

MASTER AGREEMENT  
BY AND BETWEEN THE  
GOFFSTOWN SCHOOL BOARD  
AND THE  
GOFFSTOWN EDUCATION ASSOCIATION  
FOR THE PERIOD  
SEPTEMBER 1, 2014  
THROUGH  
AUGUST 31, 2016

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## AGREEMENT

THIS AGREEMENT made and entered into on this first day of September, 2014 by and between the Goffstown School Board, hereinafter referred to as "Board," and the Goffstown Education Association, hereinafter referred to as "Association."

### ARTICLE I

#### RECOGNITION

A. The Board recognizes the Association as having been certified by the New Hampshire Public Employees Labor Relations Board, pursuant to RSA 273-A, as the exclusive representative of the bargaining unit consisting of all full-time and regular part-time teachers including media specialists, guidance counselors, nurses, those teachers designated department heads, physical therapists, occupational therapists, school psychologists, behavioral specialists, and speech and language teachers. Excluded are principals and assistant principals, guidance director, all administrative personnel and all other employees of the Goffstown School District.

B. The term "professional employee" shall refer to all members of the bargaining unit.

C. There will be no reprisals of any kind taken against any professional employee by reason of his or her membership in the Association or participation in its lawful activities.

### ARTICLE II

#### NEGOTIATION PROCEDURE

A. The Board agrees to enter into negotiations with the Association in accordance with the procedure set forth herein in a good-faith effort to reach agreement concerning, professional employees' wages, hours and conditions of employment. Such negotiations will include any matters covered by this Agreement and any other matters which the parties mutually agree are negotiable or which are negotiable pursuant to the provisions of New Hampshire RSA 273-A. Any agreement so negotiated, will apply to all professional employees of the Goffstown School System defined as part of the bargaining unit in Article I and said agreement will be reduced to writing and signed by the Board and the Association.

B. Any agreement reached which requires the expenditure of public funds for its implementation shall not be binding upon the Board unless and until the necessary specific appropriations have been made. The Board shall make a good faith effort to secure the funds necessary to implement said agreement. If such funds are not forthcoming, the Board and the Association shall resume negotiations regarding the matters affected in accordance with the provisions of this Agreement.

C. The Board agrees to appoint a negotiations sub-committee with full authority to negotiate a successor agreement to this Agreement with the representatives of the Association subject to ratification by the full Board and the membership of the Association.

D. During negotiations, the Board and the Association will present relevant data, exchange points of view and make proposals and counterproposals. Either party may, if it so desires, utilize the services of outside consultants and may call upon professional and lay representatives to assist in negotiations.

E. This agreement represents the entire understanding of the parties hereto and may not be modified in whole or in part, except pursuant to the provisions of RSA 273-A and by an instrument in writing duly executed by both parties, and any oral statements made which have not been reduced to writing and signed by the parties hereto will not be of any legal force or effect.

### ARTICLE III

#### MANAGEMENT CLAUSE

A. The Association agrees that, except as specifically and expressly abridged or limited by the provisions of this Agreement or any supplementary agreement that may hereafter be made, all of the

rights, powers and authority of the Board and its agents to manage, direct or supervise all of the operations of the Goffstown School District and its employees in all its phases and details shall be retained by and are vested solely, exclusively and without limitation in the Board and its agents and the exercise of any such right or function shall not be subject to the grievance or arbitration provisions of this Agreement.

B. The parties understand that neither the Board nor the Superintendent may lawfully delegate powers, discretions and authorities which by law are vested in them.

#### ARTICLE IV

##### UNINTERRUPTED SERVICES

It is agreed by the Board and the Association that they have a mutual responsibility to negotiate in good faith. In recognition of this mutual responsibility and in compliance with New Hampshire RSA Chapter 273-A, Sections 5 I. (f) and II. (e), it is agreed that during the term of this Agreement, the Board shall not cause or sponsor any lockout, and the Association shall not cause or sponsor any strikes, sanctions, wholesale resignations or any job action interfering with any of the operations of the Goffstown School District.

#### ARTICLE V

##### ASSOCIATION RIGHTS

A. All meetings between the Association and the Board shall be arranged directly between the duly appointed representatives of the Association and the Board.

B. The Association will be provided with bulletin boards in each building for the purpose of posting Association materials. The Association shall also have the right to use the inter-school mail to distribute Association materials. The Association agrees that it will not post any material which is derogatory to the administration, the School Board, or any member thereof, or the Goffstown School System.

C. The Association shall have the right to use school facilities for meetings and school equipment when such facilities and equipment are not otherwise in use. The Association shall pay for the cost of all materials and supplies incident to such use and shall be responsible for the proper operation of school equipment.

D. The Association shall be given an opportunity to make announcements at the conclusion of faculty meetings.

E. The Board will make available to the Association copies of minutes of official Board meetings, except to the extent that those minutes reflect discussions at non-public sessions.

#### ARTICLE VI

##### DEDUCTIONS

A. The Board agrees to deduct from the salaries of its professional employees dues for the Goffstown Education Association, the New Hampshire Education Association, the National Education Association, as said employees individually and voluntarily authorize the Board to deduct and to transmit the monies promptly to such Association or Associations. Authorizations will be in writing in the form set forth in Appendix C, to initiate this process. Said authorization is to remain effective unless discontinued pursuant to Article VI, Section D.

B. The Association named in Section A above will certify to the Board, in writing, the current rate of its membership dues. Any Association which changes the rate of its membership dues for the following year will give the Superintendent of Schools written notice prior to October 1 of the year of such change.

C. Deductions referred to in Section A above will begin on the fourth pay day of each school year.

D. No later than October 1 of each year, the Association will provide the Board with a list of those employees who have voluntarily authorized the Board to deduct dues for any of the Associations named in Section A above; Any employee desiring to have the Board discontinue any deductions he/she has previously authorized must notify the Board and the Association concerned in writing by June 30 for the succeeding school year's dues.

E. Should there be a dispute between an employee, any of the associations named above and/or the Board over the matter of deductions, the Goffstown Education Association agrees to defend and hold the Board and the Goffstown School District harmless in any such dispute.

## ARTICLE VII GRIEVANCE PROCEDURE

### A. Definition

A "grievance" is a complaint by a professional employee or employees or the Association that there has been a violation, misapplication or misinterpretation of any provision of this agreement.

