

COLLECTIVE BARGAINING AGREEMENT
HOPKINTON SCHOOL DISTRICT

AND

HOPKINTON EDUCATION ASSOCIATION

FOR PERIOD

JULY 1, 2010

TO

JUNE 30, 2012

PREAMBLE

To encourage and increase effective and harmonious working relationships between the Hopkinton School Board (hereinafter the "Board"), the Board of Education for Hopkinton School District (hereinafter the "District") and its employee represented by the Hopkinton Education Association, (hereinafter the "Association"), the parties join in this Collective Bargaining Agreement (hereinafter the "Agreement").

This Agreement is made and entered into on this 1st day of January 11, 2010, by and between the Board acting for the District and the Association.

WITNESSETH:

WHEREAS the Board and the Association recognize and declare that providing a quality education for the children of Hopkinton is their mutual aim and that the character of such education depends predominately upon the quality and morale of the teacher service, and

WHEREAS pursuant to RSA 273-A the Board has the authority to bargain in good faith with the Association as the representative of the professional teaching staff of the District included in the unit as set forth in Article I, the Recognition Clause, and

WHEREAS it is understood that this Agreement shall not preclude the parties from informally communicating with each other or members of either group, and

WHEREAS the parties have reached certain understandings which they desire to confirm in the Agreement.

ARTICLE I

RECOGNITION

1. The Board recognizes the Association (H.E.A./NEA-NH) as representing professional staff certified by the Public Employees Labor Relations Board (PELRB) as belonging to the bargaining unit and employed by the District.
2. The term "Professional Staff" includes but is not limited to all staff employed under an individual teacher contract, such as teachers, librarians, guidance personnel, licensed speech therapists, psychologists, and nurses. The HEA Bargaining Unit is inclusive of all professional staff who are not supervisory personnel or support staff personnel.
3. Unless otherwise indicated, the professional staff in the above unit will be hereinafter referred to as the "Teachers".

ARTICLE II

DURATION OF CONTRACT

1. This contract goes into effect upon voter approval and expires June 30, 2012.
2. Individual teacher contracts shall continue to be issued by the Board on an annual basis. Notification of non-renewal will be made in accordance with RSA 189-14 (for informational purposes, the current date is April 15). All other contracts will be issued by the Board no later than two (2) weeks from the date of non-renewal in accordance with RSA 189-14 and must be returned by the teacher no later than 20 days from date of issuance.
3. The terms of this Agreement shall continue if the parties are involved in any aspect of negotiations.
4. Any part of this Agreement which is found to be contrary to law shall not be binding on either party.

ARTICLE III

NEGOTIATIONS PROCEDURE

1. Negotiations shall begin no later than May 15 of the next to last year of the current agreement. It is the responsibility of the Association to notify the Board of their desire to begin negotiations. Ground rules for negotiations shall be set by the two parties at the first negotiations meeting.
2. Both parties agree to freely exchange ideas, proposals and counter proposals and negotiate in good faith.
3. In the event impasse is declared by either party, the guidelines established under RSA 273-A shall be followed.

ARTICLE IV

LEAVES OF ABSENCE

For the purpose of this Agreement, a leave of absence will be defined as a period of absence at the end of which the teacher shall return to a similar position.

1. Temporary Leaves of Absence

a. Jury Duty

The District agrees to provide a leave of absence for a teacher summoned to jury duty, or subpoenaed as a court witness. The District will pay the teacher his/her salary while on jury duty, and the teacher will give his/her jury duty payment to the District.

b. Military

The District agrees to provide a leave of absence without pay for a teacher summoned to military duty. Leave will only be available if the teacher can prove that he/she must take the leave during the school year.

2. Extended Leaves of Absence

a. Child Bearing Leave

The District shall agree to grant childbearing leave as provided by law.

b. Child rearing and Adoption Leave

The District agrees to grant child-rearing and adoption leave as provided by law. In addition, any teacher employed by the District for more than one year may use

Article IV 2 b (continued)

accumulated sick leave during their child rearing and adoption leave and shall be allowed to request ten (10) additional days from the sick bank, in accordance with the sick bank guidelines. The total number of sick days allowed may not exceed sixty (60) and must begin within twelve (12) months of the birth or adoption. Application shall be made in writing and, if at all possible, at least sixty (60) calendar days prior to the start of the leave. Such leave must end within twelve (12) months of the birth or adoption.

In the circumstance that a teacher returns from child rearing leave with no accumulated sick leave, they will be credited with sixteen (16) sick leave days. The used sick leave days will be paid back from annual sick leave to the district over the ensuing four (4) years at the rate of four (4) days per year. If the teacher leaves their employment with the District for any reason, the number of sick days will be deducted from the teacher's accumulated sick days. In the absence thereof, the value will be deducted from the teacher's final pay.

c. Medical

The Board may grant an extended leave of absence to a teacher who must undergo extended medical treatment. Leave, if granted, shall be for that period of time recommended by the physician, not to exceed the end of the teacher's contract, but may upon application be renewed to a second contract year. At the end of the second year, all obligations shall cease if a teacher remains unable or unwilling to return.

d. Professional

The Board may grant, when deemed appropriate, an extended leave of absence without pay not to exceed one year, for professional improvement. Application for such leave must be made to the Board by January 1. The Board shall reply no later than March 15. The teacher on said leave of absence must notify the Superintendent's Office of his/her desire to return to work no later than March 1 before contracts for the next year are distributed.

e. Sabbatical

The Board may grant, when deemed appropriate, sabbatical leaves to full-time teachers. The Board shall appropriate on an annual basis funds for sabbatical leaves, but the decision on whether or not to grant a sabbatical leave will be at the Board's sole discretion. No teacher would be eligible to apply unless he/she has been employed by the District for a period of at least seven (7) years. A sabbatical leave will consist of either one (1) full year or a half-year (1/2), and will be compensated at half pay and related full-time benefits. The recipient must agree to serve for at least three (3) full years in the District upon completion of the sabbatical or must reimburse the District for all expenses as a result of the sabbatical. Request for sabbatical leave must be received by the Superintendent in writing, in such form as may be mutually agreed on by the Association and the Superintendent, no later than November 1, and action must be taken on all such requests no later than March 15 of the school year preceding the school year for which the sabbatical leave is requested.

Article IV 2 (continued)

f. Unpaid Leave

During the time that a teacher is on unpaid extended leave, the teacher shall be entitled to remain eligible for participation in all District fringe benefit programs, provided they shall be at the sole expense of the teacher, except as may be required by applicable law. Additionally it is understood that an extended leave of absence does not interrupt the consecutive nature of a teacher's service, but is not included in the computation of a teacher's service.

3. Leaves for Illness and Personal Days

- a. Teachers of the District are allowed sixteen (16) days per year, accumulative at the rate of 1.6 per month for September through June. Accumulation of sick days shall be limited to 160 days. These sick days may also be used for sickness for immediate family.
- b. Any teacher who becomes ill during the school day and must leave school after 10:30 a.m. will be charged with the use of one-half (1/2) sick day.

Four (4) days each year of the sixteen (16) sick days may be used for personal leave. Personal days do not accumulate and may be used for personal reasons, such as religious obligations, the death of a close relative or friend, a court appearance, or a similar type of personal business, or family matter. Personal days are not to be used solely to extend a school vacation or holiday. Neither are personal days to be used for routine personal or family matters, which can normally be scheduled outside of school hours. When possible, two days prior written notification of intent to use personal days shall be given to the Principal or the teacher's immediate supervisor consistent with the districts leave notification procedure. Personal days are to be deducted from sick leave as used. Personal days in excess of four (4) may be granted at the discretion of the Superintendent. Teachers are expected to abide by the personal days criteria above and confirmation by building or district administrators is unnecessary.

- c. Bereavement Leave: Teachers who have suffered a loss in his/her immediate family shall be granted up to five (5) days of leave per bereavement. Days shall not be deducted from accumulated sick leave. Immediate family shall be interpreted to include: husband, wife, son, daughter, stepchildren, father, mother, brother, sister, or grandparent of a teacher or their spouse, or any other person living in the immediate household of the teacher. Bereavement leave for someone outside the immediate

Article IV 3 c (continued)

family can be provided at the recommendation of the building principal or the teacher's immediate supervisor and approval of the Superintendent.

4. Sick Day Bank

Each teacher will donate one (1) sick day, annually, for which that teacher is eligible under paragraph 3, to a sick day bank. The District will add to the sum an equal number of aggregate days. If during the school year, a teacher uses all the accumulated sick days for which the teacher is eligible under paragraph 3, then that teacher may use days which have been set-aside in the sick day bank. In the event that the sick bank is depleted during any school year, teachers will donate an additional sick day to the bank. Thereafter, if the days in the sick day bank are used, they will not be replenished until the next school year. Unused days will not accumulate from year to year.

Sick Bank Administrative Guidelines

- a. The committee will be comprised of four (4) HEA Representatives with one representative from each school building. A representative of the School Board will be included as an ex officio member of the committee.
 - b. Each application must be submitted in writing to the HEA with a copy to the Superintendent's Office.
 - c. Each application will be reviewed on a case-by-case basis with consideration given to the nature and duration of the applicant's illness and to the possibility of other teachers requiring the benefits of the Sick Day Bank.
 - d. The Committee will have the option of requiring medical documentation in support of the leave request.
 - e. The Sick Day Bank will not be used to supplement Workers' Compensation Benefits.
 - f. In order to assure a prompt response to requests for benefits, the Committee will meet within ten (10) working days of a written application being received by the HEA.
 - g. A written response to the applicant will be made within ten (10) working days of the committee meeting.
5. The Board may grant leaves of absences for any other reasons it deems appropriate.

Article IV (continued)

6. The district agrees to grant the benefits provided by The Family and Medical Leave Act of 1993 (FMLA) (29 U.S.C. Sections 2601 et seq.) to all eligible teachers.

ARTICLE V

SCHOOL DAY/SCHOOL YEAR

1. The regular teacher work year shall be one hundred eighty six (186) days. These days will be used as follows:
 1. One (1) of the 186 days shall be used as a TEP day for teachers to meet on a mutually agreed upon day with their supervisor prior to start of the school year.
 2. One (1) of the 186 days shall be used as follows:
 - a. Harold Martin/Maple Street: This day is to be used for classroom set-up. This day will be used at the teachers' discretion.
 - b. Middle School: This day is to be used to accommodate parent conferences.
 - c. High School: This day is to be used as a transition day between semesters.
 3. Any new teacher will work one (1) additional day (for a total of 187 days) for the purpose of orientation. This day must occur prior to the start of the regular school year.
2. These days shall occur no earlier than the Monday before Labor Day and no later than June 30. Additional days up to a maximum of five (5) days may be required by the Board and shall be compensated at the teacher's per diem rate, otherwise, the Board may contract for additional days at a mutually agreed rate between the Association and the Board. Advance notice, by June 1, shall be given to teachers if contracted for additional days.
3. Teachers may be required to report thirty (30) minutes before the first scheduled class in their building each school day. Teachers shall be permitted to leave work thirty (30) minutes after the dismissal of the students.
4. With the exception of parent teacher conferences and open houses; duties, staff meetings, and committee work will be scheduled within the school day. Staff meetings and committee work will be scheduled so as to not exceed one per week except in the event of planning for accreditation, meeting state requirements or when committee members agree to additional meeting time.
5. A teacher may be required to supervise students or school grounds during the workday as defined above.
6. All duties shall be fairly and equitably distributed. In the event that a teacher works in more than one building, one building shall be deemed the primary building and duties will be assigned to that building only.

