	\$ 64,060
8	\$ 52,046	\$ 54,283	\$ 56,998	\$ 59,848	\$ 62,840	\$ 65,982
9	\$ 53,607	\$ 55,912	\$ 58,708	\$ 61,643	\$ 64,725	\$ 67,961
10	\$ 55,215	\$ 57,589	\$ 60,469	\$ 63,492	\$ 66,667	\$ 70,000
11	\$ 56,872	\$ 59,317	\$ 62,283	\$ 65,397	\$ 68,667	\$ 72,100
12	\$ 58,578	\$ 61,097	\$ 64,151	\$ 67,359	\$ 70,727	\$ 74,263
13	\$ 60,335	\$ 62,929	\$ 66,076	\$ 69,380	\$ 72,849	\$ 76,491
14	\$ 62,145	\$ 64,817	\$ 68,058	\$ 71,461	\$ 75,034	\$ 78,786
15	\$ 64,009	\$ 66,762	\$ 70,100	\$ 73,605	\$ 77,285	\$ 81,149
16	\$ 67,370	\$ 70,267	\$ 73,780	\$ 77,469	\$ 81,343	\$ 85,410

2025 - 2026

Step	BA	BA+15	MA	MA+15	MA+30	MA+45
1	\$ 43,376	\$ 45,241	\$ 47,503	\$ 49,878	\$ 52,372	\$ 54,991
2	\$ 44,677	\$ 46,598	\$ 48,928	\$ 51,374	\$ 53,943	\$ 56,640
3	\$ 46,017	\$ 47,996	\$ 50,396	\$ 52,916	\$ 55,561	\$ 58,339
4	\$ 47,398	\$ 49,436	\$ 51,908	\$ 54,503	\$ 57,228	\$ 60,090
5	\$ 48,820	\$ 50,919	\$ 53,465	\$ 56,138	\$ 58,945	\$ 61,892
6	\$ 50,284	\$ 52,447	\$ 55,069	\$ 57,822	\$ 60,713	\$ 63,749
7	\$ 51,793	\$ 54,020	\$ 56,721	\$ 59,557	\$ 62,535	\$ 65,662
8	\$ 53,347	\$ 55,641	\$ 58,423	\$ 61,344	\$ 64,411	\$ 67,631
9	\$ 54,947	\$ 57,310	\$ 60,175	\$ 63,184	\$ 66,343	\$ 69,660
10	\$ 56,595	\$ 59,029	\$ 61,981	\$ 65,080	\$ 68,334	\$ 71,750
11	\$ 58,293	\$ 60,800	\$ 63,840	\$ 67,032	\$ 70,384	\$ 73,903
12	\$ 60,042	\$ 62,624	\$ 65,755	\$ 69,043	\$ 72,495	\$ 76,120
13	\$ 61,843	\$ 64,503	\$ 67,728	\$ 71,114	\$ 74,670	\$ 78,403
14	\$ 63,699	\$ 66,438	\$ 69,760	\$ 73,248	\$ 76,910	\$ 80,755
15	\$ 65,610	\$ 68,431	\$ 71,852	\$ 75,445	\$ 79,217	\$ 83,178
16	\$ 69,054	\$ 72,023	\$ 75,625	\$ 79,406	\$ 83,376	\$ 87,545

*The teachers below have at least Bachelor's +16 credits and are grandfathered into having the ability to advance to, or remain at, the former BA+36/M track, now the M track:

Katie Bass 23 credits*
 Jennifer Batten 18 credits*
 Tricia Comeau 18 credits*
 Amanda Friend 21 credits*
 Erika Langlais 30 credits*
 Jill Smith 19 credits*
 Teresa Burlingame 36 credits*
 Elizabeth Harbilas 36 credits*
 Kim Hayes 36 credits*
 Laura Perrin 36 credits*

*Each amount of credits is effective as of November 12, 2019.