If a professional employee has a claim that he/she has been treated inequitably by reason of any act or condition which is contrary to established School Board policy or practice governing or affecting employees, which claim is not based upon the interpretation, meaning and application of the provisions of this Agreement, or a claim under Article IX, that employee shall have the right to process such claim through Levels One, Two and Three as stated herein, except that the right to process such claim shall not apply to any matter as to which the School Board is without authority to act.

All time limits in this Article shall mean school days except as specified in Section H.

### B. Purpose

The parties acknowledge that it is more desirable for a professional 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 and referred to the following formal grievance procedure.

### C. Right of Representation

A professional employee covered by this Agreement shall, under this Article, have the right to be represented by an Association representative at any time, subject to his/her requesting such representation.

### D. Time Limit

A grievance to be considered under this procedure must be initiated in writing within twenty (20) school days of the time the grievant should have known of its occurrence.

### E. Formal Procedure

Level 1. Within five (5) days of receipt of a formal grievance, the building principal shall meet with the aggrieved employee and/or a grievance representative. Within three (3) days following, any such meeting, the principal shall give his/her answer in writing. If the aggrieved person is not satisfied with the disposition of this grievance at Level One, or if no decision has been rendered within ten (10) school days after presentation of the grievance, the aggrieved person may file the grievance, in writing, with the Chairperson of the Association's Teacher Rights Committee within five (5) school days after the decision at Level One or fifteen (15) school days after the grievance was presented, whichever is sooner. Within five (5) school days after receiving the written grievance, the Chairperson of the Teacher Rights Committee will refer it to the Superintendent of Schools.

Level 2. Within five (5) days of receipt of the grievance at this level, the Superintendent will meet with the participants of Level 1 and examine the facts of the grievance, the Superintendent shall give his/her answer within five (5) days of any such meeting. If the grievance is not

settled at this level, then within five (5) days from receipt of the answer rendered at this level the grievance may be referred to Level 3, the School Board if the Teacher Rights Committee determines that the grievance is meritorious and that appealing it is in the best interests of the school system.

Level 3. Within fifteen (15) days of receipt of the grievance at this level, the Board will hold a hearing with the participants, and examine the facts of the grievance. The Board will hereafter, within ten (10) days of such hearing, give its answer, in writing. If the grievance is still not settled, the matter may be referred to arbitration by the Association as set forth in Level 4 of this procedure.

Level 4. If the matter is referred to arbitration, then the parties shall first attempt to agree on a mutually acceptable arbitrator. If they are unable to do so within ten (10) days of the Association's request for arbitration, then either party shall apply to the American Arbitration Association to name an arbitrator under the rules and procedures of the service. The arbitrator shall use his/her best efforts to arbitrate the grievance, but he/she shall have no power to add to or subtract from, alter, or modify, any of the said provisions. The arbitrator shall hereafter submit a written decision to both parties within thirty (30) calendar days. The arbitrator's decision shall be binding on both parties. The parties agree to share equally in the compensation and expenses of the arbitrator.

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

G. Grievance(s) of a general nature or involving decisions by the Superintendent or School Board may be submitted by the Association to Level 2.

H. During the summer recess, all time limits as referred to in Section E shall refer to normal business days. (Mondays through Friday, except legal holidays).

I. 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 not extend the time limits for the aggrieved person to proceed to the next level.

J. The parties agree that professional employees covered by the Agreement shall enjoy freedom from restraint, interference, coercion, discrimination, or reprisal for participating in any grievance proceeding.

K. Grievances shall not be made a part of any employee's personnel file or used in making employment references. However, arbitration decisions that sustain but modify disciplinary action by the District shall be included in the employee's personnel file.

L. There should be a recognized Association grievance person in each building.

M. The Association shall have the right to be present and to state its views at all stages of the grievance procedure beginning with Level 1.

## ARTICLE VIII

### INDIVIDUAL CONTRACTS & SCHOOL YEAR

A. The Board and each professional employee will enter into individual contracts as set forth in Appendix E attached hereto.

B. It is agreed that the school year is not to be in excess of one hundred eighty-two (182) school days and four (4) other days devoted to school and educational work.

C. It is agreed that any professional employee's right to resign for the ensuing year shall not extend beyond July 1, and the terms of the individual contracts on the subject of resignations shall prevail; It is further agreed, however, that professional employees who intend to return for the ensuing year shall

return their individual contracts to the Superintendent of Schools not later than April 15. The returning of such contract, however, will not impair the professional employee's right to resign for the ensuing year up to and including July 1.

## ARTICLE IX

### ASSIGNMENT

A. All professional employees on duty as of April 15 of any calendar year will be given written notice of school assignment and projected class and subject assignment for the forthcoming school year not later than June 1 of the school year, if feasible, but in no event later than the last day of the school year. All professional employees reporting on and after April 15 of any calendar year will be assigned and notified for the ensuing school year as soon as is feasible.

B. In the event that changes in class and/or subject assignments or building assignments are proposed after the end of the school year, all professional employees affected will be notified promptly in writing. All employees must leave summer addresses and telephone numbers with their principals. Upon request of an employee affected, the changes will be promptly reviewed by the principal, the employee and, at his/her option, a representative of the Association. If the employee is not satisfied that such changes are necessary and wishes to resign, his resignation will be accepted without prejudice.

C. In order to assure that pupils are taught by professional employees working within their areas of competence, principals will make every effort to see that employees will be assigned in the area(s) of certification and/or highly qualified teacher status.

D. Changes in grade assignment in the elementary schools and in subject assignment in the secondary schools will be made by the principal who will invite employees to express their preferences and will give careful consideration to their preferences. Such assignment changes will be made for educationally sound reasons. To the extent that it is possible, however, changes in grade, assignment in the elementary schools and in subject assignment in the secondary schools will be voluntary. This Article is subject to the grievance procedure as set forth in Article VII.

## ARTICLE X

### VACANCIES & PROMOTIONS

A. Promotional positions are defined as follows: Positions paying a salary differential and/or position on the administrator-supervisory level, including, but not limited to, positions as Supervisor, Director, Principal, Assistant Principal and Department Head.

B. At least eight (8) days prior to the filing of a promotional position, the Superintendent will notify the President of the Goffstown Education Association by mail of such position; said notification will set forth the position's specifications, including necessary qualifications for candidates, duties and rate of compensation. The President of the Goffstown Education Association shall file with the Superintendent the address to which he or she wishes such notice to be sent. For the purposes of this Section, notice shall be deemed to be delivered to said President when posted in the United States mail or delivered via electronic mail.