Article V (continued)

7. Each teacher shall receive a twenty-five (25) minute duty free lunch period.

8. TEACHING LOAD

a. HIGH SCHOOL

A normal teaching load in the high school (Grades 9-12) is five (5) 90-minute blocks of time over a two (2) day rotation. High school teachers will receive a daily 90-minute preparation period.

b. MIDDLE SCHOOL

A normal teaching load in the middle school (Grades 7-8) is twenty-five (25) teaching periods per week, five (5) per day each forty-five (45) minutes in length. Middle school teachers will receive five (5) teacher directed forty-five (45) minute preparation periods per week (one per day) and five (5) forty-five (45) minute blocks per week for Team directed preparation time (one per day). No more than two (2) of the forty-five (45) minute Team preparation times will be administratively directed except in extraordinary circumstances.

c. ELEMENTARY PREPARATION PERIODS

Full-time elementary teachers will have a minimum of four (4) preparation periods per week. These preparation periods, if scheduled during specialist periods (art, music, PE), will be maintained even though the instructor may be absent. These preparation periods may be used for meetings provided the teacher agrees. Elementary teachers will have 300 minutes of duty free and uninterrupted preparation time per week, a portion of which may be used for team or grade level planning. Every effort will be taken to insure that elementary teachers have preparation periods that are scheduled in a minimum of 25 to 35 minute blocks.

d. All preparation periods will be duty free and uninterrupted and will occur during the student day.

9. A teacher assigned to a sixth teaching class period shall receive compensation equal to twenty percent (20%) of his/her current salary. A teacher so assigned shall have the assignment and compensation indicated in his/her individual contract. A teacher who is assigned to a sixth class shall not be assigned to a study hall or lunch supervision.

10. A teacher who volunteers to cover an individual class (40-50 minutes) in the absence of a substitute teacher shall be paid \$30. A teacher who volunteers to fulfill duties that are posted or requested by the administration (or their representatives) will be paid (per duty, 10-30 minutes, not in increments thereof) \$10.00 per duty.

Article V (continued)

11. Teachers who have responsibility for maintaining classroom space in two separate buildings are eligible for one additional day per diem for preparation of space at the beginning of the school year.

ARTICLE VI

DEPARTMENT CHAIRS/AND COORDINATORS

1. Nominations of the Department Chairs and Coordinators by the Superintendent shall coincide with the nominations of Schedule B, and shall terminate on June 30 of the contract year.
2. Compensation for Department Chairs and Coordinators will be based on Appendix B of this Agreement.
3. Department Chairs and Coordinators will be evaluated on an annual basis. Job descriptions and evaluative instruments shall be jointly developed, reviewed on an annual basis, and when necessary, modified by the Department Chairs and Coordinators, the Administration, and the Board. The Board shall have the final decision on the instrument to be used and the duties to be performed.
4. If a Department Chair or Coordinator is removed from his/her position, or voluntarily relinquishes that position, he/she will have the option of remaining as a regular teacher.

ARTICLE VII

ASSIGNMENTS, TRANSFERS, VACANCIES

1. The Superintendent of Schools shall make all assignments and transfers within the Hopkinton School System.
2. Said assignments shall be given in writing to all teachers for the forthcoming school year by June 1, subject to reassignment where necessary in the best interests of District. Such reassignments shall be considered as involuntary transfers and treated accordingly.
3. A teacher shall not be assigned or transferred to a position for which he/she is not certified or certifiable, except temporarily and when such assignment or transfer is deemed to be in the best interests of the educational program of the District. Temporary shall be defined for purposes of this article as not to extend beyond the current semester.
4. Prior to involuntary transfer of any teacher, the Superintendent shall consider any volunteer to fill said vacancy.
5. Any involuntary transfer shall be made only after a meeting between the teacher involved and the Superintendent, at which time the teacher shall be notified of the reason for the transfer. In the event that a teacher objects to the transfer, the Association will be notified and the Superintendent will meet with the Association representative and the teacher to discuss the transfer.
6. The term "transfer" shall include all changes in subject fields to be taught, elementary grade level changes, and building assignments.
7. A vacancy which exists within the Hopkinton School System, will be posted by the Superintendent for ten (10) days except in case of emergency and notification will be given to the President, or Co-Presidents of the Association. When position vacancies occur during the scheduled summer vacation, the District will send a notice of such vacancy to the President or Co-Presidents of the Association. The vacancy notice will include the job title, job description and requirements for the position.
8. A vacancy shall be defined for purposes of this article as a position presently unfilled, a position currently filled but which will be open in the future, or a new position.
9. Teachers shall have the right to apply to fill vacancies.
10. The District may require a physical examination after a conditional offer of employment has been extended to a teacher applicant. An offer of employment is conditional upon the results of the physical examination. The District will be responsible for the cost of any physical exam or medical procedure it requires, including a tuberculin skin test.

ARTICLE VIII

EVALUATION

1. The Hopkinton School Teacher Evaluation Plan (TEP) is an effective model for improving teacher performance. In order for TEP to be constructive, all procedures of TEP will be conducted openly and with full knowledge of the teacher.
2. Prior to the third weeks of school, the Superintendent will orientate all new teachers in evaluation procedures and instruments and ensure that all teachers have a copy of the Teacher Evaluation Plan (TEP).
3. Whenever an administrator prepares a written report regarding a teacher, the teacher shall be given a copy of the report. The teacher shall read and sign the report. The signature shall not necessarily signify agreement with the report, but only receipt. The teacher also shall be given the opportunity to respond to the report at a meeting with the administrator. This meeting shall occur within two weeks of issuance of the report.
4. Copies of all evaluative material placed in a teacher's personnel file shall be submitted to the teacher. The teacher will also have the right to submit a written answer to such material and his/her answer shall be attached to the file copy.
5. Adverse evaluations may be grieved to the extent permitted by Article XXII, Paragraph 3.
6. The Hopkinton School Teacher Evaluation Plan and the Hopkinton School District Standards for Teacher Performance are both outlined below and are both fully described at www.hopkintonschools.org
7. Non-probationary teachers may be observed in the classroom for the purposes of annual evaluation at least once per year.
8. Probationary teachers shall be observed in the classroom for the purpose of annual evaluation at least three times per year.
9. Further observations beyond the minimum number shall be conducted at the discretion of the administration or at the request of the teacher.
10. Whenever an administrator prepares a written report of a classroom observation, the teacher shall be given a copy of the report. The teacher shall read and sign the report. The signature shall not necessarily signify agreement with the report, but only receipt. The teacher also shall be given the opportunity to respond to the report at a meeting with the administrator. This meeting shall occur within two weeks of issuance of the report.

Article VIII (continued)

11. Copies of all evaluative material placed in a teacher's personnel file shall be submitted to the teacher. The teacher will also have the right to submit a written answer to such material and his/her answer shall be attached to the file copy.
12. Adverse evaluations may be grievable to the extent permitted by Article XXII, paragraph 3.
13. EVALUATION PROCEDURE

A. EVALUATION COMMITTEE

The Board and the Association, by mutual agreement, will annually establish a joint committee of one HEA designated representative from each building, no more than two Administrators, and a Special Education Teacher. The committee will be co-chaired by one of the Administrators and one of the HEA representatives. All changes to the TEP must be approved through consensus. At the time an agreement on evaluation is reached on modifications to evaluation language pursuant to Article VIII by and between Hopkinton Education Association Negotiating Team and Executive Board, and the School Board, this article will be revised reflecting those changes.

The Evaluation Procedure is included the Hopkinton School District Faculty Handbook entitled, " Hopkinton School District Teacher Evaluation Plan ".

15. ANNUAL EVALUATIONS

- a. Annual evaluations will be completed for each teacher. Non-instructional areas, including but not limited to interaction with colleagues, students and parents, non-teaching duties, attendance and punctuality may be included on the annual evaluation. Each teacher shall be provided at least one week to comment on all evaluations prior to evaluations being submitted to the Superintendent.
- b. Any concerns in non-instructional areas shall be addressed verbally or in writing prior to being included on the annual evaluation.

ARTICLE IX

PERSONNEL FILES

1. A teacher shall be entitled to review his/her personnel file at any time and upon request to the principal. This review shall take place in private but in an administrative office.
2. The teacher and school Principal shall review the teacher's file every three years, at the teacher's written request. At that time, derogatory material shall be examined.
Article IX 2 (continued)

If, after such examination and discussion of alternatives, the teacher feels that such material is unfair and should be deleted and that appropriate action has not been taken,

the teacher may appeal to the Superintendent and the Board through the established grievance procedure.

3. Any complaint regarding a teacher which is made to any member of the administration by parent, student or other person and which may be used in any manner in evaluating the teacher shall be promptly investigated. The teacher will be notified of the nature of the complaint in writing. The teacher shall be given opportunity to respond in writing to the complaint.
4. The teacher shall acknowledge that he/she had an opportunity to review any complaint by signing the copy of the complaint which is to be filed. The signature shall not necessarily indicate agreement with the complaint.

ARTICLE X

SCHOOL CALENDAR

1. The school calendar will contain one hundred eighty-six (186 days).
2. A committee consisting of a building Principal, a parent, and an Association designated representative from each building shall be created yearly. The members of the committee shall select a spokesperson to present the proposed school calendar to the Superintendent.
3. The school calendar shall be given to each teacher within ten (10) workdays after adoption by the Board. The calendar for the next year shall be finalized no later than the last School Board meeting in December.

ARTICLE XI

REDUCTION IN FORCE

In the event that a reduction in teaching positions is necessary because of reduced enrollment, economic resources or funds, change in or consolidation of Board authorized programs, to reduce the number of teachers by the District in educational programs, the following criteria will be used by the School Board in making a determination of non-renewal:

1. Reductions will first be accomplished by attrition, such as resignation or retirement.

Article XI 1. (continued)

2. Teachers on a probationary contract will be terminated prior to teachers on a continuing contract.
3. If further layoffs are necessary, teachers shall be laid off within the following categories by seniority for the period they were or are continuously employed by the District:
 - a. Grades P-6
 - b. Grades 7-12
 - c. Specialists by the following areas: art, music, P. E., library/media, guidance, foreign language, family and consumer science, nursing, reading, ESOL, technology education, and Special Education.
4. The District will notify affected teachers as soon as administratively possible, but no later than stipulated by NH Law.
5. The District shall lay off teachers in inverse order of their years of service in the District in the affected area of certification and must reinstate them in inverse order of their being laid off, with no loss of credit for previous years of service. Part-time teachers shall earn seniority on a pro-rata basis.
6. The equivalent number of full-time years will determine years of service to the District (for example, two years of half-time equals one full-time year). If there is a tie, the date of formal election within the District shall be the determining factor; if a tie still exists, the lottery system will be used to determine seniority. Then the Association, the Board and if possible, the affected teacher(s) shall jointly conduct a lottery to determine the teacher(s) with the greatest service.
7. In the event a teacher's position is eliminated, the teacher shall be offered any other position within their respective classification three years after the school year the position ceases to exist. The teacher must at the time the position is offered, be certified for such position under the procedures set by the State Department of Education, and provided the teacher files his/her mailing address with the Superintendent.
8. A person hired as a part-time teacher (not previously a full-time teacher of the District) shall not be eligible to be placed in a full-time vacancy pursuant to this Article; except that if a part-time position is changed to full-time, that does not constitute a reduction of the part-time position.
9. The District will notify the Association at the same time it notifies the certified teacher(s) to be affected. The notice to the Association and the affected teacher(s) will include reasons for the reduction-in-force and reasons for the selection of the particular teacher(s) to be affected.
10. Certified personnel laid off must annually, by March 1, or such other times as appropriate, advise the Superintendent's Office in writing of their current address and availability for employment. If a laid-off teacher refuses an offer for reemployment in an area for which he/she is qualified, the teacher shall forfeit his/her rights to reemployment under the conditions of this section.