APPENDIX B

CO-CURRICULAR POSITIONS/STIPENDS commencing 2023-2026

<u>ACTIVITY</u>	<u>STIPEND</u>
<u>Athletics</u>	
Girls Basketball – Grades 5/6	\$1,250
Girls Basketball – Grades 7/8	\$1,250
Boys Basketball – Grades 5/6	\$1,250
Boys Basketball – Grades 7/8	\$1,250
Girls Soccer – Grades 7/8	\$1,250
Boys Soccer – Grades 7/8	\$1,250
Co-Ed Soccer – Grades 5/6	\$1,250
Athletic Assistants	4 @ \$850 each
Volleyball	\$1,250
Baseball	\$1,250
Softball	\$1,250
Spring Track	2 @ \$1,250 each
Athletic Director	\$5000
<u>Enrichment</u>	
Math Olympiad	2 @ \$700 each
8th Grade Advisor	2 @ \$2,050 each
Yearbook Advisor	2 @ \$1,150 each
School Newspaper	2 @ \$1,150 each
Student Leadership Team	2 @ \$700 each
Drama	2 @ \$1,250 each
Spanish	\$1,150
Wee Deliver	2 @ \$375 each
Young Inventors	2 @ \$1,150 each
Green Club	\$700
Art Club	2 @ \$1,150 each
Safety Committee Chair	\$900
Outdoor Classroom Committee Chair	\$700

Leadership Team

The Leadership Team will comprise of nine (9) members at a stipend of nine hundred dollars (\$900) each per year. The composition of the Leadership Team will be determined by the Principal.

APPENDIX C
OFFICE OF THE GILMANTON SCHOOL BOARD
TEACHER'S CONTRACT

ARTICLE OF AGREEMENT made this ___ day of _____, 20__, by and between the Gilmanton School Board, the "Board," and _____, the "Teacher," witnessed:

1. That the Board agrees to and does hereby employ the Teacher to teach for a school year not to exceed one hundred eighty-five (185) school days, inclusive of the time spent in service of the District as set forth in Section 7.1 of Article VII of the Master Agreement, beginning August twenty-fifth (25th) at an annual salary of \$_____, payable in biweekly installments. Installments desired: Circle One: 21, 26, or 20-1.

2. The Teacher declares that he/she holds a New Hampshire certificate, license, or permit to teach from the Commissioner of Education, and agrees to conform to and carry out all lawful regulations which may be prescribed relative to the conduct of the school.

3. It is mutually agreed:

A. That the Board may, without liability to itself or the District, terminate this contract in accordance with the New Hampshire statutes governing suspension, dismissal or non-renewal.

B. That, except as given (A), this contract may not be terminated at any time prior to its expiration without the consent of both parties, and any request for its termination, except for urgent personal need, shall be by written notice of at least four (4) weeks.

APPENDIX D
GILMANTON SCHOOL DISTRICT
DUES DEDUCTION AUTHORIZATION FORM

NAME: _____

I hereby authorize the Gilmananton School District, the "District," to withhold from my salary the sum of \$ _____ for membership dues as follows:

For membership in the Gilmananton Education Association, "GEA," the sum of \$ _____ per year;

For membership in the NEA-NH the sum of \$ _____ per year;

For membership in the National Education Association, the sum of \$ _____ per year.

The sums thus to be deducted can be remitted as follows:

A. The member may elect to pay dues in full to the Association.

B. The member may elect to have dues deducted from salary in equal deductions throughout the contract year through the last pay period in May. The number of deductions shall be mutually agreed upon by the GEA and the Business Administrator by June of the previous school year.

The above sums are hereby remitted by me to the GEA and are to be remitted by the District to the Treasurer of the GEA and having done so the Board shall be held harmless from any claim(s) in connection with the provisions of this Appendix D. It is further agreed that the Board assumes no financial liability except to forward on the appropriate agreed upon scheduled basis those funds which have been properly authorized and deducted.

It is further agreed upon that if I leave employment early that the District shall deduct outstanding dues which are due the Association from my last check.

This authorization and assignment shall continue in full force and effect until revoked by me. Such revocation shall be affected by written notice to the District and the GEA giving thirty (30) days prior notice to the end of the current school year of my desire to revoke the same.

APPENDIX E
GRIEVANCE REPORT FORM

Grievance No. _____

Gilmanston School District

TO: _____
(Name of Principal)

Complete in triplicate with:
copies to: 1. Principal
2. Superintendent
3. Association

SCHOOL:

NAME OF GRIEVANT:

DATE FILED:

LEVEL A

Date of Grievance: _____

1. Statement of Grievance (be sure to include the specific violation or condition with proper references to the contract agreement):

2. Relief Sought: _____

Signature

Date

Answer given by Principal: _____

Signature

Date

Position of Grievant: _____

Signature

Date

LEVEL B

Date Received by Superintendent: _____

Answer given by
Superintendent: _____

Signature

Date

Position of Grievant: _____

LEVEL C

Date Receive by School Board: _____

Answer by School Board: _____

Position of Grievant: _____

LEVEL D

Date Submitted to Arbitrator: _____

Disposition by Arbitrator: _____