C. Notice of any bargaining unit vacancies (including newly created positions) shall be posted on the official bulletin board at school for at least eight (8) work days prior to the deadline for applications. The posting shall state the specific position to be filled, qualifications, starting date, and other relevant terms of employment. Professional employees who are interested in being assigned to another position for the next school year may make known their interest by submitting a written statement to the Principal. Said employee(s) shall be contacted by the administration should a vacancy arise in the area of indicated interest. During the summer recess, notice of vacancies shall be mailed or emailed to the Association President.

## ARTICLE XI

### WORKING CONDITIONS

#### A. Evaluation

All monitoring or observation of work performance will be conducted openly and with full knowledge of the professional employee. New employees shall receive necessary information, regarding evaluation procedures in a timely manner. The administration shall schedule a post-evaluation conference within a reasonable number of days following any formal evaluation or observation. Performance deficiencies shall be noted in writing with specific suggestions for corrective action and a reasonable amount of time shall be provided for the employee to correct any noted deficiencies. The time period permitted for correction of deficiencies shall include specific consideration of the seriousness and number of deficiencies observed.

#### B. Personnel Files

1. Professional employees will be given a copy of any written report, letter or memorandum having an effect on that employee's evaluation and a copy of any written complaint relating to that employee. No such report shall be submitted to SAU/District Administration, placed in the employee's file or otherwise acted upon without a prior conference with the employee, who may comment on the contents of such report on a separate document, which comments shall be attached thereto and placed in the employee's file. There shall be no obligation on the part of the Administration or Board to respond to the employee's comments and if no response is made, it shall not be deemed or construed to be an acceptance of or agreement with the employee's comments. An employee shall sign a separate statement to attest only that he/she has been given any such report referred to in the first sentence of this paragraph. If an employee refuses to sign such separate statement, that refusal shall be noted on the statement. Any such report or document referred to in the first two sentences of this paragraph and the statement relating to the refusal may then be submitted to SAU/District Administration, placed in the employee's file or otherwise acted upon.

2. Employees or their designated representatives (such designation to be made only in writing signed by the employee) will have the right, upon request to review the contents of the employee's personnel file and to make copies of any documents contained therein, excluding confidential references.

3. Access to a professional employee's personnel file shall be had only by the employee, the administration (defined as the Superintendent of Schools, the Assistant Superintendent of Schools and the building principal for that teacher) and members of the School Board or the employee's designee.

#### C. Employee Discipline

1. Any disciplinary action which may be taken against a professional employee will be based only upon information which is promptly placed in that employee's file. No professional employees shall be disciplined without just cause and shall be informed of the grounds for said discipline. If challenged, just cause shall constitute an arbitrable issue. The parties agree that non-renewals are not disciplinary in nature. Challenges to non-renewals shall be based upon RSA 189 et seq.

2. An employee shall be entitled to have Association representation when it appears likely that a meeting will result in disciplinary action against said employee. The parties recognize that certain emergency situations involving the safety and/or well being of students may be so urgent that any delay to allow the presence of an Association representative is impossible.

#### D. Duty Free Lunch

Each professional employee is entitled to a duty free lunch period equivalent in time to a scheduled student's lunch period in his/her building.

#### E. Personal Property

A professional employee who has brought personal property into school at the written request of the administration shall be compensated for the cost of said property if it is damaged or stolen.

F. Classroom Coverage

Except in emergencies, no professional employees shall be required to supervise more than one classroom at a time when functioning as a classroom teacher.

G. Student Discipline

The Goffstown School Board agrees to use a Written Report Form which includes the date of the incident, the date and nature of the administrative response and whether the matter was referred to the Police Department. A copy of the form will be provided to the reporting party. Matters referred to the Police Department which involve an assault on a Professional Employee will also be reported to the School Board Chairperson.

H. Classroom Reassignment

In the event a professional employee is directed to change classrooms the employee shall be responsible only for packing and unpacking personal items contained in his/her classroom materials.

## ARTICLE XII

### TEXTBOOKS & ACADEMIC MATERIALS

A. The Board agrees that, if possible, it will provide sufficient textbooks to insure that each pupil in a classroom has textbooks for his own use.

B. Changes in textbooks and selection of new texts should be done by principals concerned with initiating curriculum studies. At the secondary level (high school and middle school), department heads and members of departments should be involved in the study of available materials and the final selections thereof. At the elementary level, professional employees who will be affected by changes in texts or the addition of new texts or materials should be involved in the study and selection of these materials.

If professional employees feel materials being used are obsolete or inadequate for the teaching of their various subject areas, they should request that the principal involved meet with all concerned employees in order to determine if a curriculum study would be advisable. In the event that the employees concerned feel a curriculum study is advisable, the principal should then organize such a study. The outcome of this study would then determine the need for a change or addition of new materials or texts.

Professional employees will be directly affected by changes in texts and materials; therefore, they should be involved in the study and selection of such educational materials. Any curriculum studies which are undertaken will be open to participation by all professional employees directly concerned.

## ARTICLE XIII

### COMMITTEES

Professional employees shall be included as active members on building committees, curriculum committees, and transportation committees and may be included on any other committees established by the Board that would benefit from participation by professional educators. Acceptance of such committee assignment shall be voluntary. The lack of a volunteer will not preclude the formation of the Board's committee.

Arrangement for said participation will be worked out by mutual agreement between the Association and the Board.

## ARTICLE XIV

### LAYOFFS

A. It is recognized that the School Board is responsible for determining the educational needs of the School District and retains the right to layoff professional employees and its staff.

B. If a layoff in staff is necessitated, then the following guidelines shall apply:

1. The positions and number of positions to be affected shall be identified by the School Board.

2. Layoffs will first be accomplished by attrition.

3. The order in which additional layoffs shall occur will be based upon seniority within areas of certification. Seniority shall be defined as the total number of years a bargaining unit member has been certified in a particular area while employed in Goffstown so long as said bargaining unit member has taught in the area of certification within the past 5 school years. (This 5 year limitation shall not be applied in cases of involuntary transfer from one area of certification to another.) For the purposes of this Article, the least senior professional employee within that area of certification shall be laid off first. The parties agree that the individual laid off, if certified in another area, shall have the right to assume the position of a less senior person within the same area of certification.

4. Notwithstanding paragraph 4 above, a less senior employee may be retained in the affected position if the School Board can demonstrate by a clear and convincing standard that the less senior employee is substantially better qualified for that position, or performing at a substantially higher level in that position.

C. Professional employees shall be recalled in reverse order of layoff for any open position within the certification area which the layoff occurred.