Article XI 10. (continued)

11. When laid off teachers are recalled they shall be notified by certified mail, return receipt.

ARTICLE XII

TEACHER SUMMER EMPLOYMENT

Teachers shall receive compensation for summer employment (curriculum development or other related work) at the hourly rate of thirty-three dollars (\$33.00). It is understood that teachers volunteer for summer employment and shall receive no penalty for refusing such employment. Teachers will be paid summer curriculum pay within three (3) weeks of presenting their previously agreed upon project and their time sheet to their administrator or to the Superintendent in case of the administrator's absence. Any disagreement in the quality or accuracy of the project will be promptly brought to the attention of the Superintendent for resolution.

ARTICLE XIII

SALARIES, LONGEVITY

1. The compensation and salary scale for all teachers is set forth in Appendix A and Appendix A1. The compensation and salary scale for all teachers employed by the District as of June 30, 1994 is set forth in Appendix A1. Beginning July 1, 2000, any percentage increase to base pay will also be applied to the salary of all professional staff, including those not eligible for step increases.
2. Placement

Placement on the salary scale set forth in Appendix A for contract years after July 1, 2000 may be adjusted to support the employment by the District of qualified teachers. Placement on the salary schedule may be modified with the following provisions:

- a. For teachers with seven (7) or less years of experience, placement will be at a step commensurate with years of applicable teaching experience.
- b. For teachers with eight (8) or more years of experience, step placement may be altered, within two (2) steps of applicable years of teaching.
- c. For teachers recommended to fill positions of "critical shortages", placement may be advanced up to two (2) steps beyond applicable teaching experience.
- d. For certifiable individuals with private sector experience, the placement recommendation will be guided, on a case by case basis, by the individual's prior experience, potential as a teacher and the staffing needs of the District.

Article XIII 2d (continued)

When a recommendation related to this article is formalized, a meeting will occur between the Superintendent and Association Executive Board. Upon mutual agreement on the merit of the recommendation, the administration may forward the recommendation to the Board.

3. Longevity

- a. In addition to general increases in the salary schedule, teachers will receive annual longevity according to the following:
 1. Teachers who began employment prior to the 1999-2000 school year will be eligible for longevity benefits one year after reaching the top step of the Salary Schedule (Appendix A). Teachers who began employment after July 1, 2000 and have reached the top step of his/her salary track in Appendix A will be eligible for longevity payments based upon seven (7) years of continuous, uninterrupted service to the district.
 2. A longevity payment in the amount of 2% of the maximum step of the teacher's salary track will be made to all certified teachers who have been on the maximum step of their salary track for at least one (1) year, and have seven (7) to fourteen (14) years of service with the District.
 3. A longevity payment in the amount of 3% of the maximum step of the teacher's salary track will be made to all certified teachers who have been on the maximum step of their salary track for at least one (1) year and have fifteen (15) or more years of service with the District.

These longevity payments do not compound from year to year.

4. Payment required under provisions for longevity shall be made with the first paycheck in December of each year.
5. Teachers receiving longevity in the 2002-2003 school year will continue to receive that same amount added to their salary annually. Thereafter, starting in 2003-2004 these teachers will receive the replacement formula set forth above added to their cumulative salaries. For example, a teacher receiving \$5,400 longevity in 2002-2003 will continue to receive the \$5,400 plus 2% or 3% of the maximum step of his/her salary track annually depending upon years of service defined above.

Article XIII a (continued)

6. During the 2010-2011 year, all teachers will receive a one-time Cost of Living Adjustment (COLA) of seven hundred dollars fifty (\$750) to be paid as a one time end of contract payment or equally distributed over 21/26 payments, at the teachers discretion.

Guidelines for increases in the 2010-2011 school year are as follows:

- a) Teachers will not receive step increase
- b) Teachers eligible for first time payments of longevity will receive payment.
- c) Teachers eligible for the 2%-3% longevity increase will receive payment.
- d) Teachers' years of service with the district continue to accrue.

7. During the 2011-2012 year, all teachers who are not eligible for step increases will receive a one-time Cost of Living Adjustment (COLA) increase of three hundred dollars (\$300) to be paid as a one time end of contract payment or equally distributed over 21/26 payments, at the teachers discretion.

Guidelines for increases in the 2011-2012 school year are as follows:

- a) Teachers will receive step increase from their last year's placement on the salary schedule.
- b) Teachers eligible for first time payments of longevity will receive payment.
- c) Teachers eligible for the 2%-3% longevity increase will receive payment.
- d) Teachers' years of service with the district continue to accrue.

ARTICLE XIV

DUES DEDUCTION

It is agreed by and between the District and the Association that upon receipt of written authorization, signed by the teacher, the District shall deduct an amount to provide payment of dues for membership and assessment in the H.E.A., NEA-NH, and N.E.A. The deduction will be from the regular salary check of the teacher. Deduction shall be either in equal amounts during the contract year, or as a single total deduction at the beginning of the contract year. The amounts deducted pursuant to such authorization of the teacher shall be remitted promptly to the NEA-NH. If the teacher leaves the District before the full dues authorized have been deducted, the balance shall be deducted from the teacher's final check.

ARTICLE XV

NOTIFICATION OF INTENT TO CHANGE TRACKS

Any teacher anticipating a change in his/her position on the salary schedule must notify the Superintendent, in writing or via email, prior to November 1 of the current year. If transcripts, course cards or proof of satisfactory course completion are not submitted on or before September

1 of the contract year, the change in salary schedule will not become effective until the next school year. Teachers so affected by track change will be placed on the appropriate level of the salary schedule only after having filed proper documentation with the Superintendent.

ARTICLE XVI

CO-CURRICULAR ACTIVITIES

1. A schedule for the payment of co-curricular stipends is set forth in Appendix B which is attached to and made a part of this Agreement.
2. Appointments to co-curricular activities shall be on an annual basis and shall only be made with the voluntary consent of the person selected. Co-curricular contracts will be issued by June 1st.
3. The Board reserves the right to add to or delete from the co-curricular activities list if it finds either lack of interest by students or staff, or the best interest of the school requires a change.
4. The Board agrees to submit a copy of the proposed schedule of activities and compensation to the Association prior to May 1 of each contract year.
5. A Schedule B Committee is established by the Superintendent to include a Principal and an Association designee from each building. The committee's function will include recommendations for stipend amounts and the appointment process. The recommendations of the committee will be forwarded to the Board and Association for review and approval
6. A substitute for a teacher acting as Principal will be obtained when the administrator(s) in the school will be out of the building for one half (1/2) day or more.
7. Coaches with experience in District carry that experience with them regardless of coaching assignment.

ARTICLE XVII

BENEFITS

1. Health Insurance and Dental Insurance
 - The District shall provide all teachers with health insurance options that include Blue Cross/Blue Shield Comp 100 (current members grandfathered at current plan, not available to teachers hired after 6/30/06), Blue Cross/Blue Shield Blue Choice, or Matthew Thornton, subject to the co-payment schedule and teacher contributions as described in 1a. The teacher may choose single membership, two-person, or family membership in one of the options.
 - Effective as of July 1 of each contract year, each teacher may waive his or her right to the health insurance on a form suitable to the District and the Association filed not later than

Article XVII (continued)

July 1st of the contract year. A full-time teacher who waives insurance coverage will receive a lump sum taxable payment of \$1,300 on or about the following September 15th. A part-time teacher will receive a prorata lump sum payment based on the prorata health insurance received.

- Teachers who waive their right to health insurance will not have their coverage reinstated until the following July 1 except at their own expense and as permitted by the health insurance carrier. However, a teacher may be reinstated at District expense (less prorated unearned buy out amount) at the beginning of the month after reapplication if health insurance coverage provided by the teacher's spouse is involuntarily terminated.
- The District's contribution to the health insurance plan options available to teachers will be:
 - a. BC/BS 100: 87% premium. Teacher premium cap of \$1,950.
 - b. BC/BS Blue Choice "Three Tier": 87% premium. Teacher premium cap of \$1,500.
 - c. Matthew Thornton "Classic": 92% premium. Teacher premium cap of \$900.
- Prescription drug co payment plan available as part of all health insurance plan options:
 - a. \$10 Generic
 - b. \$20 name brand /\$45 Premium name brand
 - c. \$10, \$20, or \$45 mail in for a three month supply
- The District will contribute two hundred dollars (\$200) to a Flexible Savings Account (FSA) for all teachers each year (prorated for part time teachers).
- Plan registration/changes may only be made during the month of July of each year.
- Any changes in actual coverage and/or carriers must be made by mutual consent of the District and Association.
- Members of this Agreement participating in this provision may re-enter the program providing a qualifying event as specified by the current policy.
- All District teachers are indemnified, while acting within the scope of their professional assignment, to a limit of one million dollars (\$1,000,000) as stipulated by the State of New Hampshire Administrative Rules.

Article XVII (continued)

2. Life Insurance

The District shall provide all teachers with a life insurance and accidental death and dismemberment insurance program. Teachers who are regularly employed by the District for thirty (30) or more hours per week will be provided with a group term life insurance policy with a face value equal to 1.5 times his or her annual base salary (rounded up to the nearest thousand dollars).

3. Income Protection

Following a thirty (30) working day waiting period from the first day of an absence and during which time the teacher shall use accumulated sick leave, if any, the following protection plan will be in effect.

- a. Teachers who have sick leave in excess of the thirty (30) days shall receive their additional sick leave benefit at full compensation for the period following the thirty (30) day waiting period not to exceed ninety (90) days from the first day of absence, or until the expiration of the contract year, whichever comes first. When sick leave benefits are exhausted, but not before the expiration of the thirty (30) working day waiting period, the teacher benefits detailed in Section b will begin.
- b. The teacher shall receive two-thirds (2/3) of his/her regular weekly gross salary for a period not to exceed eighty-nine (89) days or until the expiration of the contract year, whichever comes first.
- c. Long Term Disability (LTD) Insurance Plan

The District shall provide all teachers with a long-term disability plan. The benefit is sixty-six and two-thirds (66 2/3%) percent of salary, up to a monthly maximum benefit of \$5,000. The elimination period is ninety (90) calendar days. LTD benefits shall cease at age 65.

4. The Board reserves the right to require examination by the physician of its choice in order to validate sick leave and disability claims. The Board shall pay the cost of any such required examination.

5. Eligibility for Benefits

The terms of this contract shall be applicable to all teachers as follows:

a. Teachers

1. Full Time – Full Benefits*

*All benefits are Health Insurance, Sick Leave, Life Insurance, Income Protection Plan, and Dental Plan.

Article XVII 5. a. (continued)

2. Other Than Full Time

Other than full time, teachers will receive prorated benefits provided the teacher meets the eligibility criteria of the benefit carrier.

6. Change of health insurance carrier will be made only by mutual agreement between the Association and the Board. Any change in carrier will result in coverage comparable to the option plans as outlined in this agreement. Agreement to a modification will not be unreasonably withheld by either party.
7. It is agreed that a change in carrier will not take place during a contract year and that if an agreement to change carrier by the termination of the present contract year is not reached, the current plan will remain as the District's health insurance provider.
8. The parties agree to work together to study alternative providers and cost containment aspects of the insurance provided in this article, and to meet from time to time to consider, evaluate, and if mutually agreed, to implement wellness programs and/or other cost management programs.