1. Laid-off employees shall be eligible for recall for a two-year period following their final date of employment.

2. Employees shall be responsible for notifying the Superintendent in writing of their current address. Recall notices shall be mailed certified, return receipt requested, to the current address on file.

3. Employees shall have ten (10) days to respond to any recall notice. The response shall be in writing, mailed certified, return receipt requested. Refusal to accept recall shall result in relinquishing all rights under this Article.

4. No new professional employee shall be hired for any vacancy within a certification area while there are laid-off personnel from those certification areas to fill those positions.

5. An employee who accepts recall shall retain all previous seniority and any accrued sick leave benefits.

## ARTICLE XV

### PROFESSIONAL COMPENSATION

A. The basic salaries of professional employees covered by this Agreement are set forth in Appendix A which is attached to and incorporated in this Agreement,

B. Nurses who do not hold a Bachelor's degree will be placed on the salary schedule at a rate of 80%. Nurses who hold a Bachelor's degree or higher will be placed at the applicable step and track at a rate of 85% for 2014-2015 and at a rate of 90% for 2015-2016.

C. Payment for extra-curricular activities and Department Heads for the term of this contract are set forth in Appendix B attached hereto and incorporated in this Agreement. Payment for such activities shall be made in one payment at the completion of the activity, except in those cases where an activity is for a full school year. Then the payment will be made in 2 equal installments, one payment in midyear and the balance at the completion of the activity.

D. Professional employees shall be granted full credit for K-12 teaching experience, at a state certified public school or private institution.

E. Salary adjustments for additional credits earned shall be made by September 1 and/or February 1 following notice of the accumulation of additional credits earned and presentation of proof thereof.

F. The salaries shall be payable in equal installments of one/twenty-sixth (1/26th) or one twenty-second (1/22nd) of the annual salary on every other Thursday throughout the school year beginning no later than the second Thursday after the opening of the school year. The remainder of that year's salary shall be paid to each employee on the last day of school in that school year unless other arrangements have been made between the individual and the Superintendent of Schools.

G. Mileage

Professional employees who may be required to use their own automobiles in the performance of their duties and employees who are assigned to more than one school per day shall be reimbursed at the IRS rate per mile for all authorized driving done by them. The distance between schools shall be computed by the Superintendent. Reimbursement shall be made within thirty (30) days of receipt by the Superintendents office.

H. A Goffstown School District Professional Employee who retires from his/her profession shall receive payment as follows:

For fifteen - nineteen (15-19) years of service in the Goffstown School District -Ten Thousand Dollars (\$10,000)

For twenty - twenty-four (20-24) years of service in the Goffstown School District - Fifteen Thousand Dollars (\$15,000).

For twenty-five or more (25+) years of service in the Goffstown School District -Twenty Thousand Dollars (\$20,000).

Those planning to retire must notify the Superintendents office by November 1. Failure to notify by November 1 will mean that the benefit will be paid no later than August 15 of the second fiscal year following notification.

Should any professional employee, who has elected to retire, die prior to receiving any payment due, the District will make payments to the estate of the deceased retiree.

Payment of the retirement benefit will be made in one lump sum no later than August 15 following the date of retirement.

I. Goffstown Area High School professional staff assigned class sections beyond "typical" schedule shall be compensated in the following manner:

Teacher's actual salary/"typical" class load/# of teaching days in school year \* number of days completing assignment = compensation.

Said compensation to be paid on a bi-weekly basis starting with the second paycheck after initiation of the schedule.

J. Professional employees who volunteer to participate in administrative directed curriculum planning or studies which take place beyond the students' school year will be compensated at a fixed standard hourly rate established by the Board each fiscal year, except when outside grant funding

dictates other rates.

K. Payment for longevity begins after 16 years of service in the Goffstown School District as follows:

17-19	20-24	25+
\$2,500	\$3,000	\$3,850

The payment will be made in 2 equal installments, one payment in midyear and the balance at the completion of the school year. School nurses will receive longevity at the same percentage they receive on the wage scale (as outlined in Article XV. B.) of the above rates for years of service. For the purposes of Section K, service in the District must be continuous service in order to be eligible for longevity payments. Approved leaves of absence shall not constitute a break in service when calculating continuous service for the purpose of longevity payments.

## ARTICLE XVI

### PROFESSIONAL DEVELOPMENT

A. Each professional employee shall be reimbursed for 100% of the tuition fees, required lab fees, and required texts which must be purchased for courses which are taken as part of a degree granting program designated to improve professional competence within the employee's field. The Superintendent may, in his discretion (which discretion shall not be exercised in an arbitrary or capricious manner), approve the taking of other courses designated to improve professional competence and, when a written request has been made and approval by the Superintendent obtained prior to the taking of any such course, reimbursement for 100% of tuition fees, required lab fees, and required texts which must be purchased for such course shall be granted. Such reimbursement shall be subject to all other provisions of this Article. In the event the Superintendent denies a request for reimbursement, the Superintendent shall advise the employee of his reasons, in writing, for such denial, however, any such denial shall not be subject to the grievance procedure as set forth in Article VII. The employee will not be compensated where payment is provided by some other agency. When such payment is partial, the Board agrees to pay the difference between the total tuition which must be purchased for the course and the amount provided by the outside agency, but in no event shall reimbursement exceed 100% of the tuition fee, required lab fees, and required texts as set forth above.

Reimbursement per year per employee under this section shall not exceed a total of \$1,500 and shall not be made until presentation to the office of the Superintendent of Schools evidence of satisfactory completion of course(s), verified by a grade report or transcript, with a grade of B or better or a grade of pass in pass/fail grading system. Reimbursement shall be made within thirty (30) days of receipt by the Superintendent's Office.

B. A total of \$45,000 for bargaining unit employees shall be budgeted for the payment of course credits.

Provided notification is received prior to June 15, any unencumbered funds budgeted for the payment of course credit for the fiscal year will be made available to any teacher on a pro rata basis to offset the total cost of courses taken if it exceeded the personal cap allowed in Section A of this Article, but in no event shall reimbursement exceed 100% of the total cost of all courses taken in that fiscal year.

C. Each professional employee shall be eligible to receive full clock hours on professional days.

D. Staff Development money will be available to each professional employee in an amount not to exceed \$150.00 per fiscal year for conferences/workshops, and or Professional Membership fees with the prior approval of the District.

**ARTICLE XVII**  
**INSURANCE**

**A. Health Insurance**

The Board shall pay the following premiums for group health insurance:

2014-2015*	<u>Single 2-person/family</u>	
All plans	85%	80%
2015-2016	<u>Single 2-person/family</u>	
MTB10 R10/20/45	85%	80%

- The plans offered are, Matthew Thornton (MTB5 R\$3/15M\$1), Blue Choice (BC2T10 RX10/20/30) and JW Managed Care (JW-MC MSI). Effective July 1, 2015 the MTB5 R\$3/15M\$1 will be replaced by the MTB10 R10/20/45.
- There will be no new enrollees into the JW Managed Care plan.
- \*Blue Choice 2-tier will be the health insurance driver for the JW plan. MTB10R10/20/45 will be the health insurance driver for all plans effective July 1, 2015.
- The district will provide \$1,000 in a Health Savings Account (HSA) for up to five professional staff with "Medical Hardships" who are forced to stay on the JW plan.

In the event both the husband and wife are employed by the District, the District shall provide one health insurance benefit to the married couple, at the applicable benefit level.

Although it is understood that the Goffstown School District is presently obtaining hospital and medical insurance coverage from Blue Cross-Blue Shield, said Association specifically agrees that the School District may, in its sole discretion, obtain health and medical benefits from a different source, provided the benefits offered by any new source are comparable with the benefits being provided by Blue Cross-Blue Shield under Plan JW/Managed Care.

The parties agree to form a committee to evaluate the impact of the Affordable Care Act to the current health insurance plans and to make recommended plan changes as appropriate. The committee will consist of, 3 Association reps and, 3 Board reps who will submit recommendations by June 2016 to the School Board and Association.

In the event this Agreement is going to expire without a successor Agreement, resulting in status quo, the parties agree to exchange proposals limited to identifying a health insurance plan that complies with the Affordable Care Act and that does not result in the imposition of the so-called 'Cadillac tax' no later than February 15, 2017. If the parties are not able to agree on one of these two proposed plans, the plans will be submitted to binding arbitration no later than May 1, 2017 with a mutually acceptable arbitrator. In the event the parties cannot agree on an arbitrator, the NH PELRB will select. After hearing from both parties, the arbitrator will choose one of the two proposed plans by June 15, 2017 and that plan will be implemented on July 1, 2017. If the Union fails or refuses to participate in this process, the Employer will be permitted to unilaterally implement its proposed plan to avoid imposition of the so-called 'Cadillac Tax'. The District shall contribute 90% of the yearly premium cost for the Single Plan and 80% of the Two-Person or Family Plan.

**B. Long Term Disability Insurance**

The District will provide full coverage for long term disability insurance providing 66 2/3% of a professional employee's salary after a 90 calendar day elimination period, up to \$2,500 per month coverage.

C. Dental Insurance

The District shall provide dental insurance under a Northeast Delta Dental Plan for each professional employee. The Board will pay either 100% of the premium for the single person plan or 85% of the premium for either the 2 person or family plan.

Coverage A will be at One Hundred Percent (100%); Coverage B will be at Eighty Percent (80%); Coverage C will be fifty Percent (50%); Coverage D will be at fifty Percent (50%)\* with no deductible and a \$1,000 maximum per person per year for Coverages A, B, and C. Coverages shall be outlined in Appendix D of this Agreement.

D. Life Insurance

Members of the bargaining unit shall be covered with Twenty-five Thousand Dollars (\$25,000.00) in group term life insurance, the cost of which shall be paid for by the Goffstown School District. It is agreed by the parties that the Board shall have the sole right to determine what source shall provide such life insurance.

**ARTICLE XVIII**

**SICK LEAVE BANK**

A. Sick Leave Bank

1. The Board agrees to establish a sick leave bank to cover employee/s 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:

2. The sick leave bank shall be funded by bargaining unit members at the start of each school year to reach a maximum two (2) times the number of staff members. The sick leave bank may be supplied with additional days whenever the number of days drops below fifty (50) to bring it up to the maximum.

3. Unused sick leave days in the bank at the close of the school year will carry over into subsequent years up to a unit of two (2) times the number of staff.

4. 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.

5. The Association shall notify the Board by September 15th 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 yearly entitlement.

6. 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.

7. No one shall, under any circumstances, be entitled to receive sick leave and disability benefits at the same time.

8. New employees are not eligible for sick bank participation prior to January 1st if they are hired before the first day of school and for 120 calendar days after employment if hired after the first day of school.

## ARTICLE XIX

### SICK LEAVE

A. Each professional employee shall earn sick leave at the rate of one and one-half (1 1/2) days for each month of employment as of the first day of such month from September through June of each school year; provided, however, that an employee shall not accumulate more than fifteen (15) sick leave days per school year and such sick leave shall not be accumulated beyond a total of one hundred five (105) days.

B. An employee who has accumulated but has not used any of the maximum of one hundred five (105) sick leave days as of February 1 in a school year shall be eligible for additional sick leave days at the rate of one and one-half (1 1/2) days per month for each month of employment from February through June of that school year, not to exceed a total of seven and one-half (7 1/2) days, which additional days shall be rescinded at the end of that school year.

C. A first year employee may use no more than a total of seven (7) such sick leave days from September 1 through January 1 in the first year of employment, although said employee has not, as of the first time or use, earned and accumulated seven (7) sick leave days; provided, however, that the number of any such unearned sick leave days taken under this provision will be charged against the number of sick leave days thereafter earned and accumulated by said employee and such employee shall not be entitled to additional sick leave with pay until additional sick leave has been earned in accordance with the first paragraph of this Article.

D. Professional employees shall be notified in writing of the number of their accumulated sick leave days on or before the first pay day of the school year.

## ARTICLE XX

### TEMPORARY LEAVES OF ABSENCE

#### A. Special Purpose Leave

Each professional employee shall be entitled to two (2) days of special purpose leave per year with pay. Such special purpose leave shall not be cumulative from year to year and may only be used for unavoidable personal business or personal affairs which cannot be transacted other than during the employee's work day. Any such special purpose leave shall be subject to prior notification and approval and shall not be used to enable a member of the bargaining unit to be engaged in gainful employment. The employee must notify the Superintendent's office, in writing, of the special purpose leave to be taken and such notification must be made five (5) days prior to the taking of such leave. The employee shall not be required to state the specific nature of the personal business or personal affairs; provided, however, the employee must state that it otherwise meets the criteria of this section. The parties specifically agree that no more than seven staff members, as set forth in the bargaining unit described in Article I, shall be granted leave under this paragraph A of Article XIX at any one time.