9. Personal Property Loss Reimbursement

For loss or damaged personal property, the district will reimburse the teacher in the amount of the insurance deductible claim or reimburse for non-insured items up to a maximum of \$500. This may be applied to personal property or automobile damage provided the loss did not result from teacher negligence.

10. Any teacher unable to work due to an injury or illness arising out of or in the course of employment for the District and compensable under the New Hampshire Workers' Compensation Law, RSA 281, shall, until the end of the contract year in which the injury or illness occurred, retain health insurance under the terms of this Agreement. If certified as able to return to work by a Physician acceptable to the District, the teacher will be entitled to return to a comparable position for the remainder of the contract year in which the injury or illness occurred or the next contract year provided that any teacher so certified may be required to wait until the beginning of the next quarter or trimester before resuming work. If the teacher is not so certified by June 30 of the second contract year, all further contractual obligations of the District shall cease.

Article XVII (continued)

11. Dental Insurance

The District will provide all teachers with a dental insurance plan. The District will pay 100% of costs of a single, two-person, or family membership. The dental plan is outlined in Appendix G.

13. 403b

The District agrees to make 403b investment opportunities available to teachers who are eligible. Participating members may be charged a nominal fee for this service. The Association will be notified prior to any fees being levied. The District will make a reasonable effort to offer a variety of investment options.

ARTICLE XVIII

CREDITS

1. Effective July 1, 2003, undergraduate or graduate credits not towards a degree may be counted toward salary track designation with the prior approval of the Superintendent. The provisions of this section shall be uniformly applied.
2. Any teacher employed in the District as of June 30, 1989, who had a BA plus 45 accumulated credits and teachers who had a BA plus 45 accumulated credits at the start of the 1991/1992 school year shall remain in the MA track at his/her normal step.
3. Credits once used to attain a salary track designation may not be thereafter used for subsequent advancement.
4. Any teachers initially hired for contract years beginning after July 1, 1994, will be compensated according to the Restructured Salary Scale at Appendix A.

ARTICLE XIX

TUITION AND PROFESSIONAL DEVELOPMENT REIMBURSEMENT

1. Course Reimbursement
 - a. Any member of the bargaining unit employed by the District for more than one (1) year may be entitled to tuition reimbursement up to the cost of a five graduate course credits at the University of New Hampshire in-state tuition rate, or the actual cost of the course taken, whichever is less. A second course reimbursement will be authorized if:
 1. All members had an opportunity to take a first course; and,
 2. Sufficient funds remain to pay for the second course.
 - b. The District will budget a sum equal to 25% of the number of the bargaining unit times the in-state tuition rate for a five (5) credit graduate course at the University of New Hampshire.
 - c. The District shall prepay the university/college the cost of the course by such means as is acceptable to both parties.
 - d. If a teacher fails the course, fails to complete the course, or fails to pass the course with a grade of B- (minus) or better, the teacher shall be obligated to reimburse the district for the sum provided by the District. Said repayment may be in the form of a lump sum payment or by prorated withholding(s) from the teacher's salary during the subsequent twenty weeks. In such case, the District shall not be obligated to pay tuition for a subsequent course until the reimbursement to the District for the previous disqualified course has been made in full.

- e. Teachers applying for prepayment of a course offered during summer school may be required to sign a promissory note guaranteeing repayment of the portion paid by the District, should the teacher fail to pass the course with a grade of B- (minus) or better.

- f. The District shall apportion the budgeted course reimbursement funds quarterly (Summer, Fall, Winter and Spring semesters) and will carry forward the balance from each quarter which may be used to pay for a second course for individuals after funding of first course tuition requests for each quarter are recorded. In the event that the quarterly allocation is exceeded, first course reimbursements will be paid to the extent of unencumbered funds for the year. Second course reimbursements will continue in other quarters where the funds available exceed the quarterly allocation.

- g. The District will provide the Association with documentation of individual requests for course reimbursement along with the Superintendent's disposition of each no later than June 30th of the applicable school year.

Article XIX (continued)

2. Professional Development

- a. Each bargaining unit member is entitled to \$300 per year. The Board may provide additional funds at its sole discretion.
- b. Prior approval of the professional development event, conference and travel must be obtained from the Superintendent. Approval shall not be unreasonably denied.
- c. Such opportunities attended must be demonstrated to be of value to, and in the interest of the District.

3. Notification

- a. The SAU will provide the HEA Board with an accounting of tuition funds and staff development funds disposed at the end of each semester.

ARTICLE XX

RIGHT TO WORK

The Association, their agents, members, or negotiators are prohibited from:

1. Engaging in any action or threat of action which is or would be in violation of any provision of any existing employment contract.
2. Engaging in a strike, professional day, mass sickness or group absenteeism or to cause, persuade or encourage Hopkinton School Teachers to engage in a strike, professional day, mass sickness or group absenteeism.
 - a. The term "strike" shall mean failure to perform assignments, absence from work or slowdown by public school teachers or administrators as a result of concerted action.
 - b. "Professional day", "mass sickness" and "group absenteeism" shall mean any planned joint action, overt or covert, by Hopkinton School Teachers to remain away when they are required by contract or agreement to be working.
3. The Board agrees not to engage in any lockout or other concerted activities to prevent the Hopkinton School Teachers from performing their teaching duties, provided that this section shall not be construed so as to limit the Board in the exercise of its statutory authorities.

ARTICLE XXI

TEACHER RIGHTS

1. The District agrees that it will in no way discriminate against teachers because of their race, creed, religion, color, national origin or ancestry, age, sex, marital status, or physical characteristics and further that it will not discriminate against any teacher, with respect to hours, wages or any terms or conditions of employment or activities, by reason of his/her membership in the Association.
2. Teachers shall have the right, upon reasonable notice to review and make copies of any information in their file, except confidential pre-employment references the teacher shall have the right to be accompanied by an Association representative. The teacher shall receive copies of material placed in his/her file and may place a response to any material in the file. A signature by a teacher shall be evidence of receipt of copy and not assent to contents.

1. Written Notice.

In the event that any teacher shall be discharged, non-renewed, suspended, disciplined, reprimanded, adversely evaluated, reduced in rank or compensation or deprived of any professional advantage, the individual shall be informed in writing by the administration. All information forming the basis for such action(s) will be made available to the teacher at the time such action is taken. The reasons shall support the actions taken.

2. When a request for representation by an Association member is made, no action shall be taken with respect to the bargaining unit member until such representative of the Association is present.

ARTICLE XXII

GRIEVANCE PROCEDURE

1. A grievance is defined to be a claim by a teacher or a group of teachers or the Association that there has been a violation or misinterpretation of this contract. The purpose of this Grievance Procedure is to facilitate resolution of the problem at the lowest administrative level possible.
2. The term "days" when used in this article shall, except where otherwise indicated, mean school days except the end of the school year when it shall be Monday through Friday, excluding holidays.

Article XII (continued)

3. Any grievant may discuss the grievance with his/her immediate supervisor in an attempt to resolve the matter informally at that level. If as a result of the discussion, the matter is not satisfactorily resolved, the grievant may proceed to Step 1 of the procedure.
4. Any grievance must be filed on a grievance form, a copy of which is attached as Appendix C, within thirty (30) days of the time the grievant first became aware of or should have become aware of the grievable action.

A grievant may be represented at all stages of the grievance procedure by himself/herself in conjunction with the Association as he/she chooses. When a teacher is not represented by the Association, the Association shall be notified by the teacher and the Superintendent or his/her designee in writing at the time the grievance is submitted to the Superintendent that the grievance is in process. The Association shall be notified by the Superintendent in advance of any hearing and shall have the right to be present and state its position if requested to do so by the individual or the Board. The Association shall receive a copy of all written decisions. Any resolution of a grievance shall be consistent with the terms of this Agreement.

5. STEP 1: Principal or Immediate Supervisor.

The grievant will submit the grievance in writing to the principal or immediate supervisor through the Association. Within fifteen (15) days of receipt of the written grievance, the principal, the grievant, and a representative of the Association will meet to discuss and resolve the grievance. If the grievant is not satisfied with the resolution of the grievance, he/she may within fifteen (15) working days go to Step 2 of the Grievance Procedure. The Grievance Form (Appendix C) shall be used for the submission of all grievances.

6. STEP 2: The Superintendent.

The grievant whose grievance has not been resolved by Step 1 shall within fifteen (15) days submit his/her grievance in writing, through the Association, to the Superintendent. Within ten (10) days of receipt of the written grievance, the Superintendent and the parties

outlined in Step 1 shall meet to resolve the grievance. The Superintendent shall answer in writing within ten (10) days after this meeting. The Superintendent shall, upon request to the Association, be entitled to an extension of ten (10) days if circumstances require further investigation.

If the grievant is not satisfied with the resolution of the grievance, he/she may within fifteen (15) days go on to Step 3 of the Grievance Procedure.

Article XXII (continued)

7. STEP 3: The School Board.

The grievant whose grievance has not been resolved by Step 2 shall within fifteen (15) days submit in writing his/her grievance, through the Association, to the Board. Within twenty (20) days of receipt of the written grievance, the Board, the Superintendent, and the parties outlined in Step 1 shall meet to resolve the grievance. The Board shall answer, in writing, within fifteen (15) days after this meeting. If the grievant is not satisfied with the resolution of the grievance, he/she may, within fifteen (15) days, go on to Step 4 of the Grievance Procedure.

8. STEP 4: Arbitration

Within twenty (20) days of the receipt of the Step 3 answer, the Association shall advise the Board through the Superintendent, in writing, if it wishes to submit the dispute to arbitration. The arbitrator shall be selected by mutual agreement between representatives of the Association and the Board. Should the parties be unable to agree upon an arbitrator within ten (10) days of the Board's receipt of the notice to arbitrate, then arbitration shall be requested by the Association from the American Arbitration Association (AAA). The arbitrator shall then be selected in accordance with AAA procedures. The arbitrator will give his/her decision, citing findings of fact, reasons, and conclusions on the issue. The arbitrator's decision shall be binding, provided that questions of law may be submitted to the appropriate court of law having jurisdiction provided further that it is not contrary to any provision of the contract or the laws of the State of New Hampshire.

Arbitration costs of the AAA and the arbitrator shall be shared equally by Association and the Board.

9. It is understood that any teacher grievant shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance and any effect thereof shall have been duly determined.
10. All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representatives, heretofore referred to in this article.
11. The Board shall assure that the parties in interest and witnesses are guaranteed freedom from restraint, interference, coercion, discrimination, or reprisal with respect to the processing of a grievance. All documents, communications and records dealing with the processing of a grievance shall be filed separately from personnel files and shall not be forwarded to a prospective employer.

Article XXII (continued)

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

ARTICLE XXIII

EARLY RETIREMENT

1. Full time teachers shall be eligible for early retirement if:
 - a. On June 30 of the school year preceding early retirement said teacher will be at least 54 years of age and not more than 64 years of age.
 - b. As of the end of the year preceding early retirement, the teacher has completed at least ten (10) years of full-time teaching in the District.
 - c. The teacher is being paid at the top of his or her salary track.
 - d. Requests must be submitted by November 15th. The request will be addressed to the Superintendent. Copies will be sent to the School Board Chair and the Building Principal. The Superintendent will acknowledge the receipt of the request of intent to retire within ten (10) business days.

EXAMPLE: (1) Applicant is 54 on June 30, 2000, (2) Request for early retirement submitted November 15, 2000, (3) Budget prepared and approved March 2001, Individual retires June 30, 2001.