In the event of an emergency, the employee may follow the normal sick leave procedure for calling in; however, said employee must state in writing the reason for taking such leave upon his or her return. Additional special purpose leave may be granted upon request in writing to the Superintendent of Schools.

B. One (1) religious observance day absence from school may be granted. Religious days are to be used for actual religious observance and where worship must be during school hours.

#### C. Bereavement Leave

Each professional employee will be entitled to five (5) days leave per year at full salary in the event of the death of a teacher's spouse, child, son-in-law, daughter-in-law, parent, maternal, or paternal grandparent, grandchild, father-in-law, mother-in-law, brother or sister; provided, however, that such five

(5) days represents the total amount of such leave an employee is entitled to annually. Additional leave or leave for the death of persons of some other relationship to the employee may be granted by the Superintendent of Schools. Bereavement leave may not be accumulated from year to year. One (1) day of bereavement leave shall be granted to each employee in the event of the death of a close friend or relative not referenced above subtracted from the total days (5) available each year.

D. Other Temporary Leaves

Upon the submission to the Superintendent of Schools of a written request a reasonable time in advance, each professional employee will be granted a total of two (2) professional days' leave per year for the following purposes:

1. Attendance at professional and/or educational conferences and workshops;
2. For attending state or national meetings as a delegate of a professional association;
3. For receiving a college or graduate degree; provided, however, that no more than three percent (3%) of the teaching staff as set forth in the bargaining unit described in Article I shall be granted leave under this paragraph D of Article XIX at any one time.

E. Delegate Leave

The District and the Association agree than on or before February 1 of each year, the Association shall supply to the District the names of those voting delegates plus up: to one additional Association member who will attend the Annual State NEA-New Hampshire Delegate Assembly held in the Spring of each year. The District shall provide paid professional leave to those people so identified, which leave shall be subtracted from remaining professional days, if available. It is expressly understood that this leave shall be granted even if a delegate or additional Association member has no professional days remaining for the school year. It is also agreed that the granting of such leave shall not be subject to the 3% cap in Article XIX, D.

In the event any of the named voting delegates or the additional member are unable to attend, the District shall allow paid professional leave for the alternate(s) so that the appropriate number of Association members will attend the Delegate Assembly.

F. Unpaid Leave

1. A leave of absence not to exceed eighteen (18) months shall be granted to any professional employee for the purpose of parent/child care. Said leave shall commence upon the request of the professional employee. Other leaves of absence without pay may be granted by the Board for good reason.
2. During said leave, seniority shall not continue to accumulate; however, the professional employee shall retain the seniority held at the start of the unpaid leave. The professional employee will be able to continue benefits by reimbursing the District for coverage at the group rate.
3. Requests for unpaid leave shall be in writing to the Superintendent and include the reason for the leave along with notification of beginning and ending dates of said leave. Except by mutual agreement of the parties, return from leave shall coincide with the beginning of a marking period.
4. A professional employee returning from unpaid leave shall be reinstated to a position he/she held when the leave began, or if that position no longer exists, to a substantially equivalent position: Should the District invoke a layoff under Article XV, nothing contained herein shall be deemed to extend an additional right to be returned to a position upon the conclusion of unpaid leave if the professional employee is otherwise subject to layoff under Article XIV.
5. Benefits to which the professional employee was entitled at the time his/her

leave commenced, including unused sick leave and position on the salary schedule to which the professional employee was entitled at the time of such leave, shall be restored upon his/her return. For the purpose of determining placement on the salary schedule, service of more than ninety (90) school days during the school year in which such leave was taken shall be credited as a full year.

G. Sabbatical/Fellowship

Sabbatical/Fellowship leave will be considered by the Board on an individual basis.

H. Jury Duty

Any employee required to serve on jury duty shall be granted leave with pay. The employee shall not be required to use another category of leave. Any fees received by the employee for jury service with the exception of mileage, will be reimbursed to the District.

**ARTICLE XXI  
SEVERABILITY**

If any provision of any section of any article of this Agreement or any application of this Agreement to any employee or group of employees, shall be found contrary to law, then such section shall not be deemed valid and subsisting, but all other sections shall continue in full force and effect. The parties agree that if a sections(s) is invalidated, they will resume negotiations regarding the matter(s) affected in accordance with the provisions of this Agreement.

**LETTER OF AGREEMENT  
BETWEEN THE GOFFSTOWN SCHOOL BOARD  
AND THE  
GOFFSTOWN EDUCATION ASSOCIATION, NEA/NEW HAMPSHIRE**

The parties, in order to resolve all issues pertaining to PELRB Case No. T:0288:9; Decision No. 92-05, agree to the following:

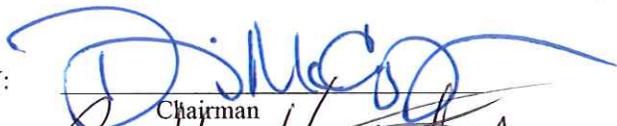
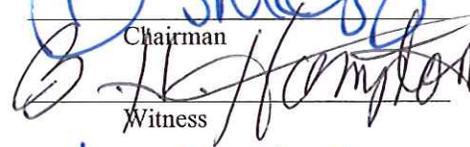
1. The increased on-site workday for the sixth grade teachers in 1991-92 will remain in place. Affected teachers shall not receive any additional compensation for this increased time.
2. The parties further understand that next year the on-site workday for teachers in grades 1-5 may be increased by up to 45 minutes per day and will not be subject to challenge by the Association. The parties agree that present and customary practice pertaining to duties and meetings before/or after the on-site work day shall continue.
3. The Board agrees that any other proposed changes in the length of the teacher workday shall be subject to prior negotiations between the Board and the Association.
4. This letter of Agreement shall be attached to and become a part of the Master Agreement between the parties.
5. The Board will not file any further appeal regarding PELRB Decision No. 92-05.

ARTICLE XXII

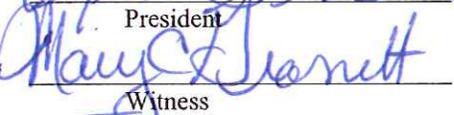
DURATION

This agreement will be effective as of September 1, 2014 and will remain in full force and effect through August 31, 2016.