2. The Board shall consider all requests for early retirement and shall be obligated to grant up to three (3) such requests per year. If the Board receives more than three (3) requests for early retirement to commence in any given year, it shall determine those who receive early retirement as follows:
 - a. First by age of the eligible individuals as of June 30 of the retirement year. Preference will be given to the older individual(s).
 - b. Should there be a tie, next by length of service in Hopkinton measured by comparable full-time service.
3. The Board shall simultaneously notify applicants by January 15th whether or not early retirement has been granted. Each applicant shall have until April 15 to accept early

Article XXIII 3 (continued)

retirement. Notification of acceptance/non-acceptance shall be made via certified mail, with the signed receipt being proof of receipt.

4. Eligible teachers requesting and not receiving early retirement shall be given first consideration in the next year based upon the listing determined in accordance with #2 above. If a teacher applies for early retirement and is granted early retirement but decides not to take early retirement, the teacher will not receive preferential consideration the next year. Any teacher who is granted and accepts early retirement and elects not to retire as scheduled for compelling personal reasons (for example, death of an immediate family member, divorce of the teacher, or other compelling personal reasons) may appeal to the school board to retract the early retirement based on said circumstance.

5 The early retirement benefit shall include the following:

a. All eligible members are entitled to the cash benefit as indicated in 5b. The cash benefits will be received in two payments, the first payment being made between July 1 and July 15 of the retirement year. The remainder of the benefit will be paid no later than January 30 of the year following the date of the retirement. The first payment will be the total cash benefit in paragraph 5b below or the maximum allowed without incurring excess benefits as defined by RSA 100-A:16, whichever is the lesser.

b. The cash benefit will be according to the following schedule:

Applicant age 55 on June 30 of the year of retirement.	<u>\$45,000</u>
Applicant age 56 on June 30 of the year of retirement.	<u>\$43,000</u>
Applicant age 57 on June 30 of the year of retirement.	<u>\$41,000</u>
Applicant age 58 on June 30 of the year of retirement.	<u>\$39,000</u>
Applicant age 59 on June 30 of the year of retirement.	<u>\$37,000</u>
Applicant age 60 on June 30 of the year of retirement.	<u>\$33,000</u>
Applicant age 61 on June 30 of the year of retirement.	<u>\$28,500</u>

Article XXIII 5 b (continued)

Applicant age 62 on June 30 of the year of retirement. \$24,500

Applicant age 63 on June 30 of the year of retirement. \$21,000

Applicant age 64 on June 30 of the year of retirement. \$17,000

6. The Board, at its discretion, may approve additional applicants beyond the number provided above, extend the deadline for applications beyond the date above, or extend the age or experience limitation listed above.
7. The Board is not under obligation to contribute toward the cost of the retiree's insurance. The retiree shall be permitted to retain insurance coverage at his/her own expense.
8. The parties agree that an effectively managed Early Retirement Program provides a benefit to Association members and provides a means of reducing the District's expense for teacher salaries. To that end, the parties agree to operate the program as stated above.
9. In the event the early retirement incentives do not provide a net cost savings to the District as of June 30, 2000, and annually thereafter, the Association agrees to reopen negotiations of the early retirement program if so requested by the Board. Appendix E will be used to calculate the net cost savings of each teacher accepting early retirement provisions.
10. If the Board, at its discretion, approves and expands any provisions of the Early Retirement program in any given year(s), the costs and/or savings for such year(s) shall be exempt from the accounting provisions.

ARTICLE XXIV
RESERVATION TO VOTERS ON FINANCIAL MATTERS

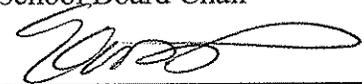
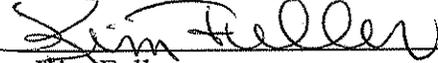
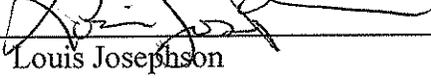
The Board and Association agree to support mutually agreed settlements before the voters of the District. However, any agreement reached herein which requires the expenditures of public funds for its implementation shall not be binding upon the Board, unless, and until, the necessary appropriations have been made by the voters. In the event the voters shall not approve the District Budget as proposed by the Board, the Board and the Association shall begin negotiations again. The parties agree that this provision shall only apply in the first year of any multi-year agreement. Appropriations for binding multi-year agreements shall be conducted in accordance with applicable law.

IN WITNESS WHEREOF the parties have hereunto set their names by their officer duly authorized.

DATE: January 11, 2010

HOPKINTON SCHOOL BOARD

HOPKINTON EDUCATION ASSOCIATION

	
Dave Luneau School Board Chair	Richard Brandt (Co-President HEA)
	
Elizabeth Durant School Board Vice Chair	Carl Olson (Co-President HEA)
	
Lawrence Donahue	James Brizard
	
Kim Fuller	Kathleen Forgiel
	
Louis Josephson	Robert Nadeau
	
Daniel Meserve	Daniel Meserve
	
Holly Charron	Holly Charron

SALARY SCALE

2 Year Salary Scale for HEA
Hopkinton School District

Previous Base:	\$34,583		1/7/10 21:10			
	YEAR	BASE SALARY	% INCREASE			
Year 1:	2010-11	\$34,583	0.00%			
Year 2:	2011-12	\$34,583	0.00%			

	BA	BA15	BA30	MA	MA15	MA30
STEP INCREASE	0.054	0.054	0.054	0.055	0.055	0.055
STEP ONE VALUE	1.000	1.034	1.054	1.106	1.126	1.146

SALARY INCREASE SCALE

	BA	BA15	BA30	MA	MA15	MA30	
1		1.000	1.034	1.054	1.106	1.126	1.146
2		1.054	1.088	1.108	1.161	1.181	1.202
3		1.108	1.142	1.162	1.216	1.236	1.257
4		1.162	1.196	1.216	1.271	1.291	1.312
5		1.216	1.250	1.270	1.326	1.346	1.367
6		1.270	1.304	1.324	1.381	1.401	1.422
7		1.324	1.358	1.378	1.436	1.457	1.477
8		1.378	1.412	1.432	1.491	1.512	1.532
9		1.432	1.466	1.486	1.546	1.567	1.587
10		1.486	1.520	1.540	1.601	1.622	1.642
11		1.540	1.574	1.594	1.656	1.677	1.697
12		1.594	1.628	1.648	1.712	1.732	1.752
13		1.648	1.682	1.702	1.767	1.787	1.807
14		1.702	1.736	1.756	1.822	1.842	1.863
15		1.756	1.790	1.810	1.877	1.897	1.918

APPENDIX A1

APPENDIX A

		YEAR					
SALARY SCALE		For members hired BEFORE June 30, 1994					
A1	TEACHER BASE						
	\$34,583	B	B+15	B+30	M	M+15	M+30
		1	2	3	4	5	6
1		\$34,583	\$35,759	\$36,450	\$38,238	\$38,943	\$39,649
2		\$36,449	\$37,626	\$38,317	\$40,143	\$40,848	\$41,553
3		\$38,317	\$39,493	\$40,186	\$42,048	\$42,751	\$43,458
4		\$40,186	\$41,361	\$42,053	\$43,953	\$44,659	\$45,364
5		\$42,053	\$43,228	\$43,921	\$45,857	\$46,563	\$47,268
6		\$43,920	\$45,097	\$45,787	\$47,762	\$48,468	\$49,173
7		\$45,787	\$46,965	\$47,655	\$49,667	\$50,372	\$51,077
8		\$47,655	\$48,831	\$49,523	\$51,572	\$52,278	\$52,982
9		\$49,523	\$50,699	\$51,390	\$53,476	\$54,182	\$54,887
10		\$51,390	\$52,566	\$53,259	\$55,381	\$56,087	\$56,792
11		\$53,259	\$54,433	\$55,125	\$57,286	\$57,991	\$58,697
12		\$55,124	\$56,300	\$56,993	\$59,191	\$59,896	\$60,602
13		\$56,993	\$58,168	\$58,861	\$61,096	\$61,800	\$62,507
14		\$58,860	\$60,036	\$60,727	\$63,000	\$63,705	\$64,412
15		\$60,727	\$61,903	\$62,594	\$64,906	\$65,611	\$66,317

For the 2010-2011 year, all existing employees will stay at the step they were at the 2008-2009 year. Step will be awarded in 2011-2012 school year. This salary schedule is in effect from 2010-2012.

APPENDIX A

APPENDIX A

		YEAR											
SALARY SCALE		For members hired AFTER June 30, 1994											
\$34,583 TEACHER BASE													
NURSES RN		B		B+15		B+30		M		M+15		M+30	
		1	2	3	4	5	6						
1	\$31,125	\$34,583	\$35,759	\$36,450	\$38,238	\$38,943	\$39,649						
2	\$32,806	\$36,449	\$37,626	\$38,317	\$40,143	\$40,848	\$41,553						
3	\$34,485	\$38,317	\$39,493	\$40,186	\$42,048	\$42,751	\$43,458						
4	\$36,168	\$40,186	\$41,361	\$42,053	\$43,953	\$44,659	\$45,364						
5	\$37,848	\$42,053	\$43,228	\$43,921	\$45,857	\$46,563	\$47,268						
6	\$39,529	\$43,920	\$45,097	\$45,787	\$47,762	\$48,468	\$49,173						
7	\$41,209	\$45,787	\$46,965	\$47,655	\$49,667	\$50,372	\$51,077						
8	\$42,889	\$47,655	\$48,831	\$49,523	\$51,572	\$52,278	\$52,982						
9			\$50,699	\$51,390	\$53,476	\$54,182	\$54,887						
10			\$52,566	\$53,259	\$55,381	\$56,087	\$56,792						
11				\$55,125	\$57,286	\$57,991	\$58,697						
12				\$56,993	\$59,191	\$59,896	\$60,602						
13					\$61,096	\$61,800	\$62,507						
14					\$63,000	\$63,705	\$64,412						
15					\$64,906	\$65,611	\$66,317						

For the 2010-2011 year, all existing employees will stay at the step they were at the 2008-2009 year. Step will be awarded in 2011-2012 school year.
 This salary schedule is in effect from 2010-2012.

APPENDIX B

Revised January 11,
2010

APPENDIX B
HOPKINTON SCHOOL
DISTRICT
CO-CURRICULAR AND
INTERSCHOLASTIC
STIPENDS

2010-2012
SCHEDULE B
AGREEMENT

**CO-CURRICULAR
ACTIVITIES: 1st - 4th
Year**

CATEGORY I	POINTS	BASE SALARY	2010-2012	%	\$32,440	\$33,494	\$34,583
				0.091			
Drama Director***	21-25+	9.10% of Base Salary	\$3,147				
Instrumental Music Director	21-25+	9.10% of Base Salary	\$3,147				
*** Drama Director Salary will be divided equally between the Fall Production and Spring Production							
CATEGORY II	POINTS	BASE SALARY	2010-2012				
				0.085			
Department Chairs							
Unified Arts	17-20	8.5% of Base Salary	\$2,940				
Science	17-20	8.5% of Base Salary	\$2,940				
Mathematics	17-20	8.5% of Base Salary	\$2,940				
World Language	17-20	8.5% of Base Salary	\$2,940				
English	17-20	8.5% of Base Salary	\$2,940				
Social Studies	17-20	8.5% of Base Salary	\$2,940				
Coordinator Middle School	17-20	8.5% of Base Salary	\$2,940				
Special Education	17-20	8.5% of Base Salary	\$2,940				
CATEGORY III	POINTS	BASE SALARY	2010-2012		\$32,440	\$33,494	\$34,583
				0.0435			
HHS Student Council	15-16	4.35% of Base Salary	\$1,504				
HHS Newspaper Advisor	15-16	4.35% of Base Salary	\$1,504				
Destination	15-16	4.35% of Base Salary	\$1,504				
Imagination Coord	15-16	4.35% of Base Salary	\$1,504				
Middle School Drama (After School)	15-16	4.35% of Base Salary	\$1,504				
U.S. First Robotics	15-16	4.35% of Base Salary	\$1,504				
CATEGORY IV	POINTS	BASE SALARY	2010-2012				
				0.031			
HS Math Team	11-14	3.10% of Base Salary	\$1,072				
MS Math Team**	11-14	3.10% of Base Salary	\$1,072				
HS Peer Leader Advisor	11-14	3.10% of Base Salary	\$1,072				

MS Peer Leader Advisor	11-14	3.10% of Base Salary	\$1,072
Senior Class Advisor (2)	11-14	3.10% of Base Salary	\$1,072
Junior Class Advisor (2)	11-14	3.10% of Base Salary	\$1,072
Forensics/Debate Advisor	11-14	3.10% of Base Salary	\$1,072
Freshmen Class Advisors (2)	11-14	3.10% of Base Salary	\$1,072
Interact Advisor	11-14	3.10% of Base Salary	\$1,072
Middle School Art	11-14	3.10% of Base Salary	\$1,072
National Honor Society**	11-14	3.10% of Base Salary	\$1,072
Awards/Graduation Coordinator	11-14	3.10% of Base Salary	\$1,072

*Pit Orchestra Director is included as part of Music Director Position.

**Cases where responsibilities are split by two or more staff members, the base rate will be used.

\$32,440 \$33,494 \$34,583

CATEGORY V	POINTS	BASE SALARY	2010-2012	
				0.02
Sophomore Class Advisors (2)	5-9	2% of Base Salary	\$692	
MS Student Council Advisor (2)	5-9	2% of Base Salary	\$692	
MSS Student Council Adv. (2)	5-9	2% of Base Salary	\$692	
Choral Director	5-9	2% of Base Salary	\$692	
Musical Accompanist	5-9	2% of Base Salary	\$692	
Acting Principals (3)	5-9	2% of Base Salary	\$692	
Artist in Residence Coord	5-9	2% of Base Salary	\$692	
Elem Instrumental Music	5-9	2% of Base Salary	\$692	
Middle School Game Club	5-9	2% of Base Salary	\$692	
Elem Choral Director	5-9	2% of Base Salary	\$692	

CATEGORY VI	POINTS	BASE SALARY	2010-2012	
				0.016
Artist in Residence (3)	1-4	1.6% of Base Salary	\$553	

ATHLETICS

\$32,440 \$33,494 \$34,583

CATEGORY I	POINTS	BASE SALARY	2010-2012	
Athletic Director	35+	17.15% of Base Salary	\$5,931	0.1715
CATEGORY II	POINTS	BASE SALARY	2010-2012	
				0.1295
Varsity Basketball (B & G)	30-34	12.95% of Base Salary	\$4,478	
CATEGORY III	POINTS	BASE SALARY	2010-	

2012

0.1085

Nordic Skiing	25-29	10.85% of Base Salary	\$3,752
Varsity Baseball	25-29	10.85% of Base Salary	\$3,752
Varsity Soccer (B & G)	25-29	10.85% of Base Salary	\$3,752
Varsity Field Hockey	25-29	10.85% of Base Salary	\$3,752
Varsity Softball	25-29	10.85% of Base Salary	\$3,752
JV Basketball (B & G)	25-29	10.85% of Base Salary	\$3,752
Varsity Track	25-29	10.85% of Base Salary	\$3,752
Varsity Cross Country	25-29	10.85% of Base Salary	\$3,752
Varsity Lacrosse (B)	25-29	10.85% of Base Salary	\$3,752
Varsity Lacrosse (G)	25-29	10.85% of Base Salary	\$3,752

CATEGORY IV	POINTS	BASE SALARY	2010-2012	\$32,440	\$33,494	\$34,583
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0.088

Winter Cheerleading A	20-24	8.8% of Base Salary	\$3,043
Golf	20-24	8.8% of Base Salary	\$3,043
Alpine Skiing	20-24	8.8% of Base Salary	\$3,043
Ski Jumping	20-24	8.8% of Base Salary	\$3,043

CATEGORY V	POINTS	BASE SALARY	2010-2012	\$32,440	\$33,494	\$34,583
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0.071

JV Soccer (B & G)	15-19	7.10% of Base Salary	\$2,455
JV Field Hockey	15-19	7.10% of Base Salary	\$2,455
JV Softball	15-19	7.10% of Base Salary	\$2,455
JV Baseball	15-19	7.10% of Base Salary	\$2,455
Middle School Athletic Direct.	15-19	7.10% of Base Salary	\$2,455
JV Lacrosse (B & G)	15-19	7.10% of Base Salary	\$2,455
Winter Cheerleading JV	15-19	7.10% of Base Salary	\$2,455

CATEGORY VI	POINTS	BASE SALARY	2010-2012
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0.0495

Track, Varsity Assistant	10-14	4.95% of Base Salary	\$1,712
Nordic Assistant	10-14	4.95% of Base Salary	\$1,712
Baseball Varsity Assistant	10-14	4.95% of Base Salary	\$1,712
Softball Varsity Assistant	10-14	4.95% of Base Salary	\$1,712
Hockey Field Girls - Middle (A)	10-14	4.95% of Base Salary	\$1,712
Track Middle School	10-14	4.95% of Base Salary	\$1,712
Cross Country Middle	10-14	4.95% of Base Salary	\$1,712
Middle School Ski Nordic (Freshman Team According to Policy 11/04)	10-14	4.95% of Base Salary	\$1,712
Soccer Girls Assistant	10-14	4.95% of Base Salary	\$1,712
Soccer Boys Assistant	10-14	4.95% of Base Salary	\$1,712

\$32,440 \$33,494 \$34,583

CATEGORY VII	POINTS	BASE SALARY	2010-2012
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0.0375

Middle School Track 6-9 3.75% of Base Salary \$1,297
Asst.

Home Officer Per Game Stipend \$85
Away Event Assistant Per Game Stipend \$45

Revised January 11
2010

APPENDIX B
HOPKINTON SCHOOL
DISTRICT
CO-CURRICULAR AND
INTERSCHOLASTIC
STIPENDS

2010-2012 SCHEDULE B AGREEMENT

**CO-CURRICULAR
ACTIVITIES: 5th - 8th Year**

CATEGORY I	POINTS	BASE SALARY	2010-2012	%	\$34,191	\$35,302	\$36,450
				0.091			
Drama Director***	21-25+	9.1% of Base Salary	\$3,317				
Instrumental Music Director	21-25+	9.1% of Base Salary	\$3,317				

*** Drama Director Salary will be divided equally between the Fall Production and Spring Production

CATEGORY II	POINTS	BASE SALARY	2010-2012	
				0.085
Department Chairs				
Unified Arts	17-20	8.5% of Base Salary	\$3,098	
Science	17-20	8.5% of Base Salary	\$3,098	
Mathematics	17-20	8.5% of Base Salary	\$3,098	
World Language	17-20	8.5% of Base Salary	\$3,098	
English	17-20	8.5% of Base Salary	\$3,098	
Social Studies	17-20	8.5% of Base Salary	\$3,098	
Coordinator Middle School	17-20	8.5% of Base Salary	\$3,098	
Special Education	17-20	8.5% of Base Salary	\$3,098	

CATEGORY III	POINTS	BASE SALARY	2010-2012		\$34,191	\$35,302	\$36,450
				0.0435			
HHS Student Council	15-16	4.35% of Base Salary	\$1,586				
HHS Newspaper Advisor	15-16	4.35% of Base Salary	\$1,586				
Destination Imagination Coord	15-16	4.35% of Base Salary	\$1,586				
Middle School Drama (After School)	15-16	4.35% of Base Salary	\$1,586				
U.S. First Robotics	15-16	4.35% of Base Salary	\$1,586				

CATEGORY IV	POINTS	BASE SALARY	2010-2012	
				0.031
HS Math Team	11-14	3.10% of Base Salary	\$1,130	
MS Math Team**	11-14	3.10% of Base Salary	\$1,130	
HS Peer Leader Advisor	11-14	3.10% of Base Salary	\$1,130	
MS Peer Leader Advisor	11-14	3.10% of Base Salary	\$1,130	
Senior Class Advisor (2)	11-14	3.10% of Base Salary	\$1,130	
Junior Class Advisor (2)	11-14	3.10% of Base Salary	\$1,130	
Forensics/Debate Advisor	11-14	3.10% of Base Salary	\$1,130	
Freshmen Class Advisors (2)	11-14	3.10% of Base Salary	\$1,130	
Interact Advisor	11-14	3.10% of Base Salary	\$1,130	
Middle School Art	11-14	3.10% of Base Salary	\$1,130	
National Honor Society**	11-14	3.10% of Base Salary	\$1,130	
Director/Advisor HH Drama Club	11-14	3.10% of Base Salary	\$1,130	

Awards/Graduation Coordinator 11-14 3.10% of Base Salary \$1,130
 *Pit Orchestra Director is included as part of Music Director Position.
 **Cases where responsibilities are split by two or more staff members, the base rate will be used.

38 \$34,191 \$35,302 \$36,450

CATEGORY V POINTS		BASE SALARY	2010-2012	
				0.02
Sophomore Class Advisors (2)	5-9	2% of Base Salary	\$729	
MS Student Council Advisor (2)	5-9	2% of Base Salary	\$729	
MSS Student Council Adv. (2)	5-9	2% of Base Salary	\$729	
Choral Director	5-9	2% of Base Salary	\$729	
Musical Accompanist	5-9	2% of Base Salary	\$729	
Acting Principals (3)	5-9	2% of Base Salary	\$729	
Artist in Residence Coord	5-9	2% of Base Salary	\$729	
Elem Instrumental Music	5-9	2% of Base Salary	\$729	
Middle School Game Club	5-9	2% of Base Salary	\$729	
Elem Choral Director	5-9	2% of Base Salary	\$729	

CATEGORY VI POINTS		BASE SALARY	2010-2012	
				0.016
Artist in Residence (3)	1-4	1.6% of Base Salary	\$583	

ATHLETICS

\$34,191 \$35,302 \$36,450

CATEGORY I POINTS		BASE SALARY	2010-2012	
Athletic Director	35+	17.15% of Base Salary	\$6,251	0.1715

CATEGORY II POINTS		BASE SALARY	2010-2012	
Varsity Basketball (B & G)	30-34	12.95% of Base Salary	\$4,720	0.1295

CATEGORY III POINTS		BASE SALARY	2010-2012	
				0.1085
Nordic Skiing	25-29	10.85% of Base Salary	\$3,955	
Varsity Baseball	25-29	10.85% of Base Salary	\$3,955	
Varsity Soccer (B & G)	25-29	10.85% of Base Salary	\$3,955	
Varsity Field Hockey	25-29	10.85% of Base Salary	\$3,955	
Varsity Softball	25-29	10.85% of Base Salary	\$3,955	
JV Basketball (B & G)	25-29	10.85% of Base Salary	\$3,955	
Varsity Track	25-29	10.85% of Base Salary	\$3,955	
Varsity Cross Country	25-29	10.85% of Base Salary	\$3,955	
Varsity Lacrosse (B)	25-29	10.85% of Base Salary	\$3,955	
Varsity Lacrosse (G)	25-29	10.85% of Base Salary	\$3,955	