GOFFSTOWN SCHOOL BOARD

BY:   
Chairman  
  
Witness  
DATE: June 16, 2014

GOFFSTOWN EDUCATION ASSOCIATION

BY:   
President  
  
Witness  
DATE: June 12, 2014

**Appendix A - Salary Schedules**

2014-2015 Goffstown Salary Schedule							
Steps	BA	BA+15	BA+30	MA	MA+15	MA+30	D,CAGS
1	32,643	33,621	34,600	35,579	36,558	37,537	38,516
2	34,389	35,367	36,346	37,325	38,304	39,283	40,262
3	36,135	37,113	38,092	39,071	40,050	41,029	42,007
4	37,881	38,859	39,838	40,817	41,796	42,775	43,753
5	39,626	40,605	41,584	42,563	43,542	44,521	45,499
6	41,372	42,351	43,330	44,309	45,288	46,266	47,245
7	43,118	44,097	45,076	46,055	47,034	48,012	48,991
8	44,864	45,843	46,822	47,801	48,780	49,758	50,737
9	46,610	47,589	48,568	49,547	50,525	51,504	52,483
10	48,356	49,335	50,314	51,293	52,271	53,250	54,229
11	50,102	51,081	52,060	53,039	54,017	54,996	55,975
12	51,848	52,827	53,806	54,784	55,763	56,742	57,721
13	53,594	54,573	55,552	56,530	57,509	58,488	59,467
14	55,340	56,319	57,298	58,276	59,255	60,234	61,213
15	57,086	58,065	59,044	60,022	61,001	61,980	62,959
16	59,832	60,811	61,789	62,768	63,747	64,726	65,705

Note: Any teacher who has not attained step 10 on the bachelor's track as of June 30, 2007 will not be able to move into the highlighted bachelor's track steps. Teachers who are at step 10 or above as of June 30, 2007, will be able to move through the salary schedule in the bachelor's track up to step 16.

Bargaining unit members move one (1) step effective September 1, 2014.

2015-2016 Goffstown Salary Schedule							
Steps	BA	BA+15	BA+30	MA	MA+15	MA+30	D,CAGS
1	33,296	34,293	35,292	36,291	37,289	38,288	39,286
2	35,077	36,074	37,073	38,072	39,070	40,069	41,067
3	36,858	37,855	38,854	39,852	40,851	41,850	42,847
4	38,639	39,636	40,635	41,633	42,632	43,631	44,628
5	40,419	41,417	42,416	43,414	44,413	45,411	46,409
6	42,199	43,198	44,197	45,195	46,194	47,191	48,190
7	43,980	44,979	45,978	46,976	47,975	48,972	49,971
8	45,761	46,760	47,758	48,757	49,756	50,753	51,752
9	47,542	48,541	49,539	50,538	51,536	52,534	53,533
10	49,323	50,322	51,320	52,319	53,316	54,315	55,314
11	51,104	52,103	53,101	54,100	55,097	56,096	57,095
12	52,885	53,884	54,882	55,880	56,878	57,877	58,875
13	54,666	55,664	56,663	57,661	58,659	59,658	60,656
14	56,447	57,445	58,444	59,442	60,440	61,439	62,437
15	58,228	59,226	60,225	61,222	62,221	63,220	64,218
16	61,029	62,027	63,025	64,023	65,022	66,021	67,019

Note: Any teacher who has not attained step 10 on the bachelor's track as of June 30, 2007 will not be able to move into the highlighted bachelor's track steps. Teachers who are at step 10 or above as of June 30, 2007, will be able to move through the salary schedule in the bachelor's track up to step 16.

The 2015-2016 salary grid reflects an increase of 2% effective 9/1/2015. Bargaining unit members move one (1) step on September 1, 2015 and one step on June 30, 2016\*.

\*Employees hired on or after September 1, 2013 who were hired on step 1 with no previous experience will not receive a step on June 30, 2016.

#### Appendix A-1

When a new employee is hired, s/he shall be compensated for their previous training and experience on the salary schedule. If anyone currently employed by the District is not being paid on a step that is commensurate with their training and experience, then new hires will be placed on the same step and track as those who are in the District who have the same level of training and experience.

**APPENDIX B**  
**Co-Curricular and**  
**Extra-Curricular Activities**  
**2014-2015**

Goffstown High School

Activities Director	\$7,117.80
Advisor Grade 9 (2 pos.)	\$826.18
Advisor Grade 10 (2 pos.)	\$826.18
Advisor Grade 11 (2 pos.)	\$2,224.32
Advisor Grade 12 (2 pos.)	\$2,224.32
Band	\$2,224.32
Baseball - Varsity	\$3,263.09
Baseball - JV	\$2,218.91
Basketball - Varsity (Boys)	\$4,661.57
Basketball - Varsity (Girls)	\$4,661.57
Basketball - JV (Boys)	\$3,169.87
Basketball - JV (Girls)	\$3,169.87
Basketball - Freshman (Girls)	\$2,703.71
Basketball - Freshmen (Boys)	\$2,703.71
Cheerleading - Fall	\$1,743.42
Cheerleading - Varsity	\$2,563.86
Cheerleading - JV	\$1,743.42
Chorus	\$2,224.32
Cross Country	\$3,263.09
Cross Country Assistant	\$1,566.30
Drama	\$4,829.93
Field Hockey - Varsity	\$3,263.09
Field Hockey - JV	\$2,218.91
Football - Varsity	\$4,661.57
Football - JV	\$3,169.87
Football - Freshman	\$2,703.71
Golf	\$1,771.40
Ice Hockey - Varsity	\$4,661.57
Ice Hockey - Assistant	\$2,237.55
Lead Teacher, English	\$2,224.32
Lead Teacher, Mathematics	\$2,224.32
Lead Teacher, Science	\$2,224.32
Lead Teacher, Social Studies	\$2,224.32
Lacrosse (Boys)	\$3,263.09
Lacrosse (Girls)	\$3,263.09
Marine Biology	\$826.18
National Honor Society	\$1,653.49
Newspaper	\$1,653.49
Peer Outreach (2 pos.)	\$1,653.49
Pep Band	\$2,923.38
Skiing	\$1,771.40
Softball - Varsity	\$3,263.09
Softball - JV	\$2,218.91
Soccer - Varsity (Boys)	\$3,263.09
Soccer - Varsity (Girls)	\$3,263.09
Soccer - JV (Boys)	\$2,218.91
Soccer - JV (Girls)	\$2,218.91
Strength & Conditioning	\$3,558.89
Strings	\$2,224.32
Student Council	\$4,829.93
Swimming Coach	\$3,263.09
Tennis (Boys)	\$2,563.86
Tennis (Girls)	\$2,563.86
Track (Boys)	\$3,263.09
Track (Girls)	\$3,263.09