CATEGORY IV POINTS		BASE SALARY	2010-2012	\$34,191 \$35,302 \$36,450
				0.088
Winter Cheerleading A	20-24	8.8% of Base Salary	\$3,208	
Golf	20-24	8.8% of Base Salary	\$3,208	

Alpine Skiing	20-24	8.8% of Base Salary	\$3,208
Ski Jumping	20-24	8.8% of Base Salary	\$3,208

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CATEGORY V POINTS		BASE SALARY	2010-2012	\$34,191	\$35,302	\$36,450
				0.071		
JV Soccer (B & G)	15-19	7.10% of Base Salary	\$2,588			
JV Field Hockey	15-19	7.10% of Base Salary	\$2,588			
JV Softball	15-19	7.10% of Base Salary	\$2,588			
JV Baseball	15-19	7.10% of Base Salary	\$2,588			
Middle School Athletic Direct.	15-19	7.10% of Base Salary	\$2,588			
JV Lacrosse (B & G)	15-19	7.10% of Base Salary	\$2,588			
Winter Cheerleading JV	15-19	7.10% of Base Salary	\$2,588			

CATEGORY VI POINTS		BASE SALARY	2010-2012			
				0.0495		
Track, Varsity Assistant	10-14	4.95% of Base Salary	\$1,804			
Nordic Assistant	10-14	4.95% of Base Salary	\$1,804			
Baseball Varsity Assistant	10-14	4.95% of Base Salary	\$1,804			
Softball Varsity Assistant	10-14	4.95% of Base Salary	\$1,804			
Hockey Field Girls - Middle (A)	10-14	4.95% of Base Salary	\$1,804			
Track Middle School	10-14	4.95% of Base Salary	\$1,804			
Cross Country Middle	10-14	4.95% of Base Salary	\$1,804			
Middle School Ski Nordic	10-14	4.95% of Base Salary	\$1,804			
(Freshman Team According to Policy 11/04)	10-14	4.95% of Base Salary	\$1,804			
Soccer Girls Assistant	10-14	4.95% of Base Salary	\$1,804			
Soccer Boys Assistant	10-14	4.95% of Base Salary	\$1,804			

CATEGORY VII POINTS		BASE SALARY	2010-2012			
				0.0375		
Middle School Track Asst.	6-9	3.75% of Base Salary	\$1,367			
Hockey Field Girls Middle (B)	6-9	3.75% of Base Salary	\$1,367			
Home Officer		Per Game Stipend	\$85			
Away Event Assistant		Per Game Stipend	\$45			

APPENDIX B
HOPKINTON SCHOOL
DISTRICT
CO-CURRICULAR AND
INTERSCHOLASTIC
STIPENDS

2010-2012 SCHEDULE B AGREEMENT

**CO-CURRICULAR
ACTIVITIES: 9th+ Year**

CATEGORY I	POINTS	BASE SALARY	2010-2012	%	\$35,943	\$37,112	\$38,318
				0.091			
Drama Director***	21-25+	9.10% of Base Salary	\$3,487				
Instrumental Music Director	21-25+	9.10% of Base Salary	\$3,487				
*** Drama Director Salary will be divided equally between the Fall Production and Spring Production							
CATEGORY II	POINTS	BASE SALARY	2010-2012				
				0.085			
Department Chairs							
Unified Art	17-20	8.5% of Base Salary	\$3,257				
Science	17-20	8.5% of Base Salary	\$3,257				
Mathematics	17-20	8.5% of Base Salary	\$3,257				
World Language	17-20	8.5% of Base Salary	\$3,257				
English	17-20	8.5% of Base Salary	\$3,257				
Social Studies	17-20	8.5% of Base Salary	\$3,257				
Coordinator Middle School	17-20	8.5% of Base Salary	\$3,257				
Special Education	17-20	8.5% of Base Salary	\$3,257				
CATEGORY III	POINTS	BASE SALARY	2010-2012		\$35,943	\$37,112	\$38,318
				0.0435			
HHS Student Council	15-16	4.35% of Base Salary	\$1,667				
HHS Newspaper Advisor	15-16	4.35% of Base Salary	\$1,667				
Destination Imagination Coord	15-16	4.35% of Base Salary	\$1,667				
Middle School Drama (After School)	15-16	4.35% of Base Salary	\$1,667				
U.S. Robotics	15-16	4.35% of Base Salary	\$1,667				
CATEGORY IV	POINTS	BASE SALARY	2010-2012				
				0.031			
HS Math Team	11-14	3.10% of Base Salary	\$1,188				
MS Math Team**	11-14	3.10% of Base Salary	\$1,188				
HS Peer Leader Advisor	11-14	3.10% of Base Salary	\$1,188				
MS Peer Leader Advisor	11-14	3.10% of Base Salary	\$1,188				
Senior Class Advisor (2)	11-14	3.10% of Base Salary	\$1,188				
Junior Class Advisor (2)	11-14	3.10% of Base Salary	\$1,188				
Forensics/Debate Advisor	11-14	3.10% of Base Salary	\$1,188				
Freshmen Class Advisors (2)	11-14	3.10% of Base Salary	\$1,188				
Interact Advisor	11-14	3.10% of Base Salary	\$1,188				
Middle School Art	11-14	3.10% of Base Salary	\$1,188				
National Honor Society**	11-14	3.10% of Base Salary	\$1,188				
Director/Advisor HH Drama Club	11-14	3.10% of Base Salary	\$1,188				

Awards/Graduation Coordinator 11-14 3.10% of Base Salary \$1,188

*Pit Orchestra Director is included as part of Music Director Position.

**Cases where responsibilities are split by two or more staff members, the base rate will be used.

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\$35,943 \$37,112 \$38,318

CATEGORY V POINTS		BASE SALARY	2010-2012	
				0.02
Sophomore Class Advisors (2)	5-9	2.0% of Base Salary	\$766	
MS Student Council Advisor (2)	5-9	2.0% of Base Salary	\$766	
MSS Student Council Adv. (2)	5-9	2.0% of Base Salary	\$766	
Choral Director	5-9	2.0% of Base Salary	\$766	
Musical Accompanist	5-9	2.0% of Base Salary	\$766	
Acting Principals (3)	5-9	2.0% of Base Salary	\$766	
Artist in Residence Coord	5-9	2.0% of Base Salary	\$766	
Elem Instrumental Music	5-9	2.0% of Base Salary	\$766	
Middle School Game Club	5-9	2.0% of Base Salary	\$766	
Elem Choral Director	5-9	2.0% of Base Salary	\$766	

CATEGORY VI POINTS		BASE SALARY	2010-2012	
				0.016
Artist in Residence (3)	1-4	1.6% of Base Salary	\$613	

ATHLETICS

\$35,943 \$37,112 \$38,318

CATEGORY I POINTS		BASE SALARY	2010-2012	
				0.1715
Athletic Director	35+	17.15% of Base Salary	\$6,572	
CATEGORY II POINTS		BASE SALARY	2010-2012	
				0.1295
Varsity Basketball (B & G)	30-34	12.95% of Base Salary	\$4,962	
CATEGORY III POINTS		BASE SALARY	2010-2012	
				0.1085
Nordic Skiing	25-29	10.85% of Base Salary	\$4,158	
Varsity Baseball	25-29	10.85% of Base Salary	\$4,158	
Varsity Soccer (B & G)	25-29	10.85% of Base Salary	\$4,158	
Varsity Field Hockey	25-29	10.85% of Base Salary	\$4,158	

Varsity Softball	25-29	10.85% of Base Salary	\$4,158
JV Basketball (B & G)	25-29	10.85% of Base Salary	\$4,158
Varsity Track	25-29	10.85% of Base Salary	\$4,158
Varsity Cross Country	25-29	10.85% of Base Salary	\$4,158
Varsity Lacrosse (B)	25-29	10.85% of Base Salary	\$4,158
Varsity Lacrosse (G)	25-29	10.85% of Base Salary	\$4,158

CATEGORY IV	POINTS	BASE SALARY	2010-2012		\$38,318
				0.088	
Winter Cheerleading A	20-24	8.8% of Base Salary	\$3,372		
Golf	20-24	8.8% of Base Salary	\$3,372		
Alpine Skiing	20-24	8.8% of Base Salary	\$3,372		
Ski Jumping	20-24	8.8% of Base Salary	\$3,372		

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CATEGORY V	POINTS	BASE SALARY	2010-2012		\$38,318
				0.071	
JV Soccer (B & G)	15-19	7.10% of Base Salary	\$2,721		
JV Field Hockey	15-19	7.10% of Base Salary	\$2,721		
JV Softball	15-19	7.10% of Base Salary	\$2,721		
JV Baseball	15-19	7.10% of Base Salary	\$2,721		
Middle School Athletic Direct.	15-19	7.10% of Base Salary	\$2,721		
JV Lacrosse (B & G)	15-19	7.10% of Base Salary	\$2,721		
Winter Cheerleading JV	15-19	7.10% of Base Salary	\$2,721		

CATEGORY VI	POINTS	BASE SALARY	2010-2012		
				0.0495	
Track, Varsity Assistant	10-14	4.95% of Base Salary	\$1,897		
Nordic Assistant	10-14	4.95% of Base Salary	\$1,897		
Baseball Varsity Assistant	10-14	4.95% of Base Salary	\$1,897		
Softball Varsity Assistant	10-14	4.95% of Base Salary	\$1,897		
Hockey Field Girls - Middle (A)	10-14	4.95% of Base Salary	\$1,897		
Track Middle School	10-14	4.95% of Base Salary	\$1,897		
Cross Country Middle	10-14	4.95% of Base Salary	\$1,897		
Middle School Ski Alpine	10-14	4.95% of Base Salary	\$1,897		
Middle School Ski Nordic	10-14	4.95% of Base Salary	\$1,897		
(Freshman Team According to	10-14	4.95% of Base Salary	\$1,897		
Policy 11/04)	10-14	4.95% of Base Salary	\$1,897		
Soccer Girls Assistant	10-14	4.95% of Base Salary	\$1,897		
Soccer Boys Assistant	10-14	4.95% of Base Salary	\$1,897		

CATEGORY VII	POINTS	BASE SALARY	2010-2012		\$38,318
				0.0375	
Middle School Track Asst.	6-9	3.75% of Base Salary	\$1,437		
Hockey Field Girls Middle (B)	6-9	3.75% of Base Salary	\$1,437		

Home Officer		Per Game Stipend			
Away Event Assistant		Per Game Stipend			

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APPENDIX D

SALARY SCALE COMPUTATION

In computing Salary Scale A teacher compensation, a teacher at the top of any BA track who obtains a Masters Degree, said computation shall provide step credit for horizontal movement on master track. For example someone on BA 15 Track, Step 10, who remains at Step 10 for two years and then obtains a Masters Degree would move to Masters Step 12. Article XIII longevity pay, if any, is not carried in a horizontal movement to a master track.

APPENDIX E
EARLY
RETIREMENT

AGE	YE 6/30 2005	YE 6/30 2006	YE 6/30 2007	YE 6/30 2008	YE 6/30 2009	YE 6/30 2010	YE 6/30 2011	YE 6/30 2012	YE 6/30 2013	YE 6/30 2014	YE 6/30 2015	Cumulative
55	\$58,967.00	\$60,863.43	\$62,862.14	\$64,905.16	\$67,014.56	\$69,192.55	\$71,441.31	\$73,763.15	\$76,160.45	\$78,635.67	\$81,191.33	\$755,016.75
	\$1,768.01	\$1,826.50	\$1,885.86	\$1,947.15	\$2,010.44	\$2,075.78	\$2,143.24	\$2,212.89	\$2,284.81	\$2,359.07	\$2,435.74	\$22,950.50
	\$9,003.56	\$10,489.15	\$12,219.86	\$14,236.13	\$16,585.10	\$19,321.84	\$22,509.71	\$26,123.81	\$30,550.74	\$35,591.81	\$41,464.22	\$236,185.50
	\$885.60	\$1,036.21	\$1,172.33	\$1,292.08	\$1,422.33	\$1,521.57	\$1,722.88	\$1,922.34	\$2,122.88	\$2,389.09	\$2,697.80	\$13,442.45
	\$2,307.97	\$2,382.86	\$2,460.42	\$2,540.39	\$2,622.95	\$2,708.20	\$2,796.21	\$2,887.09	\$2,980.92	\$3,077.80	\$3,177.83	\$29,942.76
	\$4,646.30	\$4,797.31	\$4,953.22	\$5,114.28	\$5,280.41	\$5,452.03	\$5,629.22	\$5,812.17	\$6,001.05	\$6,195.10	\$6,392.47	\$60,427.50
	\$77,579.44	\$81,415.57	\$85,481.24	\$89,868.12	\$94,685.81	\$99,971.76	\$105,792.56	\$112,225.45	\$119,360.03	\$127,300.33	\$136,187.16	\$1,129,627.46
TOTAL												

ASSUMING TEACHER EARLY
RETIRES AT AGE 55

Current Salary	\$58,967.00	\$59,000.00
Longevity Pay	\$1,768.01	\$1,721.25
Medical	\$9,003.56	\$24,221.25
Dental	\$885.60	
Retirement	\$2,307.97	
FICA/Medicare	\$4,646.30	
RETIREE COSTS		
Bonus Award	\$22,500.00	
FICA/Medicare	\$1,721.25	
	\$24,221.25	
		\$48,442.50
		\$4,646.30

1.0325 AVERAGE BASE
INCREASE

NEW TEACHER COSTS	BA15	MA
STEP 5	\$39,273.00	
STEP 6	\$42,302.00	
STEP 7	\$45,465.00	
STEP 8	\$48,830.00	
STEP 9	\$52,287.00	
STEP 10	\$55,910.00	
STEP 11	\$59,642.00	
STEP 12	\$63,484.00	
STEP 13	\$67,434.00	
STEP 14	\$71,484.00	
		\$75,612.00
		\$79,824.00
		\$84,120.00
		\$88,500.00
		\$92,964.00
		\$97,512.00
		\$102,144.00
		\$106,860.00
		\$111,660.00
		\$116,544.00
		\$121,512.00
		\$126,564.00
		\$131,700.00
		\$136,920.00
		\$142,224.00
		\$147,612.00
		\$153,084.00
		\$158,640.00
		\$164,280.00
		\$169,996.00
		\$175,788.00
		\$181,656.00
		\$187,600.00
		\$193,620.00
		\$199,716.00
		\$205,888.00
		\$212,136.00
		\$218,460.00
		\$224,860.00
		\$231,336.00
		\$237,888.00
		\$244,516.00
		\$251,220.00
		\$258,000.00
		\$264,856.00
		\$271,788.00
		\$278,796.00
		\$285,880.00
		\$293,040.00
		\$300,276.00
		\$307,588.00
		\$314,976.00
		\$322,440.00
		\$330,000.00
		\$337,636.00
		\$345,348.00
		\$353,136.00
		\$361,000.00
		\$368,940.00
		\$376,956.00
		\$385,048.00
		\$393,216.00
		\$401,456.00
		\$409,768.00
		\$418,152.00
		\$426,608.00
		\$435,136.00
		\$443,736.00
		\$452,408.00
		\$461,152.00
		\$470,000.00
		\$478,960.00
		\$488,032.00
		\$497,224.00
		\$506,536.00
		\$515,968.00
		\$525,520.00
		\$535,192.00
		\$544,984.00
		\$554,896.00
		\$564,928.00
		\$575,080.00
		\$585,352.00
		\$595,744.00
		\$606,256.00
		\$616,888.00
		\$627,640.00
		\$638,512.00
		\$649,504.00
		\$660,616.00
		\$671,848.00
		\$683,192.00
		\$694,656.00
		\$706,240.00
		\$717,944.00
		\$729,768.00
		\$741,712.00
		\$753,776.00
		\$765,960.00
		\$778,264.00
		\$790,688.00
		\$803,232.00
		\$815,896.00
		\$828,680.00
		\$841,584.00
		\$854,608.00
		\$867,752.00
		\$881,016.00
		\$894,400.00
		\$907,904.00
		\$921,528.00
		\$935,272.00
		\$949,136.00
		\$963,120.00
		\$977,224.00
		\$991,448.00
		\$1,005,792.00
		\$1,020,256.00
		\$1,034,840.00
		\$1,049,456.00
		\$1,064,096.00
		\$1,078,860.00
		\$1,093,648.00
		\$1,108,460.00
		\$1,123,296.00
		\$1,138,156.00
		\$1,153,040.00
		\$1,167,948.00
		\$1,182,880.00
		\$1,197,836.00
		\$1,212,816.00
		\$1,227,820.00
		\$1,242,848.00
		\$1,257,896.00
		\$1,272,964.00
		\$1,288,052.00
		\$1,303,160.00
		\$1,318,288.00
		\$1,333,436.00
		\$1,348,604.00
		\$1,363,792.00
		\$1,379,000.00
		\$1,394,228.00
		\$1,409,476.00
		\$1,424,744.00
		\$1,440,032.00
		\$1,455,340.00
		\$1,470,668.00
		\$1,486,016.00
		\$1,501,384.00
		\$1,516,768.00
		\$1,532,176.00
		\$1,547,608.00
		\$1,563,064.00
		\$1,578,544.00
		\$1,594,048.00
		\$1,609,576.00
		\$1,625,128.00
		\$1,640,704.00
		\$1,656,304.00
		\$1,671,928.00
		\$1,687,576.00
		\$1,703,248.00
		\$1,718,944.00
		\$1,734,664.00
		\$1,750,408.00
		\$1,766,176.00
		\$1,781,968.00
		\$1,797,784.00
		\$1,813,624.00
		\$1,829,488.00
		\$1,845,376.00
		\$1,861,288.00
		\$1,877,224.00
		\$1,893,184.00
		\$1,909,168.00
		\$1,925,176.00
		\$1,941,208.00
		\$1,957,264.00
		\$1,973,344.00
		\$1,989,448.00
		\$2,005,576.00
		\$2,021,728.00
		\$2,037,904.00
		\$2,054,104.00
		\$2,070,328.00
		\$2,086,576.00
		\$2,102,848.00
		\$2,119,144.00
		\$2,135,464.00
		\$2,151,808.00
		\$2,168,176.00
		\$2,184,568.00
		\$2,200,984.00
		\$2,217,424.00
		\$2,233,888.00
		\$2,250,376.00
		\$2,266,888.00
		\$2,283,424.00
		\$2,299,984.00
		\$2,316,568.00
		\$2,333,176.00
		\$2,349,808.00
		\$2,366,464.00
		\$2,383,144.00
		\$2,399,848.00
		\$2,416,576.00
		\$2,433,328.00
		\$2,450,104.00
		\$2,466,904.00
		\$2,483,728.00
		\$2,500,576.00
		\$2,517,448.00
		\$2,534,344.00
		\$2,551,264.00
		\$2,568,208.00
		\$2,585,176.00
		\$2,602,168.00
		\$2,619,184.00
		\$2,636,224.00
		\$2,653,288.00
		\$2,670,376.00
		\$2,687,488.00
		\$2,704,624.00
		\$2,721,784.00
		\$2,738,968.00
		\$2,756,176.00
		\$2,773,408.00
		\$2,790,664.00
		\$2,807,944.00
		\$2,825,248.00
		\$2,842,576.00
		\$2,859,928.00
		\$2,877,304.00
		\$2,894,704.00
		\$2,912,128.00
		\$2,929,576.00
		\$2,947,048.00
		\$2,964,544.00
		\$2,982,064.00
		\$2,999,608.00
		\$3,017,180.00
		\$3,034,768.00
		\$3,052,384.00
		\$3,069,928.00
		\$3,087,500.00
		\$3,105,096.00
		\$3,122,716.00
		\$3,140,360.00
		\$3,158,028.00
		\$3,175,720.00
		\$3,193,436.00
		\$3,211,168.00
		\$3,228,924.00
		\$3,246,704.00
		\$3,264,508.00
		\$3,282,336.00
		\$3,300,188.00
		\$3,318,060.00
		\$3,335,952.00
		\$3,353,864.00
		\$3,371,796.00
		\$3,389,748.00
		\$3,407,720.00
		\$3,425,712.00
		\$3,443,724.00
		\$3,461,756.00
		\$3,479,808.00
		\$3,497,880.00
		\$3,515,972.00
		\$3,534,084.00
		\$3,552,216.00
		\$3,570,368.00
		\$3,588,540.00
		\$3,606,732.00
		\$3,624,944.00
		\$3,643,176.00
		\$3,661,428.00
		\$3,679,700.00
		\$3,698,000.00
		\$3,716,316.00
		\$3,734,648.00
		\$3,753,000.00
		\$3,771,372.00
		\$3,789,764.00
		\$3,808,176.00
		\$3,826,608.00
		\$3,845,060.00
		\$3,863,532.00
		\$3,882,024.00
		\$3,900,536.00
		\$3,919,068.00
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APPENDIX F
MEMORANDUM OF UNDERSTANDING
BETWEEN
HOPKINTON SCHOOL BOARD
AND
HOPKINTON EDUCATION ASSOCIATION

For 2010-2012 Agreement

Reference: ARTICLE I – Recognition, Paragraph 2 of 2010-2012 Master Agreement

For the purposes of defining “professional staff”, the following professional staff positions are covered by the Hopkinton School District/Hopkinton Education Association Agreement for contract years 2010-2012:

- Teachers
- Librarians
- Nurses
- Guidance Counselors
- School and Work Coordinator
- Reading Specialist
- Special Education Professional Staff to include:
 - 1) Special Education Teachers
 - 2) School Psychologist
 - 3) Behavioral Specialist (Elementary)
 - 4) Behavior Specialist/Inclusion Coordinator (High School)
 - 5) Licensed Speech Therapist (Elementary)
- Chapter I, Reading Tutors*

*Chapter I Reading Tutors is federally funded positions and subject to federal funds.



APPENDIX G

Dental

**School Administrative Unit #66
Dental Option**

	<i>Alternative Plan Option 6E</i>
<u>Coverage</u>	100%
A	
Coverage B	100%
Coverage C	50%
Coverage D	50%
Deductible	0
Annual Maximum	\$1,500
Lifetime Ortho Maximum	\$1,500

Coverage A

Diagnostic: Evaluations; X-Rays

Preventive: Cleanings; fluoride, space maintainers and sealants for children

Coverage B

Fillings; Extractions; Root canal therapy; Periodontal treatment; Repair of removable denture; Emergency Treatment

Coverage C

Prosthodontics: Removable and Fixed Partial Dentures (Bridges), crowns, dentures, onlays, implants

Coverage D

Orthodontics: Correction of crooked teeth

Deductible

Per Person/Per Family per contract year. Applies to B and C coverages only.

Annual Maximum

Per Person Per Contract Year

Non-Flex Rates

Applies when a group of employees is given only one dental option

Flex Rates

Applies when a group of employees is given two or more dental options to choose between

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