Track - Varsity Indoor	\$2,563.86
Volleyball - Varsity	\$3,263.09
Volleyball - JV	\$2,218.91
Wrestling - Varsity	\$4,661.57
Wrestling - Assistant	\$2,237.55
Yearbook	\$4,829.93

Mountain View Middle School

Advisor Student Council (4 pos.)	\$2,224.32
Band	\$2,224.32
Baseball	\$1,892.60
Basketball - (Boys) - Bteam	\$1,771.40
Basketball -(Girls) - Bteam	\$1,771.40
Basketball - Winter (Boys)	\$2,703.71
Basketball - Winter (Girls)	\$2,703.71
Cheerleading	\$1,487.05
Chorus	\$2,224.32
Cross Country	\$1,892.60
Cross Country Assistant	\$1,239.98
Drama	\$2,923.28
Field Hockey	\$1,892.60
Field Hockey - Bteam	\$1,239.98
Soccer (Boys)	\$1,892.60
Soccer (Boys) - Bteam	\$1,239.98
Soccer (Girls)	\$1,892.60
Soccer (Girls) - Bteam	\$1,239.98
Softball	\$1,892.60
Strings	\$2,224.32
Track - Spring, MVMS	\$1,892.60
Volleyball - MVMS	\$1,892.60
Wrestling	\$2,703.71
Yearbook	\$3,558.89

All qualified professional employees who apply for co-curricular activity positions will have the right of first refusal for co-curricular positions.

The co-curricular schedule will increase by 2.25% each year of this agreement.

The parties agree to meet to develop a mutually agreed upon process of reviewing all new co-curricular positions approved by the School Board to determine the appropriate category assignment and stipend. This process will include a review of the duties of the position in accordance with the approved point schedule and category' assignment.

**APPENDIX C**

**Dues Authorization Card**

Name .....

Address .....

I hereby request and authorize the Goffstown School Board to deduct from my earnings and transmit to the Treasurer of the Goffstown Education Association for transmittal of the Associations checked below an amount sufficient to provide for regular payment of the membership dues, as certified by such Association, in eighteen (18) equal payments over the remainder of the school year and for succeeding school years. I understand that the Board will discontinue such deductions for any school year only if I notify the Board in writing to do so not later than sixty (60) days prior to the commencement of the school year. I hereby waive all right and claim for said monies so deducted and transmitted in accordance with this authorization, and relieve the Board and all of its officers from any liability therefore.

Professional Employee Organization:  
Goffstown Education Association...  
New Hampshire Education Association...  
National Education Association...

Date \_\_\_\_\_

Professional Employee's Signature \_\_\_\_\_

**APPENDIX D**

**Dental Insurance**

COVERAGE A

DIAGNOSTIC:

- Initial examination
- Examinations once in a 6 month period
- X-rays - full mouth/panorex x-rays once in a 3 month period
- Bitewing x-rays once each 12-month period
- X-rays of individual teeth as necessary

PREVENTIVE:

- Cleanings once in a 6 month period
- Fluoride once in a 12 month period to age 19
- Space maintainers

COVERAGE B

FILLINGS

ORAL SURGERY

ENDODONTICS:

- Root canal therapy

PERIODONTICS:

- Treatment of gum disease
- \*Periodontal prophylaxis (cleaning)

DENTURE REPAIR:

- Repair of removable denture to its original condition

EMERGENCY TREATMENT:

\*Note: Only one cleaning covered in a 6-month period. This can be routine (coverage A) or Periodontal, but not both.

COVERAGE C

PROSTHODONTICS:

- Bridges
- Complete and partial dentures

Restorative crowns: onlays  
Covered services only when the tooth cannot adequately be restored with amalgam,  
acrylic or silicone fillings.  
Rebased and relined of dentures

COVERAGE D  
ORTHODONTICS.

Correction of malposed (crooked) teeth for dependent children up to the age of  
19 (\$1,000 lifetime maximum)

**APPENDIX E**  
Individual Contracts

The School Board of the Town of Goffstown, New Hampshire (hereinafter called the "Board" and hereby agrees to employ the above named individual and the above named individual (hereinafter called the "Professional Employee") hereby agrees to serve under the direction of the Superintendent of Schools as a Professional Employee in the public schools of said Town, beginning \_\_\_\_\_ and ending \_\_\_\_\_ subject to the conditions stated below.

The undersigned Professional Employee and the Board agree that the school year is not to be in excess of one hundred eighty- two (182) school days and four (4) other days devoted to school and education work.

In accordance with the provisions of the Master Agreement between the Board and the Goffstown Education Association, the Board agrees to pay said Professional Employee, and the Professional Employee agrees to accept for services during the above stated period, an annual salary of \$ \_\_\_\_\_ payable in equal installments of one/twenty-sixth (1/26th) or one/twenty-second (1/22nd) (the Professional Employee should indicate his or her preference by crossing out the installment method not desired) of said annual salary on every other Thursday throughout the school year, no later than the second Thursday after the opening of that school in which said Professional Employee is employed. The remainder of that year's salary, if any, shall be paid to said Professional Employee on the last day of school in that school year, unless other arrangements are made between the Professional Employee and the Superintendent of Schools. Said salary will be subject to deductions required by law and other deductions which the Professional Employee may, in writing, authorize in accordance with the Master Agreement. The Professional Employee will be notified, in writing, prior to the date required by RSA 189:14-a, if the contract will not be renewed for the following year.

This contract may be terminated by mutual consent at any time. It may be terminated for due cause as provided by statute. The Professional Employee may resign by submitting written notice to the Board not later than July 1 of the Professional Employee's intention not to return for the ensuing year. However, if the Professional Employee intends to return for the ensuing year, the Professional Employee shall return his or her individual contract to the Superintendent of Schools not later than April 15.

The Professional Employee may request, in writing an extension of this deadline and such extensions may be granted by the Superintendent. The returning of such contract will not impair that Professional Employee's right to resign for the ensuing year up to and including July 1st.

This contract is subject to the statutes of the State of New Hampshire, the rules and regulations of the School Board and incorporates and is subject to the Master Agreement between the Board and the Goffstown Education Association, provided, however, that the existence or non-existence of any Master Agreement will not impair nor affect the validity of this individual contract.

By \_\_\_\_\_  
Employee

Dated \_\_\_\_\_

By \_\_\_\_\_  
Chairperson, Goffstown School Board

Dated \_\_\_\_\_